

**REGISTERED CHARITY NUMBER: 1131153**

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL  
MINISTRY AREA OF WEST CARDIFF  
UNAUDITED**

**TRUSTEES' REPORT AND FINANCIAL STATEMENTS**

**FOR THE YEAR ENDED 31 December 2023**

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL  
MINISTRY AREA OF WEST CARDIFF**

**CONTENTS**

**YEAR ENDED 31 December 2023**

	<b>Page</b>
<b>Reference and administrative details of the charity, its trustees and advisors</b>	<b>1</b>
<b>Trustees' report</b>	<b>2 - 12</b>
<b>Independent examiners' report to the trustees</b>	<b>13</b>
<b>Statement of financial activities</b>	<b>14</b>
<b>Balance sheet</b>	<b>15</b>
<b>Notes to the financial statements</b>	<b>16 - 28</b>

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# **THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL MINISTRY AREA OF WEST CARDIFF**

## **REFERENCE AND ADMINISTRATIVE DETAILS OF THE CHARITY, ITS TRUSTEES AND ADVISERS**

**YEAR ENDED 31 December 2023**

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### **Members of Ministry Area Council**

Matthew Bowen, Ian Davies, Ruth Davies, Gareth Glover, Reverend Canon Jan Gould, Iona Gordon, Cynthia Hill, Reverend Dr Rhys Jenkins, Jean O'Keefe, Peter Kellam, Claire Lam, Kate Puzey, Quick, Mark Saunderson, Reverend Jesse Smith, Gareth Tombleson, Debbie Walsh.

Reverend Emma Rees-Kenny left the Ministry Area in April 2023.

Reverend Frances Wilson left the Ministry Area September 2023.

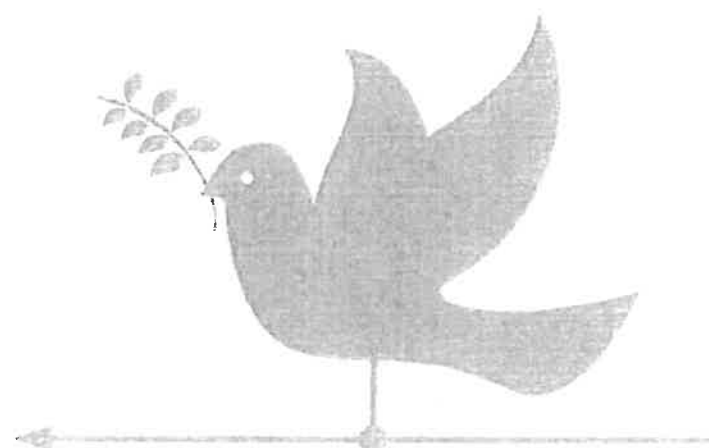
Reverend Andrew Sully joined the Ministry Area of West Cardiff in March 2024 as Ministry Area Leader

### **Co-opted Members**

Gareth Glover	Ministry Area Treasurer
Peter Kellam	Ministry Area Property Lead
Mark Saunders	Ministry Area Safeguarding Officer
Gareth Tombleson	Ministry Area Communication Lead
<b>Lay Chair</b>	Iona Gordon
<b>MAC Secretary</b>	Jean Gorey
<b>Charlty registration number</b>	1131153
<b>Registered Office</b>	12 Thompson Avenue Cardiff CF5 1EY
<b>Independent Examiner</b>	J M Roderick, BSc ACA WJ James & Co Limited Bishop House 10 Wheat Street Brecon Powys LD9 7DG

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# Annual Vestry Meeting Report 2024



Ardal	West
Weinidogaeth	Cardiff
Gorllewin	Ministry
Caerdydd	Area

Charity Number: 1131153

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## **Index of Reports**

1. Ministry Area Leader
2. Ministry Area Treasurer
3. Church of St Catherine
4. Church of St David
5. Church of St Luke
6. Church of St John, the Evangelist
7. Church of St Peter
8. Church of the Resurrection
9. Governance: Ministry Area Secretary
10. Safeguarding
11. Communications
12. Property

## **Ministry Area Report - Reverend Andrew Sully**

Firstly, I would like to express a huge thank you to the officers of the Ministry Area in what has been a challenging year. In August we said farewell to Mother Frances, the Ministry Area leader, and entered a six month period of interregnum during which time we were ministered to by a variety of clergy, who gave generously of their time in maintaining cover of services both on Sundays and during the week. Father Rhys Jenkins has been superb in his unwavering commitment and pastoral care. His kind, urbane manner and cheery style of serving has been hugely appreciated in keeping the morale of the four churches left vacant positive and resilient.

I am hugely in the debt too of my colleagues Canon Jan Gould and Father Jesse Smith for their support and wise counsel during this time. Canon Dyfrig Lloyd requires a special mention as well because as Area Dean he was left with oversight for a whole host of projects and committees, as well as for arranging rotas and offering the continuity so crucial during the vacancy period.

The Ministry Area Council has really taken shape well since the Ministry Area was set up two years ago. Iona Gordon, Gareth Glover and Jean Gorey have worked really hard as chair, treasurer and secretary to ensure that good governance of the Ministry Area is achieved smoothly and effectively. On a personal note, Iona has been a huge help in helping me find my way into my new role and in offering wise counsel in how to take up my new role. Kate Puzey has been no less supportive and our loss of her as she steps down as Ministry Area warden is St Peter's gain as she steps back into the role of churchwarden there.

I am reticent to go any further in my statements of appreciation for fear of excluding anyone. May it be enough to say how grateful and proud I am to be joining a team of such highly committed and competent disciplines as together we find a way to continue to build up the body of Christ in West Cardiff and find new ways of making Christ's Kingdom a visible sign of God's presence with us.

## **2. Ministry Area Treasurer's Report – Gareth Glover**

The relevant information on the Ministry Area finances has been circulated in advance. Please refer to two spread sheets MA Fund Totals and MA SOFA

## **3. St Catherine's Church – Ruth Davies**

### **Joint Heritage and Eco Church Event 10th June 2023**

The church, hall and grounds were open all day. Visitors enjoyed finding out about the values of Eco church, which we are affiliated to, as well as historical tours of our church. Visitors also brought along artefacts associated with St Catherine's which were scanned and are available on 'The People's Collection Wales' website.

**Bonfire Night 2023.** Large numbers of families with children from the local community attended this successful event, so many came that we actually ran out of food! A great time was had by all, especially enjoyed was the giant bonfire, 'sparklers' (under the supervision of parents) and 'hot dogs'

Throughout 2023 we extended our mission and raised our profile by including the local area in invitations for summer and autumn fairs and Christmas services, all of which were well attended. The Christmas services included a Christingle, and the Carol service included stories from the children's bible, one of which was dramatized beautifully by dancers from our local ballet school.

In addition to these events, 'Little Fishes' playgroup has been started and welcomes families with babies and toddlers from the area. Our Church Hall has increased bookings throughout the week and the hire fees are a vital income for our Church.

#### **4. Church of St David – Cynthia Hill**

##### **Bringing the churches of St David's & St Timothy's together**

Following the closure of St Timothy's, it was uncertain whether the former congregation of St Timothy's would attend services at St David's; but after a faltering start they eventually did return for worship. Collaboration between the two churches is on going too, with rota's for church cleaning & flower arranging. A very successful Summer Fayre was held with assorted stalls, staffed by members of both churches.

##### **Sunday School**

Sunday school was previously held in St Timothy's in the hall; however due to the lack of space in St David's, Father Jesse kindly agreed to the use of the Vicarage. The number of children who now attend exceeds 30

##### **Heating System**

With the help of local councillors & lots of hard work undertaken by Father Jesse, in securing grants, the heating system is now installed & paid for.

##### **Licensing Service for our new Ministry Area Leader**

New Ministry Area Leader, Reverend Andrew Sully, was licensed on March 1st in St Davids. Light refreshments were laid on afterwards and the evening was a great success.

#### **5. St Luke's Church – Paula Yates**

This has been a quiet year for St Luke's. Our regular worship is at the heart of what we do, and this has been sustained as always by our small but excellent choir and organist. Their simple and lovely music creates the contemplative atmosphere that helps us to prepare to meet God at the altar. During the interregnum we have been very grateful to all the clergy who have celebrated the Eucharist for us and given us encouragement. I usually avoid mentioning individuals for fear of accidentally leaving someone out, but I know we would all like to join in thanking Father Rhys in particular for everything he has done to keep us cheerful and positive. The congregation is small and we have lost some very longstanding members this year. Nevertheless, we have been able to hold a few events, most notably the very successful mince pie and mulled wine evening after the community Christmas carols in Victoria Park.



