

**VERWOOD PAROCHIAL CHURCH COUNCIL (the PCC)**

Registered with the Charities Commission as a Charity under number 1130729

*To know Jesus Christ and to make Him known.*



**St. Michael's, Verwood**

& All Saints, Three Legged Cross

**ANNUAL REPORT**

for the year 1 January 2023 to 31 December 2023

The PCC is the Charity Trustee body which covers two churches :

**St Michael and All Angels**, Church Hill, Verwood and

**All Saints**, Church Road, Three Legged Cross.

Correspondence address for the PCC is The Parish Office, Manor Road, Verwood, BH31 6DZ

Email [stmichaelsverwood@gmail.com](mailto:stmichaelsverwood@gmail.com)

**Report of the Trustees**

The trustees present their annual report and financial statements of the charity for the year ended 31 December 2023. The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the accounts and comply with the charity's trust deed, the Charities Act 2011 and Accounting and Reporting by Charities: Charities Statement of Recommended 2019 (FRS102).

**Aim, Purpose and Objectives**

The mission Statement of our church is '*to know Jesus Christ and to make Him known*'. We have subscribed to 10 equal Values to achieve our aims : 1) Worship and mission that is rooted in scripture; 2) An open and supportive church community; 3) Christian formation and education; 4) Reaching out; 5) Shared and understood aims and objectives; 6) Working with other Christian churches; 7) Prayer and spirituality; 8) The development of leaders; 9) Christian stewardship and 10) Effective and holistic communication.

The church also supports the aims and objectives of Deanery synod.

The contents of this Report show the steps taken during the year, and the benefits which have accrued to church membership and wider community as a result.

**Public Benefit**

The Charity's reason for existence, as enshrined in its original objects, is for the benefit of the inhabitants of Verwood and the neighbourhood. In all the Charity's activities, therefore, the Trustees have been able to pay due regard to the Charity Commission guidance on public benefit.

**Structure, Governance and Management**

**PCC responsibilities and membership**

The PCC has the responsibility of co-operating with the Vicar in promoting in the parish the whole mission of the church. It also has maintenance responsibilities for the church buildings, and the Parish Centre.

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. During the year, or part of it, the following served as members of the PCC :

Vicar :	Reverend Deborah Matthews	Chairman
Curate:	Reverend Michael Eaton-Wells	
Licensed Lay Ministers :	Mr Duncan Moss	
	Mr Robin Morgan	
	Mr Bill Seymour	
Churchwardens :	Mrs Beryl Greenhalgh	
	Mrs Anthea Stephens	
Representatives on the Deanery Synod :	Mrs Elizabeth Ingram	
	co-opted Mrs Beryl Greenhalgh	
	Mrs Barbara Walton	(to 20.4.23)
	Mrs Sue Hancock	(to 20.4.23)
Elected Members	Mrs Julia Palmer	Secretary
	Mr Neil Gibson	Treasurer
	Mr Stephen Walton	
	Mr Stephen Greenhalgh	Vice Chairman
	Mrs Ro Green	
	Mr Robert Turvil	
	Mrs Ann Bale	
	Mr John Weaver	
	Mrs Jenny Baxendale	
	Mr Nigel Beacham	
	Mr Roger Johnson	
	Mrs Barbara Walton	(from 20.4.23)
Assistant Churchwardens	Mr John Weaver	
	Mr Stephen Greenhalgh	

The PCC met six times throughout the year, five times in church and once electronically, with an average level of attendance of 75%. When necessary, it appoints working groups to perform specific tasks. Between meetings, it operates through its Standing Committee and also by electronic meetings. In addition to the Standing Committee, the Housekeeping and Finance Committee meets regularly. The All Saints Committee meets as necessary.

Housekeeping and Finance (with sub-committee Parish Centre Management), monitors church finances and advise the Treasurer, and aids the Churchwardens in the maintenance of the church estate.

All Saints manages the day to day running and maintenance of All Saints.

### **Objectives, Achievements and Performance during the year**

The church had to expand on the communication steps that were taken of necessity during the Covid pandemic, resulting in increased diversity of those communications.

It has continued to build on that communication, especially with regard to the broadcasting of services. The broadcasting of services from the church have improved both in quality and coverage. Ongoing investment improved equipment, and the main Sunday services are now covered, following the GDPR guidelines.

An Open Vision Meeting was held in church again in the summer, and all church members were urged to attend to consider and discuss the goals of the church and how those could be achieved. Results from that meeting have been assimilated, and where appropriate, initiatives arising have been implemented or taken forward.

Our shared Curate, Revd Michael Eaton-Wells, who also serves the neighbouring parish of West Moors in their time of Vacancy, continued valuable and enthusiastic regular attendance at church services and activities. He master-minded and followed through with the very successful Festival of Angels during Advent, which saw the whole church festooned with angels made and offered through many sources, including parishioners, schools and friends of the church.

Reverend Deborah Matthews continued to seek to foster strong relationships with the schools, working with Marina Schettino, the part time Children and Family worker employed to seek to carry on the contacts and relationships built by the Youth Worker whose contract had come to an end. Jenny Baxendale continued to build on her very successful Junior Choir initiative, with the Choirs attending church and performing at services during the year, and the children also taking part in prayer and Jesse tree activities in church.

Together @ Six (the Sunday 6pm service) continued to grow in strength and popularity through the year, offering a more relaxed style of modern worship with interactive Bible teaching led by ordained and lay church members, with discussion groups over a cup of coffee.

The Remembrance Day service was very well attended, and Easter and Christmas services were also popular.

The number of Home Groups available increased during the year. The studies included those pertinent for particular times of year (such as Lent and Advent), and both wider and more detailed Bible studies on topics such as Job, Mission and the People of Promise.

Members of the church are kept up to date with weekly newssheets, and a monthly publication (Angels & Saints) with amplified information. These, together with additional material including prayers, talks and thoughts, have been published on the church website, which also continued to advise about all church activities and services. Some members do not have access to the internet, and the undertaking started during Covid to ensure that such members remained in communication, continued throughout the year. This involved hard copies of the Angels & Saints, together with some other items appearing on the website and seasonal encouragements and information, being hand delivered to those members monthly by some of the LPAs.

There are now 9 Lay Pastoral Assistants (LPAs). Throughout the year, the LPAs continued with pastoral support. They undertook home visits where appropriate including Home Communion, and take monthly Communion Services to 3 local Care Homes. They also hosted a Lent Lunch and Bereavement Teas during the course of the year, which were appreciated by attendees. They are supported by clergy in this ministry.

PCC members continued to undertake their functions to ensure that the objectives were fulfilled including undertaking updated Safeguarding training. Reports on Safeguarding are given to PCC members by the Safeguarding Officer at each PCC meeting.

The work of the PCC in appointing School Governors was nominal due to several schools becoming Academy Trusts, and the alteration of the system which is now primarily administered by the Diocese.

Sunday Lunches, which offered a two course meal with wine or soft drink and coffee and mints to elderly members of church and community, continued to be very popular and the numbers attending increased over the year. This ministry enabled promotion of the aims and objectives in outreach to the community.

The below reports from the Committees outline specific activities and achievements commensurate with their remit.

## **Church Attendance**

The number on the Electoral Roll is 127.

During the year, 12 services of baptism, 5 weddings; 25 funerals and 6 burials of ashes were undertaken. Baptism families were positively encouraged to return to church at a subsequent service for the baptism candle.

St Michael's offered a Sunday eucharist services at 10am on Sundays, which was also broadcast and recorded for YouTube viewing. A Family Service was held at a 10am service once a month, with Puppet Ministry or a Junior Choir. Revd Matthews continues to be keen to try and encourage the schools to have a part in these services, and the choirs have been both welcomed and much appreciated on the several occasions they sang. The church opened for Morning Prayer three times during the week, and a eucharist service was offered at 9.15am on the first Tuesday of the month followed by a coffee morning. An Evening Prayer service was offered once a week. An 8.30am Prayer Book eucharist service was held once a month. Special services were also held over the Festival periods. At All Saints, there were eucharist services on second Sundays in the month, and morning praise on the fourth Sundays, subject to availability of officiants.

## **Reports from the Committees**

### Housekeeping and Finance (HFC)

The HFC met 4 times during this year, in January, May, July and October in the Meeting Room under the Chairmanship of Steve Greenhalgh. We have, as ever continued to examine and approve our accounts at each meeting. The financial affairs of the parish have again been a cause for our ongoing concern. Several of our older members of the congregation have either died or moved away and consequently our income has reduced. However we are now seeing new members joining our church family, and as the congregation increases, the donations have increased by number but not by value.

