

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST MARY KIPPINGTON

England & Wales · Charity number 1130183

Details

Other names KIPPINGTON PCC, SEVENOAKS

Status Registered

Legal form Previously excepted

Registered 2009-06-16

Register [View on the Charity Commission register](#)

Contact

Address Kippington Centre
Kippington Road
Sevenoaks
Kent
TN13 2LL

Phone 01732458422

Email office@stmaryssevenoaks.org

Website www.stmaryssevenoaks.org

Activities

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

Activities: Provision of sacred space for personal prayer and contemplation as well as regular worship available to all. Teaching of Christianity through sermons, courses and small groups. Promoting the Christian mission of the Church through activities for various groups especially youth groups, parents and toddlers. Supporting other charities in the UK and overseas.

Classification

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

Geography

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

Finances

Period end	Income	Expenditure	Assets	Employees
2025-12-31	£158,528	£166,371	-	-
2024-12-31	£176,209	£199,529	-	-
2023-12-31	£204,242	£153,875	-	-
2022-12-31	£145,241	£145,134	-	-
2021-12-31	£149,386	£136,854	-	-
2020-12-31	£143,098	£145,955	-	-

Trustees

Name	Role	Appointed
AVRIL DOREEN HUNTER		2023-07-24
Brenda Ross		2020-09-13
Caroline Ann Howe		2020-09-13
Edward David Daniels		2024-04-14
Helen Louise Brown		2025-11-24
Janet Eilbeck		2020-09-13
Jennifer Worth		2023-04-23
STEPHEN DAY		1996-05-12
Sharon Fishwick		2024-04-14
Stephen Paul Swift		2025-06-02
Susan Mary Shepherd		2025-06-02

Accounts

The Parochial Church Council of the Ecclesiastical Parish of St Mary Kippington Sevenoaks

Registered Charity No. 1130183

Annual Report and Accounts for the year ended 31st December 2025

Team Rector:

Interregnum since April 2024
The Vicarage
Kippington Road
Sevenoaks, Kent

Benefice Team:

Rev Anne Bourne - Team Vicar
Stephen Osei-Mensah - Curate (until- September 2025)

Bankers:

NatWest Bank plc
High Street
Sevenoaks

Santander plc
Bootle
Liverpool

Independent Examiner: Philip K Wood MA (Oxon) FCA, MCT

www.stmaryssevenoaks.org

PCC Trustees' Annual Report

St Mary Kippington is part of the benefice of the West Sevenoaks Team Ministry, together with St Mary the Virgin, Riverhead with Dunton Green and St Luke's, Sevenoaks.

Aims and Purposes:

The Parochial Church Council (PCC) of St Mary Kippington has the responsibility of cooperating with the Team Vicar, Rev Anne Bourne, in promoting, in the ecclesiastical parish, the whole mission of the Church, pastoral, evangelistic, social and ecumenical. The PCC is also responsible for the maintenance of the Church complex of the Kippington Centre.

Objectives and Activities:

The PCC is committed to enabling as many people as possible to worship at the church of St Mary Kippington and to become part of that parish community. The PCC maintains an overview of worship and makes suggestions on how services can involve as many people who live within the parish as possible. The services and worship of St Mary Kippington seek to put faith into practice through prayer and scripture, music and sacrament.

In particular, the PCC tries to enable people to live out their faith as part of the parish community through worship and prayer; learning about the Gospel; developing their knowledge and trust in Jesus; provision of pastoral care for people living in the parish; missionary and outreach work. To facilitate this work, it is important that we maintain the fabric of the Church of St Mary Kippington and the Kippington Centre.

Achievements and Performance:

1. Worship, Fellowship and Prayer

The PCC is committed to offer a range of services during the week and over the course of the year that the community find both beneficial and spiritually fulfilling. St Mary Kippington upholds the Anglican ethos of worship that offers a broad spectrum of worship, which encompasses the Book of Common Prayer and Common Worship.

The regular pattern of 8am and 10:30am service times on Sundays has been maintained on a consistent basis. There is a mid-week service on a Thursday at St Luke's and occasionally an evening act of worship.

Family services continue to be run from the Kippington Centre for most of the year, with the occasional service taking place in Church.

Worship has continued to take place commemorating key events in the liturgical calendar, being Harvest, Remembrance, Advent, Christmas, Lent and Holy Week and Easter. During the year numbers attending for these key service times were as follows (previous year in brackets):

Good Friday (no service at St Mary Kippington, but joint service held at St Luke's), Easter Sunday 121 (118); Harvest Sunday 41 (40); Remembrance Sunday 75 (63); Advent Sunday (communicants) 48 (10); and Christmas Eve and Day 391 (326).

As of the Annual Parochial Church meeting of 2025, there were 96 parishioners on the Church Electoral Roll, 45% of whom are resident in the Parish and 55% of whom are non-resident.

During the year the following number of occasional offices were performed: four weddings and a blessing, two interments of ashes and five funerals at church. There were 3 baptisms during this period.

Our Bible Study group meets on a fortnightly basis and undertakes various study courses. In addition, Team Vicar Rev Anne Bourne held Advent and Lent courses.

Team services have taken place celebrating the midweek festivals of the church: Ash Wednesday, Maundy Thursday and Ascension Day.

Our Sunday Club meets weekly and the Youth Club (KYG) takes place bi-monthly.

2. Kippington Centre

The Centre is used by the Church for social occasions, meetings and family services and let to the community for various activities on a regular and occasional basis through the week including wakes, birthday parties etc.

3. Pastoral Care

The Pastoral and Mission Committee meet regularly and care for those termed vulnerable within the church. Where possible services at Kippington Nursing Home have taken place.

4. Mission and Evangelism

The Charities Committee, following PCC approval, made grants totalling £12,000 to a broad range of local, national and international charities. Solefields School continues to celebrate their Christmas service at the church. Sevenoaks School held their Carol Service and Leavers Service at church during 2025. Our church birthday, Harvest social, and regular coffee get togethers after our Sunday service, continue to take place to enhance our fellowship.

5. Ecumenical Relationships

The church participated in the annual 'Ride and Stride' cycling event around Kent churches which raised a total of £1,030 half of which was allocated to Church funds while the other half was given to the Friends of Kent Churches Charity.

6. Volunteers

We would like to thank all of the volunteers who work so hard to make our church the lively and vibrant community it is. In particular thanks are expressed to our churchwarden Brenda Ross for her service to the life of the church.

Financial Review

1. Overview

Total funds and net assets have increased by £1,547.75. The principal movements in the accounts are explained below.

Incoming resources of £158,527 were down £17,681.12 compared with 2024. Planned giving was down £3,000 and there were no legacies in 2025 (compared with £8,000 the prior year). In 2024 there was a Listed Places of Worship Grant of £6,972 towards major church repairs. Income from the Church Centre increased by £4,451.50 to £30,619.50 offset by a fall in parking fees of £4,480.

Resources expended of £166,370.80 were down £33,158.37 compared with 2024. Expenditure had been inflated in 2024 by the cost of the boiler replacement (£41,832) but in 2025 the leak in the Centre roof necessitated urgent remedial work to the exterior of the roof at a cost of £14,184. The replacement of acoustic panels in the roof costing an additional £4,600 was largely covered by insurance.

Investment gains of £9,390.86 were up £7,898.21 compared to 2024 reflecting rising equity markets. £15,026.25 of investments were sold to reduce exposure to volatile markets.

In November 2025, a Parish Administrator was hired to undertake the tasks previously managed by the Centre Manager and the Church Secretary. As a consequence of this, the PCC has been required to register for PAYE and to auto-enrol the Parish Administrator in a pension scheme. The financial effect of this decision is rather marginal in 2025 (given that it was only in effect from 13th November 2025) but will be seen in full in the 2026 accounts.

The Sequestration Fund introduced at the start of the interregnum continues to be augmented by the costs of the interregnum (visiting clergy, vicarage utilities...) offset in part by the retention of certain wedding and funeral fees normally payable to the Diocese. The Sequestration Fund grew to a negative balance of £2,981.88 as at 31st December 2025.

2. Charitable Giving

The amounts given over for Charitable Giving are shown in Note 15 to the Accounts. The amount allocated to tithing was reduced this year to £12,000 given the reduction in Incoming Resources and the costs of the repair to the Centre roof.

If Agency collections for third parties are added in as well as funds raised by church members which did not do through the PCC accounts, our total giving in 2025 was £14,758.59 (2024: £16,311)

3. Reserves Policy

The PCC, advised by the Finance Committee, considers its reserves policy annually. Where a sum has been set aside for a designated purpose, the PCC aims to hold enough in that reserve to meet the specific policy intention; so, for example, a sum set aside for a major repair or renewal should either be sufficient to fund that repair/renewal or should be complemented by a fundraising intention and plan. Informed by recent experience we consider that unrestricted reserves, complemented by any restricted reserves available for that purpose, should be at least sufficient to cover essential running costs for 9-12 months, after assuming that regular sources of income reduce significantly.

4. Prospects for 2026

The 2026 budget was reviewed and approved by the PCC at its meeting in November 2025. It shows a modest surplus before depreciation. It provides, however for the cost inherent in the appointment of a new incumbent (payment of council tax, cost of repainting the vicarage) which will only be definitive once an appointment is made. It also provides for the full-year cost of the new Parish Administrator.

5. Thanks

Many thanks to Zoe Anderson, the Planned Giving Administrator, who has contributed so much by ensuring the timely and efficient claims to HMRC for the Gift Aid payments, to Finance Committee members Zoe Anderson, Janet Eilbeck, Glynn Hicks and Chris White for their help and support and especially to our late friend Dave White for his administration of the monthly collections for many years and his monthly 'Billet Doux' to summarise the collections to Zoe and your Treasurer. He will be sorely missed.

Structure, Governance and Management

The method of appointment of PCC members is set out in the Church Representation Rules.

At St Mary Kippington the membership of the PCC consists of the Incumbent (Team Rector, when in post), churchwardens, co-opted members, Deanery Synod representatives and members elected by those from the congregation on the electoral roll of the church. All those who attend our services/members of the congregation are encouraged to register on the

Electoral Roll and stand for election to PCC. The PCC members are responsible for making decisions on all matters of general concern and importance to the parish including deciding on how the funds of the PCC are to be spent. The full PCC met six times during the year with an average level of attendance of 79%.

Given its wide responsibilities, the PCC has a number of committees each dealing with a particular aspect of parish life. These committees, which are outlined below, are all responsible to the PCC.

Standing Committee: This is the only committee required by law. It has power to transact the business of the PCC between its meetings, subject to any directions given by the Council. Members of this committee are the Team Rector (when in post), the Churchwarden(s), Vice Chair of PCC, PCC Secretary, PCC Treasurer and one other PCC nominated member.

Fabric Committee: Considers all matters relating to the care and maintenance of church buildings and advises the PCC on necessary repairs, obtaining estimates as appropriate. This committee has not met during the interregnum. All fabric matters have been dealt with by the Churchwarden and other PCC members. Once a new incumbent is in place a new Committee will be formed.

Finance Committee: This oversees the general financial dimension of the work of St Mary's by monitoring income and expenditure, budgeting, reviewing the annual report and financial statements and maintaining appropriate financial controls.

Charities Committee: Promotes the work of charities and mission agencies in the Parish and recommends donations to registered charities, according to the policies set by the PCC. More information on charitable donations is set out within the Accounts and in the Charitable Giving paragraphs below.

Pastoral and Ministry: This group meets three times a year to help the Church realise its vision as a bridge between God and the community. The Chair is the Incumbent and they report directly to PCC. During the interregnum this has been chaired by the Churchwarden.

The Benefice of the West Sevenoaks Team Ministry

The Joint Council of the Benefice has not met in 2025. It is the intention of the Diocese to dissolve the West Sevenoaks Team Benefice and create a new Benefice of St Mary Kippington to encompass the Parish of St Mary Kippington only. A formal consultation on these proposals started in February 2026.

Administrative Information

St Mary Kippington is situated on Kippington Road, Sevenoaks. It is part of the Diocese of Rochester within the Church of England. The correspondence address is The Church Office, Kippington Centre, Kippington Road, Sevenoaks. The PCC is a body corporate (PCC powers Measure 1956, Church Representation Rules 2006) and a registered charity - 1130183. Its website can be located at: www.stmaryssevenoaks.org. Brenda Ross functions as Chair of the PCC during the interregnum. Avril Hunter is Vice Chair.

PCC members who have served at any time from 1st January 2025 - 31st December 2025 are:

Team Rector (when in post): St Mary Kippington has been in interregnum since April 2024.

Churchwarden: Brenda Ross (since 2020), The other Churchwarden post remained vacant throughout 2025.

(The Churchwarden(s) are elected at the Annual Parochial Church Meeting for three years,

though each year they seek the meeting's approval to continue to serve in office). Due to the interregnum Brenda Ross was elected to remain in post beyond the original three years.

Representatives of the Deanery Synod:

Stephen Day (since April 1996)

(Stephen, since this date, has been elected as one of our Deanery Synod representatives. We have never had more than two standing, hence the longevity of Stephen's service). We have one Deanery Synod position vacant.

Elected Members (three year terms):

Lisa Stroud (April 2022-April 2025)

Janet Eilbeck (April 2023-present)

Jennifer Worth (April 2023-present)

John Worth (April 2024-September 2025)

Sharon Fishwick (April 2024-present)

Kate O'Gram (April 2024-November 2025)

Avril Hunter (April 2024-present)

Ed Daniels (April 2024-present)

Co-Opted members:

Such positions are appointed by the PCC themselves at the first meeting following the APCM:

Stephen Swift (Treasurer) (April 2025)

Caroline Howe, Secretary (September 2020)

Helen Brown, Parish Administrator (November 2025)

Ex-Officio members:

Rev Anne Bourne, Team Vicar of St Luke's

Stephen Osei-Mensah, Team Curate - April 2025 - September 2025

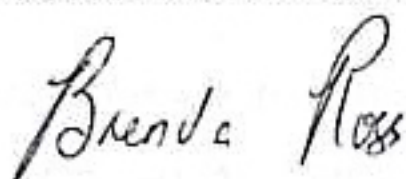
Safeguarding

In recent years, the issue of Safeguarding has come to the fore of every church's mission and ministry. Wendy Pritchard is St Mary Kippington's Parish Safeguarding Office (PSO); and all PCC members must have a DBS check and undergo training in Safeguarding (C0 and C1, as well as Domestic Abuse training). Churchwardens must also complete Leadership Training. There are other safeguarding training requirements required for clergy and those in the congregation working with children and vulnerable adults. Safeguarding is an agenda item at every PCC meeting as part of their responsibilities to make our church and its activities a safe environment for children and vulnerable adults. The Parochial Church Council has complied with the duty under section 5 of the Safeguarding and Clergy Discipline Measure 2016 (duty to have due regard to House of Bishops' guidance on safeguarding children and vulnerable adults).

Risk Management:

The PCC keeps under review the strategic and operational risks which would affect the work of the church and the steps taken to minimise these risks. Mitigations include our safeguarding procedures, financial controls and the maintenance of healthy reserves.

Approved by the PCC on 23rd March 2026 and signed on their behalf by Brenda Ross (Chair), in the absence of an incumbent at St Mary Kippington.



**PARISH CHURCH OF ST MARY
KIPPINGTON, SEVENOAKS**

Registered Charity No. 1130183

Accounts for the year ended

31 December 2025

Independent Examiner's Report to the Trustees

I report to the Trustees on my examination of the accounts of The Parochial Church Council of the Ecclesiastical Parish of St Mary, Kippington, Registered Charity 1130183 ("the Trust") for the year ended 31 December 2025, set out on pages 9 to 20.

Responsibilities and basis of report

As PCC members, and therefore the Charity's Trustees, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

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

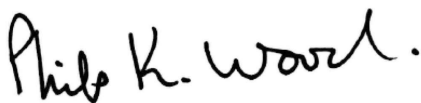
Independent examiner's statement

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

- the accounting records were not kept in accordance with section 130 of the Charities Act; 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 accounts to be reached.

Signed:



Philip K Wood, MA(Oxon), FCA, MCT
4 Middlings Wood,
Kippington Road
Sevenoaks
Kent, TN13 2LF

23 March, 2026

STATEMENT OF FINANCIAL ACTIVITIES
For the year ended 31 December 2025

	Note	Unrestricted General Fund £	Unrestricted Designated Funds £	Restricted Funds £	Total 2025 £	Unrestricted General Fund £	Unrestricted Designated Funds £	Restricted Funds £	Total 2024 £
INCOMING RESOURCES									
Voluntary income	2(a)	105,895.40	-	1,130.00	107,025.40	108,849.75	8,000.00	3,378.74	120,228.49
Activities for generating funds	2(b)	-	-	1,914.82	1,914.82	-	-	560.00	560.00
Income from investments	2(c)	9,890.35	102.41	521.91	10,514.67	11,315.60	527.24	714.28	12,557.12
Income from Church activities	2(d)	32,223.50	-	1,211.00	33,434.50	29,304.00	-	805.00	30,109.00
Other incoming resources	2(e)	5,638.30	-	-	5,638.30	5,715.00	6,972.00	67.20	12,754.20
TOTAL INCOMING RESOURCES		<u>153,647.55</u>	<u>102.41</u>	<u>4,777.73</u>	<u>158,527.69</u>	<u>155,184.35</u>	<u>15,499.24</u>	<u>5,525.22</u>	<u>176,208.81</u>
RESOURCES EXPENDED									
Cost of generating voluntary income	3(a)	-147.64	-	-	-147.64	-191.44	-	-	-191.44
Church activities	3(b)	-127,665.45	-26,237.25	-12,320.46	-166,223.16	-127,238.22	-67,216.75	-4,882.76	-199,337.73
TOTAL RESOURCES EXPENDED		<u>-127,813.09</u>	<u>-26,237.25</u>	<u>-12,320.46</u>	<u>-166,370.80</u>	<u>-127,429.66</u>	<u>-67,216.75</u>	<u>-4,882.76</u>	<u>-199,529.17</u>
NET INCOMING/OUTGOING RESOURCES		25,834.46	-26,134.84	-7,542.73	-7,843.11	27,754.69	-51,717.51	642.46	-23,320.36
TRANSFERS BETWEEN FUNDS									
Gross transfers between funds - in		10.50	15,500.00	-	15,510.50		20,791.40	-	20,791.40
Gross transfers between funds - out		-15,500.00	-10.50	-	-15,510.50	-17,870.00	-	-2,921.40	-20,791.40
GAINS AND LOSSES ON INVESTMENTS	5	9,390.86	-	-	9,390.86	1,492.65	-	-	1,492.65
NET MOVEMENT IN FUNDS		19,735.82	-10,645.34	-7,542.73	1,547.75	11,377.34	-30,926.11	-2,278.94	-21,827.71
BALANCES BROUGHT FORWARD		128,881.77	524,733.69	34,497.49	688,112.95	117,504.43	555,659.80	36,776.43	709,940.66
BALANCES CARRIED FORWARD		<u>148,617.59</u>	<u>514,088.35</u>	<u>26,954.76</u>	<u>689,660.70</u>	<u>128,881.77</u>	<u>524,733.69</u>	<u>34,497.49</u>	<u>688,112.95</u>

The notes on pages 12 to 20 form part of these accounts.

PARISH CHURCH OF ST MARY, KIPPINGTON

BALANCE SHEET AS AT 31 DECEMBER 2025

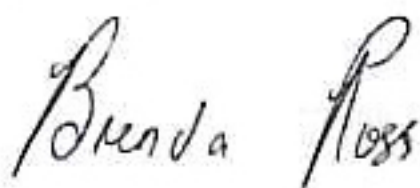
	Note	2025 £	2024 £
FIXED ASSETS			
Tangible fixed assets	4	440,999.48	449,129.48
INVESTMENTS			
Securities	5	51,448.77	57,084.16
CURRENT ASSETS			
Debtors & Prepayments	6	4,940.71	4,276.80
CCLA CBF Church of England Deposit Fund		185,119.94	148,148.70
Balances with Diocesan Repair Funds	9	5,351.61	7,866.95
Cash at Bank and in hand		9,579.95	29,889.01
		204,992.21	190,181.46
LIABILITIES: AMOUNTS FALLING DUE WITHIN ONE YEAR			
	7	-7,779.76	-8,282.15
NET CURRENT ASSETS		197,212.45	181,899.31
NET ASSETS			
		689,660.70	688,112.95
FUNDS			
	8,9,10		
UNRESTRICTED - GENERAL FUND			
		148,617.59	128,881.77
UNRESTRICTED - DESIGNATED FUNDS			
Fixed Assets Fund		440,999.48	449,129.48
Centre Development Fund		34,237.26	34,237.26
Diocesan Repair Funds		5,351.61	7,866.95
Legacy Fund		33,000.00	33,000.00
Flower Fund		500.00	500.00
		514,088.35	524,733.69
RESTRICTED FUNDS			
Centre Appeal Fund		5,331.82	12,886.66
Church Development Fund		21,610.19	19,657.77
Endowment Fund		1,513.85	1,513.85
Lunch Club Fund		847.72	847.72
Christmas Tree Fund		633.06	633.06
Sequestration Fund		-2,981.88	-1,041.57
		26,954.76	34,497.49
TOTAL FUNDS			
		689,660.70	688,112.95

PARISH CHURCH OF ST MARY, KIPPINGTON

MOVEMENT OF FUNDS IN 2025

	Balance brought forward £	Incoming Resources £	Outgoing Resources £	Transfers £	Investment Gains and Losses £	Balance carried forward £
Unrestricted - General Fund	128,881.77	153,647.55	-127,813.09	-15,489.50	9,390.86	148,617.59
Unrestricted - Designated Funds						
Fixed Assets Fund	449,129.48	-	-8,130.00	-	-	440,999.48
Centre Development Fund	34,237.26	-	-	-	-	34,237.26
Diocesan Repair Funds	7,866.95	102.41	-6,107.25	3,489.50	-	5,351.61
Flower Fund	500.00	-	-	-	-	500.00
Legacy Fund	33,000.00	-	-	-	-	33,000.00
Tithing	-	-	-12,000.00	12,000.00	-	-
Sub-totals	<u>524,733.69</u>	<u>102.41</u>	<u>-26,237.25</u>	<u>15,489.50</u>	<u>-</u>	<u>514,088.35</u>
Restricted Funds						
Centre Appeal Fund	12,886.66	521.91	-8,076.75	-	-	5,331.82
Church Development Fund	19,657.77	1,952.42	-	-	-	21,610.19
Endowment Fund	1,513.85	-	-	-	-	1,513.85
Lunch Club Fund	847.72	-	-	-	-	847.72
Christmas Tree Fund	633.06	-	-	-	-	633.06
Sequestration Fund	-1,041.57	1,211.00	-3,151.31	-	-	-2,981.88
Charities Fund	-	1,092.40	-1,092.40	-	-	-
Sub-totals	<u>34,497.49</u>	<u>4,777.73</u>	<u>-12,320.46</u>	<u>-</u>	<u>-</u>	<u>26,954.76</u>
Total Funds	<u>688,112.95</u>	<u>158,527.69</u>	<u>-166,370.80</u>	<u>-</u>	<u>9,390.86</u>	<u>689,660.70</u>

Approved by the Parochial Church Council on 23 March 2026



Signature of Mrs Brenda Ross (Chairman)



Signature of Stephen Swift (Treasurer)

The notes on pages 12 to 20 form part of these accounts.

NOTES TO THE FINANCIAL ACCOUNTS

For the year ended 31 December 2025

NOTE 1 - ACCOUNTING POLICIES

The financial statements have been prepared in accordance with the United Kingdom Financial Reporting Standards (UK GAAP) including the 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.

The PCC considers that there are no material uncertainties about St Mary, Kippington's ability to continue as a going concern.

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

Funds

Unrestricted funds represent the funds of the PCC that are not subject to any restrictions regarding their use and are available for the general purposes of the PCC.

Designated funds may be set aside by the PCC out of unrestricted funds for specific purposes. They remain unrestricted.

Restricted funds are those funds that must be spent on restricted purposes. Details of these funds and the restrictions are provided in note 10.

Incoming Resources

Voluntary income

Collections and planned giving are recognised when received by or on behalf of the PCC.

Gift Aid is recognised at the same time as the underlying gift.

Grants and legacies to the PCC are accounted for as soon as the PCC is notified of its legal entitlement and the amount due is measurable and its ultimate receipt is considered probable.

Funds raised by fetes, garden parties and similar events are accounted for gross.

Other income

Rental income from the letting of the Parish Centre is recognised in the period the facility is used.

Income from investments

Dividends are accounted for when due and payable. Interest entitlements are accounted for as they accrue. Income from specific assets held within a fund that is not an endowment is credited to the respective fund. Income from other assets is credited to the General Fund.

Gains and losses on investments

Unrealised gains or losses are recognised on revaluation of investments each year end.

Realised gains or losses are recognised when investments are sold.

Resources expended

Grants

Grants and donations for charitable purposes are accounted for when paid. The PCC aspires to make grants which amount to 10% of budgeted unrestricted income but moderated by the need a) to break even and b) by any

identified future major demands on the financial resources of the PCC. Following the proposition by the Finance Committee of an appropriate total amount, the Charities Committee recommends the charities to which grants are to be made and the amounts for each for approval by the PCC

Specific collections for outside charities and staff leaving are included within income and expenditure and treated as liabilities until paid over. Amounts made payable direct to the recipient and not the PCC are not included within income and expenditure. Details of charitable giving that has not passed through income and expenditure are included in Note 15.

Diocesan Offer

The diocesan 'Offer' is accounted for when due. Any 'Offer' unpaid at 31 December is provided for in these financial statements as an operational (though not a legal) liability and shown as a creditor in the balance sheet.

Fixed Assets

Consecrated property and movable church furnishings

Consecrated and beneficed property is excluded from the financial statements by section 10(2)(a) of the Charities Act 2011.

Movable church furnishings, acquired prior to 2000, held by the incumbent and churchwardens on special trust for the PCC and which require a faculty for disposal are accounted for as inalienable property unless consecrated and are given no value.

All expenditure incurred in the year on consecrated or beneficed buildings or on the repair of movable church furnishings acquired before 1 January 2000 is written off.

Other land and buildings

Up until December 2017 the Parish Centre (built in 2004) was valued at cost with no provision for depreciation. From 2018 the PCC agreed to provide depreciation of £7,400 per annum based on an estimated remaining useful life of 68 years. Any expenditure on maintenance or minor improvement is written off as incurred.

Other fixtures, fittings and office equipment

Equipment used within the church premises is normally depreciated on a straight-line basis over 4 years, commencing the year after acquisition. Individual items of equipment with a purchase price of £1,500 or less are written off when the asset is acquired.

Investments

Investments are included at market value.

Current assets

Amounts receivable in respect of fees, rents or other income are shown as debtors less provision for any amounts considered uncollectable.

