

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF  
ST MARY'S, EASTROP, BASINGSTOKE

Registered Charity Number 1130650

Annual  
Report and  
Financial

Statements

of the

Parochial Church Council  
For the year ended  
31st December 2023

Independent Examiner  
Chaweevan Williams FCCA  
Verdant Accountants Limited  
20-22 Wenlock Road, London N1 7GU

# ST MARY'S EASTROP PCC TRUSTEES' ANNUAL REPORT

## Aim and purpose

The primary objective of the Parochial Church Council (PCC) is the promotion of the Gospel of our Lord Jesus Christ according to the doctrines and practices of the Church of England. The PCC (Powers) Measure 1956 states that the work of the PCC should include co-operation with the minister in promoting in the parish the whole mission of the Church, pastoral, evangelistic, social and ecumenical. The PCC is also specifically responsible for the effective operation and maintenance of the old church and later additions, including the auditorium. These comprise St Mary's Church Centre.

## Objectives and activities

The PCC is committed to enabling as many people as possible to worship at St. Mary's. When planning our activities we have considered the Charity Commission's guidance on public benefit, and in particular, the supplementary guidance on charities for the advancement of religion. St Mary's has further developed a statement of purpose:

St Mary's aims to be a 7 day a week church for all ages -

- In our teaching we aim to be biblically orthodox and relevant to the issues we face in life today.
- In our fellowship we aim to be warm, caring and supportive, growing in both quality and quantity.
- In our worship we aim to be vital, contemporary and culturally relevant - prayer based and cross-centred.
- In our mission we aim to be comprehensive, compassionate and evangelistic with a global as well as local interest.
- All supported by the necessary facilities, finance and organisation.

To facilitate this, it is important to ensure the continued maintenance of the fabric of the Church Centre.

## The landscape of the church's year

St Mary's continued to offer Sunday morning and evening services and weekday and evening activities for both adults and children. New members have joined the church, and this has been very encouraging. Morning services have continued to be live streamed and have been viewed by around 64 devices per week with a peak of 180 for the Baptism and Confirmation Service in October.

The ministry staff team has been augmented during the year with the appointment of an Operations Director. Our Ministry Trainee finished her term and a new Gap Year Ministry Trainee started in September 2023. The Music Minister left his post in December 2023 and consideration will be given in early 2024 on recruitment for a replacement.

## ST MARY'S EASTROP PCC TRUSTEES' ANNUAL REPORT

The PCC has been mindful of the wider Church of England direction regarding the Bible's teaching on morality and ethics. St Mary's firmly holds to the orthodox teaching of the Church of England and sought to understand the Bishops' position by inviting the Bishop of Basingstoke to its January meeting. During the course of the year, the PCC resolved to withhold part of its 2023 contribution to the Common Mission Fund, until the position became clear. This continues to be unclear and the PCC will address the distribution of these retained funds in 2024.

The Electoral Roll was recorded at 336 adults and 2 children, total 338.

### Achievement and performance

#### Worship and Prayer

During 2023 there were 11 baptisms, one wedding. There was one funeral at the church, 1 funeral at the crematorium, 3 committals at the crematorium followed by thanksgiving services at church, one funeral and burial at the cemetery. There was a Baptism and Confirmation Service in October 2023 conducted by the Bishop of Basingstoke. The church continued to have both morning and evening services, which had attendances of approximately 212 adults and 46 under-16s in the morning service and 92 adults and 6 under-16s in the evening service. There is Bible teaching provision for children 0-14 years during the morning services, and for 14-18's and 18 to mid-30's after the evening services.

Preaching was shared between Rob Phillips, Tom Woodbridge, local and visiting clergy and a number of lay members.

In addition to the Sunday services, the PCC is keen to ensure that there are other means whereby church members can meet and grow in their faith. Housegroups provide an opportunity for small groups to study the Bible together. There are 22 housegroups which meet at least twice a month. Almost all housegroups are in person, with two remaining on Zoom.

In February the programme of midweek meetings was reformatted. The twice-monthly prayer meetings ("Midweek") were replaced with a monthly whole church news and prayer meeting ("Central") and a monthly topical teaching evening ("Equip"). The initiative has seen a considerable increase in engagement with an average attendance of 100 at Central and Equip, there is no direct comparison but in last year's report we reported an average attendance of 50 for midweek prayers.

An annual Prayer Diary is produced to facilitate church members in prayer for the church, parish and wider local, national and worldwide community.

