

**St John's with Emmanuel, Werrington, Peterborough**

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

For the year ended 31 December 2023

Registered Charity No: 1130249

**Parish Office:**  
Twelvetree Avenue  
Werrington  
Peterborough

**Principal Bankers:**  
CAF Bank Ltd  
Kings Hill  
West Malling  
Kent

**Independent Examiner:**  
Mrs Melanie Hyde  
2 Wellington Close  
Warboys  
Huntingdon

## **St John the Baptist with Emmanuel - Annual Report for 2023**

### **Background**

The PCC have the responsibility of co-operating with the incumbent, Revd Susan Fear for promoting in the ecclesiastical parish, the whole mission of the church, pastoral, evangelistic, social, and ecumenical. It also has maintenance responsibilities for St Johns Church, Werrington Parish Village Centre (WPVC) and the Lighthouse Centre.

### **Membership**

Members of the PCC are either ex officio or elected by the Annual Church Parochial Church Meeting (APCM) in accordance with the Church Representation Rules.

During the year the following served as members of the PCC.

Incumbent: Revd Susan Fear – Chair of PCC

Associate Vicar – Revd Ali Williams - (Joint Vice Chair) (in post from 5/9/2023)

Associate Minister – Revd Kevin Fear

Wardens Sue Bennett – (Joint Vice Chair)

Jackie Cooke - (Joint Vice Chair)

Reps on the Deanery Synod

Frank Smith - (until APCM 2026)

Robert Gregory Smith (until APCM 2026)

Reader Representative

Peter Dalrymple (till APCM 2024)

Elected members

Marian Butcher (until APCM 2024)

Michael Whitaker (until APCM 2024)

Paula Greaves (until APCM 2025)

Jo Oldaker (until APCM 2024)

Carol Kettle (resigned March 2024)

Thomas Cussell (until APCM 2025)

Michael Horspole – Treasurer (until APCM 2025)

Brian Hunt (until APCM 2024)

Mark Tabor (until APCM 2025)

Rick Trounce (until APCM 2024)

Stuart Lidgett (until APCM 2026)

Ethan Smith (resigned Sept 2023)

Stephen Makin (resigned August 2023)

Natalie Platts (until APCM 2024) (PCC Secretary)

## **Committees**

The PCC operates through a series of committees/groups, which meet as necessary during the year and report back 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 direction given by the council.

Other Committees/Groups are Finance Committee, Prayer Ministry Team, Health and Safety Task Group, Werrington Parish Village Centre, Pastoral Hub and Pastoral Team, Fabric Committee, PCC Mission Committee, Lighthouse Development Group.

## **Employed Staff**

The PCC is responsible for the following full time or part time paid staff:

Community Outreach Manager - Michele Hunt

Parish Administrator & Finance Officers - Sarah Painter

Youth Work Admin Assistant – Carol Kettle (until March 2024)

Love Werrington Assistant – Hosea Mugerwa

Werrington Parish Village Centre Cleaner – Ursula Westley

## **Church Attendance figures**

There are 186 parishioners on the Electoral Roll at April 2024, 39 of whom are not resident within the parish & 147 resident.

In April 2023 there were 184 on the Roll, 38 non-resident & 146 resident.

The usual Sunday adult attendance counted for the Diocesan Statistics for Mission during October 2023 at Emmanuel was an average of 65 adults & average of 10 children (under 16) at the 10 am service, (70 adults & 15 children in 2022). At St John's the average number at 10:30 am was 63 adults and 7 children, (60 adults & 6 children in 2022). Average for 8 am in October was 9 (8 in 2022). Thursday morning Holy Communion had an average attendance of 9 (9 in 2022) during October.

Messy Church was held monthly (except for August 2023) with an average attendance of 32 (24 in 2022).

Connect Services were held with an average of 54 (49 in 2022).

A morning service and an evening service were delivered weekly via our online platforms.

## **Review of the year**

The full PCC met six times during the year and any important decisions between meetings are made by email and decisions recorded at the next PCC meeting.

We welcomed the Revd Ali Williams as our Associate Minister in September 2023.

Safeguarding - Sue Bennett is our Parish Safeguarding Officer. She has conducted the annual Parish safeguarding audit. PCC agreed to adopt the C of E Bishops safeguarding audit and policy.

Safeguarding is a standing item on the agenda of all PCC meetings.

