

# THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF CHASE TERRACE AND BONEY HAY, ST. JOHN

England & Wales - Charity number 1131458

## Details

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**Other names** ST. JOHN'S COMMUNITY CHURCH, BURNTWOOD

**Status** Registered

**Legal form** Previously excepted

**Registered** 2009-09-02

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

## Contact

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Burntwood  
WS7 1LR

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**Website** [www.stjohnscommunitychurch.org.uk](http://www.stjohnscommunitychurch.org.uk)

## Activities

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

**Activities:** Our aim: to help people who do not know Jesus to become his faithful followers. Activities for senior citizens, children, young people, families & other groups. Support to UK & overseas charities. Provision of sacred space, public worship, rooms & facilities for community use. Pastoral & Teaching activities. School ministries. Events, meetings, literature, website and other media.

## Classification

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- **How:** Makes Grants To Individuals, Makes Grants To Organisations, Provides Human Resources, Provides Buildings/facilities/open Space, Provides Services
- **What:** Religious Activities, Economic/community Development/employment, Recreation
- **Who:** Children/young People, Elderly/old People, The General Public/mankind

## Geography

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

## Finances

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Period end	Income	Expenditure	Assets	Employees
2024-12-31	£152,144	£146,963	-	-
2023-12-31	£184,579	£162,790	-	-
2022-12-31	£130,653	£159,298	-	-
2021-12-31	£112,087	£112,080	-	-
2020-12-31	£106,041	£100,457	-	-

## Trustees

Name	Role	Appointed
<b>Rev MATTHEW WALLACE</b>	Chair	2011-07-25
Annette Haywood		2020-05-20
Elaine Betts		2024-04-20
Ian Andrew McKeown Dr		2023-03-01
Jack Boardman		2022-04-03
Jonathan Haywood		2020-05-20
Juliet Sian Davies		2023-03-01
Kathy Coe MBE		2022-04-03
Kathy Louis		2022-04-20
Marg Nicholls		2015-01-01
Neil Emery		2024-04-20
Nigel Procter		2022-01-01
Richard Busby		2022-04-03
Ruth Broome		2022-04-03
William Moss		2023-04-20

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# Accounts

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## APCM 2025: St John's Community Church - Annual Reports for 2024

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### **Electoral Roll Report**

Every six years, our Electoral Roll needs resetting in order to give an accurate record of who is an active member of our church. This year is one of those reset years, meaning that all those previously on the Electoral Roll needed to fill in new forms, while adding new members who have joined us over the past year. The new number of our Electoral Roll is therefore 204 people, which is encouraging given we're at the beginning of a new 6 year cycle before the roll needs resetting again in 2031.

### **Fabric Report**

We've had a productive year in caring for the fabric, fixtures and fittings of our church building and grounds. Our caretaker, Nigel Procter, has worked hard to keep on top of maintenance & make improvements, while our cleaner Barry Mok, continues to keep our building clean on a weekly basis! We're grateful too for various people who have helped with tidying, maintenance, transport, electrical work etc, & to all those group members, hirers & church folks who keep our building & grounds in such good order.

Over the past year, main jobs of maintenance have included: responsive work to a few roof leaks after particularly heavy rain, partition servicing, war memorial cleaning, street light fixing, gutter & drain clearing, painting of side rooms, slab cleaning, car park clearing & line painting, hedge, tree & grounds care/tidying, storage oversight, as well as ongoing liaison & application for eventual solar panel fitting on the church roof. Alongside ingoing works from the Diocese, Nigel Procter & Marg & John Nicholls have also worked hard to clean & ensure our Curate's house is in good order for Laura Edwards & family to move into come the summer.

### **Lichfield Deanery Synod Report**

We have four church representatives who have been elected to the Lichfield Deanery Synod - Elaine Betts, Annette Haywood, Marg Nicholls & Nigel Procter. The Deanery Synod held three meetings during the 2024 and other than receiving summary reports from the Diocesan Synod and general business, each meeting discussed a main topic:

**February 2024:** At this meeting, we heard from Anthony Verduyn, the new Lichfield Diocesan Chancellor. He shared about his work in making judgements on faculty applications & general work within the Diocese overseeing potential changes to church buildings/churchyards.

**June 2024:** In June, we heard from Revd Simon Foster about the work of pioneering parishes and growing faith in the next generation. Simon shared the nine goals connected to the new Diocesan Strategy, which included ambitious targets of growing 34,000 new disciples by 2030, establishing 200 new worshipping communities, 30 new licensed lay ministers and 30 ordinations a year. Discussions were had regarding how these targets might best be reached & the personnel & financial resourcing that will be necessary to achieve such growth.

**September 2024:** Clare Whitney (the Diocesan Learning & Development Officer) shared about how the shape of ministry is changing for people who are interested in training for Lay Readership Ministry. The training is over a period of 4 years, & includes 7 modules: Reflection on Discipleship, Theology, Mission, Evangelism, Worship in the Church of England, Vocation on Public Ministry, Pastoral Theology and a Foundation in Christian Faith.

**February 2025:** The most recent meeting was held on Zoom, and included an interview with the new Bishop of Wolverhampton, Rt Revd Dr Tim Wambunya. Bishop Tim answered questions on his Christian faith, the main challenges facing the Church of England, addressing the serious decline of church membership in the Diocese over the past ten years (40% decline over the last decade) , & what he is enjoying most about his role so far.

## **PCC Report**

Listed below are details of the PCC meetings which took place during 2024. The full PCC met **5** times during 2024. Committees and smaller meetings of various ministries met between PCC meetings, and their deliberations were received and discussed by the full PCC where necessary.

**PCC Meeting – January 2024:** Alongside reports from our church wardens, treasurer, staff, safeguarding officer, deanery synod representatives, electoral roll & news from the Burntwood Chase Team, particular items covered included a review of our Christmas season, & going through our latest attendance statistics to identify trends/needs. Year on year, Average Sunday Attendance for adult attendance was up by 12% (119) and children up 35% (38), and our Monday Service up 25% (39). Our 'Worshipping Community', which includes Little Friends, online and YouTube subscribers with around 150 views per week is up 6% from last year making around 735 people. Rev Matt shared how encouraging this was and a credit to us all as a church and community.

**PCC Meeting – March 2024:** Alongside regular reports that are given each meeting (see January above for a list), we examined the quotes for the installation of solar panels on our roof (c.£17,000) and unanimously agreed to apply for faculty permission to push ahead with the installation. We said a big thank you to Marg Nicholls on her retirement as church cleaner, & shared the appointment of Barry Mok as new, part time church cleaner.

We agreed on our tithe commitments for the year ahead – giving 10% of our income away to external charities. For the year ahead, these include: Light for Children £3,080; Pathway Project £2,200; Food Bank £1,100; UCB £770; Burntwood Be A Friend £1,100; The YouthNet £580 & Period Power £550.

We also agreed wage rises for our staff – Church Administrator, Church Caretaker, Church Cleaner. In light of the Living Wage increasing from £10.42 to £11.44 (a 9.78% increase), & the rising costs of living, the PCC agreed with the recommendation to increase salaries by the same amount for all paid staff.

Revd Matt Wallace excused himself from the meeting due to a conflict of interests, as the PCC discussed the encouraging position of Little Friends, now with a membership of 170 children across both days. However, due to the growth & the responsibility of overseeing such a large group, the PCC acknowledged the need to create a paid position of oversight & coordination. In addition, the personal circumstances of the current coordinator, Gemma Wallace who has been running Little Friends on a voluntary basis for a number of years, have changed, & she is now actively looking for paid employment which would necessitate her standing down from her Little Friends role.

The PCC agreed that Gemma be temporarily employed for 15 hours/week as Little Friends Pre School Coordinator, giving the PCC time to draw up a job description in order to recruit for this post on a more permanent basis.

**PCC Meeting – June 2024:** As well as welcoming new PCC members following the APCM, news was shared of our curate, Ruth Edmonds, successful application to be appointed as Team Vicar at St. Philip & St James in Leckhampton, Cheltenham. Congratulations & prayers were shared, & details put in place for Ruth's final service at St John's & licensing service in Cheltenham.

Heartfelt thanks were given for Sarah Clarkin as she stepped down as church cleaner after 21 years of cleaning & admin service at St John's. In response to this, Barry Mok's hours were adjusted, & he will now be cleaning 6 hours/week. In addition, & in response to demands from his other part-time job, Nigel's hours as caretaker were reduced from 20 to 15/week. However, the flexibility Nigel offers was felt to not mean that this reduction in hours would cause any issues to the oversight of our building.

Details were shared of the job description that had been drawn up for the new Little Friends role, with a timetable for advertising, applications & interviews in July given.

**PCC Meeting – September 2024:** Alongside regular reports, the process of appointing the new 'Little Friends Pre-School Coordinator' was reviewed, with the PCC delighted that after an open, formal recruitment process, Gemma Wallace had been appointed to the role. In addition, reviews were shared of the two successful Play in the Park days in the summer, news shared of the hope that we might be able to have a new curate in due course, & the approval of ourselves as Link Church for Hayley Bourne, an ordinand in training.

Updates were shared on the drawn out process of applying for permission to install solar panels; impending major surgery for Marie Hiley, our church administrator; & some potential difficulties for some of the other churches in the Burntwood Chase Team in paying their Common Fund commitments in full. In addition, consideration & robust feedback was given to the newly launched Strategic Framework from Lichfield Diocese.

**PCC Meeting – November 2024:** Aswell as usual reports, & the sharing of upcoming plans for our Christmas season, detailed discussions were conducted on our Sunday morning children's provision, with the positive outcome being the decision taken to combine Little Stars with Shooting Stars in order to both encourage a smoother transition between these groups, but also to free up the Office space for a new older group for those above Super Stars age.

All in all, a varied & positive year for the PCC, with fruitful discussions, creative decisions, committed prayer & responsive plans put in place, & a year in which we've been very grateful to God for his faithful leading of our church.

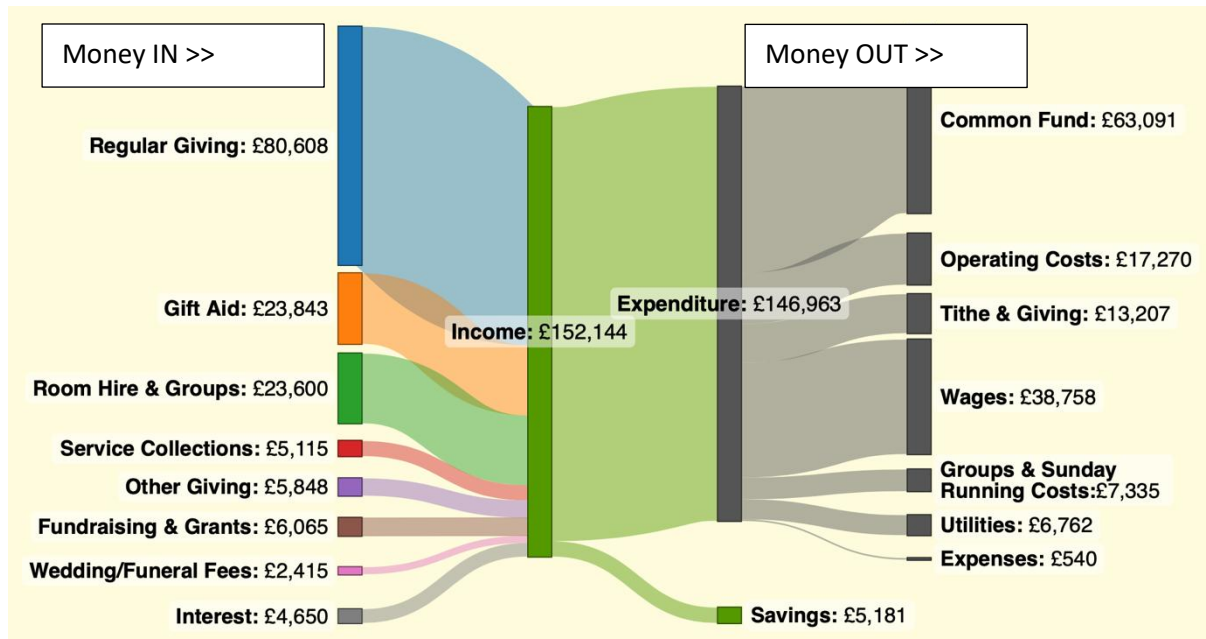
*Marg Nicholls – PCC Secretary*

## **2024 Accounts Summary: Prepared by J. Haywood - Treasurer**

### **Summary**

2024 finances remain balanced, keeping the church in a financially stable position for the future. Our income was larger than our expenditure by £5,181. We have seen both income and expenditure reduce year on year following large donations and spends in 2023. Our outlook remains balanced, with some known increases in costs coming in 2025 and 2026, notably common fund and wages.

