

# THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF LYTCHETT MINSTER

England & Wales · Charity number 1131216

## Details

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**Other names** LYTCHETT MINSTER & ST DUNSTAN'S PCC

**Status** Registered

**Legal form** Previously excepted

**Registered** 2009-08-19

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

## Contact

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**Address** The Vicarage  
New Road  
Lytchett Minster  
Poole  
BH16 6JQ

**Phone** 01202624622

**Website** [www.lytchettminsterchurch.co.uk](http://www.lytchettminsterchurch.co.uk)

## Activities

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

**Activities:** To offer worship to God and to promote the whole mission of the Church, pastoral, evangelistic, social and ecumenical.

## Classification

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

## Geography

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

## Finances

Period end	Income	Expenditure	Assets	Employees
2024-12-31	£118,400	£120,939	-	-
2023-12-31	£105,014	£113,987	-	-
2022-12-31	£101,695	£101,695	-	-
2021-12-31	£102,144	£102,862	-	-
2020-12-31	£100,209	£105,010	-	-

## Trustees

Name	Role	Appointed
<b>Rev Matthew Simpson</b>	Chair	2020-11-04
Andrew Barr		2023-03-22
Carole Singleton		
David Graham Parker		2011-03-26
David Hunnings		2021-03-24
Edward Ian Swinden		2019-03-27
Francis Routledge		2024-03-19
Helen Pope		2013-05-13
Jane SeQueira		2024-03-20
Linda Carswell		2026-03-18
Mandy Pelling		2025-03-19
Mark Rathbone		2019-03-27
Sam Peckham		2024-03-20

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# Accounts

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## Annual Report of the Parochial Church Council for the year ended 31<sup>st</sup> December 2024

### Administrative information

The *Parochial Church Council (PCC) of the Ecclesiastical Parish of Lytchett Minster* is a charity registered with the Charity Commission (Number 1131216). In 2010 a United Benefice was formed comprising two parishes: Lytchett Minster Parish Church with St Dunstan's Upton, and St Mary's, Lytchett Matravers. The Team Rector is based in Lytchett Minster and Upton.

The benefice is in Poole & North Bournemouth Deanery in the Diocese of Salisbury within the Church of England. Lytchett Minster Parish Church is situated on the main Dorchester Road through Lytchett Minster. St Dunstan's Church (and the adjacent Community Centre) is situated on Poole Road in Upton.

PCC members who have served from 20<sup>th</sup> March 2024 until the date of this report was approved are:

<i>Incumbent:</i>	Team Rector Rev Matthew Simpson	
<i>Associate</i>		
<i>Curate</i>	Revd Michelle Cobley	
<i>Wardens:</i>	Mrs Helen Pope Mr Ray Brittain	
<i>Deanery Synod</i>	Mrs Lexi Dyer	(until APCM 2026)
<i>Reps:</i>	Mr Mark Rathbone	(until APCM 2026)
	Mrs Helen Pope	(until APCM 2026)
<i>Elected</i>		
<i>Members:</i>	Mr Ian Swinden	(until APCM 2025)
	Mrs Avril Perkins	(until APCM 2025)
	Mrs Elizabeth Luxton	(until APCM 2025)
	Mr Martin Berryman	(until APCM 2025)
	Mr Andrew Barr	( until APCM 2026)
	Mr Dave Hunnings	( until APCM 2027)
	Mrs Nicola Welch	( until APCM 2027)
	Mrs Carole Singleton	( until APCM 2027)
	Mrs Jane SeQueira	( until APCM 2027)
	Mr Sam Peckham	( until APCM 2027)
<i>LLM's invited</i>	Mr Dave Parker ( vice -chair)	
<i>to attend:</i>	Mr Mark Rathbone	
<i>Treasurer:</i>	Mrs Wendy Atkinson	

### Structure, governance and management

The method of appointment of PCC members is set out in the Church Representation Rules. All Church attendees are encouraged to register on the Electoral Roll and stand for election to the PCC.

### Objectives and Activities

Lytchett Minster PCC is responsible with the incumbent to offer worship to God and to promote the whole mission of the Church, pastoral, evangelistic, social and ecumenical.

### **Church attendance**

The Church Membership used for the Fairer Share calculation based on church membership was 145 adults and we declared ourselves to be a band "C" church (ie slightly below diocesan average income and ability to pay). The number of worshippers increased substantially at major festivals, and the Fairer Share figures exclude all who are under 18.

### **Electoral Roll**

This year the electoral roll has been completed as required by the Church of England. This notice was displayed on the 11th January until 28<sup>th</sup> February 2025. There are now 163 names on the roll. Approximately one third of our worshippers live outside the parish. There is an encouraging number of new people getting involved in the church.

### **Financial Review**

The trustees who make up the Church Council are required to maintain accounting records and prepare annual financial statements in accordance with Charity Commission guidelines. The major part of this responsibility is delegated to the Treasurer, Wendy Atkinson. Ian Swinden chairs the Finance Working group which supports the treasurer and oversees the setting of annual budgets. The Group currently also includes Carole Singleton, Sue Hunnings, Jane Sequeira, Andy Barr, Michelle Cobley and Matt Simpson. Total receipts on ordinary funds in 2024 were £102,085.58, a slight decrease on the previous year and are detailed in the financial statement which raised £7,878.41. Lettings increased to £11,581.25 although this is still below the pre pandemic letting income.

£120,939.06 was spent on providing Christian ministry in our parish and beyond, which includes our diocesan Parish Share. At £73,785.00 the Parish Share remains at one of the highest levels (70% of our total annual budget), reflecting our continued numerical return. Our expenditure increased significantly due to the large increase in utilities and inflation. The majority of those who work under the auspices of the PCC are volunteers.

In addition to covering clergy expenses and the costs of worship much of this expenditure also covered cost of outreach in the parish. We again laid on a number of Christmas Carol services to accommodate all those who wished to attend. The PCC gave donations totalling £2,905.00 to support mission and outreach beyond our parish during 2024. Also some money has been kept aside for the Routes to Roots monthly lunch costs. There were also a number of specific church collections which were organised to support other charities. Over the year we have supported Children's Society, Routes to Roots and Christian Aid, Wau, YWAM (Malcolm Taylor) Angel Tree and the Poppy appeal.

The General fund showed a deficit of income over expenditure of £2,529.52. This was due to the sad death of a number of significant givers, increased utility bills and the effect of inflation. Utility charges, insurance and grounds maintenance together with essential repairs accounted for £21,643.00. All budget areas are keeping tight control on expenditure and will continue to do so in 2025.