NOTES TO THE FINANCIAL STATEMENTS (continued)
For the year ended 31 December 2025

2 INCOMING RESOURCES

	Unrestricted General Fund £	Unrestricted Designated Funds £	Restricted Funds £	Total 2025 £	Unrestricted General Fund £	Unrestricted Designated Funds £	Restricted Funds £	Total 2024 £
2(a) <i>Voluntary income</i>								
Planned Giving	71,688.00	-	-	71,688.00	74,688.00	-	-	74,688.00
Collections	9,327.56	-	-	9,327.56	9,516.79	-	-	9,516.79
Donations	4,319.14	-	1,067.50	5,386.64	3,372.49	-	3,234.99	6,607.48
Gift Aid	20,560.70	-	62.50	20,623.20	21,272.47	-	143.75	21,416.22
Legacies	-	-	-	-	-	8,000.00	-	8,000.00
	<u>105,895.40</u>	<u>-</u>	<u>1,130.00</u>	<u>107,025.40</u>	<u>108,849.75</u>	<u>8,000.00</u>	<u>3,378.74</u>	<u>120,228.49</u>
2(b) <i>Activities for generating funds</i>								
Fund raising events	-	-	1,914.82	1,914.82	-	-	560.00	560.00
	<u>-</u>	<u>-</u>	<u>1,914.82</u>	<u>1,914.82</u>	<u>-</u>	<u>-</u>	<u>560.00</u>	<u>560.00</u>
2(c) <i>Income from investments</i>								
Interest	6,229.42	102.41	521.91	6,853.74	7,829.00	527.24	714.28	9,070.52
Dividends	3,660.93	-	-	3,660.93	3,486.60	-	-	3,486.60
	<u>9,890.35</u>	<u>102.41</u>	<u>521.91</u>	<u>10,514.67</u>	<u>11,315.60</u>	<u>527.24</u>	<u>714.28</u>	<u>12,557.12</u>
2(d) <i>Income from Church activities</i>								
Centre income	30,619.50	-	-	30,619.50	26,168.00	-	-	26,168.00
Wedding and funeral fees	1,604.00	-	1,211.00	2,815.00	2,354.00	-	805.00	3,159.00
Social activities	-	-	-	-	782.00	-	-	782.00
	<u>32,223.50</u>	<u>-</u>	<u>1,211.00</u>	<u>33,434.50</u>	<u>29,304.00</u>	<u>-</u>	<u>805.00</u>	<u>30,109.00</u>
2(e) <i>Other incoming resources</i>								
Car Parking Fees Received	-	-	-	-	4,480.00	-	-	4,480.00
Listed Places of Worship Grant	-	-	-	-	-	6,972.00	-	6,972.00
Insurance Claim	4,500.00	-	-	4,500.00	-	-	-	-
Sundry income	1,138.30	-	-	1,138.30	1,235.00	-	67.20	1,302.20
	<u>5,638.30</u>	<u>-</u>	<u>-</u>	<u>5,638.30</u>	<u>5,715.00</u>	<u>6,972.00</u>	<u>67.20</u>	<u>12,754.20</u>
TOTAL INCOMING RESOURCES	<u>153,647.55</u>	<u>102.41</u>	<u>4,777.73</u>	<u>158,527.69</u>	<u>155,184.35</u>	<u>15,499.24</u>	<u>5,525.22</u>	<u>176,208.81</u>

NOTES TO THE FINANCIAL STATEMENTS (continued)
For the year ended 31 December 2025

3	RESOURCES EXPENDED	Unrestricted	Unrestricted	Restricted	Total	Unrestricted	Unrestricted	Restricted	Total
		General	Designated			General	Designated		
		Fund	Funds	Funds	2025	Fund	Funds	Funds	2024
		£	£	£	£	£	£	£	£
3(a)	<i>Cost of generating voluntary income</i>								
	Planned giving costs	147.64	-	-	147.64	191.44	-	-	191.44
		<u>147.64</u>	<u>-</u>	<u>-</u>	<u>147.64</u>	<u>191.44</u>	<u>-</u>	<u>-</u>	<u>191.44</u>
3(b)	<i>Church activities</i>								
	Diocesan 'Offer'	67,025.00	-	-	67,025.00	64,903.00	-	-	64,903.00
	Church - Running Costs & Maintenance	20,740.48	-	-	20,740.48	22,815.57	1,668.00	1,149.00	25,632.57
	Parish Centre - Running Costs & Maintenance	22,622.34	-	-	22,622.34	26,188.59	946.75	-	27,135.34
	Charitable Giving (Note 15)	30.00	12,000.00	1,092.40	13,122.40	30.00	15,370.00	160.00	15,560.00
	Donations: Other	-	-	-	-	-	-	1,659.99	1,659.99
	Depreciation	-	8,130.00	-	8,130.00	-	7,400.00	-	7,400.00
	Administration	6,679.70	-	-	6,679.70	5,138.75	-	-	5,138.75
	Organ and Choir (Note 13)	4,789.16	-	-	4,789.16	4,569.24	-	-	4,569.24
	Ministry: Vicarage	514.40	-	1,396.96	1,911.36	1,734.97	-	846.37	2,581.34
	Social activities	79.00	-	-	79.00	816.86	-	-	816.86
	Mission	260.86	-	-	260.86	451.40	-	-	451.40
	Services	239.36	-	1,754.35	1,993.71	483.45	-	1,067.40	1,550.85
	Youth and Sunday club	85.15	-	-	85.15	106.39	-	-	106.39
	Church Major Repairs - structure	-	-	-	-	-	41,832.00	-	41,832.00
	Centre Major Repairs - Roof Exterior	-	6,107.25	8,076.75	14,184.00	-	-	-	-
	Centre Major Repairs - Roof interior panels	4,600.00	-	-	4,600.00				
		<u>127,665.45</u>	<u>26,237.25</u>	<u>12,320.46</u>	<u>166,223.16</u>	<u>127,238.22</u>	<u>67,216.75</u>	<u>4,882.76</u>	<u>199,337.73</u>
	TOTAL RESOURCES EXPENDED	127,813.09	26,237.25	12,320.46	166,370.80	127,429.66	67,216.75	4,882.76	199,529.17

4 FIXED ASSETS FOR USE BY THE PCC

		Freehold land and buildings £	Centre Equipment £	Total £
COST	At 1.1.2025	498,008.08	6,431.40	504,439.48
	Additions	-	-	-
	Disposals	-	-	-
	At 31.12.2025	<u>498,008.08</u>	<u>6,431.40</u>	<u>504,439.48</u>
DEPRECIATION	At 1.1.2025	51,800.00	3,510.00	55,310.00
	Charge for year	7,400.00	730.00	8,130.00
	Disposals	-	-	-
	At 31.12.2025	<u>59,200.00</u>	<u>4,240.00</u>	<u>63,440.00</u>
NET BOOK VALUE	At 1.1.2025	<u>446,208.08</u>	<u>2,921.40</u>	<u>449,129.48</u>
	At 31.12.2025	<u>438,808.08</u>	<u>2,191.40</u>	<u>440,999.48</u>

Freehold land and buildings comprise the Parish Centre. Cost is deemed to be the cost of construction in 2004. Depreciation of £7,400 per annum has been provided since 2018.

A valuation for insurance purposes was conducted by Ecclesiastical Insurance in November 2020 and is reviewed each year to protect against any unexpected increase in building costs. The Loss Limit for Buildings and Contents cover for 12 months from February 2026 is £15,730,000 for the Church and £3,660,000 for the Parish Centre.

Centre equipment costing more than £1,500, is capitalised and depreciated over 4 years commencing the year after acquisition giving rise to a charge of £730.00 in respect of the dishwasher acquired in 2024.

5 INVESTMENTS

	2025 £	2024 £
Cost at 31 December	3,625.61	4,716.22
Valuation at 1 January	57,084.16	55,591.51
Disposal at carrying value	-13,200.50	0.00
Unrealised gain	<u>7,565.11</u>	<u>1,492.65</u>
Valuation at 31 December	<u>51,448.77</u>	<u>57,084.16</u>
Realised gains in the year	1,825.75	0.00
Unrealised gains in the year	<u>7,565.11</u>	<u>1,492.65</u>
	<u>9,390.86</u>	<u>1,492.65</u>
Income received	3,660.93	3,486.60

Investments comprise units held in M&G Equities Investment Fund for Charities ("Charifund"), a registered charity and an authorised unit trust and a non-UCITS retail scheme authorised by the Financial Conduct Authority. These are Wider Range investments under the provisions of the Trustee Investments Act 1961. In 2025 the PCC decided to reduce its exposure to equity markets and sold units realising £15,026.25 compared to their original cost of £1,090.61.

6 DEBTORS & PREPAYMENTS

	2025 £	2024 £
HMRC - Gift Aid	1,999.02	3,701.65
Centre letting fees due	1,044.00	396.00
Interest due for Quarter to December on CCLA accounts	1,549.70	-
Other	347.99	179.15
	<u>4,940.71</u>	<u>4,276.80</u>

7 LIABILITIES: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2025 £	2024 £
Creditors for goods and services	4,231.76	4,134.15
Centre letting fees received in advance	3,548.00	4,148.00
	<u>7,779.76</u>	<u>8,282.15</u>

In 2025, following the employment of a part-time Parish Administrator, the PCC makes PAYE payments to HMRC and in addition has fulfilled its pension auto-enrolment responsibilities.

8 ANALYSIS OF NET ASSETS BY FUND

	Unrestricted £	Restricted £	Total Funds 2025 £	Total Funds 2024 £
Fixed assets	440,999.48	-	440,999.48	449,129.48
Investments	51,448.77	-	51,448.77	57,084.16
Debtors and prepayments	4,843.91	96.80	4,940.71	4,276.80
CBF deposits	158,274.73	26,845.21	185,119.94	148,148.70
Diocesan Repair Funds	5,351.61	-	5,351.61	7,866.95
Other bank accounts (allocated)	9,132.20	447.75	9,579.95	29,889.01
Creditors	-7,344.76	-435.00	-7,779.76	-8,282.15
FUND BALANCE	<u>662,705.94</u>	<u>26,954.76</u>	<u>689,660.70</u>	<u>688,112.95</u>

9 UNRESTRICTED DESIGNATED FUNDS

CENTRE DEVELOPMENT FUND

	2025 £	2024 £
Balance at 1 January and 31 December	34,237.26	34,237.26

The Centre Development Fund may be used to enhance the facilities of the Parish Centre and supplements the Centre Appeal Fund and the Diocesan Repair Fund - Centre. The Fund was not used in 2024 and 2025.

DIOCESAN REPAIR FUNDS

	Church £	Centre £	2025 £	2024 £
Transfers - in/(out)	3,500.00	-10.50	3,489.50	2,500.00
Disbursements	-	-6,107.25	-6,107.25	-19,446.75
Listed Places of Worship Grant towards replacement of Church Boilers	-	-	-	6,972.00
Interest added	102.41	-	102.41	527.24
Movements during year	3,602.41	-6,117.75	-2,515.34	-9,447.51
Balance at 1 January	1,749.20	6,117.75	7,866.95	17,314.46
Balance at 31 December	<u>5,351.61</u>	<u>-</u>	<u>5,351.61</u>	<u>7,866.95</u>

Diocesan Repair Funds are matched by interest-bearing deposits held with the Diocese. They are used for repairs including the funding of works recommended from the Quinquennial Inspections of the Church and of the Parish Centre.

Quinquennial Inspections on both the Church and on the Parish Centre were held in Autumn 2023. The regular transfer to the Church Repair Fund was increased in 2025 from £2,500 to £3,500 per annum and the contribution to the Centre Repair Fund has remained at zero. The Centre Diocesan Repair Fund was used to pay in part (£6,107.75) the cost of essential repairs to exterior of the Centre roof (total cost £14,184).

FLOWER FUND

	2025 £	2024 £
Balance at 1 January and 31 December	<u>500.00</u>	<u>500.00</u>

The Flower Fund is used for specific Church events which involve flower displays. The Fund was not used in 2024 and 2025.

LEGACY FUND

	2025	2024
	£	£
Balance as at 1 January	33,000.00	50,000.00
New legacy	-	8,000.00
Disbursements	-	-25,000.00
Balance at 31 December	<u>33,000.00</u>	<u>33,000.00</u>

The Legacy Fund was established as a designated fund in 2023 following receipt of a generous legacy of £50,000. The PCC wished to acknowledge the legator by identifying specific ways in which to spend the money. A further legacy of £8,000 was received in 2024. £25,000 was spent in 2024 and the fund was unused in 2025.

TITHING FUND

A transfer of £12,000 (2024: £15,370) was made from the General Fund to the Tithing Fund and paid to charities in accordance with the PCC's tithing policy. Details of the disbursements are included in Note 15.

10 RESTRICTED FUNDS

Restricted funds comprise monies given for a particular purpose, or with specific restrictions, through collections, donations, events, etc.,

CENTRE APPEAL FUND

	2025	2024
	£	£
Interest	<u>521.91</u>	<u>714.28</u>
Purchase of equipment for the Centre	-	-2,921.40
Repairs to the Exterior of the Centre Roof	<u>-8,076.75</u>	<u>-</u>
	-8,076.75	-2,921.40
Movements during year	-7,554.84	-2,207.12
Balance at 1 January	<u>12,886.66</u>	<u>15,093.78</u>
Balance at 31 December	<u>5,331.82</u>	<u>12,886.66</u>

The Centre Appeal Fund relates to the redevelopment of the Parish Centre that was completed in 2004. The Fund may be utilised for on-going maintenance and new equipment for the Centre. In 2025, £8,076.75 was used to fund in part repairs to the exterior of the Centre roof. The balance was funded from the Centre Diocesan Repair Fund.

CHURCH DEVELOPMENT FUND

	2025	2024
	£	£
Income from events	1,124.92	400.00
Donations	827.50	1,575.00
IncomeTax recoverable	-	143.75
Incoming resources	<u>1,952.42</u>	<u>2,118.75</u>
Disbursements	-	-1,149.00
Movements during year	1,952.42	969.75
Balance at 1 January	<u>19,657.77</u>	<u>18,688.02</u>
Balance at 31 December	<u>21,610.19</u>	<u>19,657.77</u>

The Church Development Fund may be used to enhance the facilities of the Church building. Income from events in 2025 arose from the Christmas Fair and plant sales. Donations include 50% of the funds raised from the annual Friends of Kent Churches Bike Ride.

ENDOWMENT FUND

	2025	2024
	£	£
Balance at 1 January	<u>1,513.85</u>	<u>1,513.85</u>
Balance at 31 December	<u>1,513.85</u>	<u>1,513.85</u>

This Fund originated from an Endowment in the name of a Mrs Milne. Use of the interest was not restricted but the fund is to be held in perpetuity.

LUNCH CLUB FUND

	2025	2024
	£	£
Balance at 1 January and 31 December	847.72	847.72

The Lunch Club closed in 2022. The restricted fund has been retained and will be used to assist people of a similar age to the former membership. It was not used in 2025 or 2024.

SEQUESTRATION FUND

	2025	2024
	£	£
Balance at 1 January	-1,041.57	-
Fees retained	1,211.00	872.20
Incoming resources	1,211.00	872.20
Disbursements	-3,151.31	-1,913.77
Balance at 31 December	<u>-2,981.88</u>	<u>-1,041.57</u>

The Fund is used during an interregnum to allow for the special allocation of certain fees and costs. Fees for weddings and funerals which would normally go to the Diocesan Board of Finance (DBF) are retained by the parish, whereas costs associated with visiting clergy and Vicarage expenses are offset against these fees. At the end of the interregnum any surplus is due to the DBF, whereas any shortfall is met by the parish.

STAFF LEAVING FUND

	2025	2024
	£	£
Balance at 1 January	-	-
Donations	-	1,659.99
Disbursements	-	-1,659.99
Balance at 31 December	<u>-</u>	<u>-</u>

The Fund is used for gifts made by parishioners and others on behalf of clergy who are leaving the Parish. During 2024 gifts were given to Team Rector Revd Mark Bridgen and Mrs Karen Bridgen on their departure.

CHRISTMAS TREE FUND

	2025	2024
	£	£
Balance at 1 January and 31 December	<u>633.06</u>	<u>633.06</u>

The Fund results from the residual assets of the Kippington Road Association that were donated to the PCC with the proviso that they be used for the preservation/maintenance of the 'Christmas Tree' and its lighting.

CHARITIES FUND

	2025	2024
	£	£
Donations	302.50	-
Income from Events	789.90	160.00
Incoming resources	<u>1,092.40</u>	<u>160.00</u>
Charitable Giving (Note 15)	-1,092.40	-160.00
Balance at 1 January	<u>-</u>	<u>-</u>
Balance at 31 December	<u>-</u>	<u>-</u>

Donations for charitable causes are normally passed on in the year received; donations and legacies received for other restricted purposes of the PCC may be accumulated. Income from Events comprises 50% of the net proceeds from the Christmas Fair. Details of giving to third parties are set out in Note 15.

11 RELATED PARTY TRANSACTIONS

1. The husband of PCC member and churchwarden Mrs Brenda Ross, Mr Leonard Ross, served as church organist throughout 2025. His remuneration of £3,200 is included in Note 13. Mr Ross was also paid for Organist services at weddings and Funerals (£220) and reimbursed £140 in connection with bills relating to the church organ
2. Churchwarden Mrs Brenda Ross claimed a total of £514.42 for expenses in connection with Church services.
3. Former Treasurer Mr Christopher Saunders claimed reimbursement of £220 for Garden Waste permits for the Vicarage, Church and Centre and £244.80 for website access renewal
4. Current Treasurer Mr Stephen Swift claimed reimbursement of £40 for expenses in connection with church services, £40 for expenses in connection with the celebration of the new wooden bench and £23.79 for the new Centre key lock box
5. The wife of the current Treasurer, Mrs Clare Swift was reimbursed £20 for the cost of a new Centre First Aid box
6. PCC member Mrs Janet Eilbeck was reimbursed £265 for expenses in connection with the Christmas Fair and Christmas cards

12 DONATIONS FROM PCC MEMBERS

During 2025 a total of £19,175 was donated by members of the PCC and related parties, through the Planned Giving Scheme and / or through one-off gifts, while they served as members of the PCC. This disclosure does not include any unidentified cash or anonymous donations which may have been received. The equivalent figure for 2024 was £16,801.98.

13 ORGAN & CHOIR

	2025	2024
	£	£
Organist's retainer (including temporary cover)	3,280.00	3,280.00
Maintenance & repair of organ and pianos	1,372.16	929.64
Church music and RSCM subscription	137.00	359.60
TOTAL	4,789.16	4,569.24

14 PARISH CENTRE

	2025	2024
	£	£
Receipts from lettings etc	30,619.50	26,168.00
Centre Manager Honorarium	-2,083.51	-1,800.00
Cost of Repairs to Exterior of Centre Roof	-14,184.00	-
Running costs & maintenance (excluding depreciation and equipment expensed)	-20,538.83	-22,413.94
Net contribution from Parish Centre operations to overheads before depreciation	-6,186.84	1,954.06

The income and cost figures shown above are taken from Notes 2(d) and 3(b). Until November 2025, the Centre benefitted from a part-time manager whose honorarium is shown above. In November, the Centre Manager role was combined with the Church Secretary role and these tasks are henceforth covered by the newly recruited Parish Administrator. The costs of the Parish Administrator are not allocated to the Parish Centre cost centre. Secondly, the net contribution to overheads has been affected by the cost of repairs to the exterior of the roof of the Centre which were not covered by insurance. Finally, the PCC decided to purchase the acoustic panels necessary for the repair of the interior of the roof at a cost of £4600. These panels were covered by an insurance claim for all but the £100 excess and are not included in the analysis above.

15 MISSIONARY AND CHARITABLE GIVING

Missionary and charitable giving may be summarised as follows:

	Total 2025 £	Total 2024 £
General Fund	30.00	30.00
Tithing Fund (Unrestricted)	12,000.00	15,370.00
Charities Fund (Restricted)	1,092.40	160.00
Giving recorded within expenditure	13,122.40	15,560.00
Agency collections and other giving not included within expenditure	1,636.19	751.00
Total Giving	14,758.59	16,311.00

Giving from the General Fund

Friends of Rochester Cathedral	20.00	20.00
Friends of Kent Churches	10.00	10.00
	30.00	30.00

Giving from the Tithing Fund

Children's Society	-	300.00
Church Mission Society	500.00	600.00
Combat Stress	-	300.00
Demelza House	800.00	800.00
Domestic Abuse Volunteer Support Services	500.00	600.00
Embrace The Middle East	500.00	600.00
Hospice in the Weald	800.00	800.00
Kenward Trust	600.00	670.00
Kondoa, Tanzania	-	100.00
Medecins sans Frontieres	700.00	1,000.00
Mission Aviation Fellowship	1,300.00	1,500.00
Mpwapwa, Tanzania	900.00	800.00
Open Doors	500.00	600.00
Rochester Poverty & Hope Appeal	500.00	600.00
Royal Agricultural Benevolent Institution	500.00	600.00
Samaritans, Sevenoaks	400.00	500.00
Scotts Project	500.00	600.00
Sevenoaks Counselling	1,800.00	1,800.00
UNHCR	-	1,000.00
UNICEF	700.00	1,000.00
West Kent Debt Advice	500.00	600.00
	12,000.00	15,370.00

Giving from the Charities Fund

Loaves and Fishes	£ 302.50	£ 160.00
Porchlight (50% of the Christmas Fair Proceeds)	789.90	-
	1,092.40	160.00

Giving from restricted funds represent funds collected for outside charities that have passed through the PCC's accounts and that have resulted from collections, fund raising events and other donations. The amounts include Gift Aid where appropriate.

Agency collections

Christian Aid	812.00	751.00
Combat Stress	135.00	-
	947.00	751.00

Agency collections are those where the amounts are paid direct to the charities concerned and are not included within expenditure. The figures do not include Gift Aid that the charities concerned can claim directly themselves.

Other giving includes donation to Friends of Kent Churches (£515) and Advent calendars (£174.19) for Loaves and Fishes.

Accounts

The Parochial Church Council of the Ecclesiastical Parish of St Mary Kippington Sevenoaks

Registered Charity No. 1130183

Annual Report and Accounts for the year ended 31st December 2024

Team Rector:

Mark Bridgen

The Vicarage

Kippington Road

Sevenoaks, Kent

(1 January 2024 – 13 May 2024)

Interregnum

(13 May 2024 - 31 December 2024)

Benefice Team:

Rev Anne Bourne - Team Vicar

Stephen Osei-Mensah - Curate

Bankers:

NatWest Bank plc

High Street

Sevenoaks

Santander plc

Bootle

Liverpool

Independent Examiner: Philip K Wood MA (Oxon) FCA, MCT

www.stmaryssevenoaks.org

PCC Trustees' Annual Report

St Mary Kippington is part of the benefice of the West Sevenoaks Team Ministry, together with St Mary The Virgin, Riverhead with Dunton Green and St Luke's, Sevenoaks.

Aims and Purposes:

The Parochial Church Council (PCC) of St Mary Kippington has the responsibility of cooperating with the Team Vicar, Rev Anne Bourne (previously the Reverend Mark Bridgen, Team Rector), in promoting the ecclesiastical parish, the whole mission of the Church, pastoral, evangelistic, social and ecumenical. The PCC is also responsible for the maintenance of the Church complex of the Kippington Centre.

Objectives and Activities:

The PCC is committed to enabling as many people as possible to worship at the church of St Mary Kippington and to become part of that parish community. The PCC maintains an overview of worship and makes suggestions on how services can involve as many people who live within the parish as possible. The services and worship of St Mary Kippington seek to put faith into practice through prayer and scripture, music and sacrament.

In particular, the PCC tries to enable people to live out their faith as part of the parish community through: worship and prayer; learning about the Gospel; developing their knowledge and trust in Jesus; provision of pastoral care for people living in the parish; missionary and outreach work. To facilitate this work it is important that we maintain the fabric of the Church of St Mary Kippington and the Kippington Centre.

Achievements and Performance:

Worship, Fellowship and Prayer

The PCC is committed to offer a range of services during the week and over the course of the year that the community find both beneficial and spiritually fulfilling. St Mary Kippington upholds the Anglican ethos of worship that offers a broad spectrum of worship, which encompasses the Book of Common Prayer, Common Worship and Fresh Expressions.

The regular pattern of 8am and 10:30am service times on Sundays has been maintained on a consistent basis. There is a mid-week service on a Thursday at St Luke's and occasionally an evening act of worship.

Family services continue to be run from the Kippington Centre for most of the year, with the occasional service taking place in Church.

Worship has continued to take place commemorating key events in the liturgical calendar, being Harvest, Remembrance, Advent, Christmas, Lent and Holy Week and Easter. During the year numbers attending for these key service times were as follows (previous year in brackets):

Good Friday and Easter Sunday 154 (168); Harvest Sunday 40 (62); Remembrance Sunday 63 (68); Advent Sunday (communicants) 10 (52); and Christmas Eve and Day 326 (434).

As of the Annual Parochial Church meeting of 2024, there were 133 parishioners on the Church Electoral Roll, 42.9% of whom are resident in the Parish and 57.1% of whom are non-resident.

During the year the following number of occasional offices were performed: three baptisms, two weddings, four interment of ashes and four funerals at church.

Our Bible Study group meets on a fortnightly basis and undertake various study courses. In addition, Team Vicar Rev Anne Bourne held Advent and Lent courses.

Team services have taken place celebrating the midweek festivals of the church: Ash Wednesday, Maundy Thursday and Ascension Day.

Our Sunday Club meets weekly and the Youth Club (KYG) takes place bi-monthly.

Kippington Centre

Throughout the year the Centre is used by both the Church and the community.

Pastoral Care

The Pastoral and Mission Committee meet regularly and care for those termed vulnerable within the church. Where possible services at Kippington Nursing Home have taken place.

Mission and Evangelism

The Charities Committee, following PCC approval, made grants totalling £15,370 to a broad range of local, national and international charities. Solefields School continues to celebrate their Christmas service at the church. Our church birthday, Harvest social, and regular coffee get togethers after our Sunday service, continue to take place to enhance our fellowship.

Ecumenical Relationships

The church participated in the annual 'Ride and Stride' cycling event around Kent churches which raised £500 for Church funds.

Volunteers

We would like to thank all of the volunteers who work so hard to make our church the lively and vibrant community it is. In particular thanks are expressed to our churchwarden Brenda Ross for her service to the life of the church.

Financial Review

1. Overview

Total Funds and net assets have fallen by £21,828 compared with 2023. This is largely due to the need to replace the heating boilers in the Church. The net cost of £34,860 has not been capitalised in accordance with our accounting policies but has been expensed as it is deemed to be part of the beneficed property. The principal movements in the accounts are explained below.

Incoming resources of £176,209 have dropped by £28,033. This fall is a result of lower legacies which have dropped from £50,000 to £8,000. The largest component of income is unrestricted voluntary income of £108,850 which has in fact risen by £2,689. Other significant components of income are Centre Income of £26,168 (up £695) and Investment Income of £12,557 (up £2,433). The drop in income due to lower legacies has also been offset by a grant of £6,972 from the Listed Places of Worship scheme towards the replacement church boilers and £4,480 of once-off car parking fees.

Resources expended of £199,529 are up £45,654 on last year, mainly due to the gross cost of the replacement boilers of £41,832. Parish Centre running costs are also up £5,214 despite flat Centre income. Other significant cost components are the Diocesan "Offer" of £64,903 (up £779), Church running costs of £25,633 (up £726) and Charitable Giving of £15,560 (down £2,769 due to fewer special collections).

A new dishwasher was purchased for the Parish Centre at a cost of £2,921; this was capitalised in 2024 and will be depreciated over four years from 2025.

Restricted funds were used for the new dishwasher for the centre; replacement radio microphones for the Church were covered by donations. Other main sources of income were plant sales and the annual Friends of Kent Churches Bike Ride.

The Legacy Fund contributed £25,000 towards the cost of the replacement boilers leaving a balance of £33,000 at the year end. The remaining net cost was met from the Diocesan Repair Fund.

A Sequestration Fund was introduced at the start of the interregnum. This is where costs of the interregnum such as visiting clergy and vicarage utilities can be partly offset by the Church being allowed to retain the element of wedding and funeral fees which are normally payable to the Diocese. Last year's annual report mentioned the abolition of sequestration funds by the Church of England, but these are in fact being retained. Our Sequestration Fund at the end of 2024 was £1,042 in deficit.

Thanks are once again due to Zoë Anderson, Planned Giving Administrator, who has ably managed the Planned Giving Scheme and who has continued to make monthly claims on HMRC for Gift Aid in a timely manner.

2. Charitable Giving

Charitable Giving is set out in Note 15 to the Accounts. Giving included within our accounts was £15,560 (2023: £18,329). The PCC's tithing commitment in 2024 was higher at £15,370 (2023: £13,970) due to higher budgeted income.

Our accounts do not include agency collections for third parties. If these are added our total giving amounted to £16,311 (2023: £21,061).

3. Reserves Policy

The PCC, advised by the Finance Committee, considers its reserves policy annually. Where a sum has been set aside for a designated purpose, the PCC aims to hold enough in that reserve to meet the specific policy intention; so, for example, a sum set aside for a major repair or renewal should either be sufficient to fund that repair/renewal or should be complemented by a fundraising intention and plan. Informed by experience we consider that unrestricted reserves, complemented by any restricted reserves available for that purpose, should be at least sufficient to cover essential running costs for 9-12 months, after assuming that regular sources of income reduce significantly.

4. Prospects for 2025

The 2025 Budget, approved by the PCC in December 2024, shows an overall surplus of £3,013 on unrestricted funds excluding depreciation. Note, however, that:

- This does not include ongoing interregnum costs which are handled in the (restricted) Sequestration Fund and where costs are likely to continue exceeding revenue.
- Annual depreciation will rise from £7,400 (represented by the Parish Centre) to £8130.25 to include the new dishwasher.

Structure, Governance and Management

The method of appointment of PCC members is set out in the Church Representation Rules.

At St Mary Kippington the membership of the PCC consists of the Incumbent (Team Rector, when in post), churchwardens, co-opted members, deanery synod representatives and members elected by those from the congregation on the electoral roll of the church. All those who attend our services/members of the congregation are encouraged to register on the Electoral Roll and stand for election to PCC. The PCC members are responsible for making decisions on all matters of general concern and importance to the parish including deciding on how the funds of the PCC are to be spent. The full PCC met six times during the year with an average level of attendance of 90%.

Given its wide responsibilities, the PCC has a number of committees each dealing with a particular aspect of parish life. These committees, which are outlined below, are all responsible to the PCC.

Standing Committee: This is the only committee required by law. It has power to transact the business of the PCC between its meetings, subject to any directions given by the Council. Members of this committee are the Team Rector (when in post), the Churchwarden(s), PCC Secretary, PCC Treasurer and one other PCC nominated member.

Fabric Committee: Considers all matters relating to the care and maintenance of church buildings and advises the PCC on necessary repairs, obtaining estimates as appropriate.