## Income & Expenditure 2024



The majority of our income is from people giving to the church: Regular giving; Service collections; Other giving and Fundraising (the majority of which this year is our Christmas Fayre) PLUS the reclaimed tax from gift aid makes up 80% of all our income. Thank you to you if you've given to the church this last year. And a reminder that if you don't give regularly and you think you might want to, do speak to me, Matt or one of the wardens or you can find the paperwork out in the foyer. OR if you are a tax payer and eligible for gift aid, please do fill in a form and let us know.

Our total income year on year has reduced by around £30000 which is a substantial amount. But the majority of this is due to a legacy received in 2023. Giving across our giving categories of Regular, Service Collections & Other has reduced by around £10k in total. We did receive a couple of large one-off donations in 2023 and as you'll see on the next chart, 2023 was a high income year. We have seen our income from Room Hire & Groups increase by nearly £4k, the majority from room hires as the church remains particularly busy throughout the week.

Although we had a lower income, we also had lower expenditure, meaning we were able to flex our spend and live within our means.

Switching to look at our expenditure in grey and starting from the top:

Common fund is the money we pay to Lichfield Diocese. This pot pays for things like vicar's wages, housing, pensions, as well as the training and wages of future curates (vicars in training) like Ruth Edmonds who was with us last year and Laura Edwards who will be joining us from late June, AND ordinands (who are people training to be curates), like Hayley Bourne. It also helps to fund the work of various central departments in the Diocese and supports the work of the General Synod.

Wages is our second largest expense. The church now employs 4 part time roles of: cleaner, caretaker, Little Friends Pre-School Coordinator and office administrator. Wages also saw the largest increase in cost year on year as we employed added the Little Friends role in the Summer.

Operating & Running Costs are split into 2 categories here and cover a whole host of things that add up very quickly. Everything from the professional cleaning of the cenotaph to servicing and repairs; from fridge drinks to cleaning products. Totalling £24000, we've seen a reduction year on year of nearly -£9000, largely because last year, we refitted our kitchen.

**Supporting Organisations**



St. John’s donates 10% of our previous year’s income (excluding grants). This is mainly through regular charitable giving, ensuring charities can plan their income accordingly. As a PCC, we have always tried to give to charities working locally, nationally and internationally.

Starting locally, we supported Burntwood Be A Friend, Play In The Parks and Foodbank.

Moving to organisations that operate in Staffordshire we supported Pathway Project – who are a domestic and sexual abuse service supporting anyone in need based in Lichfield & Tamworth; Period Power – who partner with organisations who support vulnerable people across Staffs and the West Midlands by providing period products; and The Youthnet - which is a Christian-based, children and youth charity working in and out of schools and organisations in and around Stafford.

Nationally, we supported Acts 435 - which is a charitable donations website that puts people who want to help in touch with people who are in need, through a network of churches and local charities, and UCB media.

And lastly at an international level: Light for Children – a charity supporting young people and families in need in Romania, it’s a charity that has deep roots at St. John’s and we have supported it since its inception.

**Account Summary**

Account Summary	2021	2022	2023	2024
Fixed Assets (buildings & contents)	£10k	£8k	£7k	£4,908
Net Current Assets (money in the bank after outstanding payments are paid)	£147k	£120k	£145k	£152,093
Total Assets	£157k	£128k	£152k	£157,001
Difference Year on Year	+£0k	(£29k)	£24k	£5,181

We're £5000 better off than we were last year. You can see that £5181 figure coming through again in the bottom right hand corner and above that you will see our fixed assets, net current assets and total assets.

We don't own this building, it's owned by the Lichfield diocese, so the building isn't a fixed asset on our accounts, but we do own a number of depreciating things like sound and IT equipment totalling our fixed assets of £4908.

We then have £152k in Net Current Assets. About £93k of that is what's called restricted funds. Meaning we can't just spend it on anything. It's generally for a large capital project such as replacing the windows.

All in all we're in a financially strong and stable position which means that the PCC are able to invest, think for the future and invest in things like an extra paid employee or building upgrades...

### **Looking Ahead**

There are a few things on the mind of the PCC for 2025 in terms of money matters:

- 1) Higher wages, with a full year of a 4<sup>th</sup> employee salary
- 2) 2026 common fund increase +£3k.
- 3) Energy options, potential for solar panels.
- 4) Repairs to our fascias and soffits likely to be our next major building repair/upgrade

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If you have any further questions about the church finances, do feel free to speak to me or Rev. Matt. We are contactable through the church office.

Thank you.

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**The following pages contain copies of the church finance SOFA,  
Balance Sheet, Income & Expenditure reports**

The PCC of St John's Community Church, Chase Terrace							
Financial Statements for the Year Ended 31st December 2024							
Statement of Financial Activities							
		Unrestricted Funds £	Designated Funds £	Restricted Funds £	Endowme nt Funds £	Total Funds 2024 £	Total Funds 2023 £
							<i>*see note 12 for full comparatives</i>
<b>Incoming Resources</b>							
<b>Income and Endowments from:</b>							
Donations and Legacies	2a	116,164	-	-	-	116,164	151,855
Activities for Generating Funds	2b	5,315	-	-	-	5,315	4,778
Income from Investments	2c	891	-	3,759	-	4,650	4,989
Church Activities	2d	26,015	-	-	-	26,015	22,957
Other	2e	-	-	-	-	-	-
<b>Total</b>		<b>148,385</b>	<b>-</b>	<b>3,759</b>	<b>-</b>	<b>152,144</b>	<b>184,579</b>
<b>Resources Expended</b>							
<b>Expenditure on:</b>							
Raising Funds	3a	91	-	-	-	91	1,407
Church Activities	3b	146,872	-	-	-	146,872	161,383
Other	3c	-	-	-	-	-	-
<b>Total</b>		<b>146,963</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>146,963</b>	<b>162,790</b>
<b>Net Income/(Expenditure) before investment gains/(losses)</b>		1,422	-	3,759	-	5,181	21,789
Net gain/(losses) on investments	7(b) & 8(a)				-	-	
<b>Net Income/(Expenditure)</b>		1,422	-	3,759	-	5,181	21,789
Transfer between Funds	6	(250)		250		-	
<b>Net Movement in Funds</b>		1,172	-	4,009	-	5,181	21,789
<b>Total Funds brought forward</b>	11	56,198	-	95,622	-	151,820	127,904
<b>IDS Fund transferred in</b>				-		-	2,127
<b>Total Funds carried forward</b>		57,370	-	99,631	-	157,001	151,820

<b>The PCC of St John's Community Church, Chase Terrace</b>			
<b>Financial Statements for the Year Ended 31st December 2024</b>			
<b>Balance Sheet</b>			
		<b>Total Funds 2024</b>	<b>Total Funds 2023</b>
		<b>£</b>	<b>£</b>
<b>Fixed Assets</b>			
Tangible Assets	7(a)	4,908	7,283
Investment Assets	7(b)	-	-
<b>Total Fixed Assets</b>		<b>4,908</b>	<b>7,283</b>
<b>Current Assets</b>			
Current Investments	8(a)	-	-
Debtors and prepayments	8(b)	1,596	4,345
Cash at bank and in hand	8(c)	155,043	144,452
<b>Total Current Assets</b>		<b>156,639</b>	<b>148,797</b>
<b>Current Liabilities - due within 1 year</b>			
Creditors and accruals	9(a)	4,546	4,260
Diocesan Parish Share		-	
Diocesan Loan			
<b>Total Current Liabilities</b>		<b>4,546</b>	<b>4,260</b>
<b>Net Current Assets/(Liabilities)</b>		<b>152,093</b>	<b>144,537</b>
<b>Liabilities due after one year</b>			
Creditors	9(b)		
Deferred Parish Share			
Diocesan Loan			
<b>Total Liabilities due after one year</b>		<b>-</b>	<b>-</b>
<b>Total Net Assets/(Liabilities)</b>		<b>157,001</b>	<b>151,820</b>
<b>Funds of the PCC</b>			
		<b>Total Funds 2024</b>	<b>Total Funds 2023</b>
		<b>£</b>	<b>£</b>
<b>Unrestricted Funds</b>			
General Fund		57,370	56,198
Designated Funds			-
<b>Restricted Funds</b>			
Endowment Funds		99,631	95,622
<b>Total Funds</b>		<b>157,001</b>	<b>151,820</b>

**The PCC of St John's Community Church, Chase Terrace**
**Financial Statements for the Year Ended 31st December 2024**

Finance Form Box Number			Unrestricted Funds £	Designated Funds £	Restricted Funds £	Endowmen t Funds £	Total Funds 2024 £	Total Funds 2023 £
	<b>INCOME AND ENDOWMENTS</b>	<b>2</b>						
	<b>Donations and Legacies</b>							
	<b>Voluntary Income</b>							
<b>1</b>	Tax efficient regular giving	<b>2a</b>	66,771	-	-	-	66,771	68,726
<b>1</b>	Other regular giving		13,837	-	-	-	13,837	14,168
<b>3</b>	Collections at services		5,115	-	-	-	5,115	7,040
<b>4</b>	All other giving and voluntary receipts including special appeals		5,848	-	-	-	5,848	11,947
<b>6</b>	Gift Aid Recoverable		23,843	-	-	-	23,843	29,192
<b>7</b>	Legacies		-	-	-	-	-	19,524
<b>8</b>	Grants (recurring and one-off)		750	-	-	-	750	1,258
			<b>116,164</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>116,164</b>	<b>151,855</b>
	<b>Charitable Activities</b>							
	<b>Activities for Generating Funds</b>	<b>2b</b>						
<b>9</b>	Summer Fete		-	-	-	-	-	-
<b>9</b>	Christmas Fair		5,315	-	-	-	5,315	4,778
<b>9</b>	Other Fundraising Activities			-	-	-	-	-
			<b>5,315</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>5,315</b>	<b>4,778</b>

		<b>INCOME AND ENDOWMENTS</b> <i>continued</i>					
		<b>Unrestricted Funds £</b>	<b>Designated Funds £</b>	<b>Restricted Funds £</b>	<b>Endowmen t Funds £</b>	<b>Total Funds 2024 £</b>	<b>Total Funds 2023 £</b>
	<b>Income from Investments</b>	<b>2c</b>					
10	Dividends	-	-	-	-	-	-
10	Bank Interest	891		3,759	-	4,650	4,989
		<b>891</b>	<b>-</b>	<b>3,759</b>	<b>-</b>	<b>4,650</b>	<b>4,989</b>
	<b>Income from Church Activities</b>	<b>2d</b>					
11	Statutory Fees (retained by PCC)	2,415	-	-	-	2,415	3,201
12	Church Hire	11,314	-	-	-	11,314	8,202
12	Group membership income	12,286	-	-	-	12,286	11,554
12	Bookstall	-	-	-	-	-	-
12	Parish Magazine	-	-	-	-	-	-
12	Other trading activities	-	-	-	-	-	-
		<b>26,015</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>26,015</b>	<b>22,957</b>
	<b>Other Income</b>	<b>2e</b>					
13	Other	-	-	-	-	-	-
		<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>A</b>	<b>Total Income</b>	<b>148,385</b>	<b>-</b>	<b>3,759</b>	<b>-</b>	<b>152,144</b>	<b>184,579</b>