The 2025 budget is broadly similar to 2024. The cost of utilities is once again starting to increase. We have introduced digital giving at both churches at no cost. We are hopeful that these areas along with an increase in personal giving will result in a budget that breaks even in 2025.

The finance team are grateful to Wendy for continuing the role of treasurer. Previous signatories have now been removed from the bank account.

**Accounts January to December 2024 follow here with the Examiners Report for the year ended 31 December 2024. Approved by the PCC March 2025 Signed on their behalf by Rev Matt Simpson**

# Management Report

Lytchett Minster Parish Church & St Dunstan's Upton  
For the period ended 31 December 2024



Prepared by

**Martin Arthur FMAAT, FFA, FIPA, FFTA, MIH, ACIE.**

Prepared on

**5 March 2025**

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# Profit and Loss

January - December 2024

	<b>Total</b>
<b>INCOME</b>	
Donation not in church service	3,509.48
First Steps	511.18
Forest Church Giving	62.05
Fundraising	7,878.41
Legacies & Gifts	1,850.31
Lettings	1,164.50
Offerings in church	95.00
Offerings Parish Church	4,060.91
Offerings St Dunstan's	1,776.23
<b>Total Offerings in church</b>	<b>5,932.14</b>
Other Income	1,058.82
PCC Statutory Fees	2,169.00
Planned Giving	66,837.94
Reclaimed tax	16,350.96
Rent and Wayleave Fees	200.00
Sales	10,416.75
Sales of Product Income	20.00
Uncategorised Income	448.00
<b>Total Income</b>	<b>118,409.54</b>
<b>GROSS PROFIT</b>	
<b>118,409.54</b>	
<b>EXPENSES</b>	
Church Manager Costs	7,445.10
Cleaning Costs	1,000.37
Expenses	
Accounting and Bank Charges	730.29
Children's Work Expenses	364.69
Churchyard Costs	3,892.00
<b>Total Expenses</b>	<b>4,986.98</b>
Fundraising Expense	474.00
Other Expenses	
Diocesan Share Contribution	83,785.00
Equipment costs (not office)	517.45
Hospitality and Kitchen	514.45
Insurance costs	3,486.46
Licence & Subscription costs	1,795.03
Link Group	12.59
Mission Donations	1,398.80
<b>Total Other Expenses</b>	<b>81,509.78</b>
Outreach Events costs	859.85
Repair and Maintenance Costs	7,402.33
Routes to Roots Lunch Cost	646.81
Total Clergy Expenses	1,209.38
Clergy Expenses MS	861.06

	<b>Total</b>
<b>Total Total Clergy Expenses</b>	<b>2,070.44</b>
Total Music Costs	162.00
Musical Instruments and Books	1,639.70
Organist	70.00
<b>Total Total Music Costs</b>	<b>1,871.70</b>
Total Office	
Office Running Costs	2,070.81
Printing & Supplies	2,034.54
<b>Total Total Office</b>	<b>4,105.35</b>
Total Services Costs	
Services Altar Costs	818.96
Services Flower Costs	57.51
<b>Total Total Services Costs</b>	<b>876.47</b>
Uncategorised Expense	480.00
Utilities Costs	6,861.84
Youth Work Cost	348.04
<b>Total Expenses</b>	<b>120,939.06</b>
<b>NET OPERATING INCOME</b>	<b>-2,529.52</b>
<b>NET INCOME</b>	<b>£ -2,529.52</b>

# Balance Sheet

As of December 31, 2024

	<b>Total</b>
<b>FIXED ASSET</b>	
<b>Total Fixed Asset</b>	
<b>CASH AT BANK AND IN HAND</b>	
CBF CofE Deposit Fund	19,915.91
Coop Current Account	34,022.95
<b>Total Cash at bank and in hand</b>	<b>53,938.86</b>
<b>DEBTORS</b>	
Debtors	283.25
<b>Total Debtors</b>	<b>283.25</b>
<b>CURRENT ASSETS</b>	
Diocesean Fees account	-640.00
LUBCA Recharge	-13.32
Routes to Roots Lunch Money	-577.67
Statutory fee deposits	-1,147.58
<b>Total Current Assets</b>	<b>-2,378.57</b>
<b>NET CURRENT ASSETS</b>	<b>51,843.54</b>
<b>NET CURRENT ASSETS (LIABILITIES)</b>	<b>51,843.54</b>
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>	<b>51,843.54</b>
<b>CREDITORS: AMOUNTS FALLING DUE AFTER MORE THAN ONE YEAR</b>	
Verger/Organist	597.00
<b>Total Creditors: amounts falling due after more than one year</b>	<b>597.00</b>
<b>TOTAL NET ASSETS (LIABILITIES)</b>	<b>£51,246.54</b>
<b>CAPITAL AND RESERVES</b>	
Bells Fund	1,037.94
Childrens/Family Worker 2018	3,540.00
Fabric Fund LMPC	23,413.73
General Fund	7,304.52
Reserve Fund	24,934.96
Retained Earnings	-8,849.74
Youth Discretionary Fund	407.79
Youth Worker Salary 2016 on	1,986.86
Profit for the year	-2,529.52
<b>Total Capital and Reserves</b>	<b>£51,246.54</b>

# Statement of Cash Flows

January - December 2024

	<b>Total</b>
<b>OPERATING ACTIVITIES</b>	
Net Income	-2,529.52
Adjustments to reconcile Net Income to Net Cash provided by operations:	
Debtors	-283.25
Diocesan Fees account	490.00
LUBCA Recharge	-38.39
Statutory fee deposits	-474.42
Creditors	-701.63
<b>Total Adjustments to reconcile Net Income to Net Cash provided by operations:</b>	<b>-1,007.69</b>
<b>Net cash provided by operating activities</b>	<b>-3,537.21</b>
<b>FINANCING ACTIVITIES</b>	
Verger/Organist	194.00
Bells Fund	808.06
Fabric Fund LMPC	841.18
<b>Net cash provided by financing activities</b>	<b>1,843.24</b>
<b>NET CASH INCREASE FOR PERIOD</b>	<b>-1,693.97</b>
Cash at beginning of period	55,632.83
<b>CASH AT END OF PERIOD</b>	<b>£53,938.86</b>

# A/R Ageing Detail

As of December 31, 2024

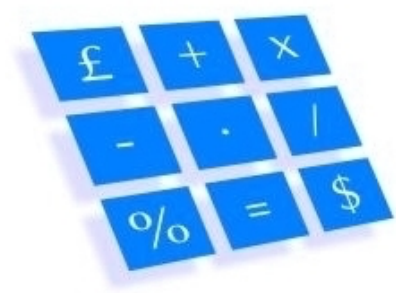
Date	Transaction Type	No.	Customer	Due Date	Amount	Open Balance
<b>1 - 30 days past due</b>						
10/12/2024	Invoice	1080	Mrs Moira Ledger - Bridge	17/12/2024	110.00	110.00
18/12/2024	Invoice	1086	Jiggy Wrigglers	30/12/2024	173.25	173.25
<b>Total for 1 - 30 days past due</b>					<b>£283.25</b>	<b>£283.25</b>
<b>TOTAL</b>					<b>£283.25</b>	<b>£283.25</b>

# A/P Ageing Detail

As of December 31, 2024

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This report contains no data for your specified date range.



