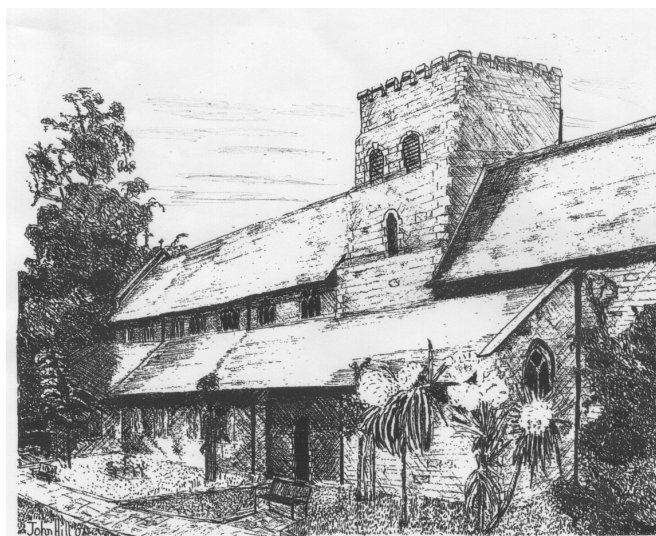




**CHRIST CHURCH**  
*MILTON-NEXT-GRAVESEND*

**ANNUAL REPORT  
and  
FINANCIAL STATEMENTS  
of the  
PAROCHIAL CHURCH COUNCIL  
for the year ended  
31<sup>st</sup> DECEMBER 2022**



Registered Charity no. 1130741

ANNUAL REPORT 2022

Christ Church, Milton-next-Gravesend, is situated in Old Road East, Gravesend. It is part of the Diocese of Rochester within the Church of England. The correspondence address is: The Vicarage, 48 Old Road East, Gravesend, Kent DA12 1NR.

Christ Church Parochial Church Council (PCC) has the responsibility of co-operating with the incumbent, in promoting in the ecclesiastical parish the whole mission of the Church, pastoral, evangelistic, social and ecumenical. It also has maintenance responsibilities for the Church and Hall.

Membership

The PCC is a charity registered with the Charity Commissioners. All PCC members are Charity Trustees. Members of the PCC are either ex-officio or elected by the Annual Parochial Church Meeting in accordance with the Church Representation Rules.

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

Rev Dr Andrew Davey Vicar  
Rev Jacqueline Littlewood Associate Priest

<i>Representatives on Deanery Synod</i>	<i>until</i>
Rosemary Austin	2024
(limited to 2023 by termination of the present session)	
Peter Read	2023

Martin Sewell  
(member of General Synod and ex-officio member of Deanery Synod and Diocesan Synod) (ceased to be a member of the congregation in 2022)

*Church Wardens*  
Janice Osborne (resigned 15/05/2022)  
Colin Parsonson (resigned 14/01/2022)

<i>Elected Members</i>	<i>until</i>
Sheila Brown	2024
Sigismund Bultman	2024
(membership lapsed 16/11/2022)	
John Hougham Vice Chair	2023
(resigned 21/09/2022)	
Stephen Humphries Treasurer	2025
Angela Kirby	2023
Andrew Nailor	2025
Colin Parsonson (resigned May 2021)	2021
Veronica Read	2025
Christine Sewell (resigned October 2021)	2024
Jennifer Shoesmith	2023
Sue Reilly	2023
Jasmine Humphries (resigned May 2022)	2024
Michael Donovan	2023
Janice Osborne	2025

David Williams was co-opted early in the year and attended two meetings prior to the APCM.

Mr John Hougham was re-elected Vice Chair. Mr Stephen Humphries was re-elected Treasurer.

Mr Michael Donovan was re-elected as PCC Secretary.

Six meetings of the PCC took place during the year. There was an average attendance of 73%. Among matters discussed were the Parish Offer, Church and Hall heating, the results of the quinquennial survey, and finances generally

PCC Committees

Standing Committee

This is the only committee required by law. It has power to transact the business of the PCC between meetings, subject to any direction given by the council.

Community and Social Events

This includes outreach, publicity and social events including bazaars and fetes. Action teams include the publicity group and those organising bazaars.

Safeguarding Group

Consists of the Vicar, PSO/Lead Recruiter, the Vulnerable Adults Advocate, the Children and Young Persons Advocate and the Churchwardens. The role of the Group is to review safeguarding practices and procedures, initiate any necessary action and to report to each PCC meeting under a permanent agenda item.

Christ Church Preschool

This committee is required under the OFSTED regulations and is chaired by the Vicar.