In the January meeting, we examined and approved the accounts for the year ended December 2022. We also reviewed the Parish Giving Scheme for 2022 which had increased to 52 donors. Our income continued to be lower than before the Pandemic and it was only because we had an anonymous donation of £25,000 that we were able to meet our reserves policy. We discussed the forthcoming huge increase in utility charges and agreed that all maintenance at St Michael's, the Parish Centre and All Saints would continue to be reduced to a minimum. We reviewed and agreed rises for the staff wages and for the Honoraria. Essential maintenance such as the removal of a tree in the churchyard, new signage, roof and electrical repairs was paid for from the restricted account.

In Quarter 1, our income was £47,752, mostly from the Parish Giving Scheme but Parish Fees and Parish Centre income had both increased. Expenditure was £43,163. Although the income exceeded the expenditure by £4,588, it included a transfer of £15,000 from our restricted funds to pay some of our expenses. Energy costs were now 4 times those in 2022. It was agreed that we would continue to pay future Honoraria out of our Restricted Funds. Parish Giving Scheme (PGS) had reduced to 49 donors but 56 people were involved. The SUMUP machine had already paid for itself in donations. Minimal maintenance at St Michael's and All Saints continued. A three year fixed rate energy contract to start in December 2023 was negotiated by the Treasurer, which will reduce the charges by 2/3.

In Quarter 2, our income was £33,115. Parish Centre hire had again increased. Expenses were £39,015. The deficit this quarter was £5,900 and the treasurer said that we were spending £2,000 a month more than we were earning at present, mostly because of the energy charges. PGS remained at 49 donors. HFC budget was agreed. Items raised in the Quinquennial Inspections continued to be prioritised and as many items as possible were dealt with by volunteer members of the congregation. The newly formed Energy Committee was looking at different ways of heating the church and at the possible installation of Solar Panels and secondary double-glazing in areas of the church. They were also researching finance for this.

In Quarter 3, our income was £33,230.07. Expenditure was £37,683.68. Income for the year to date was £114,097.07, Expenditure was £119,861. This did not include the utilities bill for Q3 as it had not been received by the end of this quarter. Restricted funds continue to be used for Honoraria, Childrens' Worker, and essential maintenance. Parish Centre income increased to £12,985. Fund raising for the year so far was £2,558. The Parish Share was £21,368 per quarter and was paid in full. PGS had reduced to 47 following the death of a member and income from the scheme is reducing because of the increases in the cost of living. The Energy Committee Continued to research new systems of heating, and how to fund it.

The Parish Giving Scheme now had 47 regular donors or couples. The majority of our donors continued to allow the PGS to increase their donations annually in line with the Retail Price Index. As noted last year, the advantage of this system is that our income from it is paid monthly as is the tax rebate, which is better for our cash flow. In addition, all the administration is done by the Company, saving time for our Treasurer and the Donations Secretary.

During the year, routine maintenance of both the buildings and the grounds has continued at All Saints and at St Michael's by a dedicated but small team of volunteers. Our volunteers save the church hundreds of pounds each year with their careful and diligent work and we thank them most sincerely. We always welcome any new helpers, as ever, the more the better.

Outreach donation to Charity has remained at 5% of our donated income.

Andrew Green and Cyril Sampson have continued to count and bank any donations that have been handed in over the year and we thank them for their unstinting service and the time they give, especially as it becomes more difficult to find a bank to pay the money into. Steve Greenhalgh continues as our Donations Secretary and we thank him too for the hours he spends in maintaining our records and encouraging more people to join the scheme.

The Parish Centre Management Committee, a sub Committee of the HFC, met in January, February, May and October in the Parish Centre. At each meeting, we reviewed the activities in the Centre and continued to be grateful that the uptake of our facilities continued to increase. This meant that our income increased too. Much time was spent in working out new rental rates to cover the huge utility bills we received. Review of the rate happened at every meeting.

Electrical updating of the Centre has again continued through the year as necessary. Lights in the hall have been repaired and the outside lights fixed. The storage cupboards in the corridor have been adapted for use by different groups hiring the hall. Deep cleaning of the kitchen was again carried out in April and October.

Fundraising has included a Puppet show, Music Festival, Cream Teas, an Angel festival with a Christmas Market and Carols round the Piano with Supper. We thank all those who were involved in these very successful and enjoyable events. The amount raised for the year was £3943.89.

The Parish Office is always a busy place, and this year has again been no exception. Ellen manages all the General Parish administration so well and cheerfully. She has also spent many hours with the Parish Centre Hire administration, both with our existing clients and as new clients arrive. Without her, it simply would not be as successful as it is. She has continued to be helped by a small band of trained volunteers, and we thank them for their help. Ellen's cheerful smile and amazing efficiency in the Office make all our lives easier. We record our huge and grateful thanks to her .

Ro Green Secretary to HFC and PCMC

#### Outreach Giving Report

The 2023 budget allocated by the PCC for the purposes of outreach giving was the equivalent of £1316 per quarter, which equates to 5% of given income.

The list of charities proposed and agreed was shorter than that of previous years, but again included local groups, or those with a local connection, and those where we believed our donations would be well used and make a difference to the work they could carry out.

In order to process donations in the most efficient and cost effective way, payments were made by BACS, instead of sending a cheque.

The donations were distributed to charities as follows:

Q1 Alabare Christian Care & Support £416, Musizi Joy Foundation (for their work in Uganda) £450, Ringwood Foodbank £450.

Q2 St. Luke's Healthcare for Clergy £416, Salisbury Trust for the Homeless £450, Salisbury Women's Refuge £450.

Q3 Musizi Joy Foundation £416 (for their Christmas appeal – they had a match funding agreement which should have doubled any donation received), Tearfund £450 (for their Middle East Emergency Appeal for those affected by the conflict in Gaza and Israel), USPG £450 (working with the Diocese of Jerusalem to give support to the Al-Ahli Arab Hospital).

Q4 CAP £450 (Christians Against Poverty – for local support, money advice, debt counselling in the East Dorset area), Ringwood Foodbank £450, Salisbury Women's Refuge £416.

Additionally, members of the congregation give regular donations of cash, food and other items to Ringwood Foodbank.

Christmas items were generously donated and transported to Salisbury Women's Refuge.

There were also fundraising events held during the year which raised money for other charities such as The Children's Society and also those charities supported by some of the Lent Lunches.

The charities are so appreciative of our donations and our ongoing prayers for their work, their staff, their volunteers and all those they support. Please continue to pray for their work.

If you wish to know more about the charities above, or have other suggestions for us to consider, please contact myself or another member of the PCC.

Beryl Greenhalgh (07803 678281)

### All Saints

The biweekly Communion and Morning Praise services held throughout 2023 were faithfully supported by the dedicated and welcoming church community, including members from St Michael's congregation.

A Lent Lunch was held on 7 March 23 in support of Save the Children, Syrian and Turkish earthquakes. This raised over £202. Also a 'Pink' coffee morning was held on 21 October 23. This was in support of Breast Cancer UK and raised over £328. Special thanks are due to Josie Taylor and Gail Salmen for arranging these successful and full capacity events.

Midweek coffee mornings restarted at All Saints on 15 November 23. As well as the cash collected at worship services, contributions made by the congregation towards the cost of coffees are now passed on to general PCC funds.

The upper rooms of the building were hired by a private sector counselling service with effect from 1 April 23, and a First Aid Group continues to hire the building as required.

The Fair Share Food Larder continued its valuable work with significant support from church members. The atmosphere was good with everyone appreciative of the service.

Anne Turvil celebrated 35 years of playing the organ at All Saints on 10 September 23 and the event was marked with sherry and cakes. Similarly, sherry and cakes were again enjoyed to mark Norman Moulard's retirement, specifically his last presiding service on 8 October 23.

The All Saints Committee held an open meeting on 10 September 23, with any matters of note being reported to and/or discussed by the regular congregation as appropriate.

During the year, the building and grounds were well maintained, and thanks are due to Nigel Beacham and the Maintenance Group, with particular thanks to Neil Salmen for his consistent labours in (among other things) hedge and grass cutting, and Steve Greenhalgh for undertaking such repairs as leaks through the polycarbonate roof, and re-fixing loose bricks. Additionally, Nigel arranged for the connecting door to the neighbouring private

garden to be bricked up, as the former door no longer served its purpose and was disadvantageous to our neighbour. Part of the cost was funded by the All Saints Spencer bequest. Outstanding is the need to address unevenness in parts of the main path to the church doors, particularly now there is more public use.