# Martin Arthur

*Unit 2A The Courtyard Craft Centre, Huntick Road,  
Lytchett Minster, Poole, Dorset, BH16 6BA*

*Telephone: 01202 621622 Fax: 01202 621488*

## **Independent Examiner's Report to the Trustees of Lytchett Minster Parish Church**

### **Independent examiner's report to the trustees of Lytchett Minster Parish Church**

I report to the charity trustees on my examination of the accounts of the Lytchett Minster Parish Church (Charity) for the year ended 31 December 2024.

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

As the charity trustees of the Charity, 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 applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

### **Independent examiner's statement**

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

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

I confirm that there are no other matters to which your attention should be drawn to enable a proper understanding of the accounts to be reached.

Martin Arthur  
FMAAT, FFA, FIPA, FFTA, MIH, ACIE.  
13<sup>th</sup> March 2025



*Martin Arthur is licensed and regulated by the Association of Accounting Technicians to provide services in accordance with License No. 2208 details of which are displayed at the registered address shown below.*

**Owner: Martin Arthur FMAAT, FFA, FIPA, FFTA, MIH, ACIE**

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# Accounts

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## Annual Report of the Parochial Church Council for the year ended 31<sup>st</sup> December 2023

### Administrative information

The *Parochial Church Council (PCC) of the Ecclesiastical Parish of Lytchett Minster* is a charity registered with the Charity Commission (Number 1131216). In 2010 a United Benefice was formed comprising two parishes: Lytchett Minster Parish Church with St Dunstan's Upton, and St Mary's, Lytchett Matravers. The Team Rector is based in Lytchett Minster and Upton.

The benefice is in Poole & North Bournemouth Deanery in the Diocese of Salisbury within the Church of England. Lytchett Minster Parish Church is situated on the main Dorchester Road through Lytchett Minster. St Dunstan's Church (and the adjacent Community Centre) is situated on Poole Road in Upton.

PCC members who have served from 24<sup>th</sup> March 2023 until the date of this report was approved are:

*Incumbent:* Team Rector Rev Matthew Simpson

*Associate*

*Minister* The Revd Howard Page-Clark (RIP July 2023)

*Curate* Revd Michelle Cobley (July 2023)

*Warden:* Mrs Carole Singleton

*Deanery Synod*

*Reps:* Mr Mark Rathbone

Mrs Helen Pope

Mrs Lexi Dyer (until APCM 2026)

(until APCM 2026)

(until APCM 2026)

*Elected*

*Members:*

Mrs Sue Hunnings (until APCM 2024)

Mr Dave Hunnings (until APCM 2024)

Mrs Sarah Hewetson (until APCM 2024)

Mr Fran Routledge (until APCM 2024)

Mr Ian Swinden (until APCM 2025)

Mrs Avril Perkins (until APCM 2025)

Mrs Elizabeth Luxton (until APCM 2025)

Mr Martin Berryman (until APCM 2025)

Mr Andrew Barr (until APCM 2026)

Mr Raymond Brittain (until APCM 2026)

*LLM's invited* Mr Dave Parker (vice-chair)

*to attend:* Mr Mark Rathbone (December 2023)

*Treasurer:* Mrs Wendy Atkinson (March 2023)

### Structure, governance and management

The method of appointment of PCC members is set out in the Church Representation Rules. All Church attendees are encouraged to register on the Electoral Roll and stand for election to the PCC.

### Objectives and Activities

Lytchett Minster PCC is responsible with the incumbent to offer worship to God and to promote the whole mission of the Church, pastoral, evangelistic, social and ecumenical.

### **Church attendance**

The Church Membership used for the Fairer Share calculation based on church membership was 150 adults and we declared ourselves to be a band "C" church (ie slightly below diocesan average income and ability to pay). The number of worshippers increased substantially at major festivals, and the Fairer Share figures exclude all who are under 18.

### **Electoral Roll**

This year the electoral roll has been completed as required by the Church of England This notice was displayed on the 22nd January until 26<sup>th</sup> February 2023. There are now 173 names on the roll. Approximately one third of our worshippers live outside the parish. There is an encouraging number of new people getting involved in the church.

### **Financial Review**

The trustees who make up the Church Council are required to maintain accounting records and prepare annual financial statements in accordance with Charity Commission guidelines. The major part of this responsibility is delegated to the Treasurer, Wendy Atkinson. Sue Hunnings chairs the Finance Working group which supports the treasurer and oversees the setting of annual budgets. The Group currently also includes Carole Singleton, Ian Swinden, Jane Sequeira, Jenny Trinder, Andy Barr and Michelle Cobley

Total receipts on ordinary funds in 2023 were **£105,014** a slight increase on the previous year and are detailed in the financial statements. A total of **£14807** was recovered in reclaimed tax. There was a small amount of fundraising undertaken in 2023 which raised **£675**. Lettings increased to **£6073** although this is still below the pre pandemic letting income.

**£113,987** was spent on providing Christian ministry in our parish and beyond, which includes our diocesan Parish Share. At **£71520** the Parish Share remains at one of the highest levels (**70%** of our total annual budget), reflecting our continued numerical return. Our expenditure increased significantly due to the large increase in utilities and inflation. The majority of those who work under the auspices of the PCC are volunteers.

In addition to covering clergy expenses and the costs of worship much of this expenditure also covered cost of outreach in the parish. We again laid on a number of Christmas Carol services to accommodate all those who wished to attend. The PCC gave donations totalling **£3505** to support mission and outreach beyond our parish during 2023. Also some money has been kept aside for the Routes to Roots monthly lunch costs. There were also a number of specific church collections which were organised to support other charities. Over the year we have supported Children's Society, Routes to Roots and Christian Aid, Wau, YWAM (Malcolm Taylor) Angel Tree and the Poppy appeal.