We are grateful to those individuals who work behind the scenes to keep the church running and who keep the church looking so beautiful. The Romanian Orthodox Church continues to use the church building for their early liturgy. It is wonderful to see St Luke's so full and their icons and other worship materials make their own contribution to the sense that St Luke's is full of the glory of God.

We have been happy to welcome Reverend Andrew. It is not easy for a new cleric to take on an unfamiliar worship style at such an important time of the Church year as Easter. We look forward to the coming year with an awareness of the need for some changes and in a spirit of slightly anxious optimism.

## **6. Church of St John, the Evangelist**

The Church continues to be a popular venue for a wide variety of community events and concerts. We are still working on how to let people who come to these events know about the support, pastoral care and worship that the St John's 'team' offers. During the year we extended our hospitality and more people stay on after services for coffee and a chat. We are trying to make sure that every first time attendee or new family coming to the Church is welcomed and introduced to others. The Church hosts an Orthodox congregation after the Sunday morning service.

A particularly well-attended celebration, was the lighting up of the Christmas Tree outside the Church in December. This was followed by a lantern procession and Christmas carols in the Church afterwards. Bishop Mary officiated and it was a really joyful occasion with crowds of local people joining in.

We were delighted to organise and host a Ministry Area farewell Sunday lunch for Mother Frances Wilson when she left at the end of August. We have a lively group of children attending Sunday School each week in term time, and several are being prepared for Confirmation in May. We are a collection point for the Food Bank and support Christian Aid through monthly lunches, but every Friday during Lent.

## **7. Church of St Peter – Kate Puzey**

We have had the joy of welcoming many visiting priests this year and we are grateful for support from Fr Dyfrig, Fr Rhys and Fr Huw in particular, but also Fr Keith, Bishop Richard, Bishop Rowan and others, who have maintained the pattern of worship until we were able to welcome our new Ministry Area Leader, Andrew Sully.

Numbers on Sunday have been stable and our Sunday school continues to thrive and grow, with approximately thirty families regularly attending. The Wednesday morning Eucharist has a good regular attendance, followed by a coffee morning that supports different charities each month and attracts people from the community. We have had a number of baptisms and four children and three adults were confirmed in April 2023.

We held two successful fundraising fairs in June and November, raising £2,500 at each event, but equally important they were wonderful opportunities to bring people together and to see so many visitors from the local community come to our hall and garden. We recently launched St Peter's 100 Club. Our finances continue to be of concern, although our deficit 2023/2024 was half the figure of the previous year.

Our Quinquennial inspection in June highlighted some repair work needed to roofs and also advice for a structural engineer survey to assess some movement in the building.

Our Community Hall & Garden Project continues to grow. With funding from the National Lottery we employ three part time staff to manage the Hall and run our Social Prescribing Project. Our community lunches attracted a regular 25-30 people.

We were thrilled to hear in February 2024 that we have been awarded National Lottery funding for another 3 year project to support the health and well being of people in our local communities.

## **8. Church of the Resurrection – Carol Cobert**

The Church continues to meet for worship on Sundays. Every 3<sup>rd</sup> Sunday a family service Eucharist is held where we encourage our young people to take part. Once a month a Communion Service is held at two of our residential care homes; Regency House and The Court. For those unable to attend Church, who are housebound, a weekly sheet is delivered containing Jan's sermon, Sunday readings and the news sheet. The Church is also used by the Indian Orthodox Church once a month, followed by their time of fellowship in the church hall.

On 23<sup>rd</sup> May two teenage boys died in a bike crash in the Snowden Road Area of Ely that led to widespread rioting well into the night. Canon Jan became the main spokesperson for the Ely community and was interviewed on national and local media, tv and radio, over the next few days on how we as a Church and a community respond to such sad events. The Church opened its doors on the Saturday and many young people and family members came to light candles, to be silent and to weep. Our MP Kevin Brennan, Bishop Mary visited the area with Jan following the riots. Jan conducted the funeral of the two boys on 6<sup>th</sup> July at the Res and the boys were buried together as they were best friends. Many thousands attended the funeral and lined the route of the funeral.

The Church Hall is in constant use with various community groups, including Little Fishes playgroup, Making Music Changing Lives, Over 50s Zumba, Craft and Art Group, the Local Vocals and Bingo. The Foodbank is open on Monday and Thursday each week. During the Churches Unlocked Festival we opened our doors from 3<sup>rd</sup> – 11<sup>th</sup> June and showcased all that we do at the Church, displaying our beautiful church with all its works of art.

The Church hosted a Ministry Area 'Get Together' in our Church Hall on 28<sup>th</sup> January when representatives from all the Churches in the Ministry Area attended.

A variety of concerts have been held during the year at the Church: RWCMD Baroque Ensemble; Local Vocals (2); Making Music Changing Lives (2), Welsh Camerata (2), and in Holy Week "The Seven Last Words" (Haydn) by The Ely String Quartet

## **9. Governance: Ministry Area Secretary – Jean Gorey**

### **Members of West Cardiff Ministry Area Council**

Matthew Bowen, Ian Davies, Ruth Davies, Gareth Glover, Reverend Canon Jan Gould, Iona Gordon, Cynthia Hill, Reverend Dr Rhys Jenkins, Jean O'Keefe, Peter Kellam, Claire Lam, Kate Puzey, Michael Quick, Mark Saunders, Reverend Jesse Smith, Gareth Tombleson, Debbie Walsh.

Reverend Emma Rees-Kenny left the Ministry Area in April 2023. Reverend Frances Wilson left the Ministry Area September 2023. Reverend Andrew Sully joined the Ministry Area of West Cardiff in March 2024 as Ministry Area Leader

### **Co-opted Members**

Gareth Glover	Ministry Area Treasurer
Peter Kellam	Ministry Area Property Lead
Mark Saunders	Ministry Area Safeguarding Officer
Gareth Tombleson	Ministry Area Communication Lead

**Lay Chair**          Iona Gordon

**MAC Secretary**   Jean Gorey

The Ministry Area of West Cardiff held six Ministry Area Council Meetings in 2023. Four were in person and two of these meetings were held on Zoom. In addition we held an afternoon 'Annual Review Workshop' to assess our progress towards our mission and growth targets. 43 people attended this event representing all six churches in our Ministry Area.

## **10. Safeguarding Report – Mark Saunders**

### **1. EXECUTIVE SUMMARY**

The West Cardiff Ministry Area Safeguarding team is considered to be in good health, the year has seen a number of safeguarding events that have ranged from local to potential national impact. All matters have been suitably dealt with engaging the CIW Safeguarding team and other relevant authorities.

As always, as a team we will continue to work to raise awareness of safeguarding in our Church. To prevent abuse or harm occurring and to protect and respond well to those who have experienced abuse, in it's many forms.

### **2. ACHIEVEMENTS**

The lead safeguarding officers within each individual Church continue to provide excellent support to the overall safeguarding objectives.

The use of My Church People continues to improve with further access to training and improvements with the modular system. That said further work is needed to support lead safeguarding officers within individual Churches. It is my intention to implement an in person MCP training event where practical sessions can take place to improve learning.

### **3. SAFEGUARDING CONCERNS**

The MAC meetings will continue to be the forum where safeguarding concerns will be shared if relevant. Should matters arising require urgent attention an extraordinary meeting will be called, and a confidential report provided to the members of the MAC.

### **4. RECOMMENDATIONS**

Continue to ensure safeguarding is a key priority for our Ministry Area.

Continue to attend College of Safeguarding officers meetings to share and learn best practice.

Lead with the roll out of safeguarding training to all those within the Church relevant to their role.

Continue to use the MAC meetings as the forum to share any reported safeguarding concerns using extraordinary meetings if necessary.

Continue to ensure DBS checks are submitted, reviewed, and renewed where necessary to ensure all persons are suitably vetted.

Continue to use My Church People as effectively as possible improving our skills in this area.

## 5. CONCLUSION

This year has seen a number of challenges involving safeguarding where non church bodies have been engaged to discuss safeguarding matters including Cardiff Social Services and the Charity Commission. As point 3 above, safeguarding matters are known to the MAC leader and discussed at the relevant time. It is however worthy of note that both external agencies were very pleased with the manner in which they were engaged and were very helpful. The professional CIW safeguarding team continue to be very supportive of the Cardiff West Ministry Area and I am grateful for all the help that I have received over the last year as the safeguarding lead.

