

# Diocese of St. Albans

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Parish of All Saints, Leighton Buzzard

**ANNUAL PAROCHIAL CHURCH MEETING**

Sunday 28<sup>th</sup> April 2024 at 11.00am

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DIOCESE OF ST. ALBANS  
PARISH OF ALL SAINTS, LEIGHTON BUZZARD  
**ANNUAL PAROCHIAL CHURCH MEETING**  
SUNDAY 28<sup>th</sup> APRIL 2024 at 11.00am

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**PRAYERS**

**Vestry Meeting:**

Election of Churchwardens

Election of Sidesmen and Ladies

**Annual Parochial Church Meeting**

**A G E N D A**

1. Apologies for absence
2. Minutes of Annual Parochial Church Meeting 30<sup>th</sup> April 2023
3. Presentation of Electoral Roll
4. Elections: Parochial Church Councillors: 6 members, Deanery Synod 2 members
5. Churchwardens' Report
6. P.C.C. Report
7. Other Reports
8. Presentation of Financial Accounts
9. Appointment of Auditor
10. To note the date of 2<sup>nd</sup> May P.C.C. meeting following 7.30pm Holy Communion (TBC)
11. Date of next Annual Parochial Church Meeting
12. Any other business: An opportunity for members of the parish to raise any matter of common concern, and to make any suggestions for the P.C.C. agenda.

## **SIDESMEN AND LADIES:**

Lindsay Bevis	Dianne Bradfield	Liz Corbett
Bev Crockett	Gemma Dolton	Julie Dolton
Terry Dolton	Anne Flynn	Dominic Flynn
Lindsay Goodman	Jill Hargreaves	Rachael Horrocks
Jenny Huskisson	Zita Jeeves	Dot Jessup
Pauline Lyon	Audrey Mason	Steve Mayne
Maggie Moran	Dave Mowbray	Christine Munford
Karen Nash	Jackie Rudom	Sam Smith
Amy Tingay	Phillip Tingay	Roy Tyler
Rosemary Warburton	Terry Warburton	David Williams

## **PAROCHIAL CHURCH COUNCIL**

Ex-Officio on the P.C.C. are:-	Churchwardens
	Stipendiary Clergy
	One representative Reader
	Elected members of Deanery Synod
	Elected member of Diocesan Synod

## **Already elected to serve for a further one year:**

Amy Tingay, Janet Wenborn

## **Already elected to serve for a further two years:**

Jackie Rudom, Carol Yirrell, Stacey Major, Linda Kagunga, Alan Perrott

## **Retiring members:**

Gary Hargreaves RIP

## **Eligible for Re-election:**

none

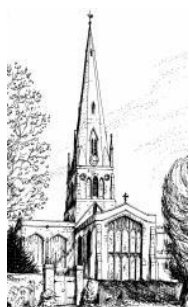
## ***Vacancies:***

***6 vacancies for P.C.C***

***2 vacancies for Deanery Synod***

# APCM MINUTES 2023

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Diocese of St. Albans  
Parish of All Saints, Leighton Buzzard

## **Annual Parochial Church Meeting Sunday 20 April 2023, 11.00am**

The vestry meeting was opened in prayer by Mother Kirsty as Chair  
The APCM meeting was chaired by John Sykes

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### **VESTRY MEETING**

#### **1. ELECTION OF CHURCH WARDENS**

Mother Kirsty announced three nominations had been received, John Sykes, Bill Webb and Sam Smith. The reappointment of John was proposed by Jenny Huskisson and seconded by Dot Jessop, Sam was proposed by Amy Tingay and seconded by Alison Dobbie and Bill was proposed by Stacey Major and seconded by Geoff Marchant. All were unanimously approved at the meeting.

Mother Kirsty thanked John, Sam and Bill, on behalf of Mother Cate, for their work throughout the year.

#### **2. ELECTION OF SIDESPEOPLE**

The motion to add Stacey Major and to approve the list of sidesmen and ladies as recorded in the notice of APCM was proposed by Lindsay Bevis, seconded by Audrey Mason and unanimously approved by all in attendance. Lindsay Bevis requested, in Brian Willett's absence, that members of the church please consider volunteering. Mother Kirsty thanked all for their welcoming in church and at the gate.

There being no further business, the meeting was declared closed.

## ANNUAL PAROCHIAL CHURCH MEETING

This meeting was chaired by John Sykes

### 1. APOLOGIES FOR ABSENCE

A list of apologies was presented to, and noted by, the meeting.

### 2. MINUTES OF THE 2022 ANNUAL GENERAL CHURCH MEETING

The minutes of the previous Annual General Church Meeting were taken and read and accepted with no amendments. Acceptance of the minutes was proposed by Lindsay Bevis, seconded by Sam Smith and unanimously approved by all at the meeting.

### 3. PRESENTATION OF ELECTORAL ROLL REPORT

The Electoral Roll report was presented and it was noted that there had been 244 members in April 2023, an increase of 5 since May 2022. Liz Corbett thanked Lindsay for her assistance in keeping the roll up to date.

### 4. ELECTIONS

#### Parochial Church Council (PCC)

The meeting was asked to approve the election of new PCC members:

NOMINEE	PROPOSED	SECONDED	ELECTED?
Jackie Rudom	Carol Yirrell	Lindsay Bevis	Yes
Carol Yirrell	Janet Wenborn	Linda Kagunga	Yes
Stacey Major	Carol Yirrell	John Sykes	Yes
Linda Kagunga	Lindsay Bevis	Jackie Rudom	Yes
Alan Perrott	Stacey Major	Geoff Huskisson	Yes

The meeting was asked to approve the election of new Deanery Synod representatives:

NOMINEE	PROPOSED	SECONDED	ELECTED?
Lindsay Bevis	Linda Kagunga	John Sykes	Yes
Christine Mumford	Linda Kagunga	Alan Perrott	Yes

Geoff Marchant advised that, as a diocesan synod reader, he would like to join the PCC in an ex officio capacity.

It was noted that this left two PCC places and two Deanery Synod places unfilled as no further nominations had been received.

Mother Kirsty expressed her thanks to all who had served on the PCC in the last yearly cycle.

5. **CHURCH WARDENS' REPORT**

The Church Wardens' Report was taken as read and unanimously adopted with one minor amendment with no questions or comments being raised. John Sykes advised these were difficult times and that the wardens were happy to step up and help to ensure church life continues to flourish as it should.

6. **PCC REPORT**

The PCC report was taken as read and unanimously adopted with no questions or comments raised.

7. **VICAR'S REPORT**

The Vicar's report was taken as read and unanimously adopted with no questions or comments being raised.

Mother Kirsty advised that following Father Olaf's visit to All Saints, she would be undertaking a two week return visit to Sweden. Mother Kirsty requested everyone please pray for Father Olaf who is also moving on and she thanked everyone for their contributions to the life of the church which is only as good as its members. Everyone was reminded to please keep Mother Cate in their prayers.

8. **OTHER REPORTS**

The other reports set out in the APCM booklet were taken as read and unanimously adopted with no questions or comments being raised.

9. **PRESENTATION OF THE FINANCIAL ACCOUNTS**

Mark Jeeves (Treasurer) presented the management accounts for 2022 as the final accounts await sign off by the Auditors.

Income year-on-year was up £23k driven primarily by an increase in giving of £14k (£122k in 2022 vs £108k in 2021). Coffee Shop donations were up by £12k (£25k in 2022 vs £13k in 2021) offset by a small drop in the other areas.

Expenditure also increased by £30k.

The view was that the church could not afford to incur another loss which is why the PCC had voted, with a heavy heart, to withhold £17k from the diocese.

Mark was asked whether being one member of clergy short would help with the deficit and Mark advised this would not be the case. As part of Kirsty's placement a subsidy for housing had been received. Geoff Marchant queried why there were no entries showing payments from the Preservation Trust. Mark explained these do not appear, as any monies received are not retained. A query was also raised about whether savings could be made on costs such as heating and lighting. Mark asked everyone to please forward any cost saving suggestions they have. He also requested everyone tell their friends and family about the coffee shop and consider volunteering as it is a substantial contributor to the church's income. Mark was thanked for his excellent stewardship of the Church's accounts by John.

There was no motion to accept the Accounts as the finalised accounts had not been received from the Auditors.

**10. RE-APPOINTMENT OF AUDITOR**

Mark advised he would like to consider alternative auditors. Stacey Major proposed this be discussed at the next PCC meeting. This proposal was seconded by Sam Smith and unanimously approved.

**11. TO NOTE THE DATE OF THE NEXT PCC MEETING**

It was noted that the next PCC meeting will be held on 11 May 2023 preceded by a service of Holy Communion at 7:30pm. Should receipt of the finalised accounts be delayed then the PCC meeting will be rescheduled to 13 July 2023 and an extraordinary meeting scheduled to approve the accounts when these are returned.

**12. TO NOTE THE DATE OF THE NEXT ANNUAL PAROCHIAL CHURCH MEETING**

It was noted that the next APCM would be held on Sunday 28th April 2024 at 11.00 am.

