

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST.MARY MAGDALEN,KNIGHTON,LEICESTER

England & Wales - Charity number 1130923

Details

Other names KNIGHTON PCC,LEICESTER

Status Registered

Legal form Previously excepted

Registered 2009-08-03

Register [View on the Charity Commission register](#)

Contact

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Parish Centre Office
Church Lane
Leicester
LE2 3WG

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Email office@knightonparish.co.uk

Website www.stmarysknighton.co.uk

Activities

Objects: Promoting in the ecclesiastical parish the whole mission of the Church.

Activities: Regular public worship open to all.The provision of sacred space for personal prayer and contemplation.Pastoral work including visiting the sick and the bereaved.Teaching of Christianity through sermons, courses and small groups.Promotion of Christianity through the staging of events and meetings, and the distribution of literature.Promoting the whole mission of the Church.

Classification

- **How:** Makes Grants To Organisations, Provides Human Resources, Provides Buildings/facilities/open Space
- **What:** Religious Activities
- **Who:** The General Public/mankind

Geography

- **Area of benefit:** UNDEFINED. IN PRACTICE, LOCAL.
- Leicester City

Finances

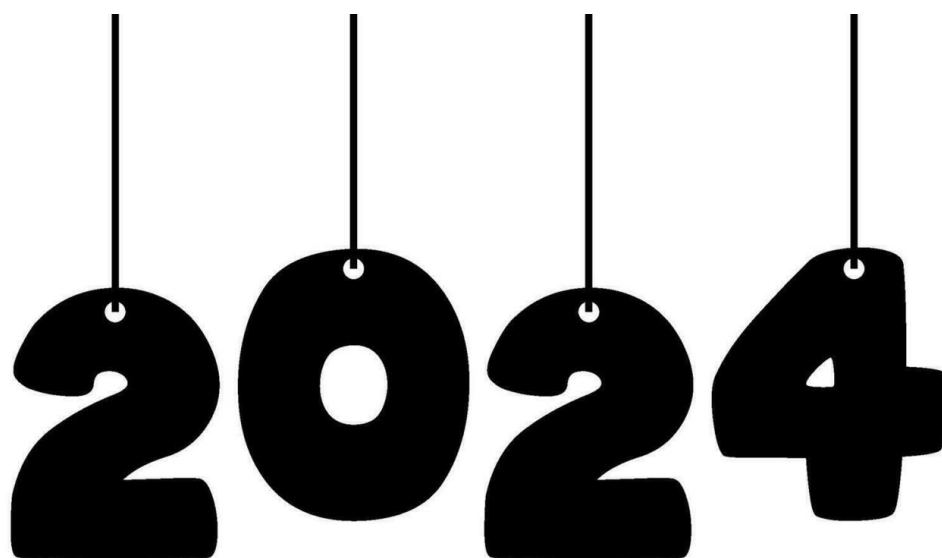
Period end	Income	Expenditure	Assets	Employees
2024-12-31	£144,300	£186,679	-	-
2023-12-31	£148,868	£170,376	-	-
2022-12-31	£201,644	£159,816	-	-
2021-12-31	£173,802	£220,746	-	-
2020-12-31	£149,408	£171,730	-	-

Trustees

Name	Role	Appointed
Amanda Drusilla Beck		2021-05-23
Beryl Bonfield		2021-05-23
David John Palmer		2020-10-11
Dr Sian Howard		2019-04-11
Ida Stanyer		2020-10-11
Kate Elizabeth Adams		2022-05-15
Michael Edgar Murray Gasper		2023-04-23
Nigel Paul Siesage JP MA		2014-03-23
REV Adrian Jones		2017-02-09
Tabitha Emily Fogg		2023-04-23

Accounts

**The Church of
St Mary Magdalen, Knighton**



2024

**Annual Report:
*looking back at 2024***

***Presented to the Annual Church Meeting (APCM)
on 11th May 2025***

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Introduction from the Revd Adrian Jones:

Friends ,

Over 2024, and the beginning of this year, the Church of England has been buffeted by serious storms – significant safeguarding issues, divisions over recognising same-sex relationships, and the resignation of the Archbishop. At the same time, more locally, our diocese continues the difficult process of managing a greatly reduced income, and critical changes to the way that we provide mission, ministry and pastoral care in every parish.

In the face of these storms it would be easy to lose heart and feel despondent. It would be easy to retreat into a quiet corner and turn our faith inwards, ignoring the world outside as we protect and preserve church life as we've always known it. The unpredictability and strangeness of world events also pushes us towards dis-engaging and giving up.

I believe that a better response, however, is to look again to God – to his character and his purposes as they've been revealed to us across the narrative of the Bible, and in particular in the person of Jesus himself.

When we look at God instead of our own preoccupations, we are reminded of his great goodness and kindness towards us- not just in our daily lives and needs but also across the whole arc of human history. We see then that events are not out of control, but on the contrary, God picks up tragedy and strife and miraculously weaves them into his ultimate purposes for us.

We are also reminded that God is faithful, consistent and committed to us all – in particular, he has a deep love for his people as we gather to share life together as the Church. Whilst human beings are frail, flawed and failing because of our weaknesses, the Church is greater than any one person or set of people. The Church remains the body of Christ on Earth, and over the centuries God has reshaped it, so that it is better able to serve others and share his love more widely in a changed society and culture.

Perhaps we are at a moment where God is doing something new with the broken pieces of our world and our church. If so, then our best response is to remain faithful and attentive, responding when we hear and see how he is at work around us and within us.

Our life as Anglican Christians in Knighton already shows many signs of God's Kingdom, and we can read about some of them in our Annual Report. Let me encourage you, as we look back into 2024 but also take decisions about the years to come, to strengthen your faith in the God who is so committed to us that he gave his Son to share in the mess of the world with us, and to win for us a joy and a peace that can stand firm in the face of any changing, swirling circumstances.

“May the God of hope fill you with all joy and peace as you trust in him, so that you may overflow with hope by the power of the Holy Spirit.” (Romans 15.13)

Yours in Christ's service

Adrian

Our vision and objectives

Our vision:

Faith for Life – “I have come that they may have life; life in all its fullness” – Jesus (John 10.10)

Our mission:

St Mary's has been greatly blessed by God over the years and our mission now is to use and share our blessings to build the Kingdom of God in this time. Together we seek to discover and share life in all its fullness – following the way of Jesus and encouraging others to follow and come to faith in him.

Our objectives:

- to **worship God well** - using traditional and new ways, so that everyone can encounter God and grow in faith; (John 4.23-4)
- to **explore and follow the way of Jesus** - learning together from the wisdom of the Bible, Christian traditions, and our wider society, and seeking to be led by God's Spirit. (John 15.1-17)
- to **connect better with our community** – to broaden and deepen our connections with all parts of the local community and to help others in need. (Luke 10.25-37)
- to **welcome everyone as equally valued** - especially those who often feel left out; (Matthew 25.31-45)
- to **share our faith in Jesus with others** – encouraging them to follow and come to faith in him too. (Matthew 28.19-20)

The Parochial Church Council (PCC) has the responsibility of working together with the ministers to promote the whole mission of the Church: pastoral, evangelistic, social and ecumenical. The PCC is also specifically responsible for the maintenance of the Church building and the Parish Centre of St Mary Magdalen on Church Lane.

The PCC is committed to our vision, mission and objectives for this next season in the life of our church. We believe this is our calling as a church and our part in helping to build the Kingdom of God in our neighbourhoods. In particular we want everyone to feel welcome and able to worship with us and to become part of our church community. Our worship and other events together put our Christian faith into practice through prayer and scripture, music and sacrament, service and loving care.

Worship and Prayer

The heart of our life together as a church is the worship and prayer that we offer to God and the first of our five objectives for the church, within our vision of *'Faith for Life'*, is to **“Worship God well; using traditional and new ways, so that everyone can encounter God and grow in faith.”**

Our highlights for 2024 included:

- continuing partnership with St Guthlac's – joining together for joint benefice services on the fifth Sundays, and sharing in 'Church Club' in Holbrook Hall for families on the fourth Sundays;
- the continuing of 'Inside Out', taking worship and activities for children and families out of the building and into the park, on a Sunday afternoon, once a month;
- the successful continuation of a weekly service of Compline (Night Prayer) on Wednesday nights, with a congregation of around twenty that joins online or by phone - special thanks go Tina Jarvis and James Gutteridge for helping Compline to flourish;
- our regular Wednesday morning small group for study, prayer and friendship, continued to meet through the year at the Parish Centre, with special studies for Lent and Advent;
- throughout the year, our worship followed the familiar pattern of the Church calendar, with special services for Epiphany, Mothering Sunday, Ash Wednesday, Maundy Thursday, Good Friday, Easter, Ascension and Pentecost, as well as our patronal festival in July, Creationtide, Harvest Festival and Remembrance.
- Advent began with Carols around the Christmas Trees, a memorable Christingle service, a more traditional Parish Carol Service, an 'everyone-join-in' Crib Service, and then Christmas Midnight Communion and the usual celebration on Christmas Day itself. Our local schools returned to St Mary's for their Christmas services and performances by over 500 children, with parents also invited.
- increased use of the Nave Communion table to ensure that all service leaders, whatever their mobility needs, can preside equally.

In January we said farewell to our Choir and Music Co-ordinator, Michael Relph, with many thanks for all that he had done to support and strengthen our worship in the last two years.

Christian Life and Discipleship

Our vision of *'Faith for Life'*, also includes the aim to **“Explore and follow the way of Jesus - learning together from the wisdom of the Bible, Christian traditions, and our wider society, and seeking to be led by God's Spirit.”**

Highlights in 2024 included:

- growth in faith through regular Sunday preaching from the lectionary readings by our Ministry Team;
- the discussion groups that have been part of Compline and Wednesday mornings;
- a weekly Lent Discussion group;
- suggestions for Advent reading and prayer;
- Creationtide Sundays following relevant themes.
- contributions to the Benefice Magazine.

Mission and Evangelism

Within *'Faith for Life'* we aim to **“Connect better with our community – to broaden and deepen our connections with all parts of the local community and to help others in need”**.

2024 highlights included:

- Our highly successful Christmas Tree Festival in December - a key way in which we connect with our neighbours. There were more than sixty trees from local groups and organisations, and we welcomed over 2,000 people during the weekend. A special 'preview' evening was held for those who might otherwise have been reluctant to come because of crowds and health issues, and after the weekend we also hosted the youngsters from the St Mary's Preschool and local care homes.
- Fundraising through the Festival produced over £6,000, to be shared between the Laura Centre charity and our own churchyard project, 'A Place of Peace'. Many thanks to the whole Festival Team, and to everyone who helped out over four days (and more!).
- Having completed the first stage of the 'Place of Peace' project in the previous year we were keen to make more progress in 2024 – but held up by faculty and planning permission requirements. However, The PCC agreed a planting scheme from our Garden Designer, Tanya Willis, so we are ready to move ahead in 2025, to bring new life to the open space to the south of the church as a place of reflection and prayer for all the community.
- Our connections to a wider community continued to be reflected in the generous giving of time and money by church members supporting a range of charities and aid organisations through fundraising events and collections. In total £8,282 was raised for various groups (see details following) and more was given directly, as well as 'through the books' of the church. Leicester South Foodbank was supported at Harvest and Christmas, and throughout the year due to the efforts of our Church Warden Sian Howard. Generous Easter Egg donations went to the Goldhill Children's Centre, thanks to our other Warden, Beryl Bonfield.
- The Parish Magazine continued to be produced and distributed bi-monthly around the parish to subscribers and the congregation, by post and email. It continued to encourage and build up the faith of many through its varied articles on Christian life and world view. We are grateful for the efforts of Editor Nigel Siesage, the contributors and the distributors, who together make this important part of our mission and care possible.



Our objective to **“Share our faith in Jesus with others – encouraging them to follow and come to faith in him too”** remains a necessary and significant challenge to us.

Highlights include:

- From ‘the pulpit’ we were encouraged to share news of seasonal and special services with friends and neighbours, and low-key social media continued to be used for publicity too;
- Our Christmas card/leaflet, sent to all households in the benefice, also included an encouraging and invitational message and several fresh contacts were made as a result;
- The Vicar and Curate visited three local schools regularly to lead assemblies /collective worship;
- Our regular Sunday Club, for children and young people, continued meeting during the morning service on the second and third Sundays of each month using the Parish Centre as a base, which allows for more games, music, activities and a wifi connection. Numbers attending obviously vary week by week, but there were roughly eight regulars;
- On the fourth Sunday of each month all families are invited to join the St Guthlac’s café-style Church Club activities. Thank you to everyone who has supported Sunday Club so faithfully;
- in October, Church members ran a special event at Halloween – “Be a Hero!” - provided free story-telling, hot chocolate and biscuits to families out trick-or-treating.

Pastoral Care and Congregational Life

“To welcome everyone as equally valued - especially those who often feel left out” is the heart of our calling to support and care for each other within the fellowship of the church, but also to look outwards to our neighbours in need.

- Our popular programme of social and fundraising events continued and included several Coffee Mornings, as well as a successful Lent Lunch and afternoon Christmas Tea in the Parish Centre.
- The Mothers’ Union continued to meet, as a ‘Diocesan branch’, with a full programme of meetings with guest speakers, and social events – supporting members and encouraging others.
- Our ‘Warm and Welcome Space’ in the Parish Centre became a ‘Drop-In’ for everyone on Monday afternoon each week - a place of friendly welcome and refreshment for anyone feeling like extra company;
- Pastoral care for the whole congregation was shared by the Benefice Ministry Team: Revd Adrian Jones (Vicar), Revd Janet Gasper (retired), Revd Aphro McCullough (retired), Fiona Wingate (Reader) and the Revd Cecilia Adjadje (Curate). It was particularly good to share celebrations with Cecilia, Peter and Esther, David and Daniel in the summer when Cecilia was ordained priest. She has become a valued and important part of our team here in Knighton.
- We are also very grateful to everyone in the congregation who cares for others day by day by visiting, encouragement and simple acts of kindness – which is our shared calling as the body of Christ.



- Sadly, a number of dear church members died during the year, and all are greatly missed for their love and friendship, and their contributions to church life and worship.

Our buildings: the Church and the Parish Centre

Our life together as a church at St Mary's – our worship and prayer, our mission and evangelism, our pastoral care and our links into the local community – is supported and strengthened by the buildings that we have inherited. Through the expertise and wisdom of members of the Buildings Group, the PCC manages and cares for both St Mary Magdalen Church and its churchyard, and Knighton Parish Centre.

- The regular Quinquennial Survey of both the Church and the Parish Centre took place in the autumn, and the PCC has planned the works most immediately necessary.
- The Parish Centre remains the most significant way in which the Church serves the local community, by providing a well-used venue for community groups, meetings and social occasions, and in 2024 bookings of both regular activities and special events rose again. Our Caretaker and Bookings Secretary, Mark Taylor and Steph Bramford, continue to ensure that the Centre remains at the heart of community life in Knighton, and we are very grateful for all they do, with such good humour and flexibility.
- The PCC began to plan for a major refurbishment and upgrade following architects advice, and in order to ensure the future of the Parish Centre in the medium term. The Quinquennial Inspection of the Centre, however, has left us with more questions that we need to answer first, so an Options Assessment of the building is required in 2025.
- There are many people from the congregation and beyond who help to care for our Church building and its contents on an on-going basis: those who help to clean the church and its contents, those who wash linen, the Flower Guild, and all those who provide 'routine care and maintenance' and small improvements. We are extremely grateful for these essential gifts of service to us all.
- From his small office space in the Parish Centre, our Church Administrator, James Gutteridge, provided essential support for the running of the church during 2024. Our sincere thanks go to him for all he does 'behind the scenes'.



Our “Fabric, Goods and Ornaments”

The fabric, goods and ornaments of St Mary's have been maintained in good order in 2024. All valuable items are accounted for and stored securely in the vestry safe. The Church Property Register (previously known as the Terrier and Inventory) provides a record of the land and articles appertaining to the Church and has been updated as required. The Log Book has been used to note alterations, additions and repairs to the fabric of the physical church building.

Thanks are due as always to our sacristan, David Ardley, and to Simon Britton and Andrew Oldershaw who do much in relation to the building, and to the Church Wardens and all those who care for our 'fabric, goods and ornaments.'

Relationships with other churches: The City of Leicester Deanery

St Mary's joins with other Anglican churches as part of the City of Leicester Deanery. Each church sends elected representatives to Deanery Synod meetings and clergy gather for Chapter meetings.



The **March** Deanery Synod explored 'Making Church Accessible for All'. Rachel Hunter and Yvonne O'Donoghue, both SEND teachers, shared practical examples of how churches can create welcoming environments for SEND children. Cecilia Adjaje, Curate of Knighton, shared some of her experiences of becoming a curate and the adaptations put in place to ensure that she could undertake her training and help to lead her church community.

The **July** Deanery Synod invited five faith practitioners to share something of their academic research that they are currently or have recently undertaken. Riaz Ravat, Deputy Director of the St Philip's Centre, spoke about 'Faith Mapping' a forthcoming piece of research that he will be undertaking mapping the faith practices of the city.

Phillippa Taylor shared her recent MA dissertation on 'A Theological Reflection on the Christian Experience of Miscarriage'.

Denis Walsh offered reflections on his MA dissertation on 'The Pastoral care of gay Christians in Anglican Churches', research that was undertaken with 6 church leaders, 3 who considered themselves to be 'inclusive' and 3 who would identify themselves as 'orthodox' in terms of their LGBTQ theology. He shared with Synod the results of his research and some recommendations.

Mary Ann Lund shared her academic research on 'John Donne', as a staff member of University of Leicester. Mary shared some aspects of Donne's poetry and verse and his impact on Theology and worship.

Anthony Lees-Smith reflected on 'A Practical Theology of Religious Difference: the lived experience of Anglican Christians in a religiously plural UK context' the subject of his D Prof thesis. He shared his experience of the process of research, what he had learned and how it had transformed his practice as a Christian minister, particularly understanding his power and privilege as a white male priest in the established church.

The **November** Deanery Synod was an Open meeting on the subject of 'Parish Contributions and Diocesan Finances.' Simon Wilson and David Palmer from the Diocesan Board of Finance (DBF) presented. With the aid of slides, we were able to see a decade long picture of how diocesan operating finances have mainly increased, and Parish Contributions have decreased.

There are no easy solutions, and it is difficult to balance the books. Clergy costs make up 60% of the budget and St. Martin's House costs have reduced by £1/1.5 million. Targets are a £1.5 million cut in the deficit 2024, £1 million in 2025 and £500,000 the year after.

.The floor was then opened to attendee's questions. A great deal of concern was expressed on issues raised.

Qyan Arnachellum, Administrator, City Deanery

Relationships with other churches: across denominations


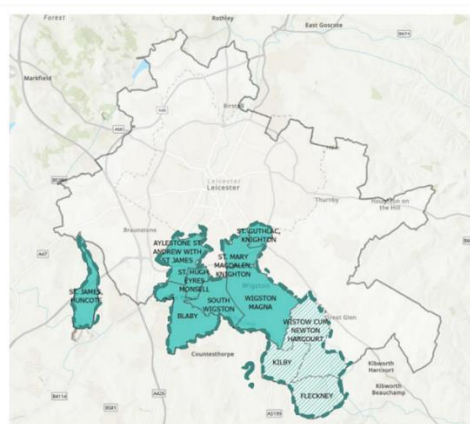
St Mary's is a member of the South Leicester Christian Partnership (Churches Together). and several of our congregation take part in special events for Christian Aid Week, 'First Friday Prayers', the pilgrimage and service for the Week of Prayer for Christian Unity in January, the (Women's) World Day of Prayer and other meetings through the year. We are very grateful for the significant contribution these church members make to our ecumenical links.

Relationships with other churches: Minster Communities

The process of drawing together to work in partnership with other parishes, the formation of 'Minster Communities', gathered speed in 2024. After a string of consultation meetings for PCC representatives, we ended the year with a proposal that St Mary's might become part of the 'Teal' group (named after the colour used on the City map). 2025 will see further discussions about the practicalities of a working partnership – leaflets with more information are available in Church.

What is a Minster Community?

'Minster Communities' is the title we are using within the Diocese of Leicester for a community of parishes who work together in mission (without losing their individual identity), and who work closely with their church schools, fresh expressions of Church, and chaplaincies. The intention is to strengthen local churches so they can better serve their own communities. The aim is to lift some of the administrative burden and to fully integrate the work of churches, schools, and households in growing faith.

- TEAL**
- Aylestone St Andrew with St James
 - St James, Huncote
 - Blaby
 - Eyres Monsell
 - South Wigston
 - Wigston Magna
 - Knighton St Guthlac
 - Knighton St Mary Magdalen
 - Wistow Benefice- Fleckney, Kilby, Wistow, Newton Harcourt
- (In conversations to join Area 3 TEAL MC)
- Wistow Benefice

ST MARY MAGDALEN REVIEW OF FINANCES – 2024

Knighton PCC management accounts which follow, show unrestricted income and expenditure, these provide a summary of our day to day finances. The statutory accounts show full details of our finances including all funds, assets and liabilities.

- ***The deficit in church finances for 2024 was £23,871***
- ***High energy costs continue to negatively affect our finances***
- ***Our giving does not cover the running costs of the church***

Centre Income & Expenditure:

During 2024 lettings have increased slightly on the previous year, we have seen an increase in regular lettings and one-off hires but a slight decrease in other lettings. Centre income for 2024 of £45,095 was up £1,881 on 2023, although income has still not returned to the pre-covid level of £47,345. Energy prices have improved by £4,000 compared to 2023 which has helped to bring about a surplus for the year - see the Centre management accounts for more details.

Church Income & Expenditure:

Income: Total income has increased for the year by £4,500 this is due to an increase in regular giving along with an increase in sundry donations which includes contactless giving.

Expenditure: Overall expenditure shows a very slight reduction mainly due to lower gas costs and the music director vacancy offset by a rise in diocese contribution and clergy expenses.

The PCC deficit before exceptional items was slightly better than budgeted at £28,004. This was made up of a Centre surplus of £3,382 less a church operating deficit of £31,386. The addition of income from exceptional items **resulted in a total PCC deficit of £23,871** which was transferred from reserves.

Total unrestricted reserves at 31st December 2024 were £199,421

Restricted reserves at 31st December 2024 were:

- **Churchyard Fund** - £1,000

Legacies – No legacies were received during the year.

Charitable fund raising events in 2024 raised funds totalling £8,282.

Our financial priorities for 2025 are:

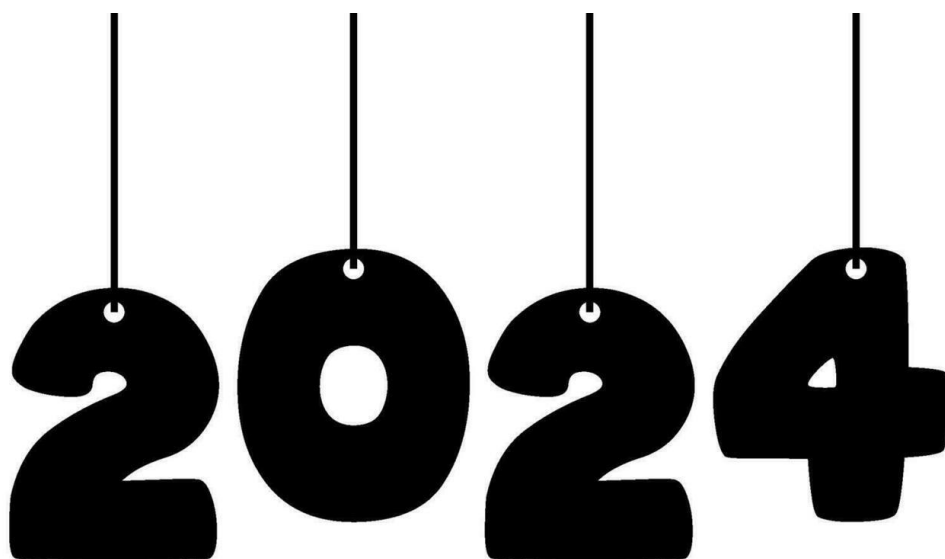
- To continue to rebuild church life and income
- To promote and fully review the Parish Centre
- To continue to review all expenditure

Budget 2025 (part of the PCC management accounts), **Parish Centre Management Accounts**, and **Full Statutory Accounts** follow this report.

St Mary Magdalen Management Accounts for 2024 and Budget for 2025

	Budget 2025	Actual 2024	Actual 2023
	£	£	£
INCOME			
Giving Scheme	55,000	52,359	50,200
Plate collections	2,500	2,224	2,046
Gift aid	13,000	12,150	11,356
Total Regular Giving	70,500	66,733	63,603
Sundry donations including gift aid	3,500	3,399	2,444
Events & other fund raising	2,400	2,153	2,180
Fees	4,000	3,422	4,019
Church hire	-	550	-
Misc	3,000	3,090	2,604
Total other income	12,900	12,614	11,246
Total Church income	83,400	79,347	74,849
EXPENDITURE			
Contribution to Diocese	- 66,300	- 64,715	- 60,200
clergy exes & cover costs	- 3,000	- 3,152	- 1,717
total ministry costs	- 69,300	- 67,867	- 61,917
Worship & outreach costs	- 1,700	- 1,771	- 2,464
Church running expenses	- 16,680	- 18,220	- 23,568
Church routine maintenance	- 4,185	- 3,678	- 4,233
Administration	- 20,050	- 19,695	- 19,227
Less - printing/mag income	1,000	1,677	1,072
- furlough grant re administrator			
Net costs	- 19,050	- 18,018	- 18,155
Office equipment depreciation	- 1,180	- 1,180	- 1,180
Total routine church costs	- 112,095	- 110,734	- 111,517
Church operating surplus/ -deficit	- 28,695	- 31,386	- 36,668
Centre routine surplus/ -deficit after deprn	3,855	3,382	- 2,770
Surplus/-deficit before exceptional items	- 24,840	- 28,004	- 39,437
Exceptional items			
Interest/dividends from reserves	4,000	6,281	7,029
Major maintenance - Church	- 10,000	- 2,577	-
Major maintenance - Centre			-
Legacies			
Listed Places of Worship Grant		429	1,367
	- 6,000	4,133	8,396
Total PCC surplus/-deficit to reserves	- 30,840	- 23,871	- 31,041
Legacies received and designated			14,000

The Church of St Mary Magdalen, Knighton



2024

Statutory Accounts 2024

*Presented to the Annual Church meeting (APCM)
on 11th May 2025*

Statutory Accounts 2024

Financial review

Comments on the Statement of Financial Activities and analysis of income & expenditure

We have encountered another difficult year in our church finances. Expenditure continues to exceed income leading to an erosion of our reserves annually.

Total income and endowments 2024

Total income in the year was £143,300 which was £4,568 lower than in 2023, although donations increased no legacies were received during the year.

Total donations and legacies at £81,404 were £7,163 lower than 2023 due to:

- £14,000 decrease in legacies
- £ 1,000 increase in grants, and
- £ 4,000 increase in giving including gift aid
- £ 1,800 increase in Friends of St Mary's income

Total income from fees was £625 lower in the year at £3,422

Total other trading activities was £3,881 higher than 2023 at £52,950. This is mostly explained by an increase in Centre lettings of £1,881 and small increases in social events, church letting, miscellaneous income and printing recharges.

Total expenditure 2024

Total expenditure in the year was £186,151 which was £15,972 higher than 2023

This is mainly attributed to

- £ 4,500 increase to the Diocese contribution
- £26,413 increase in major maintenance (sound system)

Offset by:

- £ 1,553 decrease in charitable giving (CTF two years paid in 2023)
- £ 4,600 decrease in musician fees due to music director vacancy
- £ 5,720 decrease in centre costs mainly due to energy reductions
- £ 5,010 decrease in churchyard major maintenance

Net income /(expenditure) for 2024 was (£42,379)

Gains/losses on investment assets – Gains on investments total £3,651.

Financial control policies

Management accounts and budgets are produced during the year to manage and control finances. All Groups/committees have clear guidance on their delegated authority and when they must refer to the Standing Committee or PCC for approval. The Building Group, who are responsible for maintenance of all buildings and the churchyard, have authority to spend up to £2,000 on individual items of major maintenance or capital above which they are required to obtain approval of the Standing Committee or PCC.

Risk management

The PCC manages risk through a number of mechanisms including the following specific policies and practices:

- Children and vulnerable adults – adoption and annual review of diocesan templates.
- Charitable giving policy.
- Health and safety – a H&S policy, including fire risk assessment, routine inspection and testing of high-risk items, monthly safety inspections of Church and Parish Centre and appointment of a Church Architect.
- Decision making – clearly defined committees/groups for management and delegation.
- Parish Centre and Church hire policies.
- Finance – clear control policies with regular review of management accounts, budgets and investments.

Volunteers

Thanks are due to all volunteers who work so hard to make our church the lively and vibrant community it is.

Structure, governance and management

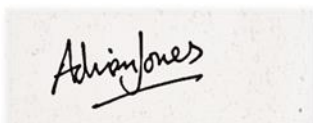
The Parochial Church Council is a corporate body established by the Church of England. The PCC operates under the Parochial Church Council Powers Measure and is a Registered Charity.

The method of appointment of PCC members is set out in the Church Representation Rules. At St Mary Magdalen, the membership of the PCC consists of the incumbent (the vicar), churchwardens, the assistant curate, representatives on the Deanery and Diocesan Synods and members elected by those members of the congregation who are on the electoral roll of the church. All those who attend our services are encouraged to register on the Electoral Roll and stand for election to the PCC

The PCC members are responsible for making decisions on all matters of general concern and importance to the parish including deciding on how funds of the PCC are to be spent. New members receive training into the workings of the PCC.

Given its wide responsibilities, the PCC has a number of committees and groups, each dealing with a particular aspect of parish life. These committees and groups, which include Social & fundraising, Giving, Worship & Outreach Development and Buildings, in addition to the statutory Standing Committee, are all responsible to the PCC and report back to it regularly, minutes of their decisions being received by the full PCC and discussed as necessary. Detailed terms of reference and a scheme of delegation have been operating during the year.

Report approved by the PCC on 6th March 2025 and signed on their behalf by the Revd Adrian Jones (PCC Chairperson)

A handwritten signature in black ink that reads "Adrian Jones". The signature is written in a cursive style with a horizontal line underneath the name.