Electoral Roll

The church electoral roll stands at 122.

Usual Sunday Attendance

Attendance figures are close to our pre-Covid numbers with an average of about 75 adults and 10 children each week.

Review of the year / Achievements

We began 2022 with some COVID restrictions still in place. The year has focussed on renewing our common life of worship, support and service. Attendance has been steady throughout the year and we were able to offer a full set of services during Holy Week and Easter, and during Advent and Christmas. We marked the Queen's Jubilee with a concert and community lunch. Her Majesty's passing was observed with appropriate services and the church was opened to allow parishioners to sign the book of remembrance.

A pattern of Morning Prayer (in church with online access) and weekly Evening Prayer have complimented the well-attended mid-week service of Holy Communion. A monthly Bible Study on Zoom, our Pilgrim Group and two Lent study Groups have provided spaces for adult learning.

Our Ministry Group has met monthly. We were sorry to lose one of our readers John Hougham, who moved to be closer to family. John has contributed much to Christ Church as a reader, churchwarden, vice chair of the PCC, and in many other roles and activities.

Social gatherings continued throughout the year with a harvest lunch, table top sale, Summer Fair and Christmas bazaar. We have fundraised for the Disaster Emergencies Committee's appeal for Ukraine, and our designated charities. A quiz evening was held during Christian Aid Week.

Work with young people has continued with our fortnightly God's Gang during the Parish Eucharist, Semiquavers, First Steps and Tots Group. Five young people followed the Welcome to the Lord's Table programme for admission to Holy Communion. The Christ Church

Preschool continues to be a popular choice with local parents, and is well run by our committed manager and staff.

In September we hosted the confirmation service for the Gravesend Deanery, at which we presented three candidates.

Our buildings and grounds are well maintained by a group of dedicated members. We are very aware of their contribution in terms of time and planning. We have begun to plan the replacement of the Church Hall roof.

In March we held a Thinking Afternoon to look at our life together as Christ Church, the subsequent Mission Action Planning group will report during 2023.

We have been very aware of the need for careful use of limited resources through this period of austerity. Regular planned giving has been maintained through the envelope scheme and standing orders, but we do need to raise awareness of this. The PCC has sustained its commitments to the Diocese of Rochester Common Fund.

## Financial Review 2022

Fortunately, we saw a bounce back in 2022 after the pressure on church finances experienced in the previous two years. Because of the increase in income outlined below we were able to achieve a £15k surplus compared to significant losses posted in the previous two years.

### **Income**

- *Voluntary income* - excluding legacies and a one-off uplift in Gift Aid there was a small increase in Collections (+ £1.4k).
- *Activities for generating funds* - There were significant increases in both donations and fund raising for general church funds (totaling + £8.9k). See note below.
- *Church activities* – excluding Pre-school (see note below) there was a significant increase in hall lettings (post-Covid) and a small increase in Wedding and Funeral fees (totaling + £6.8k).
- *Overall* – Income up on previous year (+ £14k)

### **Expenditure (Church Activities)**

- *Charitable Giving* – Due to generous giving we were able to donate an additional £3k to our nominated charities.
- *Material Differences* – Church Maintenance appears reduced but this was due to a one-off project in 2021 (the car park resurfacing costing £13k). Printing stationery and office costs increased.
- *Parish Offer* – The PCC decided to maintain the Parish Offer at the same level as the previous year (£33k). This was less than half the amount requested by the Diocese.
- *Overall* – Expenditure down on previous year (- £2k).

### **Notes**

- *Notable fund-raising events*: Summer Fete; Christmas Bazaar; Open Gardens; Table Top Sale; Ride & Stride; and Jubilee Big Sing & BBQ.
- *Christ Church Pre-School* - After contribution towards Hall expenses and the payment of Salaries and other expenses there was a surplus of £4k. This will help off-set expected higher expenses in 2023.

### **Reserves Policy**

The policy of the PCC has been to maintain an unrestricted reserve of £30,000 to cover emergency situations that may arise from time to time.

Considering the financial pressures in previous years the PCC agreed to waive this requirement and at the end of 2022 the balance of our unrestricted reserve was **plus** £5k. (i.e. Funds on deposit £83.5k less Restricted Funds carried forward £78.5k). This compares to **minus** £5k reported last year an improvement of £10k.



