

# **ST FRANCIS CHURCH, SALISBURY**

## **Annual Report and Financial Statements of the Parochial Church Council**

**for the year ended 31 December 2023**

**Charity Number 1130133**

ST FRANCIS CHURCH, SALISBURY (1130133)  
ANNUAL REPORT AND FINANCIAL STATEMENTS

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## ST FRANCIS CHURCH, SALISBURY (1130133)

### ANNUAL REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 DECEMBER 2023

#### REFERENCE AND ADMINISTRATION DETAILS

##### Church Details

St Francis Church is an Anglican Church in the Diocese of Salisbury. The church building is situated in the northern part of the city, at the junction of Castle Road and Beatrice Road.

Correspondence to the Church, the PCC or its officers can be addressed to:

The Parish Office  
St Francis Church  
Beatrice Road  
Salisbury, SP1 3PN

##### Structure and Management

The PCC is a corporate body established by the Church of England and operates under the Parochial Church Council Powers Measure. The PCC registered with the Charity Commission during 2009; our Registration Number is 1130133. The appointment of members of the PCC is governed by and set out in the Church Representation Rules.

Churchwardens at St Francis are normally elected for a three-year term of office. They can attend training days to make them aware of the responsibilities that they have as Churchwardens, and that the PCC has overall. When necessary and appropriate, individual members of the PCC attend courses to learn about specific issues and to report back to the PCC.

The PCC meets regularly on alternate months; in the intervening months a Standing Committee meets. The Standing Committee comprises the PCC Chair, Treasurer, Operations Manager, and both Churchwardens – one of whom is Vice-Chair. Reports are received by the PCC from Deanery and General Synods, our link missionaries, and PCC Committees. The PCC has appointed sub-committees and task forces for special responsibilities and tasks, as follows:

	Responsibilities
Building & Grounds Committee	To deal with issues relating to the fabric of the church building and grounds
Mission Committee	To monitor and review all our mission work, and to advise on annual giving
Safeguarding Team	To report any safeguarding matters arising since the last PCC meeting
Hope Church	Report on the Pioneer Church (at Old Sarum) at every PCC meeting

Other taskforces are formed as and when they are needed for special events and for the appointment of staff.

##### Training of Trustees policy

The trustees regularly review the structure, size, and composition of the board, with the object of having a membership of varied experience that is able to offer help and advice. Training is tailored to individual needs depending on the experience of the individual involved.

##### PCC membership

The following people served on the Parochial Church Council (PCC) during 2023 and consequently formed the Board of Trustees of the PCC during the period:

Incumbent	Reverend Canon Jean de Garis	Chair of the PCC (from May 2019)
Assistant Curate	Reverend Mary Terry	(from July 2021)
Assistant Curate	Reverend Joe Stone	(from July 2023)

# ST FRANCIS CHURCH, SALISBURY (1130133)

## ANNUAL REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 DECEMBER 2023

<b>Churchwardens</b>	Chris Taylor Tom Wilkins	(from September 2020) (from September 2020)
<b>Officers</b>	Jane Franchi Mark Venables	Secretary (from September 2020) Treasurer (from April 2019)
<b>Deanery Synod Representatives</b>	Sally Reed Danni Malone Jean Filtness	elected April 2023 elected April 2023 (resigned Oct 2023) elected April 2023
<b>Elected Members</b>	Brian Webb Keith Leslie Lucy Barnett-Mead Sarah Alford Elizabeth Liversage Mark Venables Pete Coggan-Lennox Becca Inglis Sarah McNicol Sherwin Pollus	elected April 2021 for 3 years elected April 2021 for 3 years elected April 2021 for 3 years elected April 2022 for 3 years elected April 2022 for 3 years elected April 2022 for 3 years elected April 2023 (resigned Oct 2023) elected April 2023 for 3 years elected April 2023 for 3 years elected April 2023 for 3 years
<b>Ex-Officio Members</b>	Rev Sarah Wood-Roe William Burditt Sophie Burditt	Priest at St Lawrence (moved August 2023) Hope Pioneer Church (moved June 2023) Hope Pioneer Church (moved June 2023)

### Review of Financial Activities and Affairs

Our accounts for the year are subject to Independent Examination; The PCC's Independent Examiners are Moore [South] LLP. During the year, the charity continued to receive donations and income from church and hall lettings, which has enabled the continuation of our charitable activities. We have also made donations as part of our objects to church and other charities, these are detailed in note 2.

During the year ended 31 December 2023, the Charity made a surplus of £31,758 (2022: £16,501).

Unrestricted Funds were £18,431 (2022: £6,327) and Designated Funds were £68,198 (2022: £66,004). Restricted Funds amounted to £6,551 (2022: £(10,909)).

### Reserves policy

The trustees have reviewed the reserves policy, with a view of achieving financial resilience. The trustees' aim is to maintain Unrestricted Funds reserves, at a level that will allow the charity to weather fluctuations in the level of operational activity and income, to enable the continuation of the designated projects. The PCC have a policy of holding an element of cash reserves in a deposit account to obtain a higher long-term return.

### Going concern

The trustees have considered the potential impact of the cost of living crisis and are monitoring the overall financial position of the charity.

## Risk management

The trustees recognise their responsibility for managing risk. Trustees have assessed the major risks to which the charity is exposed and are satisfied that systems are in place to mitigate exposure to the major risks. There are risk protocols in place for all church activities on and off site.