The General fund showed a deficit of income over expenditure of **£8974**. This was due to the sad death of a number of significant givers, increased utility bills and the effect of inflation. Utility charges, insurance and grounds maintenance together with essential repairs accounted for **£19550**. All budget areas are keeping tight control on expenditure and will continue to do so in 2024.

The 2024 budget is very similar to 2023. The cost of utilities is starting to decrease and lettings are increasing. There are plans in place to introduce digital giving and we are hopeful that these areas along with an increase in personal giving will result in a budget that breaks even in 2024.

The finance team are very grateful to Wendy for taking on the role of treasurer. She had a very hard start with the bank refusing to allow her access for a few months. This has now been sorted out. She has also overseen the introduction of an improved accounting system and developed closer liaison with LUBCA. So we all owe her a big thank you. The next change is that Sue is stepping now as Chair of the finance team and Ian Swinden is taking over this role.

**Accounts January to December 2023 follow here with the Examiners Report for the year ended 31 December 2023. Approved by the PCC March 2024 Signed on their behalf by Rev Matt Simpson**

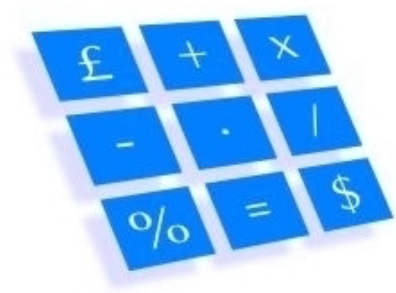


# St Dunstan's and Lytchett Minster Parish Church

## Balance Sheet

As of December 31, 2023

	<b>Total</b>
Fixed Asset	
<b>Total Fixed Asset</b>	
Cash at bank and in hand	
CBF CofE Deposit Fund	18,912.09
Coop Current Account	36,720.74
<b>Total Cash at bank and in hand</b>	<b>£ 55,632.83</b>
Current Assets	
Diocesan Fees account	-150.00
LUBCA Recharge	-51.71
Routes to Roots Lunch Money	-293.77
Statutory fee deposits	-1,622.00
<b>Total Current Assets</b>	<b>-£ 2,117.48</b>
<b>Net current assets</b>	<b>£ 53,515.35</b>
Creditors: amounts falling due within one year	
Trade Creditors	
Creditors	701.63
<b>Total Trade Creditors</b>	<b>£ 701.63</b>
<b>Total Creditors: amounts falling due within one year</b>	<b>£ 701.63</b>
<b>Net current assets (liabilities)</b>	<b>£ 52,813.72</b>
<b>Total assets less current liabilities</b>	<b>£ 52,813.72</b>
Creditors: amounts falling due after more than one year	
Verger/Organist	403.00
<b>Total Creditors: amounts falling due after more than one year</b>	<b>£ 403.00</b>
<b>Total net assets (liabilities)</b>	<b>£ 52,410.72</b>
Capital and Reserves	
Bells Fund	229.88
Childrens/Family Worker 2018	3,540.00
Fabric Fund LMPC	22,572.55
General Fund	7,304.52
Reserve Fund	24,934.96
Retained Earnings	810.77
Youth Discretionary Fund	407.79
Youth Worker Salary 2016 on	1,986.86
Profit for the year	-9,376.61
<b>Total Capital and Reserves</b>	<b>£ 52,410.72</b>



# Martin Arthur

*Unit 2A The Courtyard Craft Centre, Huntick Road,  
Lytchett Minster, Poole, Dorset, BH16 6BA*

*Telephone: 01202 621622 Fax: 01202 621488*

## **Independent Examiner's Report to the Trustees of Lytchett Minster Parish Church**

### **Independent examiner's report to the trustees of Lytchett Minster Parish Church**

I report to the charity trustees on my examination of the accounts of the Lytchett Minster Parish Church (Charity) for the year ended 31 December 2023.

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

As the charity trustees of the Charity, 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 applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

### **Independent examiner's statement**

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

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

I confirm that there are no other matters to which your attention should be drawn to enable a proper understanding of the accounts to be reached.

Martin Arthur  
FMAAT, FFA, FIPA, FFTA, MIH, ACIE.  
21<sup>st</sup> February 2024



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**Owner: Martin Arthur** FMAAT, FFA, FIPA, FFTA, MIH, ACIE

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# Accounts

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**Annual Report of the Parochial Church Council  
for the year ended 31<sup>st</sup> December 2022**

**Administrative information**

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PCC members who have served from 24<sup>th</sup> March 2022 until the date of this report was approved are:

*Incumbent:* Team Rector Rev Matthew Simpson

*Associate*

*Minister* The Revd Howard Page-Clark

*Warden:* Mrs Carole Singleton  
Mr Matthew Reeds

*Deanery Synod* Mrs Jane Routledge (until APCM 2023)

*Reps:* Mr Matt Reeds (until APCM 2023)

Mr Mark Rathbone (until APCM 2023)

*Elected*

*Members:*

Miss Lexi Dyer (until APCM 2023)

Mrs Helen Pope (until APCM 2023)

Mrs Sue Hunnings (until APCM 2024)

Mr Dave Hunnings (until APCM 2024)

Mrs Sarah Hewetson (until APCM 2024)

Mr Fran Routledge (until APCM 2024)

Mr Ian Swinden (until APCM 2025)

Mrs Avril Perkins (until APCM 2025)

Mrs Elizabeth Luxton (until APCM 2025)

Mr Martin Berryman (until APCM 2025)

*LLM invited* Mr Dave Parker (vice -chair)

*to attend:*

*Treasurer:* Mr Henry Richbell

**Structure, governance and management**

The method of appointment of PCC members is set out in the Church Representation Rules. All Church attendees are encouraged to register on the Electoral Roll and stand for election to the PCC.

**Objectives and Activities**

Lytchett Minster PCC is responsible with the incumbent to offer worship to God and to promote the whole mission of the Church, pastoral, evangelistic, social and ecumenical.

## **Church attendance**

The Church Membership used for the Fairer Share calculation based on church membership was 150 adults and we declared ourselves to be a band "C" church (ie slightly below diocesan average income and ability to pay). The number of worshippers increased substantially at major festivals, and the Fairer Share figures exclude all who are under 18.

## **Electoral Roll**

This year the electoral roll has been completed as required by the Church of England This notice was displayed on the 22nd January until 26<sup>th</sup> February 2023. There are now 173 names on the roll. Approximately one third of our worshippers live outside the parish. There is an encouraging number of new people getting involved in the church.

