

**THE PAROCHIAL CHURCH COUNCIL OF  
THE ECCLESIASTICAL PARISH OF  
ST ANDREW, BEDFORD**

**REPORT AND FINANCIAL STATEMENTS**

**FOR THE YEAR ENDING**

**31 DECEMBER 2023**

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The Parochial Church Council of the Ecclesiastical Parish of St Andrew, Bedford, is registered with the Charity Commissioners for England and Wales (Charity no. 1130171.)

## **PAROCHIAL CHURCH COUNCIL OF ST ANDREW BEDFORD**

### **TRUSTEES' REPORT FOR THE YEAR ENDING 31 DECEMBER 2023**

#### **Aim and Purposes**

The Parochial Church Council has the responsibility of co-operating with the Incumbent, the Reverend Lucy Davis, in promoting in the ecclesiastical parish of St Andrew, Bedford, the whole mission of the Church, pastoral, evangelistic, social and ecumenical. It also has responsibility for the maintenance of the Parish Church and Church Centre.

#### **Objectives and Activities**

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

- Worship and prayer; learning about the Gospel; and developing their knowledge and trust in Jesus.
- Provision of pastoral care for people living in the parish.
- Missionary and outreach work.

#### **Achievements and performance**

##### Worship and Prayer

We have continued to offer two services of Holy Communion each Sunday - at 8 am and 10 am. There is also a regular Wednesday morning Communion Service. Morning and Evening Prayer are offered from Monday to Saturday along with Evening Prayer on Sundays.

All are welcome to attend our services, which are publicised on our website. People unable to be present in person have been invited to join services via a livestream on YouTube or on Zoom.

In July we welcomed Joseph Barnes to serve in the Parish as curate; he lives in the Church House on Minver Road.

As well as our regular services, we enable our community to celebrate and thank God at the milestones of life's journey. In 2023 we held 13 baptisms and celebrated 1 wedding (2022 -13 baptisms and 3 weddings). We held 9 funerals in our church and conducted 9 funerals elsewhere on behalf of this church (2022 - 12 in church and 5 elsewhere).

##### Pastoral Care

St Andrew's Visitors assist the vicar and curate in visiting those from the Parish who are unwell, housebound or in hospital. Once a month, in partnership with Neville's funeral directors, a bereavement group 'Talking Elephants' is held, and is open to the whole community. 'Coffee and Company' also continues to reach out and offer fellowship to those who may be lonely. In addition, a service of Holy Communion is celebrated at Airedale Nursing Home once a month.

### Mission and Evangelism

The congregation continues to support three charities carrying out God's work in the world; these Mission Partners are, Pajule in Uganda through World Vision, The Trussell Trust, and Emmaus Carlton.

St Andrew's is committed to social justice as mission. This year we have become a certified Real Living Wage employer, and are now officially an 'Inclusive Church.'

In the Autumn a successful 'Green Fair' was held, with a focus on environmental concerns and education, attended by people from across the community. We also gained our silver A Rocha Eco Church award.

The PCC gave £25,000 to support Bedford Winter Night Shelter, in partnership with the King's Arms Project; members of St Andrew's volunteered at this shelter, and a warm room at St Paul's Bedford.

### Ecumenical relationships

The church is a member of Churches Together in Bedford.

### Deanery Synod

Four members of the PCC sit on the Bedford Deanery Synod. This provides the PCC with an important link between the parish and the wider structures of the church.

### Buildings

The Quinquennial Inspection in 2022 commented that the buildings were in a 'very good' state of repair. This year has seen the introduction of solar panels on the Church Centre roof, and a new accessible path laid to the Church door. Our suite of rooms are available to hire and are well used by community groups throughout the week.

## **Financial review**

**Net Deficit in 2023 was £27,165.** Net Deficit in 2022 was £3,453.

Of the Income of £402,092 (2022 £369,032), the major changes from 2023 were:

- Following a Planned Giving campaign, increase in Planned Giving to £124,389 (2022 £100,944).
- Hall Trust grants to fund projects increased from nearly £3,000 to £9,200. The project in 2023 was the installation of the solar panels on the roof of the centre. Bedford Borough Council gave a grant of just over £7,000 to assist with the funding of this project. In addition, the Hall Trust funded the new pathway up to the church door.
- The Hall Trust funding of salaries and expenses was £97,000, (2022 £90,300).
- Church lettings income increased to nearly £40,000 (2022 £31,000) due to the fact that management of the centre enabled a greater volume of usage across the range of facilities.
- Income from Legacies totalled £7,000.
- Rental income from 5 St Minver was £4,000 (2022: £12,000) because the rental ended in April 2023 to allow repairs to be undertaken ahead of the arrival of our new curate
- Fund raising decreased to £7,300 (2022 £14,000). The latter figure included £7,500 relating to the Centenary Cross.