## AIM AND PURPOSE

The Parochial Church Council (PCC) of St Francis Church is responsible for co-operating with the Vicar, in promoting the whole mission of the church, pastoral, evangelistic, social and ecumenical, in the ecclesiastical parish. It is also responsible for overseeing ministry and mission on the Old Sarum and Longhedge estates especially through Hope Church. This missional Community was led by Will and Sophie Burditt, who were licensed by the Bishop of Salisbury. In 2020 it was launched as a church plant from St Francis, meeting at Old Sarum Community Centre, offering regular Sunday worship in addition to the previous missional activities. The PCC carries responsibility for the maintenance of the Parish Church and the adjacent Church Hall and Youth Lounge. The PCC is drawn from members of both St Francis Church and Hope Church, and some members regularly worship at both venues.

## Public Benefit

The trustees of St Francis Church confirm that they have complied with their duty under section 4 of the Charities Act 2011 to have due regard to the Charity Commission's general guidance to charities on public benefit.

## OBJECTIVES AND ACTIVITIES

The primary objective of the PCC is the proclamation of the Gospel of our Lord Jesus Christ according to the doctrine and practices of the Church of England. St Francis PCC tries to achieve this by co-operating with and supporting our Vicar in promoting the mission of the church to the whole parish.

The Standing Committee (which sets the agenda for meetings of the PCC) seeks to keep a healthy balance in the agenda of meetings to include practical items (including finance, fabric and staffing) with pastoral and evangelistic and developmental priorities (including outreach, children and youth, discipleship, worship and serving our community).

## REVIEW OF THE YEAR (ACHIEVEMENTS AND PERFORMANCE)

### St FRANCIS

#### Identity

Through 2023 we have continued to express our life as a church through the strapline "Life with God." As a fellowship of believers, we do not "go to Church" so much as remember that **we are the Church** and that we aim to share every part of our lives as fully as we can with God. Every activity in our church is intended to achieve one or more of our 3 "E" objectives to:

<b>Encounter</b>	(meet with God)
<b>Equip</b>	(train and form us in the likeness of Jesus)
<b>Engage</b>	(understand and serve the world more effectively in the power of the Spirit)





ANNUAL REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 DECEMBER 2023

### Increasing Benefice Connections

One of the most striking features through 2023 was the recognition that we need to see ourselves as a **united benefice** of three Churches: St Francis, St Lawrence and Hope Church. These three expressions of being church are not in conflict or competition but offer different ways and styles for diverse people to be in a vibrant community of faith. Our three Churches have become much more interdependent rather than working in isolation. This happened by necessity at first, through the need to share leadership across the benefice, but is increasingly recognised by members of all three faith communities as mutually enriching and sustaining. St Lawrence is, however, a separate parish with its own PCC and so publishes its own accounts and is not reported further here.

### Clergy and Staff Changes

The clergy team grew in July 2023 with the arrival and ordination of Joe Stone as Assistant Curate. However, Joe's arrival coincided with the departure of Will and Sophie Burditt who had been leading Hope Church. Will moved to commence his curacy in Blandford Forum following his ordination in the same service as Joe Stone. Sarah Wood-Roe, who had been the House for Duty minister at St Lawrence, also departed after 6 years as she was invited to become Chaplain to the Bishop of Salisbury. Rev David Stokes (P/O), recently retired from ministry in Argentina, and Mary Terry both subsequently led services for St Lawrence every month which have been enormously welcomed. We have also been blessed with the supportive ministries of Rev Sarah Pix and Rev Everton McLeod.

There were several significant staff changes in 2023, first with Rory Malone (Worship Pastor and Comm.) who moved to work for a South American Mission charity, and then in November Katie Olive (Children and Families Pastor) stepped down after 13 years of wonderful ministry at St Francis. We needed some time to discern what the future role of Worship Pastor might be. Despite advertising, we have sadly not had applications for this role. We are truly grateful to all the church members who have stepped up to lead worship with singing and instruments this year. We are thrilled to have been able to appoint Emily Stone as our new Children and Families Pastor for 2024.

We are so glad for the enthusiasm, faith and skills of our staff team. Jane Franchi (Operations Manager) took on an additional 10 hours per week to lead our Church Communications after Rory's departure. Sophie Stokes has continued her excellent work as our part-time Youth Pastor. Charlie Davies (Caretaker) has also been invaluable through 2023 as with the increase in site bookings, there has been an increased need for furniture moving and cleaning. Alan Goldie, who runs all the room bookings, has also joined the caretaking team on a part time basis. We thank God for the joyful ministries of Jo Inman (LLM) and Sophie Ferguson (Ordinand on placement at St Lawrence).

We also thank the great army of volunteers who serve God and his people regularly through leading in so many ways. We have wonderful teams who lead worship and preach, including the organist and choir, those who read the Bible and lead intercessions, pray for others, offer welcome, serve refreshments, lead groups to serve infants, children and young people, arrange flowers, care for the finances, and fabric of the building and grounds. Our churches simply could not run without the generous and dedicated commitment of the host of volunteers.

## ST FRANCIS CHURCH

St Francis Church offers a varied pattern of Sunday worship. These include:

**9.30 am** Holy Communion and **11 am** Informal Worship (with families and youth groups in term time).  
On Sunday evenings at **7 pm** there are monthly Bible Teaching evenings and Encounter nights each month.  
This range of worship includes a small choir, a worship band, liturgical and all-age worship opportunities.