Other regular study groups which met during 2023:

## ST MARY'S EASTROP PCC TRUSTEES' ANNUAL REPORT

- Focus women's Bible study group in the daytime and one new evening group
- Men's reading group - Saturday morning
- Woman Academy 16-18 year-old girls
- Man Training - 16-18 year-old boys
- Connect - 18-mid 30's
- Christianity Explored
- Hope Explored
- Discipleship Explored

### Deanery, Diocesan and General Synod

Five members of the PCC plus three clergy sit on the Deanery Synod, two PCC members and the Rector sit on the Diocesan Synod, and one PCC member is an elected member of General Synod. This representation provides the PCC with important links between the parish and the wider structure of the Church of England.

### The Church Centre Complex

The PCC wants the Church Centre to be available to our community. The Church Centre is generally open during the week from 9:30am to 12.30pm with telephone contact until 3pm. There has been a change of staff in the office with one person returning from maternity leave, one person rejoining the team, and volunteers helping on Fridays.

Outreach to the local community is a key role of the church. There are around 350 additional names in other weekly registers which include Youth and Children's groups, Lunch Club, Parent & Toddlers and others. These weekday groups for both younger and older members of the community provide a valued service in their own right, but we also hope and pray that they might be a way into the spiritual life of the church.

Children's and youth groups meeting during the week:

- Whizz Kidz - years R-2
- ACE - years 3-6
- Engage - years 7-9
- Unite - years 10-13

Other regular weekday or weekend activities include:

Lunch club, parent and toddler group, football, craft group, games morning, Link Up, Welcome Space.

The bookstall continued to order resources for groups and individuals.

From December 2022, St Mary's participated in the national initiative, Warm Spaces, which provides a safe and warm environment for members of the church family and the community to enjoy a warm place to chat with hot

## ST MARY'S EASTROP PCC TRUSTEES' ANNUAL REPORT

drinks and cake. This was continued throughout 2023 under the name of Welcome Space.

As part of welcoming new people to the church, we ran a number of Welcome Teas. Occasional courses for those new to St Mary's, marriage preparation, parenting courses, small group leadership and preaching workshops are also run from time to time. An informal English conversation class started in November for new members whose first language is not English. A bereavement course is planned for early 2024.

The activities within the Church Centre are only possible because of the background work of support services provided by others. There are over 175 members who are part of various teams and others who have no official title, who serve, and are appreciated by us all. Social media activity during 2023 was beneficial in advertising for both advent publicity and church services.

### **Pastoral Care**

The Rector, Associate Minister for Women, Curate and Pastoral Coordinator ensure that where people are unable to attend church due to sickness or age they are visited or telephoned, depending on medical vulnerability. The Pastoral Coordinator ensures that where church members are in need they receive support and guidance. Where they were not able to access the services online, or do not have email, they have been delivered the weekly notices and song sheet.

### **Safeguarding**

The PCC confirms that it has due regard for the House of Bishops' guidance on safeguarding children and vulnerable adults. The PCC's safeguarding policy is up to date and in use. DBS checks are up to date for all necessary people. The PCC reviews safeguarding as a standing item at each PCC.

Over the last year the PCC has appointed two new parish safeguarding officers, Dr Catherine de Mars and Mr. Aaron Webb, to assist staff members and provide external support and oversight in the area of safeguarding in our church. St Mary's uses a Winchester Diocese Audit tool to assist its compliance with all areas of safeguarding policy and practice.

### **Mission and Evangelism**

We are actively involved in the Anglican Church Worldwide and in 2023 had ongoing links to church plants, new curacy placements, and Christian workers in the UK and a number of other countries including Argentina, Australia, Chile, Kenya and South Africa. We had visits from some of those whom we support and Zoom interviews at our midweek Central prayer meeting.

Holiday@St Mary's was run for over 60s or three days; it was well received and 90 people attended.

A committed team of volunteers helped run Holiday Club and 130 children from school years R to 6 were able to attend. We also ran a Christmas

## ST MARY'S EASTROP PCC TRUSTEES' ANNUAL REPORT

Nativity Extravaganza in December which attracted around 180 adults and children.

We delivered two newsletters to the parish, in May and November, giving information about the church and its activities, Holiday Club for children and the Christmas activities. About 12 times a year, the Open the Book team leads assemblies at three local schools including Rucstall which is in our parish.

For the third year, St Mary's ran an outdoor carol service, which was held in Eastrop Park for the first time. This involved a team of 25 volunteers and attracted approximately 250 visitors. In addition, a team of carol singers went around the parish on a Saturday evening and residents came out of their homes to listen and engage with the group. A group of carol singers also went to Austen Lodge retirement apartments for the first time.