## **Financial Review**

The trustees who make up the Church Council are required to maintain accounting records and prepare annual financial statements in accordance with Charity Commission guidelines. The major part of this responsibility is delegated to the Treasurer, Henry Richbell. Sue Hunnings chairs the Finance Working group which supports the treasurer and oversees the setting of annual budgets. The Group currently also includes Carole Singleton, Ian Swinden, Jane Sequeira and Jenny Trinder

Total receipts on ordinary funds in 2022 were **£101695**, a slight reduction on the previous year and are detailed in the financial statements. A total of **£16754** was recovered in reclaimed tax. There was virtually no fundraising undertaken in 2022 and lettings, at **£3943** although not at budget was improving from the previous years which were affected by the pandemic.

**£101695** was spent on providing Christian ministry in our parish and beyond, which includes our diocesan Parish Share. At **£71520** the Parish Share remains at one of the highest levels (**70%** of our total annual budget), reflecting our continued numerical return. The majority of those who work under the auspices of the PCC are volunteers.

In addition to covering clergy expenses and the costs of worship much of this expenditure also covered cost of outreach in the parish. We again laid on a number of Christmas Carol services to accommodate all those who wished to attend. The PCC gave donations totalling **£4587** to support mission beyond our parish during 2022. The covered donations directly from our own funds as well as a number of specific church collections which were organised to support other charities such as the Children's Society, Routes to Roots and Christian Aid.

The General fund showed and surplus of income over expenditure of **£1837**. Utility charges, insurance and grounds maintenance together with essential repairs accounted for **£15497**. We were very lucky in 2022 that our utility contracts did not end until November which meant that we were able to avoid the large increases however with all contracts having to be renegotiated 2023 will be a very different matter. All budget areas are keeping tight control on expenditure and will continue to do so in 2023.

The 2023 budget is very similar to 2022 with the exception of the Utility charges and therefore and we have budgeted a deficit of **£2425** so yet again a close watch on expenditure will still need to be kept. I am sure that with careful guardianship this will end up with being able to reduce this amount by the end of 2022 but as usual I would ask everyone to think before spending.

Finally, on a personal note, this is my final report to the APCM as after nearly 10 years I am retiring as Treasurer and passing on the mantle to Wendy Atkinson who I am very confident will undertake the Treasurers duties and that as a church you will notice no difference. So, it just remains for me to thank everyone for the enormous amount of help and guidance during my tenure.

**Accounts January to December 2022 follow here with the Examiners Report for the year ended 31 December 2022. Approved by the PCC March 2023 Signed on their behalf by Rev Matt Simpson**



Jan - Dec 22

Ordinary Income/Expense

Income

Donation n 4073.33

First Steps 92.4

Fundraising 148.6

Legacies & 2500

Lettings 3492.5

LUCA Book 758.5

Offerings in church

Offerings P 3532.37

Offerings S 806.12

Total Offer 4338.49

PCC Statute 2557

Planned Gi 67596.47

Reclaimed 16754.11

Rent and W 920

Sales 172.99

VAT Grant 128.02

Total Incon 103532.4

Expense

Accounting 513.9

Children's \ 310.53

Childrens S -168.16

Churchyarc 3448.76

Clergy Expenses

Clergy Expe 182.25

Clergy Expe 2238.3

Total Clergy 2420.55

Cost of Sale 184.5

Diocesan Sl 71520

Equipment 173.98

Forest Chur 495.39

Hospitality 838.47

Insurance c 3042.02

Licence & S 883.51

Link Group 19.13

LUCA Gene 96

Mission Do 4754.94

Music Costs

Musical Ins 372.4

Organist 150

Total Music 522.4

Office

Office Runr 1530.41

Printing & 1175.44

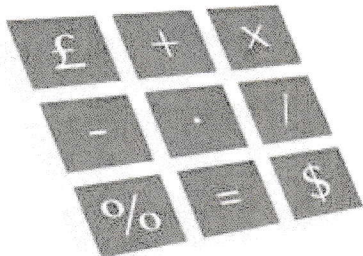
Total Office 2705.85

Outreach E 133.45

Repair and 6029.38

Services Costs

Services All	462.25
Services Flc	332.14
Total Servic	794.39
Utilities Co:	2976.35
Total Exper	101695.3
Net Ordina	1837.07
Profit for tl	1837.07



# Martin Arthur

The Old Post Office 56 Dorchester Road,  
Lytchett Minster, Poole, Dorset, BH16 6JE

Telephone: 01202 621622 Fax: 01202 621488

## Independent Examiner's Report to the Trustees of Lytchett Minster Parish Church

### Independent examiner's report to the trustees of Lytchett Minster Parish Church

I report to the charity trustees on my examination of the accounts of the Lytchett Minster Parish Church (Charity) for the year ended 31 December 2022.

#### Responsibilities and basis of report

As the charity trustees of the Charity, 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 applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

#### Independent examiner's statement

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

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

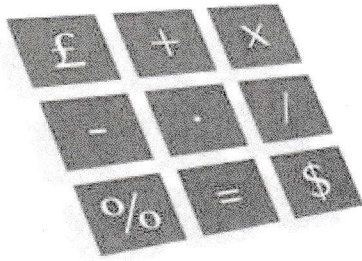
I confirm that there are no other matters to which your attention should be drawn to enable a proper understanding of the accounts to be reached.

Martin Arthur  
FMAAT, FFA, FIPA, FFTA, MIH, ACIE.  
27<sup>th</sup> February 2023



Martin Arthur is licensed and regulated by the Association of Accounting Technicians to provide services in accordance with License No. 2208 details of which are displayed at the registered address shown below.

**Owner: Martin Arthur** FMAAT, FFA, FIPA, FFTA, MIH, ACIE



# Martin Arthur

The Old Post Office 56 Dorchester Road,  
Lytchett Minster, Poole, Dorset, BH16 6JE

Telephone: 01202 621622 Fax: 01202 621488

## Lytchett Minster Parish Church

The Vicarage  
New Road  
Lytchett Minster  
Poole, Dorset  
BH16 6JQ

# INVOICE

DATE: 27<sup>th</sup> February 2023

NO: LMPC 7

TO: **Services rendered to date** re: work on your accounting affairs, since our last invoice LMPC6 dated 21<sup>st</sup> February 2022

Independent Examination of books and records provided by Trustee and Bookkeeper Henry Richbell (Honorary Treasurer), from the Independent Examiner's Queries on the tabulated Nominal Ledger, provided to Treasurer by e-mail on Wednesday 22<sup>nd</sup> January 2023 and produced sample list on 20<sup>th</sup> February 2023. IE completed and checked on Monday 27<sup>th</sup> February 2023 of Charity's Accounts books and records for the year ended 31<sup>st</sup> December 2022, from St Dunstan's Church, carried out at home;  
Including sample testing and agreeing balances on the balance sheet and Income and Expenditure Account of the Annual Report;  
Made recommendations where necessary to improve the production and the timeliness of the accounts, making them ready for the Charities Commission's Annual Return deadline each year;  
General advice as required;

FEE: For time spent to date £ 490.00  
(DISBURSEMENTS: none)

TOTAL PAYABLE: £ 490.00

**Credit Terms:** Payment by **RETURN** would be appreciated.

*If you have any query or may have problems paying within this time limit  
please contact us immediately.*

Interest will be charged on all overdue invoices at the rate of 4% above the Lloyds TSB base rate, or, at the rate for the time being applicable under the Late Payment of Commercial Debts (Interest) Act 1998, whichever is the higher.