Reverend Andrew Davey

10<sup>th</sup> May 2023

**INDEPENDENT EXAMINER'S REPORT TO THE PCC OF  
CHRIST CHURCH MILTON - next - GRAVESEND**

This report on the financial statements of the PCC for the year ended 31 December 2022, which are set out on pages 4 to 9, is in respect of an examination carried out in accordance with the Church Accounting Regulations 2006 ('the Regulations') and s.145 of the Charities Act 2011 ('the Act').

**Respective responsibilities of the PCC and examiner**

As the members of the PCC you are responsible for the preparation of the financial statements; you consider that the audit requirement of the Regulations and section 144(2) of the Act does not apply. It is my responsibility to issue this report on those financial statements in accordance with the terms of the Regulations.

**Basis of this report**

My examination was carried out in accordance with the General Directions given by the Charity Commission under section 145 of the Act and to be found in the Church guidance, 2006 edition. That examination includes a review of the accounting records kept by the PCC and a comparison of the accounts with those records. It also includes considering any unusual items or disclosures in the financial statements and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently I do not express an audit opinion on the view given by the accounts.

**Independent examiner's statement**

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

- 1) which gives me reasonable cause to believe that in any material respect the requirements
  - to keep accounting records in accordance with section 130 of the Act; and
  - to prepare financial statements which accord with the accounting records and to comply with the requirements of the Act and the Regulations have not been met; or
- 2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



Mr. Keith Scudder  
42 Frobisher Way,  
Gravesend  
DA12 4RA.

3<sup>rd</sup> May 2023

**CHRIST CHURCH MILTON - next - GRAVESEND  
PAROCHIAL CHURCH COUNCIL**

**STATEMENT OF FINANCIAL ACTIVITIES  
For the year ended 31 December 2022**

	Note	Unrestricted Funds £	Restricted Funds £	TOTAL FUNDS 2022 £	2021 £	+/- £
<b>INCOMING RESOURCES</b>						
Voluntary income	2(a)	55,876	4,324	60,201	73,500	(13,299)
Activities for generating funds	2(b)	11,584	7,656	19,240	10,376	8,864
Income from investments	2(c)	327	0	327	477	(151)
Church activities	2(d)	106,299	0	106,299	87,733	18,566
Other ordinary income	2(e)	0	0	0	0	0
<b>Total Incoming Resources</b>		<b>174,087</b>	<b>11,981</b>	<b>186,067</b>	<b>172,086</b>	<b>13,981</b>
<b>RESOURCES EXPENDED</b>						
Church activities	3(a)	157,154	13,548	170,702	168,381	2,321
Cost of generation of voluntary income	3(b)	0	0	0	0	0
Fund-raising trading costs	3(c)	1,373	0	1,373	1,620	(247)
Governance costs	3(d)	340	0	340	320	20
<b>Total Resources Used</b>		<b>158,867</b>	<b>13,548</b>	<b>172,415</b>	<b>170,321</b>	<b>2,094</b>
<b>NET INCOMING /(OUTGOING) RESOURCES BEING NET MOVEMENT IN FUNDS</b>		<b>15,220</b>	<b>(1,568)</b>	<b>13,652</b>	<b>1,765</b>	<b>11,887</b>
TRANSFERS BETWEEN FUNDS		0	0	0	0	0
<b>NET MOVEMENT IN FUNDS</b>		<b>15,220</b>	<b>(1,568)</b>	<b>13,652</b>	<b>1,765</b>	<b>11,887</b>
BALANCES BROUGHT FORWARD AT 1 JANUARY 2021		38,877	80,120	118,997	117,231	1,766
<b>BALANCES CARRIED FORWARD AT 31 DECEMBER 2022</b>		<b>54,096</b>	<b>78,552</b>	<b>132,648</b>	<b>118,997</b>	<b>13,651</b>

**CHRIST CHURCH MILTON - next - GRAVESEND  
PAROCHIAL CHURCH COUNCIL**

**BALANCE SHEET  
As at 31 December 2022**

	Notes	2022	2021	+/- £
<b>CURRENT ASSETS</b>				
Debtors	5	12,886	12,268	618
Cash on deposit		83,758	74,812	8,946
Cash at bank and in hand		40,406	39,277	1,129
		<u>137,050</u>	<u>126,357</u>	<u>10,693</u>
<b>LIABILITIES: AMOUNTS FALLING DUE WITHIN ONE YEAR</b>				
	6	<u>4,402</u>	<u>7,360</u>	<u>(2,958)</u>
<b>NET CURRENT ASSETS</b>		<b>132,648</b>	<b>118,997</b>	<b>13,651</b>
<b>LIABILITIES: AMOUNTS FALLING DUE AFTER ONE YEAR</b>				
		<u>0</u>	<u>0</u>	<u>0</u>
<b>TOTAL NET ASSETS</b>		<b><u>132,648</u></b>	<b><u>118,997</u></b>	<b><u>13,651</u></b>
<b>Represented by:- PARISH FUNDS</b>				
	7			
Unrestricted		54,096	38,877	15,219
Restricted		78,552	80,120	(1,567)
		<u>132,648</u>	<u>118,997</u>	<u>13,651</u>