## 11. Communications - Gareth Tombleson

I have made strides in enhancing communication within the MAC over the past year by actively engaging with congregation members across the six churches to understand their preferences for communication frequency and content.

Our presence on social media platforms such as, Facebook and Twitter, have shown promising growth, and efforts to utilise the "Next Door" app are on going. Personally, I dedicate time each Friday to update our Facebook page, which has seen increased follower engagement and messaging. Additionally, maintaining communication via What's App for those not on social media has proven effective for disseminating important information. The recent launch of our MAC website [westcardiffmac.org](http://westcardiffmac.org) has garnered an

average of 100 monthly visits, with plans to further enhance its content and customisation for individual church pages with input from trustees. Going forward, my focus will be on elevating our visibility and exploring platforms like "Go Fund Me" for fundraising to support churches facing financial challenges in securing their future within the MAC community.

## **12. Property – Peter Kellam**

The MAC has responsibility for approval for works over £5k across its constituent churches. More minor works do not generally need to be flagged to the MAC and this report does not cover those.

The closure of St Timothy's church is very much the headline to note in this report.

This last year has seen boilers emerge as a common issue. A new boiler has been installed at St David's and the need for new boilers identified at St Catherine's, St John's and St Luke's. Whilst the Diocese is encouraging consideration of green /renewable options, the costs of doing so have been such that like-for-like has been the only realistic option.

During the reporting period the MAC approved an application from St Catherine's to go forward to the Diocese for a full faculty to allow work on rotten timber around the church organ; work to the organ's leather bellows; work on rainwater goods; removal of the church chimney, repairs to stained glass windows; and the placing of two tablets rescued from St Mary's Maesteg in the porch.

St David's have been developing plans to transform their building for wider community use and future generations using the proceeds of the sale of St Timothy's and have been successful in securing £30k in grant funding for this project.

# **THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL MINISTRY AREA OF WEST CARDIFF**

## **TRUSTEES ANNUAL REPORT**

**YEAR ENDED 31 December 2023**

The Charity Trustees (the Trustees) of The Parochial Church Council of the Ecclesiastical Ministry area of West Cardiff (the Trust) present their annual report together with the financial statements of the Trust for the year ended 31 December 2023

These financial statements have been prepared in accordance with Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued on 16 July 2014 and Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102) and Charities Act 2011 and the Trust's Constitution.

### **OBJECTS AND ACTIVITIES**

The promotion of the whole mission of the Church, pastoral, evangelical, social and ecumenical, in the Ministry Area of West Cardiff (including Ely, Fairwater & Canton)

### **ACTIVITIES UNDERTAKEN TO FURTHER THE TRUST'S PURPOSES FOR PUBLIC BENEFIT**

The Trustees have referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing the Trust's aims and objects. All these aims are undertaken to further our objective for the public benefit.

### **REVIEW OF ACTIVITIES**

#### **Ministry Area Leader Report:**

*No report received.*

#### **Report of the Ministry Area of West Cardiff Treasurer**

*No report received.*



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# **THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL MINISTRY AREA OF WEST CARDIFF**

## **TRUSTEES ANNUAL REPORT**

**YEAR ENDED 31 December 2023**

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### **St Catherine's Church, Canton**

- 1) **Joint Heritage and Eco Church Event 10th June 2023**  
The church, hall and grounds were open all day. Visitors enjoyed finding out about the values of Eco church, which we are affiliated to, as well as historical tours of our church. Visitors also brought along artefacts associated with St Catherine's which were scanned and are now available on 'The People's Collection Wales' (<https://www.propoescolelection.wales>)
- 2) **Bonfire Night 5th November 2023**  
A large numbers of families with children from the local community attended this which was such a success that we actually ran out of food! A great time was had by all at this event which included a giant bonfire, 'sparklers' (under the supervision of parents) and 'hot dogs'
- 3) **Throughout 2023 we extended our mission and raised our profile by including the local area in invitations for summer and autumn fairs and Christmas services, all of which were well attended. The Christmas services included a Christingle, and the Carol service included stories from the children's bible, one of which was dramatised beautifully by the ballet dancers from our local ballet school. In addition to these events, Little Fishes toddler group has been started to include children from the area.**

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**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL  
MINISTRY AREA OF WEST CARDIFF**

**TRUSTEES ANNUAL REPORT**

**YEAR ENDED 31 December 2023**

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**St Timothy's Church, Ely with Caerau**

*No report received.*

**St David's Church, Ely with Caerus**

*No report received.*

**St Luke's church, Canton**

*No report received.*

**St John's church, Canton**

*No report received.*

**St Peter's church, Fairwater**

*No report received.*

**Church of the Resurrection**

*No report received.*

# **THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL MINISTRY AREA OF WEST CARDIFF**

## **TRUSTEES ANNUAL REPORT**

**YEAR ENDED 31 December 2023**

### **MAC Secretary Report**

Matthew Bowen, Ian Davies, Ruth Davies, Gareth Glover, Reverend Canon Jan Gould, Iona Gordon, Cynthia Hill, Reverend Dr Rhys Jenkins, Jean O'Keefe, Peter Kellam, Claire Lam, Kate Puzey, Quick, Mark Saunderson, Reverend Jesse Smith, Gareth Tombleson, Debbie Walsh.

Reverend Emma Rees-Kenny left the Ministry Area in April 2023.

Reverend Frances Wilson left the Ministry Area September 2023.

Reverend Andrew Sully joined the Ministry Area of West Cardiff in March 2024 as Ministry Area Leader

### **Co-opted Members**

Gareth Glover	Ministry Area Treasurer
Peter Kellem	Ministry Area Property Lead
Mark Saunders	Ministry Area Safeguarding Officer
Gareth Tombleson	Ministry Area Communication Lead

**Lay Chair** Iona Gordon

**MAC Secretary** Jean Gorey

The Ministry Area of West Cardiff held Six Ministry Area Council Meetings in 2023 (two of these meetings were Zoom meetings).

# THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL MINISTRY AREA OF WEST CARDIFF

## TRUSTEES ANNUAL REPORT

YEAR ENDED 31 December 2023

### SAFEGUARDING

#### 1. EXECUTIVE SUMMARY

The West Cardiff Ministry Area Safeguarding team is considered to be in good health, the year has seen a number of safeguarding events that have ranged from local to potential national impact. All matters have been suitably dealt with engaging the CIW Safeguarding team and other relevant authorities. As always, as a team we will continue to work to raise awareness of safeguarding in our Church. To prevent abuse or harm occurring and to protect and respond well to those who have experienced abuse, in its many forms.

#### 2. ACHIEVEMENTS

The lead safeguarding officers within each individual Church continue to provide excellent support to the overall safeguarding objectives.

The use of My Church People continues to improve with further access to training and improvements with the modular system. That said further work is needed to support lead safeguarding officers within individual Churches. It is my intention to implement an in person MCP training event where practical sessions can take place to improve learning.

#### 3. SAFEGUARDING CONCERNS

The MAC meetings will continue to be the forum where safeguarding concerns will be shared if relevant. Should matters arising require urgent attention an extraordinary meeting will be called, and a confidential report provided to the members of the MAC.

#### 4. RECOMMENDATIONS

Recommendations for the future

- Continue to ensure safeguarding is a key priority for our Ministry Area.
- Continue to attend College of Safeguarding officers' meetings to share and learn best practice.
- Lead with the roll out of safeguarding training to all those within the Church relevant to their role.
- Continue to use the MAC meetings as the forum to share any reported safeguarding concerns using extraordinary meetings if necessary.
- Continue to ensure DBS checks are submitted, reviewed, and renewed where necessary to ensure all persons are suitably vetted.
- Continue to use My Church People as effectively as possible improving our skills in this area.
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#### 5. CONCLUSION

This year has seen a number of challenges involving safeguarding where non church bodies have been engaged to discuss safeguarding matters including Cardiff Social Services and the Charity Commission. As point 3 above, safeguarding matters are known to the MAC leader and discussed at the relevant time. It is however worthy of note that both external agencies were very pleased with the way they were engaged and were very helpful. The professional CIW safeguarding team continue to be very supportive of the Cardiff West Ministry Area and I am grateful for all the help that I have received over the last

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# THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL MINISTRY AREA OF WEST CARDIFF

## TRUSTEES ANNUAL REPORT

YEAR ENDED 31 December 2023

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### Ministry Area Vision / Plan

*No report provided.*

### Eco Church

*No report provided.*

### Social Communication

*No report provided.*

## SAFEGUARDING REPORT

*"IT'S EVERYONES RESPONSIBILITY"*

### 1. EXECUTIVE SUMMARY

Since the formation of the West Cardiff Ministry Area safeguarding has been prioritised with a Lead Safeguarding Officer co-opted to the Ministry Area Council. This MAC has shown its commitment to safeguarding by driving forward the creation of an all-encompassing subgroup throughout our Ministry Area, we are determined to weave our safeguarding practices into our daily lives, it is crucial to our future progression, integral to our ministry and essential to ensure the wellbeing of children and adults at risk.