The PCC of St John's Community Church, Chase Terrace								
Financial Statements for the Year Ended 31st December 2024								
Finance Form Box Number			Unrestricted Funds £	Designated Funds £	Restricted Funds £	Endowment Funds £	Total Funds 2024 £	Total Funds 2023 £
	<b>EXPENDITURE</b>	<b>3</b>						
	<b>Raising Funds</b>	<b>3a</b>						
	<b>Costs of Generating Funds</b>							
17	Stewardship Costs		-	-	-	-	-	-
17	Christmas Fayre		91	-	-	-	91	1,407
17	Coffee Morning Costs		-	-	-	-	-	-
			<b>91</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>91</b>	<b>1,407</b>
	<b>Charitable Activities</b>	<b>3b</b>						
	<b>Church Activities</b>							
18	Mission Giving and Donations		13,207	-	-	-	13,207	10,114
19	Diocesan Parish Share		63,091	-	-	-	63,091	61,393
20	Salaries and Wages		38,758	-	-	-	38,758	28,362
21	Clergy and Staff Expenses		449	-	-	-	449	425
	<b>Church Expenses</b>							
22	Church Expenses (Mission and Evangelism)		7,335	-	-	-	7,335	8,736
23	Church Running Expenses (incl Governance)		17,270	-	-	-	17,270	24,773
24	Church Utility Bills		6,762	-	-	-	6,762	12,896
25	Cost of Trading (Magazine, bookstall etc)		-	-	-	-	-	-
25	Church Hall Running Costs		-	-	-	-	-	-
	<b>Major Capital Expenditure</b>							
27	Major Repairs to the Church		-	-	-	-	-	14,684
28	Major Repairs to Church Hall		-	-	-	-	-	-
29	New Building Work		-	-	-	-	-	-
			<b>146,872</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>146,872</b>	<b>161,383</b>
	<b>Other Expenditure</b>	<b>3c</b>						
	Other		-	-	-	-	-	-
			-	-	-	-	-	-
<b>C</b>	<b>Total Expenditure</b>		<b>146,963</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>146,963</b>	<b>162,790</b>

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# Accounts

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**Page 7-10: Statement of Financial Activities (SOFA) for the Year Ended 31 December 2023**

### **Electoral Roll Report**

Our Electoral Roll has increased by 8 people from 225 adults at the Annual Meeting last year, to a current figure of 230 people. 13 people have been removed from the Electoral Roll - sadly this includes Bill Bailey, Les Lomax and Kaye Sheils-Houston following their deaths, while others have moved away or joined other churches. The 18 who have joined have signed up having attended Sunday and/or Monday services.

### **Fabric Report**

We've had a productive year in caring for the fabric, fixtures and fittings of our church building and grounds, including the fitting of our new kitchen, with grateful thanks to Mark Bailes and team, and to the generous legacy from the late Sue Southall, which helped to fund the kitchen.

Our caretaker, Nigel Procter, has been busy overseeing a variety of maintenance tasks, including liaising with contractors for electrical work and PAT testing, the replacement of fuse boards and light fittings, as well as the regular testing of our fire and intruder alarms. The shed was moved to provide a much bigger outdoor space for Little Friends, while the container has been sorted and largely cleared to provide additional storage.

Following torrential rain, flood damage in the hall and kitchen area was rectified, again with much appreciated help from Mark Bailes, and Nigel redecorated the affected areas in the hall and worship area, as well as painting the meeting room. Nigel also keeps a regular schedule of general maintenance of our building, grounds and storage, while our two cleaners, Marg & Sarah, continued their great work in keeping our building clean and tidy.

During 2023, we had our tri-annual Diocesan Pastoral Support visit/audit, covering a number of areas within our church, including the churchyard, registers, insurance, log books, terrier and health and safety policies. The visit went extremely well, with all aspects reported to be up to date and in an excellent order.

### **Lichfield Deanery Synod Report**

The Lichfield Deanery Synod held four meetings during the year and other than receiving summary reports from the Diocesan Synod and general business, each meeting discussed a main topic:

**February 2023:** The meeting was led by Bishop Michael Igrave who spoke about Lent: Fasting, Penitence and an assurance of forgiveness. Shaping for Mission was also discussed, with the three areas of priority being Young People and Schools, New Housing and Care for Creation.

**June 2023:** The speaker for the meeting was Helen Robertson, Headteacher at St Michaels Primary School, Lichfield who spoke on the importance of inclusion, and reaching out to other schools.

**September 2023:** The main topic was Community Fellowship, led by Revd Dr Abbie Walsh who gave feedback from a recent questionnaire where overall vocation is flourishing together with welcome, inclusion and hospitality. There were positives shared on various initiatives within the deanery, including Café Church, growth in young people's work, faithfulness within congregations and environmental care.

**November 2023:** A meeting via Zoom was held, but unfortunately none of our representatives could attend.

*Elaine Betts, Annette Haywood, Marg Nicholls, Nigel Procter*

## **PCC Report**

Listed below are details of the PCC meetings which took place during 2023. The full PCC met **6** times during 2023. Committees and smaller meetings of various ministries met between PCC meetings, and their deliberations were received and discussed by the full PCC where necessary.

**PCC Meeting – February 2023:** Alongside celebrating the safe arrival of Amara Edmonds to our curate Ruth and husband James, we received regular reports from the church wardens, treasurer, deanery synod, Burntwood Chase Team, safeguarding and electoral roll. Our February meeting also focussed on the growing needs of our building combined with our vicar Matt's workload. The PCC decided to look to appoint a part-time caretaker, to start as soon as possible.

**PCC Meeting – March 2023:** News was shared of the appointment of Nigel Procter as our new church caretaker, and of Dave Moss as Safeguarding Administrator. Decisions were taken to approve a quote for a new church kitchen, as well as for remedial and necessary electrical work to be undertaken. Our tithe giving for the year ahead was finalised, to include significant donations to the following charities: Light for Children, Pathway, Foodbank, UCB, YouthNet, Acts435 and Burntwood Be a Friend.

**PCC Meeting – May 2023:** As well as welcoming new PCC members following the APCM, Dave Moss and Kathy Louis made a presentation to inform the PCC about the new systems being put in place to ensure our compliance with best practice for safeguarding.

**PCC Meeting – July 2023:** Our July meeting focussed on both positive and negative matters concerning our building, including the installation of a great new kitchen, and of significant electrical work having been completed, but also of the damage caused by recent flooding/rain storms. In other matters, the PCC agreed to give £6000 of church tithe money to the four schools in our parish (£1500 each to Holly Grove, Boney Hay, Chase Terrace Primary and Chase Terrace Academy) to use at their discretion to support local families and children.

**PCC Meeting – September 2023:** Our September meeting received and discussed reports on various areas of church life, including the recent Play in the Park events and ongoing maintenance of the building and grounds. Discussions took place regarding the provision for our growing children's and young people's groups, and plans were shared for forthcoming services and events from Remembrance Sunday through to Christmas.

**PCC Meeting – November 2023:** Various ailments and sickness depleted our numbers for this meeting, so in this shorter session, we discussed the recent Diocesan Pastoral Support visit, as well as putting provisional plans in place to install solar panels on our roof. We also heard from Ruth as her plans post-curacy were shared, with the expectation that she'd be given permission by the Bishop to apply for jobs from spring 2024.

Overall, it's been a positive and productive year for the PCC, with fruitful discussions, encouraging decisions, committed prayer and productive plans put in place for the future life of our church community.

*Marg Nicholls – PCC Secretary*

## Treasurer's Report

St. John's Community Church, Chase Terrace  
2023 Accounts Summary  
Prepared by J. Haywood - Treasurer

At time of writing (15<sup>th</sup> Apr 2024) the church accounts have been passed to the Lichfield Diocese for independent examination but we haven't yet had confirmation of acceptance. That means that the accounts, although finalized, haven't been independently ratified.

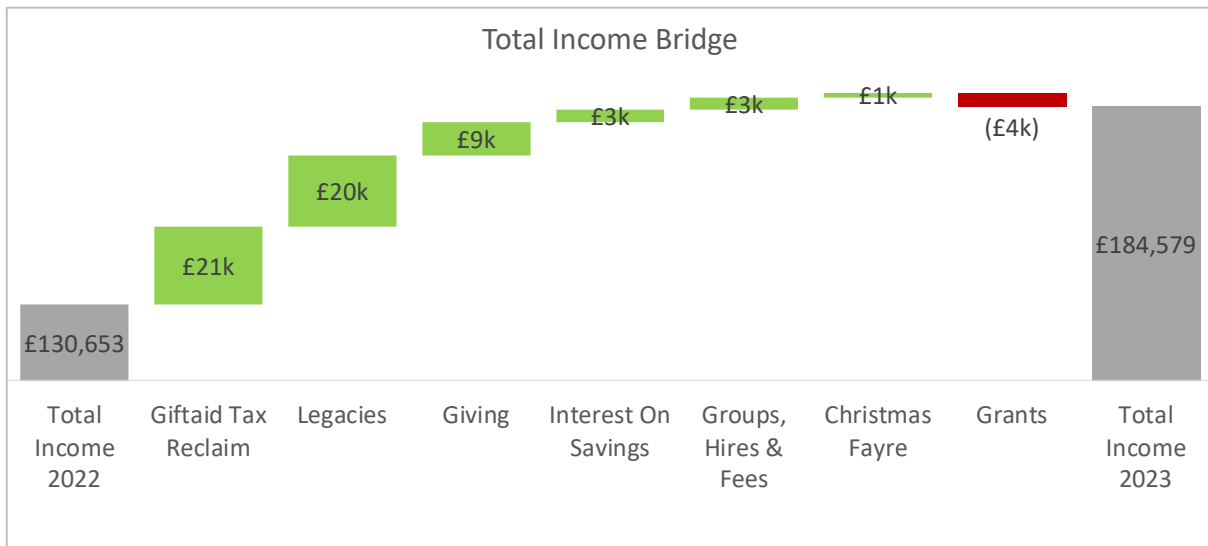
**Overall, we have seen a positive increase in income, whilst spending generously to upgrade the building.**

### Income & Expenditure

Income & Expenditure	2020	2021	2022	2023
Income	£109,591	£112,087	£130,653	£184,579
Expenditure	£111,590	£112,080	£159,298	£162,790
Difference	(£1,999)	+£7	(£28,645)	+£21,789

Positively, our income has increased +£54k year on year, whilst expenditure has increased by (£3.5k), meaning we have spent £21,789 less than our income in the year. Although this is extremely positive, there are a number of one-off items which are affecting this view. These are explained in the following pages.

### Income Year On Year Bridge



Let's take a look at why income has grown £54k year on year. Firstly our Giftaid Tax Reclaim has increased by +£21,232 year on year. Last year the church was a little late in processing some of our giftaid, which meant we earned a little less in 2022, and that delay means the benefit rolled over into this tax year. If you are a UK taxpayer and are giving to the church, do check whether you're giving with giftaid: it makes a huge difference to our total income. In fact in 2023, 16% of our total income came from claiming giftaid.