Administrative Information

St Mary Magdalen's Church is situated in Brinsmead Road, Knighton, Leicester LE2 3WD. With the Parish of St Guthlac's, it comprises the Benefice of Knighton in the Diocese of Leicester, within the Church of England. The correspondence address is The Parish Office, Knighton Parish Centre, Church Lane, Knighton, Leicester LE2 3WG. Registered charity number 1130923.

PCC members who served from the APCM 2024 are:

Ex Officio members:

Incumbent:	The Revd Adrian Jones (Chair)
Assistant Curate:	The Revd Cecilia Adjadje (from July 2023)
Wardens:	Mrs Beryl Bonfield Ms Sian Howard (Vice Chair)

Elected members:

Mr Michael Gasper	representative on Deanery Synod	(until APCM 2025)
Mrs Beryl Bonfield	representative on Deanery Synod	(until APCM 2025)
	vacancy	
Ms Kate Adams		(until APCM 2025)
Mrs Amanda Beck		(until APCM 2026)
Mrs Tabitha Fogg		(until APCM 2026)
Mr David Palmer		(until APCM 2026)
Mr Nigel Siesage		(until APCM 2025)
Mrs Ida Stanyer		(until APCM 2027)
Vacancy x2		

Knighton PCC
Statement of Financial Activities

For the period from 01 January 2024 to 31 December 2024

	Unrestricted funds	Designated funds	Restricted funds	Endowment funds	Total funds	Prior year total funds
<i>Income and endowments from:</i>						
Donations and legacies	70,561	10,842	—	—	81,404	88,567
Income from charitable activities	3,422	—	—	—	3,422	4,047
Other trading activities	52,950	—	—	—	52,950	49,069
Investments	6,280	242	—	—	6,523	7,184
Total income and endowments from:	133,215	11,085	—	—	144,300	148,868
<i>Expenditure on:</i>						
Raising funds	478	49	—	—	528	197
Expenditure on charitable activities	156,608	29,543	—	—	186,151	170,179
Total expenditure on:	157,086	29,593	—	—	186,679	170,376
Net income / (expenditure)	(23,871)	(18,508)	—	—	(42,379)	(21,508)
<i>Transfers</i>						
Gross transfers between funds – in	—	7,232	—	—	7,232	5,246
Gross transfers between funds – out	(1,016)	(6,215)	—	—	(7,232)	(5,246)
Net income / (expenditure)	(24,888)	(17,491)	—	—	(42,379)	(21,508)
<i>Other recognised gains / losses</i>						
Gains / losses on investment assets	3,650	—	—	—	3,650	8,973
Net movement in funds	(21,237)	(17,491)	—	—	(38,729)	(12,534)
<i>Reconciliation of funds</i>						
Total funds brought forward	689,710	98,184	1,000	—	788,894	801,429
Total funds carried forward	668,472	80,692	1,000	—	750,165	788,894
<i>Represented by</i>						
Unrestricted						
General fund	668,472	—	—	—	668,472	689,710
Designated						
Choir Fund	—	200	—	—	200	200
Christmas Tree Festival	—	3,194	—	—	3,194	—
Designated Fund	—	10,215	—	—	10,215	4,000
Flower Guild	—	217	—	—	217	217
Friends of St Mary Magdalen	—	40,160	—	—	40,160	39,432
Music and Worship Fund	—	2,213	—	—	2,213	2,213
Parish Centre Fund	—	24,490	—	—	24,490	24,490
Sound System Fund	—	—	—	—	—	27,628
Restricted						
Churchyard Fund	—	—	1,000	—	1,000	1,000

Knighton PCC
Balance sheet (Summary)
As at: 31 December 2024

Fixed assets		
Tangible assets	549,788	551,358
	<u>549,788</u>	<u>551,358</u>
Current assets		
Debtors	8,139	9,237
Investments	84,734	81,083
Cash at bank and in hand	108,818	148,972
	<u>201,692</u>	<u>239,294</u>
Liabilities		
Creditors: Amounts falling due in one year	1,315	1,758
Net current assets less current liabilities	<u>200,376</u>	<u>237,535</u>
Total assets less current liabilities	<u>750,165</u>	<u>788,894</u>
Total net assets less liabilities	<u>750,165</u>	<u>788,894</u>
Represented by		
Unrestricted		
Unrestricted - General fund	668,472	689,710
Designated		
Designated - Christmas Tree Festival	3,194	—
Designated - Parish Centre Fund	24,490	24,490
Designated - Choir Fund	200	200
Designated - Designated Fund	10,215	4,000
Designated - Flower Guild	217	217
Designated - Friends of St Mary Magdalen	40,160	39,432
Designated - Music and Worship Fund	2,213	2,213
Designated - Sound System Fund	—	27,628
Designated - Spire Fund	—	—
Restricted		
Restricted - Building Appeal Fund	—	—
Restricted - Churchyard Fund	1,000	1,000
Restricted - Fabric Fund	—	—
Restricted - Restricted	—	—
Restricted - Vestments and altar covers	—	—
Restricted - Spire Fund	—	—
Restricted - Education & Training Fund	—	—
Restricted - Agency collection	—	—
Funds of the church	<u>750,165</u>	<u>788,894</u>

Knighton PCC

Analysis of income and expenditure
Selected period: 01 January 2024 to 31 December 2024

	Unrestricted	Designated	Restricted	Endowment	This year	Total Last year
Income and endowments						
<i>Donations and legacies</i>						
0101 - Giving gift-aided - bank	33,548	—	—	—	33,548	30,372
0105 - Giving gift aided - cheques	2,500	—	—	—	2,500	3,628
0110 - Giving gift-aided - envelopes	7,162	—	—	—	7,162	5,925
0115 - Contactless - donations	2,479	—	—	—	2,479	1,228
0116 - Friends of Knighton Church	—	7,501	—	—	7,501	5,637
0201 - Giving - not gift aided	9,148	—	—	—	9,148	10,351
0301 - Loose plate collections	2,224	—	—	—	2,224	2,046
0550 - Donations appeals etc	920	—	—	—	920	1,215
0601 - Tax recovered-gift aided giving	10,874	—	—	—	10,874	10,196
0603 - Tax recovered-small dons. sch.	1,275	—	—	—	1,275	1,159
0701 - Legacies	—	—	—	—	—	14,000
08A1 - Non-recurring one-off grants	429	3,340	—	—	3,769	2,807
Donations and legacies Totals	70,561	10,842	—	—	81,404	88,567
<i>Income from charitable activities</i>						
1101 - Fees - weddings and funerals	3,422	—	—	—	3,422	4,047
Income from charitable activities Totals	3,422	—	—	—	3,422	4,047
<i>Other trading activities</i>						
0910 - Social & fund raising events	2,538	—	—	—	2,538	2,179
0912 - miscellaneous income	3,089	—	—	—	3,089	2,603
1240 - Centre lettings	45,095	—	—	—	45,095	43,214
1241 - Church lettings	550	—	—	—	550	—
1260 - Parish magazine sales	180	—	—	—	180	235
1261 - Printing re-charges	1,496	—	—	—	1,496	836
Other trading activities Totals	52,950	—	—	—	52,950	49,069
<i>Investments</i>						
1001 - Dividends	2,137	—	—	—	2,137	2,099
1020 - Bank & building soc. interest	4,143	242	—	—	4,386	5,084
Investments Totals	6,280	242	—	—	6,523	7,184
Income and endowments Grand totals	133,215	11,085	—	—	144,300	148,868
Expenditure						
<i>Raising funds</i>						
1720 - Costs of Giving Scheme	92	—	—	—	92	197
1730 - Costs of social & fund raising events	385	49	—	—	435	—
Raising funds Totals	478	49	—	—	528	197

	Unrestricted	Designated	Restricted	Endowment	This year	Total Last year
Expenditure on charitable activities						
1871 - Charitable giving	—	3,774	—	—	3,774	5,327
1910 - Contribution to Diocese	64,715	—	—	—	64,715	60,200
2050 - Salary of parish administrator	13,762	—	—	—	13,762	13,160
2060 - Muscian fees	1,663	—	—	—	1,663	6,307
2101 - Expenses of incumbent	848	—	—	—	848	1,197
2102 - Curate's expenses	2,304	—	—	—	2,304	520
2201 - Mission outreach	1,771	1,932	—	—	3,703	3,836
2301 - Church insurances	5,388	—	—	—	5,388	5,065
2330 - Church routine maintenance	1,634	—	—	—	1,634	2,529
2331 - Church cleaning	1,835	—	—	—	1,835	1,542
2340 - Sacristry costs	634	—	—	—	634	343
2341 - Other music costs	992	—	—	—	992	1,188
2350 - Churchyard maintenance	2,043	—	—	—	2,043	1,703
2360 - Administration costs	5,839	—	—	—	5,839	5,870
2401 - Church electricity	2,094	—	—	—	2,094	2,064
2410 - Church gas	5,403	—	—	—	5,403	6,968
2420 - Church water	207	—	—	—	207	180
2520 - Centre wages	26,198	—	—	—	26,198	25,149
2530 - Centre electricity	3,104	—	—	—	3,104	3,849
2540 - Centre gas	5,541	—	—	—	5,541	9,097
2550 - Centre insurance	1,613	—	—	—	1,613	1,512
2560 - Centre routine maintenance	2,721	—	—	—	2,721	3,392
2570 - Centre licences	147	—	—	—	147	134
2580 - Centre water	871	—	—	—	871	1,388
2590 - Centre other costs	1,124	—	—	—	1,124	1,067
2701 - Church major maintenance	2,577	23,836	—	—	26,413	—
2702 - Churchyard major maintenance	—	—	—	—	—	5,010
3000 - Depreciation - Church & office	1,180	—	—	—	1,180	1,180
3001 - Depreciation - Centre	390	—	—	—	390	390
Expenditure on charitable activities Totals	156,608	29,543	—	—	186,151	170,179
Expenditure Grand totals	157,086	29,593	—	—	186,679	170,376

**THESE NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2024
FORM PART OF THE ACCOUNTS**

1 Detailed Schedule of ASSETS AND LIABILITIES

FIXED ASSETS

TANGIBLE ASSETS		Freehold land and buildings			Other	Total
		1	2	3		
GROSS BOOK VALUE	At 31 December 2023	£316,152	£231,424	£43,500	£591,076	
	Additions	£0	£0	£0	£0	
	Disposals	£0	£0	£0	£0	
	At 31 December 2024	<u>£316,152</u>	<u>£231,424</u>	<u>£43,500</u>	<u>£591,076</u>	
DEPRECIATION	At 31 December 2023	£0	£0	£39,717	£39,717	
	Disposals	£0	£0	£0	£0	
	Charge for year	£0	£0	£1,570	£1,570	
	At 31 December 2024	<u>£0</u>	<u>£0</u>	<u>£41,287</u>	<u>£41,287</u>	
NET BOOK VALUE	At 31 December 2024	<u>£316,152</u>	<u>£231,424</u>	<u>£2,213</u>	<u>£549,789</u>	
	1 Parish Centre, Brinsmead Road		3 Fixtures and fittings in the Centre and office			
	2 Holbrook Hall, Holbrook Road					

*The gross book value of the land and buildings included in the accounts is as estimated for insurance purposes at 1 October 1998 .
The estimated insurance valuations at 28/09/24 are: Centre - £994k; Holbrook Hall - £608k*

CURRENT ASSETS

	Unrestricted	Restricted	2024 Total	2023 Total
DEBTORS				
Interest /dividend accrued	£0	£0	£0	£0
Prepayment	£594	£0	£594	£580
Sundries	£5,013	£0	£5,013	£5,796
Gift Aid due	<u>£2,532</u>	<u>£0</u>	<u>£2,532</u>	<u>£2,860</u>
Total debtors	<u>£8,139</u>	<u>£0</u>	<u>£8,139</u>	<u>£9,236</u>

INVESTMENTS

	Use			
CCLA Church of England Investment fund- units 1487	General reserve	£36,706	£36,706	£35,884
CCLA Church of England Global Investment fund- units 1493	General reserve	<u>£48,028</u>	<u>£48,028</u>	<u>£45,199</u>
Total investments		<u>£84,734</u>	<u>£84,734</u>	<u>£81,083</u>

CASH AT BANK AND IN HAND

Account				
CCLA C of E Deposit	General Reserve	£58,091	£58,091	£108,090
CCLA C of E Deposit	Specific grave maintenance		£1,000	£1,000
CCLA C of E Deposit	Fabric Fund		£0	£0
CCLA C of E Deposit	Buildings Appeal		£0	£0
Nat West current account	Social Group bank account	£604	£604	£485
Lloyds current account	Centre bank & petty cash	<u>£20,761</u>	<u>£0</u>	<u>£20,761</u>
Total short term deposits		<u>£79,456</u>	<u>£1,000</u>	<u>£80,456</u>
Barclays deposit account	Main bank account	£8,616	£0	£8,256
Barclays deposit account	Friends of St Mary's account	£19,355	£0	£19,355
Barclays current account	Fees Account	£391	£0	£1,206
		<u>£28,362</u>	<u>£0</u>	<u>£24,894</u>

Total cash at bank and in hand **£107,818** **£1,000** **£108,818** **£148,970**

TOTAL CURRENT ASSETS **£200,691** **£1,000** **£201,691** **£239,289**

LIABILITIES: AMOUNTS FALLING DUE WITHIN ONE YEAR

Sundry creditors	£611	£0	£611	£552
Agency Collections	<u>£704</u>	<u>£0</u>	<u>£704</u>	<u>£1,206</u>

NET CURRENT ASSETS **£199,376** **£1,000** **£200,376** **£237,531**

ANALYSIS OF NET ASSETS BY FUND

		Unrestricted	Restricted	2024 Total	2023 Total
Tangible fixed assets	23	£549,789	£0	£549,789	£551,358
Current assets		£200,691	£1,000	£201,691	£239,289
Current liabilities		<u>-£1,315</u>	<u>£0</u>	<u>-£1,315</u>	<u>-£1,758</u>
Fund balance		<u>£749,165</u>	<u>£1,000</u>	<u>£750,165</u>	<u>£788,889</u>

1 Assets and Liabilities

See detailed schedule

2 Accounting policies

Basis of the financial statements

The financial statements have been prepared under the Church Accounting Regulations 2006 in accordance with applicable accounting standards and the current Statement of Recommended Practice Accounting and Reporting by Charities and applicable accounting standard FRS 102.

The financial statements have been prepared under the historical cost convention except for investment assets, which are shown at market value. The financial statements 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 affiliation to another body, nor those that are informal gatherings of church members.

Fund accounting

Endowment funds are funds, the capital of which must be retained either permanently or at the PCC's discretion; the income derived from the endowment is to be used either as restricted or unrestricted income funds depending upon the purpose for which the endowment was established in the first place.

Restricted funds comprise (a) income from endowments which is to be expended only on the restricted purposes intended by the donor and (b) revenue donations or grants for a specific PCC activity intended by the donor. Where these funds have unspent balances, interest or dividends on their pooled investment is apportioned to the individual funds on an average balance basis.

Unrestricted funds are income funds which are to be spent on the PCC's general purposes.

Designated funds are general funds set aside by the PCC for use in the future. Project funds are designated for particular projects for administration purposes only. Funds designated as invested in fixed assets for the PCC's own use abated in line with assets' annual depreciation charges in the SOFA. Designated funds remain unrestricted and the PCC will move any surplus to other general funds.

Income and resources

Planned giving, collections and similar donations are recognised when received. Tax refunds are recognised when the incoming resource to which they relate are received. Grants and legacies are accounted for when the PCC is entitled to the use of the resources, their ultimate receipt is considered reasonably certain and the amounts due are reliably quantifiable. Dividends are accounted for when declared receivable, interest as and when accrued by the payer. All incoming resources are accounted for gross.

Resources expended

Grants and donations are accounted for when paid over, or when awarded, if that award creates a binding or constructive obligation on the PCC. The PCC agreed contribution to the Diocese is accounted for when due. All other expenditure is generally recognised when it is incurred and is accounted for gross.

Fixed assets

Consecrated and benefice property is not included in the accounts in accordance with s10 (2) (a) and (c) of the Charities Act 2011.

Movable church furnishings held by the vicar and churchwardens on special trust for the PCC and which require a faculty for disposal are inalienable property and are listed in the church's inventory, which can be inspected (at any reasonable time). These assets should be capitalised as fixtures, fittings and equipment and depreciated.

For anything acquired prior to 2002, there is insufficient cost information available and therefore such assets are not valued in the financial statements. Individual assets with a cost of less than £1,000 are not capitalised and are included as expenditure not in the balance sheet.

Fixtures, fittings and equipment assets within Church and Centre premises are depreciated on a straight line basis over 10 years. Office equipment is depreciated over 5 years.

3 Staff costs

	2024	2023
Office	£13,762	£13,161
Parish Centre	£26,198	£25,149

The above costs relate to a part-time administrator employed in St Mary's Office and the share of a part-time letting secretary and caretaker/cleaner employed in the Parish Centre. The Centre staff also provide a similar service to St Guthlac PCC for Holbrook Hall and their related costs have been recharged to St Guthlac PCC.

4 Payments to PCC members

No payments or expenses were paid to any PCC member or persons closely connected to them or related parties.

5 Investments

The agreed policy of the PCC is to maintain a balance between cash and investments, maximise income while not taking undue risks and to invest in ethical investments by using CCLA investments which are managed and operate under the Church of England ethical investment policy. Investments are valued at market value at 31st December and gains and losses are realised when investments are sold. There were no sales or purchases in the year. The existing holdings increased in value in the year by £3,651.

6 Restricted funds These Fund accounts are retained for future use.

Churchyard maintenance fund There was no movement during the year.

Note: Donations are now only accepted for unrestricted general churchyard maintenance and no longer for individual grave maintenance. This can be done by donating to the the Friends of St Mary Magdalen.

Education & Training, Building appeal, Fabric, Vestments & Alter cover funds These have nil balances.

7 Designated funds

Designated funds are unrestricted funds set aside by the PCC for use in the future for specific purposes.

In line with the PCC legacy policy, legacies received were designated to funds which the PCC felt appropriate to the benefactors.

7 (i) Analysis of designated income and expenditure in the year

The Christmas Tree Festival is organised by the Friends of St Mary Magdalen and was again very successful and generated a net surplus of £6,559 which has been shared equally between the Laura Centre charity and the Friends fund.

Friends of St Mary Magdalen Fund

Balance as at 01/01/2024		£39,432
Income		
Christmas Tree Festival	£6,463	
Josh Smalley Event	£1,039	
Interest received	£242	
Non-recurring one of grants - Ward fund grant re CTF	<u>£1,591</u>	
<i>Total Income</i>		£9,335
Expenditure		
Charitable Giving - Donation to The Laura Centre CTF 2024	(£3,280)	
Charitable Giving - Donation to Wishes4Kids - Josh Smalley Event	(£494)	
Mission Outreach - Christmas Tree Festival costs	(£1,932)	
Fund Raising - Josh Smalley event costs	<u>(£50)</u>	
<i>Less Total Expenditure</i>		(£5,756)
Contactless CTF receipts transferred from General fund		£343
Closing Balance 31/12/2024 Including CTF funds		<u>£43,354</u>

Other funds

Income

Non-recurring one of grants - Benefact Trust grant - Sound System	£1,750
Total Income Designated funds	<u>£11,085</u>

Expenditure

Sound System Fund - Sound system and desk costs	(£23,837)
Total Expenditure Designated funds	<u>(£29,593)</u>

The balance of the Sound System fund £6,215 was transferred to Designated fund.

8 Unrestricted reserves

The reviewed and revised PCC unrestricted reserves policy at 31/12/24 is as follows:

1) To hold an operational reserve equal to working capital plus 2 months of routine operating costs and employee notice periods.

£50,000 for maintenance of the Church and Parish Centre. As all major building maintenance projects are authorised by the PCC from total reserves, only a reasonable level of funds will be held in the Centre bank account as working capital, with excess transferred to PCC main bank account enabling efficient investment.

3) To review the policy and the level of reserves annually.

At 31/12/24, the total unrestricted reserves required in accordance with the policy is £104,200. Actual total unrestricted reserves (general and designated) at 31/12/24 totalled £199,376.

Use of unrestricted reserves

Over the last few years, church expenses have exceeded income and our unrestricted reserves are reducing each year. The PCC continually review projects and designate funds to those purposes deemed most appropriate.

**Independent Examiner's Report to the trustees of St Mary Magdalen Church,
Knighton Parochial Church Council.**

I report on the accounts for the year ended 31st December 2024

Respective responsibilities of the Trustees and Independent Examiner

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

It is my responsibility to:

- examine the accounts under section 145 of the 2011 Act;
- follow the procedures laid down in the General Directions given by the Charity Commissioners section 145(5)(b) of the 2011 Act; and
- state whether particular matters have come to my attention.

Basis of Independent Examiner's Statement

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

An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from the management committee concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in a full audit, and consequently I do not express an audit opinion on the accounts.

Independent Examiner's Statement

In connection with my examination, no matters have come to my attention:

1. which give me reasonable cause to believe that in any material respect the requirements

- to keep accounting records in accordance with s.130 of the 2011 Act; or
- to prepare accounts which accord with these accounting records 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.

S.A Rankine



Corner Thatch,
Bell Lane,
Burton Overy, Leicestershire. LE8 9DB
Dated: 13th February 2025

2024 2025

“May the God of hope fill you with all joy and peace as you trust in him, so that you may overflow with hope by the power of the Holy Spirit.” (Romans 15.13)

Accounts

The Church of St Mary Magdalen, Knighton



Annual Report: ***looking back at 2023***

*Presented to the Annual Church Meeting (APCM)
on 28th April 2024*

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Introduction from the Revd Adrian Jones:

Welcome to our Annual Report looking back at the previous year, 2023. As usual, there was much about our church life that should encourage us, alongside very real challenges as we look to the future. As usual we were very busy – much was said and much was done!

Amongst the many words and actions though, how can we tell if our church is really *healthy*? Or does our busy-ness hide issues that we should be addressing now rather than later?

One diocese in the Church of England produced a self-assessment ‘tool’ for its churches that picks up the imagery used by Jesus when he compared the Kingdom of God to a flourishing tree.* The self-assessment focusses on six characteristics of strong healthy trees, with questions that go beyond the surface appearance and help churches think about their true state of well-being, or otherwise. For each characteristic, churches are asked to score themselves – if high, then some real evidence of what is happening is needed, and if low, then one simple action towards improvement is suggested.

As we look back to 2023 and forward to a future of real challenges, we too might do well to consider if we can demonstrate these six characteristics of healthy trees (and churches):

Healthy trees have deep roots – how firmly are we grounded in the Bible, in prayer and worship, a personal relationship with God and the daily renewal of the Holy Spirit?

Healthy trees are growing – what are we doing to help more people find out about the Christian faith? Which groups are missing from our church (age, ethnicity, culture)? Are we putting time, energy and money into outreach and mission?

Healthy trees bear good fruit – what do ‘outsiders’ see when they look at us? How do we treat each other? Are we becoming more loving, faithful, generous?

Healthy trees are good for their environment - what impact are we having on our neighbourhood and more widely in the world? Do we care and speak up for those in need?

Healthy trees need to be pruned - what are the things that absorb a lot of time and effort in our church but do not help us to make disciples, be witnesses, grow leaders or inspire children and young people? Do we have a pruning plan?

Healthy trees produce new saplings – what have we started recently that will help us connect with a new generation or group of people? Do we actively try new things in new ways? Do we encourage and build up volunteers?

In any year these questions would make a good starting point to review our life together as a church, and perhaps we can also regularly use this prayer to seek God’s blessing and direction in all that we do:

*Lord, remember your church here.
May the word of God take root in our hearts,
grow strongly in our lives,
and bear much fruit for God’s Kingdom.
Amen.*

Yours in friendship and Christ’s service,

Adrian

The Revd Adrian Jones

- Diocese of Blackburn, 2020 <https://www.blackburn.anglican.org/storage/general-files/shares/Vision%202026/Healthy%20Churches%20Assessment%20Tool%20FV1.pdf>

Our vision and objectives

Our vision:

Faith for Life – “I have come that they may have life; life in all its fullness” – Jesus (John 10.10)

Our mission:

St Mary’s has been greatly blessed by God over the years and our mission now is to use and share our blessings to build the Kingdom of God in this time. Together we seek to discover and share life in all its fullness – following the way of Jesus and encouraging others to follow and come to faith in him.

Our objectives:

- **to worship God well** - using traditional and new ways, so that everyone can encounter God and grow in faith; (John 4.23-4)
- **to explore and follow the way of Jesus** - learning together from the wisdom of the Bible, Christian traditions, and our wider society, and seeking to be led by God’s Spirit. (John 15.1-17)
- **to connect better with our community** – to broaden and deepen our connections with all parts of the local community and to help others in need. (Luke 10.25-37)
- **to welcome everyone as equally valued** - especially those who often feel left out; (Matthew 25.31-45)
- **to share our faith in Jesus with others** – encouraging them to follow and come to faith in him too. (Matthew 28.19-20)

The Parochial Church Council (PCC) has the responsibility of working together with the ministers to promote the whole mission of the Church: pastoral, evangelistic, social and ecumenical. The PCC is also specifically responsible for the maintenance of the Church building and the Parish Centre of St Mary Magdalen on Church Lane.

The PCC is committed to our vision, mission and objectives for this next season in the life of our church. We believe this is our calling as a church and our part in helping to build the Kingdom of God in our neighbourhoods. In particular we want everyone to feel welcome and able to worship with us and to become part of our church community. Our worship and other events together put our Christian faith into practice through prayer and scripture, music and sacrament, service and loving care.

Worship and Prayer

The heart of our life together as a church is the worship and prayer that we offer to God and the first of our five objectives for the church, within our vision of *'Faith for Life'*, is to **"Worship God well; using traditional and new ways, so that everyone can encounter God and grow in faith."**

Our highlights for 2023 included:

- After the pandemic, a full return to our pattern of weekly and seasonal worship;
- Continuing partnership with St Guthlac's – joining together for joint benefice services on the fifth Sundays, and sharing in 'Church Club' in Holbrook Hall for families on the fourth Sundays;
- The beginning of 'Inside Out', a new initiative taking worship and activities for children and families out of the building and into the park, on a Sunday afternoon, once a month;
- We marked the Coronation of HRH King Charles in our special All Age Worship;
- The successful continuation of a weekly service of Compline (Night Prayer) on Wednesday nights, with a congregation of around twenty that joins online or by phone - special thanks go Tina Jarvis and James Gutteridge for helping Compline to flourish;
- In the autumn, our Sunday morning worship followed the practical teaching of the New Testament *Letter of James*;
- Our regular Wednesday morning small group for study, prayer and friendship, continued to meet through the year at the Parish Centre, with special studies for Lent and Advent;
- Throughout the year, our worship followed the familiar pattern of the Church calendar, with special services for Epiphany, Mothering Sunday, Ash Wednesday, Maundy Thursday, Good Friday, Easter, Ascension and Pentecost, as well as our patronal festival in July, the Season of Creationtide, traditional Harvest Festival and Remembrance.
- Advent began with an evening 'Advent Pilgrimage', and continued with Carols around the Christmas Trees, a memorable Christingle service, a traditional Nine Lessons and Carols, an 'everyone-join-in' Crib Service, and then Christmas Midnight Communion and the usual celebration on Christmas Day itself. Our local schools returned to St Mary's for their Christmas services and performances, with parents also invited.

Christian Life and Discipleship

Our vision of *'Faith for Life'*, also includes the aim to **"Explore and follow the way of Jesus - learning together from the wisdom of the Bible, Christian traditions, and our wider society, and seeking to be led by God's Spirit."**

Highlights in 2023 included:

- Growth in faith through regular Sunday preaching from the lectionary readings by our Ministry Team;
- The discussion groups that have been part of Compline and Wednesday mornings;
- A weekly Lent Discussion group using a booklet called "Exploring God's Mercy: five images of salvation", written by the Bishop of Oxford, the Rt Revd Steven Croft;
- Creationtide Sundays following the themes of *Forest, Land, Wilderness* and *River*.

Mission and Evangelism

Within *'Faith for Life'* we aim to **“Connect better with our community – to broaden and deepen our connections with all parts of the local community and to help others in need”**.

2023 highlights included:

- Our highly successful Christmas Tree Festival in December - a key way in which we connect with our neighbours. There were more than sixty trees from local groups and organisations, and we welcomed approaching 2,000 people during the weekend. A special 'preview' evening was held for those who might otherwise have been reluctant to come because of crowds and health issues, and after the weekend we also hosted the youngsters from the St Mary's Preschool and local care homes.
- Fundraising through the Festival produced over £5,400, to be shared between the charity 'Wishes for Kids' and our own churchyard project, 'A Place of Peace'. Many thanks to the whole Festival Team, and to everyone who helped out over four days (and more!).
- The first stage of the 'Place of Peace' project was completed in 2023, with the refreshing of the space at the Brinsmead Rd end of the Garden of Remembrance, with new planting and seating. Stage two, bringing new life to the open space to the south of the church as a place of reflection and prayer for all the community, will take shape in 2024.
- Our connections to a wider community continued to be reflected in the generous giving of time and money by church members supporting a range of charities and aid organisations through fundraising events and collections. In total £8,658 was raised for various groups (see details following) and more was given directly, as well as 'through the books' of the church. Leicester South Foodbank was supported at Harvest and Christmas – thanks to all those involved.
- The Parish Magazine continued to be produced and distributed bi-monthly around the parish to subscribers and the congregation, by post and email. It continued to encourage and build up the faith of many through its varied articles on Christian life and world view. We are grateful for the efforts of Editor Nigel Siesage, the contributors and the distributors, who together make this important part of our mission and care possible.



Our objective to **“Share our faith in Jesus with others – encouraging them to follow and come to faith in him too”** remains a necessary and significant challenge to us.

Highlights include:

- From 'the pulpit' we were encouraged to share news of seasonal and special services with friends and neighbours, and low-key social media continued to be used for publicity too;

- Our Christmas card/leaflet, sent to all households in the benefice, also included an encouraging and invitational message and several fresh contacts were made as a result;
- The Vicar visited three local schools regularly to lead assemblies/collective worship;
- Our regular Sunday Club, for children and young people, continued meeting during the morning service on the second and third Sundays of each month using the Parish Centre as a base, which allows for more games, music, activities and a wifi connection. Numbers attending obviously vary week by week, but there were roughly eight regulars;
- On the fourth Sunday of each month all families are invited to join the St Guthlac's café-style Church Club activities. Thank you to everyone who has supported Sunday Club so faithfully;
- In June, Church members ran a stall at the Overdale Schools Summer Fete, and in October a 'Shine Like Stars' event at Halloween, provided free story-telling, hot chocolate and biscuits to families out trick-or-treating.