**13. ANY OTHER BUSINESS**

None

Mother Kirsty thanked everyone for attending.  
The meeting closed, with the Grace, at 11:45

**List of attendees:**

Mother Kirsty, Kerry & John Sykes, Nieve Ryan, Lindsay Bevis, James Legg, Alan Perrott, Stacey Major, Geoff Marchant, Jenny & Geoff Huskisson, Laurelin Burge, Dot Jessop, Audrey Mason, Mark Jeeves, Liz Corbett, Gill & Gary Hargreaves, June Ayres, Amy Tingay, Alison Dobbie, Katrina R. Grant, Linda Kagunga, Sam Smith, Margaret & Brian Bainbridge, Judith Lakin

**Apologies:**

Marie & Ian Macpherson, Rosemary & Terry Warburton, Sheila & Brian Willett, Mother Cate & Brian Irvine, Stephen Jury, Hannah Holbrook, George Lathwell, Roy Tyler, Malcolm Grant, Andrea Cox, Christine Munford, Janet Wenborn, Jackie Rudom, Carol Yirrell



# **PCC SECRETARY'S REPORT TO THE ANNUAL PAROCHIAL CHURCH MEETING**

## **APRIL 2024**

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The Parochial Church Council was convened seven times in the year to end Dec 2023, holding its meetings in the Church. PCC meetings generally take place bi-monthly as is usual, occurring in the months of January, March, May, July, September, October, December. The meetings were chaired by Mother Cate until she left, with Bill Webb being elected Lay-Chair from July 2023. Minutes were taken by Judith Lakin in her capacity as Secretary. I did not take over the role until the February 2024 meeting. It was initially a daunting task but I am starting to understand the workings of the PCC within the church.

Over the year a total of 19 people served on the PCC. The membership includes the Churchwardens, Stipendiary Clergy, a representative Reader and people elected to represent the Deanery Synod and the Diocesan Synod. Alongside these 'Ex-officio' members, are elected or co-opted members. Currently there are vacancies for the Deanery Synod and elected PCC members. Most elected members agree to serve for 3 years and can be re-elected to serve again, for a further 3 years. The maximum length of term is therefore 6 years, after which a person must take a break. Anyone interested in joining the PCC can approach myself as Secretary, Mother Kirsty, or anyone currently serving who would be delighted to explain the important work that is done. Names of all PCC members can be found on the PCC board in the North Transept.

All meetings follow a standard agenda. Points of discussion include a financial report that sets out how we are performing against the budget agreed for the year. The varied and excellent work that is undertaken by the various subcommittees is reported. Discussions on matters raised are frequently in depth and reflect the views and opinions of a diverse and passionate group of people.

There is also a Standing Committee, a subcommittee of the PCC, that meets bi-monthly around the months where there is no scheduled PCC meeting. The Committee is tasked with addressing matters that arise in between scheduled PCC meetings.

I would like to thank Judith Lakin for her detailed handover and look forward to supporting the PCC this coming year.

**Philip Tingay, PCC Secretary**  
**[pccsecretary@allsaintslb.org.uk](mailto:pccsecretary@allsaintslb.org.uk)**



## **RECTOR'S INTRODUCTION TO THE ANNUAL REPORTS 2024**

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No report due to interregnum.

## **LITURGY AND WORSHIP REPORT**

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No report due to interregnum.

## CHURCHWARDENS' REPORT

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Thank you for honouring us to be your Churchwardens for the last year, a role that brings with it much satisfaction and more than the occasional worry! We are, as ever, grateful for your support and prayers throughout the year.

The biggest news during the year was Mother Cate's decision to move to a new part-time role at Totteridge St Andrew's. Cate also had health issues earlier in the year, and it was the right move for her to reduce her workload. Some of us had the pleasure of attending her licensing in September, with the Bishop of Hertford, and we continue to wish her well in her new ministry.

With Cate's illness, Mother Kirsty led us through the Easter services, a significant achievement for someone who was still, at that point, in the second year of her curacy. She also continued to take on huge responsibilities in our interregnum and we will miss her greatly when she has to leave us later in 2024. We are also hugely grateful to all of the clergy who have and continue to support All Saints whilst God steers our new incumbent to us.

Finance continued to be a challenge during the year, and the full position will be before you for the APCM. As in previous years, we are doing all we can to ensure that we have value for money from every penny that is spent, but would like to ask all of you who read this prayerfully to consider your giving, and encourage others to do the same. Your PCC also agreed the sale of 1 Pulford Road as the costs of renovation, after the death of the last tenant, were prohibitively expensive. The funds have now been invested for the benefit of All Saints.

The coffee shop volunteers continue to be absolutely vital in providing a warm welcome each week as their outreach to the town and, as importantly, supporting our financial position would be considerably worse. Please do support them in whatever way you can, particularly when additional help is required. The Summer Fete and Christmas Tree Festival were also magnificent fundraisers and again we thank all of those involved.

It was uplifting to have the Church Trails continuing to take place during the year, giving the opportunity to bring God's love and an understanding of some of the main Christian festivals to many children from across the town, who might otherwise not have the opportunity to visit our wonderful church. Thanks go to the volunteers who make this happen.

Sadly, we lost a number of our faithful congregation during the year. We remember especially Brian Willett, John Payne-Cooke and Gary Hargreaves. May they rest in peace.

We cannot end the year without thanking Jo and Lindsay for their support in the office and behind the scenes, as well as the many helpers who volunteer their time and energy to make All Saints the place that it is.

God bless.

**Bill Webb, John Sykes, Sam Smith**

**Churchwardens**

## ALL SAINTS OFFICE REPORT

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The church continues to be a place for worship, celebrations of baptisms and weddings and funeral services, a meeting place and concert venue. We hold a very popular weekly Toddler Time, and continue to work with Pulford and other schools to offer services, visits and the RE initiative Trails.

Since Mother Cate left last July, we continue to manage the 'day to day' running of the church with the added pressure of no incumbent to oversee both the practical and legal aspects of our roles. It has been stressful at times, and we continue to be grateful to our churchwardens and band of 'ompa-loompa's', for their ongoing help and support.

**Lindsay & Jo**

## SAFEGUARDING

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All Saints continue to keep up to date with the changes and demands of implementing safeguarding policies. Any concerns with safeguarding issues should be reported to the Safeguarding Officers.

**Bill Webb, Lindsay Bevis & Stacey Major, Safeguarding Officers**

## SUNDAY SAINTS REPORT

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We would like to welcome children of all ages to join us during the 9.30 service every Sunday for fun activities, crafts and, stories about Jesus and how he wants us to live.

We have a wonderful team of 5 volunteers who are currently working 3 weeks in a row in 2 teams. **Sadly, as reported at last year's APCM, in order to do this we need to recruit more volunteers to ensure we can safely cover each session.**

Please get in touch if you have ideas for special occasions or would like to join us as we appreciate people being able to contribute their own special talents.

Contact: Lindsay Bevis in the Parish Office for more details or speak to a current leader.

**Alison Dobbie**

## MUSIC REPORT

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Following the pandemic, 2023 saw the choir “back to usual” for another full year. The highlight of the year was a visit to sing Choral Evensong in Canterbury cathedral on 14<sup>th</sup> April 2023. We used a Sunday morning performance of the anthem “Hear my Prayer” as an audition tape, taken from the livestream earlier in the year. The choir sang particularly well for that service and you can still see and hear it on our YouTube channel. There is a link on the website under “Worship” / “Music”.

In February 2023 well over 100 people attended a magnificent organ recital given by our Organ Scholar, Sam Kemp.

In April 2023 we joined with other church choirs in the team and Leighton Buzzard Festival Singers for a very moving performance of Stainer’s Crucifixion on Good Friday evening. The work was sung as an act of worship and not a concert with no applause and no introduction. Soloists were Edward Price and David Emerson, with Sam playing the organ. The packed congregation joined in with the hymns lustily.

Francesca Price (Head Chorister) and Olivia Olleson (Deputy Head Chorister) continued in their roles and I am grateful to them for their support over the year.

In July we said goodbye to Samuel Kemp, our Organ Scholar, and we greatly miss his contribution to the musical life of the church. He is getting on well as Organ Scholar at the Chapel Royal, Hampton Court and has recently passed his FRCO examination.

Leighton Young Singers has continued to thrive under Saff’s leadership, assisted by Peter and Katrina. They performed brilliantly in church on a number of occasions in 2023, notably during the summer when they took part in a joint concert with our trebles.

My thanks to Claire, Isobel and Brian for their continued support of the band for the 11.30 service.

The Advent carol service was as magical as ever. It seems to be almost everyone’s favourite service of the year.

We welcomed new members to the adult and treble sections of the choir during 2023 but we did, sadly, lose Patrick Waring from the tenor line following his move to Derbyshire and Brian Bainbridge from the bass line.

My thanks to everyone involved with music in the church, especially Lindsay, who plays a huge role in the life of the choir in her role as “mother of the trebles”.

**Paul Dickens**

**Director of Music**

## COFFEE SHOP REPORT

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This last year we have been able to give £35,000 to the PCC as well as paying for all cleaning materials and paperware products such as toilet paper and paper handtowels.