Of the Resources Expended of £429,257, (2022 £372,485) the major changes were

- Fund Raising and Charitable Giving together totalled over £48,000 (2022 £26,600). This included a grant of £25,000 to assist the Bedford Winter Night Shelter commence the planned provision for the winter of 2023/2024.
- Parish Share was marginally up at £131,600
- Salaries were up by over £6,500
- Church repairs were up slightly to nearly £9,500 – this includes the new pathway
- Church energy costs were up by over £11,000

- Church Centre energy costs were up by over £6,000 but lower than they might have been due to the effect of the new solar panels
- 5 St Minver (house for curates) underwent a major project to eliminate problems with damp
- Depreciation was up slightly by £800

## **Reserves**

### **Unrestricted Reserves**

The PCC has a reserves policy of one year's expenditure; this policy was reviewed in 2023. At the end of 2023 the balance of the Unrestricted Reserves was £675,512.

It is our policy to invest cash balances over and above those required to fund day to day expenditure with the CCLA Church of England Deposit Fund.

### **Restricted Reserves**

The restricted reserves of £31,071 can only be spent for the purposes for which they were originally donated.

## **Legacy Policy**

The legacy policy was reviewed in 2023.

## **Structure, governance and management**

The Parochial Church Council of the Ecclesiastical Parish of St Andrew, Bedford, is a corporate body established by the Church of England. The PCC operates under the Parochial Church Council Powers Measure. The PCC is a registered charity.

The method of appointment of PCC members is set out in the Church Representation Rules. In this parish, the membership of the PCC consists of the incumbent (our vicar), the curate, churchwardens, 4 members of Deanery Synod, and 15 members elected by those members of the congregation who are on the electoral roll of the Parish.

## **Administrative information**

The Parish Church of St Andrew is situated on Kimbolton Road, Bedford, MK40 2PF. The Parish is part of the Diocese of St Albans within the Church of England. The correspondence address is The Parish Centre, Kimbolton Road, Bedford, MK40 2PF. Registered charity number 1130171.

PCC members who have served at any time from 1 January 2023 until the date this report was approved are:

Incumbent	The Reverend Canon Lucy Davis	
Curate	The Reverend Joseph Barnes (from 1 <sup>st</sup> July 2023)	
Churchwardens	Ian Riches	(from 23 <sup>rd</sup> April 2023)
	Ian Smith	(until 23 <sup>rd</sup> April 2023)
	Carol Wood	

Representatives on Deanery Synod	Gareth Burrows	
	Ann Mason	(until 23 <sup>rd</sup> April 2023)
	Elisabeth Thorne	
	Jenny Tomlinson	(from 23 <sup>rd</sup> April 2023)
	Carol Wood	(until 23 <sup>rd</sup> April 2023)
Ex officio	Sheila Bissell	(Diocesan and General Synod)
Other Elected Members	Sally Coleman	
	Viki Evans	
	Christine Garrett	
	Angela Huddart	
	Hugh Johnstone	(until 23 <sup>rd</sup> April 2023)
	Roseanne Kinvig-Love	
	Valerie Littleford	
	Lionel Mayoh	
	Jo Newton	(from 23 <sup>rd</sup> April 2023)
	Andrew Redfearn	(from 23 <sup>rd</sup> April 2023)
	Tim Retout	
	Susan Smith	
	Alistair Sutcliffe	
Co-opted Members	Andrew Thomas	
	Jenny Tomlinson	(until 23 <sup>rd</sup> April 2023)
	Nneka Williams	(until 23 <sup>rd</sup> April 2023)
	Sam Pitkin	(from 16 <sup>th</sup> May 2023)
	Natasha Vaughan	(from 16 <sup>th</sup> May 2023)

**Report approved by the PCC on 20<sup>th</sup> February 2024 and signed on their behalf by**

*Lynn Davis*

Incumbent

*Andrew Thomas*

Church Warden

# **Independent Examiner's Report to the Parochial Church Council of St Andrew, Bedford**

I report on the accounts of the Parochial Church Council of St Andrew, Bedford for the year ended 31 December 2023, which are set out on pages 7 to 18.

## **Respective Responsibilities of Trustees and Examiners**

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 PCC'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. accounting records were not kept in respect of the Charity 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