Often for the teaching component of worship, age-appropriate groups are formed for some of the service. The church is blessed with having several excellent, different, venues on site for small-group discipleship. The **Sunday Teaching Programme** in 2023 included a 9-week series on Nehemiah "Rebuilding from Ruins", Easter "Reasons for Hope", a 10-week exploration of "The Beatitudes" from the Sermon on the Mount, and 11 weeks looking at "Journeys into Life", as well as our Christmas and other seasonal topics.

St Francis connects with a large number of **children and young people** each week. This is through a combination of the Sunday programmes and mid-week activities. Thursday "Teddy Bears" serves a large number of local families with young children. St Francis is a safe place to meet, connect with other local families, and enable children to enjoy socialising and playing together. There is a weekly term-time discipleship group POLO (Parents of Little Ones), and opportunities for families to receive prophetic prayer through the year. Perhaps the highlight of our children's ministry in 2023 was the summer holiday club **The Restoration Station** which was a wonderful way to share with children the story of God's amazing work of restoring lives through music, craft activities, drama and fun activities.

It was also great to have our own **Church Camp** and a strong group going to **New Wine** again, the first post-pandemic.

Through 2023 our **Youth Ministry** was developed to include a Friday night club with 2 sessions (years 6-9 and 10-13). There is Sunday provision for older and younger youth during services, and a Sunday evening discipleship group each week which includes fun games and eating together. Youth drop-in times were offered in the summer. Assembling enthusiastic and committed teams of volunteers has been crucial to all these activities.

In addition to services in church building, we take Holy Communion to house-bound members and lead worship every month in four residential homes within our parish. We take assemblies regularly in three local schools and offer support in a variety of ways. Mary Terry has led a team running the **Bereavement Journey** very effectively through 2023. Many people have benefitted from having a safe space to explore and process the pain of loss. We also hosted a **Life Recovery Course** for the local charity "Morning Star" supporting those living with addictions. Lu Liversage is PCC member responsible for accessibility.

We had **210 people** on our Electoral Roll (an increase of 19 through the year). The average church attendance through 2023 remained stable at around **160 adults each Sunday** for the 9.30 and 11.00 services combined, though this increases greatly for the main Christian Festivals. Through the summer holidays an additional worship service called **Worship on the Green** was popular, especially with families having young children. New church members have come through a combination of moving to the area and wanting to find a new church, some moving to St Francis from other churches, and a small number of people coming to faith and joining us. Though about 160 adults attend most Sundays, through the course of a month, that might well be 250 different people, as a significant number attend only once or twice a month. Those who are new to the Church are invited to a **Welcome Lunch** held each term.

ANNUAL REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 DECEMBER 2023

In many ways the life blood of the church is expressed in the 17 mid-week Life Groups. These are typically every fortnight in a church member's home with 8 – 12 members in each. Life Groups are invaluable for growing as disciples of Jesus and caring for one another. There are currently around 140 adults in these groups. Home Group Leaders are invited to a gathering each term to be encouraged and share training resources to help their groups to flourish.

## HOPE CHURCH

2023 was a highly significant year in the development and direction of Hope Church. Following his call to ordained ministry in the Church of England, Will Burditt trained as an ordinand through St Mellitus College. This came to a joyful fruition with his ordination in July. However, it also meant that Will and Sophie had to move to their curacy parish of Blandford Forum. Their departure was a bitter-sweet moment: joy for their journey ahead with God, but also leaving a huge leadership and ministry gap at Hope Church.



The good news is that the lay leadership Navigation Group (comprising Jean Fitness, April Hall, Danni Malone, Tom Rendall and Joy Wilkinson) met each month in 2023 with the Vicar. Priscilla Venables was appointed mid-way through the year adding much needed support with communications and administration. Together the NG has stepped up incredibly well in offering gifted and committed liturgical, pastoral and missional leadership to Hope Church and the estates they serve at Old Sarum and Longhedge. This has been personally demanding and costly, but also extremely fruitful. The Navigation Group are to be especially commended for their outstanding work this year.

Notable developments through 2023 include: Hope Youth now meeting twice per month; monthly men's Games evening in the Beatrice Room; Joe Stone and Jean Fitness growing a music group to lead worship; and events including an outreach Prayer Walk and Harvest lunch. It was decided to pause Connect Groups for the time being. Part of the ministry vacancy has been taken up by additional input from Joe Stone and Jean de Garis, which increased the provision of Communion on Sundays.

In addition to all this, we were delighted that Jean de Garis (Vicar) and Alan Jeans (Archdeacon) jointly wrote and submitted a successful bid to the Aldhelm Mission Fund. This was to request additional funding to be able to create a new role of **Pioneer Priest** taking primary responsibility for Hope Church and St Lawrence, Stratford sub Castle. The £45,000 given over three years, is to enable the Pioneer Priest appointment to be made, but also to offer time in which to encourage generous giving by church members to pay for future ministry before the funding ends. For a secure future, all churches need to develop self-sustaining funding from their members.

It was with great joy we announced the successful application and appointment of **Rev Suzie Allen** (currently serving the Wimborne parishes). She will move into the vacant Old Sarum house and be licenced in April 2024.



ANNUAL REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 DECEMBER 2023

THE FUTURE

We look forward to the year ahead. There will be further changes. Some changes we will welcome, such as the arrival of Rev Suzie Allen. But whatever difficulties or challenges we also need to face, we will continue to trust and hope in God, praying like St Paul in Ephesians 3.20 that God "is able to do immeasurably more than all we ask or imagine, according to his power that is at work within us

On behalf of St Francis PCC:

Reverend Canon Jean de Gars, Vicar and PCC Chairman

28<sup>th</sup> April 2024

Date:

## ST FRANCIS CHURCH, SALISBURY (1130133)

### TRUSTEES' RESPONSIBILITIES STATEMENT FOR THE YEAR ENDED 31 DECEMBER 2023

The trustees are responsible for preparing the Trustees' Annual Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities in England & Wales/Northern Ireland requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources of the charity for that period.

