



# Annual Report & Financial Statements 2023

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# Administrative Information

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St Bartholomew and All Saints Parish Church is situated in the High Street of the market town of Royal Wootton Bassett, in the county of Wiltshire. It is part of the Diocese of Salisbury within the Church of England.

## Correspondence address

The Parish Office  
1 Church Street  
Royal Wootton Bassett  
Wiltshire  
SN4 7BQ

Email: **churchadmin@stbartholomews-wb.com**

The Parochial Church Council (PCC) is a registered charity.

Vicar: The Revd Canon Jane Curtis

Assistant Curate: The Revd Katey Minshall (since July 2022)

Licensed Lay Minister: Mr Michael Page

## PCC members who have served 2022-2023

### Vicar

The Revd Canon Jane Curtis

### Assistant Curate

The Revd Katey Minshall (from July 2022)

### Wardens

Mrs Ruth Sexton (Lay Vice Chair)

Mr Den Foxwell

## Licensed Lay Minister

Mr Michael Page

## Deanery Synod

Mrs Sarah Beach (also PCC Secretary – until spring 2022)

Mrs Mary Simpkins

Mr David Taylor (until March 2022)

## Elected Members

Mr David Aughey (until April 2022)

Mrs Joanna Bennett

Mr Marc Colpus (Treasurer)

Mr Andrew Meek

Dr Karen Murrell

Mr John Oldfield

## Co-opted Members

Mrs Frances Watkins (from May 2022)

Mr Zach Watkins (from May 2022)

## Electoral Roll Officer

Mr Paul Ferry

The number on the Church Electoral Roll for 2023 is 205. Since last year's revision 11 people have been removed.

## Structure Governance and Management

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

encouraged to register on the Electoral Roll and stand for election to the PCC.

## Objectives and Activities

St Bartholomew's PCC has the responsibility of co-operating with the Vicar by promoting in the ecclesiastical parish the whole mission of the church, pastoral, evangelistic, social and ecumenical. It also has maintenance responsibility for the Church and its associated property.

## Safeguarding

Throughout the year the PCC has complied with the duty under section 5 of the Safeguarding and Clergy Discipline Measure 2016 (duty to have regard to House of Bishop's guidance on safeguarding children and vulnerable adults).

## Review of the Year

This Annual Report acknowledges the work of both individuals and the various church groups and committees who have given so much to our church and the wider community during the year. It was a year which saw our gradual emergence from the worst of the pandemic and the associated restrictions. Hence the level of activity stepped up somewhat. And as the following reports indicate, life just got busier and busier.

Turning to the Parochial Church Council (PCC), the executive body of the Church, and it met on nine occasions during the year and attendance was invariably high, whether in person or on Zoom. Its business was as full and varied as usual. Of particular note were discussions and decisions around how we resumed our worshipping life and

activity; the progression of our four mission strands – caring for God’s earth, growing in our faith, helping those in need and working with children and young people; continuing improvements to our church buildings and property; reviewing our safeguarding policies and practices; addressing the challenge of stewardship and giving; and looking at our response to the cost-of-living crisis and warm spaces initiative.

The PCC Standing Committee was also busy, meeting 7 times during the year, again by Zoom and in person, in-between the full PCC meetings. This enabled decisions that needed a speedy turn-around, most especially in response to the changes in COVID restrictions, to be taken quickly and efficiently.

Heartfelt thanks therefore go to the members of the full PCC and its Standing Committee (and Melvyn Blackman who once again joined the latter to assist with his Health and Safety expertise) for 12 months of hard work, and all of it carried out with wisdom, grace and good humour.

In July we welcomed our new Assistant Curate, Katey Minshall, Lee and family following her ordination to the diaconate in Salisbury Cathedral. And what a blessing she has been!

For now however I would like to express sincere and grateful thanks for all the hard work, faithfulness and dedication given and demonstrated by individuals, committees and groups that have contributed during the past year in sustaining our church at the heart of Royal Wootton Bassett. And for the continuing support of our retired clergy and Licensed Lay Ministers, as well as the

support and superb leadership demonstrated by our Churchwardens Ruth and Den – a huge thank you too.

# Financial Review

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## Income and Expenditure

Our total income from all sources amounted to £118,521, compared with £97,640 in 2021, an increase of £20,881 (21%), in the main due to the re-opening of the Croft.

- Church Hall. The Church Hall provided a net loss of £9,874 in 2022.
- Croft. The Croft provided a net profit of £2,175 in 2022.
- Flats. The 2 flats provided a net profit of £7,434 in 2022.

Our expenditure also increased to £203,751 from £151,110 in 2021 namely an increase of £52,641 (35%). Consequently, the finances of the church (before the Gillian Thompson Bequest) had a deficit of £85,231 from a deficit of £53,470 in 2021. We continued to invest in our properties meaning the maintenance figures in 2021 were very high but are important for the future. Additionally, we have not been immune to the significant increases in the prices of gas and electricity. The contributions made to our total funds by Church Croft and Church Hall remain important and special thanks are due to the volunteers who make this possible.