GP Lake BEM FCA  
Chartered Accountant  
32 Connaught Way  
BEDFORD  
MK41 7LB

25<sup>th</sup> February

2024

PAROCHIAL CHURCH COUNCIL OF ST ANDREW, BEDFORD

STATEMENT OF FINANCIAL ACTIVITIES

For the year ended 31 December 2023

		2023			2022		
	Note	Unrestricted Funds £	Restricted Funds £	TOTAL FUNDS £	Unrestricted Funds £	Restricted Funds £	TOTAL FUNDS £
<b>Income and Endowments from:</b>							
Donations and legacies	2(a)	171,221	121,058	292,279	139,141	108,959	248,100
Charitable activities	2(b)	1,936	3,601	5,537	3,238	3,309	6,547
Other trading activities	2(c)	55,606	26,056	81,662	53,390	41,141	94,531
Investments	2(d)	22,614	-	22,614	19,854	-	19,854
<b>Total</b>		<b>251,377</b>	<b>150,715</b>	<b>402,092</b>	<b>215,623</b>	<b>153,409</b>	<b>369,032</b>
<b>Expenditure on:</b>							
Raising funds	3(a)	11,783	5,123	16,906	9,484	5,444	14,928
Charitable activities	3(b)	283,356	128,995	412,351	222,651	134,906	357,557
<b>Total</b>		<b>295,139</b>	<b>134,118</b>	<b>429,257</b>	<b>232,135</b>	<b>140,350</b>	<b>372,485</b>
<b>Net Expenditure / Income</b>		<b>(43,762)</b>	<b>16,597</b>	<b>(27,165)</b>	<b>(16,512)</b>	<b>13,059</b>	<b>(3,453)</b>
<b>Net gains / (losses) on investments (Unrealised)</b>	9(b)	43,875	-	43,875	(76,937)	-	(76,937)
<b>Net movement in funds</b>		<b>113</b>	<b>16,597</b>	<b>16,710</b>	<b>(93,449)</b>	<b>13,059</b>	<b>(80,390)</b>
<b>Reconciliation of funds:</b>							
Total funds brought forward		1,447,476	27,757	1,475,233	1,531,877	23,746	1,555,623
Transfer of funds	17	13,283	(13,283)	-	9,048	(9,048)	-
<b>Total funds carried forward</b>		<b>1,460,872</b>	<b>31,071</b>	<b>1,491,943</b>	<b>1,447,476</b>	<b>27,757</b>	<b>1,475,233</b>

The accompanying notes are an integral part of these financial statements.

**PAROCHIAL CHURCH COUNCIL OF ST ANDREW, BEDFORD**

**BALANCE SHEET**

**As at 31 December 2023**

	<b>Note</b>	<b>2023</b>	<b>2022</b>
		<b>£</b>	<b>£</b>
<b>FIXED ASSETS</b>			
Tangible fixed assets	9(a)	<b>785,360</b>	795,391
Investment assets	9(b)	<b>626,704</b>	580,069
<b>TOTAL FIXED ASSETS</b>		<b>1,412,064</b>	<b>1,375,460</b>
<b>CURRENT ASSETS</b>			
Fairtrade at St Andrew's - stock		<b>10,200</b>	10,300
Debtors	10	<b>14,373</b>	19,428
Cash at bank and in hand	11	<b>88,221</b>	<b>100,491</b>
<b>TOTAL CURRENT ASSETS</b>		<b>112,794</b>	<b>130,219</b>
<b>LIABILITIES: AMOUNTS FALLING DUE WITHIN 1 YEAR</b>			
Accruals & deferred income	12	<b>32,915</b>	30,446
<b>TOTAL CURRENT LIABILITIES</b>		<b>32,915</b>	<b>30,446</b>
<b>NET CURRENT ASSETS</b>		<b>79,879</b>	<b>99,773</b>
<b>NET ASSETS</b>		<b>1,491,943</b>	<b>1,475,233</b>
<b>FUNDS</b>			
Unrestricted	13	<b>1,460,872</b>	1,447,476
Restricted	14	<b>31,071</b>	27,757
<b>TOTAL FUNDS</b>		<b>1,491,943</b>	<b>1,475,233</b>

Approved by the Parochial Church Council

and signed on its behalf by

**Chairman**

**Date**

The accompanying notes are an integral part of these financial statements.



**PAROCHIAL CHURCH COUNCIL OF ST ANDREW, BEDFORD**

**CASHFLOW STATEMENT**

**For the year ended 31 December 2023**

	<b>2023</b>	<b>2022</b>
	<b>£</b>	<b>£</b>
<b>Reconciliation of net incoming / (outgoing) resources to net cash inflow from operating activities</b>		
Net Incoming / (Outgoing) resources	<b>16,710</b>	(80,390)
(Gain) / on investments	<b>(43,875)</b>	76,937
Depreciation of assets	<b>25,520</b>	24,682
Decrease / (Increase ) in stock	<b>100</b>	(700)
Decrease / (Increase) in debtors	<b>5,055</b>	(4,397)
Increase / (Decrease) in creditors	<b>2,469</b>	(13,986)
<b>Net cash inflow from operating activities</b>	<b>5,979</b>	<b>2,146</b>
<b>Investing activities</b>		
Purchase of tangible fixed assets	<b>(15,489)</b>	(9,966)
Deferred expenditure on Solar Panels	<b>-</b>	(1,549)
<b>Net investing activities</b>	<b>(15,489)</b>	<b>(11,515)</b>
<b>Management of liquid resources</b>		
Dividends received and reinvested	<b>(2,760)</b>	(2,668)
<b>(Decrease) in cash</b>	<b>(12,270)</b>	<b>(12,037)</b>
<b>Net Funds at 1 January 2023</b>	<b>100,491</b>	<b>112,528</b>
<b>Net Funds at 31 December 2023</b>	<b>88,221</b>	<b>100,491</b>

The accompanying notes are an integral part of these financial statements.

# PAROCHIAL CHURCH COUNCIL OF ST ANDREW, BEDFORD

## NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 December 2023

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### 1 Accounting policies

The financial statements have been prepared in accordance with Part 8 of the Charities Act 2011, the Church (Accounts & Reports) Regulations 2008, together with applicable accounting standards and the Statement of Recommended Practice on Accounting and Reporting by Charities SORP (FRS102).