In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP 2019 (FRS 102);
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and to enable them to ensure that the financial statements comply with the Charities Act 2011, the Charity (Accounts and Reports) Regulations and the provisions of the Trust Deed. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

On behalf of St Francis PCC:

Reverend Canon Jean de Gars, Vicar and PCC Chairman

28<sup>th</sup> April 2024

Date

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF ST FRANCIS CHURCH, SALISBURY, PAROCHIAL  
CHURCH COUNCIL

I report on the accounts of the PCC of St Francis Church, Salisbury (charity number 1130133) for the year ended 31 December 2023 which comprise Statement of Financial Activities of all funds, the Balance Sheet and the related notes, which can be found on pages 11 - 20 of this document.

**Respective responsibilities of Trustees and Examiner**

As the Trustees of the Charity you are responsible for the preparation of the financial statements in accordance with the requirements of the Charities Act 2011 (the 2011 Act). The charity's trustees consider that an audit is not required for this year under section 144 of the Charities Act 2011 ("the Charities Act") and that an independent examination is needed. The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of ACCA.

I report in respect of my examination of the Charity's financial statements carried out under section 145 of the 2011 Act. In carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

**Basis of Independent Examiner's report**

Your attention is drawn to the fact that the charity has prepared financial statements in accordance with 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) in preference to the Accounting and Reporting by Charities: Statement of Recommended Practice issued on 1 January 2019 which is referred to in the extant regulations but has now been withdrawn.

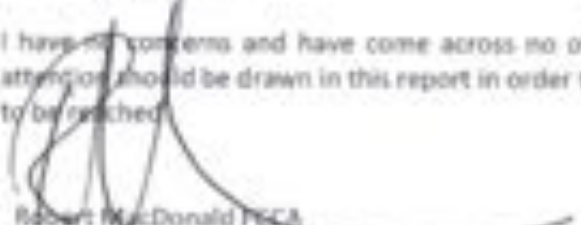
I understand that this has been done in order for financial statements to provide a true and fair view in accordance with Generally Accepted Accounting Practice effective for reporting periods beginning on or after 1 January 2019.

**Independent Examiner's statement**

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act 2011; or
- the accounts did not accord with the accounting records; or
- 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 financial statements to be reached.

  
Robert MacDonald FCA  
Moore (South) LLP  
Chartered Accountants  
33 The Clarendon Centre  
Salisbury Business Park  
Dairy Meadow Lane  
Salisbury SP1 2TJ

Dated: 2 May 2024

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**STATEMENT OF FINANCIAL ACTIVITIES**  
**1 JANUARY 2023 TO 31 DECEMBER 2023**

				<b>Total</b>	
	<b>Note</b>	<b>Unrestricted</b>	<b>Endowment</b>	<b>Restricted</b>	
		<b>(£)</b>	<b>(£)</b>	<b>(£)</b>	
<b>Income resources</b>					
Income resources from generated funds					
Voluntary income	2	241,139	-	800	241,939
Activities for generating funds		-	-	-	120
Investment income	4	1,870	-	-	342
Income resources from charitable activities	3	32,957	-	-	25,870
Income resources from generated funds		-	-	-	-
Other income resources	3	3,084	-	-	2,499
Other voluntary income resources	2	100	-	-	-
<b>Total income</b>		<b>279,150</b>	<b>-</b>	<b>800</b>	<b>279,950</b>
<b>Resources used</b>					
Charitable Giving	5	21,650	-	-	18,898
Activities directly related to church work	6	188,503	-	-	206,153
Diocese loan interest		-	-	1,340	1,061
Church Hall	6	35,679	-	-	27,032
Church management and administration	7	1,020	-	-	2,075
<b>Total expenditure</b>		<b>246,852</b>	<b>-</b>	<b>1,340</b>	<b>255,219</b>
<b>Net income / (expenditure) resources before transfer</b>		<b>32,298</b>	<b>-</b>	<b>(540)</b>	<b>16,501</b>
<b>Transfers</b>					
Gross transfers between funds - in	16	-	-	18,000	200
Gross transfers between funds - out	16	(18,000)	-	-	(200)
<b>Other recognised gains / losses</b>		<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Net movement in funds</b>		<b>14,298</b>	<b>-</b>	<b>17,460</b>	<b>16,501</b>
<b>Reconciliation of funds</b>					
Total funds brought forward	16	72,331	-	(10,909)	44,921
Total funds carried forward	16	86,629	-	6,551	63,422