I would like to take this opportunity, on behalf of all the Coffee shop managers to thank our volunteers and bakers. The Coffee shop not only provides much needed funds for the church but, provides a welcoming safe place for many people who although not church goers feel that they belong to All Saints.

We shall shortly be opening for May Day, which is usually a very busy day, so please sign up to give an hour of your time to help with this, if you are able. Extra cakes would also be appreciated.

**Jenny Huskisson**

## SAINTS ALIVE MAGAZINE REPORT

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Magazines were regularly produced on-time (congratulations Julia) and made available for our great team of delivery agents on the last Friday of the month. There are approximately 240 people who subscribe plus 23 who subscribe but collect their magazine in church and others who purchase a copy *ad hoc* in church (spare copies always available). A variable number are claimed by the bereavement group depending on the number of deaths in the month and two copies put aside for the Bedford archives. Eighteen copies are posted out to our postal subscribers at an extra £9 per annum. The Magazine cost was again held at 2021 prices this year. We thank those people who have included a donation along with their subscription.

Some banks have now introduced charges for paying-in cheques, and we encourage you to pay by bank transfer whenever possible. (HSBC charges 40p per cheque paid in and £6 per month for its charity accounts, for instance).

I would like to see more people as regular subscribers and fewer picking up and paying for a copy when they remember!

**Stephen L. Jury**

## **BAPTISM GROUP REPORT**

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Our Baptism team currently consists of 4 Baptism visitors who welcome and prepare families for their child's baptism. We hold Baptism Preparation evenings monthly, and have kept the booking system in place for All Saints families and those from St Barnabas and the villages. During the evening we show a short presentation about baptism and families have chance to book a date for the service. Families are invited to two church services, one before baptism for a Thanksgiving for their child, and one after baptism when the newly baptised child is welcomed by the church congregation. Baptism services at All Saints are generally held on the 2nd and 4th Sundays of the month in the morning.

During 2023 we had 53 enquiries and baptised 38 children. So far this year we have had 16 enquiries and baptised 3 children at All Saints.

**Julie Dolton**

**Baptism Co-Ordinator**

## **ALL SAINTS TODDLER TIME**

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All Saints Toddler Time is a group for parents and carers of pre-school children. We meet every Wednesday morning and afternoon in term time at 9.30 - 11.00 and 1.30 - 3.00 in the North Transept. The children have an opportunity to play and make new friends, learn new skills and generally have fun, and the adults can have a chat and enjoy a cup of tea or coffee with a slice of homemade cake. There is squash and biscuits for the children. There is a small weekly charge of £1.50 per adult and child plus an extra 50p for each additional child.

Mothers Union continues to support us by doing the refreshments and we greatly appreciate their help. The homemade cakes and biscuits are always popular with both the adults and children. We also provide fruit which has proved popular.

Last Autumn the children made carrots, apples, pears and nasturtiums to decorate one of the church windows at harvest. During the year our fundraising included a 'Toddlers Toddle' round the churchyard one Sunday in June after Messy Mass, raising money for Mother's Union, and we sold chocolate teddies for Children in Need in November. Christmas term ended with a party enjoyed by 44 families with 52 children. Mother Kirsty joined us for the morning and we ended with the telling of the nativity story and a round of Hokey Cokey all enjoyed in our beautiful church.

We continue to be busy and are looking forward to welcoming new and returning families this year.

**Julie, Terry and Gemma Dolton**

**Toddler Time Leaders**

## **BEREAVEMENT GROUP REPORT**

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The Bereavement Group has been able to make contact with 68 bereaved families following funerals conducted by the clergy in the Ouzel Valley Team. For those families living within the parishes (50 this year - the same as last) we make initial contact by phone, offer support, and visit those who ask. Those living beyond our boundaries are sent a letter of condolence and a copy of the Parish Magazine recording their loved one's name in RIP. We continue to receive requests for support from families whose loved ones did not have funerals conducted by our team of clergy.

We send anniversary cards to bereaved families on the first anniversary of their loss and invite them to services of thanksgiving and remembrance in Spring (at All Saints) and autumn (at St Barnabas). Our service in April was well attended and appreciated and we were again able to provide tea afterwards to enable families to spend time together and talk in a relaxed way with our All Saints team.

During December we erected a Tree of Remembrance near the altar of repose. Around 300 stars were written and attached to it, more than double last year.

The Bereavement Café continues to meet in the coffee shop on the first Sunday each month from 2.30-4pm. We provide a relaxed atmosphere offering friendship and support and we conclude by lighting candles and praying for loved ones. We erected a tree for the Christmas tree Festival and decorated it with stars representing Saints - echoing that we are all saints, including our loved ones who have died.

The Bereavement team meets on the first Tuesday of each month at 2.30pm in the chapel. We have a short act of worship, light candles and pray for the terminally ill and the bereaved. The details of the recently bereaved are then shared out so that the team members can make contact.

We would very much welcome new members.

**Christine Stopford, Dot Jessup (Coordinators)**

**Jane Smith (Administrator)**

**Thelma Harris, Maggie Moran, Neil Forsyth**



## **ALL SAINTS SERVERS' GUILD REPORT**

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This year we said goodbye to our beloved Head Server Brian Willet who passed away in December and who had served this church for over 70 years. He is greatly missed for his kindness, knowledge and dedication.

The team which remains turn up week by week to carry out their duties, There is, however a problem. There are not enough of us so at the moment some of us are on more regularly than normal. We have welcomed three new servers but could do with more.

It is important for the continuation of the current range of services that we find more people, or the numbers per service will have to be cut to a minimum. The team will be happy to welcome any new servers, who are willing to learn and be able to come regularly. If you are interested please contact myself or any senior server.

**Lindsay Bevis**

## **SIDES PEOPLE REPORT**

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To be a sides person is an important part of the ministry of the church to the wider community. We have a dedicated band of people who are willing to continue in this task Sunday by Sunday. The job involves welcoming everyone to church (whether they be regular church goers or new faces), the distribution of books and pew sheets and generally keeping a friendly eye on the congregation. After the service sides people are responsible for locking doors and ensuring that the building is left secure.

We would like to encourage more people to the group and if this is something you would like to do, we would love to hear from you. Sunday services are currently held at 8.00am, 9.30am and 6.00pm. Baptisms and All Age/Family services are generally held on alternate Sundays at 11.30am. You would be on the rota for whichever service you usually attend and would be welcomed as part of the Team.

**Janet Wenborn**

## **VERGERS REPORT**

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This year has been an eventful year with occasional offices, events and services. We do the usual civic ones as well and often there are visitors in the church who either need showing around or a listening ear.

We unfortunately lost two of our vergers who passed away in December, Brian Willett and Gary Hargreaves. We soldier on with the small band but are always eager to recruit anyone who wishes to join us. Just ask any of the vergers re the commitment etc. .

We had a few visits as a Guild one in particular to the Abby for a behind the scenes talk and lunch which was very nice. We had our normal Alban Service and Supper and the Christmas Lunch. All very well attended. It was very good to get the guild together for those occasions. We also had a Lenten Devotion and a Corporate Communion at St. Saviours with our Chaplain Father Andrew as usual.

I thank Jenny Huskisson who is a great right hand and has filled the post of secretary and treasurer for the guild very well as well as all her duties here.

We, the vergers find it very fulfilling to care for the people and the building of All Saints and as always I am reminded that it is an honour and our duty to be the gate keepers in the house of our Lord.

**Lindsay Bevis**

**Head Verger and Chairman of the St Albans Diocesan Guild of Vergers**

## **DIOCESAN & DEANERY SYNOD REPORT**

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The Diocesan Synod has met twice at Putteridge Bury (a campus of the University of Bedfordshire, Luton) and once on Zoom. These have included interesting and good presentations on a range of topics including Net Zero, the Mothers Union and Growing the Church Younger, and the necessary financial reports. These last involve the setting of clergy pay in the Diocese and agreeing parish shares or quotas. The Diocese broke even last year as clergy vacancies all took much longer to fill than expected and saved very significant amounts of money. The Diocese is fortunate that it has some extremely competent city financiers to look after its financial matters and our diocese has not experienced the financial distress that some others have suffered.

The Deanery Synod has met regularly on three Wednesday evenings and at its next in June will elect its representatives to the Diocesan Synod. Mother Nicola Lentall (sometime curate here at All Saints and now at Studham, Whipsnade and Dagnall) will step down as Rural Dean shortly. A number of interesting talks have been given at its meetings, including one by the Kate Ford, the Diocesan Giving Advisor and Peter Adams, a member of the General Synod.

**Stephen L. Jury**

## MOTHERS UNION REPORT

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Members are meeting at least once a month at All Saints, diocesan meetings and Crafty Natter. Mothers' Union members at All Saints continue to support the Parish providing Baptism packs, sending cards to couples on their wedding day, providing a cross stitch cross in the pocket for bereavement visitors, and maintaining the books and bags for children to use during services. We raise funds for Make a Mother's Day, the MU main fundraising campaign enabling women to transform their lives by health care, education and empowerment. Some of us meet monthly with non-members at Crafty Natter where we make various items for diocesan projects ( including Luton and Dunstable hospital NICU) plus items for local care homes and other charities.