Finance Committee: This oversees the general financial dimension of the work of St Mary's by monitoring income and expenditure, budgeting, reviewing the annual report and financial statements and maintaining appropriate financial controls.

Charities Committee: Promotes the work of charities and mission agencies in the Parish and recommends donations to registered charities, according to the policies set by the PCC. More information on charitable donations is set out within the Accounts and in the Charitable Giving paragraphs below.

Pastoral and Ministry: This group meets three times a year to help the Church realise its vision as a bridge between God and the community. The Chair is the Incumbent and they report directly to PCC.

The Benefice of the West Sevenoaks Team Ministry

The Joint Council of the Benefice has not met in 2024.

Administrative Information

St Mary Kippington is situated on Kippington Road, Sevenoaks. It is part of the Diocese of Rochester within the Church of England. The correspondence address is The Church Office, Kippington Centre, Kippington Road, Sevenoaks. The PCC is a body corporate (PCC powers Measure 1956, Church Representation Rules 2006) and a registered charity - 1130183. Its website can be located at: www.stmaryssevenoaks.org.

PCC members who have served at any time from 1st January 2024 - 31st December 2024 are:

Team Rector (when in post): The Reverend Mark Bridgen, Chair (ex-officio) (who was Team Rector until 13th May 2024)

Churchwardens: Brenda Ross (since 2020) John Worth (May 2023 - April 2024). Brenda functions as Chair of the PCC during the interregnum. Avril Hunter is Vice Chair.

(The Churchwarden(s) are elected at the Annual Parochial Church Meeting for three years, though each year they seek the meeting's approval to continue to serve in office) Due to the interregnum Brenda Ross was elected to remain in post beyond the original three years.

Representatives of the Deanery Synod:

Stephen Day (April 1996)

(Stephen, since this date, has been elected as one of our Deanery Synod representatives. We have never had more than two standing, hence the longevity of Stephen's service). We have one Deanery Synod position vacant.

Elected Members (three year terms):

Lisa Stroud (April 2022)

Janet Eilbeck (April 2023)

Jennifer Worth (April 2023)

John Worth (April 2024)

Sharon Fishwick (April 2024)

Kate O'Gram (April 2024)

Avril Hunter (April 2024)

Ed Daniels (April 2024)

Co-Opted members:

Such positions are appointed by the PCC themselves at the first meeting following the APCM:

Chris Saunders (Treasurer) (May 2016)

Caroline Howe, Secretary (September 2020)

Ex-Officio members:

Rev Anne Bourne, Team Vicar of St Luke's

Stephen Osei-Mensah, Team Curate

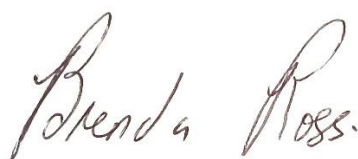
Safeguarding

In recent years, the issue of Safeguarding has come to the fore of every church's mission and ministry. Wendy Pritchard is St Mary Kippington's Parish Safeguarding Office (PSO); and all PCC members must have a DBS check and undergo training in Safeguarding (C0 and C1, as well as Domestic Abuse training). Churchwardens must also complete Leadership Training. There are other safeguarding training requirements required for clergy and those in the congregation working with children and vulnerable adults. Safeguarding is an agenda item at every PCC meeting as part of their responsibilities to make our church and its activities a safe environment for children and vulnerable adults. The Parochial Church Council has complied with the duty under section 5 of the Safeguarding and Clergy Discipline Measure 2016 (duty to have due regard to House of Bishops' guidance on safeguarding children and vulnerable adults).

Risk Management:

The PCC keeps under review the strategic and operational risks which would affect the work of the church and the steps taken to minimise these risks. Mitigations include our safeguarding procedures, financial controls and the maintenance of healthy reserves.

Approved by the PCC on 31st March 2025 and signed on their behalf by Brenda Ross (Vice Chair), in the absence of an incumbent at St Mary Kippington.

A handwritten signature in dark ink, reading "Brenda Ross". The signature is written in a cursive, flowing style.

**PARISH CHURCH OF ST MARY
KIPPINGTON, SEVENOAKS**

Registered Charity No. 1130183

Accounts for the year ended

31 December 2024

Independent Examiner's Report to the Trustees

I report to the Trustees on my examination of the accounts of The Parochial Church Council of the Ecclesiastical Parish of St Mary, Kippington, Registered Charity 1130183 ("the Trust") for the year ended 31 December 2024, set out on pages 9 to 20.

Responsibilities and basis of report

As PCC members, and therefore the Charity's Trustees, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

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

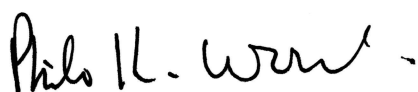
Independent examiner's statement

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

- the accounting records were not kept in accordance with section 130 of the Charities Act; 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 accounts to be reached.

Signed:



Philip K Wood, MA(Oxon), FCA, MCT
4 Middlings Wood,
Kippington Road
Sevenoaks
Kent, TN13 2LF

31 March, 2025

PARISH CHURCH OF ST MARY, KIPPINGTON

STATEMENT OF FINANCIAL ACTIVITIES
For the year ended 31 December 2024

	Note	Unrestricted General Fund £	Unrestricted Designated Funds £	Restricted Funds £	Total 2024 £	Unrestricted General Fund £	Unrestricted Designated Funds £	Restricted Funds £	Total 2023 £
INCOMING RESOURCES									
Voluntary income	2(a)	108,849.75	8,000.00	3,378.74	120,228.49	106,160.46	50,000.00	5,391.14	161,551.60
Activities for generating funds	2(b)	-	-	560.00	560.00	-	-	2,683.01	2,683.01
Income from investments	2(c)	11,315.60	527.24	714.28	12,557.12	9,014.37	447.61	662.26	10,124.24
Income from Church activities	2(d)	29,304.00	-	805.00	30,109.00	29,102.71	-	-	29,102.71
Other incoming resources	2(e)	5,715.00	6,972.00	67.20	12,754.20	780.00	-	-	780.00
TOTAL INCOMING RESOURCES		155,184.35	15,499.24	5,525.22	176,208.81	145,057.54	50,447.61	8,736.41	204,241.56
RESOURCES EXPENDED									
Cost of generating voluntary income	3(a)	-191.44	-	-	-191.44	-271.68	-	-0.88	-272.56
Church activities	3(b)	-127,238.22	-67,216.75	-4,882.76	-199,337.73	-125,244.31	-21,750.88	-6,607.24	-153,602.43
TOTAL RESOURCES EXPENDED		-127,429.66	-67,216.75	-4,882.76	-199,529.17	-125,515.99	-21,750.88	-6,608.12	-153,874.99
NET INCOMING/OUTGOING RESOURCES		27,754.69	-51,717.51	642.46	-23,320.36	19,541.55	28,696.73	2,128.29	50,366.57
TRANSFERS BETWEEN FUNDS									
Gross transfers between funds - in			20,791.40	-	20,791.40		17,970.00	-	17,970.00
Gross transfers between funds - out		-17,870.00	-	-2,921.40	-20,791.40	-17,970.00	-	-	-17,970.00
GAINS AND LOSSES ON INVESTMENTS									
Unrealised	5	1,492.65	-	-	1,492.65	-1,337.69	-	-	-1,337.69
NET MOVEMENT IN FUNDS		11,377.34	-30,926.11	-2,278.94	-21,827.71	233.86	46,666.73	2,128.29	49,028.88
BALANCES BROUGHT FORWARD		117,504.43	555,659.80	36,776.43	709,940.66	117,270.57	508,993.07	34,648.14	660,911.78
BALANCES CARRIED FORWARD		128,881.77	524,733.69	34,497.49	688,112.95	117,504.43	555,659.80	36,776.43	709,940.66

PARISH CHURCH OF ST MARY, KIPPINGTON

BALANCE SHEET AS AT 31 DECEMBER 2024

	Note	2024 £	2023 £
FIXED ASSETS			
Tangible fixed assets	4	449,129.48	453,608.08
INVESTMENTS			
Securities	5	57,084.16	55,591.51
CURRENT ASSETS			
Debtors & Prepayments	6	4,276.80	3,410.43
CBF Church of England Deposit Funds		148,148.70	161,880.48
Balances with Diocesan Repair Funds	9	7,866.95	17,314.46
Cash at Bank and in hand		29,889.01	24,104.02
		190,181.46	206,709.39
LIABILITIES: AMOUNTS FALLING DUE WITHIN ONE YEAR	7	-8,282.15	-5,968.32
NET CURRENT ASSETS		181,899.31	200,741.07
NET ASSETS			
		688,112.95	709,940.66
FUNDS			
	8,9,10		
UNRESTRICTED - GENERAL FUND		128,881.77	117,504.43
UNRESTRICTED - DESIGNATED FUNDS			
Fixed Assets Fund		449,129.48	453,608.08
Centre Development Fund		34,237.26	34,237.26
Diocesan Repair Funds		7,866.95	17,314.46
Legacy Fund		33,000.00	50,000.00
Flower Fund		500.00	500.00
		524,733.69	555,659.80
RESTRICTED FUNDS			
Centre Appeal Fund		12,886.66	15,093.78
Church Development Fund		19,657.77	18,688.02
Endowment Fund		1,513.85	1,513.85
Lunch Club Fund		847.72	847.72
Christmas Tree Fund		633.06	633.06
Sequestration Fund		-1,041.57	-
		34,497.49	36,776.43
TOTAL FUNDS			
		688,112.95	709,940.66

PARISH CHURCH OF ST MARY, KIPPINGTON

MOVEMENT OF FUNDS IN 2024

	Balance brought forward £	Incoming Resources £	Outgoing Resources £	Transfers £	Investment Gains and Losses £	Balance carried forward £
Unrestricted - General Fund	117,504.43	155,184.35	-127,429.66	-17,870.00	1,492.65	128,881.77
Unrestricted - Designated Funds						
Fixed Assets Fund	453,608.08	-	-7,400.00	2,921.40	-	449,129.48
Centre Development Fund	34,237.26	-	-	-	-	34,237.26
Diocesan Repair Funds	17,314.46	7,499.24	-19,446.75	2,500.00	-	7,866.95
Flower Fund	500.00	-	-	-	-	500.00
Legacy Fund	50,000.00	8,000.00	-25,000.00	-	-	33,000.00
Tithing	-	-	-15,370.00	15,370.00	-	-
Sub-totals	<u>555,659.80</u>	<u>15,499.24</u>	<u>-67,216.75</u>	<u>20,791.40</u>	<u>-</u>	<u>524,733.69</u>
Restricted Funds						
Centre Appeal Fund	15,093.78	714.28	-	-2,921.40	-	12,886.66
Church Development Fund	18,688.02	2,118.75	-1,149.00	-	-	19,657.77
Endowment Fund	1,513.85	-	-	-	-	1,513.85
Lunch Club Fund	847.72	-	-	-	-	847.72
Christmas Tree Fund	633.06	-	-	-	-	633.06
Staff Leaving Fund	-	1,659.99	-1,659.99	-	-	-
Sequestration Fund	-	872.20	-1,913.77	-	-	-1,041.57
Charities Fund	-	160.00	-160.00	-	-	-
Sub-totals	<u>36,776.43</u>	<u>5,525.22</u>	<u>-4,882.76</u>	<u>-2,921.40</u>	<u>-</u>	<u>34,497.49</u>
Total Funds	<u>709,940.66</u>	<u>176,208.81</u>	<u>-199,529.17</u>	<u>-</u>	<u>1,492.65</u>	<u>688,112.95</u>

Approved by the Parochial Church Council on 31 March 2025



Signature of Mrs Brenda Ross (Chairman)



Signature of Christopher Saunders (Treasurer)

The notes on pages 12 to 20 form part of these accounts.

NOTES TO THE FINANCIAL ACCOUNTS

For the year ended 31 December 2023

NOTE 1 - ACCOUNTING POLICIES

The financial statements have been prepared in accordance with the United Kingdom Financial Reporting Standards (UK GAAP) including the 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. The PCC considers that there are no material uncertainties about St Mary, Kippington's ability to continue as a going concern.

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

Funds

Unrestricted funds represent the funds of the PCC that are not subject to any restrictions regarding their use and are available for the general purposes of the PCC. Designated funds may be set aside by the PCC out of unrestricted funds for specific purposes. They remain unrestricted.

Restricted funds are those funds that must be spent on restricted purposes. Details of these funds and the restrictions are provided in note 10.

Incoming Resources

Voluntary income

Collections and planned giving are recognised when received by or on behalf of the PCC.

Gift Aid is recognised at the same time as the underlying gift.

Grants and legacies to the PCC are accounted for as soon as the PCC is notified of its legal entitlement and the amount due is measurable and its ultimate receipt is considered probable.

Funds raised by fetes, garden parties and similar events are accounted for gross.

Other income

Rental income from the letting of the Parish Centre is recognised in the period the facility is used.

Income from investments

Dividends are accounted for when due and payable. Interest entitlements are accounted for as they accrue. Income from specific assets held within a fund that is not an endowment is credited to the respective fund. Income from other assets is credited to the General Fund.

Gains and losses on investments

Unrealised gains or losses are recognised on revaluation of investments each year end.

Realised gains or losses are recognised when investments are sold.

Resources expended

Grants

Grants and donations for charitable purposes are accounted for when paid. The PCC has a policy of aspiring to make grants which amount to 10% of budgeted unrestricted income and in November each year, based on the expected financial performance for the year, informs the Charities Committee of the amount to be made available. The latter then recommends for approval by the PCC the charities to which grants are to be made and the amounts for each.

Specific collections for outside charities and staff leaving are included within income and expenditure and treated as liabilities until paid over. Amounts made payable direct to the recipient and not the PCC are not included within income and expenditure. Details of charitable giving that has not passed through income and expenditure are included in Note 15.

Diocesan Offer

The diocesan 'Offer' is accounted for when due. Any 'Offer' unpaid at 31 December is provided for in these financial statements as an operational (though not a legal) liability and shown as a creditor in the balance sheet.

Fixed Assets

Consecrated property and movable church furnishings

Consecrated and beneficed property is excluded from the financial statements by section 10(2)(a) of the Charities Act 2011.

Movable church furnishings, acquired prior to 2000, 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 and are given no value.

All expenditure incurred in the year on consecrated or beneficed buildings or on the repair of movable church furnishings acquired before 1 January 2000 is written off.

Other land and buildings

Up until December 2017 the Parish Centre (built in 2004) was valued at cost with no provision for depreciation. From 2018 the PCC agreed to provide depreciation of £7,400 per annum based on an estimated remaining useful life of 68 years. Any expenditure on maintenance or minor improvement is written off as incurred.

Other fixtures, fittings and office equipment

Equipment used within the church premises is normally depreciated on a straight-line basis over 4 years, commencing the year after acquisition. Individual items of equipment with a purchase price of £1,500 or less are written off when the asset is acquired.

Investments

Investments are included at market value.

Current assets

Amounts receivable in respect of fees, rents or other income are shown as debtors less provision for any amounts considered uncollectable.

NOTES TO THE FINANCIAL STATEMENTS (continued)
For the year ended 31 December 2024

2 INCOMING RESOURCES

	Unrestricted General Fund £	Unrestricted Designated Funds £	Restricted Funds £	Total 2024 £	Unrestricted General Fund £	Unrestricted Designated Funds £	Restricted Funds £	Total 2023 £
2(a) <i>Voluntary income</i>								
Planned Giving	74,688.00	-	-	74,688.00	72,373.00	-	-	72,373.00
Collections	9,516.79	-	-	9,516.79	9,417.59	-	3,071.64	12,489.23
Donations	3,372.49	-	3,234.99	6,607.48	3,988.85	-	1,910.50	5,899.35
Gift Aid	21,272.47	-	143.75	21,416.22	20,381.02	-	409.00	20,790.02
Legacies	-	8,000.00	-	8,000.00	-	50,000.00	-	50,000.00
	<u>108,849.75</u>	<u>8,000.00</u>	<u>3,378.74</u>	<u>120,228.49</u>	<u>106,160.46</u>	<u>50,000.00</u>	<u>5,391.14</u>	<u>161,551.60</u>
2(b) <i>Activities for generating funds</i>								
Fund raising events	-	-	560.00	560.00	-	-	2,683.01	2,683.01
	<u>-</u>	<u>-</u>	<u>560.00</u>	<u>560.00</u>	<u>-</u>	<u>-</u>	<u>2,683.01</u>	<u>2,683.01</u>
2(c) <i>Income from investments</i>								
Interest	7,829.00	527.24	714.28	9,070.52	5,702.10	447.61	662.26	6,811.97
Dividends	3,486.60	-	-	3,486.60	3,312.27	-	-	3,312.27
	<u>11,315.60</u>	<u>527.24</u>	<u>714.28</u>	<u>12,557.12</u>	<u>9,014.37</u>	<u>447.61</u>	<u>662.26</u>	<u>10,124.24</u>
2(d) <i>Income from Church activities</i>								
Centre income	26,168.00	-	-	26,168.00	25,473.00	-	-	25,473.00
Wedding and funeral fees	2,354.00	-	805.00	3,159.00	2,354.00	-	-	2,354.00
Social activities	782.00	-	-	782.00	1,275.71	-	-	1,275.71
	<u>29,304.00</u>	<u>-</u>	<u>805.00</u>	<u>30,109.00</u>	<u>29,102.71</u>	<u>-</u>	<u>-</u>	<u>29,102.71</u>
2(e) <i>Other incoming resources</i>								
Car parking fees received	4,480.00	-	-	4,480.00	-	-	-	-
Listed Places of Worship grant	-	6,972.00	-	6,972.00	-	-	-	-
Sundry income	1,235.00	-	67.20	1,302.20	780.00	-	-	780.00
	<u>5,715.00</u>	<u>6,972.00</u>	<u>67.20</u>	<u>12,754.20</u>	<u>780.00</u>	<u>-</u>	<u>-</u>	<u>780.00</u>
TOTAL INCOMING RESOURCES	<u>155,184.35</u>	<u>15,499.24</u>	<u>5,525.22</u>	<u>176,208.81</u>	<u>145,057.54</u>	<u>50,447.61</u>	<u>8,736.41</u>	<u>204,241.56</u>

NOTES TO THE FINANCIAL STATEMENTS (continued)
For the year ended 31 December 2024

3	RESOURCES EXPENDED	Unrestricted General Fund £	Unrestricted Designated Funds £	Restricted Funds £	Total 2024 £	Unrestricted General Fund £	Unrestricted Designated Funds £	Restricted Funds £	Total 2023 £
3(a)	<i>Cost of generating voluntary income</i>								
	Planned giving costs	191.44	-	-	191.44	271.68	-	0.88	272.56
		<u>191.44</u>	<u>-</u>	<u>-</u>	<u>191.44</u>	<u>271.68</u>	<u>-</u>	<u>0.88</u>	<u>272.56</u>
3(b)	<i>Church activities</i>								
	Diocesan 'Offer'	64,903.00	-	-	64,903.00	64,124.00	-	-	64,124.00
	Church - Running Costs & Maintenance	22,815.57	1,668.00	1,149.00	25,632.57	23,988.54	-	918.03	24,906.57
	Parish Centre - Running Costs & Maintenance	26,188.59	946.75	-	27,135.34	20,833.91	380.88	706.97	21,921.76
	Charitable Giving (Note 15)	30.00	15,370.00	160.00	15,560.00	30.00	13,970.00	4,329.27	18,329.27
	Donations: Other	-	-	1,659.99	1,659.99	-	-	-	-
	Depreciation	-	7,400.00	-	7,400.00	-	7,400.00	-	7,400.00
	Administration	5,138.75	-	-	5,138.75	4,487.97	-	-	4,487.97
	Organ and Choir (Note 13)	4,569.24	-	-	4,569.24	4,511.93	-	-	4,511.93
	Ministry: Vicarage	1,734.97	-	846.37	2,581.34	4,497.75	-	-	4,497.75
	Lunch Club	-	-	-	-	-	-	-	-
	Social activities	816.86	-	-	816.86	1,343.60	-	650.00	1,993.60
	Mission	451.40	-	-	451.40	238.40	-	-	238.40
	Other expenses	-	-	-	-	-	-	-	-
	Services	483.45	-	1,067.40	1,550.85	1,130.68	-	-	1,130.68
	Youth and Sunday club	106.39	-	-	106.39	57.53	-	2.97	60.50
	Replacement boilers for the Church	-	41,832.00	-	41,832.00	-	-	-	-
		<u>127,238.22</u>	<u>67,216.75</u>	<u>4,882.76</u>	<u>199,337.73</u>	<u>125,244.31</u>	<u>21,750.88</u>	<u>6,607.24</u>	<u>153,602.43</u>
	TOTAL RESOURCES EXPENDED	<u>127,429.66</u>	<u>67,216.75</u>	<u>4,882.76</u>	<u>199,529.17</u>	<u>125,515.99</u>	<u>21,750.88</u>	<u>6,608.12</u>	<u>153,874.99</u>

NOTES TO THE FINANCIAL STATEMENTS (continued)
For the year ended 31 December 2024

4 FIXED ASSETS FOR USE BY THE PCC

		Freehold land and buildings £	Centre Equipment £	Total £
COST	At 1.1.2024	498,008.08	3,510.00	501,518.08
	Additions	-	2,921.40	2,921.40
	Disposals	-	-	-
	At 31.12.2024	<u>498,008.08</u>	<u>6,431.40</u>	<u>504,439.48</u>
DEPRECIATION	At 1.1.2024	44,400.00	3,510.00	47,910.00
	Charge for year	7,400.00	-	7,400.00
	Disposals	-	-	-
	At 31.12.2024	<u>51,800.00</u>	<u>3,510.00</u>	<u>55,310.00</u>
NET BOOK VALUE	At 1.1.2024	<u>453,608.08</u>	<u>-</u>	<u>453,608.08</u>
	At 31.12.2024	<u>446,208.08</u>	<u>2,921.40</u>	<u>449,129.48</u>

Freehold land and buildings comprise the Parish Centre. Cost is deemed to be the cost of construction in 2004. Depreciation of £7,400 per annum has been provided since 1 January 2018.

A valuation for insurance purposes was conducted by Ecclesiastical Insurance in November 2020 and is automatically updated each year to protect against any unexpected increase in building costs. The Loss Limit for Buildings and Contents cover for 12 months from February 2025 is £15,730,000 for the Church and £3,660,000 for the Parish Centre.

Centre equipment costing more than £1,500 is capitalised and depreciated over 4 years commencing the year after acquisition. During 2024 a new dishwasher for the Centre was acquired costing £2,921.40. This was funded from the Centre Appeal Fund.

5 INVESTMENTS

		Charifund Units £
Cost:	At 31.12.2024	4,716.22
	At 31.12.2023	4,716.22
Market Value:	At 31.12.2024	57,084.16
	At 31.12.2023	55,591.51
Income remitted in year:	To 31.12.2024	3,486.60
	To 31.12.2023	3,312.27

Investments comprise units held in M&G Equities Investment Fund for Charities ("Charifund"), a registered charity and an authorised unit trust and a non-UCITS retail scheme authorised by the Financial Conduct Authority. These are Wider Range investments under the provisions of the Trustee Investments Act 1961.

6 DEBTORS & PREPAYMENTS

	2024 £	2023 £
HMRC - Gift Aid	3,701.65	2,324.74
Online Giving donations made in December and due from service provider	30.00	235.00
Centre letting fees due	396.00	728.00
Church and Centre Water prepaid for Jan-Feb 2025	138.41	122.69
Church Electricity overpaid as at 31 Dec 2024	10.74	-
	<u>4,276.80</u>	<u>3,410.43</u>

7 LIABILITIES: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2024 £	2023 £
Creditors for goods and services	4,134.15	4,404.32
Centre letting fees received in advance	4,148.00	1,152.00
Fees due to Diocese for weddings and funerals	-	412.00
	<u>8,282.15</u>	<u>5,968.32</u>

NOTES TO THE FINANCIAL STATEMENTS (continued)
For the year ended 31 December 2024

8 ANALYSIS OF NET ASSETS BY FUND

	Unrestricted £	Restricted £	Total Funds 2024 £	Total Funds 2023 £
Fixed assets	449,129.48	-	449,129.48	453,608.08
Investments	57,084.16	-	57,084.16	55,591.51
Debtors and prepayments	4,276.80	-	4,276.80	3,410.43
CBF deposits	135,262.04	12,886.66	148,148.70	161,880.48
Diocesan Repair Funds	7,866.95	-	7,866.95	17,314.46
Other bank accounts (allocated)	8,223.83	21,665.18	29,889.01	24,104.02
Creditors	-8,227.80	-54.35	-8,282.15	-5,968.32
FUND BALANCE	653,615.46	34,497.49	688,112.95	709,940.66

9 UNRESTRICTED DESIGNATED FUNDS

CENTRE DEVELOPMENT FUND

	2024 £	2023 £
Balance at 1 January	34,237.26	34,237.26
Disbursements	-	-
Balance at 31 December	34,237.26	34,237.26

The Centre Development Fund may be used to enhance the facilities of the Parish Centre and supplements the Centre Appeal Fund and the Diocesan Repair Fund - Centre. In 2024 the Fund was not used.

DIOCESAN REPAIR FUNDS

	Church £	Centre £	2024 £	2023 £
Transfers - in	2,500.00	-	2,500.00	4,000.00
Disbursements	-18,500.00	-946.75	-19,446.75	-380.88
Listed Places of Worship grant towards replacement of Church boilers	6,972.00	-	6,972.00	-
Interest added	301.51	225.73	527.24	447.61
Movements during year	-8,726.49	-721.02	-9,447.51	4,066.73
Balance at 1 January	10,475.69	6,838.77	17,314.46	13,247.73
Balance at 31 December	1,749.20	6,117.75	7,866.95	17,314.46

Diocesan Repair Funds are matched by interest-bearing deposits held with the Diocese. They are used for repairs including the funding of works recommended from the Quinquennial Inspections of the Church and of the Parish Centre.

Quinquennial Inspections on both the Church and on the Parish Centre were held in Autumn 2023. Based upon the estimated costs of necessary work in the five-year period 2023 to 2028, and allowing for 2024 expenditure, the regular transfer to the Church Repair Fund will be increased in 2025 from £2,500 to £3,500 per annum and the contribution to the Centre Repair Fund will remain at zero.

Disbursements from the Church Diocesan Repair Fund of £18,500 comprised £16,832 towards the cost of replacement Church boilers and £1,668 for electrical works. The total cost of the boilers was £41,832 with the balance of £25,000 met from the Legacy Fund.

FLOWER FUND

	2024 £	2023 £
Balance at 1 January	500.00	500.00
Balance at 31 December	500.00	500.00

The Flower Fund is used for specific Church events which involve flower displays. In 2024 it was not used.

LEGACY FUND

	2024 £	2023 £
New legacies	8,000.00	50,000.00
Disbursements	-25,000.00	-
Movements during year	-17,000.00	50,000.00
Balance at 1 January	50,000.00	-
Balance at 31 December	33,000.00	50,000.00

The Legacy Fund was established in 2023 for significant donations where the PCC wishes to acknowledge the legator by identifying specific ways in which to spend funds which are otherwise unrestricted. It was originally established to manage a generous legacy of £50,000 received in 2023 and a further £8,000 was added in 2024. The sum of £25,000 was used in 2024 to help pay for replacement Church boilers.

NOTES TO THE FINANCIAL STATEMENTS (continued)
For the year ended 31 December 2024

TITHING FUND

A transfer of £15,370 (2023: £13,970) was made from the General Fund to the Tithing Fund and paid to charities in accordance with the PCC's tithing policy. Details of the disbursements are included in Note 15.

10 RESTRICTED FUNDS

Restricted funds comprise monies given for a particular purpose, or with specific restrictions, through collections, donations, events, etc.,

CENTRE APPEAL FUND	2024 £	2023 £
Donations	-	581.97
Income Tax recoverable	-	125.00
Interest	<u>714.28</u>	<u>662.26</u>
Incoming resources	714.28	1,369.23
Purchase of equipment for the Centre costing less than £1,500 - written off		-706.97
Purchase of equipment for the Centre costing more than £1,500 - transfer to Fixed Assets Fund	<u>-2,921.40</u>	
Movements during year	-2,207.12	662.26
Balance at 1 January	<u>15,093.78</u>	<u>14,431.52</u>
Balance at 31 December	<u><u>12,886.66</u></u>	<u><u>15,093.78</u></u>

The Centre Appeal Fund relates to the redevelopment of the Parish Centre that was completed in 2004. The Fund may be utilised for on-going maintenance and new equipment for the Centre.