Regular courses of Christianity Explored, Hope Explored and Discipleship Explored are offered to both church members and guests.

### Ecumenical Relationships

St Mary's is a member of One Church, Basingstoke and takes part in joint events. Individual members are involved in the Food Bank, Town Centre Chaplaincy and Open the Book schools' team.

### The Future

The PCC is keen to ensure that the current range of activities is maintained where they are needed and are of benefit to the church and the community, and it is important that other opportunities continue to be sought. The church is attentive to increases in utilities costs and began to review and better control energy usage across the Church Centre in 2023. Where new lighting is required, it is being moved to more cost-effective LED installation.

### Financial Review

The salaries of most of St. Mary's staff are paid by the St. Mary's Christian Workers Trust (CWT). This is a separate, independent CIO (Charitable Incorporated Organisation) (Charity No 1186879) which was established for the advancement of the Christian religion, in particular, by supporting or paying the salary of Christian workers both in the UK and internationally, and by providing accommodation for Christian workers. The amount paid by the CWT is shown in the PCC General Fund as both Income and Expenditure, so there is no impact on the results for the PCC. Details are also included in Note 4(a). The amounts involved are 2023 £186,408 (2022: £144,302). The reason for the significant increase was due to annual increments, two new employees in 2022 being in place for 2023 and a new senior member of staff being recruited in early 2023.

The comments below relate to the PCC and exclude the CWT funded costs above.

## ST MARY'S EASTROP PCC TRUSTEES' ANNUAL REPORT

- **Discretionary Fund.** During 2023, £35,594 of Combined Mission Fund payments to the diocese were deferred and transferred to a Discretionary Fund. As noted above, the PCC will address the distribution of these retained funds in 2024. This deferred expenditure has, in the analysis below, been treated as if it were 2023 expenditure to make the comparison with 2022 more meaningful.
- **The PCC General Fund** had income of £201,773 (2022: £186,727) and expenditure of £182,606 (2022: £183,391) which, after depreciation charges of £4,722 (2021: £2,420) resulted in a surplus of £14,445 (2022: £916).
- **Resources from Donors** - Note 2(a). Following two years without an appeal for extra giving, a general appeal was made in November 2022 and approximately £4,000 was received before that year-end. The response was very generous and overall giving in 2023 increased by 14%. The November 2023 Giving Day did not appeal for increased giving for 2024, but the ongoing requirement for new giving to replace that lost when church members either moved away or their circumstances changed was stressed.
- **Investment Income.** Note 2(b) This increased from £1070 in 2022 to £4,413, mainly due to the prevailing interest rates.
- **Income from Charitable and Ancillary Trading** Note 2(c). This was broadly in line with 2022 with the exception that a residential women's weekend was not held in 2023.
- **Activities Directly to the Working of the Church** Note 3(a). The main differences to 2022 were the increased payroll costs and the deferred CMF expenditure already noted. The unit prices for Gas and Electricity increased due to global circumstances and new 3-year contracts were put in place ending September 2025 at the best rates available. In addition, the installation of monitoring controls in some areas in Jan 2023 allowed better management of these heating systems with costs reduced by approximately £2,500.
- **The Building Fund** giving, and tax recovered was £2,437 (2022: £3,283). During the year £7,375 (2022: £3,748) was spent on building maintenance. A total of £28,461 (2022: £5,644) was capitalised in replacing the annex roof and boiler.

### Reserves Policy

The PCC has a policy to maintain a balance of General Fund net current assets, excluding book stock, of approximately 6 months of annual expenditure. The net current assets of the unrestricted funds £180,062 (excluding book stock of £10,988) at the year-end represents 12 months of

## ST MARY'S EASTROP PCC TRUSTEES' ANNUAL REPORT

2023 annual expenditure, which expenditure is lower than 2022 because of the deferred sum of £35,594 (2022: 8.4 months). Reserves are held as a buffer against changes such as future reduction in levels of giving and increased costs. The PCC considers that in this time of uncertainty and higher inflation, the level of reserves held is both reasonable and prudent. The Building Fund is restricted to building projects and the maintenance of the church buildings, including the Church Centre Complex. The fund benefited from a legacy of approximately £90,000 in the two years to 2008 when the level of annual giving was £25,000. Since then, giving to the fund has been discouraged and the annual amount is now less than £3,000. The net current assets in the Building Fund were £45,719 at the year-end. The Church of England routine quinquennial building inspection was not undertaken during 2023 and should now be done in 2024. This could result in the requirement for maintenance to be undertaken, which could reduce reserves significantly.