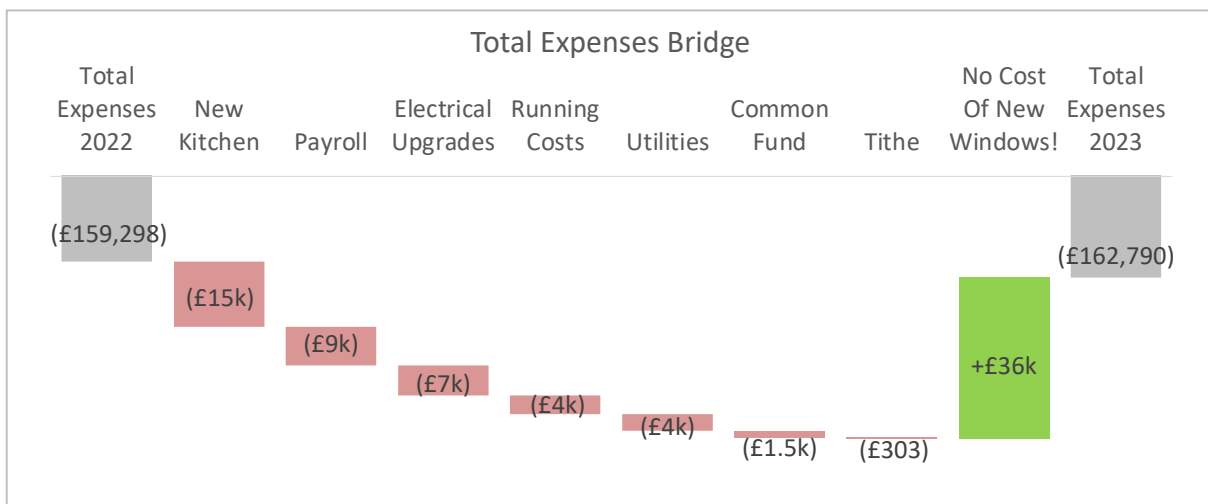
The second one-off income was legacies. A legacy is a donation left in someone’s will. It’s very unusual for St. John’s to receive legacies, in fact, this may be a first for the church and certainly a first within the last 10 years.

We’ve also seen more giving and donations, some interest on our savings and extra income from room hire. Our Christmas fayre was one of our most successful ever, raising nearly £4,800. A huge thank you again to Kay, those who setup stalls and all the volunteers who come together to make that happen.

Grants is red because we received less than the previous year, but grants tend to be a bit seasonal depending on the needs of the church and the grant pots available. We did receive a grant this year, totalling nearly £1,300 from the National Grid for The Drop Inn, from which we purchased new and additional tables to house the growing numbers of people we’re seeing on a Monday.

In summary, some good growth in income across everything that we do, with a couple of one-off elements inflating the income number.

**Expenditure Year On Year Bridge**



Our major spend in 2023 was that of a new kitchen totalling £14,684.

Our payroll has increased. The church employs cleaners and a Parish Administrator. We increased their wages last April and began employing a part time caretaker role from April too. These two things combined are the reason for the jump in payroll costs.

Alongside our kitchen improvements, we made substantial upgrades to our electrics, this was everything from full PAT testing and fire safety checks, to new fuse boxes, lighting and fans across large parts of the building. This was planned for and talked about in last year’s APCM.

Our other running costs increased across a wide range of smaller ticket items, such as software licensing costs, insurance etc. There were a couple of notable things: we had a new website developed, we purchased the extra tables for the Drop Inn and we had larger expenses associated to the Christmas fayre (a larger float and expenses for food etc...), which helped cater to the bigger crowds.

Like most people, our utility costs have increased, particularly over the colder months. Heating, lighting, water and bin collections for this building and the churchyard cost around £1,100 per month.

Common fund is the money we pay to the Lichfield Diocese. This pot pays for Matt & Ruth’s wages, housing and pensions, as well as the training of future curates. It helps to fund the work of various central departments in the Diocese, such as the admin, finance and safeguarding teams, and supports the work of the General Synod, which is the main decision-making body for the Church of England. In 2024 the Common Fund request is increasing by £1,243.

St. John's donates 10% of its previous year's income (excluding grants) to other charities and causes. This is mainly through regular charitable giving, ensuring charities can plan their income accordingly. As a PCC, St John's has always tried to give to charities working locally, nationally and internationally. This giving is called the 'tithe'. In 2023, we continued to support Light for Children – a charity supporting young people and families in need in Romania. It's a charity that has deep roots at St. John's and we have supported it since its inception; Pathway Project – who are a domestic and sexual abuse service supporting anyone in need based in Lichfield & Tamworth; the YouthNet which is a Christian-based, children and youth charity working in and out of schools and organisations in and around Stafford; Food Bank; Acts 435 which is a charitable donations website that puts people who want to help in touch with people who are in need, through a network of churches and local charities at a national level; UCB radio and new for 2023 - Burntwood Be A Friend.

These charities received in total £8.5k across the year. We also supported the Play in the Park events in the Summer.

The big green bar indicates a large, one-off expense from the previous year. It's the replacement of all the external windows and doors. So, despite spending more across a number of areas this year, most of it is balanced off by the cost of the windows in the previous year.

In summary, we spent a lot and made some big upgrades to the church for the second year running, but we've done it with good discernment based on our overall financial outlook.

**Account Summary**

<b>Account Summary</b>	<b>2020</b>	<b>2021</b>	<b>2022</b>	<b>2023</b>
<b>Fixed Assets (buildings &amp; contents)</b>	£8k	£10k	£8k	<b>£7,283</b>
<b>Net Current Assets (money in the bank after outstanding payments are paid)</b>	£148k	£147k	£120k	<b>£144,537</b>
<b>Total Assets</b>	£157k	£157k	£128k	<b>£151,820</b>
<b>Difference Year on Year</b>	(£2k)	+£0k	(£29k)	<b>£23,916</b>

The account summary shows our savings and assets in 2 pots, Fixed Assets and Net Current Assets.

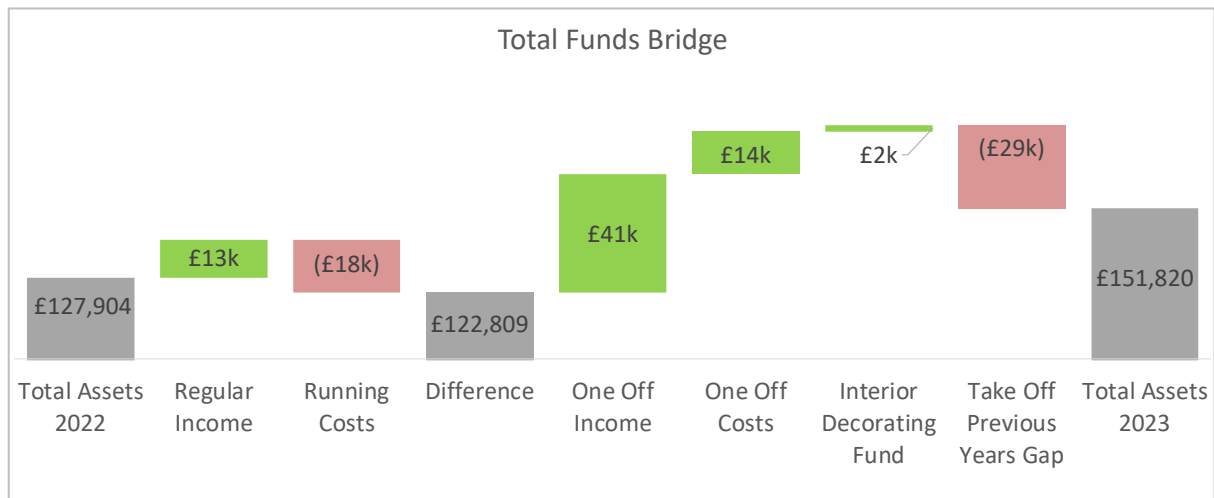
In simple terms, fixed assets are “things” buildings and contents.

We don't own the St. John's building, it's owned by the diocese, so our only fixed assets are the contents within the building. Chairs, sound equipment and other items that we could sell if we needed to raise some cash.

Our net current assets are our savings and investments less any money we owe.

Adding these 2 lines together produces our total assets of £151,820. An increase of £23,916 year on year.

**Total Assets Bridge**



The shape of our growth in total assets have been heavily influenced by one off elements. These have been isolated in the chart above, which helps to show that our regular income and costs are within £5k of each other, demonstrating that the church continues to spend broadly within its means.

All of our one-off income (the legacies and missed gift aid), plus the reduced one-off costs (kitchen, plus electrical upgrades, minus the windows) is why our total assets have risen year on year.

Finally, to bridge this back to look at income, we have to remove the reduction in our total assets from the previous year, otherwise we would be showing the growth in assets year on year, not what our total assets are now.

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If you have any further questions about the church finances, do feel free to speak to me (J Haywood) or Rev. Matt. We are contactable through the church office.

Thank you.

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**The following pages contain copies of the church finance  
‘Statement of Financial Activities’ (SOFA), Balance Sheet, Income &  
Expenditure reports**

The PCC of St John's Community Church, Chase Terrace							
Financial Statements for the Year Ended 31st December 2023							
Statement of Financial Activities							
		Unrestricted Funds £	Designated Funds £	Restricted Funds £	Endowment Funds £	Total Funds 2023 £	Total Funds 2022 £
<b>Incoming Resources</b>							<i>*see note 12 for full comparatives</i>
<b>Income and Endowments from:</b>							
Donations and Legacies	2a	151,855	-	-	-	151,855	105,904
Activities for Generating Funds	2b	4,778	-	-	-	4,778	3,481
Income from Investments	2c	998	-	3,991	-	4,989	1,547
Church Activities	2d	22,957	-	-	-	22,957	19,721
Other	2e	-	-	-	-	-	-
<b>Total</b>		180,588	-	3,991	-	184,579	130,653
<b>Resources Expended</b>							
<b>Expenditure on:</b>							
Raising Funds	3a	1,407	-	-	-	1,407	736
Church Activities	3b	161,383	-	-	-	161,383	158,562
Other	3c	-	-	-	-	-	-
<b>Total</b>		162,790	-	-	-	162,790	159,298
<b>Net Income/(Expenditure) before investment gains/(losses)</b>		17,798	-	3,991	-	21,789	(28,645)
Net gain/(losses) on investments	7(b) & 8(a)				-	-	
<b>Net Income/(Expenditure)</b>		17,798	-	3,991	-	21,789	(28,645)
Transfer between Funds	6	(250)		250		-	
<b>Net Movement in Funds</b>		17,548	-	4,241	-	21,789	(28,645)
<b>Total Funds brought forward</b>	11	38,650	-	89,254	-	127,904	156,549
<b>IDS Fund transferred in</b>				2,127		2,127	
<b>Total Funds carried forward</b>		56,198	-	95,622	-	151,820	127,904

<b>The PCC of St John's Community Church, Chase Terrace</b>			
<b>Financial Statements for the Year Ended 31st December 2023</b>			
<b>Balance Sheet</b>			
		<b>Total Funds 2023</b>	<b>Total Funds 2022</b>
		<b>£</b>	<b>£</b>
<b>Fixed Assets</b>			
Tangible Assets	7(a)	7,283	7,984
Investment Assets	7(b)	-	-
<b>Total Fixed Assets</b>		<b>7,283</b>	<b>7,984</b>
<b>Current Assets</b>			
Current Investments	8(a)	-	-
Debtors and prepayments	8(b)	4,345	1,637
Cash at bank and in hand	8(c)	144,452	123,554
<b>Total Current Assets</b>		<b>148,797</b>	<b>125,191</b>
<b>Current Liabilities - due within 1 year</b>			
Creditors and accruals	9(a)	2,763	5,271
Diocesan Parish Share		1,497	
Diocesan Loan			
<b>Total Current Liabilities</b>		<b>4,260</b>	<b>5,271</b>
<b>Net Current Assets/(Liabilities)</b>		<b>144,537</b>	<b>119,920</b>
<b>Liabilities due after one year</b>	9(b)		
Creditors			
Deferred Parish Share			
Diocesan Loan			
<b>Total Liabilities due after one year</b>		<b>-</b>	<b>-</b>
<b>Total Net Assets/(Liabilities)</b>		<b>151,820</b>	<b>127,904</b>
		<b>Total Funds 2023</b>	<b>Total Funds 2022</b>
		<b>£</b>	<b>£</b>
<b>Funds of the PCC</b>			
Unrestricted Funds			
General Fund		56,198	38,650
Designated Funds			-
Restricted Funds		95,622	89,254
Endowment Funds			
<b>Total Funds</b>		<b>151,820</b>	<b>127,904</b>