The financial statements have been prepared under the historical cost convention except for the valuation of investment assets, which are shown at market value.

### Funds

General funds represent the funds of the PCC that are not subject to any restrictions regarding their use and are available for application on the general purposes of the PCC. Funds designated for a particular purpose by the PCC are also unrestricted.

The accounts include all transactions, assets and liabilities for which the PCC is responsible in law. They do not include the accounts of church groups that owe their main affiliation to another body nor those that are informal gatherings of Church members.

### Incoming Resources

#### ***Voluntary income and capital sources***

Collections are recognized when received by or on behalf of the PCC.

Planned giving receivable under Gift Aid is recognized only when received.

Income tax recoverable on Gift Aid donations is recognized when the income is recognized.

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.

All fundraising, and sales of books and magazines are accounted for gross.

#### ***Other income***

Rental income from the letting of church premises is recognized when the rental is due.

#### ***Income from investments***

Dividends are accounted for when due. Interest entitlements are accounted for as they accrue.

Tax recoverable on such income is recognized in the same accounting year.

#### ***Gains and losses on investments***

Realized gains or losses are recognized when investments are sold.

Unrealized gains or losses are accounted for on revaluation of investments at 31 December.

### Resources used

#### ***Grants***

Grants and donations are accounted for when paid over, or when awarded, if that award creates a binding obligation on the PCC.

# PAROCHIAL CHURCH COUNCIL OF ST ANDREW, BEDFORD

## NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 December 2023

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### ***Activities directly relating to the work of the Church***

The diocesan parish share is accounted for when paid. Any parish share 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.

### **Fixed assets**

Except as stated below, fixed assets are stated at cost less depreciation and impairment.

The tangible fixed assets are reviewed for impairment whenever events or changes in circumstances indicate that the carrying value of an asset may not be recoverable. The carrying values of fixed assets are considered impaired when the anticipated undiscounted cash flows from such assets are less than their carrying values. In that event, a loss is recognised based on the amount by which the carrying value exceeds the fair value.

### ***Consecrated land and buildings and movable church furnishings***

Consecrated and beneficed property of any kind is excluded from the accounts by the Charities Act 2011.

Movable church furnishings held by the Vicar and Churchwardens on special trust for the PCC, and which require a faculty for disposal, are accounted for as inalienable property unless consecrated. They are listed in the church's inventory, which can be inspected (at any reasonable time). For inalienable property acquired before 2000 there is insufficient cost information available and therefore such assets are not valued in the accounts. Items acquired since 1 January 2000 have been capitalized and depreciated in the accounts over their currently anticipated useful economic life on a straight-line basis. With regard to the organ purchased in 2016 this will be depreciated over 53 years. The depreciation commenced during 2018 and from 2019 the balance of the capital cost will be spread over 52 years, thereby resulting in a depreciation charge of £10,000 in each of those years.

Depreciation is to be charged on the Church Centre on a straight-line basis over its expected useful economic life of 50 years.

### ***Other fixtures, fittings and office equipment***

Fixtures & fittings and office equipment used within the church premises are depreciated on a straight-line basis over their expected useful economic lives. Individual items of equipment with a purchase price of £1,000 or less are written off when the asset is acquired. Repairs and maintenance expenditure is written off as incurred.

### ***Investments***

Investments are held at market value, being the bid-price at the balance sheet date.

### **Current assets**

Amounts owing to the PCC at 31 December in respect of fees, rents or other income are shown as debtors less provision for amounts that may prove uncollectable.

Short-term deposits include cash held on deposit either with the CBF Church of England Funds or at the bank.

PAROCHIAL CHURCH COUNCIL OF ST ANDREW, BEDFORD

NOTES TO THE FINANCIAL STATEMENTS (continued)  
For the year ended 31 December 2023