Pastoral Care and Congregational Life

“To welcome everyone as equally valued - especially those who often feel left out” is the heart of our calling to support and care for each other within the fellowship of the church, but also to look outwards to our neighbours in need.

- Our popular programme of social and fundraising events continued and included several Coffee Mornings, as well as a very successful afternoon musical Christmas Tea in the Parish Centre.
- The Mothers' Union continued to meet, as a 'Diocesan branch', with a full programme of meetings with guest speakers, and social events – supporting members and encouraging others.
- In the late autumn we opened a 'Warm and Welcome Space' in the Parish Centre on two afternoons each week, as a place of friendly welcome and refreshment for anyone feeling like company and warmth;
- Pastoral care for the whole congregation was shared by the Benefice Ministry Team: Revd Adrian Jones (Vicar), Revd Janet Gasper (retired), Revd Aphro McCullough (retired), Fiona Wingate (Reader) and, from July, the Revd Cecilia Adjadje (Curate). It was particularly good to welcome Cecilia (with husband Peter and children Esther, David and Daniel to our benefice, following her two years as a student on placement with us.
- We are also very grateful to everyone in the congregation who cares for others day by day by visiting, encouragement and simple acts of kindness – which is our shared calling as the body of Christ.
- Sadly, a number of dear church members died during the year, and all are greatly missed for their love and friendship, and their contributions to church life and worship.



Our buildings: the Church and the Parish Centre

Our life together as a church at St Mary's – our worship and prayer, our mission and evangelism, our pastoral care and our links into the local community – is supported and strengthened by the buildings that we have inherited. Through the expertise and wisdom of members of the Buildings Group, the PCC manages and cares for both St Mary Magdalen Church and its churchyard, and Knighton Parish Centre.

- The Parish Centre remains the most significant way in which the Church serves the local community, by providing a well-used venue for community groups, meetings and social occasions, and in 2023 regular activities and bookings began to creep closer to pre-pandemic levels. Our Caretaker and Bookings Secretary, Mark Taylor and Steph Bramford, continue to ensure that the Centre remains at the heart of community life in Knighton, and we are very grateful for all they do, with such good humour and flexibility.
- In order to ensure the future of the Parish Centre in the medium term, the PCC decided to plan for a major refurbishment and upgrade following architects advice.
- There are many people from the congregation and beyond who help to care for our Church building and its contents on an on-going basis: those who help to clean the church and its contents, those who wash linen, the Flower Guild, and all those who provide 'routine care and maintenance' and small improvements. We are extremely grateful for these essential gifts of service to us all.
- From his small office space in the Parish Centre, our Church Administrator, James Gutteridge, provided essential support for the running of the church during 2023. Our sincere thanks go to him for all he does 'behind the scenes'.

Our “Fabric, Goods and Ornaments”

The fabric, goods and ornaments of St Mary's have been maintained in good order in 2023. All valuable items are accounted for and stored securely in the vestry safe. The Church Property Register (previously known as the Terrier and Inventory) provides a record of the land and articles appertaining to the Church and has been updated as required. The Log Book has been used to note alterations, additions and repairs to the fabric of the physical church building.

Thanks are due as always to our sacristan, David Ardley, and to Simon Britton and Andrew Oldershaw who do much in relation to the building, and to the Church Wardens and all those who care for our 'fabric, goods and ornaments.'

Relationships with other churches: The City of Leicester Deanery

St Mary's joins with other Anglican churches as part of the City of Leicester Deanery. Each church sends elected representatives to Deanery Synod meetings and clergy gather for Chapter meetings.

There were only two Deanery Synod meetings in 2023:



Monday 27th March, St. Andrew's Church Aylestone – Generous Giving

50 people attended this Open meeting. The theme was 'The need to solve the funding gap between parish contributions and clergy costs in the diocese.' A presentation was given by David Palmer, Jonathan Kerry, Claire Bampton, Phil Leech and Simon Wilson, representing the Diocesan Board of Finance. The difficult financial position the diocese is in was outlined, along with thoughts and possible proposals for how we can all contribute to the long-term funding of local ministry, and the consequences of doing nothing. The diocese is £2.4 million in deficit. Our main source of income (parish contributions) is going down, expenditure on day-to-day operations is greater than our income and is subject to inflation etc. It was explained that Minster Communities will help. Most people give to the church building, not mission which needs building up. 80% of expenditure is on clergy, so the number of paid clergy needs to reduce. There is a need to build up discipleship and communities, be outward facing, not inward looking. Deanery Synod Accounts were then briefly read through by the Lay Chair/Assistant Area Dean on behalf of the Treasurer and a Parish Update on St. Andrew's, Aylestone was given by their Vicar, Revd Rowena Bass.

Wed 5th July 2023, All Saints Church, Scraftoft - Climate Crisis and the Church

Following a presentation from Andrew Quigley, who outlined the work the Church of England is doing nationally to work towards our ambitious target of becoming Carbon Net Zero by 2030, Andrew spoke about the work happening locally in our Diocese to support churches with our contribution to this target. We had presentations from Fr Martin Court (All Saints), Anne Scott, (St Peter's Belgrave), Sharon Plant (St Anne's and St Paul's with St Augustine's) who gave case studies about litter picking, Muddy Church and the Outdoor Worship Leaders (OWL) network and Allotment Church respectively. Zina Zelte from Climate Action Leicester and Leicestershire attended, speaking about joining their network and their current campaign asking Leicestershire County Council to divest their pension scheme from fossil fuels. The Synod broke by houses to vote to join both Climate Action Leicester and Leicestershire and also support the Pension Divest campaign. The motion was carried in both houses.

(Report provided by Qyan Arnachellum , Administrator, Leicester City Deanery)

Relationships with other churches: across denominations

St Mary's is a member of the South Leicester Christian Partnership (Churches Together). and several of our congregation take part in special events for Christian Aid Week, 'First Friday Prayers', the pilgrimage and service for the Week of Prayer for Christian Unity in January, the (Women's) World Day of Prayer and other meetings through the year.

As the year drew to a close it was formally decided that, due to dwindling volunteer numbers, St Mary's would end its partnership with Stoneygate Baptist Church to provide a regular 'Messy Church' at Stoneygate. Over the years, Messy Church, and the 'Busy Bees' summer club, provided fun and activity in a Christian context for a large number of children and families, and we are so grateful to all those who have played a part in sharing the good news of Jesus in this way.

ST MARY MAGDALEN REVIEW OF FINANCES – 2023

- ***The deficit in church finances for 2023 was £31,041***
- ***High energy costs continue to have a negative impact on our finances***
- ***Our giving does not cover the running costs of the church***

Knighton PCC management accounts following show unrestricted income & expenditure, these provide a summary of our day to day finances. The statutory accounts show full details including all funds, assets and liabilities.

Centre Income & Expenditure:

During 2023 lettings have again increased on the previous year although the pre-school has still not returned to pre-Covid levels, this has however been offset slightly by an increase in regular and one-off hires. Centre income for 2023 of £43,214 was up £8,033 on 2022, compared to the 2019 'normal' year figure of £47,345. Energy prices have gravely affected expenditure leading to a loss for the year. Please see the Centre management accounts for more details.

Church Income & Expenditure:

Income: Following our generous giving campaign regular giving has increased slightly during the year, however other income, namely fees, was down, leading to a slight reduction in total income of about £700.

Expenditure: Overall expenditure increased this year by £7,200 due mainly to increased energy costs.

The PCC deficit before exceptional items was slightly worse than budgeted at £39,437. This was made up of a Centre deficit of £2,770 less a church operating deficit of £36,668. The addition of income from exceptional items **resulted in a total PCC deficit of £31,041** which was transferred from reserves.

Total unrestricted reserves at 31st December 2023 were £236,531

Restricted reserves at 31st December 2023 were:

- **Churchyard Fund** - £1,000

Legacies – £14,000 of legacies received during 2023 were designated to funds which the PCC felt appropriate to the benefactors.

Charitable fund raising events in 2023 raised funds totalling £8,658

Our financial priorities for 2024 are:

- To continue to rebuild church life and income
- To fully review and commence work on an upgrade for Parish Centre
- To review expenditure and identify where savings can be made

Budget 2024 (part of the PCC management accounts), **Parish Centre Management Accounts**, and **Full Statutory Accounts** follow this report.

St Mary Magdalen Management Accounts for 2023 and budget for 2024

unit £'s	Budget 2024	Actual 2023	Actual 2022	Actual 2019
INCOME				
Giving Scheme	53,000	50,200	48,699	48,901
Plate collections	2,000	2,046	2,577	3,918
Gift aid	12,500	11,356	11,574	12,806
Total Regular Giving	67,500	63,603	62,850	65,625
Sundry donations including gift aid	2,500	2,444	1,479	435
Events & other fund raising	2,200	2,180	1,306	4,243
Fees	4,000	4,019	6,905	7,111
Church hire	-	-	405	-
Misc	2,600	2,604	2,582	2,130
Total other income	11,300	11,246	12,677	13,919
Total Church income	78,800	74,849	75,527	79,544
EXPENDITURE				
Contribution to Diocese	- 64,715	- 60,200	- 56,000	- 56,800
clergy exes & cover costs	- 2,000	- 1,717	- 1,294	- 1,325
total ministry costs	- 66,715	- 61,917	- 57,294	- 58,125
Worship & outreach costs	- 1,700	- 2,464	- 1,790	- 3,168
Church running expenses	- 21,613	- 23,568	- 19,348	- 12,858
Church routine maintenance	- 4,270	- 4,233	- 5,942	- 3,439
Administration	- 19,540	- 19,227	- 20,075	- 18,591
Less - printing/mag income	1,000	1,072	1,296	1,094
Net costs	- 18,540	- 18,155	- 18,779	- 17,497
Office equipment depreciation	- 1,180	- 1,180	- 1,154	-
Total routine church costs	- 114,018	- 111,517	- 104,307	- 95,087
Church operating surplus/ -deficit	- 35,218	- 36,668	- 28,780	- 15,543
Centre routine surplus/ -deficit after deprn	4,283	- 2,770	4,215	14,060
Surplus/-deficit before exceptional items	- 30,935	- 39,437	- 24,565	- 1,483
Exceptional items				
Interest/dividends from reserves	6,000	7,029	3,035	5,044
Major maintenance - Church	-	-	- 1,279	- 878
Major maintenance - Centre			-	-
Insurance claim - income			-	500
- costs			-	-
Legacies			2,060	
lpwgs grant		1,367	1,087	
	6,000	8,396	4,903	4,666
Total PCC surplus/-deficit to reserves	- 24,935	- 31,041	- 19,662	3,183
Legacies received and designated		14,000	73,880	500

KNIGHTON PCC PARISH CENTRE ACCOUNTS				Budget 2024	Actual 2023	Actual 2022	Actual 2019
Income							
Hires				48,000	43,214	35,181	47,345
Total Lettings				48,000	43,214	35,181	47,345
Expenditure							
Contract cleaning							- 4,752
Cleaning				- 9,200	- 8,865	- 8,304	- 2,213
Caretaking				- 8,400	- 7,850	- 6,372	- 6,237
Repairs				- 700	- 537	- 213	- 821
Lettings management				- 6,400	- 6,097	- 5,771	- 5,396
Employer costs (NI/Pension employer)				- 2,000	- 1,801	- 1,491	- 716
Total pay & employer costs				- 26,700	- 25,149	- 22,151	- 20,135
Furlough grants					-	-	-
Council grant				-	-	2,667	-
Total Grants				-	-	2,667	-
Gas				- 6,000	- 9,098	- 2,372	- 2,252
Electricity				- 3,400	- 3,850	- 2,137	- 1,662
Water				- 1,200	- 1,389	- 874	- 1,052
Insurance				- 1,600	- 1,513	- 1,368	- 1,274
licences				- 140	- 135	- 209	- 233
Routine maintenance				- 3,000	- 3,393	- 1,452	- 2,967
Total routine costs				- 15,340	- 19,377	- 8,411	- 9,440
Other costs							
Cleaning mats,towels etc				- 1,400	- 1,375	- 1,805	- 1,867
Payroll admin				-	-	- 293	- 953
Advertising				-	-	-	-
Telephone				- 250	- 243	- 217	- 434
Sundries				- 300	-	-	- 246
Total other costs				- 1,950	- 1,618	- 2,315	- 3,500
Recharge Other costs to Holbrook at 2019 letting ratio				663	550	787	1,715
Total net other costs				- 1,287	- 1,068	- 1,528	- 1,785
Total revenue expenditure				- 43,327	- 45,594	- 29,422	- 31,360
Routine operating surplus/-deficit				4,673	- 2,380	5,758	15,985
Major maintenance- over £1000					-	-	-
Operating surplus/-deficit excl depreciation/interes				4,673	- 2,380	5,758	15,985
Depreciation		over 10 years		- 390	- 390	- 1,543	- 1,925
Total surplus/-deficit				4,283	- 2,770	4,215	14,060

<u>Giving to Charities through Fundraising and Appeals 2023</u>		
	2023	2022
	£	£
Collections:		
Christian Aid Christmas Appeal	online	342
Christian Aid Week	645	798
One Roof Leicester	100	
Ukraine Appeal		1,774
Pakistan Flood		25
British Red Cross Morocco Earthquake Appeal	403	
British Red Cross Turkey/Syria Earthquake	513	
Grifaid (Water Aid)	154	83
Other activities supporting charities in the year:		
Lent lunch - Send a Cow	250	
Harvest appeal - 2023 Ripple Effect	88	
Fairtrade Fortnight	360	73
Royal British Legion Poppy Appeal	373	478
Christmas Tree Festival - Wishes4Kids 2023 (LAMP 2022)	2,650	2,277
Children's Society (Christingle)	275	201
Marie Curie Lunch	1,927	
Leics Historic Churches - Ride and Stride	295	134
Charity Evening Dinner - Samaritans	575	
Overdale School Stall	50	
Total charity giving and fund raising	8,658	6,185
During the year we also supported the South Leicester Foodbank (Harvest)		
NB: These charity collections are only those organised by the Church or by others on Church or Centre premises and include gift aid where appropriate.		

The Church of St Mary Magdalen, Knighton



Statutory Accounts 2023

*Presented to the Annual Church meeting (APCM)
on 28th April 2024*

Statutory Accounts 2023

Financial review

Comments on the Statement of Financial Activities and analysis of income & expenditure

We have encountered another difficult year in our church finances. The effects of continued high energy prices has meant that our expenditure has increased at a much higher rate than our income, leading to an erosion of our reserves annually.

Total income and endowments 2023

Total income in the year was £148,868 which was £52,796 lower than in 2022, this was mainly due to legacies received in 2022.

Total donations and legacies at £88,567 were £62,180 lower than 2022 due to:

- £61,940 decrease in legacies
- £ 2,824 fall in grants, and
- £ 2,600 increase in giving including gift aid

Total income from fees was £3,030 lower in the year at £4,047

Total other trading activities at £49,069 was £8,299 higher than 2022. This is mostly explained by an £8,000 increase in Centre lettings.

Total expenditure 2023

Total expenditure in the year was £170,179 which was £10,363 higher than 2022

This is mainly attributed to

- £ 3,281 increase in charitable giving (CTF charity paid before year end)
- £ 4,200 increase to the Diocese contribution
- £ 3,365 increase in church energy costs
- £12,118 increase in centre costs

Offset by:

- £ 2,000 decrease in routine maintenance
- £ 11,800 decrease in major maintenance and spire fund spending

Net income /(expenditure) for 2023 was (£21,508)

Gains/losses on investment assets – Gains on investments total £8,973.

Financial control policies

Management accounts and budgets are produced during the year to manage and control finances. All Groups/committees have clear guidance on their delegated authority and when they must refer to the Standing Committee or PCC for approval. The Building Group, who are responsible for maintenance of all buildings and the churchyard, have authority to spend up to £2,000 on individual items of major maintenance or capital above which they are required to obtain approval of the Standing Committee or PCC.

Risk management

The PCC manages risk through a number of mechanisms including the following specific policies and practices:

- Children and vulnerable adults – adoption and annual review of diocesan templates.
- Charitable giving policy.
- Health and safety – a H&S policy, including fire risk assessment, routine inspection and testing of high-risk items, monthly safety inspections of Church and Parish Centre and appointment of a Church Architect.
- Decision making – clearly defined committees/groups for management and delegation.
- Parish Centre and Church hire policies.
- Finance – clear control policies with regular review of management accounts, budgets and investments.

Volunteers

Thanks are due to all volunteers who work so hard to make our church the lively and vibrant community it is.

Structure, governance and management

The Parochial Church Council is a corporate body established by the Church of England. The PCC operates under the Parochial Church Council Powers Measure and is a Registered Charity.

The method of appointment of PCC members is set out in the Church Representation Rules. At St Mary Magdalen, the membership of the PCC consists of the incumbent (the vicar), churchwardens, the assistant curate, representatives on the Deanery and Diocesan Synods and members elected by those members of the congregation who are on the electoral roll of the church. All those who attend our services are encouraged to register on the Electoral Roll and stand for election to the PCC

The PCC members are responsible for making decisions on all matters of general concern and importance to the parish including deciding on how funds of the PCC are to be spent. New members receive training into the workings of the PCC.

Given its wide responsibilities, the PCC has a number of committees and groups, each dealing with a particular aspect of parish life. These committees and groups, which include Social & fundraising, Giving, Worship & Outreach Development and Buildings, in addition to the statutory Standing Committee, are all responsible to the PCC and report back to it regularly, minutes of their decisions being received by the full PCC and discussed as necessary. Detailed terms of reference and a scheme of delegation have been operating during the year.

Report approved by the PCC and signed on their behalf by the Revd Adrian Jones (PCC Chairperson)



Adrian Jones

Administrative Information

St Mary Magdalen's Church is situated in Brinsmead Road, Knighton, Leicester LE2 3WD. With the Parish of St Guthlac's, it comprises the Benefice of Knighton in the Diocese of Leicester, within the Church of England. The correspondence address is The Parish Office, Knighton Parish Centre, Church Lane, Knighton, Leicester LE2 3WG. Registered charity number 1130923.

PCC members who served from the APCM 2023 are:

Ex Officio members:

Incumbent:	The Revd Adrian Jones (Chair)
Assistant Curate:	The Revd Cecilia Adjadje (from July 2023)
Wardens:	Mrs Beryl Bonfield Ms Sian Howard (Vice Chair)

Elected members:

Mr Michael Gasper	representative on Deanery Synod	(until APCM 2025)
Mrs Lorna Pollard	representative on Deanery Synod	(until APCM 2025)
Mrs Beryl Bonfield	representative on Deanery Synod	(until APCM 2025)
Ms Kate Adams		(until APCM 2025)
Mrs Amanda Beck		(until APCM 2026)
Mrs Tabitha Fogg		(until APCM 2026)
Mr David Palmer		(until APCM 2026)
Mrs Judith Rudd		(until September 2023)
Mr Nigel Siesage		(until APCM 2025)
Mrs Ida Stanyer		(until APCM 2024)
Vacancy x2		

Knighton PCC

Statement of Financial Activities

For the period from 01 January 2023 until 31 December 2023

	unrestricted funds	designated funds	restricted funds	endowment funds	Total funds	Prior year total funds
<i>Income and endowments from:</i>						
Donations and legacies	67,413	21,153	—	—	88,567	150,747
Income from charitable activities	4,019	28	—	—	4,047	7,077
Other trading activities	49,069	—	—	—	49,069	40,770
Investments	7,029	155	0	—	7,184	3,049
Total income and endowments from:	127,531	21,337	0	—	148,868	201,644
<i>Expenditure on:</i>						
Raising funds	197	—	—	—	197	99
Expenditure on charitable activities	158,375	11,802	1	—	170,179	159,716
Total expenditure on:	158,572	11,802	1	—	170,376	159,816
Net income / (expenditure)	(31,041)	9,534	(1)	—	(21,508)	41,828
<i>Transfers</i>						
Gross transfers between funds - in	2	5,244	0	—	5,246	188,354
Gross transfers between funds - out	(17)	(5,226)	(2)	—	(5,246)	(188,354)
Net income / (expenditure)	(31,056)	9,552	(3)	—	(21,508)	41,828
<i>Other recognised gains / losses</i>						
Gains / losses on investment assets	8,973	—	—	—	8,973	(10,822)
Net movement in funds	(22,083)	9,552	(3)	—	(12,534)	31,006
<i>Reconciliation of funds</i>						
Total funds brought forward	711,793	88,632	1,003	—	801,429	770,423
Total funds carried forward	689,710	98,184	1,000	—	788,894	801,429
<i>Represented by</i>						
Unrestricted						
General fund	689,710	—	—	—	689,710	711,793
Designated						
Choir Fund	—	200	—	—	200	172
Christmas Tree Festival	—	—	—	—	—	4,555
Designated Fund	—	4,000	—	—	4,000	—
Flower Guild	—	217	—	—	217	217
Friends of St Mary Magdalen	—	39,432	—	—	39,432	39,353
Music and Worship Fund	—	2,213	—	—	2,213	2,213
Parish Centre Fund	—	24,490	—	—	24,490	24,490
Sound System Fund	—	27,628	—	—	27,628	17,628
Restricted						
Building Appeal Fund	—	—	—	—	—	1
Churchyard Fund	—	—	1,000	—	1,000	1,000
Education & Training Fund	—	—	—	—	—	1
Fabric Fund	—	—	—	—	—	0
Vestments and altar covers	—	—	—	—	—	0

Knighton PCC

Balance Sheet (summary)
as at 31st December 2023

as at 31/12/23 as at 31/12/22
£ £

Fixed assets		
Tangible assets	551,358	552,928
	<u>551,358</u>	<u>552,928</u>
Current assets		
Debtors	9,237	8,541
Investments	81,083	72,110
Cash at bank and in hand	148,972	170,697
	<u>239,294</u>	<u>251,350</u>
Liabilities		
Creditors: Amounts falling due in one year	1,758	2,849
Net current assets less current liabilities	<u>237,535</u>	<u>248,500</u>
Total assets less current liabilities	<u>788,894</u>	<u>801,429</u>
Total net assets less liabilities	<u>788,894</u>	<u>801,429</u>
Represented by		
Unrestricted		
Unrestricted - General fund	689,710	711,793
Designated		
Designated - Christmas Tree Festival	—	4,555
Designated - Parish Centre Fund	24,490	24,490
Designated - Choir Fund	200	172
Designated - Designated Fund	4,000	—
Designated - Flower Guild	217	217
Designated - Friends of St Mary Magdalen	39,432	39,353
Designated - Music and Worship Fund	2,213	2,213
Designated - Sound System Fund	27,628	17,628
Designated - Spire Fund	—	—
Restricted		
Restricted - Building Appeal Fund	—	1
Restricted - Churchyard Fund	1,000	1,000
Restricted - Fabric Fund	—	0
Restricted - Restricted	—	—
Restricted - Vestments and altar covers	—	0
Restricted - Spire Fund	—	—
Restricted - Education & Training Fund	—	1
Restricted - Agency collection	—	—
Funds of the church	<u>788,894</u>	<u>801,429</u>

Knighton PCC
Analysis of income and expenditure
Selected period: 01.01.2023 to 31.12.2023

	Unrestricted	Designated	Restricted	Endowment	Total This year	Last year
Income and endowments						
Donations and legacies						
0101 - Giving gift-aided - bank	30,340	32	—	—	30,372	36,677
0105 - Giving gift aided - cheques	3,628	—	—	—	3,628	—
0110 - Giving gift-aided - envelopes	5,886	39	—	—	5,925	4,893
0115 - Contactless - donations	1,228	—	—	—	1,228	89
0116 - Friends of Knighton Church	—	5,637	—	—	5,637	4,761
0201 - Giving - not gift aided	10,346	5	—	—	10,351	7,129
0301 - Loose plate collections	2,046	—	—	—	2,046	2,577
0550 - Donations appeals etc	1,215	—	—	—	1,215	1,398
0601 - Tax recovered-gift aided giving	10,196	—	—	—	10,196	10,347
0602 - Tax recovered-gift aided dons.	—	—	—	—	—	52
0603 - Tax recovered-small dons. sch.	1,159	—	—	—	1,159	1,249
0701 - Legacies	—	14,000	—	—	14,000	75,940
08A1 - Non-recurring one-off grants	1,367	1,440	—	—	2,807	5,631
Donations and legacies Totals	67,413	21,153	—	—	88,567	150,747
Income from charitable activities						
1101 - Fees - weddings and funerals	4,019	28	—	—	4,047	7,077
Income from charitable activities Totals	4,019	28	—	—	4,047	7,077
Other trading activities						
0910 - Social & fund raising events	2,179	—	—	—	2,179	1,306
0912 - miscellaneous income	2,603	—	—	—	2,603	2,292
1240 - Centre lettings	43,214	—	—	—	43,214	35,180
1241 - Church lettings	—	—	—	—	—	405
1260 - Parish magazine sales	235	—	—	—	235	290
1261 - Printing re-charges	836	—	—	—	836	1,295
Other trading activities Totals	49,069	—	—	—	49,069	40,770
Investments						
1001 - Dividends	2,099	—	—	—	2,099	1,574
1020 - Bank & building soc. interest	4,929	155	0	—	5,084	1,474
Investments Totals	7,029	155	0	—	7,184	3,049
Income and endowments Grand totals	127,531	21,337	0	—	148,868	201,644
Expenditure						
Raising funds						
1720 - Costs of Giving Scheme	197	—	—	—	197	99
Raising funds Totals	197	—	—	—	197	99

	Unrestricted	Designated	Restricted	Endowment	This year	Total Last year
Expenditure on charitable activities						
1871 - Charitable giving	400	4,927	—	—	5,327	2,046
1910 - Contribution to Diocese	60,200	—	—	—	60,200	56,000
2050 - Salary of parish administrator	13,160	—	—	—	13,160	12,401
2060 - Muscian fees	6,307	—	—	—	6,307	6,803
2101 - Expenses of incumbent	1,197	—	—	—	1,197	611
2102 - Curate's expenses	520	—	—	—	520	682
2201 - Mission outreach	2,064	1,772	—	—	3,836	3,113
2301 - Church insurances	5,065	—	—	—	5,065	4,578
2330 - Church routine maintenance	2,529	—	—	—	2,529	4,573
2331 - Church cleaning	1,542	—	—	—	1,542	1,464
2340 - Sacristry costs	343	—	—	—	343	372
2341 - Other music costs	1,094	93	—	—	1,188	577
2350 - Churchyard maintenance	1,703	—	—	—	1,703	2,094
2360 - Administration costs	5,868	—	1	—	5,870	7,574
2401 - Church electricity	2,064	—	—	—	2,064	1,060
2410 - Church gas	6,968	—	—	—	6,968	4,608
2420 - Church water	180	—	—	—	180	122
2520 - Centre wages	25,149	—	—	—	25,149	22,150
2530 - Centre electricity	3,849	—	—	—	3,849	2,136
2540 - Centre gas	9,097	—	—	—	9,097	2,371
2550 - Centre insurance	1,512	—	—	—	1,512	1,367
2560 - Centre routine maintenance	3,392	—	—	—	3,392	2,842
2570 - Centre licences	134	—	—	—	134	208
2580 - Centre water	1,388	—	—	—	1,388	874
2590 - Centre other costs	1,067	—	—	—	1,067	1,527
2701 - Church major maintenance	—	—	—	—	—	7,463
2702 - Churchyard major maintenance	—	5,010	—	—	5,010	3,055
2815 - Spire Fund - - major maintenance	—	—	—	—	—	4,336
3000 - Depreciation - Church & office	1,180	—	—	—	1,180	1,154
3001 - Depreciation - Centre	390	—	—	—	390	1,543
Expenditure on charitable activities Totals	158,375	11,802	1	—	170,179	159,716
Expenditure Grand totals	158,572	11,802	1	—	170,376	159,816

There may be minor discrepancies in the totals if the pence are not being shown

THESE NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2023
FORM PART OF THE ACCOUNTS

1 Detailed Schedule of ASSETS AND LIABILITIES

FIXED ASSETS

TANGIBLE ASSETS

Freehold land and buildings

Other

Total

		1	2	3	
GROSS BOOK VALUE	At 31 December 2022	£316,152	£231,424	£43,500	£591,076
	Additions	£0	£0	£0	£0
	Disposals	£0	£0	£0	£0
	At 31 December 2023	<u>£316,152</u>	<u>£231,424</u>	<u>£43,500</u>	<u>£591,076</u>
DEPRECIATION	At 31 December 2022	£0	£0	£38,148	£38,148
	Disposals	£0	£0	£0	£0
	Charge for year	£0	£0	£1,570	£1,570
	At 31 December 2023	<u>£0</u>	<u>£0</u>	<u>£39,718</u>	<u>£39,718</u>
NET BOOK VALUE	At 31 December 2023	<u>£316,152</u>	<u>£231,424</u>	<u>£3,782</u>	<u>£551,358</u>

1 Parish Centre, Brinsmead Road
 2 Holbrook Hall, Holbrook Road

3 Fixtures and fittings in the Centre and office

↳ gross book value of the land and buildings included in the accounts is as estimated for insurance purposes at 1 October 1998.
 The estimated insurance valuations at 28/09/23 are: Centre - £994k; Holbrook Hall - £608k

CURRENT ASSETS

DEBTORS

	Unrestricted	Restricted	2023 Total	2022 Total
Interest /dividend accrued	£0	£0	£0	£0
Prepayment	£580	£0	£580	£537
Sundries	£5,796	£0	£5,796	£4,816
Gift Aid due	<u>£2,860</u>	<u>£0</u>	<u>£2,860</u>	<u>£3,188</u>
Total debtors	<u>£9,236</u>	<u>£0</u>	<u>£9,236</u>	<u>£8,541</u>

INVESTMENTS

Use

CCLA Church of England Investment fund- units 1487	General reserve	£35,884		£35,884	£32,774
CCLA Church of England Global Investment fund- units 1493	General reserve	<u>£45,199</u>		<u>£45,199</u>	<u>£39,337</u>
Total investments		<u>£81,083</u>		<u>£81,083</u>	<u>£72,111</u>

CASH AT BANK AND IN HAND

Account

Lloyds/TSB Deposit	closed	General Reserve	£0	£0	£1
CCLA C of E Deposit	closed	Education & Training		£0	£1
CCLA C of E Deposit		General Reserve	£108,090	£108,090	£108,090
CCLA C of E Deposit		Specific grave maintenance		£1,000	£1,000
CCLA C of E Deposit	closed	Fabric Fund		£0	£1
CCLA C of E Deposit	closed	Buildings Appeal		£0	£1
Nat West current account		Social Group bank account	£485	£485	£824
Lloyds current account		Centre bank & petty cash	<u>£14,501</u>	<u>£0</u>	<u>£15,456</u>
Total short term deposits			<u>£123,076</u>	<u>£1,000</u>	<u>£125,374</u>
Barclays deposit account		Main bank account	£8,256	£0	£8,256
Barclays deposit account		Friends of St Mary's account	£15,432	£0	£15,432
Barclays current account		Fees Account	<u>£1,206</u>	<u>£0</u>	<u>£1,206</u>
			<u>£24,894</u>	<u>£0</u>	<u>£24,894</u>

Total cash at bank and in hand

TOTAL CURRENT ASSETS

LIABILITIES: AMOUNTS FALLING DUE WITHIN ONE YEAR

Sundry creditors	£552	£0	£552	£1,537
Agency Collections	<u>£1,206</u>	<u>£0</u>	<u>£1,206</u>	<u>£0</u>
NET CURRENT ASSETS	<u>£236,531</u>	<u>£1,000</u>	<u>£237,531</u>	<u>£215,306</u>

ANALYSIS OF NET ASSETS BY FUND

	Unrestricted	Restricted	2023 Total	2022 Total
Tangible fixed assets	£551,358	£0	£551,358	£552,928
Current assets	£238,289	£1,000	£239,289	£251,349
Current liabilities	<u>-£1,758</u>	<u>£0</u>	<u>-£1,758</u>	<u>-£2,848</u>
Fund balance	<u>£787,889</u>	<u>£1,000</u>	<u>£788,889</u>	<u>£801,429</u>

Note - There may be minor discrepancies in the totals if the pence are not being shown

1 Assets and Liabilities

See detailed schedule

2 Accounting policies

Basis of the financial statements

The financial statements have been prepared under the Church Accounting Regulations 2006 in accordance with applicable accounting standards and the current Statement of Recommended Practice Accounting and Reporting by Charities and applicable accounting standard FRS 102.