It is the policy of the PCC to invest reserves in the Central Board of Finance, Church of England Deposit Fund which is 'AAAF'/'S1' rated by Fitch Ratings.

### **Risk Management**

The PCC maintains policies to mitigate identified risks. All policies include a "review by" date and a log is maintained to ensure they are reviewed timely by the PCC and kept up to date in accordance with good practice.

### **Structure, Governance and Management**

The Parochial Church Council is a corporate body established by the Church of England. The PCC operates under the Parochial Church Council Powers Measure. The PCC is a charity (registered number 1130650) registered with the Charity Commission. The appointment of PCC members is governed by the Synodical Government Measure: Church Representation Rules. All Christians attending the church are encouraged to register on the Electoral Roll enabling them to vote at the APCM and to stand for election to the PCC.

The PCC met ten times during 2023, with an average 85% attendance, with the key aims as follows:

- To receive reports on the operations and activities of the various groups operating within St Mary's.
  - To review the state of finances and approve planned expenditure.
  - To review current facilities, manage them and plan future developments.

## ST MARY'S EASTROP PCC TRUSTEES' ANNUAL REPORT

- To monitor, review and define policy for existing and planned future activities.
- To pray for the general life of the church.

There was also a five year strategy initiative to consider how the PCC might best deploy resources for its mission over the next five years. The PCC participated in two Saturday meetings, and there is a further one planned for early 2024.

The PCC has a Standing Committee comprising the Rector, two Churchwardens and two elected members, whose responsibilities are to:

- Transact the business of the PCC between its meetings, excluding decisions requiring the passing of a resolution by the PCC.
- Consider policy matters and make recommendations to the PCC. (The approval of policies remains the responsibility of the PCC).
- Consider fabric and building needs, making proposals to the PCC.
- Actively assist the Rector in the consideration, development, and planning of the strategic priorities of the church as it fulfils its mission before formal input and approval from the PCC.
- Act on behalf of the PCC in matters of urgency or emergency. (Any such decision must be reported to the PCC).

The Churchwardens and Rector are responsible for the day-to-day management of the Church within the overall policy established by the PCC and carried out by the clergy, staff and a host of volunteers.

### Reference and Administrative Information

St Mary's is the parish church for Eastrop Parish, Basingstoke, Hampshire, in the Diocese of Winchester. The full name of the charity is The Parochial Church Council of the Ecclesiastical Parish of St. Mary's Eastrop, Basingstoke, with a working name of St. Mary's Eastrop PCC.

The church is located in Goat Lane and the full postal address is St Mary's Church, Goat Lane, Eastrop, Basingstoke, Hampshire RG21 7PZ. Any correspondence should be directed to the Church Office at the above address. The Church Office can also be contacted by telephone on 01256 464249 between the hours of 9:30am to 3:00pm Mondays to Fridays.

Information is available on [www.stmarvs-basingstoke.org.uk](http://www.stmarvs-basingstoke.org.uk).

Members of the PCC are either ex-officio or elected by the Annual Parochial Church Meeting (APCM) in accordance with the Church Representation Rules and are Trustees of the charity. PCC members who served at any time from 1st January 2023 to the date the report was approved are:

Clergy (Ex officio)	Rob Phillips	Diocesan and Deanery Synod
	Caroline West	Deanery Synod
	Tom Woodbridge	Deanery Synod

## ST MARY'S EASTROP PCC TRUSTEES' ANNUAL REPORT

Churchwardens (elected annually)	Colin Barton	PCC member then Churchwarden from March 2023
	Jefferson Lynch	Deanery Synod and Churchwarden until March 2023
	Rupert Webster	
General Synod	Julie Maxwell	Diocesan and Deanery synod
PCC Deanery Synod Representatives	Sam Baker	
	David Elkin	
	Philip Hioms	Diocesan Synod
	Alex Hurdle	Deanery Synod until March 2023
	Kathryn Key	
	Zoe Tebbs	
Elected members	Colin Barton	to March 2023
	Steve Bentley	from March 2023
	Ali Bowen	from March 2023
	Jonathan Collins	from May 2022
	Kristi Daniels	from March 2023
	Chris Fry	to March 2023
	Hayden Jenkins	from March 2023
	Alistair Maxwell	from May 2022
	Tim Robinson	from May 2022
	Tricia Rose	From May 2022
	Mat Rundle	from March 2023
	Nigel Smith	from May 2022
	Ruth Williamson	from May 2022
Coopted	Henna Wong	from March 2023

Ruth Williamson performed the duties of PCC Secretary.