**The PCC of St John's Community Church, Chase Terrace**
**Financial Statements for the Year Ended 31st December 2023**

Finance Form Box Number			Unrestricted	Designated	Restricted	Endowment	Total Funds	Total Funds
			Funds	Funds	Funds	Funds	2023	2022
<b>INCOME AND ENDOWMENTS</b>			£	£	£	£	£	£
	<b>Donations and Legacies</b>							
	<i>Voluntary Income</i>							
<b>1</b>	Tax efficient regular giving	<b>2a</b>	68,726	-	-	-	68,726	59,424
<b>1</b>	Other regular giving		14,168	-	-	-	14,168	14,694
<b>3</b>	Collections at services		7,040	-	-	-	7,040	5,393
<b>4</b>	All other giving and voluntary receipts including special appeals		11,947	-	-	-	11,947	13,383
<b>6</b>	Gift Aid Recoverable		29,192	-	-	-	29,192	7,960
<b>7</b>	Legacies		19,524	-	-	-	19,524	-
<b>8</b>	Grants (recurring and one-off)		1,258	-	-	-	1,258	5,050
			<b>151,855</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>151,855</b>	<b>105,904</b>
	<b>Charitable Activities</b>							
	<i>Activities for Generating Funds</i>	<b>2b</b>						
<b>9</b>	Summer Fete		-	-	-	-	-	-
<b>9</b>	Christmas Fair		4,778	-	-	-	4,778	3,481
<b>9</b>	Other Fundraising Activities			-	-	-	-	-
			<b>4,778</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>4,778</b>	<b>3,481</b>

<b>INCOME AND ENDOWMENTS</b> <i>continued</i>							
		<b>Unrestricted Funds</b>	<b>Designated Funds</b>	<b>Restricted Funds</b>	<b>Endowment Funds</b>	<b>Total Funds 2023</b>	<b>Total Funds 2022</b>
		£	£	£	£	£	£
	<b>Income from Investments</b>						
10	Dividends	-	-	-	-	-	-
10	Bank Interest	998	-	3,991	-	4,989	1,547
		<b>998</b>	<b>-</b>	<b>3,991</b>	<b>-</b>	<b>4,989</b>	<b>1,547</b>
	<b>Income from Church Activities</b>						
11	Statutory Fees (retained by PCC)	3,201	-	-	-	3,201	5,671
12	Church Hire	8,202	-	-	-	8,202	5,938
12	Group membership income	11,554	-	-	-	11,554	8,112
12	Bookstall	-	-	-	-	-	-
12	Parish Magazine	-	-	-	-	-	-
12	Other trading activities	-	-	-	-	-	-
		<b>22,957</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>22,957</b>	<b>19,721</b>
	<b>Other Income</b>						
13	Other	-	-	-	-	-	-
<b>A</b>	<b>Total Income</b>	<b>180,588</b>	<b>-</b>	<b>3,991</b>	<b>-</b>	<b>184,579</b>	<b>130,653</b>

**The PCC of St John's Community Church, Chase Terrace**
**Financial Statements for the Year Ended 31st December 2023**

Finance Form Box Number	EXPENDITURE	3	Unrestricted	Designated	Restricted	Endowment	Total Funds	Total Funds
			Funds	Funds	Funds	Funds	2023	2022
			£	£	£	£	£	£
	<b>Raising Funds</b>	<b>3a</b>						
	<i>Costs of Generating Funds</i>							
17	Stewardship Costs		-	-	-	-	-	-
17	Christmas Fayre		1,407	-	-	-	1,407	736
17	Coffee Morning Costs		-	-	-	-	-	-
			<b>1,407</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>1,407</b>	<b>736</b>
	<b>Charitable Activities</b>	<b>3b</b>						
	<i>Church Activities</i>							
18	Mission Giving and Donations		10,114	-	-	-	10,114	9,811
19	Diocesan Parish Share		61,393	-	-	-	61,393	59,896
20	Salaries and Wages		28,362	-	-	-	28,362	19,635
21	Clergy and Staff Expenses		425	-	-	-	425	602
	<i>Church Expenses</i>							
22	Church Expenses (Mission and Evangelism)		8,736	-	-	-	8,736	7,406
23	Church Running Expenses (incl Governance)		24,773	-	-	-	24,773	15,843
24	Church Utility Bills		12,896	-	-	-	12,896	9,143
25	Cost of Trading (Magazine, bookstall etc)		-	-	-	-	-	-
25	Church Hall Running Costs		-	-	-	-	-	-
	<i>Major Capital Expenditure</i>							
27	Major Repairs to the Church		14,684	-	-	-	14,684	36,226
28	Major Repairs to Church Hall		-	-	-	-	-	-
29	New Building Work		-	-	-	-	-	-
			<b>161,383</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>161,383</b>	<b>158,562</b>
	<b>Other Expenditure</b>	<b>3c</b>						
	Other		-	-	-	-	-	-
			<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>C</b>	<b>Total Expenditure</b>		<b>162,790</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>162,790</b>	<b>159,298</b>

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# Accounts

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**Parish of Chase Terrace & Boney Hay, St. John  
Financial Statements for the Year Ended 31 December 2022**

Charity number 1131458

## TRUSTEES ANNUAL REPORT FOR THE YEAR ENDED 31<sup>ST</sup> DECEMBER 2022

### 1. Reference and administration details

**Charity Name:** The Parochial Church Council of the Ecclesiastical Parish of Chase Terrace and Boney Hay, St. John  
**Known as:** St. John's Community Church  
**Charity No:** 1131458  
**Secretary:** Margaret Nicholls, 'Ewlyn', Buds Road, Cannock Wood, WS15 4NB

### PCC Members (Trustees) Attendance 2022-23

Name	Elected	Period	Term End	03/22		05/22	07/22	10/22	11/22	02/23	03/23	% Attendance	
Marg Nicholls (W, D, S)	2022	1	2023	P		P	P	P	P	P	P	100%	
Nigel Procter (W, D)	2022	1	2023	P		P	P	P	P	P	P	100%	
Josh Sutton	2019	3	2022	P		-	-	-	-	-	-	100%	
Elaine Betts (D)	2020	3	2023	P		P	A	P	P	P	P	86%	
Jack Boardman	2020	3	2023	A		P	P	P	P	P	P	86%	
Richard Busby	2020	3	2023	P		P	A	P	P	P	A	71%	
Kathy Coe	2020	3	2023	P		A	P	P	P	P	A	71%	
Annette Haywood (D)	2020	3	2023	P	New PCC Elected at APCM	P	P	P	P	P	P	100%	
Jack Minton	2020	3	2023	P		P	P	P	P	P	P	P	100%
Jane Tennant (LC)	2020	3	2023	P		P	P	P	P	P	P	P	100%
Ellen Nicholls	2021	3	2024	P		P	P	P	A	P	P	P	86%
Mark Tennant	2021	3	2024	P		P	P	P	P	P	P	P	100%
Ruth Broome	2022	3	2025	-		P	P	P	P	A	P	P	83%
Jay Haywood (T)	2022	3	2025	P		P	P	P	P	A	P	P	86%
Kathy Louis	2022	3	2025	P		A	P	P	P	P	P	A	71%
Steve Richards	2022	3	2025	P		P	A	P	P	P	A	P	71%
Matty Sutton	2022	3	2025	P		A	P	P	A	P	P	A	57%
Revd Matt Wallace	Team Vicar	n/a	n/a	P		P	P	P	P	P	P	P	100%
Revd Ruth Edmonds	Curate	n/a	n/a	A		P	P	P	P	A	A	P	57%
Revd Richard Westwood	Rector	n/a	n/a	-		-	-	-	-	-	-	-	-
Revd Steve Morgan	Interim Minister	n/a	n/a	-		-	-	-	-	-	-	-	-

Key: P Present X Absent A Not Present (Apologies received by the Trustees)  
R Resigned W Churchwarden D Deanery Synod Representative  
T Treasurer S Secretary LC Lay Chair n/a Not Applicable

### Names and Addresses of Bank

#### HSBC

20 Market Place, Cannock, WS11 1BX

#### Independent Examiner

Mr. Jonathan Hill, Director of Finance, Diocese of Lichfield, St Mary's House, The Close, Lichfield WS13 7LD.

#### Incumbent

Revd Matt Wallace (Team Vicar)

### 2. Structure, governance and management

The Parochial Church Council is a corporate body established by the Church of England and operates under the Parochial Church Council Powers Measure (1956) as amended that came into effect on 2nd January 1957, and the Church Representation Rules (contained in Schedule 3 to the Synodical Government Measure 1969 as amended).

In 2009 we registered with the Charity Commissioners in accordance with the provisions of the 2006 Charities Act. All members of the PCC are "TRUSTEES" of the Charity.

The method of appointment of PCC members is set out in the Church Representation Rules. The Council comprises the Incumbent, the Churchwardens, a representative of the Readers, those elected to the Deanery Synod, and other members who are elected at the Annual Parochial Church Meeting, by those on the Electoral Roll. All Church attendees are encouraged to register

on the Electoral Roll and stand for election to the PCC. New trustees are informed of their responsibilities, and all trustees are regularly reminded of them.

The PCC is the decision-making body of St John's Community Church and in accordance with the requirements of church law it has the responsibility of co-operating with the incumbent in promoting the whole mission of the Church. It also has maintenance responsibilities for the church property and grounds of St. John's Community Church at High Street, Chase Terrace, and St John's Churchyard on Rugeley Road, Chase Terrace. Some of the PCC's duties and functions in respect to the maintenance of the Churchyard have been assumed by Lichfield District Council.

As of 5<sup>th</sup> March 2016, the benefice of Burntwood, Chasetown, Hammerwich and Chase and Boney Hay was established, known as the Burntwood Chase Team. Christ Church, St Anne's, St John the Baptist and St John's Community Church have subsequently been working closely together as a Team Ministry. In December 2022, the benefice came under the leadership of the Team Rector, Revd Richard Westwood. All clergy and readers have been licensed to the whole benefice.

As Team Vicar with responsibility for the parish of Chase Terrace and Boney Hay, Revd Matt Wallace works in partnership the churchwardens, Mr Nigel Procter and Mrs Marg Nicholls, the Trustees and laity who help oversee various areas of ministry. Revd Ruth Edmonds was ordained in June 2021 and joined St John's as assistant curate. Dr Ian McKeown, although still a Licensed Reader, has opted to pause his license on health grounds for the time being. Other voluntary leaders also cooperate with the incumbent to exercise responsibility in many different ways as they work together to carry forward the mission of the church.

St. John's Community Church has a Church Office, and administration is carried out by a part-time paid Parish Administrator and other volunteer helpers. The Trustees are committed to encouraging all members of the church to play an active part in its life. All appointments of staff employed to work for any ministry associated with St. John's Community Church are confirmed by the Trustees, and they have ultimate responsibility for all financial matters. Volunteer and paid staff who work with children or vulnerable adults are required to complete a Disclosure Barring Service (DBS) check. The PCC have final responsibility for oversight of Safeguarding.