CHURCH DEVELOPMENT FUND	2024 £	2023 £
Income from events	400.00	1,616.50
Donations	1,575.00	1,218.03
IncomeTax recoverable	<u>143.75</u>	<u>202.50</u>
Incoming resources	2,118.75	3,037.03
Disbursements	-1,149.00	-918.03
Cost of events	<u>-</u>	<u>-650.00</u>
Movements during year	969.75	1,469.00
Balance at 1 January	<u>18,688.02</u>	<u>17,219.02</u>
Balance at 31 December	<u><u>19,657.77</u></u>	<u><u>18,688.02</u></u>

The Development Fund (Church) may be used to enhance the facilities of the Church building. Income from events in 2024 arose from plant sales (£400). Donations include £500 from the annual Friends of Kent Churches Bike Ride. Disbursements of £1,149 for new radio microphones were covered by individual donations.

ENDOWMENT FUND	2024 £	2023 £
Balance at 1 January	<u>1,513.85</u>	<u>1,513.85</u>
Balance at 31 December	<u><u>1,513.85</u></u>	<u><u>1,513.85</u></u>

This Fund originated from an Endowment in the name of a Mrs Milne. Use of the interest was not restricted but the fund is to be held in perpetuity.

LUNCH CLUB FUND	2024 £	2023 £
Balance at 1 January	847.72	847.72
Expenditure	<u>-</u>	<u>-</u>
Balance at 31 December	<u><u>847.72</u></u>	<u><u>847.72</u></u>

The Church's Lunch Club closed in 2022, as agreed by the Lunch Club Committee and the PCC. The restricted Lunch Club Fund has been retained, and the remaining funds will be used to assist people of a similar age to the former membership.

NOTES TO THE FINANCIAL STATEMENTS (continued)
For the year ended 31 December 2024

SEQUESTRATION FUND

	2024	2023
	£	£
Balance at 1 January	-	-
Fees retained	872.20	-
Incoming resources	872.20	-
Disbursements	-1,913.77	-
Balance at 31 December	<u>-1,041.57</u>	<u>-</u>

The Fund is used during an interregnum to allow for the special allocation of certain fees and costs. The interregnum started on 13 May 2024. Fees for weddings and funerals which would normally go to the Diocesan Board of Finance (DBF) are retained by the parish, whereas costs associated with visiting clergy and Vicarage expenses are offset against these fees. At the end of the interregnum any surplus is due to the DBF, whereas any shortfall is met by the parish.

STAFF LEAVING FUND

	2024	2023
	£	£
Balance at 1 January	-	-
Donations	1,659.99	-
Incoming resources	1,659.99	-
Disbursements	-1,659.99	-
Balance at 31 December	<u>-</u>	<u>-</u>

The Fund is used for gifts made by parishioners and others on behalf of clergy who are leaving the Parish. During 2024 gifts were given to Team Rector Revd Mark Bridgen and Mrs Karen Bridgen on their departure.

CHRISTMAS TREE FUND

	2024	2023
	£	£
Balance at 1 January	633.06	633.06
Balance at 31 December	<u>633.06</u>	<u>633.06</u>

The Fund results from the residual assets of the Kippington Road Association that were donated to St Mary with the proviso that they be used for the preservation/maintenance of the 'Christmas Tree' and its lighting.

CHARITIES FUND

	2024	2023
	£	£
Collections		3,071.64
Donations		110.50
Income Tax Recoverable	-	81.50
Income from events	160.00	1,066.51
Incoming resources	160.00	4,330.15
Charitable Giving (Note 15)	-160.00	-4,329.27
Youth work	-	-2.97
Fees for Online Giving	-	-0.88
Movements during year	-	-2.97
Balance at 1 January	-	2.97
Balance at 31 December	<u>-</u>	<u>-</u>

Donations for charitable causes are normally passed on in the year received; donations and legacies received for other restricted purposes of the PCC may be accumulated. Details of giving to third parties are set out in Note 15.

NOTES TO THE FINANCIAL STATEMENTS (continued)
For the year ended 31 December 2024

11 RELATED PARTY TRANSACTIONS

1. The husband of PCC member and churchwarden Mrs Brenda Ross, Mr Leonard Ross, served as church organist throughout 2024. His remuneration of £3,200 is included in Note 13. Mr Ross also claimed £113 for key cutting, £80.24 for replacement defibrillator pads, £70 for choir sheet music and £30 for an extension lead for the piano.
2. The husband of PCC member Mrs Sharon Fishwick claimed £1,149 for reimbursement for two new radio microphones for the church and £366.77 for a replacement Raspberry Pi microcomputer.
3. Churchwarden Mrs Brenda Ross claimed a total of £177.55 for expenses in connection with Church services.
4. Treasurer Mr Christopher Saunders claimed reimbursement of £605.37 for the annual CCLI copyright licence, £356.66 for the full year cost of water rates for the Vicarage, £327.59 for website access renewal, and £266.45 for the final payment to EDF Energy at the end of their contract for electricity in the Centre. All these needed to be paid by credit card.

12 DONATIONS FROM PCC MEMBERS

During 2024 a total of £16,801.98 was donated by members of the PCC and related parties, through the Planned Giving Scheme and / or through one-off gifts, while they served as members of the PCC. This disclosure does not include any unidentified cash or anonymous donations which may have been received. The equivalent figure for 2023 was £13,687.17.

13 ORGAN & CHOIR

	2024	2023
	£	£
Organist's retainer (including temporary cover)	3,280.00	3,200.00
Maintenance & repair of organ and pianos	929.64	1,110.64
Church music and RSCM subscription	359.60	201.29
TOTAL	<u>4,569.24</u>	<u>4,511.93</u>

14 PARISH CENTRE

	2024	2023
	£	£
Receipts from lettings etc	26,168.00	25,473.00
Centre Manager Honorarium	-1,800.00	-
Running costs & maintenance excluding depreciation on the Parish Centre	-22,413.94	-21,214.79
Net contribution from Parish Centre operations to overheads before depreciation	<u>1,954.06</u>	<u>4,258.21</u>

The income and cost figures shown above are taken from Notes 2(d) and 3(b). The replacement dishwasher costing £2921.40 will be depreciated over 4 years commencing 2025.

NOTES TO THE FINANCIAL STATEMENTS (continued)
For the year ended 31 December 2024

15 MISSIONARY AND CHARITABLE GIVING

Missionary and charitable giving may be summarised as follows:

	Total 2024 £	Total 2023 £
General Fund	30.00	30.00
Tithing Fund (Unrestricted)	15,370.00	13,970.00
Charities Fund (Restricted)	160.00	4,329.27
Giving recorded within expenditure	15,560.00	18,329.27
Agency collections not included within expenditure	751.00	2,731.54
Total Giving	16,311.00	21,060.81

Giving from the General Fund

Friends of Rochester Cathedral	20.00	20.00
Friends of Kent Churches	10.00	10.00
	30.00	30.00

Giving from the Tithing Fund

Children's Society	300.00	-
Church Mission Society	600.00	2,000.00
Combat Stress	300.00	-
Demelza House	800.00	500.00
Disasters Emergency Committee (Earthquake appeal)	-	500.00
Domestic Abuse Volunteer Support Services	600.00	500.00
Embrace The Middle East	600.00	600.00
Hospice in the Weald	800.00	500.00
Kenward Trust	670.00	500.00
Kondoa, Tanzania	100.00	-
Medecins sans Frontieres	1,000.00	800.00
Mission Aviation Fellowship	1,500.00	2,000.00
Mpwapwa, Tanzania	800.00	800.00
Open Doors	600.00	500.00
Rochester Poverty & Hope Appeal	600.00	500.00
Royal Agricultural Benevolent Institution	600.00	500.00
Samaritans, Sevenoaks	500.00	470.00
Scotts Project	600.00	500.00
Sevenoaks Counselling	1,800.00	1,500.00
UNHCR	1,000.00	-
UNICEF	1,000.00	800.00
West Kent Debt Advice	600.00	500.00
	15,370.00	13,970.00

Giving from the Charities Fund

	Total 2024 £	Total 2023 £
Christian Aid	-	158.24
Church Mission Society	-	66.25
Disasters Emergency Committee (earthquake in Syria and Turkey)	-	1,418.40
Loaves and Fishes	160.00	45.50
Marie Curie	-	165.37
Rochester Diocese (for Mpwapwa, Tanzania)	-	1,309.00
Sevenoaks Welcomes Refugees	-	1,166.51
	160.00	4,329.27

Giving from restricted funds represent funds collected for outside charities that have passed through the PCC's accounts and that have resulted from collections, fund raising events and other donations. The amounts include Gift Aid where appropriate.

Agency collections

Children's Society	-	916.20
Christian Aid	751.00	1,005.24
Combat Stress	-	440.00
Rochester Diocesan Board of Finance	-	370.10
	751.00	2,731.54

Agency collections are those where the amounts are paid direct to the charities concerned and are not included within expenditure. The figures do not include Gift Aid that the charities concerned can claim directly themselves.

Accounts

The Parochial Church Council of the Ecclesiastical Parish of St Mary Kippington Sevenoaks

Registered Charity No. 1130183

Annual Report and Accounts for the year ended 31st December 2023

Team Rector:
Mark Bridgen
The Vicarage
Kippington Road
Sevenoaks
Kent

NatWest Bank plc	Bankers:	Santander plc
High Street		Bootle
Sevenoaks		Liverpool

Independent Examiner: Philip K Wood MA (Oxon) FCA, MCT

Version 1.0
18 March 2024

www.stmaryssevenoaks.org

PCC Trustees' Annual Report

St Mary Kippington is part of the benefice of the West Sevenoaks Team Ministry, together with St Mary The Virgin, Riverhead with Dunton Green and St Luke's, Sevenoaks.

Aims and Purposes.

The Parochial Church Council (PCC) of St Mary Kippington has the responsibility of cooperating with the incumbent, the Reverend Mark Bridgen, in promoting in the ecclesiastical parish, the whole mission of the Church, pastoral, evangelistic, social and ecumenical. The PCC is also responsible for the maintenance of the Church complex of the Kippington Centre.

Objectives and Activities.

The PCC is committed to enabling as many people as possible to worship at the church of St Mary Kippington and to become part of that parish community. The PCC maintains an overview of worship and makes suggestions on how services can involve as many people who live within the parish as possible. The services and worship of St Mary Kippington seek to put faith into practice through prayer and scripture, music and sacrament.

In particular, the PCC tries to enable people to live out their faith as part of the 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. To facilitate this work it is important that we maintain the fabric of the Church of St. Mary Kippington and the Kippington Centre.

Achievements and Performance.

1. Worship, Fellowship and Prayer

The PCC is committed to offer a range of services during the week and over the course of the year that the community find both beneficial and spiritually fulfilling. St Mary Kippington upholds the Anglican ethos of worship that offers a broad spectrum of worship, which encompasses the Book of Common Prayer, Common Worship and Fresh Expressions.

The regular pattern of 8am and 10:30am service times on Sundays has been maintained on a consistent basis, along with a mid-week service on a Thursday and occasionally an evening act of worship.

Family Services continue to be run from the Kippington Centre for most of the year, with the occasional service taking place at Church.

Worship has continued to take place commemorating key events in the liturgical calendar, being Harvest, Remembrance, Advent, Christmas, Lent and Holy Week and Easter. During the year numbers attending for these key service times were as follows (previous year in brackets).

Good Friday and Easter Sunday 168 (175); Harvest Sunday 62 (87); Remembrance Sunday 68 (77); Advent Sunday 52 (71); and Christmas Eve and Day 434 (469).

As of the Annual Parochial Church Meeting of 2023, there were 133 parishioners on the Church Electoral Roll, 42.9% of whom are resident in the Parish and 57.1% of whom are non-resident.

During the year the following number of occasional offices were performed: six baptisms, four weddings, four interment of ashes, four funerals at church and four funerals at one of the local crematoria.

Due to the long term effects of the Covid pandemic and many in the congregation only slowly returning back to the rhythms of worship, the Church of England have not yet asked for Average Weekly Attendance figures.

Study courses undertaken were as follows – Advent and Lent Study times; Yorke courses; Pit Stop – philosophical and ethical course.

Team services have taken place celebrating the midweek festivals of the church: Ash Wednesday, Maundy Thursday and Ascension Day.

Our Sunday Club has met weekly and special craft events laid on. The Youth Club has now re-started, taking place bi-monthly, with a new set of leaders.

2. Kippington Centre

Over the year the Centre has returned to full operating capacity, serving both the church and community. While weekends continue to see a marked increase in usage, outside midweek groups have fluctuated. The Centre Manager is Karen Bridgen.

3. Pastoral Care

The Pastoral and Mission Committee have continued to care for those termed vulnerable within the church and assigned individuals from that committee to keep in touch. Monthly services to Kippington Nursing Home take place.

4. Mission and Evangelism

Total giving of £21,060.81 included grants of £13,970 made by the Charities Committee, following PCC approval, to a broad range of local, national and international charities. Solefields School continue to celebrate their Christmas service at the church and the Vicar now preaches occasionally at Evensong at New Beacon School. Harvest social, Christmas Fair, events marking the Coronation and monthly 'Coffee and Cake' fellowship events have taken place.

5. Ecumenical Relationships

Churches Together in Sevenoaks and District organise very occasional ecumenical services. The church participated in the annual 'Ride and Stride'. The PCC were issued with a faculty enabling the Orthodox (Ukrainian) Mass (Holy Communion) to be celebrated at St Mary Kippington every month (Saturday).

6. Volunteers

We would like to thank all the volunteers who work so hard to make our church the lively and vibrant community it is. In particular thanks are expressed to churchwardens Brenda Ross and John Worth for their service to the life of the church.

Financial Review.

1. Overview

Total reserves and net assets have risen by £49,029 compared with 2022. This is largely due to a most generous legacy of £50,000, without which they would have fallen by £971.

The General Fund increased by £234. The main movements are set out below.

Voluntary income from giving (including Gift Aid) increased by £5,884 to £106,160. Of this increase, £4,447 was due to increases in planned giving following the Generous Giving campaign in the summer. Interest income increased by £4,916 to £5,702 largely due to higher interest rates. Investment losses of £1,338 were £2,020 lower than 2022.

Offsetting these improvements were a lower contribution from the Parish Centre (£4,258), the absence of grants which in 2022 amounted to £3,712, higher church running costs (£3,209) reflecting higher utility rates and a higher diocesan offer which increased by £2,046 to £64,124. Although there was a reduction in lettings income following the loss of one of the Centre's largest hirers, the main driver of the lower Centre contribution was higher utility costs.

Designated funds increased by £46,667. The largest movements were the legacy of £50,000 referred to above and an additional £4,000 set aside for repairs. These were offset by £7,400 of depreciation on the Parish Centre. The PCC are in the process of identifying projects for which this legacy can be put to good use.

Restricted funds increased by £2,128. Main sources of restricted income were the Christmas fair, plant sales and the annual Friends of Kent Churches Bike Ride together with interest income. Restricted funds were used for a new electric organ for the Centre, covered by specific donations, and on the remaining costs associated with the introduction of streaming for services in the Church.

Thanks are once again due to Zoë Anderson, Planned Giving Administrator, who has ably managed the Planned Giving Scheme and who has continued to make monthly claims on HMRC for Gift Aid in a timely manner.

2. Charitable Giving

When planning activities for the year, the PCC have considered the Commission's guidance on public benefit and, in particular, the supplementary guidance on charities for the advancement of religion.

Charitable Giving is set out in Note 15 to the Accounts. Giving included within our accounts was £18,329 (2022: £16,180). The PCC's tithing commitment in 2021 was slightly higher at £13,970 (2022: £13,600) due to higher income.

Our accounts do not include agency collections for third parties. If these are added our total giving amounted to £21,061 (2022: £17,641).

3. Reserves Policy

The PCC, advised by the Finance Committee, considers its reserves policy annually. Where a sum has been set aside for a designated purpose, the PCC aims to hold enough in that reserve to meet the specific policy intention; so, for example, a sum set aside for a major repair or renewal should either be sufficient to fund that repair/renewal or should be complemented by a fundraising intention and plan. Informed by recent experience we consider that unrestricted reserves, complemented by any restricted reserves available for that purpose, should be at least sufficient to cover essential running costs for 9-12 months, after assuming that regular sources of income reduce significantly.

4. Prospects for 2024

The 2024 Budget, approved by the PCC in December 2023, shows an overall deficit of £5,785 which includes depreciation of £7,400 (i.e. a surplus of £1,615 excluding depreciation). This, however, does not take account of costs associated with the interregnum, for example:

- The need for a new Centre Manager which has until now been an unpaid role, but which is likely to require the payment of an honorarium in future.
- Costs of clergy standing-in to conduct more services than previously.
- Utility costs for the Vicarage.

During an interregnum we are able to retain the element of wedding and funeral fees into a 'sequestration fund', which will help to fund the clergy and utility costs. The Centre Manager honorarium, however, is likely to be an ongoing cost.

For 2024 and beyond, the PCC has agreed a new method of determining the amount to be made available for charitable giving each year, replacing the current 10% of budgeted unrestricted income. In future, the Finance Committee will recommend to the PCC in November, based on the latest forecast of unrestricted surplus / deficit for the full year, what percentage of the year's budgeted unrestricted income should be made available. This could be 10% as in previous years, but could be more or less depending upon the likely full-year outcome. For planning purposes the figure of 10% will continue to be used, and it is this figure which has been used in the 2024 Budget.

Structure, Governance and Management.

The method of appointment of PCC members is set out in the Church Representation Rules.

At St. Mary Kippington the membership of the PCC consists of the incumbent, churchwardens, co-opted members being the local lay minister (LLM: Joan Taylor, now deceased), deanery synod representatives and members elected by those from the congregation on the electoral roll of the church. All those who attend our services / members of the congregation are encouraged to register on the Electoral Roll and stand for election to the PCC. The PCC members are responsible for making decisions on all matters of general concern and importance to the parish including deciding on how the funds of the PCC are to be spent. The full PCC met six times during the year with an average level of attendance of 90%.

Given its wide responsibilities the PCC has a number of committees each dealing with a particular aspect of parish life. These committees, which are outlined below, are all responsible to the PCC.

Standing Committee: This is the only committee required by law. It has power to transact the business of the PCC between its meetings, subject to any directions given by the Council. Members of this committee are the Vicar, the Churchwardens, PCC Secretary and PCC Treasurer and one other PCC nominated member.

Fabric Committee: Considers all matters relating to the care and maintenance of church buildings and advises the PCC on necessary repairs, obtaining estimates as appropriate.

Finance Committee: This oversees the general financial dimension of the work of St Mary's by monitoring income and expenditure, budgeting, reviewing the annual report and financial statements and maintaining appropriate financial controls.

Charities Committee: Promotes the work of charities and mission agencies in the Parish and recommends donations to registered charities, according to the policies set by the PCC. More information on charitable donations is set out within the Accounts and in the Charitable Giving paragraphs, below.

Pastoral and Ministry: This group meets three times a year to help the Church realise its vision as a bridge between God and the community. The Chair is the Vicar. Its minutes are sent to the PCC.

The Benefice of the West Sevenoaks Team Ministry.

The Joint Council of the benefice continues not to meet due to the difficulties and challenges arising from the situation at St Mary the Virgin, Riverhead with Dunton Green. Senior staff are currently exploring a way forward.

Administrative information.

St. Mary Kippington is situated on Kippington Road, Sevenoaks. It is part of the Diocese of Rochester within the Church of England. The correspondence address is The Church Office, Kippington Centre, Kippington Road, Sevenoaks. The PCC is a body corporate (PCC Powers Measure 1956, Church Representation Rules 2006) and a registered charity - 1130183. Its website can be located at: www.stmaryssevenoaks.org

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

Team Vicar: The Reverend Mark Bridgen, Chair (ex officio) (who is also Team Rector of the benefice of the West Sevenoaks Team Ministry) (September 2020)

Churchwardens: Brenda Ross (September 2020) and John Worth (May 2022), who also function as Vice Chair of the PCC.

(The Churchwardens are elected at the Annual Parochial Church Meeting for three years, though each year they seek the meeting's approval to continue to serve in office.)

John was elected Churchwarden in April 2023 replacing David White whose term had ended, and Brenda was elected to serve a second term.

Representatives on the Deanery Synod:

Stephen Day (April 1996)

(Stephen, since this date, has been elected as one of our Deanery Synod representatives. We have never had more than two standing, hence the longevity of Stephen's service.)

We have one Deanery Synod position vacant.

Elected Members (three year terms):

Janet Eilbeck (September 2020, re-elected April 2023)

(Janet was serving as one of our Deanery Synod representatives and then as PCC member).

Rosemary Creed (April 2021)

(term of office finishes at this year's APCM)

Jennifer Worth (April 2023)

Lisa Stroud (May 2022)

Co-opted Members:

Such positions are appointed by the PCC themselves at the first meeting following the APCM.

Chris Saunders, Treasurer (May 2016)

Caroline Howe, Secretary (September 2020)

Avril Hunter (July 2023)

Ex-officio members

Rev Anne Bourne, Team Vicar of St Luke's.

Former members

The terms of office of Amanda Eyre, Sharon Fishwick and Avril Hunter (elected PCC members) and David White (Churchwarden) ended in April 2023, though Avril was co-opted back to PCC in July (see above).

The PCC record their sadness over the death of Joan Taylor (LLM and ex officio PCC member), expressing thanksgiving for her service to both church in her ministry and on the PCC.

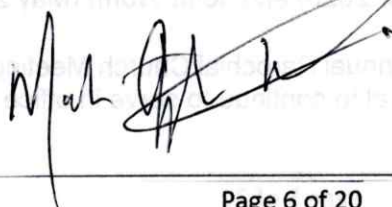
Safeguarding.

In recent years, the issue of Safeguarding has come to the fore of every church's mission and ministry. Wendy Pritchard is St Mary Kippington's Parish Safeguarding Officer (PSO); and all PCC members must have a DBS check and to undergo training in Safeguarding (C0 and C1, as well as Domestic Abuse training). Churchwardens must also complete Leadership Training. There are other safeguarding training requirements required for clergy and those in the congregation working with children and vulnerable adults. Safeguarding is an agenda item at every PCC meeting as part of their responsibilities is to make our church and its activities a safe environment for children and vulnerable adults. The Parochial Church Council has complied with the duty under section 5 of the Safeguarding and Clergy Discipline Measure 2016 (duty to have due regard to House of Bishops' guidance on safeguarding children and vulnerable adults).

Risk Management.

The PCC keeps under review the strategic and operational risks which would affect the work of the church and the steps taken to minimise these risks. Mitigations include our safeguarding procedures, financial controls and the maintenance of healthy reserves.

Approved by the PCC on 18 March 2024 and signed on their behalf by the Reverend Mark Bridgen (PCC chairman)



**PARISH CHURCH OF ST MARY
KIPPINGTON, SEVENOAKS**

Registered Charity No. 1130183

Accounts for the year ended

31 December 2023

Independent Examiner's Report to the Trustees

I report to the Trustees on my examination of the accounts of The Parochial Church Council of the Ecclesiastical Parish of St Mary, Kippington, Registered Charity 1130183 ("the Trust") for the year ended 31 December 2023, set out on pages 9 to 20.

Responsibilities and basis of report

As PCC members, and therefore the Charity's Trustees, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

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

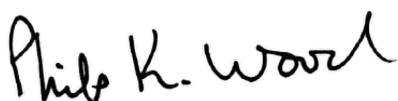
Independent examiner's statement

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

- the accounting records were not kept in accordance with section 130 of the Charities Act; 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 accounts to be reached.

Signed:



Philip K Wood, MA(Oxon), FCA, MCT
4 Middlings Wood,
Kippington Road
Sevenoaks
Kent, TN13 2LF

18 March, 2024

PARISH CHURCH OF ST MARY, KIPPINGTON

STATEMENT OF FINANCIAL ACTIVITIES
For the year ended 31 December 2023

	Note	Unrestricted General Fund £	Unrestricted Designated Funds £	Restricted Funds £	Total 2023 £	Unrestricted General Fund £	Unrestricted Designated Funds £	Restricted Funds £	Total 2022 £
INCOMING RESOURCES									
Voluntary income	2(a)	106,160.46	50,000.00	5,391.14	161,551.60	100,757.63	-	2,343.42	103,101.05
Activities for generating funds	2(b)	-	-	2,683.01	2,683.01	-	-	2,864.15	2,864.15
Income from investments	2(c)	9,014.37	447.61	662.26	10,124.24	4,001.41	61.23	187.35	4,249.99
Income from Church activities	2(d)	29,102.71	-	-	29,102.71	30,552.75	-	-	30,552.75
Other incoming resources	2(e)	780.00	-	-	780.00	4,473.05	-	-	4,473.05
		<u>145,057.54</u>	<u>50,447.61</u>	<u>8,736.41</u>	<u>204,241.56</u>	<u>139,784.84</u>	<u>61.23</u>	<u>5,394.92</u>	<u>145,240.99</u>
TOTAL INCOMING RESOURCES									
RESOURCES EXPENDED									
Cost of generating voluntary income	3(a)	-271.68	-	-0.88	-272.56	-185.14	-	-	-185.14
Church activities	3(b)	-125,244.31	-21,750.88	-6,607.24	-153,602.43	-116,745.04	-22,054.99	-6,148.57	-144,948.60
		<u>-125,515.99</u>	<u>-21,750.88</u>	<u>-6,608.12</u>	<u>-153,874.99</u>	<u>-116,930.18</u>	<u>-22,054.99</u>	<u>-6,148.57</u>	<u>-145,133.74</u>
TOTAL RESOURCES EXPENDED									
NET INCOMING/OUTGOING RESOURCES		19,541.55	28,696.73	2,128.29	50,366.57	22,854.66	-21,993.76	-753.65	107.25
TRANSFERS BETWEEN FUNDS									
Gross transfers between funds - in			17,970.00	-	17,970.00	2,031.25	17,600.00	2,321.22	21,952.47
Gross transfers between funds - out		-17,970.00	-	-	-17,970.00	-17,600.00	-	-4,352.47	-21,952.47
GAINS AND LOSSES ON INVESTMENTS									
Unrealised	5	-1,337.69	-	-	-1,337.69	-3,357.99	-	-	-3,357.99
		<u>233.86</u>	<u>46,666.73</u>	<u>2,128.29</u>	<u>49,028.88</u>	<u>3,927.92</u>	<u>-4,393.76</u>	<u>-2,784.90</u>	<u>-3,250.74</u>
NET MOVEMENT IN FUNDS									
BALANCES BROUGHT FORWARD		117,270.57	508,993.07	34,648.14	660,911.78	113,342.65	513,386.83	37,433.04	664,162.52
		<u>117,504.43</u>	<u>555,659.80</u>	<u>36,776.43</u>	<u>709,940.66</u>	<u>117,270.57</u>	<u>508,993.07</u>	<u>34,648.14</u>	<u>660,911.78</u>
BALANCES CARRIED FORWARD									

PARISH CHURCH OF ST MARY, KIPPINGTON

BALANCE SHEET AS AT 31 DECEMBER 2023

	Note	2023 £	2022 £
FIXED ASSETS			
Tangible fixed assets	4	453,608.08	461,008.08
INVESTMENTS			
Securities	5	55,591.51	56,929.20
CURRENT ASSETS			
Debtors & Prepayments	6	3,410.43	3,177.54
CBF Church of England Deposit Fund		161,880.48	70,639.58
Balances with Diocesan Repair Funds	9	17,314.46	13,247.73
Cash at Bank and in hand		24,104.02	61,381.94
		206,709.39	148,446.79
LIABILITIES: AMOUNTS FALLING DUE WITHIN ONE YEAR			
	7	-5,968.32	-5,472.29
NET CURRENT ASSETS		200,741.07	142,974.50
NET ASSETS			
		709,940.66	660,911.78
FUNDS			
	8,9,10		
UNRESTRICTED - GENERAL FUND		117,504.43	117,270.57
UNRESTRICTED - DESIGNATED FUNDS			
Property Fund (Centre)		453,608.08	461,008.08
Development Fund (Centre)		34,237.26	34,237.26
Diocesan Repair Funds		17,314.46	13,247.73
- Legacy Fund		50,000.00	-
Flower Fund		500.00	500.00
		555,659.80	508,993.07
RESTRICTED FUNDS			
Centre Appeal Fund		15,093.78	14,431.52
Development Fund (Church)		18,688.02	17,219.02
Endowment Fund		1,513.85	1,513.85
Lunch Club Fund		847.72	847.72
Christmas Tree Fund		633.06	633.06
Charities Fund		-	2.97
		36,776.43	34,648.14
		709,940.66	660,911.78
TOTAL FUNDS			

PARISH CHURCH OF ST MARY, KIPPINGTON

MOVEMENT OF FUNDS IN 2023

	Balance brought forward £	Incoming Resources £	Outgoing Resources £	Transfers £	Investment Gains and Losses £	Balance carried forward £
Unrestricted - General Fund	117,270.57	145,057.54	-125,515.99	-17,970.00	-1,337.69	117,504.43
Unrestricted - Designated Funds						
Property Fund (Centre)	461,008.08	-	-7,400.00	-	-	453,608.08
Development Fund (Centre)	34,237.26	-	-	-	-	34,237.26
Diocesan Repair Funds	13,247.73	447.61	-380.88	4,000.00	-	17,314.46
Flower Fund	500.00	-	-	-	-	500.00
Legacy Fund	-	50,000.00	-	-	-	50,000.00
Tithing	-	-	-13,970.00	13,970.00	-	-
Sub-totals	508,993.07	50,447.61	-21,750.88	17,970.00	-	555,659.80
Restricted Funds						
Centre Appeal Fund	14,431.52	1,369.23	-706.97	-	-	15,093.78
Development Fund (Church)	17,219.02	3,037.03	-1,568.03	-	-	18,688.02
Endowment Fund	1,513.85	-	-	-	-	1,513.85
Lunch Club Fund	847.72	-	-	-	-	847.72
Christmas Tree Fund	633.06	-	-	-	-	633.06
Charities Fund	2.97	4,330.15	-4,333.12	-	-	-0.00
Sub-totals	34,648.14	8,736.41	-6,608.12	-	-	36,776.43
Total Funds	660,911.78	204,241.56	-153,874.99	-	-1,337.69	709,940.66

Approved by the Parochial Church Council on 18 March 2024



Signature of Rev Mark Bridgen (Chairman)



Signature of Christopher Saunders (Treasurer)

The notes on pages 12 to 20 form part of these accounts.