The financial statements have been prepared under the historical cost convention except for investment assets, which are shown at market value. The financial statements 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 affiliation to another body, nor those that are informal gatherings of church members.

Fund accounting

Endowment funds are funds, the capital of which must be retained either permanently or at the PCC's discretion; the income derived from the endowment is to be used either as restricted or unrestricted income funds depending upon the purpose for which the endowment was established in the first place.

Restricted funds comprise (a) income from endowments which is to be expended only on the restricted purposes intended by the donor and (b) revenue donations or grants for a specific PCC activity intended by the donor. Where these funds have unspent balances, interest or dividends on their pooled investment is apportioned to the individual funds on an average balance basis.

Unrestricted funds are income funds which are to be spent on the PCC's general purposes.

Designated funds are general funds set aside by the PCC for use in the future. Project funds are designated for particular projects for administration purposes only. Funds designated as invested in fixed assets for the PCC's own use abated in line with assets' annual depreciation charges in the SOFA. Designated funds remain unrestricted and the PCC will move any surplus to other general funds.

Income and resources

Planned giving, collections and similar donations are recognised when received. Tax refunds are recognised when the incoming resource to which they relate are received. Grants and legacies are accounted for when the PCC is entitled to the use of the resources, their ultimate receipt is considered reasonably certain and the amounts due are reliably quantifiable. Dividends are accounted for when declared receivable, interest as and when accrued by the payer. All incoming resources are accounted for gross.

Resources expended

Grants and donations are accounted for when paid over, or when awarded, if that award creates a binding or constructive obligation on the PCC. The PCC agreed contribution to the Diocese is accounted for when due. All other expenditure is generally recognised when it is incurred and is accounted for gross.

Fixed assets

Consecrated and benefice property is not included in the accounts in accordance with s10 (2) (a) and (c) of the Charities Act 2011.

Movable church furnishings held by the vicar and churchwardens on special trust for the PCC and which require a faculty for disposal are inalienable property and are listed in the church's inventory, which can be inspected (at any reasonable time). These assets should be capitalised as fixtures, fittings and equipment and depreciated. For anything acquired prior to 2002, there is insufficient cost information available and therefore such assets are not valued in the financial statements. Individual assets with a cost of less than £1,000 are not capitalised and are included as expenditure not in the balance sheet.

Fixtures, fittings and equipment assets within Church and Centre premises are depreciated on a straight line basis over 10 years. Office equipment is depreciated over 5 years.

3 Staff costs

	2023	2022
Office	£13,161	£12,401
Parish Centre	£25,149	£22,150

The above costs relate to a part-time administrator employed in St Mary's Office and the share of a part-time letting secretary and caretaker/cleaner employed in the Parish Centre. The Centre staff also provide a similar service to St Guthlac PCC for Holbrook Hall and their related costs have been recharged to St Guthlac PCC.

4 Payments to PCC members

No payments or expenses were paid to any PCC member or persons closely connected to them or related parties.

5 Investments

The agreed policy of the PCC is to maintain a balance between cash and investments, maximise income while not taking undue risks and to invest in ethical investments by using CCLA investments which are managed and operate under the Church of England ethical investment policy. Investments are valued at market value at 31st December and gains and losses are realised when investments are sold. There were no sales or purchases in the year. The existing holdings increased in value in the year by £8,973.

6 Restricted funds These Fund accounts are retained for future use.

Churchyard Maintenance fund There was no movement during the year.

Note: Donations are now only accepted for unrestricted general churchyard maintenance and no longer for individual grave maintenance. This can be done by donating to the the Friends of St Mary Magdalen.

Education & Training, Building Appeal, Fabric, Vestments & Alter Cover Funds Due to the low balances these funds have been written off in the accounts.

7 Designated funds

Designated funds are unrestricted funds set aside by the PCC for use in the future for specific purposes.

In line with the PCC legacy policy, legacies received were designated to funds which the PCC felt appropriate to the benefactors.

The Christmas Tree Festival was again very successful and generated a net surplus of £5,281 which has been shared equally between the Wishes 4 Kids charity and the Friends of St Mary Magdalen.

7 (i) Analysis of designated income and expenditure in the year

Income

Friends of St Mary Magdalen	£5,565	Christmas Tree Festival (CTF)
	£228	Other donations and interest
Legacies	£14,000	Sound System fund & future projects
Non recurring one of grants	£1,440	Ward fund grant re CTF (less u/paid 2022)
Other income	£104	Choir Fund donation
	<u>£21,337</u>	

Expenditure

Charitable Giving	£2,650	Donation to Wishes 4 Kids CTF 2023
Charitable Giving	£2,277	Donation to LAMP CTF 2022
Mission Outreach	£1,772	Christmas Tree Festival costs
Friends of St Mary's	£5,010	Place of Peace memorial garden
Choir fund	£94	Music costs
	<u>£11,803</u>	

8 Unrestricted reserves

The reviewed and revised PCC unrestricted reserves policy at 31/12/23 is as follows:

1) To hold an operational reserve equal to working capital plus 3 months of routine operating costs and employee notice periods.

£75,000 for maintenance of the Church and Parish Centre. As all major building maintenance projects are authorised by the PCC from total reserves, only a reasonable level of funds will be held in the Centre bank account as working capital, with excess transferred to PCC main bank account enabling efficient investment.

3) To review the policy and the level of reserves annually.

At 31/12/23, the total unrestricted reserves required in accordance with the policy is £137,520.

Actual total unrestricted reserves (general and designated) at 31/12/23 totalled £236,531.

Use of unrestricted reserves

Over the last few years, church expenses have exceeded income and our unrestricted reserves are reducing each year. The PCC continually review projects and designate funds to those purposes deemed most appropriate.

**Independent Examiner's Report to the trustees of St Mary Magdalen Church,
Knighton Parochial Church Council.**

I report on the accounts for the year ended 31st December 2023

Respective responsibilities of the Trustees and Independent Examiner

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

It is my responsibility to:

- examine the accounts under section 145 of the 2011 Act;
- follow the procedures laid down in the General Directions given by the Charity Commissioners section 145(5)(b) of the 2011 Act; and
- state whether particular matters have come to my attention.

Basis of Independent Examiner's Statement

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

An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from the management committee concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in a full audit, and consequently I do not express an audit opinion on the accounts.

Independent Examiner's Statement

In connection with my examination, no matters have come to my attention:

1. which give me reasonable cause to believe that in any material respect the requirements

- to keep accounting records in accordance with s.130 of the 2011 Act; or
- to prepare accounts which accord with these accounting records 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.

S.A Rankine



Corner Thatch,
Bell Lane,
Burton Overly, Leicestershire. LE8 9DB
Dated: 12th February 2024

Notes and Questions for the PCC

For a fuller and more considered answer, please submit your questions in writing to the Chair of the Annual Meeting, Revd Adrian Jones, in advance and by 26th April. Thank you.

Questions for YOU...

Having read the Annual Report, where do you think that God has been most at work in our church life?

What were our strengths in 2023? What did we do well?

What do we need to do next, to keep improving in these areas?

What can *you* do to support the church in these areas of our life together?

What were our weaknesses in 2023? ...where we did *not* do so well?

What do we need to do next, to make some improvements in these areas?

What can *you* do to support the church in these areas of our life together?

When we celebrate the birth of the Christian Church on Pentecost Sunday, 19th May, which one thing (or more) will you commit to do in the year that lies ahead?



Faith for Life

**“I have come that they may have life; life in all its fullness”
- Jesus (John 10.10)**

Accounts

The Church of St Mary Magdalen, Knighton



Annual Report: *looking back at 2022*

*Presented to the Annual Church Meeting (APCM)
on 23rd April 2023*

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Introduction *from the Revd Adrian Jones:*

Welcome to our Annual Report for 2022, another 'exceptional' year as the impacts of the pandemic were sharpened by the war in Ukraine and the subsequent 'cost-of-living crisis'. The knock-on consequences for the finances of the diocese and of our own church, St Mary's, are very significant - 2022 saw us just begin to grapple with these.

There is no doubt that the Church is being re-shaped. I don't mean our own building of course, but, rather, the way we see ourselves as the Body of Christ in this local community. Changing circumstances in the world around us and in the society of which we are just one part, are leading us to a whole list of profound questions about ourselves:

- What is the local church *for* ?
- How best will we be organised and led as we become fewer?
- How best do we worship in a changed culture?
- How best do we share the story and person of Jesus?

And there are still more questions...

In this situation there are three strong temptations. The first is to ignore everything that is happening around us and to plough on regardless, just doing the same things that we've always done, in the hope that the issues will somehow go away.

The second is to 'swing into action' by trying to control everything, looking around us in the world of business, recruitment and management for the latest bright ideas and solutions that will lead us back to a golden age when churches thrived and problems seemed few.

The third temptation is to give up hope, to treat change as if it always means decline and failure, and to spend our time and energy in lament and complaint.

I'm convinced however, that we should resist all three of these temptations in our church life together.

We begin to see an alternative road ahead through a wonderful humorous story that comes to us via the Revd Lucy Winkett, Rector of St James, Piccadilly, writing last year in the Church Times:

"After the agonising events of Holy Week, and then the resurrection appearances, there is Ascension Day and Jesus arrives in heaven. At the gates Michael (Peter hasn't arrived yet) asks Jesus how it all went, and Jesus says all was as it should have been: "I've left Peter and Mary, John, James and another Mary to carry on."

"Sounds good" Michael says, "but obviously you've left them with the programme, the strategy, the timelines and budgets to make sure what you did is rolled out and not wasted?" Jesus looks at Michael and says: "I have made no other plans."

The story reminds us that the heart of the church, today and in the future, is the people whose lives are touched and changed by Jesus. The number of these people, their style of worship, the purity of their doctrine, the buildings they use and their 'success' in the eyes of the world are all much less important than their faithfulness in following the way of Jesus. And, of course, these people are *us*.

We can head into the future with hope and confidence, whatever it holds, if we know that we are being faithful to the example and pattern of Jesus and that we are open to the

continuing direction of his Holy Spirit. We do need plans and budgets, but above all let's work on being *the people of God*, and the loving quality of our relationships.

Our Annual Report lays out the many activities of the church over the last year, and I'm deeply grateful to everyone who has helped us sustain our friendly, supportive and faithful community, always looking outwards to the needs of others. Revd Matthew Gough, our curate, now moved to the churches of Anstey, Thurcaston and Cropston, deserves our special gratitude and thanks, as do the Church Wardens and PCC.

In 2023, let our life together be shaped by remembering that "*You are the body of Christ, and each one of you is a part of it.*" (1 Corinthians 12.27) – Jesus has made no other plans.

Yours in friendship and Christ's service

Adrian

The Rev'd Adrian Jones

Our vision and objectives

Our vision:

Faith for Life – "I have come that they may have life; life in all its fullness" – Jesus (John 10.10)

Our mission:

St Mary's has been greatly blessed by God over the years and our mission now is to use and share our blessings to build the Kingdom of God in this time. Together we seek to discover and share life in all its fullness – following the way of Jesus and encouraging others to follow and come to faith in him.

Our objectives:

- **to worship God well** - using traditional and new ways, so that everyone can encounter God and grow in faith; (John 4.23-4)
- **to explore and follow the way of Jesus** - learning together from the wisdom of the Bible, Christian traditions, and our wider society, and seeking to be led by God's Spirit. (John 15.1-17)
- **to connect better with our community** – to broaden and deepen our connections with all parts of the local community and to help others in need. (Luke 10.25-37)
- **to welcome everyone as equally valued** - especially those who often feel left out; (Matthew 25.31-45)
- **to share our faith in Jesus with others** – encouraging them to follow and come to faith in him too. (Matthew 28.19-20)

The Parochial Church Council (PCC) has the responsibility of working together with the ministers to promote the whole mission of the Church: pastoral, evangelistic, social and ecumenical. The PCC is also specifically responsible for the maintenance of the Church building and the Parish Centre of St Mary Magdalen on Church Lane.

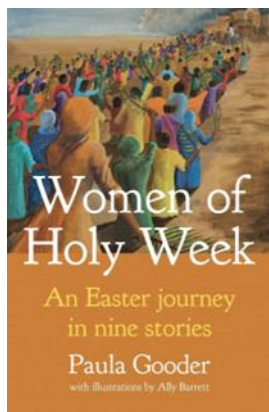
The PCC is committed to our vision, mission and objectives for this next season in the life of our church. We believe this is our calling as a church and our part in helping to build the Kingdom of God in our neighbourhoods. In particular we want everyone to feel welcome and able to worship with us and to become part of our church community. Our worship and other events together put our Christian faith into practice through prayer and scripture, music and sacrament, service and loving care.

Worship and Prayer

The heart of our life together as a church is the worship and prayer that we offer to God and the first of our five objectives for the church, within our vision of *'Faith for Life'*, is to **"Worship God well; using traditional and new ways, so that everyone can encounter God and grow in faith."**

As we began 2022, we had been hoping that everything would be back to 'normal' after the pandemic – but the concern about the 'omicron' variant of the corona virus meant that once again we were asked to wear masks in church, sanitise our hands, respect each other's space and generally be cautious about mixing. We continued to print weekly readings in the newsletter for those who preferred to stay at home on Sundays.

Despite the concerns about Omicron, our weekly and monthly pattern of worship continued, and we were able to re-start midweek Communion on Tuesday, together with Prayer for Healing with Communion on the last Friday of each month. On the fourth Sunday of each month, the children and their carers were invited to join Sunday Club at St Guthlac's for informal worship and craft activities. Later in the spring we were able to relax Covid precautions, and then in the summer we began once more to offer wine as well as wafers during Communion.



Between Epiphany and Lent we used our Sunday morning sermons to focus on *'Women in the Bible'* and how much they can teach us about faithful living, even though they are often overlooked characters. In February we also had the opportunity to hear about a recent report presented to our Diocesan Synod, called *"Women: the state of play"*. The report explores how women's ministry has been received and appreciated in the Diocese of Leicester over recent years, and we heard about the challenges that still remain. During Lent, a new book by Paula Gooder called *'Women of Holy Week'* was suggested for reading, and as we approached Easter we held a group discussion of what we had learnt, led by Revd Alison Roche.

Early in the first lockdown of 2020 we had begun a service of Compline (Night Prayer) on-line on Wednesday evenings, and throughout 2022 it proved to be one of the most popular and enduring elements of our worship as well, enabling 20-30 people from both our benefice churches to worship together but from home. Special thanks go to Revd Matthew Gough, Revd Aphro McCullough, Tina Jarvis and James Gutteridge for unstinting work that enabled Compline to flourish.

Throughout the year, our worship followed the familiar pattern of the Church calendar, with special services for Mothering Sunday, Ash Wednesday, Maundy Thursday, Good Friday, Easter, Ascension and Pentecost, as well as our patronal festival in July, traditional Harvest Festival, and a Harvest Evensong.

There was also a celebratory 'come and sing' Evensong to mark HM The Queen's Platinum Jubilee. Very sadly, later in the year, we also held special services to mark Queen Elizabeth's death and then funeral, with the church being open for everyone to light candles, pause and pray, and to sign the Book of Condolence. This significant time in our national life naturally eclipsed the Season of Creation, in September/October, but we continued with the theme of thankfulness for the Earth and our responsibility towards its care, as and when it was appropriate.



In the latter part of the year we began, as a trial, a series of monthly traditional Evensong services. The intention now is to have further services of Evensong at special times in the church's year.

During Advent, we were able to have a series of evening meditations (weekly, at St Guthlac's), an evening 'Advent Pilgrimage' with special choir pieces on Advent Sunday, Carols around the Christmas Trees, a memorable Christingle service, a traditional Nine Lessons and Carols, an 'everyone-join-in' Crib Service, and then Christmas Midnight Communion and the usual celebration on Christmas Day itself. Our local schools were glad to be able to resume their Christmas services and performances in church with parents also invited, for the first time since 2019.

Early in the summer, the PCC confirmed the appointment of Michael Relph as our new Choir Director and Co-ordinator of Music, confirming once again the centrality of music to our worshipping life. The impact of Michael's appointment has been considerable and there are plans for further development of this tradition within the church. We are so grateful to the Ministry Team, our organists, the Band, and the church choir under the direction of Michael, for leading, supporting and enhancing our worship through the year.

Christian Life and Discipleship

Our vision of '*Faith for Life*', also includes the aim to "**Explore and follow the way of Jesus - learning together from the wisdom of the Bible, Christian traditions, and our wider society, and seeking to be led by God's Spirit.**" Together, our growth in faith continued in 2022, with our sermon series on 'Women of the Bible', regular preaching from the lectionary readings by our Ministry Team, and the discussion groups that have been part of Compline. During the year two 'Pilgrim' groups ran, helping us explore and revisit some Christian foundations. Our plans to mark Creationtide in the autumn with more themed services and teaching were put on hold however, following Her Majesty's death.



**SEASON OF
CREATION**

Mission and Evangelism

Within *'Faith for Life'* we aim to **“Connect better with our community – to broaden and deepen our connections with all parts of the local community and to help others in need”**. Our Christmas Tree Festival in December, once again proved to be a tremendous success and a key way in which we connect with our neighbours. More than sixty trees from local groups and organisations were featured, and we welcomed over 1,200 adults and 500 children into the church building during the weekend. A special 'preview' evening was held for those who might otherwise have been reluctant to come because of crowds and health issues, and after the weekend we also hosted the youngsters from the St Mary's Preschool.

Once again there were very many positive comments from our visitors and we also raised over £4,000, to be shared between the mental health charity LAMP and our own churchyard project, 'A Place of Peace'. Many thanks to the whole Festival Team, and to everyone who helped out over four days.

The 'Place of Peace' project, to bring new life to our churchyard as a place of reflection and prayer for all the community, began to take shape in 2022. After much PCC discussion, first plans were drawn up for two areas: the space at the Brinsmead Rd end of the Garden of Remembrance and the open space to the south of the church itself. A consultation with the congregation followed and aspects of the plans were changed as a result. Towards the end of the year we began to firm up a timetable for the work in 2023.

Our connections to a wider community continued to be reflected in the generous giving of time and money by church members supporting a range of charities and aid organisations through fundraising events and collections. In total £6,185 was raised for various groups



(see details following) and more was given directly, as well as 'through the books' of the church. Leicester South Foodbank was supported at Harvest and Christmas – thanks to all those involved.

The Parish Magazine continued to be produced and distributed bi-monthly around the parish to subscribers and the congregation, by post and email. It continued to encourage and build up the faith of many through its varied articles on Christian life and world view. We are grateful for the efforts of Editor Nigel Siesage, the contributors and the distributors, who together make this important part of our mission and care possible.

Our objective to **“Share our faith in Jesus with others – encouraging them to follow and come to faith in him too”** remains a necessary and significant challenge to us. From 'the pulpit' we were encouraged to share news of seasonal and special services with friends and neighbours, and social media continued to be used for publicity too. Our Christmas card/leaflet, sent to all households in the benefice, also included an encouraging and invitational message and several fresh contacts were made as a result. The Vicar visited three local schools regularly to lead assemblies/collective worship.

Our regular Sunday Club, for children and young people, continued meeting during the morning service on the second and third Sundays of each month using the Parish Centre as a base, which allows for more games, music, activities and a wifi connection. Numbers attending obviously vary week by week, but there were roughly eight regulars. On the fourth Sunday of each month all families are invited to join the St Guthlac's café-style Church Club activities. Thank you to everyone who has supported Sunday Club so faithfully, and especially Teresa Bowdry who stepped down as a leader after many years..

Our buildings: the Church and the Parish Centre

Our life together as a church at St Mary's – our worship and prayer, our mission and evangelism, our pastoral care and our links into the local community – is supported and strengthened by the buildings that we have inherited. Through its Buildings Group, the PCC manages and cares for both St Mary Magdalen Church and its churchyard, and Knighton Parish Centre.

After the restoration and repair work on the spire and tower in 2021, we began to shift our attention to other aspects of our buildings. The parish centre is beginning to show its age and so the PCC initiated a review of options for the future and investment now needed, which it is hoped will produce an action plan in 2023. The Parish Centre remains the most significant way in which the Church serves the local community, by providing a well-used venue for community groups, meetings and social occasions, and in 2022 we began to see regular activities and bookings return. Our Caretaker and Bookings Secretary, Mark Taylor and Steph Bramford, continue to ensure that the Centre remains at the heart of community life in Knighton, and we are very grateful for all they do, with such good humour and flexibility.

There are many people from the congregation and beyond who help to care for our building and its contents on an on-going basis: those who help to clean the church and its contents, those who wash linen, the Flower Guild, and all those who provide 'routine care and maintenance' and small improvements. We are extremely grateful for these essential gifts of service to us all.

Our Church Administrator, James Gutteridge, provided essential support for the running of the church during 2022 from his small office space in the Parish Centre. During the year James took on additional roles and responsibilities, especially relating to finance, and our sincere thanks go to him for all he does 'behind the scenes'.

Our “Fabric, Goods and Ornaments”

The fabric, goods and ornaments of St Mary's have been maintained in good order in 2022. All valuable items are accounted for and stored securely in the vestry safe. The Church Property Register (previously known as the Terrier and Inventory) provides a record of the land and articles appertaining to the Church and has been updated as required. The Log Book has been used to note alterations, additions and repairs to the fabric of the physical church building.

Thanks are due as always to our sacristan, David Ardley, and to Simon Britton and Andrew Oldershaw who do much in relation to the building, and to all those who care for our 'fabric, goods and ornaments.'

Relationships with other churches: The City of Leicester Deanery

St Mary's joins with other Anglican churches as part of the City of Leicester Deanery. Each church sends elected representatives to Deanery Synod meetings and clergy gather for Chapter meetings.

As usual, there were three Deanery Synod meetings in 2022:

Tuesday 22nd March 2022 – via Zoom only

A presentation was given by Emily Williams, the Diocesan Disability Advisor. The main theme was 'What do we mean by Accessible Church?' Break-out rooms were used to



discuss issues on disability in our own churches. Legally, organisations must make “reasonable adjustments” for people with disabilities AND they have an “anticipatory duty” to think ahead etc. Emily then described the Medical and Social models of Disability. THINK: How can your church be changed, physically and otherwise, to accommodate disabled people, if there are barriers to it currently?

Revd Tony Leighton, Master of Wyggestons, part of the West Leicester Mission partnership, gave a fascinating insight into life at Wyggestons and the building developments recently completed, as well as their investments. A lot is going on including partnerships with other, similar organisations.

Wednesday 6th July 2022 – St. Margaret’s Church

Florence Gildea, Social Policy Advisor to the Bishop, presented on the Cost of Living Crisis. Churches are trusted in a way that statutory services are not. The worst affected people are the poorest in society. To address this, there are three steps to social action: Being grounded in God’s vision, Assessing the need and Planning how you might deliver. Each part was examined.

Philip Leech then presented on Generous Giving - how we finance our Mission and Ministry. There are four principles: Transparency, Trust, Working together and Christ like generosity. The present diocesan financial situation was described and explained, and background given on the current parish contribution system. The Generous Giving team aims to continue building a generous church which includes facilitating the mechanisms and processes for giving, highlighting the impact and importance of giving, and leading on vision, scripture, and discipleship of giving – a key component of the new Minster communities.

Thursday 17th November 2022 – Hope Hamilton School

Revd Liz Rawlings, Diocesan Discipleship and Vocations Enabler presented on Vocations within the church. Isaiah 61 vs 1-4 is central to the team and used as their manifesto. All of us are called by God and to be Ministers of the Gospel. The various different courses and roles within ordained and lay ministry, and the discernment process through it all, were explained and the different dynamics of ministry considered in detail. Questions were taken by Liz from the floor of the meeting.

Revd Rob Hinsley gave another fascinating parish update about St. Luke’s and Christ the King Churches, including the challenges of working in that particular benefice. The ties and relationships with schools and other groups in the community were highlighted as well as projects happening around homelessness and foodbanks.

(Report provided by Qyan Arnachellum , Administrator, Leicester City Deanery)

Relationships with other churches: across denominations

St Mary’s is a member of the South Leicester Christian Partnership (Churches Together). and several of our congregation take part in special events for Christian Aid Week, ‘First Friday Prayers’, the pilgrimage and service for the Week of Prayer for Christian Unity in January, the (Women’s) World Day of Prayer and other meetings through the year.

Some members of St Mary’s also worked with members of St Guthlac’s and Stoneygate Baptist Church to provide a regular ‘Messy Church’ at Stoneygate, although this is becoming more of a challenge due to a shortage of volunteer helpers.

St MARY MAGDALEN REVIEW OF FINANCES – 2022

FINANCE HEADLINES

Giving by church members has still not returned to 2019 levels.

The deficit in church finances for 2022 was £19,662.

Our giving still does not cover the running costs of the church.

Energy prices have also had a major impact on our finances.

Knighton PCC management accounts following show unrestricted income & expenditure, these provide a summary of our day-to-day finances. The statutory accounts show full details including all funds, assets and liabilities.

Centre Income & Expenditure:

During 2022 the Centre has returned to full opening, however the pre-school has still not returned to pre-Covid levels and regular and one-off hirers are also less than expected. This has meant that although the Centre income for 2022 of £35,181 was up £8,100 on 2021, compared to the 2019 'normal' year figure of £47,345, income is still very badly affected. Please see the Centre management accounts for more details.

Church Income & Expenditure:

Income: Regular giving has increased slightly during the year, however other income was down, leading to an increase in total income of about £3,000. Total church income has still not returned to 2019 levels.

Expenditure: Overall expenditure increased by over a third or £29,000 mainly due to increased church running costs; energy costs quadrupled in the last quarter of the year, cleaning costs rose and repairs to the roof were needed, we also now employ a music director and have increased the Diocese contribution nearer to its pre-Covid level.

The PCC deficit before exceptional items was slightly worse than budgeted at £24,565. This was made up of a Centre surplus of £4,215 less a church operating deficit of £28,780. The addition of a small amount of income from exceptional items **resulted in a total PCC deficit of £19,662** which was transferred from reserves.

Total unrestricted reserves at 31st December 2022 were £247,498

Restricted reserves at 31st December 2022 were:

- **Churchyard Fund** - £1,000

Legacies – £73,880 of legacies received during 2022 were designated to funds which the PCC felt appropriate to the benefactors.

Charitable fund-raising events in 2022 continued to be affected by Covid restrictions, with funds raised totalling £6,185.

Our financial priorities for 2023 are:

- To continue to rebuild church life and income.
- To carry out a full review of the Parish Centre
- Identify and prioritise future projects

Budget 2023 (part of the PCC management accounts), **Parish Centre Management Accounts**, and **Full Statutory Accounts** follow this report.