### **3. Reserves Policy**

It is PCC policy to try to maintain a balance on free reserves (net current assets) which equates to at least three months unrestricted payments. This is equivalent to £39,824 (2021: £26,943). It is held to smooth out fluctuations in cash flow and to meet emergencies. The balance of the free reserves at the year-end was £30,664 (2021: £36,620) which is lower than this target. The 2022 expenditure figure is inflated by the £36,226 one-off expenditure on the windows, so excluding this figure the reserves would meet the target.

### **4. Safeguarding**

The PCC believe they have fulfilled their duty under section 5 of the Safeguarding and Clergy Discipline Measure 2016 (duty to have due regard to House of Bishops' guidance on safeguarding children and vulnerable adults).

### **5. Risk Management**

The Church Wardens carry out regular Health and Safety Reviews and regularly inspect premises for potential hazards. We have safeguarding policies in place for child protection and for work with vulnerable adults, including regular DBS checking of staff and volunteers. Our

insurances are reviewed annually to ensure adequate cover. An informal review of any new risks which may impact the work of the Church in the Parish is ongoing.

## 6. Related Parties

### **Remuneration paid to Trustees**

Mrs M Nicholls, a trustee of the PCC was paid £2,432 for her work as a cleaner during the year. She abstains on any proposals concerning her role, and leaves the meeting when there is discussion of her paid role. As she is also PCC secretary, another PCC member takes minutes of any discussion in her absence, until she resumes her secretarial role for the next agenda item.

### **Expenses paid to Trustees**

2 trustees were reimbursed £602 (2021 £301) for travel and subsistence during the year.

### **Donations from Related Parties**

Donations from related parties during the year totalled £14,637. All these donations were received without conditions.

## 7. Objectives and Activities

The object of the PCC of St John's Community Church is to fulfil the functions as laid down in law, namely to co-operate with the Incumbent in promoting in the parish the whole mission of the Church, pastoral, evangelistic, social and ecumenical - (PCC [Powers] Measure 1956)

Our aims have been set out in the policy document entitled "*The Way Ahead*" and agreed by the Annual Parochial Church meeting in April 2000. The values contained in this document represent the ethos of this charity - **Worship, The Bible, Prayer, Serving, Relationships and Evangelism**. We regularly review our activities, evaluate our performance and determine our priorities in the light of these shared values and commitments. Our mission statement is "*To love God and other people in the name of Jesus, and to live each day in the power of his Holy Spirit.*"

**Those who are employed by the Trustees (either in a paid or voluntary capacity) are expected to work in accordance with the values of this charity and be supportive of its aims.**

### **Statement on Public Benefit**

The trustees of the Charity are aware of the Charity Commission's guidance on Public Benefit in The Advancement of Religion for the Public Benefit and have had regard to it in their administration of the Charity.

The trustees believes that, by promoting the work of the Church of England in the Ecclesiastical Parish of Chase Terrace and Boney Hay, St. John, it helps to promote the whole mission of the Church (pastoral, evangelistic, social and ecumenical) more effectively, within the Ecclesiastical Parish, and that in doing so it provides a benefit to the public by:-

*Providing facilities for public worship, pastoral care and spiritual, moral and intellectual development, both for its members and for anyone who wishes to benefit from what the Church offers: and Promoting Christian values, and service by members of the Church in and to their communities, to the benefit of individuals and society as a whole.*

In accordance with the requirements of the Diocese of Lichfield, the PCC formulates a Mission Action Plan (MAP) to indicate some specific activities and objectives for the ensuing year(s).

The MAP has been reviewed and agreed by the Trustees. The MAP is submitted to the Diocese, and responded to by an appropriate officer or representative. The MAP for 2019-2024 is below:

### **Mission Action Plan 2019-2024**

#### **Vision:**

1. Our aim is to love God with all of our heart, soul, mind & strength, & love our neighbours as ourselves. Our vision is to build on existing work in establishing St John's Community Church as a **hub for the whole community**: a place & people of welcome, meeting, hospitality, friendship, pastoral care, worship, prayer, discipleship & mission.
2. **Mission is our shared responsibility** - the role of the church is to enable, equip & encourage that mission, through the power & inspiration of the Holy Spirit.

#### **Discipleship:**

3. **Identify, train & empower leaders** - encourage involvement in church services, pastoral care, mission, small groups, children's & youth ministry; including commissioned, licensed, employed & ordained roles
4. To develop ways of helping **newcomers/seekers** to discover their place within the church/faith (e.g. Social Events, Nurture Groups etc)
5. Continue to resource & develop **discipleship** through services & House Groups, & to explore how best to disciple children & young people alongside existing provision.
6. Establish & develop regular **evening services/gatherings** for discipleship, prayer, worship
7. Develop **prayer life** of church - regularity, range, opportunities etc
8. Work on raising profile & priority of **financial giving**, including contactless giving.

#### **Building:**

9. Continue to improve **AV system & lighting** in church
10. To re-fit the **church kitchen**
11. Establish a **welcome/information point** to connect people to the life of the church
12. To reduce our **carbon footprint & eradicate single use plastics**

#### **Community:**

13. Build on **hospitality, socials, meals, fun times** - create opportunities for people to **share stories**, develop support & deepen friendships.
14. Develop the **church website & social media** to improve our accessibility & communication
15. Continue to seek a sustainable plan for **Burntwood Chase Team**
16. Develop **community links & partnerships** with Burntwood Town Council & Lichfield District Council (particularly through 'Friends of Chase Terrace Park'), schools, scouts, events, social media/website links etc

## **8. Achievements and Performance**

There were 212 members on the Church Electoral Roll at 31<sup>st</sup> December 2022. Just over half of our members live in the parish, with a minority living outside the ecclesiastical parish boundary. Every member does not attend every Sunday/Monday due to family and work commitments.

Our 10am Sunday service is growing in number, and averages around 130 people. Each week has a mixture of sung worship, prayer, teaching, Sunday Stars groups for children, and

refreshments, with dozens of people involved in serving in a wide variety of ways. Our Monday 10am service continues to thrive, being held prior to the Drop Inn 'Place of Welcome' café. Attendance at this service has averaged 35-45, which is encouraging, and adds another opportunity for folks to gather in person for worship which wasn't available prior to lockdown.

Online videos/recordings of sermons continue to attract regular viewers on YouTube, where we have around 420 subscribers. Sermon average around 100-130 views per week.

The Diocese of Lichfield also require another measure to indicate our impact on the life of the local community and asked us to compile figures for 'Worshipping Community'. A member of the Worshipping Community is someone who regularly attends an activity that includes at least an element of worship, & also includes those engaging with online worship. On these measures, our Worshipping Community figures are as follows:

Adult	(18+)	470 (450 last year)
Young People	(0-10)	195 (175 last year)
	(11-18)	25 (15 last year)

These figures give a good indication of the extent of our weekly contact with people in the parish, & are a combination of pre-lockdown & lockdown figures. These figures give a useful measure of our connection with the life of the community we serve.

Services & special occasions are only one measure of the connection of this church with the town as a whole, and there are many contributions made by our members to civic and community life. Members of this church serve as school governors at local primary schools in the parish; act as trustees of other charities, and contribute to community life in many ways.

We are committed to worship in ways that are accessible to and relevant for the whole community and we value each of the styles of worship that we offer to meet the differing needs of those we seek to serve.

Members of this congregation support the Cannock and District Foodbank, and this initiative continues to be supported by church members via our weekly collections of food. As a church we also offer financial, practical and prayer support to 'Pathway Project' - a charity which works with victims of domestic abuse; 'Light for Children' - a charity which works with disadvantaged young people in Romania; and various other charities including The Youth Net, Acts 4:35, and United Christian Broadcasters (UCB). In addition, St John's contributed £5,000 to the funding of new play equipment for Chase Terrace Park, in partnership with Lichfield District Council and Burntwood Town Council.

In terms of the year itself, 2022 has been a year of consolidation and growth – the early weeks were affected by a winter surge in covid-19 infections, but momentum has been gained as the year has progressed. Burntwood Be A Friend (BBAF) continues to be a focus for community support and outreach, and is now a registered charity. Revd Matt Wallace is a Trustee, and PCC member Kathy Louis is employed as volunteer coordinator. St John's have continued to be supportive of this community support initiative, helping to provide food & practical support for those in crisis, working alongside multiple local churches, organisations, businesses, voluntary groups & individuals to form an umbrella organisation. The PCC also support BBAF with financial donations from our annual tithe.

Alongside our community-based support, our Little Friends group continues to thrive, with around 160 children on its books, and we regularly welcome over 100 children, along with their parents/carers over two sessions each week. The Drop Inn, our Place of Welcome, is also

registered as part of the 'Warmer Welcome' scheme, launched in response to the cost-of-living crisis.

Our House Groups continue to offer pastoral support for a good number of church members, and this is complemented by prayer ministry and support. We hold monthly Book Club and Pub Club sessions, and there are plans for a new Creating Space group to offer support and encouragement to those living with low self-esteem, anxiety, depression or isolation.

Our building has been improved by the installation of new, faculty-approved external windows and doors, expertly fitted by local firm Uniseal. We continue to do our best to look after and future-proof our building, and our latest quinquennial in 2022 was very positive, with minimal and only minor works requiring immediate attention.

The Burntwood Chase Team was bolstered in late 2022 with the appointment of Revd Steve Morgan as part-time Interim Minister with responsibility for Christ Church, Burntwood and St John the Baptist, Hammerwich. In addition, Revd Richard Westwood was appointed as Rector of the benefice, whilst Revd Ruth Edmonds continues her training as Curate at St John's Community Church. These appointments have brought a sense of both relief and joy to many, and we look forward to a fully-functioning clergy team going forward.

Although there have been challenges this year, the growth in community spirit, new models of practical & pastoral ministry emerging, the full resumption of in-person worship (both Sundays & Mondays) in tandem with a significant online presence have been major developments for our life as a church community. In addition, we have been blessed by around 30 people joining us who have emigrated from Hong Kong in recent times. Their presence brings us joy, and has widened our appreciation of cultural and global pressures and opportunities.

As 2022 closes, our hope is that the future shape of mission & ministry in our context will continue to develop, with growing enthusiasm, maturity, engagement & adaptability to the missional needs of our community. Although we are not complacent, there is significant cause for hope for the spiritual & social health of our church & community.

The full PCC met 7 times during the period shown, either via Zoom or in-person. There has been an excellent average level of attendance of 86%. Committees and smaller meetings of various Ministry Team members met between PCC meetings, and minutes of their deliberations were received and discussed by the full PCC where necessary. Minutes are posted after each meeting on the church noticeboard, with previous minutes available from the PCC Secretary by request.

**PCC Meeting – March 2022:** Our PCC in March took place after January's scheduled meeting was cancelled due to covid. New chairs for our worship area were purchased and were now in place; the faculty application process for the approval of the installation of new windows and doors continued. Lottie Backhouse resigned as Children's Coordinator to take on a new role with churches in Stafford supported by YouthNet, and left her role with our heartfelt thanks for all of her love, hard work and dedication to her role over many years.

**PCC Meeting – May 2022:** Our new PCC was welcomed following our Annual Meeting, and officer appointments were made. The faculty permission for new windows and doors was finally received, and Uniseal were booked in for a summer install. The installation of roof solar panels was discussed and approved in principle, with quotes to be sought.

**PCC Meeting – July 2022:** Our July meeting celebrated our curate Ruth's recent priesting, while progress was made on the advertising/appointment process for a new Team Rector and minister for Burntwood and Hammerwich. A full review of our current children's and young

people's provision was made, with the need for ongoing recruitment of recognised as a response to growing numbers of children attending, particularly on Sundays and at Little Friends. Quotes were examined and one from Wicksteed approved as our recommendation for new play equipment for Chase Terrace Park, to be installed with previously agreed financial donations from our church tithe. The purchase of a new fir tree, to be placed outside the church building as a permanent tree to be decorated at Christmas-time, was approved.