**STATEMENT OF FINANCIAL ACTIVITIES**  
**1 JANUARY 2022 TO 31 DECEMBER 2022**

				<b>Total</b>	
	<b>Note</b>	<b>Unrestricted</b>	<b>Endowment</b>	<b>Restricted</b>	
		<b>(£)</b>	<b>(£)</b>	<b>(£)</b>	
<b>Incoming resources</b>					
<b>Incoming resources from generated funds</b>					
Voluntary income	2	226,945	-	15,950	242,895
Activities for generating funds	3	120	-	-	120
Investment income	4	342	-	-	342
Incoming resources from charitable activities	3	24,096	-	1,774	25,870
Incoming resources from generated funds		-	-	-	-
Other incoming resources	3	2,493	-	-	2,493
Other voluntary incoming resources	2	-	-	-	8,259
<b>Total income</b>		<b>253,996</b>	<b>-</b>	<b>17,724</b>	<b>271,720</b>
<b>Resources used</b>					
Charitable Giving	5	18,298	-	600	18,898
Activities directly related to church work	6	206,153	-	-	206,153
Diocese loan interest	6	-	-	1,063	1,063
Church Hall	6	27,032	-	-	27,032
Church management and administration	7	2,075	-	-	2,075
<b>Total expenditure</b>		<b>253,558</b>	<b>-</b>	<b>1,663</b>	<b>255,221</b>
<b>Net income / (expenditure) resources before transfer</b>		<b>438</b>	<b>-</b>	<b>16,063</b>	<b>16,501</b>
<b>Transfers</b>					
Gross transfers between funds - in		-	-	200	200
Gross transfers between funds - out		(200)	-	-	(200)
<b>Other recognised gains / losses</b>					
<b>Net movement in funds</b>		<b>238</b>	<b>-</b>	<b>16,263</b>	<b>16,501</b>
<b>Reconciliation of funds</b>					
<b>Total funds brought forward</b>		<b>72,093</b>	<b>-</b>	<b>(27,172)</b>	<b>44,921</b>
<b>Total funds carried forward</b>		<b>72,331</b>	<b>-</b>	<b>(10,909)</b>	<b>44,921</b>

## ST FRANCIS CHURCH, SALISBURY (1130133)

## BALANCE SHEET

	Note	31 DECEMBER 2023	31 DECEMBER 2022
<b>Fixed assets</b>			
Tangible assets	8	-	-
<b>Current assets</b>			
Debtors	10	12,035	11,906
Cash at bank and in hand		124,080	108,993
		136,115	120,899
<b>Liabilities</b>			
Creditors: Amounts falling due in one year	11	(42,935)	(25,703)
<b>Net current assets less current liabilities</b>		<b>93,180</b>	<b>95,196</b>
<b>Total assets less current liabilities</b>		<b>93,180</b>	<b>95,196</b>
Long term loan	12	-	33,714
<b>Total net assets less liabilities</b>		<b>93,180</b>	<b>61,482</b>
<b>Represented by:</b>			
<b>Unrestricted</b> Unrestricted - General fund	16	18,411	6,327
<b>Designated</b> Designated - Vicarage Repair Fund	16	-	-
Designated - Staffing Fund		-	-
Designated - Flower fund		442	394
Designated - Teddy Bears Fund		2,345	2,808
Designated - Reserves		73,284	73,284
Designated - Hope Church (Old Sarum Mission)		(15,596)	(16,405)
Designated - Fabric Fund		6,775	1,774
Designated - Church Extension Fund		948	4,149
<b>Restricted</b> Restricted - Discretionary hardship fund	16	7,150	6,350
Restricted - Roof repair fund		(599)	(17,259)
Restricted - Soul Survivor fund		-	-
<b>Funds of the church</b>		<b>93,180</b>	<b>61,482</b>

The notes on pages 14-20 form part of these accounts.

Approved by the Trustees and signed on their behalf  
by:

Dated: 28/04/2024

Reverend Canon Jean de Garis, Vicar and PCC  
Chairman

Mark Venables, Treasurer

## NOTES TO THE ACCOUNTS

### 1 ACCOUNTING POLICIES

#### Charity Information

Charity name: The Parochial Church Council of the Ecclesiastical Parish of St Francis, Salisbury  
Charity number: 1130133

#### Accounting convention

The financial statements have been prepared in accordance with the charity's governing document, the Charities Act 2011, FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland" ("FRS 102") and the Charities SORP "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 Republic of Ireland (FRS 102)" (effective 1 January 2019). The charity is a Public Benefit Entity as defined by FRS 102.

The financial statements 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 the Statement of Recommended Practice for charities applying FRS 102 rather than the version of the Statement of Recommended Practice, which is referred to in the Regulations, but 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 £. The financial statements have been prepared under the historical cost convention.

The financial statements are prepared on a going concern basis under the historical cost convention.

The significant accounting policies applied in the preparation of these financial statements are set out below. These policies have been consistently applied to all years presented unless otherwise stated.

#### 1a Going Concern

At the time of the Trustees approving the financial statements, the trustees have a reasonable expectation that there are adequate resources to continue in operational existence for the foreseeable future, therefore, the trustees continue to adopt the going concern basis.

#### 1b Funds

The accounts include all the funds for which the PCC is legally responsible.

**Restricted funds** are funds which are to be used in accordance with specific restrictions imposed by the donor.

**Unrestricted funds** include funds which the trustees are free to use for any purpose in furtherance of the charitable objectives of the PCC. Unrestricted funds include **designated funds** where the trustees, at their discretion, have created a fund for a specific purpose.

The General Fund is an unrestricted fund, and most other funds are designated funds, with the exception of restricted funds set up in 2018 for funds raised for the forthcoming roof repair and a fund for amounts raised to support the Soul Survivor event attendance for our young people.



## NOTES TO THE ACCOUNTS

### 1c Income Recognition

All income is recognised once the PCC has entitlement to the income, it is probable that the income will be received, and the amount of income receivable can be measured reliably.

Donations are recognised when the PCC has been notified in writing of both the amount and the settlement date.

The PCC has received no legacy gifts in this accounting period.

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the PCC, which is normally on notification of interest paid or payable by the bank involved.

### 1d Expenditure Recognition

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the PCC to that expenditure, it is probable that settlement will be required and the amount of the obligation can be measured reliably.