NOTES TO THE FINANCIAL ACCOUNTS
For the year ended 31 December 2023

NOTE 1 - ACCOUNTING POLICIES

The financial statements have been prepared in accordance with the United Kingdom Financial Reporting Standards (UK GAAP) including the 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. The PCC considers that there are no material uncertainties about St Mary, Kippington's ability to continue as a going concern.

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

Funds

Unrestricted funds represent the funds of the PCC that are not subject to any restrictions regarding their use and are available for the general purposes of the PCC. Designated funds may be set aside by the PCC out of unrestricted funds for specific purposes. They remain unrestricted.

Restricted funds are those funds that must be spent on restricted purposes. Details of these funds and the restrictions are provided in note 10.

Incoming Resources

Voluntary income

Collections and planned giving are recognised when received by or on behalf of the PCC.

Gift Aid is recognised at the same time as the underlying gift.

Grants and legacies to the PCC are accounted for as soon as the PCC is notified of its legal entitlement and the amount due is measurable and its ultimate receipt is considered probable.

Funds raised by fetes, garden parties and similar events are accounted for gross.

Other income

Rental income from the letting of the Parish Centre is recognised in the period the facility is used.

Income from investments

Dividends are accounted for when due and payable. Interest entitlements are accounted for as they accrue. Income from specific assets held within a fund that is not an endowment is credited to the respective fund. Income from other assets is credited to the General Fund.

Gains and losses on investments

Unrealised gains or losses are recognised on revaluation of investments each year end.

Realised gains or losses are recognised when investments are sold.

Resources expended

Grants

Grants and donations for charitable purposes are accounted for when paid. The PCC has a policy of aspiring to make grants which amount to 10% of budgeted unrestricted income and in November each year, based on the expected financial performance for the year, informs the Charities Committee of the amount to be made available. The latter then recommends for approval by the PCC the charities to which grants are to be made and the amounts for each.

Specific collections for outside charities and staff leaving are included within income and expenditure and treated as liabilities until paid over. Amounts made payable direct to the recipient and not the PCC are not included within income and expenditure. Details of charitable giving that has not passed through income and expenditure are included in Note 15.

Diocesan Offer

The diocesan 'Offer' is accounted for when due. Any 'Offer' unpaid at 31 December is provided for in these financial statements as an operational (though not a legal) liability and shown as a creditor in the balance sheet.

Fixed Assets

Consecrated property and movable church furnishings

Consecrated and beneficed property is excluded from the financial statements by section 10(2)(a) of the Charities Act 2011.

Movable church furnishings, acquired prior to 2000, 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 and are given no value.

All expenditure incurred in the year on consecrated or beneficed buildings or on the repair of movable church furnishings acquired before 1 January 2000 is written off.

Other land and buildings

Up until December 2017 the Parish Centre (built in 2004) was valued at cost with no provision for depreciation. From 2018 the PCC agreed to provide depreciation of £7,400 per annum based on an estimated remaining useful life of 68 years. Any expenditure on maintenance or minor improvement is written off as incurred.

Other fixtures, fittings and office equipment

Equipment used within the church premises is normally depreciated on a straight-line basis over 4 years, commencing the year after acquisition. Individual items of equipment with a purchase price of £1,500 or less are written off when the asset is acquired.

Investments

Investments are included at market value.

Current assets

Amounts receivable in respect of fees, rents or other income are shown as debtors less provision for any amounts considered uncollectable.

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

2 INCOMING RESOURCES

	Unrestricted General Fund £	Unrestricted Designated Funds £	Restricted Funds £	Total 2023 £	Unrestricted General Fund £	Unrestricted Designated Funds £	Restricted Funds £	Total 2022 £
2(a) <i>Voluntary income</i>								
Planned Giving	72,373.00	-	-	72,373.00	67,926.00	-	-	67,926.00
Collections	9,417.59	-	3,071.64	12,489.23	8,286.38	-	373.07	8,659.45
Donations	3,988.85	-	1,910.50	5,899.35	4,924.09	-	844.00	5,768.09
Gift Aid	20,381.02	-	409.00	20,790.02	19,139.96	-	107.55	19,247.51
Legacies	-	50,000.00	-	50,000.00	481.20	-	1,018.80	1,500.00
	<u>106,160.46</u>	<u>50,000.00</u>	<u>5,391.14</u>	<u>161,551.60</u>	<u>100,757.63</u>	<u>-</u>	<u>2,343.42</u>	<u>103,101.05</u>
2(b) <i>Activities for generating funds</i>								
Fund raising events	-	-	2,683.01	2,683.01	-	-	2,864.15	2,864.15
	<u>-</u>	<u>-</u>	<u>2,683.01</u>	<u>2,683.01</u>	<u>-</u>	<u>-</u>	<u>2,864.15</u>	<u>2,864.15</u>
2(c) <i>Income from investments</i>								
Interest	5,702.10	447.61	662.26	6,811.97	785.99	61.23	187.35	1,034.57
Dividends	3,312.27	-	-	3,312.27	3,215.42	-	-	3,215.42
	<u>9,014.37</u>	<u>447.61</u>	<u>662.26</u>	<u>10,124.24</u>	<u>4,001.41</u>	<u>61.23</u>	<u>187.35</u>	<u>4,249.99</u>
2(d) <i>Income from Church activities</i>								
Centre income	25,473.00	-	-	25,473.00	26,993.21	-	-	26,993.21
Wedding and funeral fees	2,354.00	-	-	2,354.00	2,302.00	-	-	2,302.00
Social activities	1,275.71	-	-	1,275.71	1,257.54	-	-	1,257.54
	<u>29,102.71</u>	<u>-</u>	<u>-</u>	<u>29,102.71</u>	<u>30,552.75</u>	<u>-</u>	<u>-</u>	<u>30,552.75</u>
2(e) <i>Other incoming resources</i>								
Restrictions Support Grant	-	-	-	-	2,667.00	-	-	2,667.00
Grants from Diocesan Board of Finance	-	-	-	-	1,045.00	-	-	1,045.00
Sundry income	780.00	-	-	780.00	761.05	-	-	761.05
	<u>780.00</u>	<u>-</u>	<u>-</u>	<u>780.00</u>	<u>4,473.05</u>	<u>-</u>	<u>-</u>	<u>4,473.05</u>
TOTAL INCOMING RESOURCES	<u>145,057.54</u>	<u>50,447.61</u>	<u>8,736.41</u>	<u>204,241.56</u>	<u>139,784.84</u>	<u>61.23</u>	<u>5,394.92</u>	<u>145,240.99</u>

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

3	RESOURCES EXPENDED	Unrestricted General Fund £	Unrestricted Designated Funds £	Restricted Funds £	Total 2023 £	Unrestricted General Fund £	Unrestricted Designated Funds £	Restricted Funds £	Total 2022 £
3(a)	<i>Cost of generating voluntary income</i>								
	Planned giving costs	271.68	-	0.88	272.56	185.14	-	-	185.14
		<u>271.68</u>	<u>-</u>	<u>0.88</u>	<u>272.56</u>	<u>185.14</u>	<u>-</u>	<u>-</u>	<u>185.14</u>
3(b)	<i>Church activities</i>								
	Diocesan 'Offer'	64,124.00	-	-	64,124.00	62,078.00	-	-	62,078.00
	Church - Running Costs & Maintenance	23,988.54	-	918.03	24,906.57	20,780.04	-	4,472.60	25,252.64
	Parish Centre - Running Costs & Maintenance	20,833.91	380.88	706.97	21,921.76	17,930.04	54.99	-	17,985.03
	Charitable Giving (Note 15)	30.00	13,970.00	4,329.27	18,329.27	50.00	14,600.00	1,530.17	16,180.17
	Donations: Other	-	-	-	-	315.00	-	-	315.00
	Depreciation	-	7,400.00	-	7,400.00	877.50	7,400.00	-	8,277.50
	Administration	4,487.97	-	-	4,487.97	3,159.27	-	-	3,159.27
	Organ and Choir (Note 13)	4,511.93	-	-	4,511.93	4,590.64	-	-	4,590.64
	Ministry: Vicarage	4,497.75	-	-	4,497.75	4,232.54	-	-	4,232.54
	Lunch Club	-	-	-	-	-	-	41.80	41.80
	Social activities	1,343.60	-	650.00	1,993.60	1,194.13	-	-	1,194.13
	Mission	238.40	-	-	238.40	452.00	-	-	452.00
	Other expenses	-	-	-	-	650.00	-	-	650.00
	Services	1,130.68	-	-	1,130.68	435.88	-	-	435.88
	Youth and Sunday club	57.53	-	2.97	60.50	-	-	104.00	104.00
		<u>125,244.31</u>	<u>21,750.88</u>	<u>6,607.24</u>	<u>153,602.43</u>	<u>116,745.04</u>	<u>22,054.99</u>	<u>6,148.57</u>	<u>144,948.60</u>
	TOTAL RESOURCES EXPENDED	<u>125,515.99</u>	<u>21,750.88</u>	<u>6,608.12</u>	<u>153,874.99</u>	<u>116,930.18</u>	<u>22,054.99</u>	<u>6,148.57</u>	<u>145,133.74</u>

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

4 FIXED ASSETS FOR USE BY THE PCC

		Freehold land and buildings	Centre Equipment	Total
		£	£	£
COST	At 1.1.2023	498,008.08	3,510.00	501,518.08
	Additions	-	-	-
	Disposals	-	-	-
	At 31.12.2023	<u>498,008.08</u>	<u>3,510.00</u>	<u>501,518.08</u>
DEPRECIATION	At 1.1.2023	37,000.00	3,510.00	40,510.00
	Charge for year	7,400.00	-	7,400.00
	Disposals	-	-	-
	At 31.12.2023	<u>44,400.00</u>	<u>3,510.00</u>	<u>47,910.00</u>
NET BOOK VALUE	At 1.1.2023	<u>461,008.08</u>	<u>-</u>	<u>461,008.08</u>
	At 31.12.2023	<u>453,608.08</u>	<u>-</u>	<u>453,608.08</u>

Freehold land and buildings comprise the Parish Centre. Cost is deemed to be the cost of construction in 2004. Depreciation of £7,400 per annum has been provided since 1 January 2018.

A valuation for insurance purposes was conducted by Ecclesiastical Insurance in November 2020 and is automatically updated each year to protect against any unexpected increase in building costs. The Loss Limit for Buildings and Contents cover for 12 months from February 2024 is £15,290,000 for the Church and £3,330,000 for the Parish Centre.

Centre equipment costing more than £1,500 is capitalised and depreciated over 4 years commencing the year after acquisition.

5 INVESTMENTS

		Charifund Units £
Cost:	At 31.12.2023	4,716.22
	At 31.12.2022	4,716.22
Market Value:	At 31.12.2023	55,591.51
	At 31.12.2022	56,929.20
Income in year:	To 31.12.2023	3,312.27
	To 31.12.2022	3,215.42

Investments comprise units held in M&G Equities Investment Fund for Charities ("Charifund"), a registered charity and an authorised unit trust and a non-UCITS retail scheme authorised by the Financial Conduct Authority. These are Wider Range investments under the provisions of the Trustee Investments Act 1961.

6 DEBTORS & PREPAYMENTS

	2023 £	2022 £
HMRC - Gift Aid	2,324.74	2,222.55
Online Giving donations made in December and due from service provider	235.00	185.00
Centre letting fees due	728.00	713.50
Church and Centre Water prepaid for Jan-Feb 2024	122.69	56.49
	<u>3,410.43</u>	<u>3,177.54</u>

7 LIABILITIES: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2023 £	2022 £
Creditors for goods and services	4,404.32	3,264.29
Centre letting fees received in advance	1,152.00	1,990.00
Fees due to Diocese for weddings and funerals	412.00	218.00
	<u>5,968.32</u>	<u>5,472.29</u>

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

8 ANALYSIS OF NET ASSETS BY FUND

	Unrestricted £	Restricted £	Total Funds 2023 £	Total Funds 2022 £
Fixed assets	453,608.08	-	453,608.08	461,008.08
Investments	55,591.51	-	55,591.51	56,929.20
Debtors and prepayments	3,385.43	25.00	3,410.43	3,177.54
CBF deposits	146,786.70	15,093.78	161,880.48	70,639.58
Diocesan Repair Funds	17,314.46	-	17,314.46	13,247.73
Other bank accounts (allocated)	2,446.37	21,657.65	24,104.02	61,381.94
Creditors	-5,968.32	-	-5,968.32	-5,472.29
FUND BALANCE	673,164.23	36,776.43	709,940.66	660,911.78

9 UNRESTRICTED DESIGNATED FUNDS

CENTRE DEVELOPMENT FUND

	2023 £	2022 £
Balance at 1 January	34,237.26	34,292.25
Disbursements	-	-54.99
Balance at 31 December	34,237.26	34,237.26

The Centre Development Fund may be used to enhance the facilities of the Parish Centre and supplements the Centre Appeal Fund and the Diocesan Repair Fund - Centre. In 2023 the Fund was not used.

DIOCESAN REPAIR FUNDS

	Church £	Centre £	2023 £	2022 £
Transfers - in	4,000.00	-	4,000.00	4,000.00
Disbursements	-	-380.88	-380.88	-
Interest added	245.31	202.30	447.61	61.23
Movements during year	4,245.31	-178.58	4,066.73	4,061.23
Balance at 1 January	6,230.38	7,017.35	13,247.73	9,186.50
Balance at 31 December	10,475.69	6,838.77	17,314.46	13,247.73

Diocesan Repair Funds are matched by interest-bearing deposits held with the Diocese. They are used for repairs including the funding of works recommended from the Quinquennial Inspections of the Church and of the Parish Centre.

Quinquennial Inspections on both the Church and on the Parish Centre were held in Autumn 2023. Based upon the estimated costs of necessary work in the five -year period 2023 to 2028, the regular transfer to the Church Repair Fund will be reduced from £4,000 to £2,500 per annum and the contribution to the Centre Repair Fund will remain at zero.

FLOWER FUND

	2023 £	2022 £
Balance at 1 January	500.00	500.00
Balance at 31 December	500.00	500.00

The Flower Fund is used for specific Church events which involve flower displays. In 2023 it was not used.

LEGACY FUND

	2023 £	2022 £
Legacy received in 2023	50,000.00	-
Balance at 31 December	50,000.00	-

The Legacy Fund was established in 2023 for significant donations where the PCC wishes to acknowledge the legator by identifying specific ways in which to spend funds which are otherwise unrestricted. It was established to manage a generous legacy of £50,000 received in 2023.

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

TITHING FUND

A transfer of £13,970 (2022: £13,600) was made from the General Fund to the Tithing Fund and paid to charities in accordance with the PCC's tithing policy. Details of the disbursements are included in Note 15.

10 RESTRICTED FUNDS

Restricted funds comprise monies given for a particular purpose, or with specific restrictions, through collections, donations, events, etc.,

CENTRE APPEAL FUND	2023 £	2022 £
Donations	581.97	-
Income Tax recoverable	125.00	-
Interest	662.26	187.35
Incoming resources	<u>1,369.23</u>	<u>187.35</u>
Purchase of equipment for the Centre	-706.97	-
Movements during year	662.26	187.35
Balance at 1 January	<u>14,431.52</u>	<u>14,244.17</u>
Balance at 31 December	<u><u>15,093.78</u></u>	<u><u>14,431.52</u></u>

The Centre Appeal Fund relates to the redevelopment of the Parish Centre that was completed in 2004. The Fund may be utilised for on-going maintenance and new equipment for the Centre.

DEVELOPMENT FUND (CHURCH)	2023 £	2022 £
Income from events	1,616.50	1,784.60
Donations	1,218.03	844.00
Income Tax recoverable	202.50	102.50
Incoming resources	<u>3,037.03</u>	<u>2,731.10</u>
Disbursements	-918.03	-3,453.80
Cost of events	-650.00	-
Transfer in from Meal Delivery Fund	-	1,236.62
Movements during year	1,469.00	513.92
Balance at 1 January	<u>17,219.02</u>	<u>16,705.10</u>
Balance at 31 December	<u><u>18,688.02</u></u>	<u><u>17,219.02</u></u>

The Development Fund (Church) may be used to enhance the facilities of the Church building. Income from events in 2023 comprised half of the net proceeds from the Christmas fair (£1,066.50) and income from plant sales (£550). Donations include £340 from the annual Friends of Kent Churches Bike Ride.

ENDOWMENT FUND	2023 £	2022 £
Balance at 1 January	<u>1,513.85</u>	<u>1,513.85</u>
Balance at 31 December	<u><u>1,513.85</u></u>	<u><u>1,513.85</u></u>

This Fund originated from an Endowment in the name of a Mrs Milne. Use of the interest was not restricted but the fund is to be held in perpetuity.

LUNCH CLUB FUND	2023 £	2022 £
Balance at 1 January	847.72	889.52
Expenditure	-	-41.80
Balance at 31 December	<u><u>847.72</u></u>	<u><u>847.72</u></u>

The Church's Lunch Club closed in 2022, as agreed by the Lunch Club Committee and the PCC. The restricted Lunch Club Fund has been retained, and the remaining funds will be used to assist people of a similar age to the former membership.

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

CHRISTMAS TREE FUND

	2023 £	2022 £
Balance at 1 January	633.06	633.06
Balance at 31 December	<u>633.06</u>	<u>633.06</u>

The Fund results from the residual assets of the Kippington Road Association that were donated to St Mary with the proviso that they be used for the preservation/maintenance of the 'Christmas Tree' and its lighting.

CHARITIES FUND

	2023 £	2022 £
Collections	3,071.64	373.07
Donations	110.50	-
Income Tax Recoverable	81.50	-
Income from events	<u>1,066.51</u>	<u>1,084.60</u>
Incoming resources	4,330.15	1,457.67
Charitable Giving (Note 15)	-4,329.27	-1,530.17
Youth work	-2.97	-104.00
Fees for Online Giving	<u>-0.88</u>	<u>-</u>
Movements during year	-2.97	-176.50
Balance at 1 January	<u>2.97</u>	<u>179.47</u>
Balance at 31 December	<u>-</u>	<u>2.97</u>

Donations for charitable causes are normally passed on in the year received; donations and legacies received for other restricted purposes of the PCC may be accumulated. Details of giving to third parties are set out in Note 15. Income from events comprises half of the net proceeds from the Christmas Fair.

11 RELATED PARTY TRANSACTIONS

1. The Incumbent Priest and Chair of the PCC, Rev. Mark Bridgen, claimed a total of £452.93 for expenses including items required for general use.
2. The husband of PCC member and churchwarden Mrs Brenda Ross served as church organist throughout 2023. His remuneration of £3,200.00 is included in Note 13. Mr Ross also claimed £74.29 for choir sheet music.
3. Churchwarden Mrs Brenda Ross claimed a total of £116.00 for expenses.
4. Treasurer Mr Christopher Saunders claimed reimbursement of £500 for the donation to the Disasters Emergency Committee (Earthquake appeal), £574.28 for the annual CCLI copyright licences and £216 for the annual website fee from Squarespace. All these needed to be paid by credit card.
5. Mr Saunders's son Benjamin claimed £40.77 for the supply and fit of replacement light bulbs in the Church.

12 DONATIONS FROM PCC MEMBERS

During 2023 a total of £13,687.17 was donated by members of the PCC and related parties, through the Planned Giving Scheme and / or through one-off gifts, while they served as members of the PCC. This disclosure does not include any unidentified cash or anonymous donations which may have been received. The equivalent figure for 2022 was £16,690.00.

13 ORGAN & CHOIR

	2023 £	2022 £
Organist's retainer (including temporary cover)	3,200.00	3,240.00
Maintenance & repair of organ and pianos	1,110.64	1,240.64
Church music and RSCM subscription	201.29	110.00
TOTAL	<u>4,511.93</u>	<u>4,590.64</u>

14 PARISH CENTRE

	2023 £	2022 £
Receipts from lettings etc	25,473.00	26,993.21
Running costs & maintenance (excluding depreciation and equipment expensed)	-21,214.79	-17,985.03
Net contribution from Parish Centre operations to overheads before depreciation	<u>4,258.21</u>	<u>9,008.18</u>

The income and cost figures shown above are taken from Notes 2(d) and 3(b).

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

15 MISSIONARY AND CHARITABLE GIVING

Missionary and charitable giving may be summarised as follows:

	Total 2023	Total 2022
	£	£
General Fund	30.00	50.00
Tithing Fund (Unrestricted)	13,970.00	14,600.00
Charities Fund (Restricted)	4,329.27	1,530.17
Giving recorded within expenditure	18,329.27	16,180.17
Agency collections not included within expenditure	2,731.54	1,460.90
<u>Total Giving</u>	<u>21,060.81</u>	<u>17,641.07</u>
 <u>Giving from the General Fund</u>		
Friends of Rochester Cathedral	20.00	20.00
Friends of Kent Churches	10.00	10.00
Sevenoaks Deanery	-	20.00
	<u>30.00</u>	<u>50.00</u>
 <u>Giving from the Tithing Fund</u>		
Bible Society	-	500.00
Children's Society	-	250.00
Church Army	-	400.00
Church Mission Society	2,000.00	700.00
Combat Stress	-	250.00
Demelza House	500.00	600.00
Disasters Emergency Committee (Earthquake appeal)	500.00	-
Domestic Abuse Volunteer Support Services	500.00	500.00
Embrace The Middle East	600.00	-
Hospice in the Weald	500.00	700.00
Kenward Trust	500.00	500.00
Medecins sans Frontieres	800.00	600.00
Mission Aviation Fellowship	2,000.00	700.00
Mpwapwa, Tanzania	800.00	800.00
Open Doors	500.00	600.00
Porchlight	-	500.00
Riverhead PCC	-	1,000.00
Rochester Poverty & Hope Appeal	500.00	500.00
Royal Agricultural Benevolent Institution	500.00	500.00
Samaritans, Sevenoaks	470.00	300.00
Scotts Project	500.00	500.00
Sevenoaks Churches Group Social Concern	-	300.00
Sevenoaks Counselling	1,500.00	1,500.00
The Silver Line / Age UK	-	500.00
UNICEF	800.00	-
Water Aid	-	500.00
West Kent Debt Advice	500.00	800.00
World Vision	-	600.00
	<u>13,970.00</u>	<u>14,600.00</u>

PCC member Mr Stephen Day is a trustee of Sevenoaks Counselling.

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

	Total 2023 £	Total 2022 £
<u>Giving from the Charities Fund</u>		
British Heart Foundation (50% share of late proceeds from Christmas Fair 2022)	-	72.50
Christian Aid	158.24	-
Church Mission Society	66.25	-
Disasters Emergency Committee (earthquake in Syria and Turkey)	1,418.40	-
Loaves and Fishes	45.50	93.50
Marie Curie	165.37	-
Rochester Diocese (for Mpwapwa, Tanzania)	1,309.00	-
Royal School of Church Music	-	279.57
Sevenoaks Welcomes Refugees	<u>1,166.51</u>	<u>1,084.60</u>
	<u>4,329.27</u>	<u>1,530.17</u>

Giving from restricted funds represent funds collected for outside charities that have passed through the PCC's accounts and that have resulted from collections, fund raising events and other donations. The amounts include Gift Aid where appropriate.

The donation to Sevenoaks Welcomes Refugees in 2023 comprises half of the net proceeds of the Christmas Fair (£1,066.51) and specific donations including related Gift Aid for that charity (£100).

Agency collections

Children's Society	916.20	137.00
Christian Aid	1,005.24	883.90
Combat Stress	440.00	440.00
Rochester Diocesan Board of Finance	<u>370.10</u>	<u>-</u>
	<u>2,731.54</u>	<u>1,460.90</u>

Agency collections are those where the amounts are paid direct to the charities concerned and are not included within expenditure. The figures do not include Gift Aid that the charities concerned can claim directly themselves.

Accounts

The Parochial Church Council of the Ecclesiastical Parish of St Mary Kippington Sevenoaks

Registered Charity No. 1130183

Annual Report and Accounts for the year ended 31st December 2022

Team Rector:
Mark Bridgen
The Vicarage
Kippington Road
Sevenoaks
Kent

NatWest Bank plc
High Street
Sevenoaks

Bankers:
Santander plc
Bootle
Liverpool

Independent Examiner: Philip K Wood MA (Oxon) FCA, MCT

Version 1.0
27 March 2023

www.stmaryssevenoaks.org

PCC Trustees' Annual Report

From 12 November 2019 St Mary Kippington became part of the benefice of the West Sevenoaks Team Ministry, together with St Mary the Virgin, Riverhead with Dunton Green and St. Luke's, Sevenoaks.

Aims and Purposes.

The Parochial Church Council (PCC) of St Mary Kippington has the responsibility of cooperating with the incumbent, the Reverend Mark Bridgen, in promoting in the ecclesiastical parish, the whole mission of the Church, pastoral, evangelistic, social and ecumenical. The PCC is also specifically responsible for the maintenance of the Church complex of the Kippington Centre, next door to the Church.

Objectives and Activities

The PCC is committed to enabling as many people as possible to worship at the church of St Mary Kippington and to become part of that parish community. The PCC maintains an overview of worship and makes suggestions on how services can involve as many people who live within the parish as possible. The services and worship of St Mary Kippington seek to put faith into practice through prayer and scripture, music and sacrament.

When planning activities for the year, the PCC has considered the Commission's guidance on public benefit and, in particular, the supplementary guidance on charities for the advancement of religion. In particular, the PCC tries to enable people to live out their faith as part of the 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. To facilitate this work it is important that we maintain the fabric of the Church of St. Mary Kippington and the Kippington Centre.

Achievements and Performance

1. Worship, Fellowship and Prayer

The PCC is committed to offer a range of services during the week and over the course of the year that the community find both beneficial and spiritually fulfilling. St Mary Kippington upholds the Anglican ethos of worship that offers a broad spectrum of worship, which encompasses the Book of Common Prayer, Common Worship and Fresh Expressions.

The regular pattern of 8am and 10:30am service times on Sundays has been maintained on a consistent basis, along with a mid-week service on a Thursday and occasionally a Sunday evening act of worship.

Family Services continue to be run from the Kippington Centre for most of the year, with the occasional service taking place at Church.

Worship has continued to take place commemorating key events in the liturgical calendar, being Harvest, Remembrance, Advent, Christmas, Lent and Holy Week and Easter. During the year numbers attending for these key service times were as follows (previous year in brackets).

Good Friday and Easter Sunday 175 (206); Harvest Sunday 87 (79); Remembrance Sunday 77 (76); Advent Sunday 71 (58); and Christmas Eve and Day 469 (260).

As of 15 May 2022, there were 132 parishioners on the Church Electoral Roll, 43% of whom are resident in the Parish and 57% of whom are non-resident.

During the year the following number of occasional offices were performed: nine baptisms, three weddings, three interment of ashes, seven funerals at church and two funerals at one of the local crematoria.

Due to the long term effects of the Covid pandemic and many in the congregation only slowly returning back to the rhythms of worship, the Church of England have not yet asked for Average Weekly Attendance figures.

Study courses undertaken were as follows – Advent and Lent Study times; Living in Love and Faith; York courses; Pit Stop – philosophical and ethical course.

Team services have taken place celebrating the midweek festivals of the church and to welcome the Priesting of the Team's Assistant Curate.

Social events are arranged throughout the year, and an hour's gathering in the Parish Centre following worship at key festival times (e.g. the Harvest Lunch) brings all ages together.

Our Sunday Club has met weekly and special craft events have been laid on though Jean Day. The Youth Club ceased meeting during the year because its leaders stepped down due to their moving out of Sevenoaks.

Provision has been made at the church for live streaming. Equipment was installed, and there is a feed through our YouTube channel. This enables those housebound, or not able to attend worship, to join the live link from the church or to watch afterwards; as well as offering (for a fee) live streaming for occasional offices (baptisms, weddings and funerals).