**PCC Meeting – October 2022:** Our October meeting expressed our sadness at the passing of HM Queen Elizabeth II, as well as a much-loved member of our congregation, Sue Southall. The cost-of-living crisis and our pastoral/practical response was also discussed, with various winter initiatives/funding streams highlighted as being available for those in need. The PCC were delighted at the long-awaited completion of new windows and doors, which were funded from both church giving and funds from the sale of the Church Rooms on Ironstone Road, alongside a £1,500 grant from The Benefact Trust. News of one applicant for the Burntwood/Hammerwich vacancy was shared, and new equipment had now been ordered for Chase Terrace Park for an imminent install. Agreement was made to procure quotes for replacement fixtures and fittings for our church kitchen, which is now badly showing its age after being in place since the church building opened in 1997.

**PCC Meeting – November 2022:** Our November meeting welcomed the news of the appointment of Revd Steve Morgan as interim minister of Burntwood/Hammerwich, and of Revd Richard Westwood as Rector of the Burntwood Chase Team benefice. The recent quinquennial report was shared, which contained much positive feedback, along with recommendations for future work in the non-urgent replacement of facias and soffits around the church roof. The new Christmas tree was welcomed, and updates were shared on the rising utility costs, with the need for vigilance with being sensible with our church building use, along with offering ongoing support to local folks in need. Christmas events and services plans were shared.

**PCC Meeting – February 2023:** In this meeting, we celebrated the safe arrival of a new daughter for our curate Ruth, who is now maternity leave until June. News of kitchen quotes were shared; the install of new play equipment in Chase Terrace Park was recognised as being very positive. A review of Matt's workload as vicar was undertaken, with agreement being reached to seek to employ a part-time caretaker to oversee the practical management of the church building, thus relieving some of Matt's regular duties. Discussions were had with regard to the Church of England's recent General Synod votes on the possibility of blessing those in same-sex relationships. A new website host and design by Fellowship Media was also approved.

#### **PCC Meeting – March 2023:**

Our final meeting prior to the APCM shared official confirmation of the great news of Nigel Procter being appointed as church caretaker. There was approval of a quote for the install of new kitchen fixtures and fittings, supplied by Howdens and to be installed by MJ Bailes Services, and updates on the new church website were shared. The appointment of Dave Moss as administrative safeguarding support was approved, and pay rises were approved for church staff. Plans were discussed for new Sunday teaching series, while new church tithe donations were agreed as follows for the year ahead, with 2021 figures in brackets:

Light for Children	£2,800 (£2,520)
Pathway	£2,000 (£1,890)
Foodbank	£1,000 (£630)
UCB	£700 (£525)
YouthNet	£525 (no change)

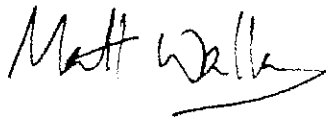
Acts435	£500 (no change)
Burntwood Be A Friend	£1,000 (new tithe)

Overall, through the faithfulness of our members and with responsible management of resources, the Parish Share for 2022 has been paid in full. The Trustees have maintained the financial stability of the church, and despite the pandemic and cost-of-living crisis, planned gift-aided and non-gift aided giving has increased, which is a testimony to the faithfulness of the congregation. There are still considerable financial challenges to face if we are to sustain and grow our ministries in this community and we recognise the need for careful planning, monitoring of expenditure and cash flow forecasting.

The trustees know that the year ahead will bring with it fresh challenges, but have trust that God will enable us do all that he calls us do.

*Revd Matt Wallace*  
*Team Vicar and Chair of the PCC*

Approved by the PCC Standing Committee on behalf of the PCC on 28<sup>th</sup> March 2023, and signed on its behalf by:



.....  
Reverend M Wallace (Chair)



.....  
E J Tennant (Lay Chair)

## **Independent Examiner's report to the trustees/members of The PCC of Chase Terrace and Boney Hay St John**

Registered charity number: 1131458

I report on the accounts for the year ended 31<sup>st</sup> December 2022 which are set out on the following pages.

### **Respective responsibilities of the Trustees and Independent Examiner**

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under Section 144 of the Charities Act 2011 (the Charities Act) and that an independent examination is needed.

It is my responsibility

- to examine the accounts under section 145 of the Charities Act,
- to follow the procedures laid down in the General Directions given by the Charity Commission (under section 145(5)(b) of the Charities Act, and
- to state whether particular matters have come to my attention.

### **Basis of Independent Examiner's Statement**

My examination was carried out in accordance with the General Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a "true and fair" view and the report is limited to those matters set out in the statement below.

### **Independent Examiner's Statement**

In connection with my examination, no material matters have come to my attention which gives me cause to believe that in any material respect:

- accounting records were not kept in accordance with section 130 of the Charities Act or
- the accounts do not accord with the accounting records
- 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 have come across no other matters in connection with the examination to which attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Signed: .....

Date: .....

Jonathan Hill FCMA CGMA

Lichfield Diocesan Board of Finance

St Marys House, The Close, Lichfield. WS13 7LD

**Statement of Financial Activities**

	Unrestricted Funds £	Designated £	Restricted Fund - Cash held in trust £	Endowment £	Total Funds 2022 £	Total Funds 2021 £
<b>Incoming Resources</b>						<i>*see note 11 for full comparatives</i>
Donations and Legacies	2a 105,904	-	-	-	105,904	99,198
Charitable Activities	2b 9,152	-	-	-	9,152	1,559
Other Trading Activities	2c 14,050	-	-	-	14,050	11,262
Investments	2d 282	-	1,265	-	1,547	68
Other	2e -	-	-	-	-	-
<b>Total Income</b>	<b>129,388</b>	<b>-</b>	<b>1,265</b>	<b>-</b>	<b>130,653</b>	<b>112,087</b>
<b>Resources Expended</b>						
Raising Funds	3a 736	-	-	-	736	-
Charitable Activities	3b 158,562	-	-	-	158,562	112,080
Other	3c -	-	-	-	-	-
<b>Total Expenditure</b>	<b>159,298</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>159,298</b>	<b>112,080</b>
Net gain/(losses) on investment	-	-	-	-	-	-
<b>Net Income/(Expenditure)</b>	<b>(29,910)</b>	<b>-</b>	<b>1,265</b>	<b>-</b>	<b>(28,645)</b>	<b>7</b>
Transfer between Funds	22,000	-	(22,000)	-	-	-
<b>Net Movements in Funds</b>	<b>(7,910)</b>	<b>-</b>	<b>(20,735)</b>	<b>-</b>	<b>(28,645)</b>	<b>7</b>
<b>Total Funds brought forward (1st Jan)</b>	<b>46,560</b>	<b>-</b>	<b>109,989</b>	<b>-</b>	<b>156,549</b>	<b>156,542</b>
<b>Total Funds carried forward (31st Dec)</b>	<b>38,650</b>	<b>-</b>	<b>89,254</b>	<b>-</b>	<b>127,904</b>	<b>156,549</b>

Parish of Chase Terrace & Boney Hay, St. John  
Financial Statements for the Year Ended 31 December 2022

**Balance Sheet**

		Total 2022 £	Total 2021 £
<b>Fixed Assets</b>			
Investment Assets	5(a)	-	-
Tangible Assets	5(b)	7,984	9,940
<b>Current Assets</b>			
Debtors		1,637	6,007
Bank current account		12,425	20,991
CBF deposit fund		21,759	21,476
RESTRICTED Cash at Bank		89,254	109,989
Cash		116	505
		<b>125,191</b>	<b>158,968</b>
<b>Liabilities due in one year</b>	6		
Creditors		5,271	12,359
Diocesan Parish Share		-	-
Diocesan Loan		-	-
<b>Net Current Assets/(Liabilities)</b>		<b>119,920</b>	<b>146,609</b>
<b>Liabilities due after one year</b>			
Creditors		-	-
Deferred Parish Share		-	-
<b>Total Net Assets</b>		<b>127,904</b>	<b>156,549</b>

		2022 £	2021 £
<b>Parish Funds</b>			
<b>Unrestricted Funds</b>			
General		38,650	46,560
Designated		-	-
<b>Restricted Funds</b>			
Restricted Fund - monies held in trust		89,254	109,989
Endowment Funds		-	-
<b>Total</b>		<b>127,904</b>	<b>156,549</b>

Approved by the Parochial Church Council on ..... 2023 and signed on its behalf by:

Signature: .....

Name: The Revd Matt Wallace (PCC Chairman)

The attached notes form part of these financial statements

**Parish of Chase Terrace & Boney Hay, St. John**  
**Financial Statements for the Year Ended 31 December 2022**

**Accounting Policies**

The PCC is a public benefit entity within the meaning of FRS 102. The financial statements have been prepared under the Charities Act 2011 and in accordance with the Church Accounting Regulations 2006 governing the individual accounts of PCCs, and with the Regulations' "true and fair view" provisions. They have also been prepared in accordance with the Charities SORP (FRS 102).

The financial statements have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant notes to these accounts. The financial statements include all transactions, assets and liabilities for which the PCC is responsible in law. They do not include the accounts of church groups that owe their main affiliation to another body nor those that are informal gatherings of Church members.

There may be minor discrepancies in the totals as the pence are not being shown.

**Cashflow Statement**

The Charity has taken advantage of the exemption in FRS102 from the requirement to produce a Cash flow statement on the grounds that the income does not exceed £500,000.

**Going Concern**

There are no material uncertainties related to events or conditions that cast significant doubt on the charity's ability to continue as a going concern

**Accounting Estimates and Prior Year Errors**

No changes to accounting estimates have occurred in the reporting period.

No material prior year errors have been identified in the reporting period.

**Description of Funds**

**Restricted funds** comprise of two elements :-

a) income from trusts or endowments which may be expended only on those restricted objects provided in the terms of the trust or bequest

b) donations or grants received for a specific object or invited by the PCC for a specific object. The funds may only be expended on the specific object for which they were given. Any balance remaining unspent at the end of each year must be carried forward as a balance on that fund. The PCC does not usually invest separately for each fund. Where there is no separate investment, interest is apportioned to individual funds on an average balance basis.

**Unrestricted funds** are income funds which are to be spent on the PCC's general purpose.

**Incoming Resources**

Planned giving, collections and donations are recognised when received. Tax refunds are recognised when the incoming resource to which they relate is received. Grants and Legacies are accounted for when the PCC is legally entitled to the amounts due. Dividends are accounted for when receivable, interest is accrued. All other income is recognised when it is receivable. All incoming resources are accounted for gross.

### **Resources Expended**

Grants and donations are accounted for when paid over, or when awarded, if that award creates a binding or constructive obligation on the PCC. The diocesan parish share is accounted for when due. Amounts received specifically for mission are dealt with as restricted funds. All other expenditure is generally recognised when it is incurred and is accounted for gross.

### **Governance and Support Costs**

Support costs should be allocated between governance costs and other support. Governance costs comprise all costs involving public accountability of the PCC and its compliance with regulation and good practice.

Support costs include central functions and have been allocated to activity cost categories on a basis consistent with the use of resources eg by allocating staff costs by time spent and other costs by their usage.

### **Fixed Assets**

Consecrated and benefice property is not included from the accounts by s.10(2)(a)&(C) of the Charities Act 2011.

Moveable church furnishings held by the Vicar and Churchwardens on special trust for the PCC and which require a faculty for disposal are inalienable property, listed in the Church's inventory, which can be inspected (at any reasonable time). For anything acquired prior to 2000 there is insufficient cost information available and therefore such assets are not valued in the financial statements.