Approved by the Parochial Church Council on 10th May 2023  
and signed on its behalf by:



Reverend Andrew Davey

**CHRIST CHURCH MILTON - next GRAVESEND  
PAROCHIAL CHURCH COUNCIL**

**NOTES TO THE FINANCIAL STATEMENTS  
For the year ended 31<sup>st</sup> December 2022**

**1. ACCOUNTING POLICIES**

The financial statements have been prepared in accordance with the Church Accounting Regulations 2006 together with applicable accounting standards and the Charities SORP 2005. The financial statements have been prepared under the historical cost convention.

**Funds**

General funds represent 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.

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 covenant is recognised only when received.

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

Funds raised by the Summer Fete, Xmas Bazaar and similar fund raising events are accounted for gross.

Sales of magazines from the church are accounted for gross.

*Other ordinary income*

Rental income from the letting of church premises is recognised when the rental is due.

*Income from investments*

Interest receivable is accounted for when due, and tax recoverable is recognised in the same accounting year.

**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 as paid.

**Fixed assets**

*Consecrated land and buildings and moveable church furnishings*

Consecrated and beneficed property is excluded from the accounts by s.96 (2) of the Charities Act 1993.

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

*Other fixtures, fittings and office equipment*

Equipment used within the church premises is depreciated on a straight line basis over three years.

Individual items of equipment with a purchase price of £500 or less are written-off in the period in which the asset is acquired.

**Current Assets**

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



**CHRIST CHURCH MILTON - next - GRAVESEND**  
**PAROCHIAL CHURCH COUNCIL**

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

**2 INCOMING RESOURCES**

	<b>Unrestricted Funds</b>	<b>Restricted Funds</b>	<b>TOTAL FUNDS</b>		<b>+/-</b>
			<b>2022</b>	<b>2021</b>	<b>£</b>
<b>2(a) <i>Voluntary income</i></b>					
Collections	42,143	2,324	44,467	43,071	1,396
Income tax recoverable	13,734	0	13,734	7,429	6,305
Legacies	0	2,000	2,000	23,000	(21,000)
	<b>55,876</b>	<b>4,324</b>	<b>60,201</b>	<b>73,500</b>	<b>(13,299)</b>
<b>2(b) <i>Activities for generating funds</i></b>					
Donations, appeals etc.	2,406	7,656	10,062	3,163	6,899
Fetes, Bazaars and fund raising events	9,177	0	9,177	7,213	1,964
	<b>11,584</b>	<b>7,656</b>	<b>19,239</b>	<b>10,375</b>	<b>8,864</b>
<b>2(c) <i>Income from investments</i></b>					
Dividends / interest	327	0	327	477	(151)
	<b>327</b>	<b>0</b>	<b>327</b>	<b>477</b>	<b>(151)</b>
<b>2(d) <i>Church activities</i></b>					
Magazines	0	0	0	0	0
Church hall lettings	9,814	0	9,814	3,580	6,234
Christ Church Pre-School	89,031	0	89,031	77,218	11,813
Fees	7,454	0	7,454	6,935	519
	<b>106,299</b>	<b>0</b>	<b>106,299</b>	<b>87,733</b>	<b>18,566</b>
<b>2(e) <i>Other ordinary income</i></b>					
Insurance claim	0	0	0	0	0
	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
					0
					0
<b>TOTAL INCOMING RESOURCES</b>	<b>174,087</b>	<b>11,981</b>	<b>186,066</b>	<b>172,086</b>	<b>13,980</b>