In June we took part in the Toddle to raise money to support 4 refugees in the diocese. This raised over £100 and we hope arrange it again this year.

Everything we do is underpinned by prayer. We are very pleased to have corporate communion on the third Thursday of the month when the work of Mothers' Union is remembered in prayer. In addition we usually celebrate Lady Day in March and participate in the MU wave of prayer in June (this involves all 4 million members around the world in praying for each other every hour of every day. In November we promote the UN campaign of 16 Days of Activism to end gender based violence, highlighting its many forms. This year MU are extending this all year round through their Rise Up campaign.

Mothers' Union is a worldwide organisation which campaigns for family life to be valued. This often begins with recognising the value of women in societies where they are neglected and abused.

**Alison Dobbie**

## CHURCH FLOWERS

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After many years as church florist, Kerry has decided to step down. We would like to thank her for her hard work, dedication and wonderful flower displays.

Also for her guidance, help and encouragement.

**The Flower Team**

## **LUNCH CLUB REPORT**

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The Lunch Club continues to meet usually on the first Wednesday of each month at 1pm. The concept behind the Lunch Club was to provide a home-cooked meal for older people in a relaxed setting. We aim to cater for about 36 diners. Although many of those who attend are church members, we also welcome others, particularly those recently bereaved or who are isolated socially. We increased our ticket prices to £6 towards the end of 2023.

We have a number of volunteers who make this happen. It starts with helping to clear the North Transept after the Toddler Group and we are very grateful to the leaders for clearing up and leaving so quickly so that we can get things ready. We then get out and set the tables and plugging in the heated trolleys and hotplates that are necessary to keep the food warm. From approximately 1130am, 'setting up volunteers' arrive to clear the North Transept, set tables and get the heated trolleys and hotplates ready for the arrival of the food. From about 1230pm our cooks arrive with the home-cooked food ready to serve to our guests.

We have continued our theme focus, usually focussing on a saint, but we also have celebrated Chinese New Year in January and in April showed how the customs of Easter Eggs and Easter Bunnies linked with our Christian faith. We all enjoyed the Easter eggs.

We are grateful to members and volunteers alike for making this a very convivial club. And of course, we will always welcome new volunteers and can find jobs for them to fit their skills. Volunteers are particularly needed to help set up and clear away before and after lunch. Please see me if you can help either on a regular or occasional basis.

**Margaret Wallace**

**Lunch Club Co-ordinator**

# CHURCHYARD GARDENING TEAM REPORT

---

This has been another productive year and work on all the recommendations made by the architect is now complete. Our annual calendar and guidelines have provided a useful structure for our work, particularly as we now have ten enthusiastic volunteers on the churchyard team led by Roy Tyler.

Our usual gardening days are Tuesday and Thursday mornings, and we cover the Churchyard, Pulford path, the car park, and some volunteers also maintain the garden at 138 Brooklands Drive. Our duties are listed on a seasonal annual calendar which we review and provide to the parish office each spring (available on request) and we continue to follow the guidelines drawn up with input from the architect and approved by the PCC in 2023.

General seasonal gardening makes up most of our work as described on our annual plan; in summary the headline tasks are to:

- Mow in Spring and summer,
- Sweep in the autumn,
- Tidy and repair items in Winter,
- Talk to visitors, deal with ivy, keep paths clear and check for damage all year round.

Our work is always weather dependent, and though 2023-4. has been particularly mild, with no storm-damage so far and no need to salt and grit the paths, the relentless rain has meant that we have had to postpone the annual bonfire and delay mowing. We have been concerned about the ongoing deterioration of the boundary wall, so it is very positive to note that this is scheduled for repair in 2024.

We have really appreciated all the positive comments made by visitors to the churchyard, in person and on the various local social media groups. We are very pleased to have been able to contribute to All Saints' eco-church initiative, and to have completed the work on the architect's recommendations.

**Roy Tyler**

**Head Gardener**

## ECO-CHURCH REPORT

---

The Eco Church group continues to support All Saints to show commitment of care for God's creation and be environmentally responsible as we strive to progress to Eco Church Gold.

In this past year activities in the parish have included:

- A successful event on Environment Sunday in June attended by around 60 people of all ages (including from other churches and local community), Activities included: the tree trail; making wild flower seed bombs; plant stall; helping with the national biodiversity audit of churchyards; children's I-spy nature bingo, and refreshments. The event raised £130 for church funds.
- Co-hosted a public meeting with the local branch of Friends of the Earth about local responses to climate change issues such as: wind turbines; insulation and warm homes scheme; pollution and the plans for electric buses and electric vehicle charging hub. Over 200 people attended.
- Monthly news page in Saints Alive featuring environmental issues such as: food waste, recycling.
- We collected nearly 90kg of medicine blister packs for a recycling scheme. This was suspended as the volume being brought was more than we could cope with, inappropriate items were often in the bags, and Superdrug stores did not always accept the bags of blister packs.
- Prayers and worship with a focus on caring for the planet, such as: Environment Sunday.
- Liaising with the Churchyard Gardeners who continue their excellent work , e.g. installing labels for trees in the tree trail and creating several bug hotels in a natural style.
- Forest Church outdoor worship on the fifth Sunday in the month has been attracting around 50 adults and children. For several families it is their only connection with a church - an important element of outreach. However, this service has been suspended during the vacancy.
- Dialogue with the PCC on environmental matters via our representative Amy Tingay.
- Nest boxes are maintained for swifts to help boost the local population of these birds.

We were sad to lose three members of the group last year: Brian Irvine and Patrick Waring who have moved away, and Canon John Payne-Cook who died in December and was particularly passionate and inspiring about environmental issues.

**Katrina Grant**

## **FABRIC REPORT**

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No report received.

## **PARTNERS IN MISSION REPORT**

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No report received.

## **BELL RINGERS REPORT**

---

No report received.

## **SOCIAL EVENTS TEAM REPORT**

---

No report received.

## **ACTIVE YOUTH GROUP**

---

No report as unable to run due to lack of leaders.

## **YOUNG ADULTS GROUP**

---

Currently not meeting.

## **LEIGHTON LINSLADE CHURCHES TOGETHER**

---

Currently not meeting.

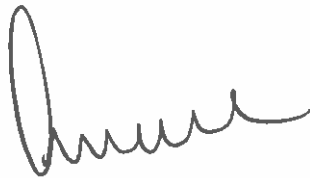


**ALL SAINTS CHURCH, LEIGHTON BUZZARD**

**REPORT AND ACCOUNTS**

**FOR THE YEAR ENDED 31 DECEMBER 2023**

In Vacancy.







Churchwarden



# ALL SAINTS CHURCH, LEIGHTON BUZZARD

## INFORMATION

---

### Incumbent

Reverend Cate Irvine  
The Vicarage  
Pulford Road  
Leighton Buzzard  
Bedfordshire  
LU7 1AB

### Address

The Parish Office  
All Saints Church  
Church Square  
Leighton Buzzard  
Bedfordshire  
LU7 1AE

### Independent Examiner

Stephen J Wilson FCCA  
Upton Wilson Ltd  
3 West Street  
Leighton Buzzard  
Bedfordshire  
LU7 1DA

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# ALL SAINTS CHURCH, LEIGHTON BUZZARD

## CONTENTS

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	Page
<b>Parochial Church Council</b>	
Annual report	1 - 2
Independent examiners' report	3
Statement of financial activities	4
Balance sheet	5
Notes to the financial statements	6 - 11

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# **ALL SAINTS CHURCH, LEIGHTON BUZZARD**

## **ANNUAL REPORT FOR THE YEAR ENDED 31 DECEMBER 2023**

---

### **BACKGROUND**

The PCC has the responsibility of co-operating with the Incumbent, Rev'd Cate Irvine in promoting in the ecclesiastical parish the whole mission of the Church, pastoral, evangelistic, social and ecumenical.

### **MEMBERSHIP**

Membership of the PCC is either ex officio or elected by the Annual Parochial Church Meeting in accordance with the Church Representation Rules.

During the year the following served as members of the PCC:

#### **Elected members**

Elected for 1 year:

Gary Hargreaves (RIP December 2023)

Elected for 2 years:

Amy Tingay

Janet Wenborn

Elected for 3 years:

Jackie Rudom

Carol Yirrell

Stacey Major

Linda Kagunga

Alan Perrott

#### **Treasurer - Co-opted**

Mark Jeeves

#### **Ex-officio members**

##### *Churchwardens:*

William Webb

John Sykes

Sam Smith

##### *Clergy*

Mother Kirsty Borthwick

##### *Reader:*

Geoffrey Huskisson

##### *Representatives on Deanery Synod:*

Lindsay Bevis

Christine Munford

Geoff Marchant

##### *Representative on Diocesan Synod:*

Dr Stephen Jury

##### *PCC Secretary*

Judith Lakin

# **ALL SAINTS CHURCH, LEIGHTON BUZZARD**

## **ANNUAL REPORT**

**FOR THE YEAR ENDED 31 DECEMBER 2023 (CONTINUED)**

---

### **COMMITTEES**

The PCC has sought to meet its role in working through sub-committees, as follows:-

#### ***Standing committee***

This is the only committee required by law. It has power to transact the business of the PCC between its meetings, subject to any directions given by the Council. It is chaired by the vicar and consists of three churchwardens and two elected PCC members.