St Mary Magdalen Management Accounts for 2022 and budget for 2023

KNIGHTON PCC - ST MARY'S CHURCH MANAGEMENT ACCOUNTS AND BUDGET 2023									
unit £'s	Budget 2023 year	Actual 2022 year	Actual 2021 year	Actual 2020 year	Actual 2019 year				
INCOME									
Giving Scheme	48,700	48,699	45,127	46,914	48,901				
Plate collections	2,500	2,577	1,236	936	3,918				
Gift aid	11,500	11,574	10,589	11,537	12,806				
Total Regular Giving	62,700	62,850	56,952	59,387	65,625				
Sundry donations including gift aid	2,000	1,479	5,553	3,482	435				
Events & other fund raising	2,000	1,306	2,117	261	4,243				
Fees	7,000	6,905	5,724	4,215	7,111				
Church hire	-	405	-	700	-				
Misc	2,000	2,582	1,791	1,127	2,130				
Total other income	13,000	12,677	15,185	9,785	13,919				
Total Church income	75,700	75,527	72,137	69,172	79,544				
EXPENDITURE									
Contribution to Diocese	- 60,200	- 56,000	- 40,000	- 37,030	- 56,800				
clergy exes & cover costs	- 1,400	- 1,294	- 1,295	- 1,158	- 1,325				
total ministry costs	- 61,600	- 57,294	- 41,295	- 38,188	- 58,125				
Worship & outreach costs	- 2,150	- 1,790	- 3,150	- 1,122	- 3,168				
Church running expenses	- 24,460	- 19,348	- 9,594	- 9,450	- 12,858				
Church routine maintenance	- 6,100	- 5,942	- 2,482	- 2,720	- 3,439				
Administration	- 19,640	- 20,075	- 20,415	- 18,397	- 18,591				
Less - printing/mag income	1,300	1,296	1,775	590	1,094				
- furlough grant re administrator		-	-	3,469					
Net costs	- 18,340	- 18,779	- 18,640	- 14,338	- 17,497				
Office equipment depreciation	- 1,180	- 1,154	- 314	-	-				
Total routine church costs	- 113,830	- 104,307	- 75,475	- 65,818	- 95,087				
Church operating surplus/ -deficit	- 38,130	- 28,780	- 3,338	3,354	- 15,543				
Centre routine surplus/ -deficit after deprn	1,257	4,215	7,511	- 232	14,060				
Surplus/-deficit before exceptional items	- 36,873	- 24,565	4,173	3,122	- 1,483				
Exceptional items									
Interest/dividends from reserves	3,000	3,035	2,145	4,261	5,044				
Major maintenance - Church	-	- 1,279	-	-	- 878				
Major maintenance - Centre		-	- 1,957	-	-				
Insurance claim - income		-	-	2,769	500				
- costs		-	-	- 2,850	-				
Legacies		2,060							
Diocese Energy Grant		1,087							
	3,000	4,903	188	4,180	4,666				
Total PCC surplus/-deficit moved to reserves	- 33,873	- 19,662	4,361	7,302	3,183				
Legacies received and designated	-	73,880	17,650	500	500				

PARISH CENTRE ACCOUNTS									
MANAGEMENT ACCOUNTS AND BUDGET 2023									
		Comments	Budget 2023	Actual 2022	Actual 2021	Actual 2020	Actual 2019		
Income									
Hires			44,000	35,181	27,046	22,164	47,345		
Total Lettings					44,000	35,181	27,046	22,164	47,345
Expenditure									
contract cleaning					-	- 1,788	- 4,752		
SB & MT		Cleaning	- 9,000	- 8,304	- 3,091		- 2,213		
Caretaking		Caretaking	- 7,500	- 6,372	- 2,745		- 6,237		
Caretaking		extra hours (Repairs; callouts)	- 200	- 213	- 905	- 15,724	- 821		
Lettings management		basic	- 6,000	- 5,771	- 8,463		- 5,396		
Employer costs	(NI/Pension employer)		- 1,000	- 1,491	- 1,072		- 716		
Total pay & employer costs					- 23,700	- 22,151	- 16,276	- 17,512	- 20,135
Furlough grants				-	3,965	8,178	-		
Council grant			-	2,667	5,000		-		
Total Grants					-	2,667	8,965	8,178	-
Gas			- 9,000	- 2,372	- 1,840	- 2,573	- 2,252		
Electricity			- 3,800	- 2,137	- 1,670	- 1,195	- 1,662		
Water			- 900	- 874	- 648	- 774	- 1,052		
Insurance			- 1,380	- 1,368	- 1,328	- 1,305	- 1,274		
Licences			- 220	- 209	- 176	- 296	- 233		
Routine maintenance			- 2,000	- 1,452	- 3,233	- 3,069	- 2,967		
Total running costs					- 17,300	- 8,411	- 8,895	- 9,212	- 9,440
Other costs									
Cleaning mats,towels etc			- 1,500	- 1,805	- 326	- 1,405	- 1,867		
Payroll admin			-	- 293	- 1,207	- 1,188	- 953		
Advertising			-	-	-	-	-		
Telephone			- 250	- 217	- 204	- 374	- 434		
Sundries			- 300	-	- 390	50	- 246		
Sub total other costs					- 2,050	- 2,315	- 2,127	- 2,917	- 3,500
Recharge Other costs to Holbrook at 2019 letting ratio 34%			697	787	723	992	1,715		
Total net other costs					- 1,353	- 1,528	- 1,404	- 1,925	- 1,785
Total expenditure					- 42,353	- 29,422	- 17,610	- 20,471	- 31,360
Routine operating surplus/-deficit					1,647	5,758	9,436	1,693	15,985
Major maintenance- over £1000				-	- 1,957	-	-		
Operating surplus/-deficit (excl dep'n/interest)					1,647	5,758	7,479	1,693	15,985
Depreciation			- 390	- 1,543	- 1,925	- 1,925	- 1,925		
Total surplus/-deficit					1,257	4,215	5,554	- 232	14,060

<u>Giving to Charities through Fundraising and Appeals 2022</u>							
						2022	2021
						£	£
Collections:							
Christian Aid Christmas Appeal						342	128
Christian Aid Week						798	562
World Vision							512
One Roof Leicester							512
Rainbows Hospice							236
Ukraine Appeal						1,774	
Pakistan Flood						25	
Grifaid (Water Aid)						83	
Other activities supporting charities in the year:							
Harvest appeal - 2022 South Leicester Foodbank (Tearfund 2021)							200
Royal Parks marathon - Mothers Union							654
Fairtrade Fortnight						73	
Royal British Legion Poppy Appeal						478	
Christmas Tree Festival - LAMP 2022 (Headway 2021)						2,277	2,046
Children's Society (Christingle service)						201	168
Swimathon - Marie Curie							455
Marie Curie Lunch							1,839
Leics Historic Churches - Ride and Stride						134	
Total charity giving and fund raising						6,185	7,312
During the year we also supported the South Leicester Foodbank							
NB: These charity collections are only those organised by the Church or by others on Church or Centre premises and include gift aid where appropriate.							

The Church of St Mary Magdalen, Knighton



Statutory Accounts 2022

*Presented to the Annual Church meeting (APCM)
on 23rd April 2023*

Statutory Accounts 2022

Financial review

Comments on the Statement of Financial Activities and analysis of income & expenditure

We have encountered another difficult year in our church finances. The effects of the Covid pandemic have lessened, however the cost of living crisis and high inflation has meant that our expenditure has increased at a much higher rate than our income. We currently have substantial reserves but these will be eroded quickly if this problem is not addressed.

Total income and endowments 2022

Total income in the year was £201,664 which was £27,862 higher than in 2021, this was mainly due to a generous legacy.

Total donations and legacies at £150,747 were £28,386 higher than 2021 due to:

- £58,290 increase in legacies – offset by:
- £26,124 fall in grants, and
- £4,664 reduction in donations and appeals

Total income from fees was £1,353 higher in the year at £7,077

Total other trading activities at £40,770 was £2,801 lower than 2021. This is mostly explained by having no Spire fundraising events in 2022, (2021 figure was £10,550) offset by increases in Centre lettings post Covid of £8,000.

Total expenditure 2022

Total expenditure in the year was £158,816 which was £60,930 lower than 2021

This is mainly attributed to

- £101,448 decrease in Spire Project spending – offset by:
- £16,000 increase to restore our contribution to the Diocese
- £4,051 increase in church energy and cleaning costs
- £2,755 increase in routine maintenance
- £3,885 increase in churchyard routine and major maintenance
- £5,700 increase in musician fees
- £6,371 deposit for a new church sound system
- £5,500 increase in centre costs

Net income /(expenditure) for 2022 was £41,828

Gains/losses on investment assets – Losses on investments total £10,822.

Unrestricted Reserves Policy

The PCC reserve policy for 2022 is:

1) To hold an operational reserve equal to: working capital, 3 months of routine operating costs and employee notice periods.

- 2) To hold building maintenance reserve totalling £75,000 for maintenance of the Church and Parish Centre. As all major building maintenance projects are authorised by the PCC from total reserves, only a reasonable level of funds will be held in the Centre bank account as working capital with excesses transferred to PCC main bank account enabling efficient investment.
- 3) To review the policy and the level of reserves annually.

At 31/12/22, the total unrestricted reserves required and held was in accordance with the current policy.

Financial control policies

Management accounts and budgets are produced during the year to manage and control finances. All Groups/committees have clear guidance on their delegated authority and when they must refer to the Standing Committee or PCC for approval. The Building Group, who are responsible for maintenance of all buildings and the churchyard, have authority to spend up to £2,000 on individual items of major maintenance or capital above which they are required to obtain approval of the Standing Committee or PCC.

Risk management

The PCC manages risk through a number of mechanisms including the following specific policies and practices:

- Children and vulnerable adults – adoption and annual review of diocesan templates.
- Charitable giving policy.
- Health and safety – a H&S policy, including fire risk assessment, routine inspection and testing of high-risk items, monthly safety inspections of Church and Parish Centre and appointment of a Church Architect.
- Decision making – clearly defined committees/groups for management and delegation.
- Parish Centre and Church hire policies.
- Finance – clear control policies with regular review of management accounts, budgets and investments.

Volunteers

Thanks are due to all volunteers who work so hard to make our church the lively and vibrant community it is.

Structure, governance and management

The Parochial Church Council is a corporate body established by the Church of England. The PCC operates under the Parochial Church Council Powers Measure and is a Registered Charity.

The method of appointment of PCC members is set out in the Church Representation Rules. At St Mary Magdalen, the membership of the PCC consists of the incumbent (the vicar), churchwardens, the assistant curate, representatives on the Deanery and Diocesan Synods and members elected by those members of the congregation who are on the electoral roll of the church. All those who attend our services are encouraged to register on the Electoral Roll and stand for election to the PCC

The PCC members are responsible for making decisions on all matters of general concern and importance to the parish including deciding on how funds of the PCC are to be spent. New members receive training into the workings of the PCC.

Given its wide responsibilities, the PCC has a number of committees and groups, each dealing with a particular aspect of parish life. These committees and groups, which include Social & fundraising, Giving, Worship & Outreach Development and Buildings, in addition to the statutory Standing Committee, are all responsible to the PCC and report back to it regularly, minutes of their decisions being received by the full PCC and discussed as necessary. Detailed terms of reference and a scheme of delegation have been operating during the year.

Report approved by the PCC on 28th March 2023 and signed on their behalf by the Revd Adrian Jones (PCC Chairperson)



Adrian Jones

Administrative Information

St Mary Magdalen's Church is situated in Brinsmead Road, Knighton, Leicester LE2 3WD. With the Parish of St Guthlac's, it comprises the Benefice of Knighton in the Diocese of Leicester, within the Church of England. The correspondence address is The Parish Office, Knighton Parish Centre, Church Lane, Knighton, Leicester LE2 3WG. Registered charity number 1130923.

PCC members who served during 2022 are:

Ex Officio members:

Incumbent:	The Revd Adrian Jones (Chair)
Assistant Curate:	The Revd Matthew Gough (until July 2022)
Wardens:	Mrs Beryl Bonfield Ms Sian Howard (Vice Chair)

Elected members:

Mr Bob Rutland	representative on Deanery Synod	(until April 2022)
Mr David Stanyer	representative on Deanery Synod (Treasurer)	(until APCM 2022)
Mrs Lorna Pollard	representative on Deanery Synod	(September 2022 to APCM 2025)
Mrs Beryl Bonfield	representative on Deanery Synod	(to APCM 2025)
Vacancy	representative on Deanery Synod	(to APCM 2025)
Ms Kate Adams		(from APCM 2022 to 25)
Mr Joshua Crick de Boom		(until April 2022)
Mr Michael Kirk		(to APCM 2022)
Mr Andrew Oldershaw		(to APCM 2022)
Mr David Palmer		(from APCM 2020 to 23)
Mrs Lorna Pollard		(until Sept 2022)
Mrs Judith Rudd		(from APCM 2020 to 23)
Mr Nigel Siesage		(from APCM 2022 to 25)
Mrs Ida Stanyer		(APCM 2021 to 2024)
Vacancy x3		

Co-opted members

Mrs Amanda Beck	(from APCM 2021)
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Knighton PCC

Statement of Financial Activities

For the period from 01 January 2022 until 31 December 2022

	unrestricted funds	designated funds	restricted funds	endowment funds	Total funds	Prior year total funds
<i>Income and endowments from:</i>						
Donations and legacies	70,146	80,601	—	—	150,747	122,361
Income from charitable activities	6,905	172	—	—	7,077	5,724
Other trading activities	40,770	—	—	—	40,770	43,571
Investments	3,035	14	—	—	3,049	2,146
Total income and endowments from:	120,856	80,788	—	—	201,644	173,802
<i>Expenditure on:</i>						
Raising funds	99	—	—	—	99	101
Expenditure on charitable activities	140,419	15,147	4,149	—	159,716	220,645
Total expenditure on:	140,519	15,147	4,149	—	159,816	220,746
Net income / (expenditure)	(19,662)	65,640	(4,149)	—	41,828	(46,943)
<i>Transfers</i>						
Gross transfers between funds - in	80,510	107,250	593	—	188,354	38,155
Gross transfers between funds - out	(80,644)	(107,710)	—	—	(188,354)	(38,155)
Net income / (expenditure)	(19,796)	65,180	(3,555)	—	41,828	(46,943)
<i>Other recognised gains / losses</i>						
Gains / losses on investment assets	(10,822)	—	—	—	(10,822)	11,026
Net movement in funds	(30,618)	65,180	(3,555)	—	31,006	(35,917)
<i>Reconciliation of funds</i>						
Total funds brought forward	742,412	23,451	4,559	—	770,423	806,340
Total funds carried forward	711,793	88,632	1,003	—	801,429	770,423
<i>Represented by</i>						
Unrestricted						
General fund	711,793	—	—	—	711,793	742,412
Designated						
Choir Fund	—	172	—	—	172	172
Christmas Tree Festival	—	4,555	—	—	4,555	4,093
Flower Guild	—	217	—	—	217	247
Friends of St Mary Magdalen	—	39,353	—	—	39,353	16,724
Music and Worship Fund	—	2,213	—	—	2,213	2,213
Parish Centre Fund	—	24,490	—	—	24,490	—
Sound System Fund	—	17,628	—	—	17,628	—
Restricted						
Building Appeal Fund	—	—	1	—	1	1
Churchyard Fund	—	—	1,000	—	1,000	1,000
Education & Training Fund	—	—	1	—	1	1
Fabric Fund	—	—	0	—	0	0
Spire Fund	—	—	—	—	—	3,555
Vestments and altar covers	—	—	0	—	0	0

Knighton PCC
Balance sheet (Summary)
As at: 31 December 2022

	As at 31/12/2022 £	As at 31/12/2021 £
<hr style="border-top: 1px dashed black;"/>		
Fixed assets		
Tangible assets	552,928	555,116
	552,928	555,116
Current assets		
Debtors	8,541	5,012
Investments	72,110	82,932
Cash at bank and in hand	170,697	128,897
	251,350	216,843
Liabilities		
Creditors: Amounts falling due in one year	2,849	1,536
Net current assets less current liabilities	248,500	215,306
Total assets less current liabilities	801,429	770,423
Total net assets less liabilities	801,429	770,423
Represented by		
Unrestricted		
Unrestricted - General fund	711,793	742,412
Designated		
Designated - Christmas Tree Festival	4,555	4,093
Designated - Parish Centre Fund	24,490	—
Designated - Choir Fund	172	172
Designated - Flower Guild	217	247
Designated - Friends of St Mary Magdalen	39,353	16,724
Designated - Music and Worship Fund	2,213	2,213
Designated - Sound System Fund	17,628	—
Designated - Spire Fund	—	—
Restricted		
Restricted - Building Appeal Fund	1	1
Restricted - Churchyard Fund	1,000	1,000
Restricted - Fabric Fund	0	0
Restricted - Restricted	—	—
Restricted - Vestments and altar covers	0	0
Restricted - Spire Fund	—	3,555
Restricted - Education & Training Fund	1	1
Restricted - Agency collection	—	—
Funds of the church	801,429	770,423

Knighton PCC

Analysis of income and expenditure
Selected period: 01 January 2022 to 31 December 2022

	Unrestricted	Designated	Restricted	Endowment	Total	
					This year	Last year
Income and endowments						
Donations and legacies						
0101 - Giving gift-aided - bank	36,677	—	—	—	36,677	32,147
0105 - Giving gift aided - cheques	—	—	—	—	—	300
0110 - Giving gift-aided - envelopes	4,893	—	—	—	4,893	6,474
0115 - Contactless - donations	89	—	—	—	89	4,379
0116 - Friends of Knighton Church	—	4,761	—	—	4,761	4,183
0201 - Giving - not gift aided	7,129	—	—	—	7,129	6,206
0301 - Loose plate collections	2,577	—	—	—	2,577	1,236
0550 - Donations appeals etc	1,338	60	—	—	1,398	6,062
0601 - Tax recovered-gift aided giving	10,325	22	—	—	10,347	10,493
0602 - Tax recovered-gift aided dons.	52	—	—	—	52	705
0603 - Tax recovered-small dons. sch.	1,249	—	—	—	1,249	766
0701 - Legacies	2,060	73,880	—	—	75,940	17,650
08A1 - Non-recurring one-off grants	3,754	1,877	—	—	5,631	27,790
08A2 - non-recurring furlough grants	—	—	—	—	—	3,965
Donations and legacies Totals	70,146	80,601	—	—	150,747	122,361
Income from charitable activities						
1101 - Fees - weddings and funerals	6,905	172	—	—	7,077	5,724
Income from charitable activities Totals	6,905	172	—	—	7,077	5,724
Other trading activities						
0910 - Social & fund raising events	1,306	—	—	—	1,306	2,117
0912 - miscellaneous income	2,292	—	—	—	2,292	2,081
0915 - Spire Fund - fund raising events	—	—	—	—	—	10,550
1240 - Centre lettings	35,180	—	—	—	35,180	27,045
1241 - Church lettings	405	—	—	—	405	—
1260 - Parish magazine sales	290	—	—	—	290	396
1261 - Printing re-charges	1,295	—	—	—	1,295	1,379
Other trading activities Totals	40,770	—	—	—	40,770	43,571
Investments						
1001 - Dividends	1,574	—	—	—	1,574	2,041
1020 - Bank & building soc. interest	1,460	14	—	—	1,474	105
Investments Totals	3,035	14	—	—	3,049	2,146
Income and endowments Grand totals	120,856	80,788	—	—	201,644	173,802
Expenditure						
Raising funds						
1720 - Costs of Giving Scheme	99	—	—	—	99	101
Raising funds Totals	99	—	—	—	99	101

	Unrestricted	Designated	Restricted	Endowment	Total	
					This year	Last year
Expenditure on charitable activities						
1871 - Charitable giving	—	2,046	—	—	2,046	—
1910 - Contribution to Diocese	56,000	—	—	—	56,000	40,000
2050 - Salary of parish administrator	12,401	—	—	—	12,401	12,042
2060 - Muscian fees	6,803	—	—	—	6,803	1,196
2101 - Expenses of incumbent	611	—	—	—	611	436
2102 - Curate's expenses	682	—	—	—	682	859
2201 - Mission outreach	1,789	1,323	—	—	3,113	4,214
2301 - Church insurances	4,578	—	—	—	4,578	4,445
2330 - Church routine maintenance	4,573	—	—	—	4,573	1,818
2331 - Church cleaning	1,464	—	—	—	1,464	—
2340 - Sacristry costs	372	—	—	—	372	205
2341 - Other music costs	340	236	—	—	577	586
2350 - Churchyard maintenance	1,369	725	—	—	2,094	1,264
2360 - Administration costs	7,574	—	—	—	7,574	8,271
2401 - Church electricity	1,060	—	—	—	1,060	618
2410 - Church gas	4,608	—	—	—	4,608	2,479
2420 - Church water	122	—	—	—	122	106
2520 - Centre wages	22,150	—	—	—	22,150	16,276
2530 - Centre electricity	2,136	—	—	—	2,136	1,669
2540 - Centre gas	2,371	—	—	—	2,371	1,839
2550 - Centre insurance	1,367	—	—	—	1,367	1,328
2560 - Centre routine maintenance	1,452	1,390	—	—	2,842	3,233
2570 - Centre licences	208	—	—	—	208	176
2580 - Centre water	874	—	—	—	874	647
2590 - Centre other costs	1,527	—	—	—	1,527	1,404
2701 - Church major maintenance	1,092	6,371	—	—	7,463	—
2702 - Churchyard major maintenance	—	3,055	—	—	3,055	5,541
2801 - Centre major maintenance	—	—	—	—	—	1,957
2815 - Spire Fund - - major maintenance	187	—	4,149	—	4,336	105,784
3000 - Depreciation - Church & office	1,154	—	—	—	1,154	314
3001 - Depreciation - Centre	1,543	—	—	—	1,543	1,925
Expenditure on charitable activities Totals	140,419	15,147	4,149	—	159,716	220,645
Expenditure Grand totals	140,519	15,147	4,149	—	159,816	220,746

**THESE NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2022
FORM PART OF THE ACCOUNTS**

1 Detailed Schedule of ASSETS AND LIABILITIES

FIXED ASSETS

TANGIBLE ASSETS		Freehold land and buildings		Other	Total
		1	2	3	
GROSS BOOK VALUE	At 31 December 2021	£316,152	£231,424	£43,841	£591,417
	Additions	£0	£0	£509	£509
	Disposals			-£850	-£850
	At 31 December 2022	<u>£316,152</u>	<u>£231,424</u>	<u>£43,500</u>	<u>£591,076</u>
DEPRECIATION	At 31 December 2021	£0	£0	£36,301	£36,301
	Disposals	£0	£0	-£850	-£850
	Charge for year	£0	£0	£2,697	£2,697
	At 31 December 2022	<u>£0</u>	<u>£0</u>	<u>£38,148</u>	<u>£38,148</u>
NET BOOK VALUE	At 31 December 2022	<u>£316,152</u>	<u>£231,424</u>	<u>£5,352</u>	<u>£552,928</u>

1 Parish Centre, Brinsmead Road

2 Holbrook Hall, Holbrook Road

3 Fixtures and fittings in the Centre and office

The gross book value of the land and buildings included in the accounts is as estimated for insurance purposes at 1 October 1998.
The estimated insurance valuations at 28/09/22 are: Centre - £994k; Holbrook Hall - £608k

CURRENT ASSETS

		Unrestricted	Restricted	2022 Total	2021 Total
DEBTORS					
Interest /dividend accrued		£0		£0	£0
Prepayment		£537		£537	£482
Sundries		£4,816		£4,816	£1,817
Gift Aid due		£3,188		£3,188	£2,714
Total debtors		<u>£8,541</u>	<u>£0</u>	<u>£8,541</u>	<u>£5,013</u>

INVESTMENTS

Use

CCLA Church of England Investment fund- units 1487	General reserve	£32,774		£32,774	£37,175
CCLA Church of England Global Investment fund- units 1493	General reserve	£39,337		£39,337	£45,758
Total investments		<u>£72,111</u>		<u>£72,111</u>	<u>£82,933</u>

CASH AT BANK AND IN HAND

Account				2022 Total	2021 Total
Lloyds/TSB Deposit	General Reserve	£1		£1	£1
CCLA C of E Deposit	Education & Training		£1	£1	£1
CCLA C of E Deposit	General Reserve	£108,090		£108,090	£50,548
CCLA C of E Deposit	Specific grave maintenance		£1,000	£1,000	£1,000
CCLA C of E Deposit	Fabric Fund		£1	£1	£1
CCLA C of E Deposit	Buildings Appeal		£1	£1	£1
HSBC Community account	Choir bank account	£0		£0	£176
HSBC Community account	Sunday club bank account	£0		£0	£30
Nat West current account	Social Group bank account	£824		£824	£2,268
Lloyds current account	Centre bank & petty cash	£15,456	£0	£15,456	£29,125
Total short term deposits		<u>£124,371</u>	<u>£1,003</u>	<u>£125,374</u>	<u>£83,151</u>
Barclays deposit account	Spire/Friends account	£19,909	£0	£19,909	£7,740
Barclays current account	Main bank account	£25,414	£0	£25,414	£38,006
		<u>£45,323</u>	<u>£0</u>	<u>£45,323</u>	<u>£45,746</u>

Total cash at bank and in hand

£169,694 **£1,003** **£170,697** **£128,897**

TOTAL CURRENT ASSETS

£250,346 **£1,003** **£251,349** **£216,843**

LIABILITIES: AMOUNTS FALLING DUE WITHIN ONE YEAR

Sundry creditors		<u>£2,848</u>	<u>£0</u>	<u>£2,848</u>	<u>£1,537</u>
NET CURRENT ASSETS		<u>£247,498</u>	<u>£1,003</u>	<u>£248,501</u>	<u>£215,306</u>

ANALYSIS OF NET ASSETS BY FUND

		Unrestricted	Restricted	2022 Total	2021 Total
Tangible fixed assets		£552,928	£0	£552,928	£555,117
Current assets		£250,346	£1,003	£251,349	£216,843
Current liabilities		-£2,848	£0	-£2,848	-£1,537
Fund balance		<u>£800,426</u>	<u>£1,003</u>	<u>£801,429</u>	<u>£770,423</u>

Note - There may be minor discrepancies in the totals if the pence are not being shown

1 Assets and Liabilities

See detailed schedule

2 Accounting policies

Basis of the financial statements

The financial statements have been prepared under the Church Accounting Regulations 2006 in accordance with applicable accounting standards and the current Statement of Recommended Practice Accounting and Reporting by Charities and applicable accounting standard FRS 102.

The financial statements have been prepared under the historical cost convention except for investment assets, which are shown at market value. The financial statements 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 affiliation to another body, nor those that are informal gatherings of church members.

Fund accounting

Endowment funds are funds, the capital of which must be retained either permanently or at the PCC's discretion; the income derived from the endowment is to be used either as restricted or unrestricted income funds depending upon the purpose for which the endowment was established in the first place.

Restricted funds comprise (a) income from endowments which is to be expended only on the restricted purposes intended by the donor and (b) revenue donations or grants for a specific PCC activity intended by the donor. Where these funds have unspent balances, interest or dividends on their pooled investment is apportioned to the individual funds on an average balance basis.

Unrestricted funds are income funds which are to be spent on the PCC's general purposes.

Designated funds are general funds set aside by the PCC for use in the future. Project funds are designated for particular projects for administration purposes only. Funds designated as invested in fixed assets for the PCC's own use abated in line with assets' annual depreciation charges in the SOFA. Designated funds remain unrestricted and the PCC will move any surplus to other general funds.

Income and resources

Planned giving, collections and similar donations are recognised when received. Tax refunds are recognised when the incoming resource to which they relate are received. Grants and legacies are accounted for when the PCC is entitled to the use of the resources, their ultimate receipt is considered reasonably certain and the amounts due are reliably quantifiable. Dividends are accounted for when declared receivable, interest as and when accrued by the payer. All incoming resources are accounted for gross.

Resources expended

Grants and donations are accounted for when paid over, or when awarded, if that award creates a binding or constructive obligation on the PCC. The PCC agreed contribution to the Diocese is accounted for when due. All other expenditure is generally recognised when it is incurred and is accounted for gross.

Fixed assets

Consecrated and benefice property is not included in the accounts in accordance with s10 (2) (a) and (c) of the Charities Act 2011.

Movable church furnishings held by the vicar and churchwardens on special trust for the PCC and which require a faculty for disposal are inalienable property and are listed in the church's inventory, which can be inspected (at any reasonable time). These assets should be capitalised as fixtures, fittings and equipment and depreciated. For anything acquired prior to 2002, there is insufficient cost information available and therefore such assets are not valued in the financial statements. Individual assets with a cost of less than £1,000 are not capitalised and are included as expenditure not in the balance sheet.

Fixtures, fittings and equipment assets within Church and Centre premises are depreciated on a straight line basis over 10 years. Equipment in the Office is depreciated over 5 years.

3 Staff costs

	2022	2021
Office	£12,401	£12,042
Parish Centre	£22,150	£16,276

The above costs relate to a part-time administrator employed in St Mary's Office and the share of a part-time letting secretary and caretaker/cleaner employed in St Mary's Centre. The Centre staff also provide a similar service to St Guthlac PCC for Holbrook Hall and their related costs have been recharged to St Guthlac PCC.

4 Payments to PCC members

No payments or expenses were paid to any PCC member or persons closely connected to them or related parties.

5 Investments

The agreed policy of the PCC is to maintain a balance between cash and investments, maximise income while not taking undue risks and to invest in ethical investments by using CCLA investments which are managed and operate under the Church of England ethical investment policy. Investments are valued at market value at 31st December and gains and losses are realised when investments are sold. There were no sales or purchases in the year. The existing holdings decreased in value in the year by £10,822.

6 Restricted funds

Churchyard Maintenance, Education & Training, Building Appeal, Fabric, Vestments & Alter Cover Funds These Fund accounts are retained for future use. There was no movement during the year.

Note: Donations are now only accepted for unrestricted general churchyard maintenance and no longer for individual grave maintenance. This can be done by donating to the the Friends of St Mary Magdalen.

Spire project

This project is now complete, the contract retention of £3,558 has been paid following satisfactory inspection this year.

7 Designated funds

Designated funds are unrestricted funds set aside by the PCC for use in the future for specific purposes. A number of funds have been set up during the year as shown in the statement of financial activities at 31/12/22.

The Sound System and Parish Centre Funds were set up to put aside funds for future projects. In line with the PCC legacies policy, certain legacies received were designated to funds which the PCC felt appropriate to the benefactors: Sound System Fund £24,000, Parish Centre Fund £25,887 and Friends of St Mary Magdalen £24,000.

The Christmas Tree Festival was again very successful and generated a net surplus of £4,554 which is held in a designated fund at year end, this will be shared equally between the LAMP charity and the Friends of St Mary Magdalen.

7 (i) Analysis of designated income and expenditure in the year

Income

Friends of St Mary Magdalen	£4,554	Christmas Tree Festival (CTF) fundraising
	£243	Other donations
Legacies & Donations	£73,880	Friends of St Mary Magdalen, Parish Centre and Sound System fund
Non recurring one of grants	£1,877	£1,155 Council grant re CTF & LPWG balance for spire
Other income	£234	Flower Guild fees and Choir Fund donation

£80,788

Expenditure

Charitable Giving	£2,046	Donation to Headway CTF 2021
Mission Outreach	£1,323	CTF & Flower Guild costs
Other Music Costs	£236	Choir fund costs
Churchyard Maintenance	£725	Place of Peace designs
Centre Routine Maintenance	£1,390	Cottage Room refurbishment
Church Major Maintenance	£6,372	Sound system deposit
Churchyard Major Maintenance	£3,055	Refurbishment of churchyard benches

£15,147

7 (ii) Analysis of restricted receipts and payments in the year

Income Nil

Expenditure

Spire Fund Major maintenance	£4,149	Spire retention including VAT
------------------------------	--------	-------------------------------

£4,149

8 Unrestricted reserves

The reviewed and revised PCC unrestricted reserves policy at 31/12/22 is as follows:

1) To hold an operational reserve equal to working capital plus 3 months of routine operating costs and employee notice periods.

