

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, Scraptoft - 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	(N/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)



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
Income and endowments from:						
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
Expenditure on:						
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
Transfers						
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
Other recognised gains / losses						
Gains / losses on investment assets	8,973	—	—	—	8,973	(10,822)
Net movement in funds	(22,083)	9,552	(3)	—	(12,534)	31,006
Reconciliation of funds						
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
Represented by						
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

237,535 248,500

Total assets less current liabilities

788,894 801,429

Total net assets less liabilities

788,894 801,429

Represented by

Unrestricted

Unrestricted - General fund	689,710	711,793
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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

788,894 801,429

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						
<i>Donations and legacies</i>						
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
<i>Donations and legacies Totals</i>	67,413	21,153	—	—	88,567	150,747
<i>Income from charitable activities</i>						
1101 - Fees - weddings and funerals	4,019	28	—	—	4,047	7,077
<i>Income from charitable activities Totals</i>	4,019	28	—	—	4,047	7,077
<i>Other trading activities</i>						
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
<i>Other trading activities Totals</i>	49,069	—	—	—	49,069	40,770
<i>Investments</i>						
1001 - Dividends	2,099	—	—	—	2,099	1,574
1020 - Bank & building soc. interest	4,929	155	0	—	5,084	1,474
<i>Investments Totals</i>	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
<i>Raising funds Totals</i>	197	—	—	—	197	99

	Unrestricted	Designated	Restricted	Endowment	Total	
					This year	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 - Sacristy 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	£316,152	£231,424	£43,500	£591,076
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	£0	£0	£39,718	£39,718
NET BOOK VALUE	At 31 December 2023	£316,152	£231,424	£3,782	£551,358

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	£2,860	£0	£2,860	£3,188
Total debtors	£9,236	£0	£9,236	£8,541

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	£45,199		£45,199	£39,337
Total investments		£81,083		£81,083	£72,111

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	£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	£1,000
CCLA C of E Deposit	closed	Fabric Fund		£0	£0	£1
CCLA C of E Deposit	closed	Buildings Appeal		£0	£0	£1
Nat West current account		Social Group bank account	£485		£485	£824
Lloyds current account		Centre bank & petty cash	£14,501	£0	£14,501	£15,456
Total short term deposits			£123,076	£1,000	£124,076	£125,374
Barclays deposit account		Main bank account	£8,256	£0	£8,256	£25,414
Barclays deposit account		Friends of St Mary's account	£15,432	£0	£15,432	£19,909
Barclays current account		Fees Account	£1,206	£0	£1,206	£0
			£24,894	£0	£24,894	£45,323

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	£1,206	£0	£1,206	£0
NET CURRENT ASSETS	£236,531	£1,000	£237,531	£215,306

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	£1,758	£0	£1,758	£2,848
Fund balance	£787,889	£1,000	£788,889	£801,429

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 Overy, 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)