#### ***Stewardship and finance committee***

Has oversight of all financial affairs and the encouragement of parishioners to take seriously the stewardship of their money and talents.

#### ***Social Events Team***

Responsible for arranging events to enhance the social life of the Church as well as the organisation of the two major fund-raising events.

#### ***Partners in mission committee***

Allocates funds, advises the PCC on causes to support and encourages real links with the Church worldwide in its outreach.

#### ***Liturgy and worship committee***

To assist and support the clergy in the development of worship at All Saints and to look at ways in which what we offer can be improved for the glory of God.

#### ***Fabric committee***

Oversees the fabric needs of the Church itself and the properties owned by the Church, ensuring their maintenance and upkeep together with the churchyard and its boundaries. Where necessary this includes monitoring projects that are set in place.

#### ***Property committee***

To oversee the maintenance and upkeep of properties outside the church/churchyard boundaries of which the church is beneficial owner. To include the oversight of letting of properties where necessary.

### **CHURCH ATTENDANCE**

The number of parishioners on the Church Electoral Roll was 244.

The average attendance on a Sunday including the 11.30 a.m.service is 123 adults and 26 children.

There have been seven meetings of the PCC during the year.

# ALL SAINTS CHURCH, LEIGHTON BUZZARD

## INDEPENDENT EXAMINERS' REPORT TO THE PCC OF ALL SAINTS CHURCH, LEIGHTON BUZZARD

---

This report on the accounts of the PCC for the year ended 31 December 2023, which are set out on pages 4 to 11, is in respect of an examination carried out in accordance with the Church Accounting Regulations 2006 (the Regulations) and Section 145 of the Charities Act 2011 (the Act).

### Respective responsibilities of trustees and examiner

As members of the PCC you are responsible for the preparation of the accounts: you consider that the audit requirement of the Regulations and Section 144(2) of the Act do not apply. It is our responsibility to issue this report on those accounts in accordance with the terms of Regulations.

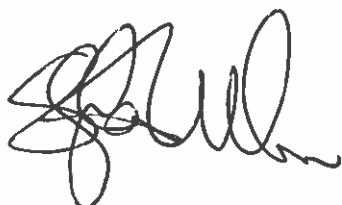
### Basis of independent examiner's report

My examination was carried out in accordance with the General Directions given by the Charity Commission under Section 145(5)(b) of the Act and to be found in the Church Guidance. That examination includes a review of the accounting records kept by the PCC and a comparison of the accounts with those records. It also includes considering any unusual items or disclosures in the accounts and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently we do not express an audit opinion on the view given by the accounts.

### Independent examiner's statement

In connection with my examination, no matter has come to my attention:

- (1) which gives me reasonable cause to believe that in any material respect the requirements
- to keep accounting records in accordance with section 130 of the Act; and
  - to prepare accounts which accord with the accounting records and to comply with the requirements of the Act,
- have not been met; or
- (2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached



**Stephen J Wilson FCCA**  
**Upton Wilson Ltd**  
Chartered Certified Accountants

18th April 2023

3 West Street  
Leighton Buzzard  
Bedfordshire  
LU7 1DA

# ALL SAINTS CHURCH, LEIGHTON BUZZARD

## STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 DECEMBER 2023

	Notes	Unrestricted Funds £	Restricted Funds £	Endowment Funds £	2023 Total £	2022 Total £
<b>Incoming resources</b>						
Incoming resources from donors	2(a)	123,442	28,908	-	152,350	164,502
Other voluntary incoming resources	2(b)	10,894	-	-	10,894	17,524
Charitable and ancillary trading	2(c)	67,097	-	-	67,097	59,310
Income from investments	2(d)	2,917	-	-	2,917	2,689
<b>Total incoming resources</b>		<b>204,350</b>	<b>28,908</b>	<b>-</b>	<b>233,258</b>	<b>244,025</b>
<b>Resources used</b>						
Missionary and charitable giving	3(a)	6,622	3,508	-	10,130	10,427
Activities directly relating to the work of the Church	3(b)	160,930	25,400	-	186,330	178,633
Fund raising and publicity	3(c)	-	-	-	-	4,752
Church management and administration	3(d)	43,077	-	-	43,077	44,751
<b>Total resources used</b>		<b>210,629</b>	<b>28,908</b>	<b>-</b>	<b>239,537</b>	<b>238,563</b>
<b>Net incoming/(outgoing) resources</b>		<b>(6,279)</b>	<b>-</b>	<b>-</b>	<b>(6,279)</b>	<b>5,462</b>
<b>Extraordinary income/(expenditure)</b>						
Major works to buildings	3(e)	-	-	-	-	(1,718)
<b>Net movement in funds</b>		<b>(6,279)</b>	<b>-</b>	<b>-</b>	<b>(6,279)</b>	<b>3,744</b>
Balances brought forward 1 January 2023		140,292	70,645	51,900	262,837	259,093
<b>Balances 31 December 2023</b>		<b>134,013</b>	<b>70,645</b>	<b>51,900</b>	<b>256,558</b>	<b>262,837</b>



# ALL SAINTS CHURCH, LEIGHTON BUZZARD

## BALANCE SHEET AS AT 31 DECEMBER 2023

	Notes	2023		2022	
		£	£	£	£
<b>Fixed assets</b>					
Tangible assets - freehold property	5	125,000		125,000	
- other	5	-		-	
Investments	6	33,096	158,096	33,096	158,096
<b>Current assets</b>					
Debtors and prepayments	8	23,031		9,818	
Bank deposits		28,602		38,286	
Cash at bank and in hand		50,850		66,177	
		102,483		114,281	
<b>Current liabilities</b>					
Amounts falling due within one year	9	(4,021)		(9,540)	
<b>Net current assets</b>			98,462		104,741
<b>Net assets</b>			256,558		262,837
<b>Funds</b>	7				
Unrestricted		134,013		140,282	
Restricted		70,645		70,645	
Endowment		51,900		51,900	
		256,558		262,827	

Approved by the Parochial Church Council on

and signed on its behalf by:

..... Chairman

..... Member

The notes on pages 6 to 11 form part of these Accounts.

# ALL SAINTS CHURCH, LEIGHTON BUZZARD

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

---

### 1 ACCOUNTING POLICIES

The financial statements have been prepared in accordance with the Church Accounting Regulations 2006 and applicable accounting standards and the Charities Statement of Recommended Practice.

The financial statements have been prepared under the historical cost convention except for the valuation of freehold properties and investment assets, which are shown at market value as at 31 December 1997, when they were first brought into these accounts, or at later cost.

#### **Funds**

Unrestricted funds are the funds of the PCC which are not subject to any restrictions regarding their use, and are available for application on the general purposes of the PCC.

The accounts include all transactions, assets and liabilities for which the PCC is responsible in law. They do not include the accounts of Church groups which owe their main affiliation to other bodies or which are informal gatherings of Church members.

#### **Incoming resources**

Planned giving receivable under covenant or gift aid is recognised only when received.

Income tax recoverable on covenants or gift aid donations is recognised when received.

Funds raised by the fete and similar fund raising events are accounted for gross.

Sales from the Church bookstall and from the coffee shop are accounted for gross.

Rental income from the letting of Church premises is recognised when the rental is due.

Dividends and interest are accounted for when they are received or credited to the account.

#### **Resources used**

The Diocesan quota is accounted for when due for payment.

#### **Fixed assets**

Consecrated and beneficed property is excluded from the accounts in accordance with S.10(2)(a) of the Charities Act 2011.

Other properties of the PCC are included in the accounts at their market value at 31 December 1997.

No value is placed on movable Church furnishings held by the churchwardens on special trust for the PCC and which require a faculty for disposal, as the PCC considers this to be inalienable property. All expenditure on consecrated or beneficed buildings and movable Church furnishings, whether by way of maintenance or improvement, is written off as expenditure in the Statement of Financial Activities.

Other fixtures, fittings and office equipment are depreciated on a straight line basis over 4 years.

Investments are valued at market value as at 31 December 1997 or later cost.

#### **Current assets**

Amounts owing to the PCC in respect of fees, rents or other income are shown as debtors.