£75,000 for maintenance of the Church and Parish Centre. As all major building maintenance projects are authorised by the PCC from total reserves, only a reasonable level of funds will be held in the Centre bank account as working capital, with excess transferred to PCC main bank account enabling efficient investment.

3) To review the policy and the level of reserves annually.

At 31/12/22, the total unrestricted reserves required in accordance with the policy is £127,800.

Actual total unrestricted reserves (general and designated) at 31/12/22 totalled £247,498

Use of unrestricted reserves

Over a number of years, the PCC has had several projects identified to consider, however, the Spire Project has dominated our time and efforts. The PCC are now considering the best use of these funds and have designated some of these reserves for specific projects, there is an ongoing review of proposed other projects.

**Independent Examiner's Report to the trustees of St Mary Magdalen Church,
Knighton Parochial Church Council.**

I report on the accounts for the year ended 31st December 2022

Respective responsibilities of the Trustees and Independent Examiner

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

It is my responsibility to:

- examine the accounts under section 145 of the 2011 Act;
- follow the procedures laid down in the General Directions given by the Charity Commissioners section 145(5)(b) of the 2011 Act; and
- state whether particular matters have come to my attention.

Basis of Independent Examiner's Statement

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

An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from the management committee concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in a full audit, and consequently I do not express an audit opinion on the accounts.

Independent Examiner's Statement

In connection with my examination, no matters have come to my attention:

1. which give me reasonable cause to believe that in any material respect the requirements

- to keep accounting records in accordance with s.130 of the 2011 Act; or
- to prepare accounts which accord with these accounting records 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.

S.A Rankine



Corner Thatch,
Bell Lane,
Burton Overy, Leicestershire. LE8 9DB
Dated: 10th February 2023

PTO

Notes and Questions for the PCC

NB *for a fuller and more considered answer, please submit your questions in writing to the Chair of the Annual Meeting, Revd Adrian Jones, in advance and by 20th April. Thank you.*

Questions for YOU...

Having read the Annual Report, where do you think that God has been most at work in our church life?

What were our strengths in 2022? What did we do well?

What do we need to do next, to keep improving in these areas?

What can *you* do to support the church in these areas of our life together?

What were our weaknesses in 2022? ...where we did *not* do so well?

What do we need to do next, to make some improvements in these areas?

What can *you* do to support the church in these areas of our life together?

When we celebrate the birth of the Christian Church on Pentecost Sunday, 28th May, which one thing (or more) will you commit to do in the year that lies ahead?



Faith for Life

“I have come that they may have life; life in all its fullness”

- Jesus (John 10.10)

Accounts

The Church of St Mary Magdalen, Knighton



Statutory Accounts 2021

***Presented to the Annual Church meeting (APCM)
on 15th May 2022***

Statutory Accounts 2021

Financial review

Comments on the Statement of Financial Activities and analysis of income & expenditure

“2021 was another challenging year for our Church finances. Although we saw a gradual return to something like ‘normal’ life, the pandemic has highlighted weaknesses in our overall accounts. Chiefly, we see that the annual accounts of the church, over many years now, only remain balanced because of the income received by the Parish Centre. This is because the aggregated regular giving of the congregation remains low and does not cover the regular activities of the church. We have some significant reserves, but these also obscure the reality that we are not giving enough to sustain the life of the church.” (AJ)

Total income and endowments 2021

Total income in the year was £173,802, which was £24,394 higher than in 2020, reflecting a turn towards the pre-pandemic situation.

Total donations and legacies at £122,361 were £10,886 higher than 2020 due to:

- £28,529 increase in grants & legacies
- Offset by £7682 fall in furlough grants, and
- Reduction of Spire donations by £12,294

Total income from fees was £1,509 higher in the year at £5,724

Total other trading activities at £43,571 was £17,146 higher than 2020. This is mostly explained by increases in Centre lettings and fundraising events.

Total expenditure 2021

Total expenditure in the year was £220,746 which was £49,016 higher than 2020

This is mainly attributed to

- £41,603 increase in Spire Project restricted & designated major maintenance costs
- £2,970 extra towards the restoration of our contribution to the Diocese
- £1,844 increase in administration costs due to the cost of posting copies of the newsletter.

Net income /(expenditure) before transfers for 2021 was expenditure of (£46,944)

Transfers in the year relate chiefly to work on the Spire Project.

Gains/losses on investment assets - Gains on investments total £11,026.

Unrestricted Reserves Policy

The PCC reserve policy for 2021 is:

- 1) To hold an operational reserve equal to: working capital, 3 months of routine operating costs and employee notice periods.
- 2) To hold building maintenance reserve totalling £75000 for maintenance of the Church and Parish Centre. As all major building maintenance projects are authorised by the PCC from total reserves, only a reasonable level of funds will be held in the Centre bank account as working capital with excesses transferred to PCC main bank account enabling efficient investment.
- 3) To hold any reasonable level of surplus reserves as a contingency against annual deficit and reduction in investment valuations.
- 4) To review the policy and the level of reserves annually.
- 5) To undertake fundraising if actual reserves fall below the required levels.

The reserve policy was reviewed and in the light of the continuing covid financial uncertainties and work on the Spire Project, it was decided to retain the current policy and review it and planned use of reserves when finances were clearer, hopefully in 2022.

At 31/12/21, the total unrestricted reserves required and held was in accordance with the current policy.

Financial control policies

Management accounts and budgets are produced during the year to manage and control finances. All Groups/committees have clear guidance on their delegated authority and when they must refer to the Standing Committee or PCC for approval. The Building Group, who are responsible for maintenance of all buildings and the churchyard, have authority to spend up to £2000 on individual items of major maintenance or capital above which they are required to obtain approval of the Standing Committee or PCC.

Risk management

The PCC manages risk through a number of mechanisms including the following specific policies and practices:

- Children and vulnerable adults – adoption and annual review of diocesan templates.
- Charitable giving policy.
- Health and safety – a H&S policy, including fire risk assessment, routine inspection and testing of high risk items, monthly safety inspections of Church and Parish Centre and appointment of a Church Architect.
- Decision making – clearly defined committees/groups for management and delegation.
- Parish Centre and Church hire policies.
- Finance – clear control policies with regular review of management accounts, budgets and investments.

Volunteers

Thanks are due to all volunteers who work so hard to make our church the lively and vibrant community it is.

Structure, governance and management

The Parochial Church Council is a corporate body established by the Church of England. The PCC operates under the Parochial Church Council Powers Measure and is a Registered Charity.

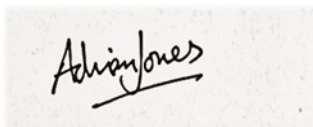
The method of appointment of PCC members is set out in the Church Representation Rules. At St Mary Magdalen's, the membership of the PCC consists of the incumbent (the vicar), churchwardens, the assistant curate, representatives on the Deanery and Diocesan Synods and members elected by those members of the congregation who are on the electoral roll of the church. All those who attend our services are encouraged to register on the Electoral Roll and stand for election to the PCC.

The PCC members are responsible for making decisions on all matters of general concern and importance to the parish including deciding on how funds of the PCC are to be spent. New members receive training into the workings of the PCC.

Given its wide responsibilities, the PCC has a number of committees and groups, each dealing with a particular aspect of parish life. These committees and groups, which include Social & fundraising, Giving, Worship & Outreach Development and Buildings, in addition to the statutory Standing Committee, are all responsible to the PCC and report back to it regularly, minutes of their decisions being received by the full PCC and discussed as necessary. Detailed terms of reference and a scheme of delegation have been operating during the year.

Report approved by the PCC on 3rd March 2022 and signed on their behalf by the

Red Adrian Jones (PCC Chairperson)

A handwritten signature in black ink on a light-colored rectangular background. The signature reads "Adrian Jones" in a cursive script, with a horizontal line underneath the name.

Administrative Information

St Mary Magdalen's Church is situated in Brinsmead Road, Knighton, Leicester LE2 3WD. With the Parish of St Guthlac's, it comprises the Benefice of Knighton in the Diocese of Leicester, within the Church of England. The correspondence address is The Parish Office, Knighton Parish Centre, Church Lane, Knighton, Leicester LE2 3WG. Registered charity number 1130923.

PCC members who served during 2021 are:

Ex Officio members:

Incumbent:	The Revd Adrian Jones (Chair)
Assistant Curate:	The Revd Matthew Gough
Wardens:	Mrs Beryl Bonfield (from May 2021) Ms Sian Howard (Vice Chair)

Elected members:

Mr Bob Rutland	representative on Deanery Synod	(to APCM 2023)
Mr David Stanyer	representative on Deanery Synod (Treasurer)	(to APCM 2023)
Vacancy	representative on Deanery Synod	
Mrs Angelica Amoroso		(to APCM 2021)
Mr Joshua Crick de Boom		(APCM 2021 to 2024)
Mr Michael Kirk		(to APCM 2022)

Mr Andrew Oldershaw	(to APCM 2022)
Mr David Palmer	(from APCM 2020 to 23)
Mrs Lorna Pollard	(from APCM 2020 to 23)
Mrs Judith Rudd	(from APCM 2020 to 23)
Mr Nigel Siesage	(to APCM 2022)
Mrs Ida Stanyer	(APCM 2021 to 2024)
Vacancy	

Co-opted members

Mrs Amanda Beck	(from APCM 2021)
Mr Joshua Crick de Boom	(from Nov. 2020 to APCM 2021)

Knighton PCC
Statement of Financial Activities
For the period from 01 January 2021 to 31 December 2021

	Unrestricted funds	Designated funds	Restricted funds	Endowment funds	Total funds	Prior year total funds
<i>Income and endowments from:</i>						
Donations and legacies	71,473	45,838	5,049	—	122,361	111,475
Income from charitable activities	5,724	—	—	—	5,724	4,215
Other trading activities	32,730	290	10,550	—	43,571	26,425
Investments	2,145	—	0	—	2,146	4,523
Other income	—	—	—	—	—	2,769
Total income	112,074	46,128	15,600	—	173,802	149,408
<i>Expenditure on:</i>						
Raising funds	101	—	—	—	101	563
Expenditure on charitable activities	107,611	94,845	18,187	—	220,645	171,166
Total expenditure	107,712	94,845	18,187	—	220,746	171,730
Net income / (expenditure) resources before transfer	4,361	(48,717)	(2,587)	—	(46,943)	(22,321)
<i>Transfers</i>						
Gross transfers between funds - in	37,880	274	0	—	38,155	101,449
Gross transfers between funds - out	(274)	(37,541)	(339)	—	(38,155)	(101,449)
<i>Other recognised gains / losses</i>						
Gains / losses on investment assets	11,026	—	—	—	11,026	16,263
Net movement in funds	52,993	(85,984)	(2,927)	—	(35,917)	(6,058)
<i>Reconciliation of funds</i>						
Total funds brought forward	689,418	109,435	7,486	—	806,340	812,398
Total funds carried forward	742,412	23,451	4,559	—	770,423	806,340
<i>Represented by</i>						
Unrestricted						
General fund	742,412	—	—	—	742,412	689,418
Designated						
Choir Fund	—	172	—	—	172	—
Christmas Tree Festival	—	4,093	—	—	4,093	—
Flower Guild	—	247	—	—	247	—
Friends of St Mary Magdalen	—	16,724	—	—	16,724	—
Music and Worship Fund	—	2,213	—	—	2,213	—
Spire Fund	—	—	—	—	—	109,435
Restricted						
Building Appeal Fund	—	—	1	—	1	1
Churchyard Fund	—	—	1,000	—	1,000	7,481
Education & Training Fund	—	—	1	—	1	1
Fabric Fund	—	—	0	—	0	0
Spire Fund	—	—	3,555	—	3,555	1
Vestments and altar covers	—	—	0	—	0	0

There may be minor discrepancies in the totals if the pence are not being shown

Knighton PCC
Balance sheet (Summary)
As at: 31 December 2021

	As at 31/12/2021	As at 31/12/2020
	£	£
Fixed assets		
Tangible assets	555,116	551,962
	<u>555,116</u>	<u>551,962</u>
Current assets		
Debtors	5,012	4,652
Investments	82,932	71,906
Cash at bank and in hand	128,897	180,873
	<u>216,843</u>	<u>257,432</u>
Liabilities		
Creditors: Amounts falling due in one year	1,536	3,054
Net current assets less current liabilities	<u>215,306</u>	<u>254,377</u>
Total assets less current liabilities	<u>770,423</u>	<u>806,340</u>
Total net assets less liabilities	<u>770,423</u>	<u>806,340</u>
Represented by		
Unrestricted		
Unrestricted - General fund	742,412	689,418
Designated		
Designated - Christmas Tree Festival	4,093	—
Designated - Parish Centre Fund	—	—
Designated - Choir Fund	172	—
Designated - Flower Guild	247	—
Designated - Friends of St Mary Magdalen	16,724	—
Designated - Music and Worship Fund	2,213	—
Designated - Spire Fund	—	109,435
Restricted		
Restricted - Building Appeal Fund	1	1
Restricted - Churchyard Fund	1,000	7,481
Restricted - Fabric Fund	0	0
Restricted - Restricted	—	—
Restricted - Vestments and altar covers	0	0
Restricted - Spire Fund	3,555	1
Restricted - Education & Training Fund	1	1
Restricted - Agency collection	—	—
Funds of the church	<u>770,423</u>	<u>806,340</u>

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Knighton PCC
Balance sheet (Summary)
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Total net assets less liabilities	<u>770,423</u>	<u>806,340</u>
Represented by		
Unrestricted		
Unrestricted - General fund	742,412	689,418
Designated		
Designated - Christmas Tree Festival	4,093	—
Designated - Parish Centre Fund	—	—
Designated - Choir Fund	172	—
Designated - Flower Guild	247	—
Designated - Friends of St Mary Magdalen	16,724	—
Designated - Music and Worship Fund	2,213	—
Designated - Spire Fund	—	109,435
Restricted		
Restricted - Building Appeal Fund	1	1
Restricted - Churchyard Fund	1,000	7,481
Restricted - Fabric Fund	0	0
Restricted - Restricted	—	—
Restricted - Vestments and altar covers	0	0
Restricted - Spire Fund	3,555	1
Restricted - Education & Training Fund	1	1
Restricted - Agency collection	—	—
Funds of the church	<u>770,423</u>	<u>806,340</u>

There may be minor discrepancies in the totals if the pence are not being shown

Knighton PCC

Analysis of income and expenditure
Selected period: 01 January 2021 to 31 December 2021

	Unrestricted	Designated	Restricted	Endowment	This year	Total Last year
Income and endowments						
<i>Donations and legacies</i>						
0101 - Giving gift-aided - bank	32,147	—	—	—	32,147	31,356
0105 - Giving gift aided - cheques	300	—	—	—	300	2,540
0110 - Giving gift-aided - envelopes	6,474	—	—	—	6,474	9,140
0115 - Spire Fund - donations	—	—	4,379	—	4,379	16,673
0116 - Friends of Knighton Church	—	4,183	—	—	4,183	—
0201 - Giving - not gift aided	6,206	—	—	—	6,206	3,878
0301 - Loose plate collections	1,236	—	—	—	1,236	936
0550 - Donations appeals etc	4,848	1,213	—	—	6,062	3,482
0601 - Tax recovered-gift aided giving	9,823	—	669	—	10,493	14,401
0602 - Tax recovered-gift aided dons.	705	—	—	—	705	—
0603 - Tax recovered-small dons. sch.	766	—	—	—	766	508
0701 - Legacies	—	17,650	—	—	17,650	5,500
08A1 - Non-recurring one-off grants	5,000	22,790	—	—	27,790	11,411
08A2 - non-recurring furlough grants	3,965	—	—	—	3,965	11,647
Donations and legacies Totals	71,473	45,838	5,049	—	122,361	111,475
<i>Income from charitable activities</i>						
1101 - Fees - weddings and funerals	5,724	—	—	—	5,724	4,215
Income from charitable activities Totals	5,724	—	—	—	5,724	4,215
<i>Other trading activities</i>						
0910 - Social & fund raising events	2,117	—	—	—	2,117	261
0911 - Votive candles income	—	—	—	—	—	9
0912 - miscellaneous income	1,791	290	—	—	2,081	1,118
0915 - Spire Fund - fund raising events	—	—	10,550	—	10,550	1,581
1240 - Centre lettings	27,045	—	—	—	27,045	22,163
1241 - Church lettings	—	—	—	—	—	700
1260 - Parish magazine sales	396	—	—	—	396	20
1261 - Printing re-charges	1,379	—	—	—	1,379	570
Other trading activities Totals	32,730	290	10,550	—	43,571	26,425
<i>Investments</i>						
1001 - Dividends	2,041	—	—	—	2,041	4,407
1020 - Bank & building soc. interest	104	—	0	—	105	87
1225 - Spire fund interest	—	—	—	—	—	27
Investments Totals	2,145	—	0	—	2,146	4,523
<i>Other income</i>						
1310 - Insurance claims	—	—	—	—	—	2,769
Other income Totals	—	—	—	—	—	2,769
Income and endowments Grand totals	112,074	46,128	15,600	—	173,802	149,408

There may be minor discrepancies in the totals if the pence are not being shown

	Unrestricted	Designated	Restricted	Endowment	This year	Total Last year
Expenditure						
<i>Raising funds</i>						
1715 - Spire Fund - fund raising expenditure	—	—	—	—	—	384
1720 - Costs of Giving Scheme	101	—	—	—	101	179
<i>Raising funds Totals</i>	101	—	—	—	101	563
<i>Expenditure on charitable activities</i>						
1910 - Contribution to Diocese	40,000	—	—	—	40,000	37,030
2050 - Salary of parish administrator	12,042	—	—	—	12,042	11,790
2060 - Muscian fees	1,196	—	—	—	1,196	729
2101 - Expenses of incumbent	436	—	—	—	436	273
2102 - Curate's expenses	859	—	—	—	859	885
2201 - Mission outreach	3,149	1,064	—	—	4,214	1,122
2301 - Church insurances	4,445	—	—	—	4,445	4,368
2304 - Insurance claims	—	—	—	—	—	2,850
2330 - Church routine maintenance	1,818	—	—	—	1,818	2,396
2331 - Church cleaning	—	—	—	—	—	293
2340 - Sacristry costs	163	42	—	—	205	528
2341 - Other music costs	586	—	—	—	586	301
2350 - Churchyard maintenance	664	—	600	—	1,264	324
2360 - Administration costs	8,271	—	—	—	8,271	6,427
2401 - Church electricity	618	—	—	—	618	806
2410 - Church gas	2,479	—	—	—	2,479	2,326
2420 - Church water	106	—	—	—	106	99
2520 - Centre wages	16,276	—	—	—	16,276	17,512
2530 - Centre electricity	1,669	—	—	—	1,669	1,194
2540 - Centre gas	1,839	—	—	—	1,839	2,572
2550 - Centre insurance	1,328	—	—	—	1,328	1,305
2560 - Centre routine maintenance	3,233	—	—	—	3,233	3,068
2570 - Centre licences	176	—	—	—	176	296
2580 - Centre water	647	—	—	—	647	773
2590 - Centre other costs	1,404	—	—	—	1,404	1,924
2702 - Churchyard major maintenance	—	—	5,541	—	5,541	3,859
2801 - Centre major maintenance	1,957	—	—	—	1,957	—
2815 - Spire Fund - - major maintenance	—	93,738	12,045	—	105,784	64,181
3000 - Depreciation - Church & office	314	—	—	—	314	—
3001 - Depreciation - Centre	1,925	—	—	—	1,925	1,925
<i>Expenditure on charitable activities Totals</i>	107,611	94,845	18,187	—	220,645	171,166
Expenditure Grand totals	107,712	94,845	18,187	—	220,746	171,730

There may be minor discrepancies in the totals if the pence are not being shown

**THESE NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2021
FORM PART OF THE ACCOUNTS**

1 ASSETS AND LIABILITIES

FIXED ASSETS

TANGIBLE ASSETS		Freehold land and buildings		Other	Total
		1	2	3	
GROSS BOOK VALUE	At 31 December 2020	£316,152	£231,424	£42,749	£590,325
	Additions	£0	£0	£5,393	£5,393
	Disposals			-(£4,301)	-(£4,301)
	At 31 December 2021	<u>£316,152</u>	<u>£231,424</u>	<u>£43,841</u>	<u>£591,417</u>
DEPRECIATION	At 31 December 2020	£0	£0	£38,362	£38,362
	Disposals	£0	£0	-(£4,301)	-(£4,301)
	Charge for year	£0	£0	£2,239	£2,239
	At 31 December 2021	<u>£0</u>	<u>£0</u>	<u>£36,300</u>	<u>£36,300</u>
NET BOOK VALUE	At 31 December 2021	<u>£316,152</u>	<u>£231,424</u>	<u>£7,541</u>	<u>£555,117</u>

1 Parish Centre, Brinsmead Road
2 Holbrook Hall, Holbrook Road

3 Fixtures and fittings in the Centre and office

The gross book value of the land and buildings included in the accounts is as estimated for insurance purposes at 1 October 1998. The estimated insurance valuations at 28/09/21 are: Centre - £994k; Holbrook Hall - £608k

CURRENT ASSETS

	Use	Unrestricted	Restricted	2021	2020
				Total	Total
DEBTORS					
Interest /dividend accrued		-	-	-	506
Prepayment		482		482	657
Furlough grant		-	-	-	1,599
Sundries		1,817		1,817	1,891
Gift Aid due		2,714		2,714	-
Total debtors		<u>£5,013</u>	<u>£0</u>	<u>£5,013</u>	<u>£4,653</u>

INVESTMENTS

CCLA Church of England Investment fund- units 1487	General reserve	£37,175		37,175	32,522
CCLA Church of England Global Investment fund- units 1493	General reserve	<u>£45,758</u>		<u>45,758</u>	<u>39,384</u>
Total investments		<u>£82,933</u>		<u>£82,933</u>	<u>£71,906</u>

CASH AT BANK AND IN HAND

Account				2021	2020
Lloyds/TSB Deposit	General Reserve	1		1	1
Virgin Money Deposit	General Reserve	-		-	17,280
CCLA C of E Deposit	Education & Training		1	1	1
CCLA C of E Deposit	General Reserve	50,548		50,548	100,548
CCLA C of E Deposit	specific grave maintenance		1,000	1,000	7,142
CCLA C of E Deposit	Fabric Fund		1	1	1
CCLA C of E Deposit	Buildings Appeal		1	1	1
HSBC Community account	Choir bank account	176		176	399
HSBC Community account	Sunday club bank account	30		30	30
Nat West current account	Social Group bank account	2,268		2,268	982
Lloyds current account	Centre bank & petty cash	29,125		29,125	17,362
Total short term deposits		<u>£82,148</u>	<u>£1,003</u>	<u>£83,151</u>	<u>£143,747</u>
Barclays deposit account	Spire/Friends account	4,185	3,555	7,740	1
Barclays current account	main bank account	38,006	-	38,006	37,125
		<u>£42,191</u>	<u>£3,555</u>	<u>£45,746</u>	<u>£37,126</u>

Total cash at bank and in hand

£124,339 **£4,558** **£128,897** **£180,873**

TOTAL CURRENT ASSETS

£212,285 **£4,558** **£216,843** **£257,432**

LIABILITIES: AMOUNTS FALLING DUE WITHIN ONE YEAR

Sundry creditors **£1,537** **£0** **£1,537** **£3,055**

NET CURRENT ASSETS

£210,748 **£4,558** **£215,306** **£254,377**

ANALYSIS OF NET ASSETS BY FUND

	Unrestricted	Restricted	2021	2020
			Total	Total
Tangible fixed assets	555,117	-	555,117	551,963
Current assets	212,285	4,558	216,843	257,432
Current liabilities	- 1,537	-	1,537	3,055
Fund balance	<u>£765,865</u>	<u>£4,558</u>	<u>£770,423</u>	<u>£806,340</u>

**THESE NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31
DECEMBER 2021 FORM PART OF THE ACCOUNTS continued**

1 Asset and liabilities

See detailed schedule

2 Accounting policies

Basis of the financial statements

The financial statements have been prepared under the Church Accounting Regulations 2006 in accordance with applicable accounting standards and the current Statement of Recommended Practice Accounting and Reporting by Charities and applicable accounting standard FRS 102.

The financial statements have been prepared under the historical cost convention except for investment assets, which are shown at market value. The financial statements 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 affiliation to another body, nor those that are informal gatherings of church members.

Fund accounting

Endowment funds are funds, the capital of which must be retained either permanently or at the PCC's discretion; the income derived from the endowment is to be used either as restricted or unrestricted income funds depending upon the purpose for which the endowment was established in the first place.

Restricted funds comprise (a) income from endowments which is to be expended only on the restricted purposes intended by the donor and (b) revenue donations or grants for a specific PCC activity intended by the donor. Where these funds have unspent balances, interest or dividends on their pooled investment is apportioned to the individual funds on an average balance basis.

Unrestricted funds are income funds which are to be spent on the PCC's general purposes.

Designated funds are general funds set aside by the PCC for use in the future. Project funds are designated for particular projects for administration purposes only. Funds designated as invested in fixed assets for the PCC's own use abated in line with assets' annual depreciation charges in the SOFA. Designated funds remain unrestricted and the PCC will move any surplus to other general funds.

Income and resources

Planned giving, collections and similar donations are recognised when received. Tax refunds are recognised when the incoming resource to which they relate are received. Grants and legacies are accounted for when the PCC is entitled to the use of the resources, their ultimate receipt is considered reasonably certain and the amounts due are reliably quantifiable.

Dividends are accounted for when declared receivable, interest as and when accrued by the payer. All incoming resources are accounted for gross.

Resources expended

Grants and donations are accounted for when paid over, or when awarded, if that award creates a binding or constructive obligation on the PCC. The PCC agreed contribution to the Diocese is accounted for when due. All other expenditure is generally recognised when it is incurred and is accounted for gross.

Fixed assets

Consecrated and benefice property is not included in the accounts in accordance with s10 (2) (a) and (c) of the Charities Act 2011.

Movable church furnishings held by the vicar and churchwardens on special trust for the PCC and which require a faculty for disposal are inalienable property and are listed in the church's inventory, which can be inspected (at any reasonable time). These assets should be capitalised as fixtures, fittings and equipment and depreciated.

For anything acquired prior to 2002, there is insufficient cost information available and therefore such assets are not valued in the financial statements. Individual assets with a cost of less than £1000 are not capitalised and are included as expenditure not in the balance sheet.

Fixtures, fittings and equipment assets within Church and Centre premises are depreciated on a straight line basis over 10 years. Equipment in the Office is depreciated over 5 years.

3 Staff costs 2020

2021

Office	£12042	£11790
Parish Centre	£16276	£ 14960

The above costs relate to a part-time administrator employed in St Mary's Office and the share of a part-time letting secretary and caretaker employed in St Mary's Centre. The Centre staff also provide a similar service to St Guthlac PCC for Holbrook Hall and their related costs have been recharged to St Guthlac PCC together with their share of furlough grants.

4 Payments to PCC members

No payments or expenses were paid to any PCC member or persons closely connected to them or related parties.

5 Investments

The agreed policy of the PCC is to maintain a balance between cash and investments, maximise income while not taking undue risks and to invest in ethical investments by using CCLA investments which are managed and operate under the Church of England ethical investment policy. Investments

are valued at market value at 31st December and gains and losses are realised when investments are sold. There were no sales or purchases in the year. The existing holdings increased in value in the year by £11026.

6 Restricted funds

Education & Training, Building Appeal, Fabric, Vestments & Alter cover Funds

These Fund accounts are retained for future use. There was no movement during the year.

Churchyard Maintenance Fund

The fund is used to hold various donations made over a long period of time for the maintenance of graves. Following a detailed review in 2016-17 to identify any known liabilities, the balance of this Fund was designated to be used to contribute to the cost of any general maintenance in the churchyard which was the responsibility of the PCC.

	£
Known liabilities	1000
For graveyard maintenance	<u>6143</u>
Balance b/f at 1/1/21	7143
Expenditure on lighting project	(5541)
Expenditure on ground maintenance	<u>(602)</u> (6143)
Balance at 31/12/21 - known liabilities	<u>1000</u>

Donations are now only accepted for unrestricted general churchyard maintenance and no longer for individual grave maintenance. This can be done by donating to the The Friends of St Mary Magdalen.

Spire project

Work on the Project commenced on 19/10/20 and was completed mid- April 2021 on time and to budget.

As fundraising had been severely restricted due to covid, it was decided to continue fundraising until 31/10/21 when the project would finally close subject only to the contract retention of net £3558, which is due in March 2022.

Spire project finance summary

Costs

	£
Pre - contract costs re detailed specifications	11584
Total contract cost of spire repair project including Vat	174302
	185886

Funding

From reserves	91590
Grants - Garfield Weston £5000 +	
- £28983 Listed Places of Worship re VAT	33983
Donations & fundraising	60313

185886

Friends of St Mary Magdalen

Following completion of the Spire project, the PCC decided to introduce a Friends of St Mary Magdalen Scheme to encourage community support for our beautiful church fabric and grounds. This scheme will continue the CAF giving facility and utilise the Barclays deposit account used for the Spire project. The fund will be a designated fund.

7 Designated Funds

Designated funds are unrestricted funds set aside by the PCC for use in the future for specific purposes. A number of funds have been set up during the year as shown in the statement of financial activities at 31/12/21.

The Choir and Flower Guild bank accounts were closed during the year. Therefore designated funds were set up for their expenses - Current balances: Choir £172; Flower Guild £247.

The Christmas Tree Festival was again very successful and generated a net surplus of £4093 which is held in a designated fund at year end. This will be shared equally between the Headway Leicester brain injury charity and the Friends of St Mary Magdalen.