	Note	Unrestricted Funds £	2023 Restricted Funds £	TOTAL FUNDS £	Unrestricted Funds £	2022 Restricted Funds £	TOTAL FUNDS £
<b>2 Income and Endowments</b>							
<b>2(a) Income from donations and legacies</b>							
Planned giving		124,389	-	<b>124,389</b>	100,944	-	100,944
Income tax recovered		30,420	-	<b>30,420</b>	24,039	-	24,039
Loose Plate		3,326	-	<b>3,326</b>	4,301	-	4,301
Christmas collections		-	2,683	<b>2,683</b>	-	3,223	3,223
Sundry donations and Legacies		12,836	-	<b>12,836</b>	4,271	-	4,271
Hall Trust Grant - Salaries and Expenses		-	97,042	<b>97,042</b>	-	90,313	90,313
Hall Trust Grant - Projects		-	9,200	<b>9,200</b>	-	2,964	2,964
Hall Trust Grant - Money Advice Service		-	3,772	<b>3,772</b>	-	5,064	5,064
Money Advice Service (Other funding)		-	-	<b>-</b>	-	7,233	7,233
Bedford Borough Council - grants		250	7,087	<b>7,337</b>	5,586	-	5,586
Friends of St Andrew's		-	1,274	<b>1,274</b>	-	162	162
<b>Total Income from donations and legacies</b>		<b>171,221</b>	<b>121,058</b>	<b>292,279</b>	<b>139,141</b>	<b>108,959</b>	<b>248,100</b>
<b>2(b) Income from charitable activities</b>							
PCC Fees		1,936	-	<b>1,936</b>	3,238	-	3,238
Diocesan Fees		-	3,601	<b>3,601</b>	-	3,309	3,309
<b>Total Income from charitable activities</b>		<b>1,936</b>	<b>3,601</b>	<b>5,537</b>	<b>3,238</b>	<b>3,309</b>	<b>6,547</b>
<b>2(c) Income from other trading activities</b>							
Church Centre lettings	8(a)	39,903	-	<b>39,903</b>	31,684	-	31,684
Fundraising	5(a)	2,192	5,123	<b>7,315</b>	1,690	12,398	14,088
Concerts at St Andrew's		9,342	-	<b>9,342</b>	6,958	-	6,958
Fairtrade at St Andrew's	14	-	20,933	<b>20,933</b>	-	28,743	28,743
Magazine		-	-	<b>-</b>	580	-	580
Rental Income (5 St Minver)		3,991	-	<b>3,991</b>	12,071	-	12,071
Photocopying and miscellaneous		178	-	<b>178</b>	407	-	407
<b>Total Income from other trading activities</b>		<b>55,606</b>	<b>26,056</b>	<b>81,662</b>	<b>53,390</b>	<b>41,141</b>	<b>94,531</b>
<b>2(d) Income from investments</b>							
PCC Dividends		6,327	-	<b>6,327</b>	6,149	-	6,149
PCC Interest		3,555	-	<b>3,555</b>	1,161	-	1,161
KP Trust							
Capital Fund		9,817	-	<b>9,817</b>	9,816	-	9,816
Income Fund		2,671	-	<b>2,671</b>	2,656	-	2,656
Interest		244	-	<b>244</b>	72	-	72
<b>Total Income from investments</b>		<b>22,614</b>	<b>-</b>	<b>22,614</b>	<b>19,854</b>	<b>-</b>	<b>19,854</b>
<b>TOTAL INCOME AND ENDOWMENTS</b>		<b>251,377</b>	<b>150,715</b>	<b>402,092</b>	<b>215,623</b>	<b>153,409</b>	<b>369,032</b>

PAROCHIAL CHURCH COUNCIL OF ST ANDREW, BEDFORD

NOTES TO THE FINANCIAL STATEMENTS (continued)  
For the year ended 31 December 2023

	Note	Unrestricted Funds £	2023 Restricted Funds £	TOTAL FUNDS £	Unrestricted Funds £	2022 Restricted Funds £	TOTAL FUNDS £
<b>3 Expenditure</b>							
<b>3(a) Expenditure on raising funds</b>							
Fund Raising	5(b)	2,451	5,123	7,574	2,561	5,444	8,005
Concerts at St Andrew's		9,332	-	9,332	6,923	-	6,923
<b>Total Fund-raising and publicity</b>		<b>11,783</b>	<b>5,123</b>	<b>16,906</b>	<b>9,484</b>	<b>5,444</b>	<b>14,928</b>
<b>3(b) Expenditure on charitable activities</b>							
Diocesan							
Parish Share		131,629	-	131,629	131,510	-	131,510
Diocesan Fees		-	3,601	3,601	-	3,309	3,309
Salaries and Expenses (excl Money Advice)	6	-	89,720	89,720	-	83,175	83,175
Fees	6	-	7,322	7,322	-	7,138	7,138
Ministry expenses		2,184	-	2,184	1,895	-	1,895
Upkeep of services		8,635	-	8,635	5,800	420	6,220
Church - Heat, light and insurance		18,647	-	18,647	6,892	-	6,892
Church - Minor repairs		6,452	3,004	9,456	7,961	870	8,831
Education		2,865	-	2,865	2,230	-	2,230
Magazine expenditure		1,756	-	1,756	1,212	-	1,212
Curate's house maintenance		15,018	-	15,018	783	-	783
Church Centre running costs	8(b)	20,841	1,274	22,115	14,731	162	14,893
Fairtrade at St Andrew's - purchases	14	-	16,785	16,785	-	22,783	22,783
Fairtrade at St Andrew's - expenses	14	-	686	686	-	1,329	1,329
Fairtrade at St Andrew's - donations	14	-	148	148	-	200	200
Money Advice Service - all expenditure		-	3,772	3,772	-	12,297	12,297
Charitable giving	4	38,700	2,683	41,383	15,400	3,223	18,623
Printing and stationery		4,865	-	4,865	5,491	-	5,491
IT developments and support costs		5,696	-	5,696	3,546	-	3,546
Postage and sundries		548	-	548	518	-	518
Depreciation	9(a)	25,520	-	25,520	24,682	-	24,682
<b>Total Expenditure on charitable activities</b>		<b>283,356</b>	<b>128,995</b>	<b>412,351</b>	<b>222,651</b>	<b>134,906</b>	<b>357,557</b>
<b>TOTAL EXPENDITURE</b>		<b>295,139</b>	<b>134,118</b>	<b>429,257</b>	<b>232,135</b>	<b>140,350</b>	<b>372,485</b>