Cheques to be made payable to **Martin Arthur**



Martin Arthur is licensed and regulated by the Association of Accounting Technicians to provide services in accordance with License No. 2208 details of which are displayed at the registered address shown below.

**Owner: Martin Arthur** FMAAT, FFA, FIPA, FFTA, MIH, ACIE

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# Accounts

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## Annual Report of the Parochial Church Council for the year ended 31<sup>st</sup> December 2021

### Administrative information

The *Parochial Church Council (PCC) of the Ecclesiastical Parish of Lytchett Minster* is a charity registered with the Charity Commission (Number 1131216). In 2010 a United Benefice was formed comprising two parishes: Lytchett Minster Parish Church with St Dunstan's Upton, and St Mary's, Lytchett Matravers. The Team Rector is based in Lytchett Minster and Upton.

The benefice is in Poole & North Bournemouth Deanery in the Diocese of Salisbury within the Church of England. Lytchett Minster Parish Church is situated on the main Dorchester Road through Lytchett Minster. St Dunstan's Church (and the adjacent Community Centre) is situated on Poole Road in Upton.

PCC members who have served from 24<sup>th</sup> March 2021 until the date of this report was approved are:

*Incumbent:* Team Rector Rev Matthew Simpson

*Associate*

*Minister* The Revd Howard Page-Clark

*Warden:* Mrs Carole Singleton  
Mr Matthew Reeds

*Deanery Synod* Mrs Jane Routledge (until APCM 2023)

*Reps:* Mr Matt Reeds (until APCM 2023)

Mr Mark Rathbone (until APCM 2023)

*Elected*

*Members:*

Mr Mark Rathbone (until APCM 2022)

Mr Richard Tazewell (until APCM 2022)

Mr Ian Swinden (until APCM 2022)

Mrs Julie Adams (until APCM 2022)

Miss Lexi Dyer (until APCM 2023)

Mrs Helen Pope (until APCM 2023)

Mrs Liz Wilson (until APCM 2023)

Mr Dave Hunnings (until APCM 2024)

Mrs Sarah Hewetson (until APCM 2024)

Mr Fran Routledge (until APCM 2024)

*LLM invited* Mr Dave Parker (vice -chair)

*to attend:*

*Treasurer:* Mr Henry Richbell

### Structure, governance and management

The method of appointment of PCC members is set out in the Church Representation Rules. All Church attendees are encouraged to register on the Electoral Roll and stand for election to the PCC.

### Objectives and Activities

Lytchett Minster PCC is responsible with the incumbent to offer worship to God and to promote the whole mission of the Church, pastoral, evangelistic, social and ecumenical.

## **Church attendance**

The Church Membership used for the Fairer Share calculation based on church membership was 148 adults and we declared ourselves to be a band "C" church (ie slightly below diocesan average income and ability to pay). The number of worshippers increased substantially at major festivals, and the Fairer Share figures exclude all who are under 18.

## **Electoral Roll**

This year the electoral roll has been completed as required by the Church of England This notice was displayed on the 18<sup>th</sup> January until 21<sup>st</sup> February 2022. There are now 182 names on the roll. Approximately one third of our worshippers live outside the parish. There is an encouraging number of new people getting involved in the church.

## **Financial Review**

The trustees who make up the Church Council are required to maintain accounting records and prepare annual financial statements in accordance with Charity Commission guidelines. The major part of this responsibility is delegated to the Treasurer, Henry Richbell. Sue Hunnings chairs the Finance Working group which supports the treasurer and oversees the setting of annual budgets. The Group currently also includes Carole Singleton, Ian Swinden and Jane Sequeira.

Total receipts on ordinary funds in 2021 were **£102144** and are detailed in the financial statements. A total of **£16122** was recovered in reclaimed tax. Due to the pandemic there was no general fundraising undertaken during the year.

**£102863** was spent on providing Christian ministry in our parish and beyond, which includes our diocesan Parish Share. At **£71400** the Parish Share remains at one of the highest levels (**69%** of our total annual budget), reflecting our continued numerical return. The majority of those who work under the auspices of the PCC are volunteers.

In addition to covering clergy expenses and the costs of worship much of this expenditure also covered cost of outreach in the parish. We again laid on a number of Christmas Carol services to accommodate all those who wished to attend. The PCC gave donations totalling **£3540** from its own funds to support mission beyond our parish during 2021. In addition, a number of specific church collections were organised to support other charities such as the Children's Society, Routes to Roots and Christian Aid.

The General fund showed a deficit of income over expenditure of **£718** due to in the main to the pandemic. Despite this Utility charges, insurance and grounds maintenance together with essential repairs accounted for **£17698**. All budget areas are keeping tight control on expenditure and 2022 should see a return to normal expenditure.

The 2022 budget is very similar to 2021 and we have budgeted a very small surplus of **£805** so yet again a close watch on expenditure will still need to be kept. I am sure that with careful guardianship this will end up with a surplus as the end of 2022 but as usual I would ask everyone to think before spending.

## **Reserves policy**

It is PCC policy to maintain a positive balance on unrestricted funds (if possible), to allow adequate cash flow without the need to borrow, and to cover any emergency situation that may arise. The bulk of such liquid funds are invested with the CBF Church of England Deposit Fund which pays interest quarterly, the remainder being held in a Coop Bank current account which adds a small monthly interest receipt.

## **Safeguarding**

Sue Hunnings is the safeguarding officers for the parish during 2021.