In line with the PCC legacies policy, certain legacies received were designated to funds which the PCC felt appropriate to the benefactors: Music and Worship Fund £2213 and Friends of St Mary Magdalen £16724.

7 (i) Analysis of designated receipts and payments in the year

Income	£	
Friends of St Mary Magdalen fundraising	4185	Christmas Tree Festival (CTF)
Donations in memory of AS	1213	Music & Worship fund
Legacies & Donations	17650	Friends of St Mary Magdalen & Music & Worship fund
Non-recurring one off grants	22790	£1000 Council grant re CTF & balance Listed
repair project		Places of Worship grants - Spire
Miscellaneous income	<u>290</u>	Transfer in of Flower Guild bank balance
	<u>46128</u>	
Expenditure		
Mission Outreach	1064	Christmas Tree Festival costs
Sacristy costs	42	Flower Guild costs
Spire Fund Major maintenance	<u>93739</u>	Spire repair costs including VAT
	<u>94845</u>	

7 (ii) Analysis of restricted receipts and payments in the year

Income		£
Spire fund donations	4379	various donations
Tax recovered – gift aid giving	669	gift aid on Spire donations
Spire fund – fund raising events	<u>10552</u>	Including auction - £9700
	<u>15600</u>	

Expenditure

Churchyard maintenance	600	see note 6
Churchyard major maintenance project	5541	Expenditure to complete the lighting project
Spire Fund Major maintenance	<u>12046</u>	Spire repair costs including VAT
	<u>18186</u>	

8 Unrestricted reserves

The reviewed and revised PCC unrestricted reserves policy at 31/12/21 is as follows:

- 1) To hold an operational reserve equal to working capital plus 3 months of routine operating costs and employee notice periods.
- 2) To hold a building major maintenance (repair costs over £1000) reserve totalling £75000 for maintenance of the Church and Parish Centre. As all major building maintenance projects are authorised by the PCC from total reserves, only a reasonable level of funds will be held in the Centre bank account as working capital, with excess transferred to PCC main bank account enabling efficient investment.
- 3) To review the policy and the level of reserves annually.
- 4) To undertake fundraising if actual reserves fall below the required levels.

At 31/12/21, the total unrestricted reserves required in accordance with the policy is £127800.

Actual total unrestricted reserves (general and designated) at 31/12/21 totalled £210748

Use of unrestricted reserves

Over a number of years, the PCC has had several projects identified to consider, but the Spire Project has dominated our time and efforts.

Detailed preparations started in 2019 together with fundraising, but in early 2020, plans were disrupted by covid. The PCC reviewed its options and decided to go ahead with the project and work started on 19/10/20 with planned completion April 21.

In view of the uncertainties of income and possible overspends on building work, the PCC decided that it was prudent to suspend consideration of any other projects and to hold contingencies in case of overspend until the project was complete.

The Spire building work was completed on time in April 21 and to budget.

The completion of the Spire project to budget released some contingencies which together with increases in investment valuations, some major legacies, release of working capital required by the review in the reserve policy and fund raising in September before the spire project closed on 31/10/21, resulted in an increase in unrestricted reserves to £210748. In March 2022, the PCC will now carry out a review of proposed other projects.

**Independent Examiner's Report to the trustees of St Mary Magdalen Church,
Knighton Parochial Church Council.**

I report on the accounts for the year ended 31st December 2021

Respective responsibilities of the Trustees and Independent Examiner

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

It is my responsibility to:

- examine the accounts under section 145 of the 2011 Act;
- follow the procedures laid down in the General Directions given by the Charity Commissioners section 145(5)(b) of the 2011 Act; and
- state whether particular matters have come to my attention.

Basis of Independent Examiner's Statement

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

An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from the management committee concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in a full audit, and consequently I do not express an audit opinion on the accounts.

Independent Examiner's Statement

In connection with my examination, no matters have come to my attention:

1. which give me reasonable cause to believe that in any material respect the requirements

- to keep accounting records in accordance with s.130 of the 2011 Act; or
- to prepare accounts which accord with these accounting records 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.

S.A Rankine



17/2/2022

Corner Thatch,
Bell Lane,
Burton Overy Leicestershire LE8 9DB
Dated: 17 February 2022



Faith for Life

“I have come that they may have life; life in all its fullness” - Jesus (John 10.10)

Accounts

The Church of St Mary Magdalen, Knighton



Annual Report: *looking back at 2020*

*Presented to the Annual Church meeting (APCM)
on 25th April 2021*

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Introduction:

Welcome to our Annual Report for 2020 – a year like no other in recent history, and certainly in our experience. This Report is our opportunity to reflect together on what God has been doing amongst us and through us during the last calendar year, to celebrate his goodness when things have gone well and to learn lessons when needed – but this year has been so extraordinary that it still seems premature to attempt a review, or to pin down what we may have learnt, or to presume we know the fullness of what God has been doing.

For many of us, 2020 has been a year of anxiety, isolation, loneliness and sadness. The impact of the pandemic, and the subsequent lockdowns, on our mental wellbeing has been profound, and although we may be tempted to appear always sunny with friends and family, we should also be brave enough to say how difficult this time has been. We should not be afraid to tell God too – he sees what is in our heart anyway, and longs for us to willingly share it with him as we would with the most loving parent or friend.

For some, this year has been *less* stressful than usual in some ways. Time to read, to reflect and pray, to catch up on all those jobs at home, to begin a new hobby, to appreciate the natural world as the seasons unfold – all of these have been good, and we should be thankful. Perhaps the ‘pause’ in our usual frantic routines is a pointer to a better way of living – one that is more in line with God’s pattern for us, that reflects our needs for relationship, rest, creativity and time with nature. Perhaps we will learn to readjust our priorities as individuals, families and as a society.

Church life – the life that we share together as Christians, as the *living* church rather than the building, the routines or the liturgy – has certainly been profoundly different. Without worship together, and without the normal opportunities to share all the strains and joys of life, we have had to look for new ways to care and to connect, to each other and to God.

I am profoundly grateful to the many people who have given so much time, creativity and energy to sustaining us as *the living church* here in Knighton. For much of the year I felt very unsure of the future and uncertain about how we should respond. In common with many ordained ministers and priests, I have wondered just what a ‘calling’ means when all our usual activities are taken away. I have felt keenly my own weaknesses and vulnerabilities - but my constant encouragement has been the way that God has used so many other people to sustain the living church. I am particularly grateful to our curate Matthew, our Ministry Team, our PCCs and all of you who have purposefully and caringly looked out for others.

Our future as the living church may look very different. I sense that God may want us to look much more *outwards*, and to embrace new patterns of life, worship, service and outreach. I can’t say what any of this may look like though! My personal lesson is to leave God in the driving seat and allow things to unfold as the Holy Spirit shapes and directs us, rather than give into the temptation to tightly control and manage everything.

I am, in short, certain that God continues to walk with us, whatever we go through, and that we can rely completely on his goodness and love. I pray that this certainty may be the lesson that we all take away from 2020.

Yours in friendship and Christ’s service

Adrian

The Rev’d Adrian Jones

Our vision and objectives

Our vision:

Faith for Life – “I have come that they may have life; life in all its fullness” – Jesus (John 10.10)

Our mission:

St Mary's has been greatly blessed by God over the years and our mission now is to use and share our blessings to build the Kingdom of God in this time. Together we seek to discover and share life in all its fullness – following the way of Jesus and encouraging others to follow and come to faith in him.

Our objectives:

- **to worship God well** - using traditional and new ways, so that everyone can encounter God and grow in faith; (John 4.23-4)
- **to explore and follow the way of Jesus** - learning together from the wisdom of the Bible, Christian traditions, and our wider society, and seeking to be led by God's Spirit. (John 15.1-17)
- **to connect better with our community** – to broaden and deepen our connections with all parts of the local community and to help others in need. (Luke 10.25-37)
- **to welcome everyone as equally valued** - especially those who often feel left out; (Matthew 25.31-45)
- **to share our faith in Jesus with others** – encouraging them to follow and come to faith in him too. (Matthew 28.19-20)

The Parochial Church Council (PCC) has the responsibility of working together with the ministers to promote the whole mission of the Church: pastoral, evangelistic, social and ecumenical. The PCC is also specifically responsible for the maintenance of the Church building and the Parish Centre of St Mary Magdalen on Church Lane.

The PCC is committed to our vision, mission and objectives for this next season in the life of our church. We believe this is our calling as a church and our part in helping to build the Kingdom of God in our neighbourhoods. In particular we want everyone to feel welcome and able to worship with us and to become part of our church community. Our worship and other events together put our Christian faith into practice through prayer and scripture, music and sacrament, service and loving care.

Worship and Prayer

The heart of our life together as a church is the worship and prayer that we offer to God and the first of our five objectives for the church, within our vision of *'Faith for Life'*, is to **“Worship God well; using traditional and new ways, so that everyone can encounter God and grow in faith.”**

We began the year expecting to follow our usual seasonal pattern, marking the major Christian festivals and cultural events. On the first Sunday of each month the 10am service continued as All Age Worship and an additional Said Eucharist was celebrated at 11.30am. On the second and fourth Sundays the main 10am service was Sung Eucharist. Every Sunday there was an 8am Eucharist in traditional language. During the week we celebrated the Eucharist at 9.30am on Tuesdays and there was a monthly service, on the last Friday, of Prayer for Healing with Holy Communion. Monthly Communion services at South Lodge Care Home also took place as usual.

We continued with a service of 'Morning Worship' on the third Sunday, with the aim of providing a slightly more contemporary feel within a service that is open and accessible to a wider range of people. Together we explored the theme of 'Tough Times and Hard Questions' and looked at *'Can we disagree well?'*, *'Climate Emergency! What shall we do?'* and *'Fake News or False Truths – does it matter?'* These services benefitted from projected images and words using the screen and technology lent by our neighbours, Knighton Free Church.

Before too long, however, we were facing more immediate hard questions about the safety of worship in the church building. When the first national lockdown began in March all church services stopped and although we were able to resume in a limited way, first with individual prayer and then socially distanced services of Holy Communion, in September, as the year ended we were looking once again at the prospect of a full lockdown and closing church buildings for Sundays.



Even though we were not able to meet together in the church building for worship through most of the year, the Ministry Team quickly learnt new skills in preparing worship on-line for us all, for both parishes in the benefice. Some of this was pre-recorded 'Virtual Worship' for each Sunday – a short visual and musical act of worship, lasting around 20 minutes, and including hymns, songs, prayers, Bible readings and a homily.

Contributions from other congregation members added to the sense that we were still connected, even though forced to be apart. In this way we could still celebrate Harvest Festival, Remembrance Sunday, Advent and Christmas, albeit with a continued longing to meet, sing and worship in person and together. Each 'service' of Virtual Worship was made available to the congregations and a wider audience by being posted on our YouTube channel, Facebook pages and websites.

Early in the lockdown we began a service of Compline (Night Prayer) on-line on Wednesday evenings, and this proved to be one of the most popular and enduring elements of our worship this year. The addition of small group discussion and Advent meditations to the basic Compline service gave more opportunity for us to 'connect' with each other. The use of the 'phone-in' aspect of Zoom meetings meant that even those without an internet connection could be part of our worship. Special thanks go to the Revd Matthew for unstinting work to enable Compline to flourish.

As the two parishes of the benefice shared Virtual Worship and Compline, it was natural for members of St Mary's to join friends from St Guthlac's for their monthly Church Club. Usually this

is a café style meeting in Holbrook Hall, while Matins takes place in the church, but through the lockdown we met via Zoom for relaxed activities, discussion, songs and prayers with appeal to everyone.

In September and October we experimented with 'live-streaming' services, that is, broadcasting a Sunday service as it happened live in the church. As there is no internet connection in the building though, this proved difficult and unsatisfactory technically. Feedback from congregation members showed that the pre-recorded worship was preferred, so this model continued. There were however recorded celebrations of Holy Communion from the church, with only the Minister present, to mark Advent Sunday and Christmas Eve.

Throughout the year of lockdown, we were also able to encourage and inspire the prayers and worship of those of our number who don't use computer technology, through our consistent and regular weekly mailings. The newsletter was augmented with a weekly homily, extra prayers and special reflections, and at Christmas there was an additional booklet of readings and reflections too. As usual, a special Christmas card/leaflet carrying details of our services (and this year our online worship) and a message of encouragement from the Vicar, was delivered to every household in the benefice. These services included the youth group marking Christingle, an online crib service called 'O Zoom All ye Faithful', a traditional Carol Service online and an outdoor Carol Service at the local tennis club, which attracted 75 people – and allowed us to sing!

As the year ended it seemed that we would need to continue with online worship for some months yet, and that even when we were allowed to meet, many of our members might feel safer worshipping from home. We looked forward to the freedom that vaccination might bring in the new year.

Our vision of *'Faith for Life'*, also includes the aim to **"Explore and follow the way of Jesus - learning together from the wisdom of the Bible, Christian traditions, and our wider society, and seeking to be led by God's Spirit."** The suspension of live worship together has meant that our growth in faith through Sunday preaching has been rather 'on hold'. We continued with weekly homilies in our newsletter and recordings for Virtual Worship, all of which have been much appreciated. The discussion groups that have been part of Compline have also been important this year, and we ran online Advent study groups and meditations, as well as a 'Christianity Explored' group in the autumn. The Sunday night 'Living Waters' group, focussed on sharing life and faith together, continued to flourish online and, when regulations permitted, in person outdoors.

Mission and Evangelism

Within *'Faith for Life'* we aim to **"Connect better with our community – to broaden and deepen our connections with all parts of the local community and to help others in need"**. This proved more difficult in 2020, for obvious reasons, but we tried to be creative. Instead of the scheduled Christmas Tree Festival, we invited photographs from all those who had previously taken part and from others, for a 'virtual Christmas Tree Festival' on our website, which proved very popular. Many thanks to the organising group for this.

Our connections to a wider community continued to be reflected in the generous giving of time and money by church members supporting a range of charities and aid organisations through fundraising events and collections. In total £2,912 was raised for various groups (see details following) and more was given directly rather than through the 'books' of the church. The Community of Grace was also supported by a special Christmas Appeal at Christmas. – thanks to all those involved.

The Parish Magazine continued to be produced and distributed bi-monthly around the parish to subscribers and the congregation, by post and email. It continued to encourage and build up the faith of many through its varied articles on Christian life and world view. We are grateful for the efforts of Editor Nigel Siesage, the contributors and the distributors, who together make this important part of our mission and care possible.

Our objective to **“Share our faith in Jesus with others – encouraging them to follow and come to faith in him too”** provided us with another challenge during this lockdown year, and again we have tried to respond creatively. Our Virtual Worship has always been produced with one eye on those who may come across us accidentally whilst searching the internet, or those who are simply curious about what their local church is doing at this time. Our Christmas card/leaflet, sent to all households in the benefice, included an encouraging and invitational message and several fresh contacts were made as a result. In addition, at Easter and Christmas activity bags containing crafts, sweets, gifts and a seasonal Christian message, were taken to those children and families that we have regular contact with – even if only once a year through the crib service – to reinforce the message that God continues to be with us all whatever the circumstances around us. In this way we maintained our contact with 40 families and more than 70 children, and encouraged them in faith.

The Knighton Youth Club at St Guthlac’s normally meets fortnightly in term time from April to October, during the period when Knighton Players does not meet. As it was not possible to meet face-to-face because of the Leicester Lockdown, the club was provided via Zoom for 1 hour on alternate Thursdays. The use of Zoom was made after consultation with some of the youngsters to ascertain whether there was an appetite for an on-line club and what type of activities would be suitable.

The sessions were run by Matthew Gough, with Tina Jarvis as the second adult with a DBS check to provide appropriate safety. Parents also agreed to ensure that appropriate on-line conduct was followed. There were 9 sessions with a variety of activities including team games, discussion and quizzes, attended by a regular group of 10-11 young people. An additional meeting was held in December to create a Christingle presentation for the Benefice Virtual Christingle Service.

As the restrictions of the pandemic ease, it will be important to review the provision for young people to take account of their increasing maturity and likely changing availability of leaders.

Pastoral Care and Congregational Life

“To welcome everyone as equally valued - especially those who often feel left out” is the heart of our calling to support and care for each other within the fellowship of the church, but also to look outwards to our neighbours in need. This, of course, has been a challenge without services and events to invite people to and where we can build our relationships and friendships. However, our online small groups and Compline have provided new ways to ensure that people are valued and recognised within our church family and sometimes from the community too.



When the first lockdown began the Ministry Team identified all those within the congregation who were likely to need extra support and began a regular programme of phone contact, and visiting when possible and needed. Even more significant though is that over the year many other people, often unrecognised, continued with pastoral contact for those who were isolated, lonely or anxious . This has been a vital part of the support and care that we are all called to exercise for each other, but has been so essential this year. Many people have

had cause to be grateful for this quiet but significant ministry, and we should see it as a strength of our church family that this has continued unbroken and often unprompted through the pandemic.

It was, however, poignantly sad that a number of dear church members died during the year – some related to covid-19 and some not, but all are sadly missed, particularly as we were not able to say goodbye as we would have wished. Funerals in church stopped with the lockdown, but the clergy continued to take funerals at the crematoria and to inter ashes, and we managed one wedding and two baptisms in the year as well

Our popular programme of social and fundraising events obviously came to a halt just before Mothering Sunday in March, and we miss these important times to gather members of our church and community.

Our buildings: the Church and the Parish Centre

Our life together as a church at St Mary's – our worship and prayer, our mission and evangelism, our pastoral care and our links into the local community – is supported and strengthened by the buildings that we have inherited. Through its Buildings Group, the PCC manages and cares for both St Mary Magdalen Church and its churchyard, and Knighton Parish Centre.

The most obvious call on our attention this year was the repair of the spire and tower. Despite the lockdown and subsequent drying up of grant possibilities, fundraising continued and we reached our new target of £50,000. The PCC took the difficult decision to press ahead with the work and take advantage of VAT rebates, rather than sit out the pandemic, even though this would mean spending more of our reserves. In October the pathway was sealed off, the scaffolding went up and repairs could begin. At the end of 2020, with the work on track and within our budget, we were looking forward to completion around Easter 2021. Financial details follow elsewhere in the report - here we should place on record the church's sincere thanks to the Fundraising Committee chaired by Nigel Siesage, to our project co-ordinator and link to the contractors, Andrew Oldershaw, and to our treasurer, David Stanyer, for their on-going efforts that are ensuring the work will come to a successful conclusion. Paul Bonnett, who moved to Liverpool in the summer, also deserves our deep thanks for launching and spearheading the project in it's early days.



Work on replacing the floodlights in the churchyard, together with new lamp posts for the drive, extra security lighting and a new spotlight on our special statue of Mary Magdalene, was successfully concluded - we thank Simon Britton for the hard work and persistence, combined with technical skill and understanding, that ensured success.

Maintenance of the churchyard and graves by the City Council continued to be monitored and assessed. The resurfacing of the pathway from the main drive to the Garden of Remembrance proved to be a big improvement. Knighton Wild continued to manage a portion of the churchyard to encourage wildlife.

There are many people from the congregation and beyond who help to care for our building and its contents: those who clean the church, those who polish silver and brass, those who wash linen, the Flower Guild, and all those who provide 'routine care and maintenance' and small improvements. We are extremely grateful for these essential gifts of service to us all. Naturally

during the lockdown many of these activities have been on pause, but we are grateful to those who have spring cleaned the church while unused.

Under usual circumstances, the Parish Centre is the most significant way in which the Church serves the local community, by providing a well-used venue for community groups, meetings and social occasions. Even though regular activities stopped in March, the St Mary's Preschool have continued to use the Centre throughout the pandemic, providing essential places for the children of key workers. Our Caretaker and Bookings Secretary, Mark Taylor and Steph Bamford, have been on furlough through much of this time, and we are grateful to those who have helped out (sometimes alongside Mark and Steph) when key tasks have needed to be done. These included installation of a new cold water tank on the roof.

Our Parish Administrator, James Gutteridge, provided essential support for the running of the church during 2020 from his small office space in the Parish Centre, and our thanks go to him for all he does. James too, was on furlough from April until September.

Our “Fabric, Goods and Ornaments”

The fabric, goods and ornaments of St Mary's have been maintained in good order in 2020. All valuable items are accounted for and stored securely in the vestry safe. The Church Property Register (previously known as the Terrier and Inventory) provides a record of the land and articles appertaining to the Church and has been updated as required. The Log Book has been used to note alterations, additions and repairs to the fabric of the physical church building.

The only major addition to our Church Property Register in 2020 was the donation of a large projection screen by Knighton Free Church, as thanks for their use of our church building for several months at the start of the year. Thanks are due as always to our sacristan, David Ardley and to all those who care for our 'fabric, goods and ornaments.'

Relationships with other churches: The City of Leicester Deanery

The City of Leicester Deanery is the group that links together all the Anglican churches and ordained ministers in Leicester. The Deanery Synod is a meeting of clergy and elected representatives from every parish. St Mary's has three representatives, who are also ex-officio members of the PCC.

The Deanery Synod normally meets three times in the year, but due to the unrepresented year we have all experienced things were rather different. The Synod met twice by zoom, and in addition a newsletter and presentation was distributed

May – meeting via Zoom, with Bishop Guli

Bishop Guli led an online meeting to which everyone on the Synod was invited. There was no formal agenda but we discussed how the pandemic was impacted our churches. Her pastoral support in this way was most appreciated by those able to attend.

July – Newsletter and presentation on YouTube

A newsletter was distributed focussing on “green” issues including working towards being an eco-diocese and the youth climate strikes. We reflected on “A Green Recovery” and had suggestions for Creationtide. An accompanying presentation was available on YouTube.

November – Full Zoom Meeting

39 people managed to connect for our first full virtual meeting. We opened with a hymn. Pioneers Kat Gibson and Matthew Gough reflected on their experiences working through the pandemic including the founding of 'Roots', a new fresh expression and Intercultural Worshipping Community. Les Michelmore, Lay Chair, talked about the what the deanery standing committee does and requested to delay elections until 2021. Vic Allsop, Deanery Treasurer, has been working with the Generous Giving Team on Parish Gift pledges and thanked all those who have already pledged. Richard Pickering of Green Christians shared a powerpoint presentation on climate change put together in conjunction with Climate Action Leicester and the Leicester chapter of



Friends of the Earth which talked about living with the planet's environmental limits and achieving a sustainable economy - this was endorsed by those attending.

As you can understand this has been far from a normal year, but the work of all in the Deanery has continued and we thank the clergy who have been supporting us all throughout these difficult times and in particular our Area Dean, Anthony, and Assistant Area Dean, Adrian

Annabel Cowley, Deanery Administrator

Relationships with other churches: across denominations

St Mary's is a member of the South Leicester Christian Partnership (Churches Together). and several of our congregation take part in 'First Friday Prayers', the Week of Prayer for Christian Unity and other events and meetings through the year, even though this year these have been mainly on Zoom. In 2020 St Mary's 'hosted' online the joint service to mark the Week of Prayer for Christian Unity.

Usually, members of St Mary's work with members of St Guthlac's and Stoneygate Baptist Church to provide a regular 'Messy Church' at Stoneygate, but this was not possible during the pandemic.



ST MARY MAGADLEN REVIEW OF FINANCES - 2020

Knighton PCC 2020 Management Accounts, following, are unrestricted income & expenditure and provide a summary of our day to day finances. Please see the later, statutory accounts for full details, including all funds, assets and liabilities.

Covid Pandemic impact: 2020 saw the impact of the pandemic across the uk and the world affecting all aspects of our lives, governments, businesses and finances. Churches were no exception with lockdowns and other restrictions disrupting worship, church activities and finances. In order to protect our reserves, our financial objective was to ensure we achieved close to breakeven before exceptional items. We tried to minimise the financial impacts by managing the situation, closely controlling costs, putting part-time staff on the Government furlough schemes, providing opportunity for envelope giving to be received or changed to bank standing order and supporting the pre-school in the Centre. However, the covid restrictions had a significant impact on our overall finances.

Centre Income & expenditure - The Centre ended up being closed from March to all hirers other than the preschool who were open but operating at a reduced level. This badly affected our finances. 2019 total Centre income of £47345 was reduced by £25180, made up of: PreSchool - £9926, and other hirers - £15254. Cost savings of £2710 plus furlough grants of £8178, helped to reduce this loss of income, resulting in a breakeven position. However, this was a £14000 reduction from the 2019 level - please see the Centre management accounts for more details.

Church Income & expenditure

Income - Giving was £6238 lower than 2019. This was mainly due to the church being closed at various times, which disrupted plate and envelope giving, together with some leavers and deaths. Other Church income was overall £4134 lower than 2019, mainly due to the reduction in fees by £2896, reduction by £3982 in social/fund raising income (as events could not be held), but offset by generous one-off donations.

Expenditure - Savings were made as day to day Church running costs were £6030 below 2019 costs, and in addition we received £3469 in furlough grants. However, our major cost is our contribution to the Diocese, originally budgeted at £58000. In mid-June we were asked to forecast the likely impact of covid on our contribution for the year and we informed them it was now likely to be £38-43000. A revised commitment was requested in mid-October and we submitted £37000 as our contribution for 2020, which was subsequently paid.

A PCC surplus, before exceptional items, was achieved of £3122. This was made up of a Church operating surplus for the year £3354, offset by a Centre deficit of £232. **The addition of net income from exceptional items** totalling £4680 (£4261 from reserve investment dividend income), **resulted in a final total PCC surplus of £7802**, which was transferred to reserves.

Total unrestricted reserves at 31 Dec 2020 were in line with the Reserve Policy, at £137800, and £109435 of designated reserves were held in respect of the outstanding work remaining to complete the Spire Project repairs.

Restricted reserves at 31 Dec 2020 were:

- **Spire Project Fund** - just £1, as £50839 of restricted fund raising was used, as intended, towards project costs incurred in October, November & December;
- **Churchyard Fund** - £7412.

Charitable fund raising events in 2020 were badly affected by covid restrictions, with funds raised only totalling £2912 compared with in £8924 in 2019

Our financial priorities for 2021 are:

- to complete the repairs to the Spire and tower;
- to rebuild our church life and income.

Budget 2021 (part of the PCC management accounts) , **Parish Centre Management Accounts**, **Spire Fund summaries and full statutory accounts** follow this report.

KNIGHTON PCC - ST MARY'S CHURCH MANAGEMENT ACCOUNTS				
unit £'s	Budget 2021 year	Actual 2020 year	Actual 2019 year	Actual 2018 year
INCOME				
Giving Scheme	46250	46914	48901	49752
Plate collections	1700	936	3918	4862
Gift aid	12000	11537	12806	13130
Total Regular Giving	59950	59387	65625	67744
Sundry donations	500	3482	435	2961
Events & other fund raising	1300	261	4243	4022
Fees	4500	4215	7111	7826
Church hire	0	700	0	170
Misc	1500	1127	2130	1601
Total other income	7800	9785	13919	16580
Total Church income	67750	69172	79544	84324
EXPENDITURE				
Contribution to Diocese	-30000	-37030	-56800	-56004
clergy exes & cover costs	-1200	-1158	-1325	-1919
total ministry costs	-31200	-38188	-58125	-57923
Worship & outreach costs	-2730	-1122	-3168	-2598
WW1 event net	0	0	0	-2740
Church running expenses	-10620	-9450	-12858	-13281
Church routine maintenance	-3425	-2720	-3439	-2609
Administration	-18760	-18397	-18591	-17334
Furlough grant office only		3469		
Less printing/mag income	600	590	1094	1364
Net costs	-18160	-14338	-17497	-15970
Office equipment depreciation	0		0	0
Total routine church costs	-66135	-65818	-95087	-95121
Church operating surplus/ -deficit	1615	3354	-15543	-10797
Centre operating surplus/ -deficit after deprn	-392	-232	14060	15111
Surplus/-deficit before exceptional items	1223	3122	-1483	4314
Exceptional items				
Interest/dividends from reserves	2100	4261	5044	4760
Major maintenance - Church ex Spire	0		-878	-1902
Major maintenance - Centre	-1400	0	0	-4065
Major maintenance - Spire		0		
Gardener's store -net gain				6805
LPWGS grants		0		1620
Insurance claims -income		2769	500	0
Insurance claims -costs		-2850		
Major donations and legacies		500	500	2000
	700	4680	5166	9218
Total PCC surplus/-deficit (added/deducted from reserves)	1923	7802	3683	13532
notes				
1 Interest/dividends will reduce as reserves are spent				
2 Major maintenance can vary greatly depending on projects				

PARISH CENTRE MANAGEMENT ACCOUNTS							
£			Budget 2021	Actual 2020 year	Actual 2019 year	Actual 2005 year	
Hires							
Pre school			22200	17254	27180		
Regulars			6300	4334	15249		
Parties			0	475	3828		
Oneoffs			0	102	1088		
Total Hires			28500	22165	47345		16824
Expenditure							
Contract cleaning			-3200	-1788	-4752		
Deep cleans	monthly		-1500		-2213		
	fulough pay		-6396				
Caretaking	basic		-4250		-6237		
	extra hours		-500	-15724	-821		
Lettings	basic		-3700		-5396		
Employer costs			-800		-716		
pay increase	say 2 %		-210				
bonus							
Total pay & employer costs			-20556	-17512	-20135		-5631
Furlough grants			6396	8178			
Gas			-2500	-2573	-2252		-2170
Electricity			-1200	-1195	-1662)	-1143
Water			-900	-774	-1052)	-1686
Insurance			-1365	-1305	-1274)	
licences			-300	-296	-233)	
Routine maintenance			-3000	-3069	-2967		-1607
Other costs							
Cleaning mats,towels etc			-1500	-1406	-1867		-137
Payroll admin			-1220	-1188	-953		
Advertising			0	0	0		0
Telephone			-375	-374	-434		
Sundries			-150	50	-246		-967
Total other costs			-3245	-2918	-3500		-1104
Recharge Other costs to Holbrook at 2019 letting ratio 34%			1103	992	1715		0
Total net other costs			-2142	-1926	-1785		-1104
Total revenue expenditure			-25567	-20472	-31360		-13341
Routine operating surplus/(defecit)			2933	1693	15985		3483
Major maintenance- over £1000			-1400	0	0		-3000
Operating surplus/(defecit) excl depreciation/interest			1533	1693	15985		483
interest							113
Depreciation			-1925	-1925	-1925		-1263
Total surplus/-defecit			-392	-232	14060		-667

SPIRE PROJECT PROGRESS- Treasurer's report

2020 began with a lot of activity and plans for more fundraising, however, Covid 19 then came along. The Spire project was affected by this with little opportunity for fund raising events other than the very successful sale of a Parish 2021 calendar. However, donations continued to be received together with legacies.