Health and Safety – Robert Gregory-Smith has continued the task of making sure the church's Health & Safety Policy is complete and up-to-date. Revisions and changes were made to risk assessments for all buildings, services and events as and when necessary. Health & Safety is a standing item on the agenda of all PCC meetings.

Village Centre Complex –

The Werrington Parish Village Centre continues to be used, with the Playgroup as the most regular user.

The Lighthouse Building has had the asbestos removed. A task group has been formed to oversee the refurbishment of the building into a suitable premises for future community outreach and youth work.

The new lease with the Scouts and Guides is awaiting signature by the trustees of the Scout & Guide Associations.

Community Outreach – continues with the Pastoral Hub supporting people with practical and pastoral help. Coffee mornings and Time to Be sessions continue plus Mothers Union pre school Storybird sessions in St Johns. A new group was started called 'Hope' supporting those living with loss. The Love Werrington Assistant continued mentoring work in Ken Stimpson School.

Reports were received at each PCC meeting from the Clergy on their ongoing work in the parish. Sub and task group reports were also received by PCC for consideration.

2023 Accounts - approved by PCC for submission to AGM

**Chair of PCC Meetings** – rotates between Vicar, Associate Vicar and Church Wardens.

**Finance – Treasurer** – see separate accounts

**Churchwardens Report - attached**

# ST JOHN'S WITH EMMANUEL, WERRINGTON, PETERBOROUGH

## STATEMENT OF FINANCIAL ACTIVITIES

For the year ended 31 December 2023

	Note	Unrestricted Funds £	Designated Funds £	Restricted Funds £	Endowment Funds £	Total Funds	
						2023 £	2022 £
<b>INCOMING RESOURCES</b>							
<b>Incoming resources from donors</b>							
Planned giving	2	164,834				164,834	142,171
Income tax recoverable		37,369	523	1,847		39,739	34,909
Collections		6,290				6,290	4,085
Youth Worker		0		10,828		10,828	14,035
Donations & Legacies		5,063	4,988	0		10,052	27,931
		<u>213,556</u>	<u>5,511</u>	<u>12,675</u>	<u>0</u>	<u>231,742</u>	<u>223,131</u>
<b>Other voluntary incoming resources</b>							
Grants:							
-Love Werrington				1,333		1,333	20,030
		<u>0</u>	<u>0</u>	<u>1,333</u>	<u>0</u>	<u>1,333</u>	<u>20,030</u>
<b>Gross income from events and activities</b>							
Events:							
- Quiz		0				0	399
- Youth Events		0				0	636
PCC fees		4,527				4,527	4,483
- Community Outreach Income		1,815				1,815	1,433
		<u>6,342</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>6,342</u>	<u>6,951</u>
<b>Income from investment</b>							
Interest		963	2,708			3,671	1,226
Dividends received				7,115		7,115	6,088
WPVC Donation		1,000				1,000	2,000
Scout & Guide Rent rent		1,500				1,500	1,500
		<u>3,463</u>	<u>2,708</u>	<u>7,115</u>	<u>0</u>	<u>13,286</u>	<u>10,814</u>
<b>TOTAL INCOMING RESOURCES</b>		<u>223,360</u>	<u>8,219</u>	<u>21,123</u>	<u>0</u>	<u>252,702</u>	<u>260,926</u>

# ST JOHN'S WITH EMMANUEL, WERRINGTON, PETERBOROUGH

## STATEMENT OF FINANCIAL ACTIVITIES

For the year ended 31 December 2023

RESOURCES USED	Note	Unrestricted	Designated	Restricted	Endowment	Total Funds	
		Funds	Funds	Funds	Funds	2023	2022
		£	£	£	£	£	£
<b>Grants</b>							
Missionary and charitable giving:							
Church overseas	3 a)	6,367				6,367	10,306
Home mission and church societies	3 b)	8,055				8,055	5,438
Sundry donations						0	0
		<u>14,422</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>14,422</u>	<u>15,744</u>
<b>Activities directly relating to the work of the church</b>							
Ministry:							
Parish share	4	102,629				102,629	148,597
Clergy expenses	5	3,227				3,227	2,397
House repairs and maintenance		0				0	0
Church running expenses	6	24,793		2,353		27,146	35,684
Music		161				161	76
Community Outreach	8	18,869				18,869	17,655
Lighthouse Building	10	1,907	9,828			11,735	2,738
Evangelism		527				527	92
Childrens & youth work		254		3,691		3,945	24,825
Events		0				0	339
Love Werrington				5,534		5,534	8,476
Education and Alpha		1,116				1,116	761
Training		345				345	227
Other		1,030		61		1,091	502
		<u>154,856</u>	<u>9,828</u>	<u>11,639</u>	<u>0</u>	<u>176,323</u>	<u>242,369</u>