## Reserves

Following from last year's report, the details about our Reserves - why we hold them and restrictions on how we spend them:

- Property Account. The balance, on 31 Dec 22, in the Property Account was £25,265.



- Gillian Thompson Memorial Fund. The balance, on 31 Dec 22, in the Gillian Thompson Memorial fund was £210,211.
- Designated Funds (Parsons/Wickes) Charities. On 31 Dec 22, £1,622 was held in our Charities account and consists of 2 small historical charities. The spending of money from these charities has a variety of restrictions, namely "for maintenance of Churchyard", and "for provision of groceries or other provisions to the deserving poor".
- Bibblecombe. On 31 Dec 22, £12,354 was held in an endowment account (Bibblecombe Account) from which the income has no restrictions. This account had been impacted by the stock market falls in 2022.

General giving has not increased in line with inflation but other sources of income are returning to levels seen before the COVID restrictions. The expenditure has returned to pre-COVID levels, in real terms, with exceptional high increases in utility costs. We continued to invest in the properties. We were protected to a great extent by our reserves and the Gillian Thompson bequest. This situation is likely to continue for 2023. Finally, I would like to say a big Thank You for your support and all the work that is completed "behind the scenes" as part of the Finance Function. We rely on the help of volunteers for so much of the work - bookkeeping for the Church Hall and the Croft, counting the money on Sundays, banking every week, organising the Energy Basket scheme, collating the report of Standing Orders and the Property Account, administering the Gift Aid scheme and the Parochial Fees, and many jobs beside these.

Marc Colpus (PCC Treasurer)

# Financials

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**REGISTERED CHARITY      1130533**

**BANKERS                      HSBC  
                                     SWINDON, WILTS**

**TRUSTEES                    CHURCHWARDENS AND  
                                     ALL MEMBERS OF THE PCC**

**YEAR ENDED                31 DECEMBER 2022**

# Income and Expenditure Account

## **ENDOWMENT FUNDS**

	1	2	3	
	<b><u>Wickes Groceries</u></b>	<b><u>Parsons Churchyard</u></b>	<b><u>Biddlecombe General</u></b>	<b><u>Total</u></b>
	<b><u>£</u></b>	<b><u>£</u></b>	<b><u>£</u></b>	<b><u>£</u></b>
CBF Dividends	121	160		281
Transfer to General Funds				0
Transfer to Restricted Funds	-121	-160		-281
(Decrease)/Increase in Funds (unrealised)	-535	-702	-390	-1,627
Market value at 31 December 2021	4,600	6,036	3,345	13,981
Market value at 31 December 2022	4,065	5,334	2,955	12,354
1 & 2	COIF Charities Investment Fund - Income Shares			
3	CBF Church of England Investment Fund - Income Shares			

## **RESTRICTED FUNDS**

	<b><u>Wickes Groceries</u></b>	<b><u>Parsons Churchyard</u></b>	<b><u>Ride &amp; Stride</u></b>	<b><u>Total</u></b>
	<b><u>£</u></b>	<b><u>£</u></b>	<b><u>£</u></b>	<b><u>£</u></b>
Transfer from Endowment Funds	121	160		281
Expenditure from Restricted Funds	-282	-60		-342
Transfer from/(to) General Funds			610	610
Increase/(Decrease) in Fund	-161	100	610	549
Balance at 31 December 2021	700	373	0	1,073
Balance at 31 December 2022	539	473	610	1,622

<b>GENERAL FUND</b>		Notes	<b>2022</b>		<b>2021</b>	
			£	£	£	£
<b><u>Income</u></b>						
Offerings:	General	1	65,153		64,806	
	Special		0		3,367	
	Weddings, funerals, baptisms etc		2,398		1,232	
	Floodlighting		425		565	
Fees			9,238		8,035	
Fundraising			610		0	
Donations & Bequests			8,665		2,407	
Flat Rents (net)			7,434		3,302	
Church Hall		2	12,679		10,488	
Church Croft & shop		3	12,207		2,907	
Sundry			727		432	
Interest Received			329		14	
Charity Commissioners - endowment funds			88		85	
				119,952		97,640
<b><u>Expenditure</u></b>						
Quota			88,881		85,074	
Heat, light, insurance, rates etc			12,515		9,382	
Administration			7,388		7,623	
Clergy Expenses			7,011		1,193	
Hospitality			315		0	
Music			3,580		5,176	
Services and sanctuary			2,752		808	
Churchyard			0		830	
Repairs and renewals			45,618		12,946	
Church Hall		2	22,552		11,553	
Church Croft & shop		3	10,032		11,738	
Bank Charges			637		362	
Depreciation			3,901		4,425	
				205,182		151,110
Surplus/(Deficit) for the year before Exceptional Items				-85,231		-53,470
Giving				-7,404		-2,685
Surplus/(Deficit) for the year after giving				-92,634		-56,155
Movement in Restricted Funds				-610		1,044
				-93,244		-55,111
Balance brought forward				637,376		692,487
Funds carried forward				544,132		637,376