All expenditure is accounted for on an accrual basis. All expenses are allocated or apportioned to the applicable expenditure headings.

Grants payable to third parties are within the charitable objectives. Where unconditional grants are offered, this is accrued as soon as the recipient is notified of the grant, as this gives rise to a reasonable expectation that the recipient will receive the grants.

### 1e Statement of Assets and Liabilities

An inventory of all fixtures, fittings and equipment is kept and reviewed each year.

The following assets are recognised but not valued in the Statement of Assets and Liabilities:

- Movable church furnishings held by the churchwardens on special trust for the PCC and which require a faculty for their disposal, and
- Other fixtures, fittings and office equipment which the PCC is free to dispose of without a faculty

### 1f Tangible Fixed Assets

Assets are capitalised at a value over £3,000 which have a useful life of a number of years. Fixtures, fittings and equipment 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 the assets less their residual values over their useful lives on the following basis:

Fixtures, fittings and equipment – 4 to 10 years straight line

### 1g Debtors and creditors receivable / payable within one year

Debtors and creditors with no stated interest rate and receivable or payable within one year are recorded at transaction price. Any losses arising from impairment are recognised in expenditure.

### 1h Impairment

Assets not measured at fair value are reviewed for any indication that the asset may be impaired at each balance sheet date. If such indication exists, the recoverable amount of the asset, or the asset's cash generating unit, is estimated and compared to the carrying amount. Where the carrying amount exceeds its recoverable amount, an impairment loss is recognised in profit or loss unless the asset is carried at a revalued amount where the impairment loss is a revaluation decrease.

## NOTES TO THE ACCOUNTS

**1f Interest free loans**

Interest free loans were generously provided by a number of households in the congregation to assist with cashflow management for the annexe building and roof repair project.

Interest free loans have not been discounted as this is not required for Public Benefit Entities under FRS102.

**1j Employee benefits**

When employees have rendered service to the charity, short-term employee benefits to which the employees are entitled are recognised at the undiscounted amount expected to be paid in exchange for that service.

The charity operates a defined benefit plan for the benefit of its employees. The pension scheme is a multi-employer scheme with no underlying assets to assign between employers. Consequently, the pension scheme is treated as a defined contribution scheme for accounting purposes and the contributions are recognised in the period to which they relate.

**1k Tax**

The charity is an exempt charity within the meaning of schedule 3 of the Charities Act 2011 and is considered to pass the tests set out in Paragraph 1 Schedule 6 Finance Act 2010 and therefore it meets the definition of a charitable company for UK corporation tax purposes.

**2 INCOME FROM DONATIONS AND LEGACIES**

	2023 (£)	2022 (£)
Donations and Gifts	241,939	242,895
Other	100	-
	<u>242,039</u>	<u>242,895</u>

Income from donations and legacies was £242,039 (2022 - £242,895) of which £800 (2022 - £15,950) was attributable to restricted and £241,239 (2022 - £226,945) was attributable to unrestricted funds.

**3 INCOME FROM CHARITABLE ACTIVITIES**

	2023 (£)	2022 (£)
Sale of goods and services including lettings	32,957	25,670
Other	3,084	2,613
	<u>36,041</u>	<u>28,483</u>

Income from charitable activities was £36,041 (2022 - £28,483) of which £Nil (2022 - £1,774) was attributable to restricted and £36,041 (2022 - £26,709) was attributable to unrestricted funds.

**4 INCOME FROM INVESTMENTS**

	2023 (£)	2022 (£)
Bank Interest Received	1,870	342
	<u>1,870</u>	<u>342</u>

Income from investment was £1,870 (2022 - £342) of which £Nil (2022 - £Nil) was attributable to restricted and £1,870 (2022 - £342) was attributable to unrestricted funds.

## NOTES TO THE ACCOUNTS

## 5 DONATIONS PROVIDED

	2023 (£)	2022 (£)
Church Overseas		
Diocesan Fund for the Sudan	2,400	2,200
MAF	2,400	2,200
Christian Aid	400	360
Frontiers (Melissa Hall)	1,600	-
	<u>6,800</u>	<u>4,760</u>

## 5 DONATIONS PROVIDED (continued)

## Home Missions, Church Societies and Organisations

Bridge Project	6,500	5,000
C.M.S (Hull project)	2,000	2,200
Child of Hope	1,200	1,100
Salisbury Foodbank	2,000	1,800
Street Pastors	1,200	1,100
The Bible Society	-	200
Alabare	400	360
The Children's Society	-	360
	<u>13,100</u>	<u>12,120</u>

## Other Donations

Salisbury Women's Refuge	1,400	1,100
Arocha	150	265
Other discretionary gifts	-	653
	<u>1,550</u>	<u>2,018</u>

£Nil (2022 - £600) of the above costs were attributable to restricted funds. £21,850 (2022 - £17,698) of the above costs were attributable to unrestricted funds.