# ST JOHN'S WITH EMMANUEL, WERRINGTON, PETERBOROUGH

	Unrestricted	Designated	Restricted	Endowment	Total Funds	
STATEMENT OF FINANCIAL ACTIVITIES	Funds	Funds	Funds	Funds	2023	2022
For the year ended 31 December 2023	£	£	£	£	£	£
Note						
RESOURCES USED						
Church management and administration						
Administration	4,750				4,750	6,874
Salaries	23,350				23,350	23,420
	<u>28,100</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>28,100</u>	<u>30,294</u>
TOTAL RESOURCES USED	<u>197,378</u>	<u>9,828</u>	<u>11,639</u>	<u>0</u>	<u>218,845</u>	<u>288,406</u>
NET INCOMING/(OUTGOING) RESOURCES	<u>25,982</u>	<u>( 1,609)</u>	<u>9,484</u>	<u>-</u>	<u>33,857</u>	<u>( 27,480)</u>
GAINS AND LOSSES ON INVESTMENTS						
Unrealised	-	-		18,858	18,858	( 27,608)
Transfer between funds						
NET MOVEMENT IN FUNDS	<u>25,982</u>	<u>( 1,609)</u>	<u>9,484</u>	<u>18,858</u>	<u>52,715</u>	<u>( 55,088)</u>
BALANCES BROUGHT FORWARD AT						
1 January 2023 (2022)	64,122	145,828	43,164	205,076	458,190	513,278
BALANCES CARRIED FORWARD AT						
31 December 2023 (2022)	<u>90,104</u>	<u>144,219</u>	<u>52,648</u>	<u>223,934</u>	<u>510,905</u>	<u>458,190</u>

# ST JOHN'S WITH EMMANUEL, WERRINGTON, PETERBOROUGH

## BALANCE SHEET

As at 31 December 2023

	Note	2023 £	2022 £
<b>FIXED ASSETS</b>			
Investments at market value	11	223,934	205,077
Tangible fixed assets	15	<u>1</u>	<u>1</u>
		<u>223,935</u>	<u>205,078</u>
<b>CURRENT ASSETS</b>			
Debtors	12	42,472	39,399
Short term deposits		38,096	30,981
Cash at bank and in hand		<u>227,312</u>	<u>189,841</u>
		<u>307,880</u>	<u>260,221</u>
<b>LIABILITIES: AMOUNTS FALLING DUE WITHIN ONE YEAR</b>			
Creditors	13	20,910	7,109
		<u>286,970</u>	<u>253,112</u>
<b>NET CURRENT ASSETS</b>			
		<u>510,905</u>	<u>458,190</u>
<b>NET ASSETS</b>			
<b>FUNDS</b>			
Unrestricted		90,104	64,122
Designated		144,219	145,828
Restricted	17	52,648	43,164
Endowment	11	<u>223,934</u>	<u>205,076</u>
		<u>510,905</u>	<u>458,190</u>

Approved by the Parochial Church Council on 14th March 2024 and signed on its behalf by:

Susan Fear (chair)



Michael Horspole (member)



The notes on pages 6 to 8 form part of these accounts.



# NOTES TO THE FINANCIAL STATEMENTS

## For the year ending 31 December 2023

### 1. ACCOUNTING POLICIES

The financial statements have been prepared in accordance with the Church Accounting Regulations together with applicable accounting standards and the Charities SORP.

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

#### Funds

The general fund of the PCC is not subject to any restriction regarding its use and is available for application on the general purposes of the PCC. This includes funds designated for a particular purpose by the PCC.

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

Where income has been received for a specific purpose this has been shown under the restricted column in the accounts and analysed in note 17.

#### Incoming Resources

##### *Voluntary Income and capital sources*

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

Planned giving receivable under covenant is recognised only when received.

Income tax recoverable on covenanted or gift aid donations is recognised when the income is recognised.

Grants to the PCC are accounted for in the period to which they relate.

Revenues from events and sales are shown gross.

##### *Other Ordinary income*

Ground rent for the Werrington Community Centre is accounted for when due.