# ALL SAINTS CHURCH, LEIGHTON BUZZARD

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

2	INCOMING RESOURCES	Unrestricted Funds £	Restricted Funds £	Endowment Funds £	2023 Total £	2022 Total £
2(a)	<b>Income from donors</b>					
	Planned giving:					
	Covenants and gift aid	67,899			67,899	73,430
	Income tax recovered	18,385			18,385	19,563
	Uncovenanted	17,992			17,992	13,960
	Collections at all services	11,905			11,905	11,196
	Sundry donations and activities	7,261	28,908		36,169	46,353
	Legacies	-			-	-
		<u>123,442</u>	<u>28,908</u>		<u>152,350</u>	<u>164,502</u>
2(b)	<b>Other voluntary income</b>					
	Fetes, bazaars and other fundraising events	10,894			10,894	17,524
		<u>10,894</u>			<u>10,894</u>	<u>17,524</u>
2(c)	<b>Charitable and ancillary trading income</b>					
	Bookstall and cards				-	193
	Church and property lettings	360			360	1,074
	Youth and holiday club	1,211			1,211	1,950
	Magazines and printing	2,020			2,020	2,601
	Fees, including bellringing	14,260			14,260	14,301
	Coffee shop	49,246			49,246	39,191
	Property rental	-			-	-
		<u>67,097</u>			<u>67,097</u>	<u>59,310</u>
2(d)	<b>Income from investments</b>					
	Dividends and interest, including income tax recovered	2,917			2,917	2,689
		<u>2,917</u>			<u>2,917</u>	<u>2,689</u>
	<b>Total incoming resources</b>	<u>204,350</u>	<u>28,908</u>	<u>-</u>	<u>233,258</u>	<u>244,025</u>

# ALL SAINTS CHURCH, LEIGHTON BUZZARD

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

3	RESOURCES USED	Unrestricted Funds £	Restricted Funds £	Endowment Funds £	2023 Total £	2022 Total £
3(a)	<b>Missionary and charitable giving</b>					
	The Church overseas:					
	Missionary societies and relief and development agencies	2,766	3,508		6,274	6,174
	Home missions and other Church societies	2,106			2,106	1,803
	Secular charities	1,750			1,750	2,450
		<u>6,622</u>	<u>3,508</u>		<u>10,130</u>	<u>10,427</u>
3(b)	<b>Activities directly relating to the work of the Church</b>					
	The ministry:					
	Diocesan quota	57,000	25,000		82,000	73,927
	Incumbent's and clergy expenses	-			-	4,800
	Vicarage expenses	556			556	-
	Curates' houses	2,407			2,407	6,619
	Church - running expenses	23,869			23,869	31,176
	Church maintenance	15,050	400		15,450	23,933
	Upkeep of services	34,936			34,936	14,558
	Upkeep of churchyard	969			969	3,300
	Expenditure on church magazine and bookstall	-			-	-
	Expenditure on coffee shop (including refurbishment)	14,352			14,352	10,915
	Choir costs	11,791			11,791	8,861
	Youth and junior church	-			-	544
		<u>160,930</u>	<u>25,400</u>		<u>186,330</u>	<u>178,633</u>
3(c)	<b>Fund raising and publicity</b>					
	Cost of fetes, bazaars and other fund raising	-			-	4,752
3(d)	<b>Church management and administration</b>					
	Salaries and wages	30,633	-		30,633	16,475
	Office and sundry expenses	12,444	-		12,444	28,276
		<u>43,077</u>	<u>-</u>		<u>43,077</u>	<u>44,751</u>
3(e)	<b>Extraordinary expenditure</b>					
	Major works to the Church (see note 12)		33,557		33,557	36,007
	Grant from The Preservation Trust		(33,557)		(33,557)	(34,289)
			<u>-</u>		<u>-</u>	<u>1,718</u>
	<b>Total resources used</b>	<u>210,629</u>	<u>28,908</u>	<u>-</u>	<u>239,537</u>	<u>240,281</u>

# ALL SAINTS CHURCH, LEIGHTON BUZZARD

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

4	STAFF COSTS	2023 £	2022 £
	Wages, salaries, fees and pension costs	30,633	34,012
		<u>30,633</u>	<u>34,012</u>

5	FIXED ASSETS	Freehold land and buildings £	Office equipment £	Church equipment £	Total £
	Value at 31 December 1997 or later cost to 31 December 2022	125,000	14,365	530	139,895
	Additions	-	-	-	-
	Value at 31 December 1997 or later cost to 31 December 2023	<u>125,000</u>	<u>14,365</u>	<u>530</u>	<u>139,895</u>
	Depreciation to 31 December 2022		14,365	530	14,895
	Charge for year		-	-	-
			<u>14,365</u>	<u>530</u>	<u>14,895</u>
	Net book value at 31 December 2023	<u>125,000</u>	<u>-</u>	<u>-</u>	<u>125,000</u>
	at 31 December 2022	<u>125,000</u>	<u>-</u>	<u>-</u>	<u>125,000</u>

The freehold property is a house, introduced at professional valuation as at 31 December 1997:  
£

138 Brooklands Drive, Leighton Buzzard  
125,000

This property was informally valued by McConville Bowden on 16 March 2005 in a price range of £215,000 to £230,000.

# ALL SAINTS CHURCH, LEIGHTON BUZZARD

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

### 6 INVESTMENTS

#### Endowment funds

Held by the Central Board of Finance of the Church of England

Value at 31 December 1997

Leighton Buzzard Church House Fund £ 23,096

Canon Scammell Bequest - 1998 10,000

33,096

The market value of these funds at 31 December 2023 was £89,433 (2022 - £81,742)

### 7 ANALYSIS OF NET ASSETS BY FUND

	Unrestricted Funds	Restricted Funds	Endowment Funds	2023 Total	2022 Total
	£	£	£	£	£
Fixed assets and investments	125,000	-	33,096	158,096	158,096
Current assets	13,034	70,645	18,804	102,483	114,281
Current liabilities	(4,021)	-	-	(4,021)	(9,540)
<b>Total net assets</b>	<u>134,013</u>	<u>70,645</u>	<u>51,900</u>	<u>256,558</u>	<u>262,837</u>

### 8 DEBTORS

	2023	2022
	£	£
Sundry debtors	23,031	9,818

### 9 CURRENT LIABILITIES

	2023	2022
	£	£
Creditors for goods and services	4,021	9,540

# ALL SAINTS CHURCH, LEIGHTON BUZZARD

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

---

### 10 DESCRIPTION OF FUNDS

#### Restricted Funds:

Missions account, the income of which is only to be used for grants and donations to overseas and home missions and charities.

#### Endowment Funds:

Willis Vaults - a permanent endowment, the income of which is only to be used for the repair of the Willis family vaults.

Church House Funds - the income from this fund is unrestricted.

Sale of land, St. Andrews House (surplus) - the income from this fund is unrestricted.

Canon Scammell Bequest - the income from this fund is restricted to the upkeep of services.

### 11 CONNECTED FUNDS

Leighton Buzzard Willis Trust:

Held by the Diocesan Board of Finance, income restricted to Church, Belfry and Bells upkeep and repairs.

Total value of funds at 31 December 2023	£ 37,916
--	-------------

All income is available to be drawn down to pay for the ongoing restoration programme. The Charity Commission agreed that a maximum of £95,000 may be withdrawn for the purpose of major repairs under Phase 3C: the South transept (repairs to windows and wall masonry and roof) and this was withdrawn during 2010.

An amount of £144,007 was granted to the Church in the year ended 31 December 2015 and this was withdrawn during that year.

A further amount of £29,000 was granted to the Church in the year ended 31 December 2016 and withdrawn during the year.

### 12 MAJOR WORKS

All Saints Preservation Trust was established in 1999 as an independent registered Charity, to raise funds for the improvement, repair and maintenance of the Parish Church and its churchyard. During the year the sum of £33,557 (2022 - £34,289) was granted to the PCC towards the cost of repairs, and fund raising is continuing to help finance the further extensive repairs which are in hand.

### 13 ALL SAINTS COFFEE SHOP

In 2009 an amount of £20,000 was transferred from the Coffee Shop to an interest bearing PCC account, specifically as a provision for possible contingencies relating to the Coffee Shop. Interest accrued on these funds may be used towards the general running costs of the Church.

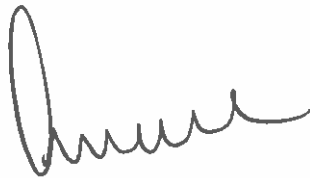


**ALL SAINTS CHURCH, LEIGHTON BUZZARD**

**REPORT AND ACCOUNTS**

**FOR THE YEAR ENDED 31 DECEMBER 2023**

In Vacancy.







Churchwarden



# ALL SAINTS CHURCH, LEIGHTON BUZZARD

## INFORMATION

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### Incumbent

Reverend Cate Irvine  
The Vicarage  
Pulford Road  
Leighton Buzzard  
Bedfordshire  
LU7 1AB

### Address

The Parish Office  
All Saints Church  
Church Square  
Leighton Buzzard  
Bedfordshire  
LU7 1AE

### Independent Examiner

Stephen J Wilson FCCA  
Upton Wilson Ltd  
3 West Street  
Leighton Buzzard  
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LU7 1DA

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# ALL SAINTS CHURCH, LEIGHTON BUZZARD

## CONTENTS

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	Page
<b>Parochial Church Council</b>	
Annual report	1 - 2
Independent examiners' report	3
Statement of financial activities	4
Balance sheet	5
Notes to the financial statements	6 - 11

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# **ALL SAINTS CHURCH, LEIGHTON BUZZARD**

## **ANNUAL REPORT FOR THE YEAR ENDED 31 DECEMBER 2023**

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### **BACKGROUND**

The PCC has the responsibility of co-operating with the Incumbent, Rev'd Cate Irvine in promoting in the ecclesiastical parish the whole mission of the Church, pastoral, evangelistic, social and ecumenical.