## NOTES TO THE ACCOUNTS

## 6 CHARITABLE ACTIVITIES

	2023 (£)	2022 (£)
Vicar's Working Expenses	3,262	1,556
Curate's expenses	2,440	225
Worship Leader	3,442	26,603
Training Courses	725	3,889
Link Magazine / Printing	2,259	3,912
Teddy Bears rent & expenses	215	215
Heat, Light, Water	6,038	7,797
Repairs & Maintenance	9,215	13,919
Flowers	52	-
Insurances	3,557	3,268
Parish Share	81,197	78,833
Caretaker	18,549	17,609
Old Sarum Expenses	9,701	8,439
Youth Worker	12,705	8,544
Youth Work	3,664	1,943
Outreach - events	219	794
Upkeep of Services	2,313	2,239
Wages	26,098	19,435
Organist	1,785	1,704
Church Office	6,074	4,597
Equipment	1,139	1,435
Water Hall	1,317	478
Cleaning & Sundries	1,220	1,474
Electricity - hall	6,044	933
Repairs - hall	1,001	3,612
Roof project	1,340	1,062
Children's & Family Worker	19,951	19,731
	<u>225,522</u>	<u>234,246</u>

£1,340 (2022 - £1,774) of the above costs were attributable to restricted funds. £224,182 (2022 - £232,472) of the above costs were attributable to unrestricted funds.

## 7 GOVERNANCE COSTS

	2023 (£)	2022 (£)
Independent examination fee	1,020	960
Professional fees	-	1,115
	<u>1,020</u>	<u>2,075</u>

£Nil (2022 - £Nil) of the above costs were attributable to restricted funds. £1,020 (2022 - £2,075) of the above costs were attributable to unrestricted funds.



## NOTES TO THE ACCOUNTS

## 8 TANGIBLE FIXED ASSETS

		Fixtures, fittings and equipment (£)	Total (£)
COST	Brought forward at 1 January 2023	20,779	20,779
	Additions in year	-	-
	Carried forward at 31 December 2023	20,779	20,779
DEPRECIATION	Brought forward at 1 January 2023	20,779	20,779
	Charge for year (straight line basis)	-	-
	Carried forward at 31 December 2023	20,779	20,779
NET BOOK VALUE			
	At 31 December 2023	-	-
	At 31 December 2022	-	-

## 9 CHURCH HALL

The Church Hall, which was built on church land in 1957, is of a specialist nature and the PCC considers that it is not appropriate to apply a modern value to the property.

## 10 DEBTORS

	2023 (£)	2022 (£)
Gift Aid Tax Recoverable	12,035	10,939
Youth Tuck Shop	-	967
	<u>12,035</u>	<u>11,906</u>

## 11 CREDITORS

	2023 (£)	2022 (£)
Others	2,881	2,703
Interest free loan – Church Extension	23,000	23,000
Diocesan loan – Roof Repair	17,054	-
	<u>42,935</u>	<u>25,703</u>

## 12 CREDITORS DUE AFTER ONE YEAR

	2023 (£)	2022 (£)
Diocesan loan – Roof Repair	-	33,714
	<u>-</u>	<u>33,714</u>

In 2019 a £50,000 loan was provided by the Diocese with an interest rate of 0.5% above base rate. The loan is repayable in 2024 in full however the church has part paid an amount in the year to reduce the interest due at the end of the term.

## NOTES TO THE ACCOUNTS

## 13 PENSIONS

St Francis PCC participates in the Pension Builder Scheme section of CWPF for lay staff. CWPF is administered by the Church of England Pensions Board, which holds the CWPF assets separately from those of the Employer and other participating employers.

CWPF has two sections:

1. the Defined Benefits Scheme
2. the Pension Builder Scheme, which has two subsections:
  - a. a deferred annuity section known as Pension Builder Classic, and
  - b. a cash balance section known as Pension Builder 2014.

**Pension Builder Scheme**

Both sections of the Pension Builder Scheme are classed as defined benefit schemes.

**Pension Builder Classic** provides a pension, accumulated from contributions paid and converted into a deferred annuity during employment based on terms set and reviewed by the Church of England Pensions Board from time to time. Discretionary increases may also be added, depending on investment returns and other factors.

**Pension Builder 2014** is a cash balance scheme that provides a lump sum which members use to provide benefits at retirement. Pension contributions are recorded in an account for each member. Discretionary bonuses may be added before retirement, depending on investment returns and other factors. The account, plus any bonuses declared is payable, unreduced, from age 65.

There is no sub-division of assets between employers in each section of the Pension Builder Scheme.

The scheme is considered to be a multi-employer scheme as described in Section 28 of FRS 102. This is because it is not possible to attribute the Pension Builder Scheme's assets and liabilities to specific employers and means that contributions are accounted for as if the Scheme were a defined contribution scheme. The pensions costs charged to the SoFA in the year are the contributions payable (2023: £3,412, 2022: £4,018)

A valuation of the Pension Builder Scheme is carried out once every three years. The most recent valuation was carried out as at 31 December 2022. The next valuation is due as at 31 December 2025.

For the Pension Builder Classic section, the valuation revealed a deficit of £4.8m on the ongoing assumptions used. There is no requirement for deficit payments at the current time.

For the Pension Builder 2014 section, the valuation revealed a surplus of £5.5m on the ongoing assumptions used. There is no requirement for deficit payments at the current time.

The legal structure of the scheme is such that if another employer fails, St Francis PCC could become responsible for paying a share of that employer's pension liabilities.

## NOTES TO THE ACCOUNTS

## 14 RELATED PARTY TRANSACTIONS

All Trustees give freely of their time and expertise without any form of remuneration or other benefit in cash or kind, and have claimed no expenses.

Any work done by families or associates of Trustees is paid for at market rates against invoices.

Donations were made to the following organisations with links to the following trustees:

£1,200 (2022: £1,100) to Salisbury Street Pastors - Keith Leslie is a trustee

£6,500 (2022: £5,000) to the Bridge Project - Sarah Alford is an employee

£Nil (2022: £350) to the Children's Society - Georgina Polius works for the charity in a non-paid capacity

Decisions about donations made are proposed by a mission committee and approved by the PCC as a whole.