PAROCHIAL CHURCH COUNCIL OF ST ANDREW, BEDFORD

NOTES TO THE FINANCIAL STATEMENTS (continued)  
For the year ended 31 December 2023

4 CHARITABLE GIVING		2023		TOTAL FUNDS	2022		TOTAL FUNDS
		Unrestricted Funds	Restricted Funds		Unrestricted Funds	Restricted Funds	
See note		£	£	£	£	£	£
L	Bedford Winter Night Shelter	25,354	1,281	26,635	-	-	-
N	Children's Society (Christingle, Outreach)	380	120	500	-	223	223
I	DEC - Pakistan	-	-	-	275	-	275
L	Emmaus	3,000	-	3,000	4,760	1,500	6,260
L	Impact	800	-	800	1,000	-	1,000
I	Swaziland Schools	800	-	800	1,000	-	1,000
N	Trussell Trust	4,000	-	4,000	3,000	1,500	4,500
I	Turkey / Syria Earthquake appeal	300	-	300	-	-	-
I	Umeeed	800	-	800	1,000	-	1,000
I	World Vision UK - Pajule	2,913	-	2,913	2,365	-	2,365
I	World Vision UK - Middle East Appeal	353	1,282	1,635	-	-	-
N	Citizens UK	-	-	-	2,000	-	2,000
	<b>Total Charitable giving</b>	<b>38,700</b>	<b>2,683</b>	<b>41,383</b>	<b>15,400</b>	<b>3,223</b>	<b>18,623</b>

Note : L = Local, N = National, I = International

5 FUND RAISING		2023		TOTAL FUNDS	2022		TOTAL FUNDS
		Unrestricted Funds	Restricted Funds		Unrestricted Funds	Restricted Funds	
5(a) INCOME		£	£	£	£	£	£
	Cards	1	-	1	14	-	14
	Centenary	-	-	-	-	230	230
	Centenary Cross	-	-	-	-	7,500	7,500
	Christian Aid	-	200	200	-	-	-
	Coffee and Company	-	856	856	-	982	982
	Coffee and Tea	1,999	-	1,999	1,101	-	1,101
	Turkey / Syria Earthquake appeal	-	700	700	-	-	-
	Emmaus - Toastie Club	-	600	600	-	112	112
	Film Nights	-	-	-	250	-	250
	Foyer coffee	192	-	192	325	-	325
	Green Fair - Expenses and A Rocha	-	1,261	1,261	-	-	-
	Lent Lunches	-	500	500	-	405	405
	Red Cross - Pakistan	-	-	-	-	475	475
	Red Cross - Ukraine	-	-	-	-	660	660
	St Albans Harvest Appeal	-	758	758	-	1,129	1,129
	World Vision - Pajule	-	248	248	-	905	905
		<b>2,192</b>	<b>5,123</b>	<b>7,315</b>	<b>1,690</b>	<b>12,398</b>	<b>14,088</b>
5(b) EXPENDITURE							
	Catering etc	180	-	180	31	-	31
	Centenary	-	-	-	-	776	776
	Christian Aid	-	200	200	-	-	-
	Coffee and Company - Childrens Society	-	351	351	-	362	362
	Coffee and Company - Foodbank	-	200	200	-	300	300
	Coffee and Company - Red Cross - Ukraine	-	-	-	-	80	80
	Coffee and Company - Salvation Army	-	200	200	-	150	150
	Coffee and Company - expenses	-	105	105	-	90	90
	Coffee and Tea	720	-	720	580	-	580
	Turkey / Syria Earthquake appeal	-	700	700	-	-	-
	Emmaus - Toastie Club	-	600	600	-	112	112
	Film nights	289	-	289	262	-	262
	Foyer coffee	1,262	-	1,262	1,688	-	1,688
	Green Fair - Expenses and A Rocha	-	1,261	1,261	-	-	-
	Lent lunches	-	500	500	-	405	405
	Red Cross - Pakistan	-	-	-	-	475	475
	Red Cross - Ukraine	-	-	-	-	660	660
	St Albans Harvest Appeal	-	758	758	-	1,129	1,129
	World Vision - Pajule	-	248	248	-	905	905
		<b>2,451</b>	<b>5,123</b>	<b>7,574</b>	<b>2,561</b>	<b>5,444</b>	<b>8,005</b>

PAROCHIAL CHURCH COUNCIL OF ST ANDREW, BEDFORD

NOTES TO THE FINANCIAL STATEMENTS (continued)  
For the year ended 31 December 2023

6	STAFF COSTS	2023 £	2022 £
	Salaries and Expenses	91,866	93,429
	Employer's National Insurance Contributions *	(277)	(3,413)
	Employer's Pension Contributions	1,903	1,846
		<u>93,492</u>	<u>91,862</u>
	Fees	7,322	7,138
	Total Staff Costs	<u>100,814</u>	<u>99,000</u>

\* Net of Statutory Maternity Pay and Shared Parental Pay

A grant from the Hall Trust enabled the PCC to employ the Centre Manager, two Administrative Assistants, Director of Music, Children and Families Minister, Children's Worker, Caretaker and Cleaner, together with funding the fees of the Verger, Locum Organists and Choristers.  
(A grant from the Harpur Trust funded extra hours worked by the Administrative Assistant for the Money Advice Service in 2022).