Parochial fees due to the PCC for weddings, blessings and funerals are accounted for on an event by event basis and amounts not due to the PCC are excluded.

##### *Income From Investment*

Interest and dividends are accounted for when receivable.

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

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

#### Resources Used

##### *Grants*

Grants and donations are accounted for when due.

##### *Costs related to the work of the church*

The parish share is accounted for when payable and any share unpaid at 31 December is provided for as an operational (though not legal) liability and is shown as a creditor in the balance sheet.

#### Fixed Assets

##### *Investments*

Investments are valued at market value at 31 December.

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

Consecrated and beneficial property is excluded from the accounts by s.10 (2)(c) of the Charities Act 2011.

No value is placed on movable church furnishings held by the churchwardens on the special trust of the PCC and which require a faculty for the disposal since the PCC considers this to be inalienable property. All expenditure incurred during the year on consecrated or beneficial buildings and moveable church furnishings, whether maintenance or improvement, is written off as expenditure in the SOFA and separately disclosed.

##### *Other fixtures and office equipment*

Equipment used within the church premises is depreciated on a straight line basis over a period between 3 and 15 years.

##### *Other land and buildings*

Other land and buildings are held at historic cost. No depreciation is charged against them but any expenditure on them is written off as incurred.

#### Current Assets

Amounts owed to the PCC at 31 December in respect of fees or other income are shown as debtors. Short-term deposits include cash held on deposit either with the CCLA Church of England Funds or at the bank.

#### Current Liabilities

Outstanding amounts payable for goods, services received, grants and donations due from collections made in the period are shown as creditors.

**NOTES TO THE FINANCIAL STATEMENTS**  
**For the year ending 31 December 2023**

	2023	2022
	£	£
<b>2. PLANNED GIVING</b>		
Banker's orders	156,594	133,152
Envelopes	8,240	9,019
	<u>164,834</u>	<u>142,171</u>

**3. MISSION GIVING**

a) Church overseas:		
Romania	722	2,099
Operation Mobilisation	2,164	572
John A B/FFNI	0	955
Dalitso	2,164	4,771
FEBA	288	381
Other	1,029	1,528
	<u>6,367</u>	<u>10,306</u>
b) Home mission and other church societies:		
CROPS Trust	1,442	1,908
Scripture Union	0	764
Bible Society	576	764
Hope Into Action	2,164	764
Light Project	1,442	381
CAP	1,442	381
Other	989	476
	<u>8,055</u>	<u>5,438</u>

**4. PARISH SHARE**

The 2024 parish share will be £133,001

**5. MINISTRY EXPENSES**

Vicar	2,371	387
Assistant Minister	210	1,102
Other	646	908
	<u>3,227</u>	<u>2,397</u>

Average number of employees:

Full Time	0	1
Part Time	4	4

	2023	2022
	£	£

**6. CHURCH RUNNING EXPENSES**

Emmanuel		
Contribution to W Law Schoo	14,134	13,857
Maintenance	716	393
Equipment	0	2,690
St John's		
Cleaning	0	139
Broadband	519	0
Insurance	2,034	1,933
Maintenance & Equipment	548	1,583
Electricity	1,305	870
Gas	2,999	2,220
Refuse	620	621
Water	139	101
Quinquennial Inspection	0	0
Funded from Miss Smith's	319	8,164
Total St John's	<u>8,481</u>	<u>15,631</u>
Total	23,331	32,571
Upkeep of services	3,815	3,113
	<u>27,146</u>	<u>35,684</u>

**7. STAFF COSTS**

Wages and salaries	46,686	61,950
NIC & Pension	3,331	5,425
	<u>50,017</u>	<u>67,375</u>

**8. COMMUNITY OUTREACH**

Refreshments	876	442
General expenses	4	351
Salaries	17,989	16,818
	<u>18,869</u>	<u>17,611</u>