We will continue to work to raise awareness of safeguarding in our Church. To prevent abuse or harm occurring and to protect and respond well to those who have experienced abuse, in its many forms.

### 2. ACHIEVEMENTS

During the last year our Ministry Area have taken an active role within the safeguarding college, a newly formed body bringing together all safeguarding leads throughout Wales. This ensures a consistent approach to all matters safeguarding. During college sessions matters discussed include:

- DBS applications
- Implementation of My Church People
- Training and support

We have created a Safeguarding subgroup committee representing all Churches within our Ministry Area with full support from the centre. Excellent communication links have been established and we have all now met in person along with the provincial safeguarding support officer in attendance. It was very pleasing to hear during our most recent meeting that the West Cardiff MA is considered far advanced in terms of our

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# THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL MINISTRY AREA OF WEST CARDIFF

## TRUSTEES ANNUAL REPORT

YEAR ENDED 31 December 2023

safeguarding structure which is a testament to the members of our MAC, our Chair and the Safeguarding Champions who have all embraced the challenge of leading within their own respective Churches. Safeguarding Champions are:

Church of the Resurrection – Gill Kellam  
St Luke's – Jean Steadman  
St David's and St Timothy's – Rebecca Owen-Pursell  
St John's – Ian Davies  
St Catherine's – Ruth Davies  
St Peters – Mark Saunders

I would like to express my sincere thanks to the above persons for their continued enthusiasm, dedication, and passion regarding safeguarding within our Church and I look forward to continuing to work alongside them into the next year.

### **My Church People**

My Church People is a website that allows Ministry Area leads, safeguarding officers, champions, and other designated persons to have oversight of all aspects of safeguarding to ensure our responsibilities are met in terms of delivering efficient and effective service delivery. The website is a database of volunteers, employees, and office holders, it provides information regarding the role a person has within the Church and where they are in terms of DBS checks and their training status. My Church People is the platform used to initiate DBS checks through to storage of the outcome once complete.

It is right to highlight the roll out of My Church People as it is a fundamental change to the way the Church has managed safeguarding process. It is administered by a team of dedicated staff who are on hand to support users using the system. The benefits of the system are clear in terms of ensuring checks are initiated, reviewed, and renewed within the necessary timescales. There have however been teething problems, data pull from the DBS for those already with the necessary vetting level has been problematic meaning that many volunteers and those that hold office are currently shown as out of compliance. This is an administrative drawback and something that is being worked on. Training in terms of how to use the database has been sporadic with users predominantly learning as they use the database. Overall, this system will have clear benefits for the future ensuring that those who hold relevant positions are appropriately vetted and trained.

### **3. SAFEGUARDING CONCERNS**

The MAC meetings will continue to be the forum where safeguarding concerns will be shared if relevant. Should matters arising require urgent attention an extraordinary meeting will be called, and a confidential report provided to the members of the MAC.

### **4. RECOMMENDATIONS**

- Continue to ensure safeguarding is a key priority for our Ministry Area.
- Continue to hold regular safeguarding subgroup meetings with invitation to the provincial safeguarding officers and their team.
- Continue to attend College of Safeguarding officers meetings to share and learn best practice.

# THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL MINISTRY AREA OF WEST CARDIFF

## TRUSTEES ANNUAL REPORT

YEAR ENDED 31 December 2023

- Lead with the roll out of safeguarding training to all those within the Church relevant to their role.
- Continue to use the MAC meetings as the forum to share any reported safeguarding concerns using extraordinary meetings if necessary.
- Continue to ensure DBS checks are submitted, reviewed, and renewed where necessary to ensure all persons are suitably vetted.
- The safeguarding lead to make themselves visible to all Churches within the MA so that members of our respective congregations are aware of their role along with their safeguarding champion.
- Continue to use My Church People as effectively as possible improving our skills in this area.

### 5. CONCLUSION

I am extremely pleased with the manner within which our Ministry Area has embraced the safeguarding challenges that we face within society. We have established a strong team to lead within our Churches which I hope provides the members of the MAC reassurance in terms of our processes in place to not only identify and respond to safeguarding matters but work to prevent it ever occurring.

Respectfully

Mark Saunders

Safeguarding Lead

West Cardiff Ministry Area

*"You may live in the world as it is, but you can still work to create the world as it should be"*

Barack Obama

### Social Communication

I joined towards the end of 2022 but since joining I have looked to build on what is currently in place by carrying out some market research (albeit only St Peters) on what the congregation would like to see in terms of updates and how I can improve communications. I drafted a plan together and have, in 2023, met with MAC East Reverend James who has shared many things that they are doing which we are not doing. From here I got some quotes on website builds and put together some logos. Also put plans together on my focus areas and I started sharing events. There is a Facebook and Twitter page set up but I need to clean up and share the links to the Congregation now that I am part of all Whatsapp groups.

### Property

*No Report was received from the Co-opted Ministry Area Property Lead.*

### 1. Building Reports: St Timothy's

St Timothy's Church building was closed for worship on the 2<sup>nd</sup> February 2023. We completed a full inventory report for the church, as well as those necessary for heritage and safety with help from officers from the diocese and RB. The faculty application for closure and disposal of fabric has been sent to the Diocesan Advisory Committee and we

# THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL MINISTRY AREA OF WEST CARDIFF

## TRUSTEES ANNUAL REPORT

YEAR ENDED 31 December 2023

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expect that process to be completed by the end of the month. The housing association Cadwyn will take formal ownership of the property on the 1<sup>st</sup> of April 2023.

Over the course of this month members of the congregation have been working hard to dispose of moveable property within the church. A lot of the worship resources – vestments, liturgical books, icons etc will come to St David's Church; we are hoping to pass on and/or sell the things we cannot house in St David's. A great challenge for us at the moment is to find temporary storage for the things that we want to keep for use in a refurbished St David's Church.

### **1b Building Reports: St David's**

St David's Church building has weathered a hard year. The major event was the loss of our gas boiler in late November 2022, when it was condemned as unsafe and irreparable. Since that time, we have relied, in these winter months, on small, domestic warm-air blowers. We have just received quotes for a new heating system from Christopher Dunphy, a specialist Church Heating firm, and are looking forward to having a new, more efficient and green system installed later this year.

A wholesale review of the St David's building is underway, and we are working with an architect and the diocese to see how we can invest the money we'll receive from the sale of St Timothy's Church building into St David's so as to refurbish and future-proof it for its current Christian family, wider community and future generations.

Our architect, Michael Plageman, is currently completing work on the quinquennial inspection for St David's and we should have that report in the near future.

Fr Jesse Smith March 2023.

### **GOING CONCERN**

Taking account of the Charity's assets, the Trustees have a reasonable expectation that the Charity has adequate resources to continue in operational existence for the foreseeable future. For this reason, they continue to adopt the going concern basis in preparing the financial statements. Further details regarding the adoption of the going concern basis can be found in the Accounting Policies.

### **RESERVES POLICY**

The Trustees have established a level of freely available reserves which excludes restricted reserves and tangible assets sufficient to meet six months' worth of expenditure currently approximately £211,000. At the year-end unrestricted reserves were £214,001. Trustees are working to ensure sufficient reserves are maintained.

### **INVESTMENT POLICY AND PERFORMANCE**

The Trustees have wide powers of investment and they have reviewed the Charity's investment strategy and performance in order to reduce the exposure and risk of Trust funds whilst retaining income generating capability. The performance of the investment portfolio is set out in Note 13 to the accounts.

