



Annual Report of the Parochial Church Council for the year ended 31st 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 20th 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 28th 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 £102,08.58, a slight decrease on the previous year and are detailed in the financial statement which raised £7,878.41. Lettings increased to £11581.25 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 £73785.00 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

	Total
INCOME	
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
Total Offerings in church	5,932.14
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
Total Income	118,409.54
GROSS PROFIT	118,409.54
EXPENSES	
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
Total Expenses	4,986.98
Fundraising Expense	474.00
Other Expenses	
Diocesan Share Contribution	73,785.00
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
Total Other Expenses	81,509.78
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

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

Balance Sheet

As of December 31, 2024

	Total
FIXED ASSET	
Total Fixed Asset	
CASH AT BANK AND IN HAND	
CBF CofE Deposit Fund	19,915.91
Coop Current Account	34,022.95
Total Cash at bank and in hand	53,938.86
DEBTORS	
Debtors	283.25
Total Debtors	283.25
CURRENT ASSETS	
Diocesan Fees account	-640.00
LUBCA Recharge	-13.32
Routes to Roots Lunch Money	-577.67
Statutory fee deposits	-1,147.58
Total Current Assets	-2,378.57
NET CURRENT ASSETS	51,843.54
NET CURRENT ASSETS (LIABILITIES)	51,843.54
TOTAL ASSETS LESS CURRENT LIABILITIES	51,843.54
CREDITORS: AMOUNTS FALLING DUE AFTER MORE THAN ONE YEAR	
Verger/Organist	597.00
Total Creditors: amounts falling due after more than one year	597.00
TOTAL NET ASSETS (LIABILITIES)	£51,246.54
CAPITAL AND RESERVES	
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
Total Capital and Reserves	£51,246.54

Statement of Cash Flows

January - December 2024

	Total
OPERATING ACTIVITIES	
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
Total Adjustments to reconcile Net Income to Net Cash provided by operations:	-1,007.69
Net cash provided by operating activities	-3,537.21
FINANCING ACTIVITIES	
Verger/Organist	194.00
Bells Fund	808.06
Fabric Fund LMPC	841.18
Net cash provided by financing activities	1,843.24
NET CASH INCREASE FOR PERIOD	-1,693.97
Cash at beginning of period	55,632.83
CASH AT END OF PERIOD	£53,938.86

A/R Ageing Detail

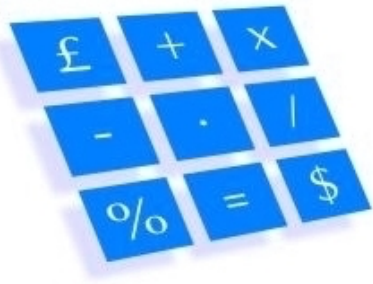
As of December 31, 2024

Date	Transaction Type	No.	Customer	Due Date	Amount	Open Balance
1 - 30 days past due						
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
Total for 1 - 30 days past due					£283.25	£283.25
TOTAL					£283.25	£283.25

A/P Ageing Detail

As of December 31, 2024

This report contains no data for your specified date range.



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 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.
13th 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