## ST MARY'S EASTROP PCC TRUSTEES' ANNUAL REPORT

The PCC banks with the National Westminster Bank, Basingstoke Branch, 3 London Street, Basingstoke, RG2 7NS and also has accounts with CAF Bank Online.

The PCC does not have any other formal advisers, legal or otherwise. However, where the PCC considered it appropriate, such advice would be sought.

Approved by the PCC on the 19 March 2024 and signed on their behalf by the PCC Chairman, Rev Rob Phillips

A handwritten signature in black ink, appearing to read 'Rob Phillips', written in a cursive style.

## ST MARY'S EASTROP PCC TRUSTEES' ANNUAL REPORT

### Independent Examiner's Report to the members/trustees of St Mary's Eastrop Parochial Church Council

I report on the accounts for the year ended 31st December 2023 which are set out on pages 13 - 18.

#### Respective Responsibilities of the PCC and the Examiner.

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider an audit is not required for this year under section 144(2) of the Charities Act 2011 (the Charities Act) and that an independent examination is needed.

It is my responsibility to

- examine the accounts under section 145 of the Charities Act;
- to follow the procedures laid down in the General Directions given by the Charity Commissioners section 145(5)(b) of the Charities Act; and
- to state whether particular matters have come to my attention.

#### Basis of Independent Examiner's Statement

My examination was carried out in accordance with the General Directions given by the Charity Commission.

An examination includes a review of the accounting documentation kept by the charity and a comparison of the accounts presented with these records. It also includes consideration of any unusual items or disclosures in the accounts and seeking explanations from the management committee concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair' view, and the report is limited to the matters set out in the statement below.

#### Independent Examiner's Statement

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

1. which gives me reasonable cause to believe that in any material respect the requirements: -
  - to keep accounting records in accordance with s. 130 of the Charities Act; and
  - to prepare accounts which accord with these accounting records and comply with the accounting requirements of the Charities Act 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.

 Signed

Date 12 April 2024

Chaweevan Williams FCCA

Verdant Accountants Limited, 20-22 Wenlock Road, London N1 7G

# PAROCHIAL CHURCH COUNCIL OF ST. MARY'S, EASTROP

## STATEMENT OF FINANCIAL ACTIVITIES

For the year ended 31st December 2023

	Notes	Unrestricted		Capital		Restricted		TOTAL 2023	TOTAL 2022
		General Fund	Discretionary Fund	Property Fund	Building Fund				
INCOMING RESOURCES									
Incoming Resources from Donors	2a	161,926	--	--	2,437	164,363	144,679		
Income from Investments	2b	4,413	--	--	3,238	7,651	2,108		
Income from Charitable and Ancillary Trading	2c	35,434	--	--	--	35,434	41,966		
Other Income CWT Funding	2d	186,407	--	--	--	186,407	144,302		
		388,180	0	0	5,675	393,855	333,055		
RESOURCES EXPENDED									
Church Activities	3a	332,819		--	7,375	340,194	328,946		
Governance Costs	3b	600		--	--	600	200		
		333,419		0	7,375	340,794	329,146		
NET INCOMING RESOURCES BEFORE OTHER RECOGNISED GAINS AND LOSSES									
		54,761		0	(1,700)	53,061	3,909		
DEPRECIATION									
	5	(4,722)		(3,541)	(26,589)	(34,852)	(33,223)		
TRANSFER TO DISCRETIONARY FUNDS									
		(35,594)	35,594						
NET MOVEMENT IN FUNDS									
		14,445	35,594	(3,541)	(28,289)	18,209	(29,314)		
Balance brought forward - 1st January 2023		158,370	0	152,128	797,944	1,108,442	1,137,756		
BALANCE CARRIED FORWARD @ 31ST DECEMBER 2023									
		172,815	35,594	148,587	769,655	1,126,651	1,108,442		