**Accounts January to December 2021 follow here with the Examiners Report for the year ended 31 December 2021.**

**Approved by the PCC February 2022 Signed on their behalf by Rev Matt Simpson**

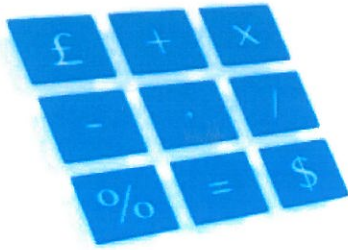


## 2021 LMPC Trial Balance

	31-Dec-21	
	Debit	Credit
C/A 42822708	£0.00	
<b>CBF CofE Deposit Fund</b>	£18,085.12	
<b>Coop Current Account</b>	£26,434.84	
Instant Reserve deposit account	£0.00	
Suspense account	£0.00	
Accounts Receivable	£0.00	
Accruals	£0.00	
Deanery Youth account	£0.00	
Debtors	£0.00	
JA expenses account	£0.00	
Loans made	£0.00	
LUCA Recharge Account		-£539.44
Prepayments	£0.00	
Routes to Routes Lunch Money		-£784.07
Statutory fee deposits		-£200.00
Turlin youth account	£0.00	
Uganda Fund	£0.00	
Undeposited Funds	£0.00	
Deposits received in advance	£0.00	
Staples Business Account	£0.00	
BES Gas	£0.00	
BT account	£0.00	
Canon (Oce) account	£0.00	
Consortium account	£0.00	
Creditors	£0.00	
Diocesan Fees account		-£610.00
Flood Appeal	£0.00	
Hilary Bond Leaving Fund	£0.00	
HMRC Tax & NI	£0.00	
Keith Jones Bookshop	£0.00	
Opus energy account	£0.00	
Southern Electricity	£0.00	
Verger/Organist account	£0.00	
Vicarage Donation	£0.00	
Wessex Water	£0.00	
Loan from Talbot Village Trust	£0.00	
Loans for CJs	£0.00	
Bells Fund		-£494.23
Childrens/Family Worker 2018		-£6,540.00
CJ's Fund	£0.00	
General Fund		-£7,174.52
Intern Stewardship Account	£0.00	
Piano and Fabric Fund LMPC		-£1,905.39
Rawlinson Fund	£0.00	
Reserve Fund		-£24,934.96
Retained Earnings	£308.03	
St Dunstan's Extension Fund	£0.00	
YoungHusband Fund	£0.00	

## 2021 LMPC Trial Balance

Youth Discretionary Fund		-£376.79
Youth Worker Salary 2016 on		-£1,986.86
CBF Deposit Account Interest		-£17.85
Donation not in church service		-£5,684.37
Gift Aided Giving		-£1,100.00
Lettings		-£2,546.00
LUCA Bookings		-£234.00
Offerings in church:Offerings Parish Church		-£2,558.24
Offerings in church:Offerings St Dunstan's		-£591.47
PCC Statutory Fees		-£3,219.00
Planned Giving		-£68,826.90
Reclaimed tax		-£16,122.14
Rent and Wayleave Fees		-£920.00
Sales		-£212.13
Travel		-£112.50
Accounting and Bank Charges	£463.90	
Children's Work Expenses	£319.97	
Churchyard Costs	£3,201.60	
Cleaning costs	£12.99	
Clergy Expenses:Clergy Expenses HPC	£250.30	
Clergy Expenses:Clergy Expenses MS	£1,459.90	
Cost of Sales	£98.44	
Diocesan Share Contribution	£71,400.00	
Equipment costs (not office)	£8.74	
Forest Church	£36.79	
Hospitality and Kitchen	£622.02	
Insurance costs	£3,023.45	
Licence & Subscription costs	£756.96	
Link Group		-£70.00
Mission Donations	£3,539.85	
Music Costs:Musical Instruments and Books	£1,404.00	
Music Costs:Organist	£150.00	
Office:Office Running Costs	£2,641.52	
Office:Printing & Supplies	£1,497.52	
Repair and Maintenance Costs	£8,383.72	
Services Costs:Services Altar Costs	£423.82	
Services Costs:Services Flower Costs	£147.68	
Utilities Costs	£3,089.70	
<b>TOTAL</b>	<b>£147,760.86</b>	<b>-£147,760.86</b>



# Martin Arthur

The Old Post Office 56 Dorchester Road,  
Lytchett Minster, Poole, Dorset, BH16 6JE

Telephone: 01202 621622 Fax: 01202 621488

## Independent Examiner's Report to the Trustees of Lytchett Minster Parish Church

### Independent examiner's report to the trustees of Lytchett Minster Parish Church

I report to the charity trustees on my examination of the accounts of the Lytchett Minster Parish Church (Charity) for the year ended 31 December 2021.

#### Responsibilities and basis of report

As the charity trustees of the Charity, 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 applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

#### Independent examiner's statement

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

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

I confirm that there are no other matters to which your attention should be drawn to enable a proper understanding of the accounts to be reached.

Martin Arthur  
FMAAT, FFA, FIPA, FFTA, MIH, ACIE.  
21<sup>st</sup> February 2022



Martin Arthur is licensed and regulated by the Association of Accounting Technicians to provide services in accordance with License No. 2208 details of which are displayed at the registered address shown below.

**Owner: Martin Arthur** FMAAT, FFA, FIPA, FFTA, MIH, ACIE

---

# Accounts

---



## Annual Report of the Parochial Church Council for the year ended 31<sup>st</sup> December 2020

### Administrative information

The *Parochial Church Council (PCC) of the Ecclesiastical Parish of Lytchett Minster* is a charity registered with the Charity Commission (Number 1131216). In 2010 a United Benefice was formed comprising two parishes: Lytchett Minster Parish Church with St Dunstan's Upton, and St Mary's, Lytchett Matravers. The Team Rector is based in Lytchett Minster and Upton.

The benefice is in Poole & North Bournemouth Deanery in the Diocese of Salisbury within the Church of England. Lytchett Minster Parish Church is situated on the main Dorchester Road through Lytchett Minster. St Dunstan's Church (and the adjacent Community Centre) is situated on Poole Road in Upton.

PCC members who have served from 9<sup>th</sup> September 2020 until the date of this report was approved are:

*Incumbent:* Interregnum (Team Rector Rev Matthew Simpson licensed Oct 21<sup>st</sup> 2020)

*Associate*

*Minister* The Revd Howard Page-Clark

*Warden:* Mrs Carole Singleton

Mr Fran Routledge (Vice chair)

*Deanery Synod* Mrs Jane Routledge (until APCM 2023)

*Reps:* Mr Matt Reeds (until APCM 2023)

Mr Mark Rathbone (until APCM 2023)

*Elected*

*Members:*

Mrs Heather Borg-Foley (until APCM 2021)

Mrs Jane Sequeira (until APCM 2021)

Mr Matt Reeds (until APCM 2021)

Mr Mark Rathbone (until APCM 2022)

Mr Richard Tazewell (until APCM 2022)

Mr Ian Swinden (until APCM 2022)

Mrs Julie Adams (until APCM 2022)

Miss Lexi Dyer (until APCM 2023)

Mrs Helen Pope (until APCM 2023)

Mrs Liz Wilson (until APCM 2023)

*LLM invited* Mr Dave Parker

*to attend:*

*Treasurer:* Mr Henry Richbell

### Structure, governance and management

The method of appointment of PCC members is set out in the Church Representation Rules. All Church attendees are encouraged to register on the Electoral Roll and stand for election to the PCC.