**CHRIST CHURCH MILTON - next - GRAVESEND  
PAROCHIAL CHURCH COUNCIL**

**NOTES TO THE FINANCIAL STATEMENTS (continued)**

**For the year ended 31 December 2022**

**3 RESOURCES EXPENDED**

	Unrestricted Funds	Restricted Funds	TOTAL FUNDS 2022	2021	+/- £
<b>3(a) Church activities</b>					
Missionary and charitable giving:-					
Church overseas:					
Missionary societies	0	750	750	698	52
Relief and development agencies	0	1,861	1,861	684	1,177
Home missions and other Church Societies	0	810	810	3,022	(2,212)
Secular charities	0	5,209	5,209	1,161	4,049
	<b>0</b>	<b>8,630</b>	<b>8,630</b>	<b>5,564</b>	<b>3,066</b>
Ministry					
Parish Offer	33,000	0	33,000	33,066	(66)
Clergy expenses	3,072	0	3,072	2,407	665
Vicarage maintenance	4,833	0	4,833	4,043	790
Assistant clergy expenses	1,560	0	1,560	1,080	480
Training costs	0	0	0	0	0
Church running expenses	15,962	1,068	17,030	18,187	(1,156)
Church maintenance	8,978	3,850	12,828	20,821	(7,994)
Hall running costs	3,563	0	3,563	4,684	(1,121)
Salaries	79,589	0	79,589	75,224	4,364
Printing, stationery and office costs	6,597	0	6,597	3,304	3,293
	<b>157,154</b>	<b>13,548</b>	<b>170,702</b>	<b>168,381</b>	<b>2,321</b>
<b>3(b) Generation of voluntary income</b>					
Costs of appeals etc.	0	0	0	0	0
	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>3(c) Fundraising costs</b>					
Fund-raising events	1,373	0	1,373	1,620	(247)
Other	0	0	0	0	0
	<b>1,373</b>	<b>0</b>	<b>1,373</b>	<b>1,620</b>	<b>(247)</b>
<b>3(d) Governance costs</b>					
Independent Examiner	340	0	340	320	(20)
Other	0	0	0	0	0
	<b>340</b>	<b>0</b>	<b>340</b>	<b>320</b>	<b>(20)</b>
<b>TOTAL RESOURCES EXPENDED</b>	<b>158,867</b>	<b>13,548</b>	<b>172,415</b>	<b>170,321</b>	<b>2,094</b>

**4 STAFF COSTS**

Wages and salaries	<b>79,589</b>	<b>75,224</b>	<b>4,364</b>
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During the year, the PCC employed Pre-School staff an Organist and a self-employed cleaner.  
No member of the PCC received any reimbursement of expenses or remuneration.

**CHRIST CHURCH MILTON - next - GRAVESEND  
PAROCHIAL CHURCH COUNCIL**

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

	<b>TOTAL FUNDS</b>		<b>+/-</b>
	<b>2022</b>	<b>2021</b>	<b>£</b>
<b>5 DEBTORS</b>			
Income tax recoverable	7,500	6,750	750
Prepayments	5,386	5,518	(132)
Other debtors	0	0	0
	<b>12,886</b>	<b>12,268</b>	<b>618</b>

**6 LIABILITIES: AMOUNTS FALLING DUE WITHIN ONE YEAR**

Accruals and deferred income	329	564	-235
Other creditors	4,073	6,796	-2,723
	<b>4,402</b>	<b>7,360</b>	<b>(2,958)</b>

**7 PARISH FUNDS**

Unrestricted	54,096	38,877	15,219
Restricted	78,552	80,120	-1,568
	<b>132,648</b>	<b>118,997</b>	<b>13,651</b>

	<b>Unrestricted Funds</b>	<b>Restricted Funds</b>	<b>Total 2022</b>	<b>Total 2021</b>	<b>+/- £</b>
<b>Analysis of Net Assets by Fund</b>					
Current assets	58,498	78,552	137,050	126,357	10,694
Current liabilities	(4,402)	0	(4,402)	(7,360)	2,958
	<b>54,096</b>	<b>78,552</b>	<b>132,648</b>	<b>118,997</b>	<b>13,651</b>

**Unrestricted Funds:**

The unrestricted funds are used for the day to day running costs of the church and comprise: the plate collections; gift aid claim; general fund raising activities; together with other smaller donations which are not allocated to the restricted funds.

**Restricted Funds:**

The restricted funds comprise the Vicar and Churchwardens Account (a fund that receives occasional donations, the use of which is at the discretion of the Vicar and Churchwardens) together with funds held within the PCC that have been given or donated for a specific purpose (e.g. Good Causes). These funds are utilised for payments to charitable organisations and specific projects such as the Organ refurbishment.

Restricted funds comprise:

	<b>2022</b>	<b>2021</b>	<b>+/- £</b>
Vicars & Church Warden's Fund	£69,174	72,092	(2,918)
SQ Church Music Fund	£5,755	5,130	625
Good Causes / Christian Aid / Food Bank	£3,623	2,898	725
<b>Total Restricted Funds</b>	<b>£78,552</b>	<b>£80,120</b>	<b>-£1,568</b>