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# **THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL MINISTRY AREA OF WEST CARDIFF**

## **TRUSTEES ANNUAL REPORT**

**YEAR ENDED 31 December 2023**

### **STRUCTURE, GOVERNANCE AND MANAGEMENT CONSTITUTION**

The Charity is a previously excepted charity, and its governing document is its Constitution dated 20 January 2015, which has been further amended 1 January 2021.

### **METHOD OF APPOINTMENT OR ELECTION OF TRUSTEES**

The trustees are re-elected at the Annual General Meeting each year which must be held before 30<sup>th</sup> April. All licensed clergy in the MA are trustees. The Lay chair, two MA wardens and one representative from each church in the MA are voted in each year as trustees. Other members in specific roles are co-opted onto the MA council ie Secretary, Treasurer, Property Lead, Safeguarding officer and Communication lead and are trustees also.

# TRUSTEES' ANNUAL REPORT OF THE ECCLESIASTICAL

## TRUSTEES' ANNUAL REPORT

YEAR ENDED 31 December 2023

### STATEMENT OF TRUSTEES' RESPONSIBILITIES

The trustees are responsible for preparing the Trustees' Annual Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

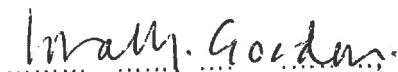
The law applicable to charities in England & Wales requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources of the charity for that period.

In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP 2019 (FRS 102);
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act 2011, the Charities (Accounts and Reports) Regulations 2008 and the provisions of the trust deed. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Approved by order of the Trustee Board on 21.4 ..... 2024 and signed on their behalf by

  
Chair of Trustees

## INDEPENDENT EXAMINER'S REPORT

YEAR ENDED 31 December 2023

### INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL MINISTRY AREA OF WEST CARDIFF (‘the Charity’)

I report to the charity trustees on my examination of the accounts of the charity for the period ended 31 December 2023 which are set out on pages 14 to 28.

#### Responsibilities and basis of report

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

I report in respect of my examination of the charity's accounts carried out under section 145 of the Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

#### Independent examiner's statement

Since the company's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of Institute of chartered accountants, which is one of the listed bodies.

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

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

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



J M Roderick BSc ACA  
WJ James & Co.  
Chartered Accountant  
Bishop House  
10 Wheat Street  
Brecon  
Powys  
LD3 7DG

... 12.09.2024

# THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL MINISTRY AREA OF WEST CARDIFF

## STATEMENT OF FINANCIAL ACTIVITIES

FOR THE YEAR ENDED 31 DECEMBER 2023

		Unrestricted Funds 2023	Restricted Funds 2023	Total Funds 2023	Total Funds 2022 Restated
	Note	£	£	£	£
<b>INCOME FROM:</b>					
Donations and legacies	2	192,288	34,178	226,466	244,882
Charitable activities	3	19,187	-	19,187	21,725
Other trading activities	4	121,891	86	121,977	144,680
Investments	5	1,228	-	1,228	942
Other income	6	24,660	-	24,660	31,472
<b>TOTAL INCOME</b>		<b>359,254</b>	<b>34,264</b>	<b>393,518</b>	<b>443,702</b>
<b>EXPENDITURE ON:</b>					
Raising funds		3,065	-	3,065	3,839
Charitable activities	7	397,427	26,778	424,205	425,177
<b>TOTAL EXPENDITURE</b>		<b>400,492</b>	<b>26,778</b>	<b>427,270</b>	<b>429,016</b>
Net Gains/(losses) on investments		-	951	951	(10,519)
<b>NET INCOME/(EXPENDITURE)</b>		<b>(41,238)</b>	<b>8,437</b>	<b>(32,801)</b>	<b>4,167</b>
Transfers between funds	16	103,594	(103,594)	-	-
<b>NET MOVEMENT IN FUNDS</b>		<b>62,356</b>	<b>(95,157)</b>	<b>(32,801)</b>	<b>4,167</b>
<b>RECONCILIATION OF FUNDS</b>					
Total funds brought forward		151,645	217,009	368,654	364,487
<b>TOTAL FUNDS CARRIED FORWARD</b>		<b>214,001</b>	<b>121,852</b>	<b>335,853</b>	<b>368,654</b>

The Statement of Financial Activities includes all gains and losses recognised in the year.

All of the activities of the charity are classed as continuing

The comparative funds are detailed in note 12  
The notes on pages 16 to 28 form part of these financial statements

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL MINISTRY AREA OF WEST CARDIFF**

**BALANCE SHEET**

**AS AT 31 DECEMBER 2023**

	Note	2023 £	2022 Restated £
<b>FIXED ASSETS</b>			
Investments	13	72,250	71,299
		<u>72,250</u>	<u>71,299</u>
<b>CURRENT ASSETS</b>			
Debtors	14	2,382	1,766
Cash at bank and in hand		<u>262,322</u>	<u>296,669</u>
		264,703	298,435
Creditors : Amounts falling due within one year	15	<u>(1,100)</u>	<u>(1,080)</u>
<b>NET CURRENT ASSETS</b>		<u>263,603</u>	<u>297,355</u>
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>		<u>335,853</u>	<u>368,654</u>
<b>TOTAL NET ASSETS</b>		<u><u>335,853</u></u>	<u><u>368,654</u></u>
<b>CHARITY FUNDS</b>			
<b>Unrestricted funds</b>			
General funds	16	214,001	151,645
<b>Restricted funds</b>	16	121,852	217,009
		<u>335,853</u>	<u>368,654</u>

These financial statements were approved by the trustees and authorised for issue by the trustees on 21-4 2024 and are signed on its behalf by:

Lorain Gochan

Trustee

[Signature]

Trustee

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL MINISTRY AREA OF WEST  
CARDIFF  
FOR THE YEAR ENDED 31 DECEMBER 2023

## 1 ACCOUNTING POLICIES

### Statement of compliance

The financial statements have been prepared in accordance with the second edition of the Charities Statement of Recommended Practice issued in October 2019, the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102) and the Charities Act 2011.

### Basis of preparation

The Ministry Area of West Cardiff meets the definition of a public benefit entity under FRS 102. The accounts (financial statements) have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant note(s) to these accounts.

### Exemption from preparing a cash flow statement

The charity opted to early adopt Bulletin 1 published on 2 February 2016 and have therefore not included a cash flow statement in these financial statements.

### Going concern

The financial statements have been prepared on a going concern basis.

The trustees assess whether the use of going concern is appropriate i.e. whether there are any material uncertainties related to events or conditions that may cast significant doubt on the ability of the charity to continue as a going concern. The trustees make this assessment in respect of a period of one year from the date of approval of the financial statements.

### Incoming resources

Voluntary income including donations, gifts, legacies and grants that provide core funding or are of a general nature is recognised when the charity has entitlement to the income, it is probable that the income will be received and the amount can be measured with sufficient reliability.

Donations and legacies are recognised on a receivable basis when receipt is probable and the amount can be reliably measured.

Donated services or facilities, which comprise of donated services, are included in income at a valuation which is an estimate of the financial cost borne by the donor where such a cost is quantifiable and measurable. No income is recognised where there is no financial cost borne by a third party.

Grants are recognised when the charity has an entitlement to the funds and any conditions linked to the grants have been met. Where performance conditions are attached to the grant and are yet to be met, the income is recognised as a liability and included on the balance sheet as deferred income to be released.

Government grants are recognised based on the accrual model and are measured at the fair value of the asset received or receivable. Grants are classified as relating either to revenue or to assets. Grants relating to revenue are recognised in income over the period in which the related costs are recognised. Grants relating to assets are recognised over the expected useful life of the asset. Where part of a grant relating to an asset is deferred, it is recognised as deferred income.

Gift Aid relief on eligible donations is recognised on an accruals basis at the same point as the original donation

Investment income is recognised at the time of being received.

THE FUNDING COUNCIL OF THE ECCLESIASTICAL MINISTRY AREA OF WEST  
SUSSEX  
NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 DECEMBER 2023

**1 ACCOUNTING POLICIES (CONTINUED)**

**Expenditure**

All expenditure is recognised once there is a legal or constructive obligation to that expenditure, it is probable settlement is required and the amount can be measured reliably. All costs are allocated to the applicable expenditure heading that aggregate similar costs to that category. Where costs cannot be directly attributed to particular headings they have been allocated on a basis consistent with the use of resources, with central staff costs allocated on the basis of time spent, and depreciation charges allocated on the portion of the asset's use. Other support costs are allocated based on the spread of staff costs.

