



Annual Report of the Parochial Church Council for the year ended 31st December 2022

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 24th 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 26th 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 a 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 V 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

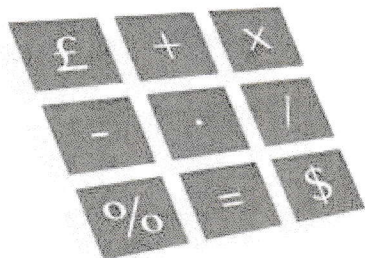
Total Office 2705.85

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

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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 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.

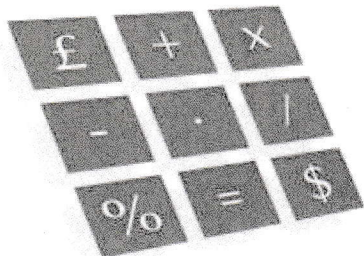
I confirm that there are no other matters to which your attention should be drawn to enable a proper understanding of the accounts to be reached.

Martin Arthur
FMAAT, FFA, FIPA, FFTA, MIH, ACIE.
27th 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



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Lytchett Minster Parish Church

The Vicarage
New Road
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Poole, Dorset
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INVOICE

DATE: 27th February 2023

NO: LMPC 7

TO: **Services rendered to date** re: work on your accounting affairs, since our last invoice LMPC6 dated 21st 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 22nd January 2023 and produced sample list on 20th February 2023. IE completed and checked on Monday 27th February 2023 of Charity's Accounts books and records for the year ended 31st 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



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