# Movement of Unrestricted Funds

	<b><u>31.12.21</u></b>	<b><u>Surplus/ (Deficit) for the Year</u></b>	<b><u>Transfer between funds</u></b>	<b><u>31.12.22</u></b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
General	283,951	-101,672	78,468	260,747
Thompson	262,679	0	-52,468	210,211
Property	43,831	16,126	-26,000	33,957
Croft	12,776	2,175		14,951
Hall	34,139	-9,874		24,265
	<b><u>637,376</u></b>	<b><u>-93,244</u></b>	<b><u>0</u></b>	<b><u>544,132</u></b>

# Balance Sheet

	<u>Notes</u>	<b><u>2022</u></b>	<b><u>2021</u></b>
		£	£
<b><u>FIXED ASSETS</u></b>	<u>4</u>	240,197	244,098
<b><u>CURRENT ASSETS</u></b>			
Bank accounts		277,138	362,595
Charities Deposits		25,328	25,000
Charities Investment Fund		12,354	13,981
Cash in Hand		40	40
		<u>314,861</u>	<u>401,616</u>
Stock		3,500	3,500
Debtors & prepayments		0	6,111
		<u>318,361</u>	<u>411,227</u>
<b><u>CURRENT LIABILITIES</u></b>			
Creditors and accruals		<u>450</u>	<u>2,895</u>
<b><u>NET CURRENT ASSETS</u></b>		317,911	408,332
<b><u>TOTAL NET ASSETS</u></b>		<u>558,108</u>	<u>652,430</u>
<b><u>FUNDS</u></b>			
<b><u>Unrestricted</u></b>			
General		260,747	283,951
Thompson Bequest		210,211	262,679
Property		33,957	43,831
Croft		14,951	12,776
Hall		<u>24,265</u>	<u>34,139</u>
		544,132	637,376
<b><u>Restricted</u></b>		1,622	1,073
<b><u>Endowment</u></b>		12,354	13,981
		<u>558,108</u>	<u>652,430</u>

# Notes to the Accounts

	2022 £	2021 £		
<b>1 Offerings General</b>				
General weekly and lump sum offerings	56,617	53,038		
Gift Aid Tax refund	8,536	11,768		
	<u>65,153</u>	<u>64,806</u>		
<b>2 Hall - Net Income</b>				
Lettings etc	12,679	10,488		
Caretaking	2,403	2,325		
Heat, light, insurance and rates	1,452	931		
Repairs and Maintenance	18,698	8,297		
	<u>22,552</u>	<u>11,553</u>		
Net income/(expenditure)	<u>-9,874</u>	<u>-1,065</u>		
<b>Church Croft - Net Income</b>				
<b>3 Income</b>				
Shop sales	2,738	1,478		
Coffee sales	5,017	923		
Croft hire and miscellaneous donations	4,452	506		
	<u>12,207</u>	<u>2,907</u>		
Shop purchases	1,536	696		
Coffee purchases	979	25		
Cleaning including wages	2,185	2,160		
Heat, light, insurance and rates	1,719	2,193		
Repairs and Maintenance	3,613	6,664		
	<u>10,032</u>	<u>11,738</u>		
Net income/(expenditure)	<u>2,175</u>	<u>-8,831</u>		
<b>4 Fixed Assets</b>				
	<u>Leasehold Property</u>	<u>Property Improvements</u>	<u>Plant and Machinery</u>	<u>Total</u>
<u>Cost</u>				
At 31 December 2021	148,754	101,137	20,674	270,565
Additions at cost	0	0	0	0
At 31 December 2022	<u>148,754</u>	<u>101,137</u>	<u>20,674</u>	<u>270,565</u>
<u>Depreciation</u>				
At 31 December 2021	0	10,892	15,575	26,467
Charge for the year		2,626	1,275	3,901
At 31 December 2022	<u>0</u>	<u>13,518</u>	<u>16,850</u>	<u>30,368</u>
<u>Net Book Value</u>				
At 31 December 2021	148,754	90,245	5,099	244,098
At 31 December 2022	<u>148,754</u>	<u>87,619</u>	<u>3,824</u>	<u>240,197</u>

## Independent Examiners Report

This report on the accounts of the PCC for the year ended 31 December 2022, which are set out on pages 1 to 5, is in



respect of an examination carried out under Section 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 requirements of Section 144 of the Charities Act 2011 (the Charities Act) do not apply.

It is my responsibility to:

- examine the accounts under Section 145 of the Act,
- to follow the procedures laid down in the general Directions given by the Charity Commission (under Section 145(5)(b) of the Act, and
- to state whether particular matters have come to my attention.

## Basis of Independent Examiner's Report

My examination was carried out in accordance with the General Directions given by the Charity Commission. That examination includes a review of the accounting records kept by 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 explanations from you as trustees concerning any 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 attentions:

- (1) Which gives me reasonable cause that in any material respect, the requirements:
  - to keep accounting records in accordance with Section 130 of the Charities Act, and
  - to prepare accounts which accord with the accounting records and comply with regulations, as also contained in the Church Accounting Regulations have not been met; or
- (2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Derek R Kemp  
16th April 2023  
Bassett  
SN4 7HN

3 Aspen Close  
Royal Wootton  
SWINDON,

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