**Raising funds**

These are costs incurred in attracting voluntary income, the management of investments and those incurred in trading activities that raise funds:

**Charitable activities**

Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

**Governance costs**

These include the costs attributable to the charity's compliance with constitutional and statutory requirements, including audit, strategic management and trustees' meetings and reimbursed expenses.

**Taxation**

The charity is considered to pass the tests set out in Paragraph 1 Schedule 6 of the Finance Act 2010 and therefore it meets the definition of a charitable company for UK corporation tax purposes. Accordingly, the charity is potentially exempt from taxation in respect of income or capital gains received within categories covered by Chapter 3 Part 11 of the Corporation Tax Act 2010 or Section 256 of the Taxation of Chargeable Gains Act 1992, to the extent that such income or gains are applied exclusively to charitable purposes.

**Tangible fixed assets**

Individual fixed assets costing £1,000 or more are initially recorded at cost

**Trade debtors**

Trade and other debtors are recognised at the settlement amount due after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

**Cash and cash equivalents**

Cash and cash equivalents comprise cash on hand and call deposits, and other short-term highly liquid investments that are readily convertible to a known amount of cash and are subject to an insignificant risk of change in value.

**Trade creditors**

Creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any trade discounts due.

# THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL MINISTRY AREA OF WEST SUSSEX

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 DECEMBER 2023

## 1 ACCOUNTING POLICIES (CONTINUED)

### **Fund structure**

Unrestricted income funds are general funds that are available for use at the trustees' discretion in furtherance of the objectives of the charity.

Designated funds are unrestricted funds set aside for specific purposes at the discretion of the trustees.

Restricted income funds are those donated for use in a particular area or for specific purposes, the use of which is restricted to that area or purpose.

### **Pensions and other post retirement obligations**

The charity operates a defined contribution pension scheme which is a pension plan under which fixed contributions are paid into a pension fund and the charity has no legal or constructive obligation to pay further contributions even if the fund does not hold sufficient assets to pay all employees the benefits relating to employee service in the current and prior periods.

Contributions to defined contribution plans are recognised in the Statement of Financial Activities when they are due. If contribution payments exceed the contribution due for service, the excess is recognised as a

### **Financial**

#### **Classification**

Financial assets and financial liabilities are recognised when the charity becomes a party to the contractual provisions of the instrument.

Financial liabilities and equity instruments are classified according to the substance of the contractual arrangements entered into. An equity instrument is any contract that evidences a residual interest in the assets of the charity after deducting all of its liabilities.

#### **Recognition and measurement**

All financial assets and liabilities are initially measured at transaction price (including transaction costs), except for those financial assets classified as at fair value through profit or loss, which are initially measured at fair value (which is normally the transaction price excluding transaction costs), unless the arrangement constitutes a financing transaction. If an arrangement constitutes a financing transaction, the financial asset or financial liability is measured at the present value of the future payments discounted at a market rate of interest for a similar debt instrument.

Financial assets and liabilities are only offset in the statement of financial position when, and only when there exists a legally enforceable right to set off the recognised amounts and the charity intends either to settle on a net basis, or to realise the asset and settle the liability simultaneously.

Financial assets are derecognised when and only when a) the contractual rights to the cash flows from the financial asset expire or are settled, b) the charity transfers to another party substantially all of the risks and rewards of ownership of the financial asset, or c) the charity, despite having retained some, but not all, significant risks and rewards of ownership, has transferred control of the asset to another party.

Financial liabilities are derecognised only when the obligation specified in the contract is discharged, cancelled or expires.



**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL MINISTRY AREA OF WEST CARDIFF**

**NOTES TO THE FINANCIAL STATEMENTS**

**FOR THE YEAR ENDED 31 DECEMBER 2023**

**2 INCOME FROM DONATIONS AND LEGACIES**

	<b>Unrestricted Funds 2023</b>	<b>Restricted Funds 2023</b>	<b>Total Funds 2023</b>	<b>Total Funds 2022 Restated</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
Planned giving (direct debit & SO)	105,751	1,000	106,751	108,943
Loose Collections	16,713	-	16,713	15,678
Donations	28,134	958	29,092	36,799
For Mission	3,513	-	3,513	4,082
Tax Reclaimed - Gift Aid	23,511	-	23,511	30,829
Legacies	-	-	-	-
Grants	14,666	32,220	46,886	48,551
	<b>192,288</b>	<b>34,178</b>	<b>226,466</b>	<b>244,882</b>
Total 2022	<b>212,514</b>	<b>32,368</b>	<b>244,882</b>	

During the year grants were received from the following:

	<b>Unrestricted Funds 2023</b>	<b>Restricted Funds 2023</b>	<b>Total Funds 2023</b>	<b>Total Funds 2022 Restated</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
National Lottery Community Fund	-	32,220	32,220	30,228
The Gibson Trust	-	-	-	5,000
Llandaff DBF	-	-	-	11,915
Other Small grants	14,666	-	14,666	1,408
	<b>14,666</b>	<b>32,220</b>	<b>46,886</b>	<b>48,551</b>

**3 INCOME FROM CHARITABLE ACTIVITIES**

	<b>Unrestricted Funds 2023</b>	<b>Restricted Funds 2023</b>	<b>Total Funds 2023</b>	<b>Total Funds 2022 Restated</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
Fees	19,187	-	19,187	21,725
	<b>19,187</b>	<b>-</b>	<b>19,187</b>	<b>21,725</b>
Total 2022	<b>21,515</b>	<b>210</b>	<b>21,725</b>	

THE PARISHAL AND SYNODAL COUNCIL OF THE ECCLESIASTICAL DISTRICT OF WEST  
SURREY

NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 DECEMBER 2023

**4 OTHER TRADING ACTIVITIES**

	Unrestricted Funds 2023	Restricted Funds 2023	Total Funds 2023	Total Funds 2022 Restated
	£	£	£	£
Fundraising	33,691	86	33,777	37,742
Hall Rental Income	84,672	-	84,672	104,355
Sundry	3,528	-	3,528	2,583
	<u>121,891</u>	<u>86</u>	<u>121,977</u>	<u>144,680</u>
Total 2022	<u>144,680</u>	<u>-</u>	<u>144,680</u>	

**5 INVESTMENT INCOME**

	Unrestricted Funds 2023	Restricted Funds 2023	Total Funds 2023	Total Funds 2022 Restated
	£	£	£	£
Investment income	1,228	-	1,228	942
	<u>1,228</u>	<u>-</u>	<u>1,228</u>	<u>942</u>
TOTAL 2022	<u>942</u>	<u>-</u>	<u>942</u>	

**6 OTHER INCOME**

	Unrestricted Funds 2023	Unrestricted Funds 2023	Total Funds 2023	Total Funds 2022 Restated
	£	£	£	£
Rebates (esp. Parish Share)	9,967	-	9,967	26,112
Other income	14,693	-	14,693	5,360
	<u>24,660</u>	<u>-</u>	<u>24,660</u>	<u>31,472</u>
TOTAL 2022	<u>31,472</u>	<u>-</u>	<u>31,472</u>	

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL MINISTRY AREA OF WEST CARDIFF**

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 DECEMBER 2023**

**7 ANALYSIS OF EXPENDITURE BY ACTIVITIES**

	<b>Wages &amp; Salaries 2023</b>	<b>Activities Undertaken Directly 2023</b>	<b>Total Funds 2023</b>	<b>Total Funds 2022 Restated</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
Charitable activities	28,906	395,299	424,205	425,177
	28,906	395,299	424,205	425,177
<b>TOTAL 2022</b>	<b>43,446</b>	<b>381,731</b>	<b>425,177</b>	

**Analysis of direct costs**

	<b>Total Funds 2023</b>	<b>Total Funds 2022 Restated</b>
	<b>£</b>	<b>£</b>
Parish share	173,175	194,763
Parochial expenses of clerics	9,025	9,206
Maintenance of services	14,887	15,133
General parish expenses	62,927	64,524
Maintenance of churches	149,154	130,105
Maintenance of other property	4,241	2,582
Mission and grant parish	2,006	1,122
Mission and grant home/world	8,790	7,742
	424,205	425,177

**8 INDEPENDENT EXAMINER'S REMUNERATION**

	<b>2023</b>	<b>2022 Restated</b>
	<b>£</b>	<b>£</b>
Fees payable to the Trust's independent examiner in respect of: Independent Examination	1,100	1,080

**9 STAFF COSTS**

	<b>2023</b>	<b>2022 Restated</b>
	<b>£</b>	<b>£</b>
Wages and salaries	25,174	42,275
Social Security costs	2,248	550
Contribution to defined contribution pension schemes	1,484	621
	28,906	43,446

# THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL MINISTRY AREA OF WEST CARDIFF

## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2023

### 9 STAFF COSTS (CONTINUED)

The average number of persons employed by the Trust based on full time equivalents during the year was as follows:

	2023	2022
Employees	7	6

No employee received remuneration amounting to more than £60,000 in either year.