# PAROCHIAL CHURCH COUNCIL OF ST. MARY'S, EASTROP

## BALANCE SHEET AS AT 31ST DECEMBER 2023

		2023	2022
	Notes		
<b>FIXED ASSETS</b>			
Tangible Fixed Assets	5	888,535	886,530
		<b>888,535</b>	<b>886,530</b>
<b>CURRENT ASSETS</b>			
Stock		10,988	11,087
Debtors	6	11,575	6,492
Cash at bank, short term deposit and in hand		221,864	211,763
		<b>244,427</b>	<b>229,342</b>
<b>LIABILITIES</b>			
Amounts falling due within one year	7	(6,311)	(7,430)
<b>NET CURRENT ASSETS</b>		<b>238,116</b>	<b>221,912</b>
<b>LIABILITIES</b>			
Falling due in more than one year	7	0	0
<b>TOTAL NET ASSETS</b>		<b>1,126,651</b>	<b>1,108,442</b>
<b>PARISH FUNDS</b>			
Unrestricted - General Fund	8	172,815	158,370
Unrestricted - Discretionary Fund	8	35,594	
Capital - Property Fund	8	148,587	152,128
Restricted - Building Fund	8	769,655	797,944
		<b>1,126,651</b>	<b>1,108,442</b>

Approved by the PCC on the 19/03/2024 and signed on its behalf by:



Rev Rob Phillips

The notes on pages 15 to 19 form part of these accounts

# PAROCHIAL CHURCH COUNCIL OF ST. MARY'S, EASTROP

## NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31st December 2023

### 1 ACCOUNTING POLICIES

The financial statements have been prepared in accordance with the Accounting and Reporting by Charities; Statement of Recommended Practice applicable to Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) - (Charity SORP (FRS102)) and the Charities Act 2011.

The PCC constitutes a public benefit entity as defined by FRS 102.

The financial statements have been prepared under the historical cost convention. The accounts are prepared in Pounds Sterling, which is also the functional currency of the PCC. Monetary amounts in these accounts are rounded to the nearest £1, unless stated otherwise.

There are no material uncertainties about the charity's ability to continue operating. The impact of the Covid pandemic have largely been mitigated because of the nature of the activities of St Mary's and the generous donations made by parishioners in both time and financial resources during the period.

#### Funds

The PCC operates four separate funds.

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

A Discretionary Fund to identify Combined Mission Fund contributions to the Church of England which will be used to further biblical church ministry in the Church of England or elsewhere as considered appropriate by the PCC

The Capital Fund represents the purchase cost of 19 Beaulieu Court and the Annexe (Old Rectory).

The Building Fund is a restricted special appeal fund operated specifically to support the construction of the Auditorium, the associated re-modelling of the premises and subsequent significant repairs and refurbishment of all church buildings.

No other restricted funds are operated by the PCC. Attention is drawn to the notice about Church Funds displayed near the main entrance.

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

#### Incoming Resources

##### *Voluntary Income and Capital Sources*

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

Planned giving under gift aid is recognised when the income is received. Income Tax recoverable on gift aid is recognised at the same time as giving is received.

Grants and legacies to the PCC are accounted for as soon as the PCC is notified of its legal entitlement, the amount due is quantifiable and its ultimate receipt by the PCC is reasonably certain.

Income relating to other activities (for example, Coffee Shop, Men's and Women's Weekends, Catering, Bookstall and other groups) is recognised as the activities occur. Income and expenditure are recognised separately.

##### *Other income*

Rental income from the short term hire of the church premises is recognised evenly over the term of the lease. Our lease terms are typically no longer than [12 months].

##### *Income from Investments*

Interest is accounted for when receivable.

#### Resources Used

##### *Grants*

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

##### *Activities Directly Relating to the Work Of The Church*

The diocesan parish share is accounted for when payable. Other expenditure is accounted for when the liability is crystallised.

#### Taxation

As a Charity the PCC does not undertake any activity which falls within the scope of UK Income taxation.

#### Fixed Assets

##### *Consecrated Land and Buildings and Moveable Church Furnishings*

Consecrated and beneficed property is excluded from the accounts by s.96(2)(a) of the Charities Act 2011.

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

# PAROCHIAL CHURCH COUNCIL OF ST. MARY'S, EASTROP

## NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31st December 2023

### 1 ACCOUNTING POLICIES (continued)

#### Non-consecrated property

Non-consecrated property is depreciated on a straight line basis over 50 years (2% per annum). Leasehold improvements are depreciated on a straight line basis over 10 or 20 years as considered appropriate.

#### Other Fixtures, Fittings, and Office Equipment

Equipment used within the church premises is capitalised at cost and depreciated on a straight line basis over 4 years. Individual items of equipment with a purchase price of £300 or less are written off when the asset is acquired. Long lasting equipment, such as replacement boilers, carpets and the PA system are depreciated on a straight line basis over 10 years.

#### Current Assets

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

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

#### Financial Instruments

The PCC only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value.