**NOTES TO THE FINANCIAL STATEMENTS**  
**For the year ending 31 December 2023**

	2023 £	2022 £	15. FIXED ASSETS FOR USE BY THE PCC				
10. THE LIGHTHOUSE YOUTH PROJECT			Freehold Land and Buildings £	Office Equip. £	Other £	Total £	
Cleaning	0	0					
Electricity & Gas	648	801					
Water	172	182	Cost				
Insurance	466	438	At 01/01/22	0	5,629	85,552	
General and maintenance	621	1,317	Additions			91,181	
			Disposals			0	
	<u>1,907</u>	<u>2,738</u>	At 31/12/22	<u>0</u>	<u>5,629</u>	<u>85,552</u>	
						<u>91,181</u>	
11. ENDOWMENT FUND			Depreciation				
			At 01/01/22	0	5,629	85,551	
			Charge		0	0	
			At 31/12/22	<u>0</u>	<u>5,629</u>	<u>85,551</u>	
						<u>91,180</u>	
			Net Book Value				
			At 01/01/22	0	0	1	
	223,934	205,077	At 31/12/22	<u>0</u>	<u>0</u>	<u>1</u>	
						<u>1</u>	
	<u>223,934</u>	<u>205,077</u>	16. ANALYSIS OF NET ASSETS BY FUND				
			Unrestricted £	Designated £	Restricted	Endowment £	Total £
12. DEBTORS							
Income tax recoverable	37,972	34,603	Fixed assets	1		223,934	223,935
Prepayments/accrued income	4,500	4,796	Current assets	111,013	144,219	52,648	307,880
	<u>42,472</u>	<u>39,399</u>	Current liabilities	( 20,910)			( 20,910)
			Fund balance	<u>90,104</u>	<u>144,219</u>	<u>52,648</u>	<u>510,905</u>
13. CREDITORS							
Accruals/deferred income	20,910	7,109	17. MOVEMENT IN RESTRICTED FUNDS				
William Law school	<u>0</u>	<u>0</u>	Opening	Income	Expend	Transfer	Close
	<u>20,910</u>	<u>7,109</u>	Miss Smith	18,195	7,115	2,353	22,957
			Either building	645	0	0	645
			Deaf in church	965			965
			A Morrow Memorial	626	0	0	626
				0			0
			Youth Worker	0	12,675	3,691	8,984
			Love Werrington	12,857	1,333	5,534	8,656
			Way In	8,631	0	0	8,631
			SOAG	1,038	0	61	977
			Holiday Club	207		0	207
				<u>43,164</u>	<u>21,123</u>	<u>11,639</u>	<u>52,648</u>
14. TRANSACTIONS WITH MEMBERS OF THE PCC AND CONNECTED PERSONS							
Name:	Nature:						
Sue Fear	Expenses	2,371					
Ali Williams	Expenses	210					
Carol Kettle	Salary	3,144					
Michele Hunt	Salary Pension	17,989					

## NOTES TO THE FINANCIAL STATEMENTS

### For the year ending 31 December 2023

#### INDEPENDENT EXAMINER'S REPORT

Independent examiner's report to the PCC of St John's with Emmanuel, Werrington.

This report is on the accounts of the PCC for the year ended 31 December 2023, which is set out on pages 1 to 7, is in respect of an examination carried out under Regulation 3(3) of the Church Accounting Regulations 1997 and s.145 of the Charities Act 2011.

#### Respective responsibilities of trustees and examiner

As the members of the PCC you are responsible for the preparation of the accounts; you consider that the audit requirement of Regulation 3(3) of the Church Accounting Regulations 1997 and S.144(2) of the Charities Act 2011 does not apply. It is my responsibility to issue this report on those accounts in accordance with the terms of Regulation 25 of the Church Accounting Regulations 1997 and Regulation 7 of the Charities (Accounts and Reports) Regulations 1995.

#### Basis of independent examiner's report

My examination was carried out in accordance with the General Directions given by the Charity Commissioners under section 145(5)(b) of the Act and to be found in the guidance from the CBF. That examination includes review of the accounting records of the PCC and a comparison of the accounts with those records. It also includes considering any unusual items or disclosures in the accounts and seeking explanation from you as trustees concerning such matters.

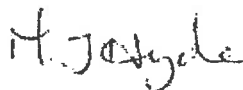
The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently I do not express an audit opinion on the view given by the accounts.

#### Independent examiner's statement

In connection with my examination, no matter has come to my attention:

(1) which gives reasonable cause to believe that in any material respect the requirements to keep accounting records in accordance with section 130 of the 2011 Act; and to prepare accounts which accord with the accounting records and comply with the Act, as also contained in the Church Accounting Regulations 1997 have not been met, or

(2) to which, in my opinion, attention should be drawn in order to enable proper understanding of the accounts to be reached.



Mrs Melanie Hyde  
2 Wellington Close  
Warboys  
Huntingdon

11th April 2024