### 10 TRUSTEES' REMUNERATION AND EXPENSES

During the year, no trustees received any remuneration or other benefits (2022 - £NIL).

During the year ended 31 December 2023, expenses totalling £Nil were reimbursed or paid directly to Trustees (2022 - £Nil to trustees).

### 11 TAXATION

The charity is exempt from corporation tax on its charitable activities.

### 12 COMPARATIVE STATEMENT OF FINANCIAL ACTIVITY FIGURES

	Unrestricted Funds 2022 £	Restricted Funds 2022 £	Total Funds 2022 £	Total Funds 2021 £
<b>INCOME FROM:</b>				
Donations and legacies	212,514	32,368	244,882	232,884
Charitable activities	21,515	210	21,725	16,344
Other trading activities	144,675	5	144,680	64,765
Investments	942	-	942	4,849
Other income	31,472	-	31,472	68,076
<b>TOTAL INCOME</b>	<b>411,119</b>	<b>32,583</b>	<b>443,702</b>	<b>386,918</b>
<b>EXPENDITURE ON:</b>				
Raising funds	3,839	-	3,839	-
Charitable activities	380,159	45,018	425,177	154,862
<b>TOTAL EXPENDITURE</b>	<b>383,998</b>	<b>45,018</b>	<b>429,016</b>	<b>154,862</b>
Net Gains/(losses) on investments	-	(10,519)	(10,519)	-
<b>NET INCOME/(EXPENDITURE)</b>	<b>27,121</b>	<b>(22,954)</b>	<b>4,167</b>	<b>232,056</b>
Transfers between funds	(106,683)	106,683	-	-
<b>NET MOVEMENT IN FUNDS</b>	<b>(79,562)</b>	<b>83,729</b>	<b>4,167</b>	<b>232,056</b>
<b>RECONCILIATION OF FUNDS</b>				
Total funds brought forward	231,207	133,280	364,487	132,431
<b>TOTAL FUNDS CARRIED FORWARD</b>	<b>151,645</b>	<b>217,009</b>	<b>368,654</b>	<b>364,487</b>

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL MINISTRY AREA OF WEST  
CARDIFF**

**NOTES TO THE FINANCIAL STATEMENTS**

**ACCOUNTS FOR THE YEAR ENDED 31 DECEMBER 2023**

**13 INVESTMENTS**

	<b>2023</b>	<b>2022</b>
	<b>£</b>	<b>Restated £</b>
<b>Market Value at 31 December 2022</b>	71,299	81,818
Additions/(Disposals)	-	-
Unrealised Gains/(losses)	951	(10,519)
<b>Market Value at 31 December 2023</b>	<b>72,250</b>	<b>71,299</b>

**14 DEBTORS**

	<b>2023</b>	<b>2022</b>
	<b>£</b>	<b>£</b>
<b>DUE WITH ONE YEAR</b>		
Prepayments and accrued income	2,382	1,766
	<b>2,382</b>	<b>1,766</b>

**15 CREDITORS: AMOUNTS FALLING DUE WITH ONE YEAR**

	<b>2023</b>	<b>2022</b>
	<b>£</b>	<b>£</b>
Accruals and deferred income	1,100	1,080
	<b>1,100</b>	<b>1,080</b>

# THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL MINISTRY AREA OF WEST CARDIFF

## NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 DECEMBER 2023

### 16 MOVEMENT IN FUNDS

#### MOVEMENT IN FUNDS - CURRENT YEAR

	Balance at 1 January 2023 £	Incoming resources £	Outgoing resources £	Transfers in/Out £	Gains/ (Losses) £	Balance at 31 December 2023 £
<b>Restricted funds</b>						
<b>St Johns</b>						
Funeral Hardship Fund	290	-	-	(290)	-	-
Vestments	270	-	-	(270)	-	-
<b>St Catherines</b>						
J Senior Legacy	5,004	-	-	(5,004)	-	-
Choir	298	-	-	(298)	-	-
Boiler Fund	10,000	1,858	-	(11,858)	-	-
Church Fabric	65,099	-	-	(65,099)	-	-
Mission Fund	110	-	-	(110)	-	-
Organ Fund	14,241	86	-	-	-	14,327
<b>St Peters</b>						
Restricted funds	130	-	-	995	-	1,125
Quiet Garden	-	-	-	414	-	414
Burial Ground Repairs	2,099	-	-	-	-	2,099
Friends of St Peters						
Church	4,622	-	-	-	-	4,622
Stained Glass Window						
Fund	5,325	-	-	-	-	5,325
Discretionary fund	995	-	-	(995)	-	-
Youth Work & Sunday						
School	351	-	(203)	-	-	148
Social Prescribing						
Project	28,557	32,220	(26,575)	(21,079)	-	13,123
<b>St David's</b>						
Church Appeal Fund	8,319	100	-	(7,209)	-	1,210
Agency Collection	-	-	-	7,209	-	7,209
<b>The Resurrection</b>						
Church Fabric	71,299	-	-	-	951	72,250
	<b>217,009</b>	<b>34,264</b>	<b>(26,778)</b>	<b>(103,594)</b>	<b>951</b>	<b>121,852</b>
<b>Unrestricted funds</b>						
General funds	151,645	359,254	(400,492)	103,594	-	214,001
	<b>151,645</b>	<b>359,254</b>	<b>(400,492)</b>	<b>103,594</b>	<b>-</b>	<b>214,001</b>
<b>Total funds</b>	<b>368,654</b>	<b>393,518</b>	<b>(427,270)</b>	<b>-</b>	<b>951</b>	<b>335,853</b>

The transfer from unrestricted to restricted funds that has occurred during the year have arisen to clear any deficit balance arising on any of the unrestricted fund balances at 31 December 2023.

The transfer from restricted funds to unrestricted has arisen to correct funds incorrectly classified as restricted at 1 January 2023.

# THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL MINISTRY AREA OF WEST CARDIFF

## NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDING 31 DECEMBER 2022

### 16 MOVEMENT IN FUNDS (CONTINUED)

#### MOVEMENT IN FUNDS - PRIOR YEAR

	Balance at 1 January 2021 £	Incoming resources £	Outgoing resources £	Transfers in/Out £	Gains/ (Losses) £	Balance at 31 December 2022 £
<b>Restricted funds</b>						
<b>St Johns</b>						
Funeral Hardship	290	-	-	-	-	290
Christian Aid	-	-	-	-	-	-
Vestments	270	-	-	-	-	270
<b>St Catherines</b>						
J Senior Legacy	5,004	-	-	-	-	5,004
Choir	298	-	-	-	-	298
Boiler Fund	-	-	-	10,000	-	10,000
Church Fabric	-	-	(10,519)	75,618	-	65,099
Mission Fund	-	410	(300)	-	-	110
Organ Fund	-	185	-	14,056	-	14,241
<b>St Peters</b>						
Other restricted funds	-	130	-	-	-	130
Burial Ground Repairs	2,079	20	-	-	-	2,099
Friends of St Peters Church	4,622	-	-	-	-	4,622
Stained Glass Window Fund	5,325	-	-	-	-	5,325
Discretionary fund	995	-	-	-	-	995
Youth Work & Sunday School	351	-	-	-	-	351
Social Prescribing Project	32,228	30,228	(33,699)	(200)	-	28,557
Social Farm & Garden	-	500	(500)	-	-	-
<b>St Davids</b>						
Church Appeal Fund	-	1,110	-	7,209	-	8,319
<b>The Resurrection</b>						
Church Fabric	81,818	-	-	-	(10,519)	71,299
	133,280	32,583	(45,018)	106,683	(10,519)	217,009
<b>Unrestricted funds</b>						
General funds	125,179	411,119	(383,998)	(655)	-	151,645
<b>Designated funds</b>						
St David's Appeal Fund	6,354	-	-	(6,354)	-	-
St Catherine's Boiler	10,000	-	-	(10,000)	-	-
St Catherine's Organ	14,056	-	-	(14,056)	-	-
St John's Miscellaneous	75,618	-	-	(75,618)	-	-
	231,207	411,119	(383,998)	(106,683)	-	151,645
<b>Total funds</b>	364,487	443,702	(429,016)	-	(10,519)	368,654

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL MINISTRY AREA OF WEST  
BIRMINGHAM  
FOR THE YEAR ENDING 31st MARCH 2020

**16 MOVEMENT IN FUNDS (CONTINUED)**

**St Johns**

Funeral Hardship Fund - this represents donations received  
Vestments - this represent donations received

**St Catherines**

**Choir** - This represents donations received from parishioners to be used on or for the choir.  
**Boiler Fund** - This represents donations received from parishioners to be used in relation to costs associated with the Church Boiler.  
**Church Fabric** - This represents donations which have been given to church for ongoing fabric costs of St  
**Mission Fund** - This represents donations given to the church which are to be given to specific ongoing  
**Organ Fund** - This represents donations received from parishioners to be used in relation to costs associated with the Church Organ.