A volunteer cleaner from St Michael's now undertakes the cleaning of the main church room, and window cleaning should now be undertaken by the contractor who cleans at St Michael's. It appears that no action can be taken to reduce the mud generated over much of the car park during wet weather.

Sadly, the year saw the passing of two long standing members of the church. Ken Payne died on 1 July 23. He had served as Treasurer of the All Saints Committee for many years. Tony Moys died on 11 December 23, only a few months after Grace and his move to the Bucklesham Grange Care Home in Ipswich. Both are affectionately missed.

The congregation looks forward to All Saints Church continuing its long history as a focal point for Church of England worship in the Three Legged Cross area of Verwood Parish.

Bob Turvil  
All Saints Committee Secretary

#### Safeguarding Report

The PCC is aware of the need to comply with the guidance issued by the House of Bishops on matters relating to the safeguarding of children and vulnerable adults, as set out in section 5 of the Safeguarding and Clergy Discipline Measures 2016. It is confirmed that regard has been had to this Guidance and in particular to paragraph 3 of the Key Roles and Responsibilities of Church office holders and bodies Practice Guidance and I further confirm that this Guidance has been complied with during this year.

This year saw the introduction by the Diocese of the Parish Dashboard. Discussion at the PCC, and subsequent updates of the Action plans, permitted the Dashboard to be completed to award the church a Level 3. Copies of all documents are with the Parish Office.

Additional training by undertaking the Domestic Abuse online course was also required during the year, and steps were taken to ensure that all those who needed to undertake this training did so. Refresher training of the Basic Awareness course was also required and undertaken. Details of those persons completing such courses are kept as required in the Parish Office.

DBS Certificates have been monitored, and new or updating Certificates applied for where necessary.

The Churchwardens will continue to be kept up to date with safeguarding material and information received from the Diocesan office for onward transmission to the necessary recipients.

It has not been necessary to make any reports concerning Safeguarding issues this year. Whilst there has been nothing to report we are not complacent, and all concerned have been aware of the need to be particularly vigilant to protect vulnerable persons within our church.

Details of our Safeguarding Policy are still clearly signposted on our website and in church.

Carol Weaver  
Safeguarding Officer

#### Financial Review and Report

The 2022 Report included the following:

"Outlook for 2023: We know already that our Parish Share is increasing, energy costs are rising dramatically, and that general inflation will be about 5-7%. We are not facing a financial crisis immediately, but we could be toward the end of the year."

In recognition of these facts our 2023 Budget forecast an operating loss of over £30,000.

2023 operating income	£136,157
2023 operating expenditure	£168,201

**2023 operating loss                      £32,044**

We were extremely fortunate, in that our Shares, both General and Restricted fared extremely well and we received Capital Gains of £10,986

**This reduced our overall loss to £21,058**

Parish Share did modestly increase, energy costs were indeed horrific, and inflation peaked at over 10%. Not unsurprisingly we will be facing a financial crisis in 2024.

Whilst Parish Share is our largest expense, it represents a worthwhile cause. It pays for our Priest, the upkeep of the Priest's house, Clergy pensions, training and Parish Support. Most of the money is actually fed back to the parishes across the Diocese.

Our overall Giving fell last year, but our income from 'Operating Activities' rose significantly. This resulted from excellent Parish Centre hire receipts, Music Festival, Angel Festival, Puppets, Christmas Fayre, Cream Teas and many other opportunities to share food, beverages and fellowship. Thank you to all those who organised, staffed and supported these events. Importantly, these occasions also allowed us to perform an Outreach activity, as many non-church people attended.

Looking forward we can see that our energy costs will fall next year, but virtually everything else will cost more.

For 2024 the emphasis must be addressing our collective Giving. If nothing else changes, we will be in serious danger of running out of cash.

In accordance with the PCC Reserves Policy, the following information is made for the Annual Report.

	2022	2023	Increase/decrease
Unrestricted Funds	33,271	37,877	10%
Ratio to operating expenditure	26%	20%	-25%
Restricted Funds	96,755	97,007	1%
Building/repairs/maintenance	36,871	45,129	25%
Family/Youth Work	52,026	45,444	-11%
Choir/Organ	6,546	4,778	-33%
Barry Martin Hardship Fund	1,312	1,655	24%

As a Charity we have a responsibility to declare what are our intentions with money in 'Reserves'.

The target figure for Unrestricted funds is £35,000, as this represents approximately three months operating expenses. At year end we were just able to meet this requirement, combining our General Share Funds plus cash in the Bank.

Within our Restricted Funds, the bulk of the money is split fairly evenly between the Youth and Building repairs/maintenance funds.

We continue to employ a part time Family Worker. There are no other current plans for this fund.

The Building/repairs/maintenance fund is relatively self-explanatory, to allow for general upkeep and improvement of our buildings as necessary. During 2023 the only significant expenditure was the bricking up of the side door at All Saints. Remaining within this fund there is an element for furnishings, plate silverware and garments.

The Barry Martin Fund provided support to a child experiencing deprivation.

In agreement with the Housekeeping and Finance Committee all Restricted Fund dividends and last year's capital gains were allocated to Building, Choir, Organ and Barry Martin funds.

Neil Gibson

Treasurer to Verwood PCC



### **Deanery Synod**

Wimborne Deanery Synod had three meetings during the year, one of which was by Zoom. The churches representatives were involved with each of those meetings.

The March meeting had over 30 attendees, who received a brief update on the South Sudan visit by Sheila Soper, and an interesting exposition on lay ministry in its various forms, led by Rev Canon Karen Hutchinson and supported by several others. The meeting was pleased to hear that the deanery had 62 LPAs, as well as LLMs and LWLs. The training opportunities were rehearsed.

Following committee and officer elections at the June meeting, those present heard from the trio of Guest Speakers, Lizzie Whitbread and Hannah Tarring from the Diocese and Kevin Metcalfe from St John's Wimborne, on children and young persons. This included an update on the courses run and existing projects, as well as the aim to build a multi media chaplaincy. Some schools in the Wimborne area had been consulted. Canon Gill Clarke then spoke on Bishop Stephen's mission to Make Jesus Known in the Deanery Action Plan, and the broad remit this would entail. Further discussions were to take place. A fond farewell was said to Revd Andy Muckle, who has answered a calling in Leeds.

The November meeting saw Canon Gill Clarke leading members through the Deanery Action Plan. The Meeting was reminded, in considering Eco Church and Climate Justice, that influencing the hearts and minds of church members, having regard to the their considerably higher impact, was more important than just seeking to make our church buildings more eco friendly. Discussion points focussed on trading on strengths and identifying weaknesses in use of buildings etc; leadership priorities with other churches; involvement in local schools; bringing together like minded people, including sharing courses such as marriage courses; and funding for new initiatives.

Revd Dominic Meering, the new rector of Hampreston and Ferndown, was welcomed.

### **Statement of Trustees' responsibilities**

The Charity trustees are responsible for preparing a trustees' annual report and financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice). The law applicable to charities in England and Wales requires the Charity trustees to prepare financial statements for each year which give a true and fair view of the state of affairs of the Charity and of the incoming resources and application of resources, of the Charity for that period. In preparing the financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the applicable Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards have been followed, subject to any material departures that must be disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

The trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charity and to enable them to ensure that the financial statements comply with the Charities Act 2011, and the applicable Charities (Accounts and Reports) Regulations. They are also responsible for safeguarding the assets of the Charity and taking reasonable steps for the prevention and detection of fraud and other irregularities. The trustees are responsible for the maintenance and integrity of the Charity and financial information included on the Charity's website in accordance with legislation in the United Kingdom governing the preparation and dissemination of financial statements.