7 RELATED PARTY TRANSACTIONS

There were related party transactions during the year and in 2022 as detailed below.

Name	Basis of payment	2023 Payment made £	Pension Contrib. £	Basis of payment	2022 Payment made £	Pension Contrib. £
<b>Gareth Burrows</b> Verger, payment on invoices received Is a Member of St Andrew's Church PCC	Fees	6,569	-	Fees	6,242	-
<b>Kelly Agler Good</b> Centre Manager, Employment contract Is a Member of St Andrew's Church PCC (to 1 May 2022)	Salary	-	-	Salary	8,760	394
<b>Roseanne Kinvig-Love</b> Children's Worker, Employment contract Is a Member of St Andrew's Church PCC	Salary	8,607	84	Salary	4,671	-
<b>Elisabeth Sutcliffe</b> Children & Families' Minister, Employment contract Her husband is a Member of St Andrew's Church PCC	Salary	10,356	466	Salary	12,630	688

PAROCHIAL CHURCH COUNCIL OF ST ANDREW, BEDFORD

NOTES TO THE FINANCIAL STATEMENTS (continued)

For the year ended 31 December 2023

<b>8</b>	<b>CHURCH CENTRE</b>					<b>2023</b>	<b>2022</b>
						<b>£</b>	<b>£</b>
	<b>8(a) Church Centre Lettings (Income)</b>						
	Rate 1: Commercial users					<b>5,620</b>	2,066
	Rate 2: Community users					<b>17,166</b>	15,945
	Rate 3: Church Members & Charities					<b>9,604</b>	8,636
	Rate 4: Guides, Brownies & Rainbows					<b>3,808</b>	2,566
	Other					<b>3,705</b>	2,471
	<b>Total Church Centre Lettings</b>					<b>39,903</b>	<b>31,684</b>
	<b>8(b) Church Centre Expenditure</b>						
	Maintenance					<b>9,165</b>	7,698
	Office					<b>1,000</b>	1,550
	Utilities					<b>11,571</b>	4,817
	Other					<b>379</b>	828
	<b>Total Church Centre Expenditure</b>					<b>22,115</b>	<b>14,893</b>
<b>9</b>	<b>FIXED ASSETS</b>						
	<b>9(a) TANGIBLE FIXED ASSETS</b>	<b>Curate's</b>	<b>Church</b>	<b>Office</b>	<b>Fixtures &amp;</b>		<b>Total</b>
		<b>House</b>	<b>Centre</b>	<b>Equipment</b>	<b>Fittings</b>		
		<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>		<b>£</b>
	<b>COST</b>						
	At 1 January 2023	76,311	253,569	30,551	768,193		1,128,624
	Additions	-	-	-	15,489		15,489
	<b>At 31 December 2023</b>	<b>76,311</b>	<b>253,569</b>	<b>30,551</b>	<b>783,682</b>		<b>1,144,113</b>
	<b>DEPRECIATION</b>						
	At 1 January 2023	-	(105,535)	(28,376)	(199,322)		(333,233)
	Charge for the year	-	(4,679)	(1,035)	(19,806)		(25,520)
	<b>At 31 December 2023</b>	<b>-</b>	<b>(110,214)</b>	<b>(29,411)</b>	<b>(219,128)</b>		<b>(358,753)</b>
	<b>NET BOOK VALUE</b>						
	At 1 January 2023	76,311	148,034	2,175	568,871		795,391
	<b>At 31 December 2023</b>	<b>76,311</b>	<b>143,355</b>	<b>1,140</b>	<b>564,554</b>		<b>785,360</b>
	<b>9(b) FIXED ASSET INVESTMENTS</b>						
		<b>PCC</b>	<b>PCC</b>	<b>PCC</b>	<b>KP Trust *</b>	<b>Total</b>	
		<b>Investment</b>	<b>Property</b>	<b>Total</b>	<b>Total</b>	<b>Asset</b>	
		<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>	
	<b>VALUE</b>						
	<b>Market Value at 1 January 2023</b>	<b>178,314</b>	<b>18,961</b>	<b>197,275</b>	<b>382,794</b>		<b>580,069</b>
	Dividends reinvested	2,760	-	2,760	-		2,760
	Annual Revaluation	17,047	(1,164)	15,883	27,992		43,875
	<b>Market Value at 31 December 2023</b>	<b>198,121</b>	<b>17,797</b>	<b>215,918</b>	<b>410,786</b>		<b>626,704</b>
	<b>SHARE HOLDING</b>						
	<b>At 1 January 2023</b>	<b>8,636.76</b>	<b>14,755.48</b>	<b>23,392.24</b>	<b>60,719.44</b>		<b>84,111.68</b>
	Dividends reinvested	127.60	-	127.60	-		127.60
	<b>At 31 December 2023</b>	<b>8,764.36</b>	<b>14,755.48</b>	<b>23,519.84</b>	<b>60,719.44</b>		<b>84,239.28</b>