### **MEMBERSHIP**

Membership of the PCC is either ex officio or elected by the Annual Parochial Church Meeting in accordance with the Church Representation Rules.

During the year the following served as members of the PCC:

#### **Elected members**

Elected for 1 year:

Gary Hargreaves (RIP December 2023)

Elected for 2 years:

Amy Tingay

Janet Wenborn

Elected for 3 years:

Jackie Rudom

Carol Yirrell

Stacey Major

Linda Kagunga

Alan Perrott

#### **Treasurer - Co-opted**

Mark Jeeves

#### **Ex-officio members**

##### *Churchwardens:*

William Webb

John Sykes

Sam Smith

##### *Clergy*

Mother Kirsty Borthwick

##### *Reader:*

Geoffrey Huskisson

##### *Representatives on Deanery Synod:*

Lindsay Bevis

Christine Munford

Geoff Marchant

##### *Representative on Diocesan Synod:*

Dr Stephen Jury

##### *PCC Secretary*

Judith Lakin

# **ALL SAINTS CHURCH, LEIGHTON BUZZARD**

## **ANNUAL REPORT**

**FOR THE YEAR ENDED 31 DECEMBER 2023 (CONTINUED)**

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### **COMMITTEES**

The PCC has sought to meet its role in working through sub-committees, as follows:-

#### ***Standing committee***

This is the only committee required by law. It has power to transact the business of the PCC between its meetings, subject to any directions given by the Council. It is chaired by the vicar and consists of three churchwardens and two elected PCC members.

#### ***Stewardship and finance committee***

Has oversight of all financial affairs and the encouragement of parishioners to take seriously the stewardship of their money and talents.

#### ***Social Events Team***

Responsible for arranging events to enhance the social life of the Church as well as the organisation of the two major fund-raising events.

#### ***Partners in mission committee***

Allocates funds, advises the PCC on causes to support and encourages real links with the Church worldwide in its outreach.

#### ***Liturgy and worship committee***

To assist and support the clergy in the development of worship at All Saints and to look at ways in which what we offer can be improved for the glory of God.

#### ***Fabric committee***

Oversees the fabric needs of the Church itself and the properties owned by the Church, ensuring their maintenance and upkeep together with the churchyard and its boundaries. Where necessary this includes monitoring projects that are set in place.

#### ***Property committee***

To oversee the maintenance and upkeep of properties outside the church/churchyard boundaries of which the church is beneficial owner. To include the oversight of letting of properties where necessary.

### **CHURCH ATTENDANCE**

The number of parishioners on the Church Electoral Roll was 244.

The average attendance on a Sunday including the 11.30 a.m.service is 123 adults and 26 children.

There have been seven meetings of the PCC during the year.

# ALL SAINTS CHURCH, LEIGHTON BUZZARD

## INDEPENDENT EXAMINERS' REPORT TO THE PCC OF ALL SAINTS CHURCH, LEIGHTON BUZZARD

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This report on the accounts of the PCC for the year ended 31 December 2023, which are set out on pages 4 to 11, is in respect of an examination carried out in accordance with the Church Accounting Regulations 2006 (the Regulations) and Section 145 of the Charities Act 2011 (the Act).

### Respective responsibilities of trustees and examiner

As members of the PCC you are responsible for the preparation of the accounts: you consider that the audit requirement of the Regulations and Section 144(2) of the Act do not apply. It is our responsibility to issue this report on those accounts in accordance with the terms of Regulations.

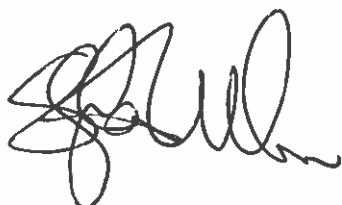
### Basis of independent examiner's report

My examination was carried out in accordance with the General Directions given by the Charity Commission under Section 145(5)(b) of the Act and to be found in the Church Guidance. That examination includes a review of the accounting records kept by the PCC and a comparison of the accounts with those records. It also includes considering any unusual items or disclosures in the accounts and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently we do not express an audit opinion on the view given by the accounts.

### Independent examiner's statement

In connection with my examination, no matter has come to my attention:

- (1) which gives me reasonable cause to believe that in any material respect the requirements
- to keep accounting records in accordance with section 130 of the Act; and
  - to prepare accounts which accord with the accounting records and to comply with the requirements of the Act,
- have not been met; or
- (2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached



**Stephen J Wilson FCCA**  
**Upton Wilson Ltd**  
Chartered Certified Accountants

18th April 2023

3 West Street  
Leighton Buzzard  
Bedfordshire  
LU7 1DA

# ALL SAINTS CHURCH, LEIGHTON BUZZARD

## STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 DECEMBER 2023

	Notes	Unrestricted Funds £	Restricted Funds £	Endowment Funds £	2023 Total £	2022 Total £
<b>Incoming resources</b>						
Incoming resources from donors	2(a)	123,442	28,908	-	152,350	164,502
Other voluntary incoming resources	2(b)	10,894	-	-	10,894	17,524
Charitable and ancillary trading	2(c)	67,097	-	-	67,097	59,310
Income from investments	2(d)	2,917	-	-	2,917	2,689
<b>Total incoming resources</b>		<b>204,350</b>	<b>28,908</b>	<b>-</b>	<b>233,258</b>	<b>244,025</b>
<b>Resources used</b>						
Missionary and charitable giving	3(a)	6,622	3,508	-	10,130	10,427
Activities directly relating to the work of the Church	3(b)	160,930	25,400	-	186,330	178,633
Fund raising and publicity	3(c)	-	-	-	-	4,752
Church management and administration	3(d)	43,077	-	-	43,077	44,751
<b>Total resources used</b>		<b>210,629</b>	<b>28,908</b>	<b>-</b>	<b>239,537</b>	<b>238,563</b>
<b>Net incoming/(outgoing) resources</b>		<b>(6,279)</b>	<b>-</b>	<b>-</b>	<b>(6,279)</b>	<b>5,462</b>
<b>Extraordinary income/(expenditure)</b>						
Major works to buildings	3(e)	-	-	-	-	(1,718)
<b>Net movement in funds</b>		<b>(6,279)</b>	<b>-</b>	<b>-</b>	<b>(6,279)</b>	<b>3,744</b>
Balances brought forward 1 January 2023		140,292	70,645	51,900	262,837	259,093
<b>Balances 31 December 2023</b>		<b>134,013</b>	<b>70,645</b>	<b>51,900</b>	<b>256,558</b>	<b>262,837</b>

# ALL SAINTS CHURCH, LEIGHTON BUZZARD

## BALANCE SHEET AS AT 31 DECEMBER 2023

	Notes	2023		2022	
		£	£	£	£
<b>Fixed assets</b>					
Tangible assets - freehold property	5	125,000		125,000	
- other	5	-		-	
Investments	6	33,096	158,096	33,096	158,096
<b>Current assets</b>					
Debtors and prepayments	8	23,031		9,818	
Bank deposits		28,602		38,286	
Cash at bank and in hand		50,850		66,177	
		102,483		114,281	
<b>Current liabilities</b>					
Amounts falling due within one year	9	(4,021)		(9,540)	
<b>Net current assets</b>			98,462		104,741
<b>Net assets</b>			256,558		262,837
<b>Funds</b>	7				
Unrestricted		134,013		140,282	
Restricted		70,645		70,645	
Endowment		51,900		51,900	
		256,558		262,827	

Approved by the Parochial Church Council on

and signed on its behalf by:

..... Chairman

..... Member

The notes on pages 6 to 11 form part of these Accounts.



# ALL SAINTS CHURCH, LEIGHTON BUZZARD

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

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### 1 ACCOUNTING POLICIES

The financial statements have been prepared in accordance with the Church Accounting Regulations 2006 and applicable accounting standards and the Charities Statement of Recommended Practice.

The financial statements have been prepared under the historical cost convention except for the valuation of freehold properties and investment assets, which are shown at market value as at 31 December 1997, when they were first brought into these accounts, or at later cost.

#### **Funds**

Unrestricted funds are the funds of the PCC which are not subject to any restrictions regarding their use, and are available for application on the general purposes of the PCC.

The accounts include all transactions, assets and liabilities for which the PCC is responsible in law. They do not include the accounts of Church groups which owe their main affiliation to other bodies or which are informal gatherings of Church members.

#### **Incoming resources**

Planned giving receivable under covenant or gift aid is recognised only when received.

Income tax recoverable on covenants or gift aid donations is recognised when received.

Funds raised by the fete and similar fund raising events are accounted for gross.

Sales from the Church bookstall and from the coffee shop are accounted for gross.

Rental income from the letting of Church premises is recognised when the rental is due.

Dividends and interest are accounted for when they are received or credited to the account.

#### **Resources used**

The Diocesan quota is accounted for when due for payment.