The Project funding plan was as follows:

	£000s
National Churches Trust grant	50 restricted fund
Fund raising & donations	50 restricted fund
Listed Places Worship Grant re vat	30 designated fund
Reserves	<u>50</u> designated fund
	<u>180</u>
Costs	150
Vat	<u>30</u>
	<u>180</u>

In July 20, we were informed by National Churches Trust that, despite a valid claim, we would not receive a grant. On 17/9/20, the PCC reviewed its options and concluded that:

- opportunities for other substantial grants were unlikely in view of economic conditions (although a Garfield Weston Grant of £5k had been received);
- delay into 2021 would see cost increases and there was a risk that the LPW Grant Scheme may not be renewed after their 31 March 21 budget yearend.

It was therefore decided to proceed with the project, continue fund raising and use more funds from reserves. Work on the Project commenced on 19/10/20 and is expected to finish on 12/4/2021.

PCC CCLA reserve investments were sold to generate £100000 cash to hold in a CCLA deposit account to part fund the Project. All the restricted fundraising to 31/12/20 was used towards the costs of the work completed in October, November and December.

The following Spire Project Summary shows the funding and costs as at 31/12/20.

Spire Project as at 31 Dec 2020						
Funding			Expenditure			
£			£			
	Project Actual	Spire Project Designated Fund balance at 31/12/20	Project Estimate		Project Actual	Project Estimate
Funding designated from unrestricted reserves	1930	94096	96026			
Funding from designated income received						
Legacy	5000			Building work		
LPWG scheme grants (re Vat)	6411	11411	29296	Vat	10630	29296
Total designated funding	13341		125322	MSM building work	51936	139946
Funding from restricted income received				Project insurance	404	404
Garfield Weston grant	5000			Balance of architect fees etc	1211	6516
Fund raising						
Donations including gift aid	37215					
Interest	33					
legacies	1000					
Events & sales (net) 2019	6395					
Calandar sales (net) 2020	1197	50840	50840			
TOTAL	64181		176162		64181	176162
Notes						
1	In early 2019, the expenditure detailed below was spent to quantify the detailed costs of repairing the spire and tower to obtain quotes for the project :					
Professional fees re specification & tenders		10117				
Bat surveys		1467				
Total		11584				
	This expenditure was funded from unrestricted reserves					
2	All of the restricted income received to 31/12/20 was used to pay part of the project expenditure to that date. The balance of the Project expenditure was paid from designated funds.					

Giving to Charities through Fundraising and Appeals 2020

	2020 £	2019 £
Collections		
Christian Aid Christmas Appeal	-	598
Christian Aid Week collections	-	1640
Total Christian Aid	-	2238
Red Cross Africa Cyclone Appeal	-	864
Other activities supporting charities in the year:		
Lent Lunch - Send a cow	320	401
Safe Water Trust	31	215
Spring Sing concert – Parkinson UK	231	-
Harvest Appeal for Embrace	600	-
Knighton Players -Leicester Children’s Holidays	-	500
Leicester Hospitals Charity	-	500
Knighton Parish Singers concert – Parkinson uk & Inspired Appeal	462	-
Fairtrade fortnight (donations & sales)	430	450
Royal British Legion Poppy Appeal	395	181
Christmas Tree Festival - Hope Charity	-	2301
Children’s Society - boxes	443	658
- Christingle etc	-	300
Dementia UK (Time for a cuppa)	-	316
Total charity giving & fund raising	<u>£2912</u>	<u>£8924</u>

During the year, we also supported the Community of Grace for homeless men with goods and food.

The impact of covid lock downs and other restrictions disrupted our church worship and activities with a major effect on our ability to fund raise and support charities.

NB: These Charity collections and fundraising activities are those only organised by the Church or by others on Church or Centre premises and include gift aid where appropriate.

The Church of St Mary Magdalen, Knighton



Statutory Accounts 2020

*Presented to the Annual Church meeting (APCM)
on 25th April 2021*

Statutory Accounts 2020

Financial review

Comments on the Statement of Financial Activities and analysis of income & expenditure

2020 saw the impact of the pandemic across the UK and the world affecting all aspects of our lives, governments, businesses and finances. Churches were no exception with lock downs and other restrictions disrupting worship, church activities and finances.

The covid restrictions have had a significant impact on the PCC finances reducing both Church and Centre income. In addition to dealing with covid restrictions and disruption, we have been managing the £176000 Spire Repair Project since October.

Total income and endowments 2020

Total income in the year was £149408, which was £13135 lower than in 2019. This is mainly explained by the following:

Total donations and legacies at £111475 were £25669 higher than 2019 due to:

- £17713 increase in Spire Project donations, grants & legacy
- £11647 furlough grants
- Offset by £3691 fall in giving and gift aid

Total income from fees was £2896 lower in the year at £4215

Total other trading activities at £26425 was £37837 lower than 2019. This is mostly explained by the impact of covid as follows:

- £7868 reduction in Spire Project fundraising
- £25181 reduction in Centre hire income
- £3982 reduction in Church social and fundraising events

Total other Income was insurance claim receipts of £2769

Total expenditure 2020

Total expenditure in the year was £171730 which was £25693 higher than 2019

This was mainly explained by the following:

- £52597 increase in Spire Project restricted & designated major maintenance costs
- £2850 increase re insurance claim repair costs
- £3859 Increase in restricted expenditure re Churchyard light project completed in 2021
- £19770 reduction in Contribution to the Dioceses from £56800 to £37030
- £13843 reduction due to savings and changes in other Church and Centre costs

Net income /(expenditure) before transfers for 2020 was expenditure of (£22321)

Transfers in the year relate to increases in the Spire Project and the return of the Centre Fund to general reserves.

Gains/losses on investment assets – Gains on investments are made up of £7872 on sale of units in CCLA investment funds to generate £100000 towards the Spire Project and £8391 based on the valuation of the remaining CCLA units at 31/12/20.

Unrestricted Reserves Policy

The PCC reserve policy is:

- 1) To hold an operational reserve equal to: working capital, 3 months of routine operating costs and employee notice periods.
- 2) To hold building maintenance reserve totalling £75000 for maintenance of the Church and Parish Centre. As all major building maintenance projects are authorised by the PCC from total reserves, only a reasonable level of funds will be held in the Centre bank account as working capital with excesses transferred to PCC main bank account enabling efficient investment.
- 3) To hold any reasonable level of surplus reserves as a contingency against annual deficit and reduction in investment valuations.
- 4) To review the policy and the level of reserves annually.
- 5) To undertake fundraising if actual reserves fall below the required levels.

The reserve policy was reviewed and in the light of the continuing covid financial uncertainties and work on the Spire Project, it was decided to retain the current policy and review it and planned use of reserves when finances were clearer, hopefully in the near future.

As part of this process, the Centre designated fund of £40000 was returned to general funds and will be reconsidered as part of the review.

At 31/12/20, the total unrestricted reserves required and held was in accordance with the current policy at £137800. In addition, £109435 was held as designated reserves in respect of the Spire Project including a contingency of £15339 in respect of unforeseen costs.

Financial control policies

Management accounts and budgets are produced during the year to manage and control finances. All Groups/committees have clear guidance on their delegated authority and when they must refer to the Standing Committee or PCC for approval. The Building Group, who are responsible for maintenance of all buildings and the churchyard, have authority to spend up to £2000 on individual items of major maintenance or capital above which they are required to obtain approval of the Standing Committee or PCC.

Risk management

The PCC manages risk through a number of mechanisms including the following specific policies and practices:

- Children and vulnerable adults – adoption and annual review of diocesan templates.
- Charitable giving policy.
- Health and safety – a H&S policy, including fire risk assessment, routine inspection and testing of high risk items, monthly safety inspections of Church and Parish Centre and appointment of a Church Architect.
- Decision making – clearly defined committees/groups for management and delegation.
- Parish Centre and Church hire policies.
- Finance – clear control policies with regular review of management accounts, budgets and investments.

Volunteers

Thanks are due to all volunteers who work so hard to make our church the lively and vibrant community it is.

Structure, governance and management


The Parochial Church Council is a corporate body established by the Church of England. The PCC operates under the Parochial Church Council Powers Measure and is a Registered Charity.

The method of appointment of PCC members is set out in the Church Representation Rules. At St Mary Magdalen's, the membership of the PCC consists of the incumbent (the vicar), churchwardens, the assistant curate, representatives on the Deanery and Diocesan Synods and members elected by those members of the congregation who are on the electoral roll of the church. All those who attend our services are encouraged to register on the Electoral Roll and stand for election to the PCC.

The PCC members are responsible for making decisions on all matters of general concern and importance to the parish including deciding on how funds of the PCC are to be spent. New members receive training into the workings of the PCC.

Given its wide responsibilities, the PCC has a number of committees and groups, each dealing with a particular aspect of parish life. These committees and groups, which include Social & fundraising, Giving, Worship & Outreach Development and Buildings, in addition to the statutory Standing Committee, are all responsible to the PCC and report back to it regularly, minutes of their decisions being received by the full PCC and discussed as necessary. Detailed terms of reference and a scheme of delegation have been operating during the year.

Report approved by the PCC on 30th March 2021 and signed on their behalf by the
Red Adrian Jones (PCC Chairperson)



A handwritten signature in black ink that reads "Adrian Jones". The signature is written in a cursive style and is positioned above a solid black horizontal line.

Administrative Information

St Mary Magdalen's Church is situated in Brinsmead Road, Knighton, Leicester LE2 3WD. With the Parish of St Guthlac's, it comprises the Benefice of Knighton in the Diocese of Leicester, within the Church of England. The correspondence address is The Parish Office, Knighton Parish Centre, Church Lane, Knighton, Leicester LE2 3WG. Registered charity number 1130923.

PCC members who served during 2020 are:

Ex Officio members:

Incumbent:	The Revd Adrian Jones (Chair)	
Assistant Curate:	The Revd Matthew Gough	
Wardens:	Mrs Rosalind Matthew (Vice-chair) (until Sept. 2020)	Ms Sian Howard (Vicechair) (from October 2020)

Elected members:

Mr Bob Rutland	representative on Deanery Synod	(to APCM 2023)
Mr David Stanyer	representative on Deanery Synod (Treasurer)	(to APCM 2023)
Vacancy	representative on Deanery Synod	
Mrs Angelica Amoroso		(to APCM 2021)
Mrs Mary Britton		(until APCM 2020)
Mr Michael Kirk		(to APCM 2022)
Mr Andrew Oldershaw		(to APCM 2022)
Mr David Palmer		(from APCM 2020 to 23)
Mrs Lorna Pollard		(from APCM 2020 to 23)
Mrs Judith Rudd		(from APCM 2020 to 23)
Mr Nigel Siesage		(to APCM 2022)
Mrs Anne Squires		(until APCM 2020)
Mrs Tanya Willis		(until APCM 2020)
Vacancy		

Co-opted members

Ms Sian Howard	(until APCM 2020)
Mr Joshua Crick de Boom	(from Nov. 2020 to APCM 2021)

Knighton PCC
Statement of Financial Activities
For the period from 01 January 2020 to 31 December 2020

	Unrestricted funds	Restricted funds	Endowment funds	Total funds	Prior year total funds
<i>Income and endowments from:</i>					
Donations and legacies	86,430	25,045	—	111,475	85,806
Income from charitable activities	4,215	—	—	4,215	7,111
Other trading activities	24,844	1,581	—	26,425	64,262
Investments	4,261	261	—	4,523	5,363
Other income	2,769	—	—	2,769	—
Total income	122,519	26,888	—	149,408	162,543
<i>Expenditure on:</i>					
Raising funds	179	384	—	563	2,135
Expenditure on charitable activities	116,485	54,681	—	171,166	143,902
Total expenditure	116,664	55,065	—	171,730	146,037
Net income / (expenditure) resources before transfer	5,855	(28,177)	—	(22,321)	16,506
<i>Transfers</i>					
Gross transfers between funds - in	101,449	—	—	101,449	110,530
Gross transfers between funds - out	(101,382)	(67)	—	(101,449)	(110,530)
<i>Other recognised gains / losses</i>					
Gains / losses on investment assets	16,263	—	—	16,263	28,642
Net movement in funds	22,185	(28,244)	—	(6,058)	45,148
<i>Reconciliation of funds</i>					
Total funds brought forward	776,668	35,730	—	812,398	767,249
Total funds carried forward	798,853	7,486	—	806,340	812,398
<i>Represented by</i>					
Unrestricted					
General fund	689,418	—	—	689,418	686,667
Designated					
Parish Centre Fund	—	—	—	—	40,000
Spire Fund	109,435	—	—	109,435	50,000
Restricted					
Building Appeal Fund	—	1	—	1	1
Churchyard Fund	—	7,481	—	7,481	11,174
Education & Training Fund	—	1	—	1	1
Fabric Fund	—	0	—	0	0
Spire Fund	—	1	—	1	24,553
Vestments and altar covers	—	0	—	0	0

Knighton PCC

Balance sheet (Summary)

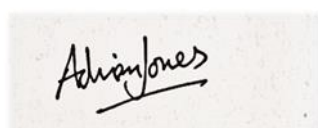
As at: 31 December 2020

	As at 31/12/2020	As at 31/12/2019
	£	£
Fixed assets		
Tangible assets	551,962	553,887
	551,962	553,887
Current assets		
Debtors	4,652	9,374
Investments	71,906	166,643
Cash at bank and in hand	180,873	85,391
	257,432	261,409
Liabilities		
Creditors: Amounts falling due in one year	3,054	2,898
Net current assets less current liabilities	254,377	258,511
Total assets less current liabilities	806,340	812,398
Total net assets less liabilities	806,340	812,398
Represented by		
Unrestricted		
Unrestricted - General fund	689,418	686,667
Designated		
Designated - Parish Centre Fund	—	40,000
Designated - Spire Fund	109,435	50,000
Restricted		
Restricted - Building Appeal Fund	1	1
Restricted - Churchyard Fund	7,481	11,174
Restricted - Fabric Fund	0	0
Restricted - Restricted	—	—
Restricted - Vestments and altar covers	0	0
Restricted - Spire Fund	1	24,553
Restricted - Education & Training Fund	1	1
Restricted - Agency collection	—	—
Funds of the church	806,340	812,398

Report approved by the PCC on 30th March 2021 and signed on their behalf by the

Red Adrian Jones (PCC Chairperson)

Mr David Stanyer (Treasurer)




Knighton PCC

Analysis of receipts and payments Selected period: 01 January 2020 to 31 December 2020

	Unrestricted	Designated	Restricted	Endowment	Total This year	Total Last year
Receipts						
Donations and legacies						
0101 - Giving gift-aided - bank	31,356	—	—	—	31,356	27,176
0105 - Giving gift aided - cheques	2,540	—	—	—	2,540	1,600
0110 - Giving gift-aided - envelopes	9,140	—	—	—	9,140	16,087
0115 - Spire Fund - donations	—	—	16,673	—	16,673	14,564
0201 - Giving - not gift aided	3,878	—	—	—	3,878	4,038
0301 - Loose plate collections	936	—	—	—	936	3,918
0550 - Donations appeals etc	3,482	—	—	—	3,482	352
0601 - Tax recovered-gift aided giving	11,029	—	3,372	—	14,401	13,481
0602 - Tax recovered-gift aided dons.	—	—	—	—	—	83
0603 - Tax recovered-small dons. sch.	508	—	—	—	508	1,804
0701 - Legacies	500	5,000	—	—	5,500	1,500
08A1 - Non-recurring one-off grants	—	6,411	5,000	—	11,411	1,200
08A2 - non-recurring furlough grants	11,647	—	—	—	11,647	—
Donations and legacies Totals	75,018	11,411	25,045	—	111,475	85,806
Income from charitable activities						
1101 - Fees - weddings and funerals	4,215	—	—	—	4,215	5,651
1102 - Fees - chaplaincy	—	—	—	—	—	1,460
Income from charitable activities Totals	4,215	—	—	—	4,215	7,111
Other trading activities						
0910 - Social & fund raising events	261	—	—	—	261	4,243
0911 - Votive candles income	9	—	—	—	9	—
0912 - miscellaneous income	1,118	—	—	—	1,118	2,130
0915 - Spire Fund - fund raising events	—	—	1,581	—	1,581	9,449
1240 - Centre lettings	22,163	—	—	—	22,163	47,344
1241 - Church lettings	700	—	—	—	700	—
1260 - Parish magazine sales	20	—	—	—	20	633
1261 - Printing re-charges	570	—	—	—	570	461
Other trading activities Totals	24,844	—	1,581	—	26,425	64,262
Investments						
1001 - Dividends	4,173	—	234	—	4,407	5,223
1020 - Bank & building soc. interest	87	—	—	—	87	133
1225 - Spire fund interest	—	—	27	—	27	6
Investments Totals	4,261	—	261	—	4,523	5,363
Other income						
1310 - Insurance claims	2,769	—	—	—	2,769	—
Other income Totals	2,769	—	—	—	2,769	—
Receipts Grand totals	111,108	11,411	26,888	—	149,408	162,543

	Unrestricted	Designated	Restricted	Endowment	This year	Total Last year
Payments						
<i>Raising funds</i>						
1715 - Spire Fund - fund raising expenditure	—	—	384	—	384	1,803
1720 - Costs of Giving Scheme	179	—	—	—	179	332
<i>Raising funds Totals</i>	179	—	384	—	563	2,135
<i>Expenditure on charitable activities</i>						
1871 - Charitable giving	—	—	—	—	—	2,301
1910 - Contribution to Diocese	37,030	—	—	—	37,030	56,800
2050 - Salary of parish administrator	11,790	—	—	—	11,790	11,545
2060 - Muscian fees	729	—	—	—	729	3,048
2101 - Expenses of incumbent	273	—	—	—	273	618
2102 - Curate's expenses	885	—	—	—	885	707
2201 - Mission outreach	1,122	—	—	—	1,122	3,167
2301 - Church insurances	4,368	—	—	—	4,368	4,265
2304 - Insurance claims	2,850	—	—	—	2,850	—
2330 - Church routine maintenance	2,396	—	—	—	2,396	3,439
2331 - Church cleaning	293	—	—	—	293	633
2340 - Sacristy costs	528	—	—	—	528	196
2341 - Other music costs	301	—	—	—	301	714
2350 - Churchyard maintenance	324	—	—	—	324	—
2360 - Administration costs	6,427	—	—	—	6,427	6,710
2401 - Church electricity	806	—	—	—	806	1,298
2410 - Church gas	2,326	—	—	—	2,326	2,643
2420 - Church water	99	—	—	—	99	64
2520 - Centre wages	17,512	—	—	—	17,512	20,134
2530 - Centre electricity	1,194	—	—	—	1,194	1,662
2540 - Centre gas	2,572	—	—	—	2,572	2,252
2550 - Centre insurance	1,305	—	—	—	1,305	1,274
2560 - Centre routine maintenance	3,068	—	—	—	3,068	2,966
2570 - Centre licences	296	—	—	—	296	233
2580 - Centre water	773	—	—	—	773	1,051
2590 - Centre other costs	1,924	—	—	—	1,924	1,784
2701 - Church major maintenance	—	—	—	—	—	878
2702 - Churchyard major maintenance	—	—	3,859	—	3,859	—
2815 - Spire Fund - - major maintenance	—	13,358	50,822	—	64,181	11,584
3001 - Depreciation - Centre	1,925	—	—	—	1,925	1,925
<i>Expenditure on charitable activities Totals</i>	103,126	13,358	54,681	—	171,166	143,902
Payments Grand totals	103,305	13,358	55,065	—	171,730	146,037

There may be minor discrepancies in the totals if the pence are not being shown

THESE NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2020

FORM PART OF THE ACCOUNTS

1 ASSETS AND LIABILITIES

FIXED ASSETS

TANGIBLE ASSETS

Freehold land and buildings

Other

Total

		1	2	3	
GROSS BOOK VALUE	At 31 December 2019	£316,152	£231,424	£42,749	£590,325
	Additions	£0	£0	£0	£0
	Disposals			£0	£0
	At 31 December 2020	£316,152	£231,424	£42,749	£590,325
DEPRECIATION	At 31 December 2019	£0	£0	£36,437	£36,437
	Disposals	£0	£0	£0	£0
	Charge for year	£0	£0	£1,925	£1,925
	At 31 December 2020	£0	£0	£38,362	£38,362
NET BOOK VALUE	At 31 December 2020	£316,152	£231,424	£4,387	£551,963

1 Parish Centre, Brinsmead Road

2 Holbrook Hall, Holbrook Road

3 Fixtures and fittings in the Centre and office

The gross book value of the land and buildings included in the accounts is as estimated for insurance purposes at 1 October 1998.

The estimated insurance valuations at 28/09/20 are: Centre - £916k; Holbrook Hall - £560k

CURRENT ASSETS

Unrestricted Restricted Total 2020 Total 2019

DEBTORS

Interest /dividend accrued	506		506	1264
Prepayment	657		657	640
Furlough grant	1599		1599	0
Sundries	1891		1891	2743
Gift Aid due	0		0	4728
Total debtors	£4,653	£0	£4,653	£9,375

INVESTMENTS

Use

CCLA Church of England Investment fund- units 4126	General reserve	£32,522		32522	78580
CCLA Church of England Investment fund- units 556	Churchyard maintenance	£0	0	0	11175
		£32,522	£0	£32,522	£89,755
CCLA Church of England Global Investment fund- units 34712	General reserve	£39,384	0	39384	76888
Total investments		£71,906	£0	£71,906	£166,643

CASH AT BANK AND IN HAND

Account

Lloyds/TSB Deposit	General Reserve	1		1	1
Virgin Money Deposit	General Reserve	17280		17280	17196
CCLA C of E Deposit	Education & Training		1	1	1
CCLA C of E Deposit	General Reserve	100548		100548	548
CCLA C of E Deposit	Churchyard maintenance	7142		7142	0
CCLA C of E Deposit	Fabric Fund		1	1	1
CCLA C of E Deposit	Buildings Appeal		1	1	1
HSBC Community account	Choir bank account	399		399	349
HSBC Community account	Sunday club bank account	30		30	76
Nat West current account	Social Group bank account	982		982	720
Lloyds current account	Centre bank & petty cash	17362	0	17362	26974
Total short term deposits		£143,744	£3	£143,747	£45,867
Barclays deposit account	Spire Fund account		£1	1	24553
Barclays current account	main bank account	£37,125	0	37125	14970
		£37,125	£1	£37,126	£39,523
Total cash at bank and in hand		£180,869	£4	£180,873	£85,390

TOTAL CURRENT ASSETS

£257,428 £4 £257,432 £261,408

LIABILITIES: AMOUNTS FALLING DUE WITHIN ONE YEAR

Sundry creditors

£3,055 £0 £3,055 £2,898

NET CURRENT ASSETS

£254,373 £4 £254,377 £258,510

ANALYSIS OF NET ASSETS BY FUND

Unrestricted Restricted Total 2019 Total 2019

Tangible fixed assets	551963	0	551963	553888
Current assets	257428	4	257432	261408
Current liabilities	-3055	0	-3055	-2898
Fund balance	£806,336	£4	£806,340	£812,398

THESE NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED
31 DECEMBER 2020, FORM PART OF THE ACCOUNTS continued

1 Asset and liabilities

See detailed schedule

2 Accounting policies

Basis of the financial statements

The financial statements have been prepared under the Church Accounting Regulations 2006 in accordance with applicable accounting standards and the current Statement of Recommended Practice Accounting and Reporting by Charities and applicable accounting standard FRS 102.

The financial statements have been prepared under the historical cost convention except for investment assets, which are shown at market value. The financial statements 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 affiliation to another body, nor those that are informal gatherings of church members.

Fund accounting

Endowment funds are funds, the capital of which must be retained either permanently or at the PCC's discretion; the income derived from the endowment is to be used either as restricted or unrestricted income funds depending upon the purpose for which the endowment was established in the first place.

Restricted funds comprise (a) income from endowments which is to be expended only on the restricted purposes intended by the donor and (b) revenue donations or grants for a specific PCC activity intended by the donor. Where these funds have unspent balances, interest or dividends on their pooled investment is apportioned to the individual funds on an average balance basis.

Unrestricted funds are income funds which are to be spent on the PCC's general purposes.

Designated funds are general funds set aside by the PCC for use in the future. Project funds are designated for particular projects for administration purposes only. Funds designated as invested in fixed assets for the PCC's own use abated in line with assets' annual depreciation charges in the SOFA. Designated funds remain unrestricted and the PCC will move any surplus to other general funds.

Income and resources

Planned giving, collections and similar donations are recognised when received. Tax refunds are recognised when the incoming resource to which they relate are received. Grants and legacies are accounted for when the PCC is entitled to the use of the resources, their ultimate receipt is considered reasonably certain and the amounts due are reliably quantifiable. Dividends are accounted for when declared receivable, interest as and when accrued by the payer. All incoming resources are accounted for gross.

Resources expended

Grants and donations are accounted for when paid over, or when awarded, if that award creates a binding or constructive obligation on the PCC. The PCC agreed contribution to the Diocese is accounted for when due. All other expenditure is generally recognised when it is incurred and is accounted for gross.

Fixed assets

Consecrated and benefice property is not included in the accounts in accordance with s10 (2) (a) and (c) of the Charities Act 2011.

Movable church furnishings held by the vicar and churchwardens on special trust for the PCC and which require a faculty for disposal are inalienable property are listed in the church's inventory, which can be inspected (at any reasonable time). These assets should be capitalised as fixtures, fittings and equipment and depreciated.

For anything acquired prior to 2002, there is insufficient cost information available and therefore such assets are not valued in the financial statements. Individual assets with a cost of less than £1000 are not capitalised and are included as expenditure not in the balance sheet.

Fixtures, fittings and equipment assets within Church and Centre premises are depreciated on a straight line basis over 10 years. Equipment in the Office is depreciated over 5 years.

3 Staff costs	2020	2019
Office	£11790	£11545
Parish Centre	£14960	£ 15383

The above costs relate to a part-time administrator employed in St Mary's Office and the share of a part-time letting secretary and caretaker employed in St Mary's Centre. The Centre staff also provide a similar service to St. Guthlac PCC for Holbrook Hall and their related costs have been recharged to St Guthlac PCC.

During the year, furlough grants were received totalling £3469 re St. Mary's administrator; £ 8178 re St. Mary's Centre employees and £ 4979 received and transferred to St Guthlac PCC re St Guthlac share of the Centre staff.

Payments to PCC members

No payments or expenses were paid to any PCC member or persons closely connected to them or related parties.

4 Investments

The agreed policy of the PCC is to maintain a balance between cash and investments, maximise income while not taking undue risks and to invest in ethical investments by using CCLA investments which are managed and operate under the Church of England ethical investment policy. Investments are valued at market value at 31st December and gains and losses are realised when investments are sold.

Investment sales to fund Spire and Churchyard light projects

In October, 20 following the PCC decision to start the Spire Repair Project, CCLA funds totaling £100000 were converted to cash and placed in a CCLA deposit account as designated funds for the Spire Repair Project.

At the same time, the proportion of the CCLA Investment Fund relating to the restricted churchyard fund was also converted to cash - £11000 (£1000 re a known liability; £10000 re general churchyard maintenance) and placed in a dedicated CCLA deposit account.

Most of the general churchyard maintenance fund will be used towards the PCC approved lighting project to upgrade all the churchyard lights. The project started in August 20 and will be finished by March 21.

The value of the remaining CCLA CBF Church of England Global Investment Fund units at the

31 December 20 was £39384.

The value of the remaining CCLA CBF Church of England Investment Fund units at the 31 December 20 was £32522.

5 Restricted funds

Education & Training , Building Appeal, Fabric,Vestments & Alter cover Funds

These Fund accounts are retained for future use. There was no movement during the year.

Churchyard Maintenance Fund

The fund is used to hold various donations made over a long period of time for the maintenance of graves. Following a detailed review in 2016-17 to identify any known liabilities, the balance of this Fund was designated to be used to contribute to the cost of any general maintenance in the churchyard which was the responsibility of the PCC.

	£
Balance at 1/1/20	10767
Expenditure on lighting project	-3859
Dividend income	<u>234</u>
Balance at 31/12/19	<u>7142</u>
Known liabilities	1000
Balance for PCC maintenance	<u>6142</u>
	<u>7142</u>

The Fund was held as part of the CCLA Investment Fund. In October 20, its share of this fund was sold and placed in a dedicated CCLA deposit account in anticipation of expenditure on a lighting project approved by the PCC to upgrade lighting in the churchyard. The project will be completed early in the new year using most of the remaining £6142.

Donations are now only accepted for unrestricted general churchyard maintenance and no longer for individual grave maintenance.

Spire Repair Project Fund

A restricted fund was set up in 2019 to hold donations and proceeds from fund raising activities to contribute towards the repair costs of the spire and tower.

The Spire Repair Project commenced on 19/10/20 and expenditure of £64181 was incurred by

31 December 20. All the funds contained in the restricted Spire Fund bank account at 31 December 20 were transferred to the main Church bank account and used towards paying the £64181 costs. The balance on the Fund account at the 31 December 2020 was therefore £1.

Independent Examiner's Report to the trustees of St Mary Magdalen Church, Knighton Parochial Church Council.

I report on the accounts for the year ended 31st December 2020

Respective responsibilities of the Trustees and Independent Examiner

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

It is my responsibility to:

- examine the accounts under section 145 of the 2011 Act;
- follow the procedures laid down in the General Directions given by the Charity Commissioners section 145(5)(b) of the 2011 Act; and
- state whether particular matters have come to my attention.

Basis of Independent Examiner's Statement

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

An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from the management committee concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in a full audit, and consequently I do not express an audit opinion on the accounts.

Independent Examiner's Statement

In connection with my examination, no matters have come to my attention:

1. which give me reasonable cause to believe that in any material respect the requirements

- to keep accounting records in accordance with s.130 of the 2011 Act; or
- to prepare accounts which accord with these accounting records 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.

S.A Rankine



Corner Thatch,
Bell Lane,

Burton Overy Leicestershire LE8 9DB

Dated: 12 February 2021



Faith for Life
“I have come that they may have life; life in all its fullness” – Jesus (John 10.10)