\* See page 17 for an analysis of the Fixed Asset Investments of the KP Trust



PAROCHIAL CHURCH COUNCIL OF ST ANDREW, BEDFORD

NOTES TO THE FINANCIAL STATEMENTS (continued)  
For the year ended 31 December 2023

9 FIXED ASSETS (Continued)

9(c) FIXED ASSET INVESTMENTS of KP Trust - Analysis

	CBF Investment Fund £	CBF Property Fund £	CBF Fixed Interest Securities Fund £	Total Fixed Asset Investments £
<b>VALUE</b>				
Market Value at 1 January 2023	324,600	51,919	6,275	382,794
Annual Revaluation	30,806	(3,188)	374	27,992
Market Value at 31 December 2023	355,406	48,731	6,649	410,786
<b>SHARE HOLDING</b>				
At 1 January 2023	15,722.23	40,404.04	4,593.17	60,719.44
At 31 December 2023	15,722.23	40,404.04	4,593.17	60,719.44

10 DEBTORS

DEBTORS

	2023 £	2022 £
Gift Aid recoverable	6,813	10,950
Centre Bookings	6,220	4,526
HMRC	-	1,492
Hall Trust	-	749
Accrued income	792	-
Other Debtors	328	162
<b>Debtors</b>	<b>14,153</b>	<b>17,879</b>

PREPAYMENTS

2024 Chellington / 2023 Deposit for Solar Panels	220	1,549
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TOTAL DEBTORS

14,373 19,428

11 CASH AT BANK AND IN HAND

PCC

	2023 £	2022 £
Cash	698	466
CAF Bank current account	5,173	7,605
CBF deposit account	70,724	81,497
NatWest - Fairtrade at St Andrew's	9,301	7,330
Fairtrade at St Andrew's - floats	230	230

KP Trust

CBF income account	2,095	3,363
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TOTAL CASH AT BANK AND IN HAND

88,221 100,491

Notes

CAF stands for Charities Aid Foundation  
CBF stands for Central Board of Finance

NOTES TO THE FINANCIAL STATEMENTS (continued)  
For the year ended 31 December 2023

12 LIABILITIES: AMOUNTS FALLING DUE WITHIN ONE YEAR	2023 £	2022 £
<b>DEFERRED INCOME</b>		
CASA - Quavers and advance tickets for concerts	3,773	2,500
Other deferred income	3,615	4,800
HMRC	1,411	-
Legacies	-	1,968
Receipts in advance	2,042	683
<b>ACCRUALS</b>		
Centre	1,955	1,984
Charitable giving	3,770	5,051
Church	1,600	4,265
Education	1,105	854
Fairtrade at St Andrew's	257	260
Hall Trust	2,436	-
HMRC	800	-
Ministry	40	154
Money Advice	-	1,094
Office	1,654	1,112
Other	-	90
Salaries and Fees	1,378	1,407
St Albans	474	574
Upkeep of Services	764	508
Utilities	5,841	3,142
<b>TOTAL ACCRUALS &amp; DEFERRED INCOME</b>	<b>32,915</b>	<b>30,446</b>

13 UNRESTRICTED FUNDS	General £	PCC Curate's House £	Church Centre £	KP Trust £	Total £
Balance at 1 January 2023	836,974	76,311	148,034	386,157	1,447,476
Increase / (decrease) in funds in the year	(8,649)	-	(4,679)	26,724	13,396
<b>Balance at 31 December 2023</b>	<b>828,325</b>	<b>76,311</b>	<b>143,355</b>	<b>412,881</b>	<b>1,460,872</b>

14 RESTRICTED FUNDS	Fairtrade Fund £	Parrott Fund £	Youth Fund £	Total £
Balance at 1 January 2023	20,698	5,472	1,587	27,757
Receipts	20,933	-	-	20,933
Payments	(17,619)	-	-	(17,619)
<b>Balance at 31 December 2023</b>	<b>24,012</b>	<b>5,472</b>	<b>1,587</b>	<b>31,071</b>

**The Fairtrade Fund:** Relates to the funds donated in July 2013 and the net profit to 31st December 2023 less transfer of £11K to Unrestricted Funds in 2021.

**The Parrott Fund:** Relates to the bequests from the estates of Maurice and Greta Parrott.

**The Youth Fund:** Restricted to the activities of the Noah's Ark group and other youth work.

15 ANALYSIS OF NET ASSETS BETWEEN FUNDS	Unrestricted			Restricted	Total
	PCC £	KP £	Church Centre £	£	£
<b>Fund Balances at 31 December 2023 are represented by:</b>					
Tangible fixed assets	642,005	-	143,355	-	785,360
Investment assets	215,918	410,786	-	-	626,704
Current assets	79,628	2,095	-	31,071	112,794
Current liabilities	(32,915)	-	-	-	(32,915)
	<b>904,636</b>	<b>412,881</b>	<b>143,355</b>	<b>31,071</b>	<b>1,491,943</b>

16 CAPITAL EXPENDITURE		17 TRANSFER OF FUNDS	
Solar Panels	15,489	Hall Trust - Solar Panels	6,196
	<u>15,489</u>	Bedford Borough Council - Solar panels	<u>7,087</u>
			<u>13,283</u>