#### **Fixed assets**

Consecrated and beneficed property is excluded from the accounts in accordance with S.10(2)(a) of the Charities Act 2011.

Other properties of the PCC are included in the accounts at their market value at 31 December 1997.

No value is placed on movable Church furnishings held by the churchwardens on special trust for the PCC and which require a faculty for disposal, as the PCC considers this to be inalienable property. All expenditure on consecrated or beneficed buildings and movable Church furnishings, whether by way of maintenance or improvement, is written off as expenditure in the Statement of Financial Activities.

Other fixtures, fittings and office equipment are depreciated on a straight line basis over 4 years.

Investments are valued at market value as at 31 December 1997 or later cost.

#### **Current assets**

Amounts owing to the PCC in respect of fees, rents or other income are shown as debtors.

# ALL SAINTS CHURCH, LEIGHTON BUZZARD

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

2	INCOMING RESOURCES	Unrestricted Funds £	Restricted Funds £	Endowment Funds £	2023 Total £	2022 Total £
2(a)	<b>Income from donors</b>					
	Planned giving:					
	Covenants and gift aid	67,899			67,899	73,430
	Income tax recovered	18,385			18,385	19,563
	Uncovenanted	17,992			17,992	13,960
	Collections at all services	11,905			11,905	11,196
	Sundry donations and activities	7,261	28,908		36,169	46,353
	Legacies	-			-	-
		<u>123,442</u>	<u>28,908</u>		<u>152,350</u>	<u>164,502</u>
2(b)	<b>Other voluntary income</b>					
	Fetes, bazaars and other fundraising events	10,894			10,894	17,524
		<u>10,894</u>			<u>10,894</u>	<u>17,524</u>
2(c)	<b>Charitable and ancillary trading income</b>					
	Bookstall and cards				-	193
	Church and property lettings	360			360	1,074
	Youth and holiday club	1,211			1,211	1,950
	Magazines and printing	2,020			2,020	2,601
	Fees, including bellringing	14,260			14,260	14,301
	Coffee shop	49,246			49,246	39,191
	Property rental	-			-	-
		<u>67,097</u>			<u>67,097</u>	<u>59,310</u>
2(d)	<b>Income from investments</b>					
	Dividends and interest, including income tax recovered	2,917			2,917	2,689
		<u>2,917</u>			<u>2,917</u>	<u>2,689</u>
	<b>Total incoming resources</b>	<u>204,350</u>	<u>28,908</u>	<u>-</u>	<u>233,258</u>	<u>244,025</u>

# ALL SAINTS CHURCH, LEIGHTON BUZZARD

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

3	RESOURCES USED	Unrestricted Funds £	Restricted Funds £	Endowment Funds £	2023 Total £	2022 Total £
3(a)	<b>Missionary and charitable giving</b>					
	The Church overseas:					
	Missionary societies and relief and development agencies	2,766	3,508		6,274	6,174
	Home missions and other Church societies	2,106			2,106	1,803
	Secular charities	1,750			1,750	2,450
		<u>6,622</u>	<u>3,508</u>		<u>10,130</u>	<u>10,427</u>
3(b)	<b>Activities directly relating to the work of the Church</b>					
	The ministry:					
	Diocesan quota	57,000	25,000		82,000	73,927
	Incumbent's and clergy expenses	-			-	4,800
	Vicarage expenses	556			556	-
	Curates' houses	2,407			2,407	6,619
	Church - running expenses	23,869			23,869	31,176
	Church maintenance	15,050	400		15,450	23,933
	Upkeep of services	34,936			34,936	14,558
	Upkeep of churchyard	969			969	3,300
	Expenditure on church magazine and bookstall	-			-	-
	Expenditure on coffee shop (including refurbishment)	14,352			14,352	10,915
	Choir costs	11,791			11,791	8,861
	Youth and junior church	-			-	544
		<u>160,930</u>	<u>25,400</u>		<u>186,330</u>	<u>178,633</u>
3(c)	<b>Fund raising and publicity</b>					
	Cost of fetes, bazaars and other fund raising	-			-	4,752
3(d)	<b>Church management and administration</b>					
	Salaries and wages	30,633	-		30,633	16,475
	Office and sundry expenses	12,444	-		12,444	28,276
		<u>43,077</u>	<u>-</u>		<u>43,077</u>	<u>44,751</u>
3(e)	<b>Extraordinary expenditure</b>					
	Major works to the Church (see note 12)		33,557		33,557	36,007
	Grant from The Preservation Trust		(33,557)		(33,557)	(34,289)
			<u>-</u>		<u>-</u>	<u>1,718</u>
	<b>Total resources used</b>	<u>210,629</u>	<u>28,908</u>	<u>-</u>	<u>239,537</u>	<u>240,281</u>

# ALL SAINTS CHURCH, LEIGHTON BUZZARD

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

4	STAFF COSTS	2023 £	2022 £
	Wages, salaries, fees and pension costs	30,633	34,012
		<u>30,633</u>	<u>34,012</u>

5	FIXED ASSETS	Freehold land and buildings £	Office equipment £	Church equipment £	Total £
	Value at 31 December 1997 or later cost to 31 December 2022	125,000	14,365	530	139,895
	Additions	-	-	-	-
	Value at 31 December 1997 or later cost to 31 December 2023	<u>125,000</u>	<u>14,365</u>	<u>530</u>	<u>139,895</u>
	Depreciation to 31 December 2022		14,365	530	14,895
	Charge for year		-	-	-
			<u>14,365</u>	<u>530</u>	<u>14,895</u>
	Net book value at 31 December 2023	<u>125,000</u>	<u>-</u>	<u>-</u>	<u>125,000</u>
	at 31 December 2022	<u>125,000</u>	<u>-</u>	<u>-</u>	<u>125,000</u>

The freehold property is a house, introduced at professional valuation as at 31 December 1997:  
£

138 Brooklands Drive, Leighton Buzzard  
125,000

This property was informally valued by McConville Bowden on 16 March 2005 in a price range of £215,000 to £230,000.

# ALL SAINTS CHURCH, LEIGHTON BUZZARD

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

### 6 INVESTMENTS

#### Endowment funds

Held by the Central Board of Finance of the Church of England

Value at 31 December 1997

Leighton Buzzard Church House Fund £  
23,096

Canon Scammell Bequest - 1998 10,000

33,096

The market value of these funds at 31 December 2023 was £89,433 (2022 - £81,742)

### 7 ANALYSIS OF NET ASSETS BY FUND

	Unrestricted Funds	Restricted Funds	Endowment Funds	2023 Total	2022 Total
	£	£	£	£	£
Fixed assets and investments	125,000	-	33,096	158,096	158,096
Current assets	13,034	70,645	18,804	102,483	114,281
Current liabilities	(4,021)	-	-	(4,021)	(9,540)
<b>Total net assets</b>	<u>134,013</u>	<u>70,645</u>	<u>51,900</u>	<u>256,558</u>	<u>262,837</u>

### 8 DEBTORS

	2023	2022
	£	£
Sundry debtors	23,031	9,818

### 9 CURRENT LIABILITIES

	2023	2022
	£	£
Creditors for goods and services	4,021	9,540

# ALL SAINTS CHURCH, LEIGHTON BUZZARD

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

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### 10 DESCRIPTION OF FUNDS

#### Restricted Funds:

Missions account, the income of which is only to be used for grants and donations to overseas and home missions and charities.

#### Endowment Funds:

Willis Vaults - a permanent endowment, the income of which is only to be used for the repair of the Willis family vaults.

Church House Funds - the income from this fund is unrestricted.

Sale of land, St. Andrews House (surplus) - the income from this fund is unrestricted.

Canon Scammell Bequest - the income from this fund is restricted to the upkeep of services.

### 11 CONNECTED FUNDS

Leighton Buzzard Willis Trust:

Held by the Diocesan Board of Finance, income restricted to Church, Belfry and Bells upkeep and repairs.

Total value of funds at 31 December 2023	£ 37,916
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All income is available to be drawn down to pay for the ongoing restoration programme. The Charity Commission agreed that a maximum of £95,000 may be withdrawn for the purpose of major repairs under Phase 3C: the South transept (repairs to windows and wall masonry and roof) and this was withdrawn during 2010.

An amount of £144,007 was granted to the Church in the year ended 31 December 2015 and this was withdrawn during that year.

A further amount of £29,000 was granted to the Church in the year ended 31 December 2016 and withdrawn during the year.

### 12 MAJOR WORKS

All Saints Preservation Trust was established in 1999 as an independent registered Charity, to raise funds for the improvement, repair and maintenance of the Parish Church and its churchyard. During the year the sum of £33,557 (2022 - £34,289) was granted to the PCC towards the cost of repairs, and fund raising is continuing to help finance the further extensive repairs which are in hand.

### 13 ALL SAINTS COFFEE SHOP

In 2009 an amount of £20,000 was transferred from the Coffee Shop to an interest bearing PCC account, specifically as a provision for possible contingencies relating to the Coffee Shop. Interest accrued on these funds may be used towards the general running costs of the Church.