With wi-fi now able to be accessed throughout the church (including the centenary room) the provision of direct giving has been made available using a QR code linked to the GiveALittle facility.

2. Kippington Centre

Over the year the Centre has returned to full operating capacity, serving both the church and community. Weekends have seen a marked increase in usage. Three regular groups have ceased meeting due to the decline in their membership, but this shortfall has been partly met by new groups now meeting. The Centre Manager is Karen Bridgen.

3. Pastoral Care

The Pastoral and Mission Committee have continued to care for those termed vulnerable within the church and assigned individuals from that committee to keep in touch. The Covid Meal Delivery programme has now ceased. Monthly communion services to Kippington Nursing Home take place.

4. Mission and Evangelism

The charities committee, following PCC approval, made grants totalling £16,180 a broad range of local, national and international charities. Solefields School returned to celebrating their Christmas service at the church and the Vicar now preaches occasionally at Evensong at New Beacon School. Harvest Lunch, Jubilee events, Christmas Fair and monthly 'Coffee and Cake' fellowship events have taken place.

The year has seen outreach to members of the Ukrainian community including the creation of a drop-in centre on Sunday afternoons, with discussions ongoing concerning the use of the church for orthodox worship.

The Vicar has taken over as editor for the monthly Forward Move magazine. Thanks are due to Sue Shepherd for editing for the last ten years and helping to maintain its continued success.

5. Ecumenical Relationships

Churches Together in Sevenoaks and District organise termly ecumenical services. The church participated in the annual 'Ride and Stride'.

6. Volunteers

We would like to thank all the volunteers who work so hard to make our church the lively and vibrant community it is. In particular thanks are expressed to churchwardens Brenda Ross and Dave White for their service to the life of the church.

Financial Review

1. Overview

Overall reserves have fallen by £3,251 compared with 2021. This is broadly matched by a fall in the book value of our Charifund units of £3,358. Unrestricted funds are down by £466, and restricted funds by £2,785.

On a broad “cashflow” basis (excluding items such as depreciation, the unrealised loss on Charifund units and a transfer from restricted funds), there was a surplus on unrestricted funds of £9,138.

The position on unrestricted funds is encouraging as, on this basis, we were budgeting for a deficit of £3,552. This turnaround of £12,690 can be explained as follows:

- Income was ahead of budget by approx. £4,000 almost entirely due to one-off grants: £2,667 from a further Government grant to support the loss of Parish Centre income due to the Covid pandemic, and £1,045 from the Diocese to help offset the increase in energy costs.
- Expenditure was below budget mainly due to underspends on maintenance in both the Church and the Parish Centre, though early indications are that these bills will be higher in 2023.

Restricted funds were used to pay for our new streaming capability and the provision of a new laptop computer to support its use. Main sources of income for restricted funds were plant sales and the annual Friends of Kent Churches Bike Ride.

The main financial concern for 2023 is the increase in energy bills. While we are currently benefiting from the Government’s Energy Bill Relief Scheme, this will end on March 31 2023. It will be replaced by a less generous ‘Energy Bill Discount Scheme’, but we will not know the exact effect of this until the bills for April arrive during May. Our budget for gas and electricity for the Church and the Centre in 2023 is £18,500 as compared to a budget of £7,850 (and actual spend of £8,508) in 2022. Our forecast “cashflow” budget deficit for 2023 is £10,600, which broadly matches the expected increase in energy costs.

Thanks are once again due to Zoë Anderson, Planned Giving Administrator, who has ably managed the Planned Giving Scheme and who has continued to make monthly claims on HMRC for Gift Aid in a timely manner.

2. Charitable Giving

Charitable Giving is set out in Note 15 to the Accounts. Giving included within our accounts was £16,180 (2021: £14,114). The PCC’s tithing commitment in 2022 was slightly higher at £13,600 (2021: £13,200) due to higher income. In addition to the tithing commitment, a grant of £1,000 was made to our fellow Benefice church of St Mary The Virgin at Riverhead.

Our accounts do not include agency collections for third parties. If these are added our total giving amounted to £17,641 (2021: £15,884).

3. Reserves Policy

The PCC, advised by the Finance Committee, considers its reserves policy annually. Where a sum has been set aside for a designated purpose, the PCC aims to hold enough in that reserve to meet the specific policy intention; so, for example, a sum set aside for a major repair or renewal should either be sufficient to fund that repair/renewal or should be complemented by a fundraising intention and plan. Informed by recent experience we consider that unrestricted reserves, complemented by any restricted reserves available for that purpose, should be at least sufficient to cover essential running costs for 9-12 months, after assuming that regular sources of income reduce significantly.

Structure, Governance and Management

The method of appointment of PCC members is set out in the Church Representation Rules.

At St. Mary Kippington the membership of the PCC consists of the incumbent, churchwardens, the local lay minister, co-opted members (the pastoral assistant, treasurer and deanery synod representatives) and members elected by those from the congregation on the electoral roll of the church. All those who attend our services / members of the congregation are encouraged to register on the Electoral Roll and stand for election to the PCC. The PCC members are responsible for making decisions on all matters of general concern and importance to the parish including deciding on how the funds of the PCC are to be spent. The full PCC met six times during the year with an average level of attendance of 85%.

Given its wide responsibilities the PCC has a number of committees, each dealing with a particular aspect of parish life. These committees, which are outlined below, are all responsible to the PCC.

- **Standing Committee:** This is the only committee required by law. It has power to transact the business of the PCC between its meetings, subject to any directions given by the Council. Members of this committee are the Vicar, the Churchwardens, PCC Secretary and PCC Treasurer and one other PCC nominated member.
- **Fabric Committee:** Considers all matters relating to the care and maintenance of church buildings and advises the PCC on necessary repairs, obtaining estimates as appropriate.
- **Finance Committee:** This oversees the general financial dimension of the work of St Mary's by monitoring income and expenditure, budgeting, reviewing the annual report and financial statements and maintaining appropriate financial controls.
- **Charities Committee:** Promotes the work of charities and mission agencies in the Parish and recommends donations to registered charities, according to the policies set by the PCC. More information on charitable donations is set out within the Accounts and in the Charitable Giving paragraph above.
- **Pastoral and Ministry:** This group meets four times a year to help the Church realise its vision as a bridge between God and the community. The Chair is the Vicar. Its minutes are sent to the PCC.

The Benefice of the West Sevenoaks Team Ministry

Following the incorporation, by Pastoral Measure on 12 November 2019, into a new Team Ministry, a Joint Council to develop the ongoing life of the Team was approved by all three Annual Parochial Church Meetings in 2021. Representatives from each of the churches serve on the Council and their work takes place within six sub groups. These are: 1) music, 2) worship, 3) children, young people and families, 4) Pastoral, 5) Mission and Outreach and 6) Discipleship. The recommendations of the Joint Council relating to the sub groups are brought for agreement to all three Parochial Church Councils. However, due to the resignation of the Rev Andy Finn, Team Vicar of St Mary the Virgin, Riverhead with Dunton Green and the lack of representation of that church on the Council, the Joint Council is not currently meeting.

Administrative information

St. Mary Kippington is situated on Kippington Road, Sevenoaks. It is part of the Diocese of Rochester within the Church of England. The correspondence address is The Church Office, Kippington Centre, Kippington Road, Sevenoaks. The PCC is a body corporate (PCC Powers Measure 1956, Church Representation Rules 2006) and a registered charity - 1130183. Its website can be located at: www.stmaryssevenoaks.org

PCC members who have served at any time from 1st September 2020 until the date this report was approved are:

Team Vicar: The Reverend Mark Bridgen, Chair (ex officio) (Who is also Team Rector of the benefice of the West Sevenoaks Team Ministry)

Church Wardens: Brenda Ross and Dave White, who also function as Vice Chair of the PCC

Representatives on the Deanery Synod:

Stephen Day (from September 2020)

Janet Eilbeck (from September 2020)

Elected Members (three year terms):

Sharon Fishwick (from September 2020)

Amanda Eyre (from September 2020)

Avril Hunter (from September 2020)

Rosemary Creed (from April 2021)

John Worth (from May 2022)

Lisa Stroud (from May 2022)

Joan Taylor Local Lay Minister (ex officio)

Standing Committee members

Rev Mark Bridgen

Chris Saunders

Caroline Howe

Brenda Ross

Dave White

Janet Eilbeck

Co-opted Members:

Chris Saunders, Treasurer

Caroline Howe, Secretary

Former members

Lorna Arduino and Richard Evans (elected members) term of office ended April 2022

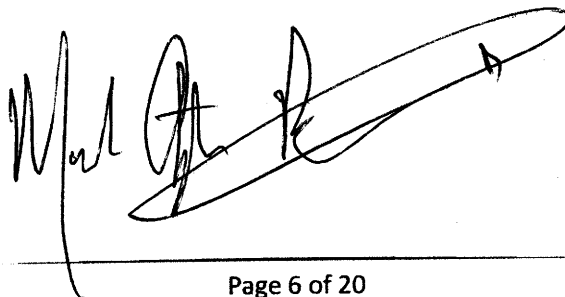
Safeguarding

In recent years, the issue of Safeguarding has come to the fore of every church's mission and ministry. Wendy Pritchard is St Mary Kippington's Parish Safeguarding Officer (PSO), and all PCC members must have a DBS check and undergo training in Safeguarding C0 and C1, as well as Domestic Abuse training). There are other safeguarding training requirements required for clergy and those in the congregation working with children and vulnerable adults. Safeguarding is an agenda item at every PCC meeting as part of their responsibilities is to make our church and its activities a safe environment for children and vulnerable adults. The Parochial Church Council has complied with the duty under section 5 of the Safeguarding and Clergy Discipline Measure 2016 (duty to have due regard to House of Bishops' guidance on safeguarding children and vulnerable adults).

Risk Management

The PCC keeps under review the strategic and operational risks which would impact the work of the church and the steps taken to minimise these risks. Mitigations include our safeguarding procedures, financial controls and the maintenance of healthy reserves

Approved by the PCC on 27 March 2023 and signed on their behalf by the Reverend Mark Bridgen (PCC chairman)

A handwritten signature in black ink, appearing to read 'Mark Bridgen', is written over a horizontal line. The signature is stylized with a large, sweeping flourish at the end.

**Parish Church of
St Mary Kippington, Sevenoaks**

Registered Charity No. 1130183

**Accounts for the year ended
31st December 2022**

Independent Examiner's Report to the Trustees

I report to the Trustees on my examination of the accounts of The Parochial Church Council of the Ecclesiastical Parish of St Mary, Kippington, Registered Charity 1130183 ("the Trust") for the year ended 31 December 2022, set out on pages 9 to 20.

Responsibilities and basis of report

As PCC members, and therefore the Charity's Trustees, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

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

Independent examiner's statement

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

- the accounting records were not kept in accordance with section 130 of the Charities Act; 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 accounts to be reached.

Signed:



Philip K Wood, MA(Oxon), FCA, MCT

4 Middlings Wood,

Kippington Road

Sevenoaks

Kent, TN13 2LF

27 March, 2023

PARISH CHURCH OF ST MARY, KIPPINGTON

STATEMENT OF FINANCIAL ACTIVITIES
For the year ended 31 December 2022

	Note	Unrestricted General Fund £	Unrestricted Designated Funds £	Restricted Funds £	Total 2022 £	Unrestricted General Fund £	Unrestricted Designated Funds £	Restricted Funds £	Total 2021 £
INCOMING RESOURCES									
Voluntary income	2(a)	100,757.63	-	2,343.42	103,101.05	105,225.87	-	1,898.00	107,123.87
Activities for generating funds	2(b)	-	-	2,864.15	2,864.15	-	-	2,463.72	2,463.72
Income from investments	2(c)	4,001.41	61.23	187.35	4,249.99	2,874.91	36.19	7.42	2,918.52
Income from Church activities	2(d)	30,552.75	-	-	30,552.75	17,345.35	-	-	17,345.35
Other incoming resources	2(e)	4,473.05	-	-	4,473.05	19,534.95	-	-	19,534.95
TOTAL INCOMING RESOURCES		139,784.84	61.23	5,394.92	145,240.99	144,981.08	36.19	4,369.14	149,386.41
RESOURCES EXPENDED									
Cost of generating voluntary income	3(a)	-185.14	-	-	-185.14	-176.42	-	-	-176.42
Church activities	3(b)	-116,745.04	-22,054.99	-6,148.57	-144,948.60	-108,119.73	-27,541.78	-1,015.97	-136,677.48
TOTAL RESOURCES EXPENDED		-116,930.18	-22,054.99	-6,148.57	-145,133.74	-108,296.15	-27,541.78	-1,015.97	-136,853.90
NET INCOMING/OUTGOING RESOURCES		22,854.66	-21,993.76	-753.65	107.25	36,684.93	-27,505.59	3,353.17	12,532.51
TRANSFERS BETWEEN FUNDS									
Gross transfers between funds - in		2,031.25	17,600.00	2,321.22	21,952.47	-	18,200.00		18,200.00
Gross transfers between funds - out		-17,600.00	-	-4,352.47	-21,952.47	-18,200.00			-18,200.00
GAINS AND LOSSES ON INVESTMENTS									
Unrealised	5	-3,357.99	-	-	-3,357.99	7,113.83	-	-	7,113.83
NET MOVEMENT IN FUNDS		3,927.92	-4,393.76	-2,784.90	-3,250.74	25,598.76	-9,305.59	3,353.17	19,646.34
BALANCES BROUGHT FORWARD		113,342.65	513,386.83	37,433.04	664,162.52	87,743.89	522,692.42	34,079.87	644,516.18
BALANCES CARRIED FORWARD		117,270.57	508,993.07	34,648.14	660,911.78	113,342.65	513,386.83	37,433.04	664,162.52

PARISH CHURCH OF ST MARY, KIPPINGTON

BALANCE SHEET AS AT 31 DECEMBER 2022

	Note	2022 £	2021 £
FIXED ASSETS			
Tangible fixed assets	4	461,008.08	469,285.58
INVESTMENTS			
Securities	5	56,929.20	60,287.19
CURRENT ASSETS			
Debtors & Prepayments	6	3,177.54	4,580.53
CBF Church of England Deposit Fund		70,639.58	69,722.55
Balances with Diocesan Repair Funds	9	13,247.73	9,186.50
Cash at Bank and in hand		61,381.94	55,610.88
		148,446.79	139,100.46
LIABILITIES: AMOUNTS FALLING DUE WITHIN ONE YEAR	7	-5,472.29	-4,510.71
NET CURRENT ASSETS		142,974.50	134,589.75
NET ASSETS			
		660,911.78	664,162.52
FUNDS			
	8,9,10		
UNRESTRICTED - GENERAL FUND		117,270.57	113,342.65
UNRESTRICTED - DESIGNATED FUNDS			
Property Fund (Centre)		461,008.08	468,408.08
Development Fund (Centre)		34,237.26	34,292.25
Diocesan Repair Funds		13,247.73	9,186.50
Flower Fund		500.00	500.00
Tithing Fund		-	1,000.00
		508,993.07	513,386.83
RESTRICTED FUNDS			
Centre Appeal Fund		14,431.52	14,244.17
Development Fund (Church)		17,219.02	16,705.10
Meal Delivery Fund		-	3,267.87
Lunch Club Fund		847.72	889.52
Endowment Fund		1,513.85	1,513.85
Christmas Tree Fund		633.06	633.06
Charities Fund		2.97	179.47
		34,648.14	37,433.04
TOTAL FUNDS			
		660,911.78	664,162.52

PARISH CHURCH OF ST MARY, KIPPINGTON

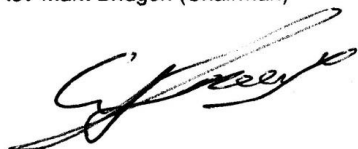
MOVEMENT OF FUNDS IN 2022

	Balance brought forward £	Incoming Resources £	Outgoing Resources £	Transfers £	Gains and Losses £	Balance carried forward £
Unrestricted - General Fund	113,342.65	139,784.84	-116,930.18	-15,568.75	-3,357.99	117,270.57
Unrestricted - Designated Funds						
Property Fund (Centre)	468,408.08	-	-7,400.00	-	-	461,008.08
Development Fund (Centre)	34,292.25	-	-54.99	-	-	34,237.26
Diocesan Repair Funds	9,186.50	61.23	-	4,000.00	-	13,247.73
Flower Fund	500.00	-	-	-	-	500.00
Tithing	1,000.00	-	-14,600.00	13,600.00	-	-
Sub-totals	<u>513,386.83</u>	<u>61.23</u>	<u>-22,054.99</u>	<u>17,600.00</u>	<u>-</u>	<u>508,993.07</u>
Restricted Funds						
Centre Appeal Fund	14,244.17	187.35	-	-	-	14,431.52
Development Fund (Church)	16,705.10	2,731.10	-3,453.80	1,236.62	-	17,219.02
Meal Delivery Fund	3,267.87	-	-	-3,267.87	-	-
Lunch Club Fund	889.52	-	-41.80	-	-	847.72
Endowment Fund	1,513.85	-	-	-	-	1,513.85
Christmas Tree Fund	633.06	-	-	-	-	633.06
Charities Fund	179.47	2,476.47	-2,652.97	-	-	2.97
Sub-totals	<u>37,433.04</u>	<u>5,394.92</u>	<u>-6,148.57</u>	<u>-2,031.25</u>	<u>-</u>	<u>34,648.14</u>
Total Funds	<u><u>664,162.52</u></u>	<u><u>145,240.99</u></u>	<u><u>-145,133.74</u></u>	<u><u>-</u></u>	<u><u>-3,357.99</u></u>	<u><u>660,911.78</u></u>

Approved by the Parochial Church Council on 27 March 2023



Signature of Rev Mark Bridgen (Chairman)



Signature of Christopher Saunders (Treasurer)

The notes on pages 12 to 20 form part of these accounts.

NOTES TO THE FINANCIAL ACCOUNTS

For the year ended 31 December 2022

NOTE 1 - ACCOUNTING POLICIES

The financial statements have been prepared in accordance with the United Kingdom Financial Reporting Standards (UK GAAP) including the 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.

The PCC considers that there are no material uncertainties about St Mary, Kippington's ability to continue as a going concern.

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

Funds

Unrestricted funds represent the funds of the PCC that are not subject to any restrictions regarding their use and are available for the general purposes of the PCC. Designated funds may be set aside by the PCC out of unrestricted funds for specific purposes. They remain unrestricted.

Restricted funds are those funds that must be spent on restricted purposes. Details of these funds and the restrictions are provided in note 10.

Incoming Resources

Voluntary income

Collections and planned giving are recognised when received by or on behalf of the PCC.

Gift Aid is recognised at the same time as the underlying gift.

Grants and legacies to the PCC are accounted for as soon as the PCC is notified of its legal entitlement and the amount due is measurable and its ultimate receipt is considered probable.

Funds raised by fetes, garden parties and similar events are accounted for gross.

Other income

Rental income from the letting of the Parish Centre is recognised in the period the facility is used.

Income from investments

Dividends are accounted for when due and payable. Interest entitlements are accounted for as they accrue. Income from specific assets held within a fund that is not an endowment is credited to the respective fund. Income from other assets is credited to the General Fund.

Gains and losses on investments

Unrealised gains or losses are recognised on revaluation of investments each year end.

Realised gains or losses are recognised when investments are sold.

Resources expended

Grants

Grants and donations for charitable purposes are accounted for when paid. The PCC has a policy of aspiring to make grants which amount to 10% of budgeted unrestricted income. The Charities Committee recommends for approval by the PCC the charities to which grants are to be made and the amounts for each. Specific collections for outside charities and staff leaving are included within income and expenditure and treated as liabilities until paid over. Amounts made payable direct to the recipient and not the PCC are not included within income and expenditure. Details of charitable giving that has not passed through income and expenditure are included in Note 15.

Diocesan Offer

The diocesan 'Offer' is accounted for when due. Any 'Offer' unpaid at 31 December is provided for in these financial statements as an operational (though not a legal) liability and shown as a creditor in the balance sheet.

Fixed Assets

Consecrated property and movable church furnishings

Consecrated and beneficed property is excluded from the financial statements by section 10(2)(a) of the Charities Act 2011.

Movable church furnishings, acquired prior to 2000, 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 and are given no value.

All expenditure incurred in the year on consecrated or beneficed buildings or on the repair of movable church furnishings acquired before 1 January 2000 is written off.

Other land and buildings

Up until December 2017 the Parish Centre (built in 2004) was valued at cost with no provision for depreciation. From 2018 the PCC agreed to provide depreciation of £7,400 per annum based on an estimated remaining useful life of 68 years. Any expenditure on maintenance or minor improvement is written off as incurred.

Other fixtures, fittings and office equipment

Equipment used within the church premises is normally depreciated on a straight-line basis over 4 years, commencing the year after acquisition. Individual items of equipment with a purchase price of £1,500 or less are written off when the asset is acquired.

Investments

Investments are included at market value.

Current assets

Amounts receivable in respect of fees, rents or other income are shown as debtors less provision for any amounts considered uncollectable.

NOTES TO THE FINANCIAL STATEMENTS (continued)
For the year ended 31 December 2022

2 INCOMING RESOURCES

	Unrestricted General Fund £	Unrestricted Designated Funds £	Restricted Funds £	Total 2022 £	Unrestricted General Fund £	Unrestricted Designated Funds £	Restricted Funds £	Total 2021 £
2(a) <i>Voluntary income</i>								
Planned Giving	67,926.00	-	-	67,926.00	66,867.00	-	-	66,867.00
Collections	8,286.38	-	373.07	8,659.45	8,988.82	-	-	8,988.82
Donations	4,924.09	-	844.00	5,768.09	9,148.34	-	1,658.00	10,806.34
Income Tax Recoverable	19,139.96	-	107.55	19,247.51	20,221.71	-	240.00	20,461.71
Legacies	481.20	-	1,018.80	1,500.00	-	-	-	-
	<u>100,757.63</u>	<u>-</u>	<u>2,343.42</u>	<u>103,101.05</u>	<u>105,225.87</u>	<u>-</u>	<u>1,898.00</u>	<u>107,123.87</u>
2(b) <i>Activities for generating funds</i>								
Fund raising events	-	-	2,864.15	2,864.15	-	-	2,463.72	2,463.72
	<u>-</u>	<u>-</u>	<u>2,864.15</u>	<u>2,864.15</u>	<u>-</u>	<u>-</u>	<u>2,463.72</u>	<u>2,463.72</u>
2(c) <i>Income from investments</i>								
Interest	785.99	61.23	187.35	1,034.57	8.15	36.19	7.42	51.76
Dividends	3,215.42	-	-	3,215.42	2,866.76	-	-	2,866.76
	<u>4,001.41</u>	<u>61.23</u>	<u>187.35</u>	<u>4,249.99</u>	<u>2,874.91</u>	<u>36.19</u>	<u>7.42</u>	<u>2,918.52</u>
2(d) <i>Income from Church activities</i>								
Centre income	26,993.21	-	-	26,993.21	16,210.35	-	-	16,210.35
Wedding and funeral fees	2,302.00	-	-	2,302.00	1,135.00	-	-	1,135.00
Social activities	1,257.54	-	-	1,257.54	-	-	-	-
	<u>30,552.75</u>	<u>-</u>	<u>-</u>	<u>30,552.75</u>	<u>17,345.35</u>	<u>-</u>	<u>-</u>	<u>17,345.35</u>
2(e) <i>Other incoming resources</i>								
Restrictions Support Grant	2,667.00	-	-	2,667.00	18,565.14	-	-	18,565.14
Grants from Diocesan Board of Finance	1,045.00	-	-	1,045.00	-	-	-	-
Listed Places of Worship grants	-	-	-	-	959.80	-	-	959.80
Sundry income	761.05	-	-	761.05	10.01	-	-	10.01
	<u>4,473.05</u>	<u>-</u>	<u>-</u>	<u>4,473.05</u>	<u>19,534.95</u>	<u>-</u>	<u>-</u>	<u>19,534.95</u>
TOTAL INCOMING RESOURCES	<u>139,784.84</u>	<u>61.23</u>	<u>5,394.92</u>	<u>145,240.99</u>	<u>144,981.08</u>	<u>36.19</u>	<u>4,369.14</u>	<u>149,386.41</u>

NOTES TO THE FINANCIAL STATEMENTS (continued)
For the year ended 31 December 2022

3	RESOURCES EXPENDED	Unrestricted General Fund £	Unrestricted Designated Funds £	Restricted Funds £	Total 2022 £	Unrestricted General Fund £	Unrestricted Designated Funds £	Restricted Funds £	Total 2021 £
3(a)	<i>Cost of generating voluntary income</i>								
	Planned giving costs	185.14	-	-	185.14	176.42	-	-	176.42
		<u>185.14</u>	<u>-</u>	<u>-</u>	<u>185.14</u>	<u>176.42</u>	<u>-</u>	<u>-</u>	<u>176.42</u>
3(b)	<i>Church activities</i>								
	Diocesan 'Offer'	62,078.00	-	-	62,078.00	63,909.00	-	-	63,909.00
	Church - Running Costs & Maintenance	20,780.04	-	4,472.60	25,252.64	17,732.91	-	-	17,732.91
	Parish Centre - Running Costs & Maintenance	17,930.04	54.99	-	17,985.03	11,851.12	1,182.98	-	13,034.10
	Charitable Giving (Note 15)	50.00	14,600.00	1,530.17	16,180.17	30.00	13,200.00	884.36	14,114.36
	Donations: Non-Charitable	315.00	-	-	315.00	100.00	-	-	100.00
	Vicarage Maintenance	-	-	-	-	-	-	-	-
	Depreciation	877.50	7,400.00	-	8,277.50	877.50	7,400.00	-	8,277.50
	Administration	3,159.27	-	-	3,159.27	4,176.18	-	-	4,176.18
	Organ and Choir (Note 13)	4,590.64	-	-	4,590.64	4,257.86	-	-	4,257.86
	Ministry: Vicarage	4,232.54	-	-	4,232.54	4,394.26	-	-	4,394.26
	Lunch Club	-	-	41.80	41.80	-	-	6.00	6.00
	Social activities	1,194.13	-	-	1,194.13	-	-	-	-
	Mission	452.00	-	-	452.00	474.99	-	-	474.99
	Other expenses	650.00	-	-	650.00	-	-	-	-
	Services	435.88	-	-	435.88	240.91	-	-	240.91
	Youth and Sunday club	-	-	104.00	104.00	75.00	-	125.61	200.61
	Church - Major Repairs	-	-	-	-	-	5,758.80	-	5,758.80
		<u>116,745.04</u>	<u>22,054.99</u>	<u>6,148.57</u>	<u>144,948.60</u>	<u>108,119.73</u>	<u>27,541.78</u>	<u>1,015.97</u>	<u>136,677.48</u>
	TOTAL RESOURCES EXPENDED	<u>116,930.18</u>	<u>22,054.99</u>	<u>6,148.57</u>	<u>145,133.74</u>	<u>108,296.15</u>	<u>27,541.78</u>	<u>1,015.97</u>	<u>136,853.90</u>

NOTES TO THE FINANCIAL STATEMENTS (continued)
For the year ended 31 December 2022

4 FIXED ASSETS FOR USE BY THE PCC

		Freehold land and buildings £	Centre Equipment £	Total £
COST	At 1.1.2022	498,008.08	3,510.00	501,518.08
	Additions	-	-	-
	Disposals	-	-	-
	At 31.12.2022	<u>498,008.08</u>	<u>3,510.00</u>	<u>501,518.08</u>
DEPRECIATION	At 1.1.2022	29,600.00	2,632.50	32,232.50
	Charge for year	7,400.00	877.50	8,277.50
	Disposals	-	-	-
	At 31.12.2022	<u>37,000.00</u>	<u>3,510.00</u>	<u>40,510.00</u>
NET BOOK VALUE	At 1.1.2022	<u>468,408.08</u>	<u>877.50</u>	<u>469,285.58</u>
	At 31.12.2022	<u>461,008.08</u>	<u>-</u>	<u>461,008.08</u>

Freehold land and buildings comprise the Parish Centre. Cost is deemed to be the cost of construction in 2004. Depreciation of £7,400 per annum has been provided since 1 January 2018.

A valuation for insurance purposes was conducted by Ecclesiastical Insurance in November 2020 and is automatically updated each year to protect against any unexpected increase in building costs. Cover for Buildings and Contents for 12 months from February 2023 is £14,300,000 for the Church and £3,300,000 for the Parish Centre.

Centre equipment is depreciated over 4 years commencing the year after acquisition.

5 INVESTMENTS

		Charifund Units £
Cost:	At 31.12.2022	4,716.22
	At 31.12.2021	4,716.22
Market Value:	At 31.12.2022	56,929.20
	At 31.12.2021	60,287.19
Income in year:	To 31.12.2022	3,215.42
	To 31.12.2021	2,866.76

Investments comprise units held in M&G Equities Investment Fund for Charities ("Charifund"), a registered charity and an authorised unit trust and a non-UCITS retail scheme authorised by the Financial Conduct Authority. These are Wider Range investments under the provisions of the Trustee Investments Act 1961.