Approved by the PCC 21 March 2024 and signed on its behalf by

  
Julia Palmer Secretary

  
Neil Gibson Treasurer

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Charity registered number 1130729

**The Parochial Church Council of the  
Ecclesiastical Parish of  
Verwood**

**St. Michael and All Angels and All Saints**

**Accounts for the year ended  
31<sup>st</sup> December 2023**

# **The Parochial Church Council of the Ecclesiastical Parish of Verwood**

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## **The Parochial Church Council of the Ecclesiastical Parish of Verwood**

### **Board of Trustees**

The elected Trustees and Honorary Officers at the date of this report and holding office during the year were:

Rev D Matthews	(Chairman)
Mrs J Palmer	(Secretary)
Mr N Gibson	(Treasurer)
Mrs A Bale	
Mrs J Baxendale	
Mr N Beacham	
Rev M Eaton-Wells	
Mrs R Green	
Mrs B A Greenhalgh	
Mr S Greenhalgh	(Vice Chair)
Mrs E Ingram	
Mr R Johnson	
Mr R Morgan	
Mr D Moss	
Mrs A Stephens	
Mr R Turvil	
Mrs B Walton	
Mr S Walton	
Mr J Weaver	

<b>Registered Charity Number</b>	1130729
<b>Charity Address</b>	Potterne Farm Cottage Potterne Way Three Legged Cross Wimborne BH21 6RS
<b>Independent Examiners</b>	Grant Sellers Bank Court 12 Manor Road Verwood Dorset BH31 6DY
<b>Bankers</b>	CAF Bank Limited 25 Kings Hill Avenue Kings Hill West Malling Kent ME19 4J

# The Parochial Church Council of the Ecclesiastical Parish of Verwood

## Statement of financial activities for the year ended 31 December 2023

	Note	Unrestricted Funds	Restricted* Funds	Total Funds	
				2023	2022
<b>Incoming Resources</b>					
		£	£		£
Incoming resources from donors	2a	93,712	4,619	98,331	133,786
Other voluntary incoming Resources	2b	435	-	435	434
Investment Income	2c	1,045	2,888	3,933	3,752
Incoming resources from operating activities	2d	29,435	-	29,435	19,917
Activities for generating funds	2e	4,023	-	4,023	5,466
<b>TOTAL INCOMING RESOURCES</b>		<b>128,650</b>	<b>7,507</b>	<b>136,157</b>	<b>163,355</b>
<b>Resources Used</b>					
Grants and charitable giving	3a	5,443	4,695	10,138	7,941
Activities directly relating to the work of the church	3b	146,684	11,379	158,063	144,766
Cost of raising funds	3c	-	-	-	-
<b>TOTAL RESOURCES USED</b>		<b>152,127</b>	<b>16,074</b>	<b>168,201</b>	<b>152,707</b>
000					
<b>NET OUTGOING RESOURCES</b>		<b>-23,477</b>	<b>-8,567</b>	<b>-32,044</b>	<b>10,648</b>
UNREALISED LOSS/GAIN ON INVESTMENT ASSETS	6	2,167	8,819	10,986	-17,039
<b>NET MOVEMENTS IN FUNDS</b>		<b>-21,310</b>	<b>252</b>	<b>-21,058</b>	<b>-6,391</b>
Balances brought forward at 1st January 2023		437,958	96,755	534,713	549,691
Balances carried forward as at 31st December 2023		416,648	97,007	513,655	534,713

## Statement of financial activities for the year ended 31 December 2023

The Charity has no recognised gains or losses, other than those dealt with in the statement of financial activities. The notes to the financial statements provide information on movements in the Charity's funds during the year. All incoming and outgoing resources derive from continuing activities during the current and previous period.

\* A listing of all Restricted Funds is at Note 13 together with a Statement of Financial Activity for each. The notes on pages 5 to 15 form part of these accounts.

**The Parochial Church Council of the  
Ecclesiastical Parish of Verwood**

**Balance Sheet as at 31st December 2023**

	Note	Unrestricted Funds	Restricted Funds	TOTAL FUNDS	
		£	£	2023 £	2022 £
<b>FIXED ASSETS</b>					
Tangible assets	7	347,311	-	347,311	348,511
Heritage assets	7	32,120	-	32,120	32,120
Investments	8	26,884	97,963	124,847	139,527
<b>Total Fixed Assets</b>		<u>406,315</u>	<u>97,963</u>	<u>504,278</u>	<u>520,158</u>
<b>CURRENT ASSETS</b>					
Debtors	10	2,534	-	2,534	2,610
Cash at bank and in hand	9	10,927	84	11,011	13,799
<b>Total Current Assets</b>		<u>13,461</u>	<u>84</u>	<u>13,545</u>	<u>16,409</u>
<b>LIABILITIES</b>					
Creditors: amounts falling due within one year	11	-3,126	-1,040	-4,168	-1,854
<b>Net current assets</b>		<u>10,333</u>	<u>-956</u>	<u>9,377</u>	<u>14,555</u>
<b>TOTAL NET ASSETS</b>		<u>416,648</u>	<u>97,007</u>	<u>513,655</u>	<u>534,713</u>
<b>PARISH FUNDS</b>					
Unrestricted	14	416,648	-	416,648	437,958
Restricted	14	-	97,007	97,007	96,755
		<u>416,648</u>	<u>97,007</u>	<u>513,655</u>	<u>534,713</u>

Approved by

15 February 2024



Rev D Matthews  
Chairman, Verwood Parochial Church Council  
Charity number 1130729

The notes on pages 5 to 15 form part of these accounts

# **The Parochial Church Council of the Ecclesiastical Parish of Verwood**

## **Notes to the Accounts**

### **1. Accounting Policies**

#### **1.a General**

The financial statements have been prepared in accordance with the Church Accounting Regulations 2006 together with applicable accounting standards and the Charities Statement of Recommended Practice 2019 (FRS102), the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102), the Charities Act 2011, and UK Generally Accepted Accounting Practice.

The Charity has taken advantage of the exemption in Financial Reporting Standard 1 from the requirement to produce a cash flow statement on the grounds that it qualifies as a small Charity.

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

The presentation currency of the financial statements is the Pound Sterling and is rounded to the nearest £1.

The Charity meets the definition of a public benefit entity under FRS102.

#### **1.b Funds**

General 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. Funds designated for a particular purpose by the PCC are also unrestricted.

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

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by the donor and/or within restricted purposes included in the objects of the Charity.

#### **1.c Incoming Resources**

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

- Collections are recognised when received by or on behalf of the PCC.
- Planned giving receivable under covenant or standing order is recognised only when received.
- Income tax recovered on covenants or gift aid donations is recognised in the same year as the income to which it relates.
- Grants and legacies to the PCC are accounted for as soon as the money is received.
- Funds received by festivals and similar events are, where ever possible accounted for gross.

##### *Other ordinary income*

- Rental income from the letting of Church premises is recognised when monies are received.

## **The Parochial Church Council of the Ecclesiastical Parish of Verwood**

### **Notes to the Accounts (continued)**

#### **1. Accounting Policies (continued)**

##### *Income from investments*

- Dividends and interest are accounted for when received.

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

- Realised gains or losses are recognised when investments are sold.
- Unrealised gains or losses are accounted for on revaluation of investments at 31 December.

#### **1.d 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 quota or Parish Share is accounted for when payable. Any quota unpaid at 31 December is provided for in these accounts as an operational (though not a legal) liability and is shown as a creditor in the Balance Sheet. (2023 was paid in full.)

##### *Governance costs*

- Governance costs comprise all costs involving the public accountability of the Charity and its compliance with regulation and good practice. These costs include costs related to accountancy services.

#### **1.e 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 1993.
- Moveable Church furnishings held by the Churchwardens on special trust for the PCC and which require a faculty for disposal are considered to be inalienable property. SORP 2019 recommends that such property be taken into the annual accounts as assets of the PCC. The PCC follows this recommendation for long term assets, known as "heritage assets", which were professionally valued and are now included at the assessed current market valuation, Sept 2019. Since in general they retain their value or appreciate, no depreciation is charged. The cost of other furnishings has been written off as it was incurred.
- All expenditure incurred during the year on consecrated or benefice buildings and movable Church furnishings, whether maintenance or improvement, is written off as expenditure in the Statement of Financial Activities (SOFA) and separately disclosed.



## **The Parochial Church Council of the Ecclesiastical Parish of Verwood**

### **Notes to the Accounts (continued)**

#### ***1. Accounting Policies (continued)***

##### **Fixed Assets (continued)**

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

- Equipment used and repairs within the Parish Centre are written off in the year of expenditure.

###### *Property vested in Salisbury Diocese*

- SORP 2019 recommends that property procured by the PCC but vested in the Diocesan Board of Finance of the Salisbury Diocese, which therefore has sole title to it, should be shown as an asset in the PCC accounts. There are two properties which fall under this heading
  - The land on which the Parish Centre was built. The PCC resolved to bring this into the accounts in 2003. It is valued at cost and is not depreciated.
  - All Saints Church, which the PCC resolved to bring into the accounts in 2006, is a freehold property comprising the building and the land on which it is built. It is valued in the accounts at cost and is not depreciated. All repairs and minor improvements are written off in the year of expenditure.
  - The Parish Centre building, which is a property which is built on land owned by Salisbury Diocese but which rights pertaining to that property rest with the PCC (excluding consecrated land and buildings as detailed above), is shown as an asset at cost, less annual depreciation of £1,200.

