



## **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**

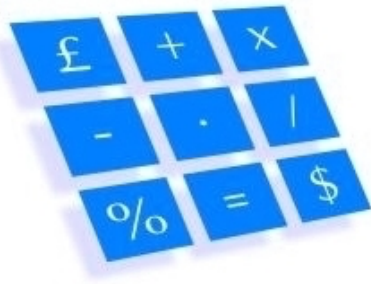


# St Dunstan's and Lytchett Minster Parish Church

## Balance Sheet

As of December 31, 2023

	<u>Total</u>
Fixed Asset	
Total Fixed Asset	
Cash at bank and in hand	
CBF CofE Deposit Fund	18,912.09
Coop Current Account	36,720.74
Total Cash at bank and in hand	£ 55,632.83
Current Assets	
Diocesan Fees account	-150.00
LUBCA Recharge	-51.71
Routes to Roots Lunch Money	-293.77
Statutory fee deposits	-1,622.00
Total Current Assets	-£ 2,117.48
Net current assets	£ 53,515.35
Creditors: amounts falling due within one year	
Trade Creditors	
Creditors	701.63
Total Trade Creditors	£ 701.63
Total Creditors: amounts falling due within one year	£ 701.63
Net current assets (liabilities)	£ 52,813.72
Total assets less current liabilities	£ 52,813.72
Creditors: amounts falling due after more than one year	
Verger/Organist	403.00
Total Creditors: amounts falling due after more than one year	£ 403.00
Total net assets (liabilities)	£ 52,410.72
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
Total Capital and Reserves	£ 52,410.72



# 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 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



*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