6 DEBTORS & PREPAYMENTS

	2022 £	2021 £
HMRC - Gift Aid recoverable	2,222.55	3,019.73
Share of Christmas Fair income not received at year end	-	145.00
Listed Places of Worship grant for Stonework	-	959.80
Online Giving donations made in December and due from service provider	185.00	-
Centre letting fees due	713.50	456.00
Centre Water prepaid for Jan-Feb 2023	56.49	-
	<u>3,177.54</u>	<u>4,580.53</u>

7 LIABILITIES: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2022 £	2021 £
Creditors for goods and services	3,264.29	3,661.70
Centre letting fees and deposits paid in advance	1,990.00	575.01
Fees due to Diocese for weddings and funerals	218.00	274.00
	<u>5,472.29</u>	<u>4,510.71</u>

NOTES TO THE FINANCIAL STATEMENTS (continued)
For the year ended 31 December 2022

8 ANALYSIS OF NET ASSETS BY FUND

	Unrestricted £	Restricted £	Total Funds 2022 £	Total Funds 2021 £
Fixed assets	461,008.08	-	461,008.08	469,285.58
Investments	56,929.20	-	56,929.20	60,287.19
Debtors and prepayments	3,154.17	23.37	3,177.54	4,580.53
CBF deposits	56,208.06	14,431.52	70,639.58	69,722.55
Diocesan Repair Funds	13,247.73	-	13,247.73	9,186.50
Lunch Club Bank Account	-	-	-	889.52
Other bank accounts (allocated)	41,188.69	20,193.25	61,381.94	54,721.36
Creditors	-5,472.29	-	-5,472.29	-4,510.71
FUND BALANCE	626,263.64	34,648.14	660,911.78	664,162.52

9 UNRESTRICTED DESIGNATED FUNDS

CENTRE DEVELOPMENT FUND

	2022 £	2021 £
Disbursements	-54.99	-1,182.98
Interest added	-	18.10
Movements during year	-54.99	-1,164.88
Balance at 1 January	34,292.25	35,457.13
Balance at 31 December	34,237.26	34,292.25

The Centre Development Fund may be used to enhance the facilities of the Parish Centre and supplements the Centre Appeal Fund and the Diocesan Repair Fund - Centre. In 2022 the Fund was used to purchase a plaque for the Centre in memory of the late Centre manager Mr Graham Roper.

DIOCESAN REPAIR FUNDS

	Church £	Centre £	2022 £	2021 £
Transfers - in	4,000.00	-	4,000.00	4,000.00
Disbursements	-	-	-	-5,758.80
Interest added	26.99	34.24	61.23	18.09
Movements during year	4,026.99	34.24	4,061.23	-1,740.71
Balance at 1 January	2,203.39	6,983.11	9,186.50	10,927.21
Balance at 31 December	6,230.38	7,017.35	13,247.73	9,186.50

Diocesan Repair Funds are matched by interest-bearing deposits held with the Diocese. They are used for repairs including the funding of works recommended from the Quinquennial Inspections of the Church and of the Parish Centre.

The next Quinquennial Inspections on both the Church and on the Parish Centre are scheduled for Autumn 2023.

FLOWER FUND

	2022 £	2021 £
Balance at 1 January	500.00	500.00
Balance at 31 December	500.00	500.00

The Flower Fund is used for specific Church events which involve flower displays. In 2022 it was not used.

TITHING FUND

A transfer of £13,600 (2021: £13,200) was made from the General Fund to the Tithing Fund and paid to charities in accordance with the PCC's tithing policy. Details of the disbursements are included in Note 15. In addition, in December 2021 the PCC approved a payment of £1,000 to support St Mary The Virgin, Riverhead. This was transferred to the Tithing Fund in 2021 and paid in February 2022.

NOTES TO THE FINANCIAL STATEMENTS (continued)
For the year ended 31 December 2022

10 RESTRICTED FUNDS

Restricted funds comprise monies given for a particular purpose, or with specific restrictions, through collections, donations, events, etc.,.

CENTRE APPEAL FUND	2022 £	2021 £
Balance at 1 January	14,244.17	14,236.75
Interest	187.35	7.42
Balance at 31 December	<u>14,431.52</u>	<u>14,244.17</u>

The Centre Appeal Fund relates to the redevelopment of the Parish Centre that was completed in 2004. The Fund may be utilised for on-going maintenance and new equipment for the Centre.

DEVELOPMENT FUND (CHURCH)	2022 £	2021 £
Income from events	1,784.60	1,506.86
Donations	844.00	750.00
Tax recoverable on Gift Aid	102.50	62.50
Disbursements	-3,453.80	-
Transfer in from Meal Delivery Fund	1,236.62	-
	<u>513.92</u>	<u>2,319.36</u>
Movements during year	513.92	2,319.36
Balance at 1 January	<u>16,705.10</u>	<u>14,385.74</u>
Balance at 31 December	<u>17,219.02</u>	<u>16,705.10</u>

The Development Fund (Church) may be used to enhance the facilities of the Church building. Income from events in 2022 included 50% of the net proceeds from the Christmas fair (£1,084.60) and income from plant sales (£700). Donations include £330 from the annual Friends of Kent Churches Bike Ride.

ENDOWMENT FUND	2022 £	2021 £
Balance at 1 January	<u>1,513.85</u>	<u>1,513.85</u>
Balance at 31 December	<u>1,513.85</u>	<u>1,513.85</u>

This Fund originated from an Endowment in the name of a Mrs Milne. Use of the interest was not restricted but the fund is to be held in perpetuity.

LUNCH CLUB FUND	2022 £	2021 £
Expenditure	<u>-41.80</u>	<u>-6.00</u>
Movements during year	-41.80	-6.00
Balance at 1 January	<u>889.52</u>	<u>895.52</u>
Balance at 31 December	<u>847.72</u>	<u>889.52</u>

The Church's Lunch Club closed in 2022, as agreed by the Lunch Club Committee and the PCC. The dedicated Lunch Club Bank Account was closed, and the balance transferred to the main current account. The restricted Lunch Club Fund has been retained, and the remaining funds will be used to assist people of a similar age to the former membership.

CHRISTMAS TREE FUND	2022 £	2021 £
Balance at 1 January	<u>633.06</u>	<u>633.06</u>
Balance at 31 December	<u>633.06</u>	<u>633.06</u>

The Fund results from the residual assets of the Kippington Road Association that were donated to St Mary with the proviso that they be used for the preservation/maintenance of the 'Christmas Tree' and its lighting.

NOTES TO THE FINANCIAL STATEMENTS (continued)
For the year ended 31 December 2022

CHARITIES FUND

	2022	2021
	£	£
Collections	373.07	-
Income from events	1,084.60	956.86
Charitable Giving (Note 15)	-1,530.17	-884.36
Youth work	-104.00	-125.61
Movements during year	-176.50	-53.11
Balance at 1 January	179.47	232.58
Balance at 31 December	<u>2.97</u>	<u>179.47</u>

Donations for charitable causes are normally passed on in the year received; donations and legacies received for other restricted purposes of the PCC may be accumulated. Details of giving to third parties are set out in Note 15.

MEAL DELIVERY FUND

	2022	2021
	£	£
Donations	-	908.00
Tax recoverable on Gift Aid	-	177.50
Transfer to General Fund	-2,031.25	
Transfer to Church Development Fund	-1,236.62	-
Movements during year	-3,267.87	1,085.50
Balance at 1 January	3,267.87	2,182.37
Balance at 31 December	<u>-</u>	<u>3,267.87</u>

The Meal Delivery fund was established in 2020 to handle income and expenditure associated specifically with the provision of pre-prepared frozen meals during the COVID-19 pandemic. The fund was closed in 2022, with the outstanding balance transferred to the General Fund and the Church Development Fund according to the wishes of the original donors.

LEGACY

During 2022 a legacy of £1,500 was received to pay for a wafer box, with any surplus to be used for general purposes. Accordingly the cost of £1,018.80 has been included within restricted income and expenditure, with the balance of £481.20 included within General unrestricted income.

11 RELATED PARTY TRANSACTIONS

1. The Incumbent Priest and Chair of the PCC, Rev. Mark Bridgen, claimed a total of £114.19 for expenses.
2. The husband of PCC member and churchwarden Mrs Brenda Ross served as church organist throughout 2022. His remuneration of £3000.00 is included in Note 13.
3. Churchwarden Mrs Brenda Ross claimed a total of £101.90 for expenses.
4. Treasurer Mr Christopher Saunders claimed £640.17 for the purchase of a replacement laptop for the Church and for hosting of the church website.

12 DONATIONS FROM PCC MEMBERS

During 2022 a total of £16,690.00 was donated by members of the PCC and related parties, through the Planned Giving Scheme and / or through one-off gifts, while they served as members of the PCC. This disclosure does not include any unidentified cash or anonymous donations which may have been received. The equivalent figure for 2021 was £24,770.00.

13 ORGAN & CHOIR

	2022	2021
	£	£
Organist's retainer (including temporary cover)	3,240.00	3,080.00
Maintenance & repair of organ and pianos	1,240.64	1,033.22
Church music and RSCM subscription	110.00	144.64
TOTAL	<u>4,590.64</u>	<u>4,257.86</u>

NOTES TO THE FINANCIAL STATEMENTS (continued)
For the year ended 31 December 2022

14 PARISH CENTRE

	2022	2021
	£	£
Receipts from lettings etc	26,993.21	16,210.35
Running costs & maintenance (excluding £7,400 depreciation)	-17,985.03	-13,034.10
Net contribution from Parish Centre operations to overheads before depreciation	9,008.18	3,176.25

The income and cost figures shown above are taken from Notes 2(d) and 3(b).

A local authority 'Omicron Grant' of £2,667.00 was received in March 2022, to compensate for lost revenue due to COVID-19 restrictions in late 2021. Further grants were received from the Diocese of Rochester in recognition of additional utility costs: £645 in the form of an Energy Grant and £400 as a Warm Space Grant. These are separately disclosed in Note 2(e) and are not included within the net contribution from Parish Centre operations.

15 MISSIONARY AND CHARITABLE GIVING

Missionary and charitable giving may be summarised as follows:

	Total	Total
	2022	2021
	£	£
General Fund	50.00	30.00
Tithing Fund (Unrestricted)	14,600.00	13,200.00
Charities Fund (Restricted)	1,530.17	884.36
Giving recorded within expenditure	16,180.17	14,114.36
Agency collections not included within expenditure	1,460.90	1,769.30
Total Giving	17,641.07	15,883.66
<u>Giving from the General Fund</u>		
Friends of Rochester Cathedral	20.00	20.00
Friends of Kent Churches	10.00	10.00
Sevenoaks Deanery	20.00	-
	50.00	30.00
<u>Giving from the Tithing Fund</u>		
Bible Society	500.00	500.00
Children's Society	250.00	-
Church Army	400.00	400.00
CMS	700.00	700.00
Combat Stress	250.00	500.00
Demelza House	600.00	600.00
Domestic Abuse Volunteer Support Services	500.00	500.00
Hospice in the Weald	700.00	700.00
Kenward Trust	500.00	500.00
Medecins sans Frontieres	600.00	600.00
Mission Aviation Fellowship	700.00	700.00
Mpwapwa, Tanzania	800.00	600.00
Open Doors	600.00	600.00
Porchlight	500.00	500.00
Riverhead PCC (gift approved by St Mary's PCC in 2021)	1,000.00	-
Rochester Poverty & Hope Appeal	500.00	500.00
Royal Agricultural Benevolent Institution	500.00	500.00
Samaritans, Sevenoaks	300.00	-
Scotts Project	500.00	500.00
Sevenoaks Churches Group Social Concern	300.00	300.00
Sevenoaks Counselling	1,500.00	1,500.00
The Silver Line / Age UK	500.00	500.00
Water Aid	500.00	500.00
West Kent Debt Advice	800.00	900.00
World Vision	600.00	600.00
	14,600.00	13,200.00

PCC member Mr Stephen Day is a trustee of Sevenoaks Counselling.

NOTES TO THE FINANCIAL STATEMENTS (continued)
For the year ended 31 December 2022

	Total 2022 £	Total 2021 £
<u>Giving from the Charities Fund</u>		
Porchlight (share of proceeds of Christmas Fair 2021)	-	884.36
British Heart Foundation (50% share of late proceeds from Christmas Fair 2021)	72.50	-
Sevenoaks Welcomes Refugees (share of proceeds of Christmas Fair 2022))	1,084.60	-
Royal School of Church Music	279.57	-
Loaves and Fishes	93.50	-
	<u>1,530.17</u>	<u>884.36</u>

Giving from restricted funds represent funds collected for outside charities that have passed through the PCC's accounts and that have resulted from collections, fund raising events and other donations. The amounts include Gift Aid where appropriate.

Agency collections

Children's Society	137.00	-
Christian Aid	883.90	70.00
Church Mission Society	-	515.00
Combat Stress	440.00	250.00
Crosslight	-	245.00
Mission Aviation Fellowship	-	689.30
	<u>1,460.90</u>	<u>1,769.30</u>

Agency collections are those where the amounts are paid direct to the charities concerned and are not included within expenditure. The figures do not include Gift Aid that the charities concerned can claim directly themselves.

Accounts

Parish Church of St Mary Kippington, Sevenoaks

Registered Charity No. 1130183

Annual Report and Accounts of the Parochial Church Council for the year ended 31st December 2021

Team Rector:
Mark Bridgen
The Vicarage
Kippington Road
Sevenoaks
Kent

Bankers:	
NatWest Bank plc	Santander plc
High Street	Bootle
Sevenoaks	Liverpool

Independent Examiner: Philip K Wood MA (Oxon) FCA, MCT

www.stmaryssevenoaks.org

PCC Trustees' Annual Report

From 12th November 2019 St Mary Kippington became part of the benefice of the West Sevenoaks Team Ministry, together with St Mary the Virgin, Riverhead with Dunton Green and St. Luke's, Sevenoaks.

Aims and Purposes.

The Parochial Church Council (PCC) of St Mary Kippington has the responsibility of cooperating with the incumbent, the Reverend Mark Bridgen, in promoting in the ecclesiastical parish, the whole mission of the Church, pastoral, evangelistic, social and ecumenical. The PCC is also specifically responsible for the maintenance of the Church complex including the Kippington Centre, next door to the Church.

Objectives and Activities

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

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. To facilitate this work it is important that we maintain the fabric of the Church of St. Mary Kippington and the Kippington Centre.

Achievements and Performance

1) Worship and Prayer

The PCC is committed to offer a range of services during the week and over the course of the year that our community find both beneficial and spiritually fulfilling. We uphold the Anglican ethos of worship that offers a broad spectrum of worship, both traditional and modern.

All services that have taken place have abided, as appropriate, by the appropriate distancing and Covid measures introduced by government and the Church of England. The regular pattern of 8am and 10:30am service times have been maintained on a consistent basis, along with a mid-week service time.

Family Services, being moved from the Kippington Centre to Church due to restrictions, have since returned to the Centre and numbers have increased.

Worship has continued to take place commemorating key events in the liturgical calendar, being Harvest, Remembrance, Christmas, Lent and Holy Week and Easter. As the church continued to navigate through the pandemic, some services at major festivals were ticketed and services duplicated, enabling more in the congregation and parish to attend. The PCC is grateful to all those who made this possible.

As of 25th April 2021, there were 131 parishioners on the Church Electoral Roll, 40% of whom are resident in the Parish and 60% of whom are non-resident.

206 people attended services on Easter Sunday and 260 attended on Christmas Eve and Day.

There were six baptisms performed, one wedding and ten funerals.

Due to the effects of the pandemic and many in the congregation only slowly returning back to the rhythms of worship the Church of England have not asked for Average Weekly Attendance figures.

The 'Thy Kingdom Come' initiative took place; courses undertaken were as follows – Advent and Lent Study times; Living in Love and Faith; York courses; Pit Stop – ethical course.

Team services have taken place celebrating the midweek festivals of the church and to welcome the Team's first Assistant Curate. A commemorative service honouring the Duke of Edinburgh took place.

Our Sunday Club has met weekly and special craft events have been laid on. The Youth Club have now resumed meeting monthly.

2) Kippington Centre

Over the year, as restrictions eased, the Centre has returned to full operating capacity, serving both the church and community. Weekends have seen a marked increase in usage. All regular groups have returned and there has also been seen an increase in general enquiries. The year has brought the sad passing of Graham Roper, Centre Manager for over twenty years. His role has been taken by Karen Bridgen.

3) Pastoral Care

The Pastoral and Mission Committee have continued to care for those termed vulnerable within the church and assigned individuals from that committee to keep in touch. The Covid Meal Delivery programme was scaled down. The PCC is grateful to all those who have offered such care in the church's name. Monthly communion services to Kippington Nursing Home have resumed.

4) Mission and Evangelism

The charities committee, following PCC approval, made grants totalling £14,114 to twenty five charities – local, national and international. Solefields School returned to celebrating their Christmas service at the church and the Vicar now preaches occasionally at Evensong at New Beacon School. Our first Harvest Lunch was organised, as well as a mini Christmas Fair. Monthly 'Coffee and Cake' fellowship mornings have been established.

5) Ecumenical Relationships

Churches Together in Sevenoaks and District now organise termly ecumenical services. The church played host to the 'Women's World Day of Prayer' annual service. The church participated in the annual 'Ride and Stride'.

6) Volunteers

We would like to thank all the volunteers who work so hard to make our church the lively and vibrant community it is. In particular thanks are expressed to churchwardens Brenda Ross and Dave White for their service to the life of the church.

Financial Review

1) Overview

Overall reserves have grown by approximately £19,500 compared with 2020. Unrestricted funds are up by more than £16,000, and restricted funds by around £3,500. The two largest elements in the increase in funds are Government grants to support the loss of Parish Centre income due to the Covid pandemic (£18,565.14) and an increase in the book value of our Charifund units of £7,113.83. These are offset by a reduction in Planned Giving of £2,654, the annual depreciation on the Parish Centre building of £7,400 and lower voluntary income.

With this relatively healthy position, the PCC agreed to provide the diocese with an additional £4,000 to support struggling parishes. Our calculated Parish Share has reduced since we became part of the West Sevenoaks benefice, so our total Parish Share payment of £63,909, including the additional amount, remained lower than in recent years (2020: £69,550).

The reduction in planned giving is a significant concern, because the loss of further generous planned givers during 2021 means that our budget for planned giving in 2022 is almost £2,000 below the actual for 2021. Action is planned for 2022 to encourage Church family members to increase their regular contributions, or to join the Scheme if they have not done so already.

Thanks are once again due to Mrs Zoë Anderson, Planned Giving Administrator, who has ably managed the Planned Giving Scheme and who has continued to make monthly claims on HMRC for Gift Aid which has enabled us to receive the funds within a week or so of the end of each month.

2) Charitable Giving

Charitable Giving is set out in Note 15 to the Accounts. Giving included within our accounts was £14,114 (2020: £13,845). This figure remains significantly lower than pre-pandemic levels due to the much reduced number of services where collections were dedicated to charitable causes. The PCC's tithing commitment in 2021 was slightly lower at £13,200 (2020: £13,500) due to lower income, and included a number of beneficiaries which would normally have benefited from these dedicated collections. Our accounts do not include agency collections for third parties. If these are added our total giving amounted to £15,884 (2020: £15,368). In addition, as set out in Note 10, a further £908 was raised to provide pre-prepared frozen meals during the Covid pandemic.

3) Reserves Policy

The PCC, advised by the Finance Committee, considers its reserves policy annually. Where a sum has been set aside for a designated purpose, the PCC aims to hold enough in that reserve to meet the specific policy intention; so, for example, a sum set aside for a major repair or renewal should either be sufficient to fund that repair/renewal or should be complemented by a fundraising intention and plan. Informed by recent experience we consider that unrestricted reserves, complemented by any restricted reserves available for that purpose, should be at least sufficient to cover essential running costs for 9-12 months, after assuming that regular sources of income reduce significantly.

Structure, Governance and Management

The method of appointment of PCC members is set out in the Church Representation Rules.

At St. Mary Kippington the membership of the PCC consists of the incumbent, churchwardens, the local lay minister, co-opted members and members elected by those members of the congregation who are on the electoral roll of the church. All those who attend our services / members of the congregation are encouraged to register on the Electoral Roll and stand for election to the PCC. The PCC members are responsible for making decisions on all matters of general concern and importance to the parish including deciding on how the funds of the PCC are to be spent. The full PCC met six times during the year with an average level of attendance of 80%.

Given its wide responsibilities the PCC has a number of committees each dealing with a particular aspect of parish life. These committees, which are outlined below, are all responsible to the PCC.

- **Standing Committee:** This is the only committee required by law. It has power to transact the business of the PCC between its meetings, subject to any directions given by the Council. Members of this committee are the Vicar, the Churchwardens, PCC Secretary and PCC Treasurer and one other PCC nominated member.
- **Fabric Committee:** Considers all matters relating to the care and maintenance of church buildings and advises the PCC on necessary repairs, obtaining estimates as appropriate.
- **Finance Committee:** This oversees the general financial dimension of the work of St Mary's by monitoring income and expenditure, budgeting, reviewing the annual report and financial statements and maintaining appropriate financial controls.
- **Charities Committee:** Promotes the work of charities and mission agencies in the Parish and recommends donations to registered charities, according to the policies set by the PCC. More information on charitable donations is set out within the Accounts and in the Charitable Giving paragraphs, below.
- **Pastoral and Ministry:** This group meets four times a year to help the Church realise its vision as a bridge between God and the community. The Chair is the Vicar. Its minutes are sent to the PCC.
- **Lunch Club Committee:** Due to the decline of membership, caused both by the pandemic and other factors, the club was wound up during 2021. This decision was accepted by the Parochial Church Council. The remaining assets of the Lunch Club are held by the church to assist ministry to those vulnerable and its records are held in the Vicarage.

The Benefice of the West Sevenoaks Team Ministry

Following the incorporation, by Pastoral Measure on 12th November 2019, into a new Team Ministry, a Joint Council to develop the ongoing life of the Team was approved by all three Annual Parochial Church Meetings in 2021. Representatives from each of the churches serve on the Council and their work takes place within six sub groups. These are: 1) music, 2) worship, 3) children, young people and families, 4) Pastoral, 5) Mission and Outreach and 6) Discipleship. The recommendations of the Joint Council relating to the sub groups are brought for agreement to all three Parochial Church Councils.

Safeguarding:

In recent years, the issue of Safeguarding has come to the fore of every church's mission and ministry. Wendy Pritchard is St Mary Kippington's Parish Safeguarding Officer and all PCC members must have a DBS check and undergo training in Safeguarding. There are other safeguarding training requirements required for clergy and those in the congregation working with children and vulnerable adults. Safeguarding is an agenda item at every PCC meeting as part of their responsibilities is to make our church and its activities a safe environment for children and vulnerable adults. The Parochial Church Council has complied with the duty under section 5 of the Safeguarding and Clergy Discipline Measure 2016 (duty to have due regard to House of Bishops' guidance on safeguarding children and vulnerable adults).

Risk Management:

The PCC keeps under review the strategic and operational risks which would impact the work of the church and the steps taken to minimise these risks. Mitigations include our safeguarding procedures, financial controls and the maintenance of healthy reserves. We will be paying particular attention in

2022 to how the covid pandemic has affected patterns of worship and how we should respond to this to meet changing demands and encourage increased engagement across all age groups.

Administrative information

St. Mary Kippington is situated on Kippington Road, Sevenoaks. It is part of the Diocese of Rochester within the Church of England. The correspondence address is The Church Office, Kippington Centre, Kippington Road, Sevenoaks. The PCC is a body corporate (PCC Powers Measure 1956, Church Representation Rules 2006) and a registered charity - 1130183 . Its website can be located at: www.stmaryssevenoaks.org

PCC members who have served at any time from 1st September 2020 until the date this report was approved are:

Team Vicar: The Reverend Mark Bridgen, Chair (ex officio) (Who is also Team Rector of the benefice of the West Sevenoaks Team Ministry)

Church Wardens: Brenda Ross and Dave White, who also function as Vice Chair of the PCC

Representatives on the Deanery Synod:

Stephen Day (from September 2020)

Janet Eilbeck (from September 2020)

Elected Members (three year terms):

Lorna Arduino (from April 2019)

Keith Evans (from April 2019)

Sharon Fishwick (from September 2020)

Amanda Eyre (from September 2020)

Avril Hunter (from May 2021)

Rosemary Creed (from May 2021)

Joan Taylor Local Lay Minister (ex officio)

Co-opted Members:

Chris Saunders, Treasurer

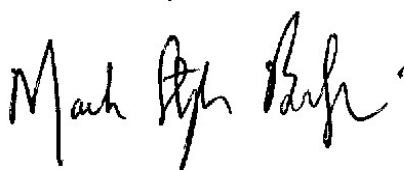
Caroline Howe, Secretary

Former members

Charles Medd and Jenny Gyte (elected members) term of office ended May 2021

Graham Roper (co-opted position) who sadly died in September 2021

Approved by the PCC on 29 April 2022 and signed on their behalf by the Reverend Mark Bridgen (PCC chairman)



**Parish Church of
St Mary Kippington, Sevenoaks**

Registered Charity No. 1130183

**Accounts for the year ended
31st December 2021**

Independent Examiner's Report to the Trustees

I report to the Trustees on my examination of the accounts of The Parochial Church Council of the Ecclesiastical Parish of St Mary, Kippington, Registered Charity 1130183 ("the Trust") for the year ended 31 December 2021, set out on pages 9 to 20.

Responsibilities and basis of report

As PCC members, and therefore the Charity's Trustees, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

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

Independent examiner's statement

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

- the accounting records were not kept in accordance with section 130 of the Charities Act; 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 accounts to be reached.