###### *Investments*

- Investments are valued at market value as at 31 December 2023

#### **1.f Current assets**

- Amounts owing to the PCC at 31 December are shown as debtors less provision for amounts that may prove uncollectable.
- Short term deposits include cash held at the bank.

#### **1.g Volunteers and donated services**

- The value of services provided by volunteers is not incorporated into these financial statements.

- There were no related party transactions during the year. (This means no Trustees received any remuneration from the Charity.)

**The Parochial Church Council of the  
Ecclesiastical Parish of Verwood  
Notes to the Accounts (continued)**

**2. Incoming Resources**

	Unrestricted Funds	Restricted Funds	Total Funds	
	£	£	2023 £	2022 £
<b>2(a) Incoming resources from donors</b>				
Planned giving:	67,577	-	67,577	74,694
Income tax refunds	17,642	-	17,642	21,324
Collections	6,101	-	6,101	3,042
Special collections		4,555	4,555	3,213
Donations	2,392	64	2,456	31,513
<b>Total</b>	<b>93,712</b>	<b>4,619</b>	<b>98,331</b>	<b>133,786</b>

<b>2(b) Other voluntary incoming resources</b>				
Grants	-	-	-	-
Choir and organ income/donations	-	-	-	-
Parish centre donation	-	-	-	-
Income from Maton	435	-	435	434
Legacies	-	-	-	-
<b>Total</b>	<b>435</b>	<b>-</b>	<b>435</b>	<b>434</b>

<b>2(c) Income from investments</b>				
Bank Interest received	34	-	34	18
Dividends received	1,011	2,888	3,899	3,734
<b>Total</b>	<b>1,045</b>	<b>2,888</b>	<b>3,933</b>	<b>3,752</b>

<b>2(d) Incoming resources from operating activities</b>				
Parish Centre hire	17,222	-	17,222	15,261
Meeting Room hire	2,063	-	2,063	-
All Saints hire	5,425	-	5,425	-
Fees	3,748	-	3,748	3,434
Other	938	-	938	847
Utility Refunds	39	-	39	375
<b>Total</b>	<b>29,435</b>	<b>-</b>	<b>29,435</b>	<b>19,917</b>

<b>2(e) Activities for generating funds</b>				
Fundraising activities	4,020	-	4,020	1,532
Talents	3	-	3	3,934

Total	4,023	-	4,023	5,466
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**Total Incoming**

Resources	£	<u>128,650</u>	<u>7,507</u>	<u>136,157</u>	<u>163,355</u>
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**The Parochial Church Council of the  
Ecclesiastical Parish of Verwood**

**Notes to the Accounts (continued)**

**3. Resources Used**

	Unrestricted Funds	Restricted Funds	Total Funds	
	£	£	2023 £	2022 £
<b>3(a) Grants and Charitable giving</b>				
Outreach (5% of income)	5,263	-	5,263	4,240
Restricted giving	-	4,555	4,555	3,213
Other	180	-	180	150
Barry Martin Discretionary Fund	-	140	140	338
Total	5,443	4,695	10,138	7,941

**3(b) Activities directly relating  
to the work of the Church**

Parish share	85,475	-	85,475	82,986
Clergy expenses	2,374	-	2,374	2,461
Church running costs	14,488	629	15,117	15,497
Parish Centre running costs	17,138	-	17,138	8,744
Parish Centre improvements	-	-	-	1,692
Services choir and organ	2,852	4,168	7,020	6,225
Support costs (see note 4)	22,259	6,582	28,841	24,880
Church activities – other	898	-	898	1,081
Depreciation	1,200	-	1,200	1,200
Total	146,684	11,379	158,063	144,766

**Total Resources**

Used	£	<u>152,157</u>	<u>16,074</u>	<u>168,201</u>	<u>152,707</u>
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**4. Support Costs**

	2023 £	2022 £
Office costs	27,773	23,717
Audit fees	960	960
Sundries	148	203
	<u>28,841</u>	<u>24,880</u>

# **The Parochial Church Council of the Ecclesiastical Parish of Verwood**

## **Notes to the Accounts (continued)**

### **5. Staff Costs**

	2023	2022
	£	£
Wages and salaries	24,817	22,038

- During the year the PCC employed one part time staff member at the Parish Office and one part time cleaner for the Parish Centre. A part time Childrens Worker was in post all year. No one earned in excess of £60,000 per annum.
- Employers National Insurance contributions were £nil.
- Our contribution to our employees defined pension scheme was £285.

### **6. Gains or losses on investments**

Dividends received from investments are shown within income from investments. As recommended in SORP 2019, gains both from the movement in the market value of the shares that have not been sold, unrealised gains, and on shares that have been sold, realised gains, are now shown as losses on our investment assets.

### **7. Fixed assets**

	<u>Property Vested in DBF</u>					Total Assets
	Parish Centre		All Saints	Fixtures	Heritage	
Cost or Valuation	Land	Building				
As at 1 January 2023	46,000	270,017	91,704	3,054	32,120	442,895
As at 31 December 2023	46,000	270,017	91,704	3,054	32,120	442,895
	.....	.....	.....	.....	.....	.....
<b>Depreciation</b>						
As at 1 January 2023	-	59,210	-	3,054	-	62,264
Charged in year	-	1,200	-	-	-	1,200
As at 31 December 2023	-	60,410	-	3,054	-	63,464
	.....	.....	.....	.....	.....	.....
<b>Net Book Value</b>						
As at 31 December 2023	46,000	209,607	91,704	-	32,120	379,431
	.....	.....	.....	.....	.....	.....
As at 31 December 2022	46,000	210,807	91,704	-	32,120	380,631

In 2003 the cost of the freehold land upon which the Parish Centre is built was entered at cost into the accounts. Title to the land, and therefore the building on it, rests solely with Salisbury. However, the proceeds of any sale would become part of the PCC's general funds and they are therefore shown as assets of the PCC vested in the Diocesan Board of Finance of the Salisbury Diocese.

## The Parochial Church Council of the Ecclesiastical Parish of Verwood

### Notes to the Accounts (continued)

For the same reasons, in 2006 All Saints Church, a freehold property, was brought into the accounts at cost, of £91,704, as an asset vested in the Diocesan Board of Finance of the Salisbury Diocese. Heritage assets were entered into the accounts in 2005 at market valuation. These assets were revalued in September 2019 by an independent valuer.

The PCC decided in 2004 that, with an expected life of the Parish Centre building well in excess of 50 years, an annual depreciation of £1,200 would be more appropriate at this time: it has also decided that the rate of depreciation should be reviewed at five-yearly intervals, at the same time as the quinquennial inspection. The latest review was conducted in February 2019 and the existing policy re-approved at the PCC meeting that month. All repairs and minor improvements are written off in the year of expenditure.

### **8. Investment Assets**

These are investments held in CBF Church of England Fund Income Shares. They have been valued on 31 December 2023 at Bid/Offer price of 2,260.53p per share (2022 at 2,064.59p per share).

	2023		2022	
	No of shares	£	No of shares	£
<b>Unrestricted</b>				
General account	1,189.29	26,884	1,611.51	33,271
<b>Restricted</b>				
Bequest and other restricted funds account	4,333.64	97,963	5,146.61	106,256
<b>Total</b>		<u>124,847</u>		<u>139,527</u>

There was one withdrawal from the General Fund, of £10,000. Two withdrawals were made from the Bequest Fund, totaling £20,000.

Excluded from our accounts are restricted funds that are held in a related "Incumbent and Churchwardens Trust for ecclesiastical purposes" by the Salisbury Diocesan Board of Finance as follows:

	2023	2022
	£	£
Maton Investments	<u>15,914</u>	<u>14,535</u>

**The Parochial Church Council of the  
Ecclesiastical Parish of Verwood**

**Notes to the Accounts (continued)**

**9. Cash at Bank and in hand**

	Unrestricted Funds	Restricted Funds	Total Funds	
			2023	2022
	£	£	£	£
Cash at Bank	10,909	84	10,993	13,030
Cash in Hand	18	-	18	769
Totals	10,927	84	11,011	13,799
	-----	-----	-----	-----

**10. Debtors**

	2023	2022
	£	£
HMRC Income Tax refund	1,532	2,610
General Debtors	1,002	-
Total	2,534	2,610

**11. Creditors due within one year**

	2023	2022
£	£	
General Creditors	2,891	1,854
British Gas (five accounts)	1,277	-
Total	4,168	1,854

**12. Transfers between Funds**

There were none during 2023.