**St Peters**

Other restricted funds  
**Burial Ground Repairs** - This represents donations received from parishioners to be used on specific repairs to burial grounds  
**Friends of St Peters Church** - This represents collections from the congregation to be spent in relation to Friends of St Peters Church  
**Stained Glass Window Fund** - This represents collection made from the congregation to be spent on the Stained Glass windows of church  
**Discretionary fund** - This represents collections made by parishioners to be spent at the Discretion of St Peters Church  
**Youth Work & Sunday School** - This represents collections and donations received to be used for youth work.  
**Social Prescribing Project** - This project represents funding received from the lottery  
**Social Farm & Gardens** - This represent collections and donations received to be spent on the Gardens and specifically creation of a quiet garden

**St David's**

**Church Appeal Fund** - This represents donations and collections received to be spent in relation to St David's

**The Resurrection**

**Church Fabric** - This represents investments which have been donated to church for ongoing fabric costs of The Resurrection.



**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL MINISTRY AREA OF WEST CARDIFF**

**NOTES TO THE FINANCIAL STATEMENTS**

**FOR THE YEAR ENDED 31 DECEMBER 2023**

**17 ANALYSIS OF NET ASSETS BETWEEN FUNDS**

**ANALYSIS OF NET ASSETS BETWEEN FUNDS - CURRENT YEAR**

	<b>Unrestricted Funds 2023 £</b>	<b>Restricted funds 2023 £</b>	<b>Total Funds 2023 £</b>
Fixed asset investments	72,250	-	72,250
Current assets	142,851	121,852	264,703
Creditors due with one year	(1,100)	-	(1,100)
<b>TOTAL</b>	<b>214,001</b>	<b>121,852</b>	<b>335,853</b>

**ANALYSIS OF NET ASSETS BETWEEN FUNDS - PRIOR YEAR**

	<b>Unrestricted Funds 2022 £</b>	<b>Restricted funds 2022 £</b>	<b>Total Funds 2022 £</b>
Fixed asset investments	71,299	-	71,299
Current assets	81,426	217,009	298,435
Creditors due with one year	(1,080)	-	(1,080)
<b>TOTAL</b>	<b>151,645</b>	<b>217,009</b>	<b>368,654</b>

**18 RELATED PARTY TRANSACTIONS**

There were no related party transactions during the year.

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL MINISTRY AREA OF WEST CARDIFF**  
**DETAILED MANAGEMENT INFORMATION**  
**FOR THE YEAR ENDED 31 DECEMBER 2023**

	Opening balances	St Catherine, Canton	St David & St Timothy	St John Evangelist, Canton	St Luke, Canton	St Peter, Fairwater	Streters Community Hall and Garden	The Resurrection, Ely	West Cardiff - Central	Adjustments	Total 2023	Total 2022 Restated
	£	£	£	£	£	£	£	£	£	£	£	£
<b>Income and endowments from:</b>												
<i>Donations and legacies</i>												
Planned giving	16,474	22,606	16,337	9,558	20,937	-	20,839	-	-	-	106,751	108,943
Loose collections	2,662	3,394	1,062	3,744	2,859	-	2,992	-	-	-	16,713	15,678
Donations	5,369	3,438	483	871	5,103	-	11,446	-	-	-	29,092	36,799
For mission	-	250	-	-	223	-	3,040	-	-	-	3,513	4,082
Tax refunds - gift aid	-7703.88	2,684	3,531	2,592	2,304	-	2,960	-	-	8,320	20,022	24,789
Tax refunds - GASDS	1,334	1	-	-	-	-	2,154	-	-	-	3,489	6,041
Legacies	-	-	-	-	-	-	-	-	-	-	-	-
Grants	1,526	-	-	699	-	-	1,174	-	-	-	46,885	48,551
<i>Income from charitable activities</i>	2,702	4,543	1,675	355	2,372	-	7,540	-	-	-	19,187	21,725
<i>Other trading activities</i>												
Fundraising	5,771	3,188	6,704	-	8,761	-	1,829	7,423	100	-	33,777	37,742
Hall rental income	24,568	50	885	24,964	-	-	26,935	7,270	-	-	84,672	104,355
Sundry	-	3,528	-	-	-	-	-	-	-	-	3,528	2,583
Investments	-	-	733	-	-	179	-	2,764	-	(1,496)	2,180	942
Other income	-	785	6,155	5,180	-	-	498	2,075	9,967	-	24,660	31,472
<b>Total income</b>	<b>(7,704)</b>	<b>63,090</b>	<b>45,315</b>	<b>37,326</b>	<b>46,976</b>	<b>45,546</b>	<b>63,866</b>	<b>71,897</b>	<b>21,333</b>	<b>6,824</b>	<b>394,469</b>	<b>443,702</b>
<b>Expenditure on:</b>												
<i>Raising funds</i>												
<i>Expenditure on charitable activities</i>												
Parish share	136	156	519	-	-	100	-	2,154	-	-	3,065	3,839
Parochial expenses of clerics	31,642	34,157	28,148	28,148	35,985	-	-	-	15,096	-	173,174	194,763
Maintenance of services	106	-	215	-	1,513	-	-	217	6,973	-	9,025	9,206
General parish expenses	2,740	1,189	1,526	2,832	1,399	103	-	5,045	52	-	14,887	15,133
Maintenance of churches	677	114	(351)	1,733	482	-	26,229	41,614	(7,591)	1,100	62,927	64,524
Maintenance of other property	39,104	11,480	17,740	22,246	6,418	-	22,618	29,547	-	-	149,154	130,105
Mission and grant parish	266	140	150	800	-	-	-	2,885	-	-	4,241	2,582
Mission and grant home/world	136	31	57	-	-	364	-	898	520	-	2,006	1,122
Total expenditure	(1,080)	75,886	47,586	48,051	55,759	50,192	49,045	85,681	15,050	1,100	427,270	429,016
Net Gains/(losses) on investments	-	-	-	-	-	-	-	-	-	-	-	(10,519)
<b>Net income/(expenditure) resources before transfers</b>	<b>(6,624)</b>	<b>(12,796)</b>	<b>(2,271)</b>	<b>(10,725)</b>	<b>(8,783)</b>	<b>(4,646)</b>	<b>14,821</b>	<b>(13,784)</b>	<b>6,283</b>	<b>5,724</b>	<b>(32,800)</b>	<b>4,167</b>
Transfers between funds	-	-	-	-	-	-	-	-	-	-	-	-
<b>Net movement in funds</b>	<b>(6,624)</b>	<b>(12,796)</b>	<b>(2,271)</b>	<b>(10,725)</b>	<b>(8,783)</b>	<b>(4,646)</b>	<b>14,821</b>	<b>(13,784)</b>	<b>6,283</b>	<b>5,724</b>	<b>(32,800)</b>	<b>4,167</b>
<b>Reconciliation of funds</b>												
Total funds brought forward	55,456	19,804	83,872	23,604	39,852	27,816	111,452	12,737	368,654	(61,395)	368,654	364,487
<b>Total funds carried forward</b>	<b>48,832</b>	<b>42,660</b>	<b>17,533</b>	<b>73,147</b>	<b>14,821</b>	<b>35,206</b>	<b>42,637</b>	<b>97,668</b>	<b>19,020</b>	<b>(55,671)</b>	<b>335,854</b>	<b>368,654</b>