#### Reserves

To act as a buffer to smooth fluctuations from month to month and protect against unforeseen significant reductions in giving or increases in expenditure. The PCC aim to hold the equivalent of approximately six months of General Fund annual expenditure in the form of net current assets, excluding book stocks.

### 2 INCOMING RESOURCES

	General Fund	Discretionary Fund	Building Fund	TOTALS	
				2023	2022
<b>2a Incoming resources from Donors</b>					
Tax Efficient Giving					
Gifts Subject to Gift Aid	112,169		1,608	113,777	93,494
Gift Aid Small Donations Scheme (GASDS)	1,940		--	1,940	429
Income Tax Recovered on Gift Aid	29,066		449	29,515	24,502
Without Gift Aid (CAF, Stewardship)	5,922		380	6,302	6,597
Other giving	12,829		--	12,829	19,657
Legacy	0		--	--	--
	<b>161,926</b>		<b>2,437</b>	<b>164,363</b>	<b>144,679</b>
<b>2b Income from Investments</b>					
Interest on Deposits with Bank and Central Board of Finance	4,413		3,238	7,651	2,108
	<b>4,413</b>		<b>3,238</b>	<b>7,651</b>	<b>2,108</b>
<b>2c Income from Charitable and Ancillary Trading</b>					
Under 5's & St. Mary's Catering	10,231		--	10,231	7,341
Focus, Football and Craft	2,399		--	2,399	1,983
Youth & Children's Groups	6,349		--	6,349	7,470
Holiday Club	3,409		--	3,409	3,490
Mens and Womens Weekends, Conventions and Other Events	9,916		--	9,916	17,810
Other Rent and Activities	1,096		--	1,096	1,311
St. Mary's Bookstall	1,527		--	1,527	2,361
Weddings and Funerals	507		--	507	200
	<b>35,434</b>		<b>0</b>	<b>35,434</b>	<b>41,966</b>
<b>2d Other Income</b>					
Employment costs paid by CWT	186,407		--	186,407	142,007
Grant from Diocese re heating costs	0		--	0	1,825
Insurance Claim	0		--	0	470
	<b>186,407</b>		<b>0</b>	<b>186,407</b>	<b>144,302</b>
<b>TOTAL INCOMING RESOURCES</b>	<b>388,180</b>		<b>5,675</b>	<b>393,855</b>	<b>333,055</b>

# PAROCHIAL CHURCH COUNCIL OF ST. MARY'S, EASTROP

## NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31st December 2023

### 3 RESOURCES USED

	General Fund	Building Fund	TOTALS	
			2023	2022
<b>3(a) Activities Directly Relating to the Work of the Church</b>				
Parish Share	60,000	--	60,000	94,533
Fees not charged but paid to WDBF	733		733	720
Mission and Donations to Charity	2,000	--	2,000	1,630
Payroll Costs	183,389		183,389	140,856
Recruitment, Training and Conferences	9,602		9,602	8,223
Office Telephone and Internet	1,446	--	1,446	1,817
Youth & Children's Groups	11,744	--	11,744	9,306
Books and Worship Materials	4,129	--	4,129	3,321
Insurance	3,341	--	3,341	3,364
Utilities	18,674	--	18,674	13,717
Equipment and Maintenance	4,580	--	4,580	7,208
Building Maintenance	443	7,375	7,818	3,748
Office Expenses	2,776	--	2,776	3,212
Bank Charges	460	--	460	303
Cleaning	797	--	797	996
General Refreshments and Sundries	3,316	--	3,316	2,434
Costs of Coffee Shop, Under 5's and St. Mary's Catering	5,050	--	5,050	4,414
Costs of Focus, Football, Cricket and Craft	1,703	--	1,703	1,827
Cost of Holiday Club	2,442	--	2,442	2,670
Men's and Women's Conventions and Weekends and Other Events	9,580	--	9,580	18,911
Cost of St. Mary's Bookstall books sold and written off	1,524	--	1,524	1,748
Rector and Curate's Expenses	1,761	--	1,761	1,682
Visiting Preachers	450	--	450	0
Beaulieu Court	2,879	--	2,879	2,306
<b>TOTAL RESOURCES USED</b>	<b>332,819</b>	<b>7,375</b>	<b>340,194</b>	<b>328,946</b>
<b>3(b) Governance Costs</b>				
Independent Examiner's Expenses	600	--	600	200
	<b>600</b>	<b>--</b>	<b>600</b>	<b>200</b>
	<b>333,419</b>	<b>7,375</b>	<b>340,794</b>	<b>329,146</b>