## **The Parochial Church Council of the Ecclesiastical Parish of Verwood**

### **Notes to the Accounts (continued)**

#### ***13. Funds within the accounts***

##### **Restricted funds**

Where monies have been donated or bequeathed for specific purposes a restricted fund is set up within the accounts. Our current restricted funds are as follows:

<b>Special</b>	Collections for distinct and specific cause, usually not the Church
<b>Bequest</b>	For bequests with a specific purpose, generally the improvement or maintenance of the Church
<b>Choir</b>	For choir earnings and expenditure
<b>Organ</b>	To control monies specific to the organ and its maintenance
<b>Youth</b>	For youth ministry
<b>Barry Martin</b>	For those in financial hardship. Exercised exclusively at the discretion of the Vicar.

##### **Designated Funds**

These are funds set up by the PCC for specific purposes. However, the monies within them can be re-allocated, or returned to the General Fund, by the PCC, if an appropriate authorisation is made. Some donated funds are subject to recall, if the designated purpose is not pursued.

#### ***14. Analysis of net assets between funds***

	General Fund £	Restricted Funds £	Total Funds £
Fixed assets	347,311	-	347,311
Heritage assets	32,120	-	32,120
Investments	26,884	97,963	124,847
Debtors	2,532	-	2,532
Cash at bank	10,927	84	11,011
Creditors	-3,126	-1,040	-4,166
Balance at 31 December 2023	416,648	97,007	513,655

**The Parochial Church Council of the  
Ecclesiastical Parish of Verwood**

**Notes to the Accounts (continued)**

***15. Reconciliation of movements between funds - Restricted***

A statement of financial activity for each of the restricted funds for the year ended 31 December 2023.

	Special	Bequest	Choir	Organ	Youth	Discretion	Total
	£	£	£	£	£	£	£
<b>Incoming resources</b>							
From donors	4,555	-	-	-	-	64	4,619
Income from investments	-	2,388	300	100	-	100	2,888
	-----	-----	-----	-----	-----	-----	-----
Total incoming resources	4,555	2,388	300	100	-	164	7,507
	-----	-----	-----	-----	-----	-----	-----
<b>Resources used</b>							
Donations	4,555	-	-	-	-	140	4,695
Church work	-	629	1,610	2,558	6,582	-	11,379
	-----	-----	-----	-----	-----	-----	-----
Total resources used	4,555	629	1,610	2,558	6,582	140	16,074
	-----	-----	-----	-----	-----	-----	-----
Net resources	-	1,759	-1,310	-2,458	-6,582	24	-8,567
Investment gains	-	6,500	1,000	1,000	-	319	8,819
	-----	-----	-----	-----	-----	-----	-----
<b>Net movement in funds</b>	-	8,259	-310	-1,458	-6,582	343	252
	-----	-----	-----	-----	-----	-----	-----
Balance at 1 January 2023	-	36,871	1,837	4,709	52,026	1,312	96,755
	-----	-----	-----	-----	-----	-----	-----
Balance at 31 December 2023	-	45,130	1,527	3,251	45,444	1,655	97,007
	-----	-----	-----	-----	-----	-----	-----

**Fund Assets – Restricted and Designated**

All Restricted Funds are held as investments within one CBF Church of England Fund, known as our Bequest Fund. Some limited amounts are held in the CafBank current account



## **The Parochial Church Council of the Ecclesiastical Parish of Verwood**

### **Independent Examiner's Report to the Trustees of The Parochial Church Council of the Ecclesiastical Parish of Verwood**

I report to the charity trustees on my examination of the accounts of the charity for the year ended 31 December 2023 which are set out on pages 3 to 14.

#### **Responsibilities and basis of report**

As the charity's trustees you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

I report in respect of my examination of the charity's accounts carried out under section 145 of the 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 giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the charity as required by section 130 of the Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair view' which is not a matter considered as part of an independent examination.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.



date 2 May 2024

Stephen Sellers  
Institute of Chartered Accountants in England and Wales  
For and on behalf of  
Grant Sellers, Chartered Accountants  
Bank Court, 12 Manor Road, Verwood, Dorset, BH31 6DY

\*\*\*

Charity registered number 1130729

**The Parochial Church Council of the  
Ecclesiastical Parish of  
Verwood**

**St. Michael and All Angels and All Saints**

**Accounts for the year ended  
31<sup>st</sup> December 2023**

# **The Parochial Church Council of the Ecclesiastical Parish of Verwood**

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Statement of Financial Activities	3
Balance Sheet	4
Notes to the Accounts	5
Report of the Independent Examiner	15

## **The Parochial Church Council of the Ecclesiastical Parish of Verwood**

### **Board of Trustees**

The elected Trustees and Honorary Officers at the date of this report and holding office during the year were:

Rev D Matthews	(Chairman)
Mrs J Palmer	(Secretary)
Mr N Gibson	(Treasurer)
Mrs A Bale	
Mrs J Baxendale	
Mr N Beacham	
Rev M Eaton-Wells	
Mrs R Green	
Mrs B A Greenhalgh	
Mr S Greenhalgh	(Vice Chair)
Mrs E Ingram	
Mr R Johnson	
Mr R Morgan	
Mr D Moss	
Mrs A Stephens	
Mr R Turvil	
Mrs B Walton	
Mr S Walton	
Mr J Weaver	

<b>Registered Charity Number</b>	1130729
<b>Charity Address</b>	Potterne Farm Cottage Potterne Way Three Legged Cross Wimborne BH21 6RS
<b>Independent Examiners</b>	Grant Sellers Bank Court 12 Manor Road Verwood Dorset BH31 6DY
<b>Bankers</b>	CAF Bank Limited 25 Kings Hill Avenue Kings Hill West Malling Kent ME19 4J

# The Parochial Church Council of the Ecclesiastical Parish of Verwood

## Statement of financial activities for the year ended 31 December 2023

	Note	Unrestricted Funds	Restricted* Funds	Total Funds	
				2023	2022
<b>Incoming Resources</b>					
		£	£		£
Incoming resources from donors	2a	93,712	4,619	98,331	133,786
Other voluntary incoming Resources	2b	435	-	435	434
Investment Income	2c	1,045	2,888	3,933	3,752
Incoming resources from operating activities	2d	29,435	-	29,435	19,917
Activities for generating funds	2e	4,023	-	4,023	5,466
<b>TOTAL INCOMING RESOURCES</b>		<b>128,650</b>	<b>7,507</b>	<b>136,157</b>	<b>163,355</b>
<b>Resources Used</b>					
Grants and charitable giving	3a	5,443	4,695	10,138	7,941
Activities directly relating to the work of the church	3b	146,684	11,379	158,063	144,766
Cost of raising funds	3c	-	-	-	-
<b>TOTAL RESOURCES USED</b>		<b>152,127</b>	<b>16,074</b>	<b>168,201</b>	<b>152,707</b>
000					
NET OUTGOING RESOURCES		-23,477	-8,567	-32,044	10,648
UNREALISED LOSS/GAIN ON INVESTMENT ASSETS	6	2,167	8,819	10,986	-17,039
<b>NET MOVEMENTS IN FUNDS</b>		<b>-21,310</b>	<b>252</b>	<b>-21,058</b>	<b>-6,391</b>
Balances brought forward at 1st January 2023		437,958	96,755	534,713	549,691
Balances carried forward as at 31st December 2023		416,648	97,007	513,655	534,713

## Statement of financial activities for the year ended 31 December 2023

The Charity has no recognised gains or losses, other than those dealt with in the statement of financial activities. The notes to the financial statements provide information on movements in the Charity's funds during the year. All incoming and outgoing resources derive from continuing activities during the current and previous period.

\* A listing of all Restricted Funds is at Note 13 together with a Statement of Financial Activity for each. The notes on pages 5 to 15 form part of these accounts.