## 15 STAFF COSTS

	2023 (£)	2022 (£)
Salaries and wages	76,812	86,863
Social security costs	-	1,941
Pension costs (defined contribution scheme)	3,412	4,018
Other employee benefits	-	-
	<u>80,224</u>	<u>92,822</u>

No employee received remuneration amounting to £60,000 or more during either year.

The average number of persons employed by the charity during the year was 5 (2022: 5).

## NOTES TO THE ACCOUNTS

## 16 FUND MOVEMENT SUMMARY

FUND	AT 1 JANUARY 2023	INCOMING RESOURCES	OUTGOING RESOURCES	TRANSFERS	GAINS AND LOSSES	AT 31 DECEMBER 2023
<b>Unrestricted</b>						
General fund	6,327	256,625	(200,786)	(43,735)	-	18,431
<b>Designated</b>						
Staffing fund	-	8,363	(36,098)	27,735	-	-
Hope Church fund	(16,405)	10,510	(9,701)	-	-	(15,596)
Fabric fund	1,775	-	-	5,000	-	6,775
Church Extension fund	4,148	1,800	-	(5,000)	-	948
Vicarage Repair fund	-	-	-	-	-	-
Flower fund	394	100	(57)	-	-	442
Teddy Bears fund	2,808	1,752	(215)	(2,000)	-	2,345
Reserves	73,284	-	-	-	-	73,284
Total unrestricted & designated funds	72,331	279,150	(246,852)	(18,000)	-	86,629
<b>Restricted</b>						
Discretionary Hardship Fund	6,350	800	-	-	-	7,150
Roof repair fund	(17,259)	-	(1,340)	18,000	-	(599)
Soul Survivor	-	-	-	-	-	-
Total restricted funds	(10,909)	800	(1,340)	18,000	-	6,551
<b>Total funds</b>	<b>61,422</b>	<b>279,950</b>	<b>(248,192)</b>	<b>-</b>	<b>-</b>	<b>93,180</b>

FUND	AT 1 JANUARY 2022	INCOMING RESOURCES	OUTGOING RESOURCES	TRANSFERS	GAINS AND LOSSES	AT 31 DECEMBER 2022
<b>Unrestricted</b>						
General fund	76,860	241,870	(175,376)	(137,007)	-	6,327
<b>Designated</b>						
Staffing fund	(88,846)	4,996	(54,877)	138,727	-	-
Hope Church fund	(9,466)	1,500	(8,439)	-	-	(16,405)
Fabric fund	13,511	-	(11,736)	-	-	1,775
Church Extension fund	2,834	2,429	(1,115)	-	-	4,148
Vicarage Repair fund	1,920	-	-	(1,920)	-	-
Flower fund	364	30	-	-	-	394
Teddy Bears fund	1,936	1,087	(215)	-	-	2,808
Reserves	73,000	284	-	-	-	73,284
Total unrestricted & designated funds	(4,747)	10,326	(76,382)	-	-	72,331
<b>Restricted</b>						
Discretionary Hardship Fund	800	5,950	(600)	200	-	6,350
Roof repair fund	(27,972)	11,774	(1,061)	-	-	(17,259)
Soul Survivor	-	-	-	-	-	-
Total restricted funds	(27,172)	17,724	(1,661)	200	-	(10,909)
<b>Total funds</b>	<b>44,921</b>	<b>269,920</b>	<b>(253,419)</b>	<b>-</b>	<b>-</b>	<b>61,422</b>

## NOTES TO THE ACCOUNTS

## DESIGNATED FUND PURPOSES

Staffing fund	Previously Children's and Family Worker fund. To support staff posts at the church engaged in work with youth, children or worship
Hope Church (Old Sarum Mission) fund	To support the work at the residential area of Old Sarum, now within the parish boundaries of St Francis.
Fabric fund	For repairs and upkeep of the church site and its buildings
Church Extension fund	For the building of an annex to the church along the Beatrice Road side
Vicarage Repair fund	For repairs and upkeep of the vicarage
Flower fund	For flowers and floristry equipment used at the church site
Teddy Bears fund	For the Teddy Bears parent and child group
Vicar's Computer fund	For repairs to or replacement of the vicar's computer and associated equipment
Reserves	General reserves

## RESTRICTED FUND PURPOSES

Roof repair fund	For the repair of the roof at St Francis Church, Salisbury
Soul Survivor fund	For the costs of the Soul Survivor event for young people
Discretionary Hardship Fund	To support specific hardship requests from within the St Francis and Hope Church community

## 17 ANALYSIS OF NET ASSETS BETWEEN FUNDS

## Year Ended 31 December 2023

FUND	Unrestricted funds	Designated funds	Restricted funds	Total
Fixed Assets	-	-	-	-
Cash and current investments	16,681	83,794	23,605	124,080
Current assets	12,035	-	-	12,035
Current liabilities	(10,285)	(15,596)	(17,054)	(42,935)
Non Current liabilities	-	-	-	-
Total	18,431	68,198	6,551	93,180

## Year Ended 31 December 2022

FUND	Unrestricted funds	Designated funds	Restricted funds	Total
Fixed Assets	-	-	-	-
Cash and current investments	3,719	82,409	22,805	108,933
Current assets	11,906	-	-	11,906
Current liabilities	(9,298)	(16,405)	-	(25,703)
Non Current liabilities	-	-	(33,714)	(33,714)
Total	6,327	66,004	(10,909)	93,180