### 4(a) STAFF AND OTHER COSTS

The stipends and pensions of the Rector (Rev R Phillips) and a Curate (Rev T Woodbridge) are paid by the Church Commissioners who receive money via the Diocese as part of the Parish Share paid. The Rev C West, a curate and other St. Mary's employees (excepting part-time cleaners) are paid by the St. Mary's Christian Workers' Trust (CWT). This is a separate, independent charity which was established for the advancement of the Christian religion, in particular by support or paying the salary of Christian workers both in the UK and internationally and secondly, by providing accommodation for Christian workers. The salaries, social security costs, pension contributions and expenses (training) paid by the CWT were £186,407 (2022 £142,007). No key management personnel are remunerated by the PCC.

	2023	2022
<b>Paid by CWT</b>		As Restated
Average Number of Employees	10	9
Salaries	151,259	113,375
Social Security Costs	3,223	1,328
Pensions	23,439	21,446
Payroll Costs	177,921	136,149
Employee Expenses - Training	8,486	5,858
	<b>186,407</b>	<b>142,007</b>
<b>Paid by PCC</b>		
Average Number of Employees	2	2
Salaries	5,468	4,707
Social Security Costs	0	0
Pensions	0	0
	<b>5,468</b>	<b>4,707</b>

No members of staff received over £60,000

### 4(b) PAYMENTS TO PCC MEMBERS

During the year payments totalling £10,432 were made to 10 PCC members. These included £1,232 for work related expenses to the Church of England employed clergy with the remaining £9,200 being reimbursement for expenses incurred on behalf of the church.

# PAROCHIAL CHURCH COUNCIL OF ST. MARY'S, EASTROP

## NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31st December 2023

### 5 FIXED ASSETS

	Church Building Complex	Annex (Old Rectory)	19 Beaulieu Court	19 Beaulieu Court and Annex Improvements	Fixtures and Fittings	Office and other Equipment	TOTAL
<b>Actual / Deemed Cost</b>							
As at 1st January 2023	789,948	109,754	67,159	12,558	257,544	51,401	1,288,364
Upgrades and replacement Additions				23,568	8300	4,989	23,568
Written-off in the year							13,289
As at 31st December 2023	789,948	109,754	67,159	36,126	265,844	56,390	1,325,221
<b>Accumulated Depreciation</b>							
As at 1st January 2023	109,970	15,384	9,401	9,906	208,258	48,915	401,834
Charge for the year	15,799	2,198	1,343	1,771	10,614	3,128	34,853
Written-off in the year							
As at 31st December 2023	125,769	17,582	10,744	11,677	218,872	52,043	436,687
<b>Net Value</b>							
As at 31st December 2023	664,179	92,172	56,415	24,449	46,972	4,347	888,534
As at 31st December 2022	679,978	94,370	57,758	2,652	49,286	2,486	886,530

The Church Building Complex, Annex and 19 Beaulieu Court are being depreciated over 50 years from 2016.

### 6 DEBTORS

	2023	2022
Income Tax Recoverable	6,048	2,243
Other Debtors and Prepayments	5,527	4,249
	11,575	6,492

### 7 LIABILITIES

	2023	2022
Falling due within one year		
NI and PAYE payable on wages	—	—
Creditors	6,311	7,430
	6,311	7,430

### 8 ANALYSIS OF NET ASSETS BY FUND

	Unrestricted Funds	Capital Funds	Restricted Funds	Total
Fixed Assets	16,045	148,587	723,903	888,535
Current Assets	197,288	—	47,139	244,427
Current Liabilities	(4,926)	—	(1,385)	(6,311)
Fund Balance	208,409	148,587	769,655	1,126,651

### 9 FUND DETAILS

- 9a Unrestricted funds comprise funds for use at the discretion of the PCC
- 9b The unrestricted discretionary fund represents funds temporarily withheld from the Church of England.
- 9c The capital fund represents the original purchase cost of 19 Beaulieu Court and the Annexe (old rectory).
- 9d The restricted funds relate to the fund raising for the construction of the church complex and maintenance of all church buildings.

### 10 Structure, Governance and Management

The Parochial Church Council is a corporate body established by the Church of England. The PCC operates under the Parochial Church Council Powers Measure. The PCC is a charity (Registered No 1130650), registered with the Charity Commission.

### 11 Related Party Transactions

No PCC members were remunerated for their role as a PCC member; however, 2 (2022: 2) members of the PCC were employed and remunerated by St Mary's for other roles in the life of our church. Their salaries are consistent with other staff performing similar roles who are not members of the PCC.