**The Parochial Church Council of the  
Ecclesiastical Parish of Verwood**

**Balance Sheet as at 31st December 2023**

	Note	Unrestricted Funds	Restricted Funds	TOTAL FUNDS	
		£	£	2023 £	2022 £
<b>FIXED ASSETS</b>					
Tangible assets	7	347,311	-	347,311	348,511
Heritage assets	7	32,120	-	32,120	32,120
Investments	8	26,884	97,963	124,847	139,527
<b>Total Fixed Assets</b>		<b>406,315</b>	<b>97,963</b>	<b>504,278</b>	<b>520,158</b>
<b>CURRENT ASSETS</b>					
Debtors	10	2,534	-	2,534	2,610
Cash at bank and in hand	9	10,927	84	11,011	13,799
<b>Total Current Assets</b>		<b>13,461</b>	<b>84</b>	<b>13,545</b>	<b>16,409</b>
<b>LIABILITIES</b>					
Creditors: amounts falling due within one year	11	-3,126	-1,040	-4,168	-1,854
<b>Net current assets</b>		<b>10,333</b>	<b>-956</b>	<b>9,377</b>	<b>14,555</b>
<b>TOTAL NET ASSETS</b>		<b>416,648</b>	<b>97,007</b>	<b>513,655</b>	<b>534,713</b>
<b>PARISH FUNDS</b>					
Unrestricted	14	416,648	-	416,648	437,958
Restricted	14	-	97,007	97,007	96,755
		<b>416,648</b>	<b>97,007</b>	<b>513,655</b>	<b>534,713</b>

Approved by

15 February 2024



Rev D Matthews  
Chairman, Verwood Parochial Church Council  
Charity number 1130729

The notes on pages 5 to 15 form part of these accounts

# **The Parochial Church Council of the Ecclesiastical Parish of Verwood**

## **Notes to the Accounts**

### **1. Accounting Policies**

#### **1.a General**

The financial statements have been prepared in accordance with the Church Accounting Regulations 2006 together with applicable accounting standards and the Charities Statement of Recommended Practice 2019 (FRS102), the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102), the Charities Act 2011, and UK Generally Accepted Accounting Practice.

The Charity has taken advantage of the exemption in Financial Reporting Standard 1 from the requirement to produce a cash flow statement on the grounds that it qualifies as a small Charity.

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

The presentation currency of the financial statements is the Pound Sterling and is rounded to the nearest £1.

The Charity meets the definition of a public benefit entity under FRS102.

#### **1.b Funds**

General 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. Funds designated for a particular purpose by the PCC are also unrestricted.

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

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by the donor and/or within restricted purposes included in the objects of the Charity.

#### **1.c Incoming Resources**

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

- Collections are recognised when received by or on behalf of the PCC.
- Planned giving receivable under covenant or standing order is recognised only when received.
- Income tax recovered on covenants or gift aid donations is recognised in the same year as the income to which it relates.
- Grants and legacies to the PCC are accounted for as soon as the money is received.
- Funds received by festivals and similar events are, where ever possible accounted for gross.

##### *Other ordinary income*

- Rental income from the letting of Church premises is recognised when monies are received.

## **The Parochial Church Council of the Ecclesiastical Parish of Verwood**

### **Notes to the Accounts (continued)**

#### **1. Accounting Policies (continued)**

##### *Income from investments*

- Dividends and interest are accounted for when received.

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

- Realised gains or losses are recognised when investments are sold.
- Unrealised gains or losses are accounted for on revaluation of investments at 31 December.

#### **1.d 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 quota or Parish Share is accounted for when payable. Any quota unpaid at 31 December is provided for in these accounts as an operational (though not a legal) liability and is shown as a creditor in the Balance Sheet. (2023 was paid in full.)

##### *Governance costs*

- Governance costs comprise all costs involving the public accountability of the Charity and its compliance with regulation and good practice. These costs include costs related to accountancy services.

#### **1.e 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 1993.
- Moveable Church furnishings held by the Churchwardens on special trust for the PCC and which require a faculty for disposal are considered to be inalienable property. SORP 2019 recommends that such property be taken into the annual accounts as assets of the PCC. The PCC follows this recommendation for long term assets, known as "heritage assets", which were professionally valued and are now included at the assessed current market valuation, Sept 2019. Since in general they retain their value or appreciate, no depreciation is charged. The cost of other furnishings has been written off as it was incurred.
- All expenditure incurred during the year on consecrated or benefice buildings and movable Church furnishings, whether maintenance or improvement, is written off as expenditure in the Statement of Financial Activities (SOFA) and separately disclosed.



## **The Parochial Church Council of the Ecclesiastical Parish of Verwood**

### **Notes to the Accounts (continued)**

#### **1. *Accounting Policies (continued)***

##### **Fixed Assets (continued)**

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

- Equipment used and repairs within the Parish Centre are written off in the year of expenditure.

###### *Property vested in Salisbury Diocese*

- SORP 2019 recommends that property procured by the PCC but vested in the Diocesan Board of Finance of the Salisbury Diocese, which therefore has sole title to it, should be shown as an asset in the PCC accounts. There are two properties which fall under this heading
  - The land on which the Parish Centre was built. The PCC resolved to bring this into the accounts in 2003. It is valued at cost and is not depreciated.
  - All Saints Church, which the PCC resolved to bring into the accounts in 2006, is a freehold property comprising the building and the land on which it is built. It is valued in the accounts at cost and is not depreciated. All repairs and minor improvements are written off in the year of expenditure.
  - The Parish Centre building, which is a property which is built on land owned by Salisbury Diocese but which rights pertaining to that property rest with the PCC (excluding consecrated land and buildings as detailed above), is shown as an asset at cost, less annual depreciation of £1,200.

###### *Investments*

- Investments are valued at market value as at 31 December 2023

##### **1.f *Current assets***

- Amounts owing to the PCC at 31 December are shown as debtors less provision for amounts that may prove uncollectable.
- Short term deposits include cash held at the bank.

##### **1.g *Volunteers and donated services***

- The value of services provided by volunteers is not incorporated into these financial statements.

- There were no related party transactions during the year. (This means no Trustees received any remuneration from the Charity.)

**The Parochial Church Council of the  
Ecclesiastical Parish of Verwood  
Notes to the Accounts (continued)**

**2. Incoming Resources**

	Unrestricted Funds	Restricted Funds	Total Funds	
	£	£	2023 £	2022 £
<b>2(a) Incoming resources from donors</b>				
Planned giving:	67,577	-	67,577	74,694
Income tax refunds	17,642	-	17,642	21,324
Collections	6,101	-	6,101	3,042
Special collections		4,555	4,555	3,213
Donations	2,392	64	2,456	31,513
<b>Total</b>	<b>93,712</b>	<b>4,619</b>	<b>98,331</b>	<b>133,786</b>

<b>2(b) Other voluntary incoming resources</b>				
Grants	-	-	-	-
Choir and organ income/donations	-	-	-	-
Parish centre donation	-	-	-	-
Income from Maton	435	-	435	434
Legacies	-	-	-	-
<b>Total</b>	<b>435</b>	<b>-</b>	<b>435</b>	<b>434</b>

<b>2(c) Income from investments</b>				
Bank Interest received	34	-	34	18
Dividends received	1,011	2,888	3,899	3,734
<b>Total</b>	<b>1,045</b>	<b>2,888</b>	<b>3,933</b>	<b>3,752</b>

<b>2(d) Incoming resources from operating activities</b>				
Parish Centre hire	17,222	-	17,222	15,261
Meeting Room hire	2,063	-	2,063	-
All Saints hire	5,425	-	5,425	-
Fees	3,748	-	3,748	3,434
Other	938	-	938	847
Utility Refunds	39	-	39	375
<b>Total</b>	<b>29,435</b>	<b>-</b>	<b>29,435</b>	<b>19,917</b>

<b>2(e) Activities for generating funds</b>				
Fundraising activities	4,020	-	4,020	1,532
Talents	3	-	3	3,934

Total	4,023	-	4,023	5,466
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**Total Incoming**

Resources	£	<u>128,650</u>	<u>7,507</u>	<u>136,157</u>	<u>163,355</u>
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**The Parochial Church Council of the  
Ecclesiastical Parish of Verwood**

**Notes to the Accounts (continued)**

**3. Resources Used**

	Unrestricted Funds	Restricted Funds	Total Funds	
	£	£	2023 £	2022 £
<b>3(a) Grants and Charitable giving</b>				
Outreach (5% of income)	5,263	-	5,263	4,240
Restricted giving	-	4,555	4,555	3,213
Other	180	-	180	150
Barry Martin Discretionary Fund	-	140	140	338
<b>Total</b>	<b>5,443</b>	<b>4,695</b>	<b>10,138</b>	<b>7,941</b>

**3(b) Activities directly relating  
to the work of the Church**

Parish share	85,475	-	85,475	82,986
Clergy expenses	2,374	-	2,374	2,461
Church running costs	14,488	629	15,117	15,497
Parish Centre running costs	17,138	-	17,138	8,744
Parish Centre improvements	-	-	-	1,692
Services choir and organ	2,852	4,168	7,020	6,225
Support costs (see note 4)	22,259	6,582	28,841	24,880
Church activities – other	898	-	898	1,081
Depreciation	1,200	-	1,200	1,200
<b>Total</b>	<b>146,684</b>	<b>11,379</b>	<b>158,063</b>	<b>144,766</b>

**Total Resources**

Used	£	<u>152,157</u>	<u>16,074</u>	<u>168,201</u>	<u>152,707</u>
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**4. Support Costs**

	2023 £	2022 £
Office costs	27,773	23,717
Audit fees	960	960
Sundries	148	203
	<u>28,841</u>	<u>24,880</u>

# **The Parochial Church Council of the Ecclesiastical Parish of Verwood**

## **Notes to the Accounts (continued)**

### **5. Staff Costs**

	2023	2022
	£	£
Wages and salaries	24,817	22,038

- During the year the PCC employed one part time staff member at the Parish Office and one part time cleaner for the Parish Centre. A part time Childrens Worker was in post all year. No one earned in excess of £60,000 per annum.
- Employers National Insurance contributions were £nil.
- Our contribution to our employees defined pension scheme was £285.