Signed:



Philip K Wood, MA(Oxon), FCA, MCT

4 Middlings Wood,

Kippington Road

Sevenoaks

Kent, TN13 2LF

29 April, 2022

PARISH CHURCH OF ST MARY, KIPPINGTON

STATEMENT OF FINANCIAL ACTIVITIES
For the year ended 31 December 2021

	Note	Unrestricted General Fund £	Unrestricted Designated Funds £	Restricted Funds £	Total 2021 £	Unrestricted General Fund £	Unrestricted Designated Funds £	Restricted Funds £	Total 2020 £
INCOMING RESOURCES									
Voluntary income	2(a)	105,225.87	-	1,898.00	107,123.87	111,261.89	-	7,696.00	118,957.89
Activities for generating funds	2(b)	-	-	2,463.72	2,463.72	-	-	1,195.00	1,195.00
Income from investments	2(c)	2,874.91	36.19	7.42	2,918.52	2,790.37	171.73	60.19	3,022.29
Income from Church activities	2(d)	17,345.35	-	-	17,345.35	16,318.00	-	882.00	17,200.00
Other incoming resources	2(e)	19,534.95	-	-	19,534.95	70.00	-	2,653.14	2,723.14
TOTAL INCOMING RESOURCES		144,981.08	36.19	4,369.14	149,386.41	130,440.26	171.73	12,486.33	143,098.32
RESOURCES EXPENDED									
Cost of generating voluntary income	3(a)	-176.42	-	-	-176.42	-176.06	-	-	-176.06
Church activities	3(b)	-108,119.73	-27,541.78	-1,015.97	-136,677.48	-110,250.43	-21,288.50	-14,239.83	-145,778.76
TOTAL RESOURCES EXPENDED		-108,296.15	-27,541.78	-1,015.97	-136,853.90	-110,426.49	-21,288.50	-14,239.83	-145,954.82
NET INCOMING/OUTGOING RESOURCES		36,684.93	-27,505.59	3,353.17	12,532.51	20,013.77	-21,116.77	-1,753.50	-2,856.50
TRANSFERS BETWEEN FUNDS									
Gross transfers between funds - in		-	18,200.00	-	18,200.00	1,940.29	18,186.36	6,768.68	26,895.33
Gross transfers between funds - out		-18,200.00	-	-	-18,200.00	-24,955.04	-1,940.29	-	-26,895.33
GAINS AND LOSSES ON INVESTMENTS									
Unrealised	5	7,113.83	-	-	7,113.83	-11,161.77	-	-	-11,161.77
NET MOVEMENT IN FUNDS		25,598.76	-9,305.59	3,353.17	19,646.34	-14,162.75	-4,870.70	5,015.18	-14,018.27
BALANCES BROUGHT FORWARD		87,743.89	522,692.42	34,079.87	644,516.18	101,906.64	527,563.12	29,064.69	658,534.45
BALANCES CARRIED FORWARD		113,342.65	513,386.83	37,433.04	664,162.52	87,743.89	522,692.42	34,079.87	644,516.18

PARISH CHURCH OF ST MARY, KIPPINGTON

BALANCE SHEET AS AT 31 DECEMBER 2021

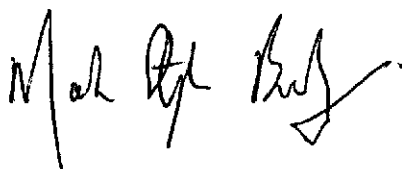
	Note	2021 £	2020 £
FIXED ASSETS			
Tangible fixed assets	4	469,285.58	477,563.08
INVESTMENTS			
Securities	5	60,287.19	53,173.36
CURRENT ASSETS			
Debtors & Prepayments	6	4,580.53	3,782.28
CBF Church of England Deposit Fund		69,722.55	49,693.88
Balances with Diocesan Repair Funds	9	9,186.50	10,927.21
Cash at Bank and in hand		55,610.88	52,087.78
		139,100.46	116,491.15
LIABILITIES: AMOUNTS FALLING DUE WITHIN ONE YEAR	7	-4,510.71	-2,711.41
NET CURRENT ASSETS		134,589.75	113,779.74
NET ASSETS			
		664,162.52	644,516.18
FUNDS	8,9,10		
UNRESTRICTED - GENERAL FUND		113,342.65	87,743.89
UNRESTRICTED - DESIGNATED FUNDS			
Property Fund (Centre)		468,408.08	475,808.08
Development Fund (Centre)		34,292.25	35,457.13
Diocesan Repair Funds		9,186.50	10,927.21
Flower Fund		500.00	500.00
Tithing Fund		1,000.00	-
		513,386.83	522,692.42
RESTRICTED FUNDS			
Centre Appeal Fund		14,244.17	14,236.75
Development Fund (Church)		16,705.10	14,385.74
Meal Delivery Fund		3,267.87	2,182.37
Lunch Club Fund		889.52	895.52
Endowment Fund		1,513.85	1,513.85
Christmas Tree Fund		633.06	633.06
Charities Fund		179.47	232.58
		37,433.04	34,079.87
TOTAL FUNDS			
		664,162.52	644,516.18

PARISH CHURCH OF ST MARY, KIPPINGTON

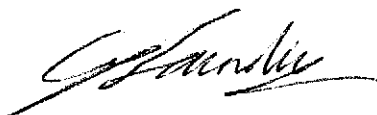
MOVEMENT OF FUNDS IN 2021

	Balance brought forward £	Incoming Resources £	Outgoing Resources £	Transfers £	Gains and Losses £	Balance carried forward £
Unrestricted - General Fund	87,743.89	144,981.08	-108,296.15	-18,200.00	7,113.83	113,342.65
Unrestricted - Designated Funds						
Property Fund (Centre)	475,808.08	-	-7,400.00	-	-	468,408.08
Development Fund (Centre)	35,457.13	18.10	-1,182.98	-	-	34,292.25
Diocesan Repair Funds	10,927.21	18.09	-5,758.80	4,000.00	-	9,186.50
Flower Fund	500.00	-	-	-	-	500.00
Tithing	-	-	-13,200.00	14,200.00	-	1,000.00
Sub-totals	522,692.42	36.19	-27,541.78	18,200.00	-	513,386.83
Restricted Funds						
Centre Appeal Fund	14,236.75	7.42	-	-	-	14,244.17
Development Fund (Church)	14,385.74	2,319.36	-	-	-	16,705.10
Meal Delivery Fund	2,182.37	1,085.50	-	-	-	3,267.87
Lunch Club Fund	895.52	-	-6.00	-	-	889.52
Endowment Fund	1,513.85	-	-	-	-	1,513.85
Christmas Tree Fund	633.06	-	-	-	-	633.06
Charities Fund	232.58	956.86	-1,009.97	-	-	179.47
Sub-totals	34,079.87	4,369.14	-1,015.97	-	-	37,433.04
Total Funds	644,516.18	149,386.41	-136,853.90	-	7,113.83	664,162.52

Approved by the Parochial Church Council on 29 April 2022



Signature of Rev Mark Bridgen (Chairman)



Signature of Christopher Saunders (Treasurer)

The notes on pages 12 to 20 form part of these accounts.

NOTES TO THE FINANCIAL ACCOUNTS
For the year ended 31 December 2021

NOTE 1 - ACCOUNTING POLICIES

The financial statements have been prepared in accordance with the United Kingdom Financial Reporting Standards (UK GAAP) including the 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. The PCC considers that there are no material uncertainties about St Mary, Kippington's ability to continue as a going concern.

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

Funds

Unrestricted funds represent the funds of the PCC that are not subject to any restrictions regarding their use and are available for the general purposes of the PCC. Designated funds may be set aside by the PCC out of unrestricted funds for specific purposes. They remain unrestricted.

Restricted funds are those funds that must be spent on restricted purposes. Details of these funds and the restrictions are provided in note 10.

Incoming Resources

Voluntary income

Collections and planned giving are recognised when received by or on behalf of the PCC.

Gift Aid is recognised at the same time as the underlying gift.

Grants and legacies to the PCC are accounted for as soon as the PCC is notified of its legal entitlement and the amount due is measurable and its ultimate receipt is considered probable.

Funds raised by fetes, garden parties and similar events are accounted for gross.

Other income

Rental income from the letting of the Parish Centre is recognised in the period the facility is used.

Income from investments

Dividends are accounted for when due and payable. Interest entitlements are accounted for as they accrue. Income from assets within a fund that is not an endowment is credited to the respective fund.

Gains and losses on investments

Unrealised gains or losses are recognised on revaluation of investments each year end. Realised gains or losses are recognised when investments are sold.

Resources expended

Grants

Grants and donations for charitable purposes are accounted for when paid. The PCC has a policy of aspiring to make grants which amount to 10% of budgeted unrestricted income. The Charities Committee recommends for approval by the PCC the charities to which grants are to be made and the amounts for each.

Specific collections for outside charities and staff leaving are included within income and expenditure and treated as liabilities until paid over. Amounts made payable direct to the recipient and not the PCC are not included within income and expenditure. Details of charitable giving that has not passed through income and expenditure are included in Note 15.

Diocesan Offer

The diocesan 'Offer' is accounted for when due. Any 'Offer' unpaid at 31 December is provided for in these financial statements as an operational (though not a legal) liability and shown as a creditor in the balance sheet.

Fixed Assets

Consecrated property and movable church furnishings

Consecrated and beneficed property is excluded from the financial statements by section 10(2)(a) of the Charities Act 2011.

Movable church furnishings, acquired prior to 2000, 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 and are given no value.

All expenditure incurred in the year on consecrated or beneficed buildings or on the repair of movable church furnishings acquired before 1 January 2000 is written off.

Other land and buildings

Up until December 2017 the Parish Centre (built in 2004) was valued at cost with no provision for depreciation.

From 2018 the PCC agreed to provide depreciation of £7,400 per annum based on an estimated remaining useful life of 68 years. Any expenditure on maintenance or minor improvement is written off as incurred.

Other fixtures, fittings and office equipment

Equipment used within the church premises is normally depreciated on a straight-line basis over 4 years, commencing the year after acquisition. Individual items of equipment with a purchase price of £1,000 or less are written off when the asset is acquired.

Investments

Investments are included at market value.

Current assets

Amounts receivable in respect of fees, rents or other income are shown as debtors less provision for any amounts considered uncollectable.

NOTES TO THE FINANCIAL STATEMENTS (continued)
For the year ended 31 December 2021

2 INCOMING RESOURCES

	Unrestricted General Fund £	Unrestricted Designated Funds £	Restricted Funds £	Total 2021 £	Unrestricted General Fund £	Unrestricted Designated Funds £	Restricted Funds £	Total 2020 £
2(a) <i>Voluntary income</i>								
Planned Giving	66,867.00	-	-	66,867.00	69,521.00	-	-	69,521.00
Collections	8,988.82	-	-	8,988.82	7,981.51	-	239.80	8,221.31
Donations	9,148.34	-	1,658.00	10,806.34	12,873.56	-	6,170.00	19,043.56
Income Tax Recoverable	20,221.71	-	240.00	20,461.71	20,885.82	-	1,286.20	22,172.02
Legacies	-	-	-	-	-	-	-	-
	<u>105,225.87</u>	<u>-</u>	<u>1,898.00</u>	<u>107,123.87</u>	<u>111,261.89</u>	<u>-</u>	<u>7,696.00</u>	<u>118,957.89</u>
2(b) <i>Activities for generating funds</i>								
Fund raising events	-	-	2,463.72	2,463.72	-	-	1,195.00	1,195.00
	<u>-</u>	<u>-</u>	<u>2,463.72</u>	<u>2,463.72</u>	<u>-</u>	<u>-</u>	<u>1,195.00</u>	<u>1,195.00</u>
2(c) <i>Income from investments</i>								
Interest	8.15	36.19	7.42	51.76	194.79	171.73	60.19	426.71
Dividends	2,866.76	-	-	2,866.76	2,595.58	-	-	2,595.58
	<u>2,874.91</u>	<u>36.19</u>	<u>7.42</u>	<u>2,918.52</u>	<u>2,790.37</u>	<u>171.73</u>	<u>60.19</u>	<u>3,022.29</u>
2(d) <i>Income from Church activities</i>								
Centre income	16,210.35	-	-	16,210.35	14,852.00	-	-	14,852.00
Wedding and funeral fees	1,135.00	-	-	1,135.00	1,466.00	-	882.00	2,348.00
	<u>17,345.35</u>	<u>-</u>	<u>-</u>	<u>17,345.35</u>	<u>16,318.00</u>	<u>-</u>	<u>882.00</u>	<u>17,200.00</u>
2(e) <i>Other incoming resources</i>								
Lunch Club	-	-	-	-	-	-	1,153.14	1,153.14
Restrictions Support Grants	18,565.14	-	-	18,565.14	-	-	-	-
Grant from Diocesan Board of Finance	-	-	-	-	-	-	1,500.00	1,500.00
Listed Places of Worship grants	959.80	-	-	959.80	-	-	-	-
Sundry income	10.01	-	-	10.01	70.00	-	-	70.00
Insurance claims	-	-	-	-	-	-	-	-
	<u>19,534.95</u>	<u>-</u>	<u>-</u>	<u>19,534.95</u>	<u>70.00</u>	<u>-</u>	<u>2,653.14</u>	<u>2,723.14</u>
TOTAL INCOMING RESOURCES	<u>144,981.08</u>	<u>36.19</u>	<u>4,369.14</u>	<u>149,386.41</u>	<u>130,440.26</u>	<u>171.73</u>	<u>12,486.33</u>	<u>143,098.32</u>

NOTES TO THE FINANCIAL STATEMENTS (continued)
For the year ended 31 December 2021

3	RESOURCES EXPENDED	Unrestricted General Fund £	Unrestricted Designated Funds £	Restricted Funds £	Total 2021 £	Unrestricted General Fund £	Unrestricted Designated Funds £	Restricted Funds £	Total 2020 £
3(a)	<i>Cost of generating voluntary income</i> Planned giving costs	176.42	-	-	176.42	176.06	-	-	176.06
		<u>176.42</u>	<u>-</u>	<u>-</u>	<u>176.42</u>	<u>176.06</u>	<u>-</u>	<u>-</u>	<u>176.06</u>
3(b)	<i>Church activities</i>								
	Diocesan 'Offer'	63,909.00	-	-	63,909.00	69,550.00	-	-	69,550.00
	Church - Running Costs & Maintenance	17,732.91	-	-	17,732.91	15,320.52	-	-	15,320.52
	Parish Centre - Running Costs & Maintenance	11,851.12	1,182.98	-	13,034.10	13,230.36	388.50	-	13,618.86
	Charitable Giving (Note 15)	30.00	13,200.00	884.36	14,114.36	45.00	13,500.00	299.75	13,844.75
	Donations: Non-Charitable	100.00	-	-	100.00	-	-	-	-
	Vicarage Maintenance	-	-	-	-	-	-	9,150.68	9,150.68
	Depreciation	877.50	7,400.00	-	8,277.50	877.50	7,400.00	-	8,277.50
	Administration	4,176.18	-	-	4,176.18	4,254.09	-	-	4,254.09
	Organ and Choir (Note 13)	4,257.86	-	-	4,257.86	3,586.80	-	-	3,586.80
	Ministry: staff leaving gift	-	-	-	-	57.50	-	420.00	477.50
	Ministry: Vicarage	4,394.26	-	-	4,394.26	1,793.59	-	-	1,793.59
	Meal Delivery Service	-	-	-	-	-	-	1,212.63	1,212.63
	Lunch Club	-	-	6.00	6.00	-	-	1,171.77	1,171.77
	Social activities	-	-	-	-	479.67	-	1,985.00	2,464.67
	Mission	474.99	-	-	474.99	469.49	-	-	469.49
	Ministry: Clergy expenses	-	-	-	-	342.24	-	-	342.24
	Services	240.91	-	-	240.91	243.67	-	-	243.67
	Youth and Sunday club	75.00	-	125.61	200.61	-	-	-	-
	Church - Major Repairs	-	5,758.80	-	5,758.80	-	-	-	-
		<u>108,119.73</u>	<u>27,541.78</u>	<u>1,015.97</u>	<u>136,677.48</u>	<u>110,250.43</u>	<u>21,288.50</u>	<u>14,239.83</u>	<u>145,778.76</u>
	TOTAL RESOURCES EXPENDED	<u>108,296.15</u>	<u>27,541.78</u>	<u>1,015.97</u>	<u>136,853.90</u>	<u>110,426.49</u>	<u>21,288.50</u>	<u>14,239.83</u>	<u>145,954.82</u>

NOTES TO THE FINANCIAL STATEMENTS (continued)
For the year ended 31 December 2021

4 FIXED ASSETS FOR USE BY THE PCC

		Freehold land and buildings £	Centre Equipment £	Total £
COST	At 1.1.2021	498,008.08	3,510.00	501,518.08
	Additions	-	-	-
	Disposals	-	-	-
	At 31.12.2021	<u>498,008.08</u>	<u>3,510.00</u>	<u>501,518.08</u>
DEPRECIATION	At 1.1.2021	22,200.00	1,755.00	23,955.00
	Charge for year	7,400.00	877.50	8,277.50
	Disposals	-	-	-
	At 31.12.2021	<u>29,600.00</u>	<u>2,632.50</u>	<u>32,232.50</u>
NET BOOK VALUE	At 1.1.2021	<u>475,808.08</u>	<u>1,755.00</u>	<u>477,563.08</u>
	At 31.12.2021	<u>468,408.08</u>	<u>877.50</u>	<u>469,285.58</u>

Freehold land and buildings comprise the Parish Centre. Cost is deemed to be the cost of construction in 2004. Depreciation of £7,400 per annum has been provided since 1 January 2019.

A valuation for insurance purposes was conducted by Ecclesiastical Insurance in November 2020. Cover for Buildings and Contents has been renewed and for 12 months from February 2022 is £12,710,000 for the Church and £2,960,000 for the Parish Centre.

Centre equipment is depreciated over 4 years commencing the year after acquisition.

5 INVESTMENTS

		Charifund Units £
Cost:	At 31.12.2021	4,716.22
	At 31.12.2020	4,716.22
Market Value:	At 31.12.2021	60,287.19
	At 31.12.2020	53,173.36
Income in year:	To 31.12.2021	2,866.76
	To 31.12.2020	2,595.58

Investments comprise units held in The Equities Investment Fund for Charities ("Charifund"), a registered charity and an authorised unit trust and a non-UCITS retail scheme authorised by the Financial Conduct Authority. These are Wider Range investments under the provisions of the Trustee Investments Act 1961.

6 DEBTORS & PREPAYMENTS

	2021 £	2020 £
HMRC - Gift Aid recoverable	3,019.73	2,657.78
Share of Christmas Fair income not received at year end	145.00	-
Deposit paid for Oast Houses weekend in following year	-	400.00
Listed Places of Worship grant for Stonework	959.80	-
Centre letting fees due	<u>456.00</u>	<u>724.50</u>
	<u>4,580.53</u>	<u>3,782.28</u>

7 LIABILITIES: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2021 £	2020 £
Creditors for goods and services	3,661.70	1,346.41
Lunch Club subscriptions paid in advance	-	986.00
Centre letting fees and deposits paid in advance	575.01	-
Fees due to Diocese for weddings and funerals	<u>274.00</u>	<u>379.00</u>
	<u>4,510.71</u>	<u>2,711.41</u>

NOTES TO THE FINANCIAL STATEMENTS (continued)
For the year ended 31 December 2021

8 ANALYSIS OF NET ASSETS BY FUND

	Unrestricted £	Restricted £	Total Funds 2021 £	Total Funds 2020 £
Fixed assets	469,285.58	-	469,285.58	477,563.08
Investments	60,287.19	-	60,287.19	53,173.36
Debtors and prepayments	4,435.53	145.00	4,580.53	3,782.28
CBF deposits	55,478.38	14,244.17	69,722.55	49,693.88
Diocesan Repair Funds	9,186.50	-	9,186.50	10,927.21
Lunch Club Bank Account	-	889.52	889.52	1,881.52
Other bank accounts (allocated)	32,293.01	22,428.35	54,721.36	50,206.26
Creditors	-4,236.71	-274.00	-4,510.71	-2,711.41
FUND BALANCE	626,729.48	37,433.04	664,162.52	644,516.18

9 UNRESTRICTED DESIGNATED FUNDS

CENTRE DEVELOPMENT FUND	2021 £	2020 £
Transfers - in	-	736.36
Disbursements	-1,182.98	-
Transfers - out	-	-
Interest added	18.10	143.98
Movements during year	-1,164.88	880.34
Balance at 1 January	35,457.13	34,576.79
Balance at 31 December	34,292.25	35,457.13

The Centre Development Fund may be used to enhance the facilities of the Parish Centre and supplements the Centre Appeal Fund and the Diocesan Repair Fund - Centre. In 2021 the Fund was used to purchase a portable PA system for services and additional furniture.

DIOCESAN REPAIR FUNDS	Church £	Centre £	2021 £	2020 £
Transfers - in	4,000.00	-	4,000.00	3,950.00
Disbursements	-5,758.80	-	-5,758.80	-388.50
Transfers - out	-	-	-	-1,216.00
Interest added	5.94	12.15	18.09	27.75
Movements during year	-1,752.86	12.15	-1,740.71	2,373.25
Balance at 1 January	3,956.25	6,970.96	10,927.21	8,553.96
Balance at 31 December	2,203.39	6,983.11	9,186.50	10,927.21

Diocesan Repair Funds are matched by interest-bearing deposits held with the Diocese. They are used for repairs including the funding of works recommended from the Quinquennial Inspections of the Church and of the Parish Centre.

The next Quinquennial Inspections on both the Church and on the Parish Centre are scheduled for 2023.

FLOWER FUND	2021 £	2020 £
Balance at 1 January	500.00	500.00
Balance at 31 December	500.00	500.00

The Flower Fund is used for specific Church events which involve flower displays. In 2021 it was not used.

TITHING FUND

A transfer of £13,200 (2020: £13,500) was made from the General Fund to the Tithing Fund and paid to charities in accordance with the PCC's tithing policy. Details of the disbursements are included in Note 15. In addition, in December 2021 the PCC approved a payment of £1,000 to support St Mary The Virgin, Riverhead. This was transferred to the Tithing Fund in 2021 and paid in February 2022.

NOTES TO THE FINANCIAL STATEMENTS (continued)
For the year ended 31 December 2021

10 RESTRICTED FUNDS

Restricted funds comprise monies given for a particular purpose, or with specific restrictions, through collections, donations, events, etc.,

CENTRE APPEAL FUND	2021 £	2020 £
Balance at 1 January	14,236.75	14,176.56
Interest	7.42	60.19
Balance at 31 December	<u>14,244.17</u>	<u>14,236.75</u>

The Centre Appeal Fund relates to the redevelopment of the Parish Centre that was completed in 2004.
The Fund may be utilised for on-going maintenance and new equipment for the Centre.

DEVELOPMENT FUND (CHURCH)	2021 £	2020 £
Income from events	1,506.86	1,195.00
Donations	750.00	3,010.00
Tax recoverable on Gift Aid	62.50	571.25
Disbursements	-	-1,985.00
Movements during year	2,319.36	2,791.25
Balance at 1 January	<u>14,385.74</u>	<u>11,594.49</u>
Balance at 31 December	<u>16,705.10</u>	<u>14,385.74</u>

The Development Fund (Church) may be used to enhance the facilities of the Church building. Income from events in 2021 included 50% of the net proceeds from the Christmas fair and income from plant sales. Donations include £500 from the annual Friends of Kent Churches Bike Ride.

ENDOWMENT FUND	2021 £	2020 £
Balance at 1 January	<u>1,513.85</u>	<u>1,513.85</u>
Balance at 31 December	<u>1,513.85</u>	<u>1,513.85</u>

This Fund originated from an Endowment in the name of a Mrs Milne. Use of the interest was not restricted but the fund is to be held in perpetuity.

LUNCH CLUB FUND	2021 £	2020 £
Subscriptions due and other receipts	-	1,153.14
Expenditure	-6.00	-1,171.77
Transfers in	-	-
Movements during year	-6.00	-18.63
Balance at 1 January	<u>895.52</u>	<u>914.15</u>
Balance at 31 December	<u>889.52</u>	<u>895.52</u>

In November 2021 the Lunch Club Committee and the PCC agreed that the Lunch Club should close. A service of thanksgiving will be held in 2022, and the funds will be used to assist people of a similar age to its membership.

NOTES TO THE FINANCIAL STATEMENTS (continued)
For the year ended 31 December 2021

CHRISTMAS TREE FUND

	2021 £	2020 £
Balance at 1 January	633.06	633.06
Balance at 31 December	<u>633.06</u>	<u>633.06</u>

The Fund results from the residual assets of the Kippington Road Association that were donated to St Mary with the proviso that they be used for the preservation/maintenance of the 'Christmas Tree' and its lighting.

CHARITIES FUND

	2021 £	2020 £
Collections	-	239.80
Tax recoverable on Gift Aid	-	59.95
Income from events	956.86	-
Disbursements (Note 15)	-884.36	-299.75
Youth work	-125.61	-
	<u>-53.11</u>	<u>-</u>
Movements during year	-53.11	-
Balance at 1 January	232.58	232.58
Balance at 31 December	<u>179.47</u>	<u>232.58</u>

Donations for charitable causes are normally passed on in the year received; donations for other restricted purposes of the PCC may be accumulated. Exceptionally in 2021 £72.50 was held in the fund to be paid the The British Heart Foundation in 2022. Details of giving to third parties are set out in Note 15.

STAFF LEAVING FUND

	2021 £	2020 £
Donations	-	420.00
Expenditure	-	-420.00
Balance at 31 December and 1 January	<u>-</u>	<u>-</u>

MEAL DELIVERY FUND

	2021 £	2020 £
Donations	908.00	2,740.00
Tax recoverable on Gift Aid	177.50	655.00
Expenditure	-	-1,212.63
	<u>1,085.50</u>	<u>2,182.37</u>
Movements during year	1,085.50	2,182.37
Balance at 1 January	2,182.37	-
Balance at 31 December	<u>3,267.87</u>	<u>2,182.37</u>

The Meal Delivery fund was established in 2020 to handle income and expenditure associated specifically with the provision of pre-prepared frozen meals during the COVID-19 pandemic. These have been distributed on a weekly basis by volunteers.

SEQUESTRATION FUND

	2021 £	2020 £
Fee Income	-	882.00
Grant from Diocesan Board of Finance	-	1,500.00
Transfer from General Fund	-	6,768.68
Expenditure	-	-9,150.68
Balance at 31 December	<u>-</u>	<u>-</u>

The Sequestration Fund was used during the interregnum in 2020 to cover vicarage and other related costs.

NOTES TO THE FINANCIAL STATEMENTS (continued)
For the year ended 31 December 2021

11 RELATED PARTY TRANSACTIONS

1. The Incumbent Priest and Chair of the PCC, Rev. Mark Bridgen, claimed a total of £54.98 for expenses.
2. The husband of PCC member and churchwarden Mrs Brenda Ross served as church organist throughout 2020. His remuneration is set out in Note 13. He claimed £77.84 for expenses.
3. Churchwarden Mrs Brenda Ross claimed a total of £139.21 for expenses.
4. Treasurer Mr Christopher Saunders claimed £322.98 for the purchase of a portable PA system for the Parish Centre and for the annual garden waste disposal fee.
5. PCC member Mrs Rosemary Creed claimed a total of £22.32 for expenses.
6. PCC member Mrs Janet Eilbeck was paid £1,000 for the provision of furniture for the Parish Centre.

12 DONATIONS FROM PCC MEMBERS

During 2021 a total of £24,770.00 was donated by members of the PCC and related parties, through the Planned Giving Scheme and / or through one-off gifts, while they served as members of the PCC. This disclosure does not include any unidentified cash or anonymous donations which may have been received. The equivalent figure for 2020 was £29,198.40.

13 ORGAN & CHOIR

	2021	2020
	£	£
Organist's retainer (including temporary cover)	3,080.00	3,070.00
Maintenance & repair of organ and pianos	1,033.22	409.80
Church music and RSCM subscription	144.64	107.00
TOTAL	4,257.86	3,586.80

14 PARISH CENTRE

	2021	2020
	£	£
Receipts from lettings etc	16,210.35	14,852.00
Full running costs & maintenance	-13,034.10	-13,618.86
Net contribution from Parish Centre operations to overheads	3,176.25	1,233.14

The income and cost figures shown above are taken from Notes 2(d) and 3(b).

Use of the Parish Centre was severely curtailed from March 2020 due to the Covid pandemic. Restrictions were partially eased during the first half of 2021. Significant savings were made on maintenance, utilities and disposable items in the first half of 2021, to the extent that Parish Centre operations were still able to make a modest contribution to overheads.

Local authority grants totalling £18,565.14 were received during 2021: £14,565.14 in Additional Restrictions Grants and £4,000 as a Discretionary Business Lockdown Payment. These are separately disclosed in Note 2(e) and are not included within the net contribution from Parish Centre operations.

15 MISSIONARY AND CHARITABLE GIVING

Missionary and charitable giving may be summarised as follows:

	Total	Total
	2021	2020
	£	£
General Fund	30.00	45.00
Tithing Fund (Unrestricted)	13,200.00	13,500.00
Charities Fund (Restricted)	884.36	299.75
Giving recorded within expenditure	14,114.36	13,844.75
Agency collections not included within expenditure	1,769.30	1,523.50
Total Giving	15,883.66	15,368.25
Giving from the General Fund		
Friends of Rochester Cathedral	20.00	20.00
Friends of Kent Churches	10.00	10.00
Sevenoaks Deanery	-	15.00
	30.00	45.00

NOTES TO THE FINANCIAL STATEMENTS (continued)
For the year ended 31 December 2021

Giving from the Tithing Fund

Bible Society	500.00	500.00
Bridge Trust	-	500.00
British Red Cross	-	600.00
Children's Society	-	500.00
Christian Aid	-	200.00
Church Army	400.00	500.00
CMS	700.00	700.00
Combat Stress	500.00	500.00
Demelza House	600.00	600.00
Domestic Abuse Volunteer Support Services	500.00	500.00
Hospice in the Weald	700.00	700.00
Kenward Trust	500.00	500.00
Medecins sans Frontieres	600.00	600.00
Mission Aviation Fellowship	700.00	700.00
Mpwapwa, Tanzania	600.00	-
Open Doors	600.00	600.00
Porchlight	500.00	-
Rochester Poverty & Hope Appeal	500.00	500.00
Royal Agricultural Benevolent Institution	500.00	500.00
Scotts Project	500.00	400.00
Scripture Union	-	300.00
Sevenoaks Churches Group Social Concern	300.00	300.00
Sevenoaks Counselling	1,500.00	1,500.00
The Silver Line / Age UK	500.00	500.00
Water Aid	500.00	500.00
West Kent Debt Advice	900.00	800.00
World Vision	600.00	-
	13,200.00	13,500.00

The PCC agreed, subject to annual review, to support Sevenoaks Counselling to the extent of £1,500 per annum for a period of five years to 2021. PCC member Mr Stephen Day is a trustee of this charity. Mr Graham Roper was both a member of the PCC and a trustee of the charity West Kent Debt Advice during 2021.

	Total 2021 £	Total 2020 £
<u>Giving from the Charities Fund</u>		
Porchlight (share of proceeds of Christmas Fair)	884.36	-
Rochester DBF (Poverty and Hope Appeal)		299.75
	884.36	299.75

Giving from restricted funds represent funds collected for outside charities that have passed through the PCC's accounts and that have resulted from collections, fund raising events and other donations. The amounts include Gift Aid where appropriate.

Agency collections

Christian Aid	70.00	
Church Mission Society	515.00	1,187.00
Combat Stress	250.00	117.00
Crosslight	245.00	-
Mission Aviation Fellowship	689.30	-
Rochester DBF (Confirmation Service)	-	219.50
	1,769.30	1,523.50

Agency collections are those where the amounts are paid direct to the charities concerned and are not included within expenditure. The figures do not include Gift Aid that the charities concerned can claim directly themselves.