### Objectives and Activities

Lytchett Minster PCC is responsible with the incumbent to offer worship to God and to promote the whole mission of the Church, pastoral, evangelistic, social and ecumenical.

## **Church attendance**

The Church Membership used for the Fairer Share calculation based on church membership was 148 adults and we declared ourselves to be a band "C" church (ie slightly below diocesan average income and ability to pay). The number of worshippers increased substantially at major festivals, and the Fairer Share figures exclude all who are under 18.

## **Electoral Roll**

This year the electoral roll has been completed as required by the Church of England This notice was displayed on the 18<sup>th</sup> January until 15<sup>th</sup> February 2021. There are now 185 names on the roll. Approximately one third of our worshippers live outside the parish. There is an encouraging number of new people getting involved in the church.

## **Financial Review**

The trustees who make up the Church Council are required to maintain accounting records and prepare annual financial statements in accordance with Charity Commission guidelines. The major part of this responsibility is delegated to the Treasurer, Henry Richbell. Sue Hunnings chairs the Finance Working group which supports the treasurer and oversees the setting of annual budgets. The Group currently also includes Brian Barlow, Carole Singleton, Ian Swinden, Jane Sequeira and Sarah Hewetson.

Total receipts on ordinary restricted funds in 2020 were **£100209** and are detailed in the financial statements. A total of **£16010** was recovered in reclaimed tax. Due to the pandemic there was no general fundraising undertaken during the year.

**£105011** was spent on providing Christian ministry in our parish and beyond, which includes our diocesan Parish Share. At **£78691** the Parish Share remains at one of the highest levels (**75%** of our total annual budget), reflecting our continued numerical return. The majority of those who work under the auspices of the PCC are volunteers.

In addition to covering clergy expenses and the costs of worship much of this expenditure also covered cost of outreach in the parish. We again laid on a number of Christmas Carol services to accommodate all those who wished to attend. The PCC gave donations totalling **£4367** from its own funds to support mission beyond our parish during 2020. In addition, a number of specific church collections were organised to support other charities such as the Children's Society, Routes to Roots and Christian Aid.

The General fund showed a deficit of income over expenditure of **£4801** due to a in the main to the pandemic which meant that the church was closed for a lengthy periods. Despite this Utility charges, insurance and grounds maintenance together with essential repairs accounted for **£15148** Despite this all budget areas are keeping tight control on expenditure and 2021 should see a return to normal expenditure.

The 2021 budget is very similar to 2020 and we have budgeted a very small surplus of **£1875** so yet again a close watch on expenditure will still need to be kept. I am sure that with careful guardianship this will end up with a surplus as the end of 2021 but as usual I would ask everyone to think before spending.

## **Reserves policy**

It is PCC policy to maintain a positive balance on unrestricted funds (if possible), to allow adequate cash flow without the need to borrow, and to cover any emergency situation that may arise. The bulk of such liquid funds are invested with the CBF Church of England Deposit Fund which pays interest quarterly, the remainder being held in a Coop Bank current account which adds a small monthly interest receipt.

## **Safeguarding**

Sue Hunnings is the safeguarding officers for the parish during 2020.

**Accounts January to December 2020 follow here with the Examiners Report for the year ended 31 December 2020.**

**Approved by the PCC 20<sup>th</sup> February 2021 Signed on their behalf by Rev Matt Simpson**



Jan - Dec 20

**Ordinary Income/Expense**

**Income**

CBF Deposit Account Interest	66.24
Donation not in church service	1635.39
Gift Aided Giving	175.00
Legacies & Bequests	2000.00
Lettings	3455.50
LUCA Bookings	204.75

**Offerings in church**

Offerings Parish Church	2805.45
Offerings St Dunstan's	1051.46

**Total Offerings in church** **3856.91**

PCC Statutory Fees	2170.00
Planned Giving	67468.75
Reclaimed tax	16010.60
Rent and Wayleave Fees	720.00
Sales	160.38
VAT Grant Scheme Refund	2196.40
War Graves Maintenance Fees	90.00

**Total Income** **100209.92**

**Expense**

Accounting and Bank Charges	534.10
Churchyard Costs	3069.79
Cleaning costs	315.00

**Clergy Expenses**

Clergy Expenses HB	268.16
Clergy Expenses HPC	560.50
Clergy Expenses JdeG	159.92
Clergy Expenses MS	325.83

**Total Clergy Expenses** **1314.41**

Cost of Sales	188.20
Diocesan Share Contribution	78691.30
Hospitality and Kitchen	228.28
Insurance costs	3306.56
Licence & Subscription costs	574.20
Link Group	-22.00
Mission Donations	4367.05

**Music Costs**

Musical Instruments and Books	124.56
Organist	150.00

**Total Music Costs** **274.56**

**Office**

Office Running Costs	1337.17
Printing & Supplies	1274.99

**Total Office** **2612.16**

Outreach Events costs	-127.48
Repair and Maintenance Costs	5536.31

**Services Costs**

Services Altar Costs	757.27
Services Flower Costs	84.78

**Total Services Costs** **842.05**

Utilities Costs	3236.83
Youth Work costs	69.42

**Total Expense** **105010.74**

Net Ordinary Income -4800.82

**Profit for the Year** **-4800.82**



# Martin Arthur

*The Old Post Office 56 Dorchester Road,  
Lytchett Minster, Poole, Dorset, BH16 6JE*

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## **Independent Examiner's Report to the Trustees of Lytchett Minster Parish Church**

### **Independent examiner's report to the trustees of Lytchett Minster Parish Church**

I report to the charity trustees on my examination of the accounts of the Lytchett Minster Parish Church (Charity) for the year ended 31 December 2020.

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

As the charity trustees of the Charity 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 applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

### **Independent examiner's statement**

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

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

I confirm that there are no other matters to which your attention should be drawn to enable a proper understanding of the accounts to be reached.

Martin Arthur  
FMAAT, FFA, FIPA, FFTA, MIH, ACIE.  
12<sup>th</sup> February 2021



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**Owner: Martin Arthur** FMAAT, FFA, FIPA, FFTA, MIH, ACIE