### **6. Gains or losses on investments**

Dividends received from investments are shown within income from investments. As recommended in SORP 2019, gains both from the movement in the market value of the shares that have not been sold, unrealised gains, and on shares that have been sold, realised gains, are now shown as losses on our investment assets.

### **7. Fixed assets**

	<u>Property Vested in DBF</u>					Total Assets
	Parish Centre		All Saints	Fixtures	Heritage	
Cost or Valuation	Land	Building				
As at 1 January 2023	46,000	270,017	91,704	3,054	32,120	442,895
As at 31 December 2023	46,000	270,017	91,704	3,054	32,120	442,895
	.....	.....	.....	.....	.....	.....
<b>Depreciation</b>						
As at 1 January 2023	-	59,210	-	3,054	-	62,264
Charged in year	-	1,200	-	-	-	1,200
As at 31 December 2023	-	60,410	-	3,054	-	63,464
	.....	.....	.....	.....	.....	.....
<b>Net Book Value</b>						
As at 31 December 2023	46,000	209,607	91,704	-	32,120	379,431
	.....	.....	.....	.....	.....	.....
As at 31 December 2022	46,000	210,807	91,704	-	32,120	380,631

In 2003 the cost of the freehold land upon which the Parish Centre is built was entered at cost into the accounts. Title to the land, and therefore the building on it, rests solely with Salisbury. However, the proceeds of any sale would become part of the PCC's general funds and they are therefore shown as assets of the PCC vested in the Diocesan Board of Finance of the Salisbury Diocese.

## The Parochial Church Council of the Ecclesiastical Parish of Verwood

### Notes to the Accounts (continued)

For the same reasons, in 2006 All Saints Church, a freehold property, was brought into the accounts at cost, of £91,704, as an asset vested in the Diocesan Board of Finance of the Salisbury Diocese. Heritage assets were entered into the accounts in 2005 at market valuation. These assets were revalued in September 2019 by an independent valuer.

The PCC decided in 2004 that, with an expected life of the Parish Centre building well in excess of 50 years, an annual depreciation of £1,200 would be more appropriate at this time: it has also decided that the rate of depreciation should be reviewed at five-yearly intervals, at the same time as the quinquennial inspection. The latest review was conducted in February 2019 and the existing policy re-approved at the PCC meeting that month. All repairs and minor improvements are written off in the year of expenditure.

### **8. Investment Assets**

These are investments held in CBF Church of England Fund Income Shares. They have been valued on 31 December 2023 at Bid/Offer price of 2,260.53p per share (2022 at 2,064.59p per share).

	2023		2022	
	No of shares	£	No of shares	£
<b>Unrestricted</b>				
General account	1,189.29	26,884	1,611.51	33,271
<b>Restricted</b>				
Bequest and other restricted funds account	4,333.64	97,963	5,146.61	106,256
<b>Total</b>		<u>124,847</u>		<u>139,527</u>

There was one withdrawal from the General Fund, of £10,000. Two withdrawals were made from the Bequest Fund, totaling £20,000.

Excluded from our accounts are restricted funds that are held in a related "Incumbent and Churchwardens Trust for ecclesiastical purposes" by the Salisbury Diocesan Board of Finance as follows:

	2023	2022
	£	£
Maton Investments	<u>15,914</u>	<u>14,535</u>

**The Parochial Church Council of the  
Ecclesiastical Parish of Verwood**

**Notes to the Accounts (continued)**

**9. Cash at Bank and in hand**

	Unrestricted Funds	Restricted Funds	Total Funds	
			2023	2022
	£	£	£	£
Cash at Bank	10,909	84	10,993	13,030
Cash in Hand	18	-	18	769
Totals	10,927	84	11,011	13,799
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**10. Debtors**

	2023	2022
	£	£
HMRC Income Tax refund	1,532	2,610
General Debtors	1,002	-
Total	2,534	2,610

**11. Creditors due within one year**

	2023	2022
£	£	
General Creditors	2,891	1,854
British Gas (five accounts)	1,277	-
Total	4,168	1,854

**12. Transfers between Funds**

There were none during 2023.

## The Parochial Church Council of the Ecclesiastical Parish of Verwood

### Notes to the Accounts (continued)

#### **13. Funds within the accounts**

##### **Restricted funds**

Where monies have been donated or bequeathed for specific purposes a restricted fund is set up within the accounts. Our current restricted funds are as follows:

<b>Special</b>	Collections for distinct and specific cause, usually not the Church
<b>Bequest</b>	For bequests with a specific purpose, generally the improvement or maintenance of the Church
<b>Choir</b>	For choir earnings and expenditure
<b>Organ</b>	To control monies specific to the organ and its maintenance
<b>Youth</b>	For youth ministry
<b>Barry Martin</b>	For those in financial hardship. Exercised exclusively at the discretion of the Vicar.

##### **Designated Funds**

These are funds set up by the PCC for specific purposes. However, the monies within them can be re-allocated, or returned to the General Fund, by the PCC, if an appropriate authorisation is made. Some donated funds are subject to recall, if the designated purpose is not pursued.

#### **14. Analysis of net assets between funds**

	General Fund £	Restricted Funds £	Total Funds £
Fixed assets	347,311	-	347,311
Heritage assets	32,120	-	32,120
Investments	26,884	97,963	124,847
Debtors	2,532	-	2,532
Cash at bank	10,927	84	11,011
Creditors	-3,126	-1,040	-4,166
Balance at 31 December 2023	416,648	97,007	513,655

**The Parochial Church Council of the  
Ecclesiastical Parish of Verwood**

**Notes to the Accounts (continued)**

***15. Reconciliation of movements between funds - Restricted***

A statement of financial activity for each of the restricted funds for the year ended 31 December 2023.

	Special	Bequest	Choir	Organ	Youth	Discretion	Total
	£	£	£	£	£	£	£
<b>Incoming resources</b>							
From donors	4,555	-	-	-	-	64	4,619
Income from investments	-	2,388	300	100	-	100	2,888
	-----	-----	-----	-----	-----	-----	-----
Total incoming resources	4,555	2,388	300	100	-	164	7,507
	-----	-----	-----	-----	-----	-----	-----
<b>Resources used</b>							
Donations	4,555	-	-	-	-	140	4,695
Church work	-	629	1,610	2,558	6,582	-	11,379
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Total resources used	4,555	629	1,610	2,558	6,582	140	16,074
	-----	-----	-----	-----	-----	-----	-----
Net resources	-	1,759	-1,310	-2,458	-6,582	24	-8,567
Investment gains	-	6,500	1,000	1,000	-	319	8,819
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<b>Net movement in funds</b>	-	8,259	-310	-1,458	-6,582	343	252
	-----	-----	-----	-----	-----	-----	-----
Balance at 1 January 2023	-	36,871	1,837	4,709	52,026	1,312	96,755
	-----	-----	-----	-----	-----	-----	-----
Balance at 31 December 2023	-	45,130	1,527	3,251	45,444	1,655	97,007
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**Fund Assets – Restricted and Designated**

All Restricted Funds are held as investments within one CBF Church of England Fund, known as our Bequest Fund. Some limited amounts are held in the CafBank current account



## **The Parochial Church Council of the Ecclesiastical Parish of Verwood**

### **Independent Examiner's Report to the Trustees of The Parochial Church Council of the Ecclesiastical Parish of Verwood**

I report to the charity trustees on my examination of the accounts of the charity for the year ended 31 December 2023 which are set out on pages 3 to 14.

#### **Responsibilities and basis of report**

As the charity's trustees you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

I report in respect of my examination of the charity's accounts carried out under section 145 of the 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 giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the charity as required by section 130 of the Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair view' which is not a matter considered as part of an independent examination.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.



Stephen Sellers  
Institute of Chartered Accountants in England and Wales  
For and on behalf of  
Grant Sellers, Chartered Accountants  
Bank Court, 12 Manor Road, Verwood, Dorset, BH31 6DY

date 2 May 2024