Items costing over £500 are capitalised and fixed assets are depreciated over their useful economic life. Furniture & Equipment and the Sound System is over 10 years, Fixtures & Fittings over 6 years and Office Equipment over 4 years.

### **Debtors**

Debtors are measured on initial recognition at settlement amount. Subsequently they are measured at cash expected to be received.

### **Creditors and Accruals**

Creditors are measured at settlement amounts less any trade discounts. Accruals are measured on best estimate of the amount required to settle the obligation at the reporting date.



## Income and Endowments continued

		Unrestricted Funds £	Designated Funds £	Restricted Fund - Cash held in trust £	Endowment Funds £	Total Funds 2022 £	Total Funds 2021 £
<b>Other Trading Activities</b>	2c						
<i>Activities for Generating Fund</i>							
12 Church and Church Hall Hire		5,938	-	-	-	5,938	9,482
12 Out-of-School club fees		-	-	-	-	-	-
12 Group membership income		8,112	-	-	-	8,112	1,780
		14,050				14,050	11,262
<b>Investments</b>	2d						
10 Dividends		-	-	-	-	-	-
10 Bank Interest		282	-	1,265	-	1,547	68
		282	-	1,265	-	1,547	68
<b>Other</b>	2e						
		-	-	-	-	-	-
		-	-	-	-	-	-
<b>Total</b>		129,388	-	1,265	-	130,653	112,087

Parish of Chase Terrace & Boney Hay, St. John

Notes to Financial Statements for Year Ended December 2022

Finance Form Box Number	EXPENDITURE ON:	3	Unrestricted Funds £	Designated Funds £	Restricted Fund - Cash held in trust £	Endowment Funds £	Total Funds 2022 £	Total Funds 2021 £
	<b>Raising Funds</b>	3a						
17	<i>Costs of Generating Income</i>							
	Summer Fete		-	-	-	-	-	-
	Christmas Fayre		736	-	-	-	736	-
			736	-	-	-	736	-
	<b>Charitable Activities</b>	3b						
	<i>Church Activities</i>							
18	Mission giving and donations		9,811	-	-	-	9,811	9,037
19	Diocesan Parish Share		62,139	-	-	-	62,139	59,896
19	Parish share support		(2,243)	-	-	-	(2,243)	(4,991)
20	Salaries/Wages		19,635	-	-	-	19,635	20,923
21	Clergy and Staff Expenses		602	-	-	-	602	301
	<i>Church Expenses</i>							
22	Church running expenses		7,406	-	-	-	7,406	2,262
23	Church Expenses (Mission and Evangelism)		15,693	-	-	-	15,693	20,056
24	Church utility bills		9,143	-	-	-	9,143	4,446
25	Cost of trading		-	-	-	-	-	-
	<i>Major Capital Expenditure</i>							
27	Major Repairs to the Church		36,226	-	-	-	36,226	-
28	Major Repairs to Church Hall		-	-	-	-	-	-
29	New Building Work		-	-	-	-	-	-
26	Governance Costs		150	-	-	-	150	150
			158,562	-	-	-	158,562	112,080
99	<b>Other</b>	3c	-	-	-	-	-	-
			-	-	-	-	-	-
			-	-	-	-	-	-
	<b>Total</b>		159,298	-	-	-	159,298	112,080

**Parish of Chase Terrace & Boney Hay, St. John**  
**Notes to Financial Statements for Year Ended 31 December 2022**

**4 Allocation of Support Costs**

Support costs comprise Trustee Training and Governance Costs etc. Due to the nature of the financial activities of the PCC, these would be allocated across Charitable Expenditure which comprises the majority of its expenditure and as such are automatically charged there.

**5(a) Staff Costs**

	2022	2021
Salaries	£18,969	£20,347
National Insurance	£474	£390
Pensions	£192	£186
<b>Total</b>	<b>£19,635</b>	<b>£20,923</b>
Average number of employees	4	4

During the year the PCC employed two cleaners for the Church, a parish administrator, and a part-time children's worker, none of whom earned £60,000 p.a. or more.

No payments were large enough to attract social security costs.

There were no employee benefits to key management personnel in the previous or current year.

The PCC use the National Employment Savings Trust (NEST) for its pension payments (2022: £192)

**5(b) Related Parties**

Mrs M Nicholl, a trustee of the PCC was paid £2,432 who worked as a cleaner during the year.

2 trustees were reimbursed £602 (2021: £301) expenses incurred during the year.

No other payment or expenses were paid to any other PCC member, persons closely connected to them or related parties.

Donations from related parties (PCC members) totalled £14,637.

**5 (c) Fees for the examination of the accounts**

	2022	2021
Independent Examiner's fees	£174	£150
Other fees (eg accountancy services) paid to the Independent Examiner	-	-

**6(a) Fixed Assets**

	Freehold Buildings £	Church Equipment £	Total £
<b>At Cost or Valuation</b>			
As at 1 Jan 2022	-	16,404	16,404
Prior Year Adjustment	-	-	-
Additions in the Year	-	-	-
Disposal in the Year	-	-	-
Revaluation (if any)	-	-	-
<b>Value at 31 Dec 2022</b>	<b>-</b>	<b>16,404</b>	<b>16,404</b>

**Accumulated Depreciation**

As at 1 Jan 2022	-	6,464	6,464
Prior Year Adjustment	-	-	-
Charge for the Year	-	1,956	1,956
Disposals	-	-	-
<b>As at 31 Dec 2022</b>	<b>-</b>	<b>8,420</b>	<b>8,420</b>

Net Book Value at 31 Dec 2022	-	7,984	7,984
Net Book Value at 01 Jan 2022	-	9,940	9,940

See Fixed Asset capitalisation and depreciation policies on page 14.

**6(b) Investments**

None

**7(a) Debtors**

	2022 £	2021 £
Gift Aid recoverable	-	-
Prepayments and accrued interest	-	-
Other debtors	1,637	6,007
	<b>1,637</b>	<b>6,007</b>

**7(b) Cash at Bank and in hand - 2022**

	Unrestricted £	Restricted £	2022 Total £	2021 £
HSBC Current Account	12,425	-	12,425	20,991
CCLA 9001D	21,759	-	21,759	21,476
CCLA 2893D	-	89,254	89,254	109,989
Cash	116	-	116	505
	<b>34,300</b>	<b>89,254</b>	<b>123,554</b>	<b>152,961</b>

### 7(c) Cash at Bank and in hand - 2021

	Unrestricted £	Restricted £	2021 Total £	2020 £
HSBC Current Account	20,991	-	20,991	26,421
CCLA 9001D	21,476	-	21,476	21,465
CCLA 2893D	-	109,989	109,989	109,932
Cash	505	-	505	-
	<b>42,972</b>	<b>109,989</b>	<b>152,961</b>	<b>157,818</b>

### 8 Liabilities

	2022	2021
<i>Amounts falling due in one year</i>		
Accruals of Utilities	-	-
Common Fund	-	-
Other Creditors	5,271	12,359
	<b>5,271</b>	<b>12,359</b>
<i>Amounts falling due after one year</i>		
Common Fund	-	-
	-	-

### 9 Analysis of Net Assets - 2022

	Unrestricted Fund £	Designated Funds £	Restricted Funds £	Endowment Funds £	Total £
Fixed Assets	7,984	-	-	-	7,984
Investment Assets	-	-	-	-	-
Current Assets	35,937	-	89,254	-	125,191
Current Liabilities	5,271	-	-	-	5,271
	<b>38,650</b>	<b>-</b>	<b>89,254</b>	<b>-</b>	<b>127,904</b>

### Analysis of Net Assets - 2021

	Unrestricted Fund £	Designated Funds £	Restricted Funds £	Endowment Funds £	Total £
Fixed Assets	9,940	-	-	-	9,940
Investment Assets	-	-	-	-	-
Current Assets	48,979	-	109,989	-	158,968
Current Liabilities	12,359	-	-	-	12,359
	<b>46,560</b>	<b>-</b>	<b>109,989</b>	<b>-</b>	<b>156,549</b>

## 10 Funds Reconciliation - 2022

	Reserves at 1 Jan £	Incoming Resources £	Resources Expended £	Transfers Between Funds £	Reserves at 31 Dec £
<b>Unrestricted Funds</b>	46,560	129,388	159,298	22,000	38,650
<b>Designated Funds</b>	-	-	-	-	-
<b>Restricted Funds</b>	-	-	-	-	-
Restricted cash at bank	109,989	1,265	-	(22,000)	89,254
<b>Endowment Funds</b>	-	-	-	-	-
<b>Total Funds</b>	<b>156,549</b>	<b>130,653</b>	<b>159,298</b>	<b>-</b>	<b>127,904</b>

A grant of £1,500 was received from Benefact Trust towards the £36,226 cost of the replacement windows which were paid for during 2022.

During 2022, Lichfield District Council gave the Church a "Warmer Welcome" grant of £100 towards the community Drop Inn provision and LDBF gave the Church an additional support grant of £1,500 along with a utility support grant of £950 which have both been used towards the cost of utilities. All these grant monies were spent during the year.

Also during the year, an "I Love Lichfield Community Foundation" grant of £1,000 was received for the Little Friends playgroup activities, which was spent by the end of 2022.

In December 2018, the Church Rooms property in Ironstone Road was sold, and the proceeds are held in trust by the Diocese in a CCLA bank account. These monies can be spent to further the charitable objectives, only with the agreement of the Diocese, and are shown as a restricted fund in the balance sheet at a value of £89,254 as at 31st December 2022, after £22,000 was withdrawn as a contribution towards the cost of the window replacement of £36,226 during 2022.

## Funds Reconciliation - 2021

	Reserves at 1 Jan £	Incoming Resources £	Resources Expended £	Transfers Between Funds £	Reserves at 31 Dec £
<b>Unrestricted Funds</b>	42,300	112,030	107,770	-	46,560
<b>Designated Funds</b>					
Monies designated for Covid relief	1,612	-	1,612	-	-
<b>Restricted Funds</b>					
BBAF Covid salaries grant	2,498	-	2,498	-	-
Sound System	200	-	200	-	-
Restricted cash at bank	109,932	57	-	-	109,989
<b>Endowment Funds</b>	-	-	-	-	-
<b>Total Funds</b>	<b>156,542</b>	<b>112,087</b>	<b>112,080</b>	<b>-</b>	<b>156,549</b>

## 11 SOFA Comparatives

(previous year)

### Incoming Resources

	Unrestricted Funds £	Designated Funds £	Restricted Funds £	Endowment Funds £	Total Funds £
Donations & Legacies	99,198	-	-	-	99,198
Charitable activities	1,559	-	-	-	1,559
Other charitable trading activities	11,262	-	-	-	11,262
Investments	11	-	57	-	68
Other	-	-	-	-	-
<b>Total</b>	<b>112,030</b>	<b>-</b>	<b>57</b>	<b>-</b>	<b>112,087</b>

### Resources Expended

Raising funds	-	-	-	-	-
Charitable activities	107,770	1,612	2,698	-	112,080
Other	-	-	-	-	-
<b>Total</b>	<b>107,770</b>	<b>1,612</b>	<b>2,698</b>	<b>-</b>	<b>112,080</b>

Net gain/(losses) on investment

	-	-	-	-	-
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**Net Income/(Expenditure)**

	4,260	(1,612)	(2,641)	-	7
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Transfer between Funds

	-	-	-	-	-
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**Net Movements in Funds**

	4,260	(1,612)	(2,641)	-	7
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Total Funds brought forward (1st Jan)

	42,300	1,612	112,630	-	156,542
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Total Funds carried forward (31st Dec)

	46,560	-	109,989	-	156,549
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# Accounts

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St. John's Community Church, Chase Terrace  
2021 Accounts Summary  
Prepared by J. Haywood - Treasurer

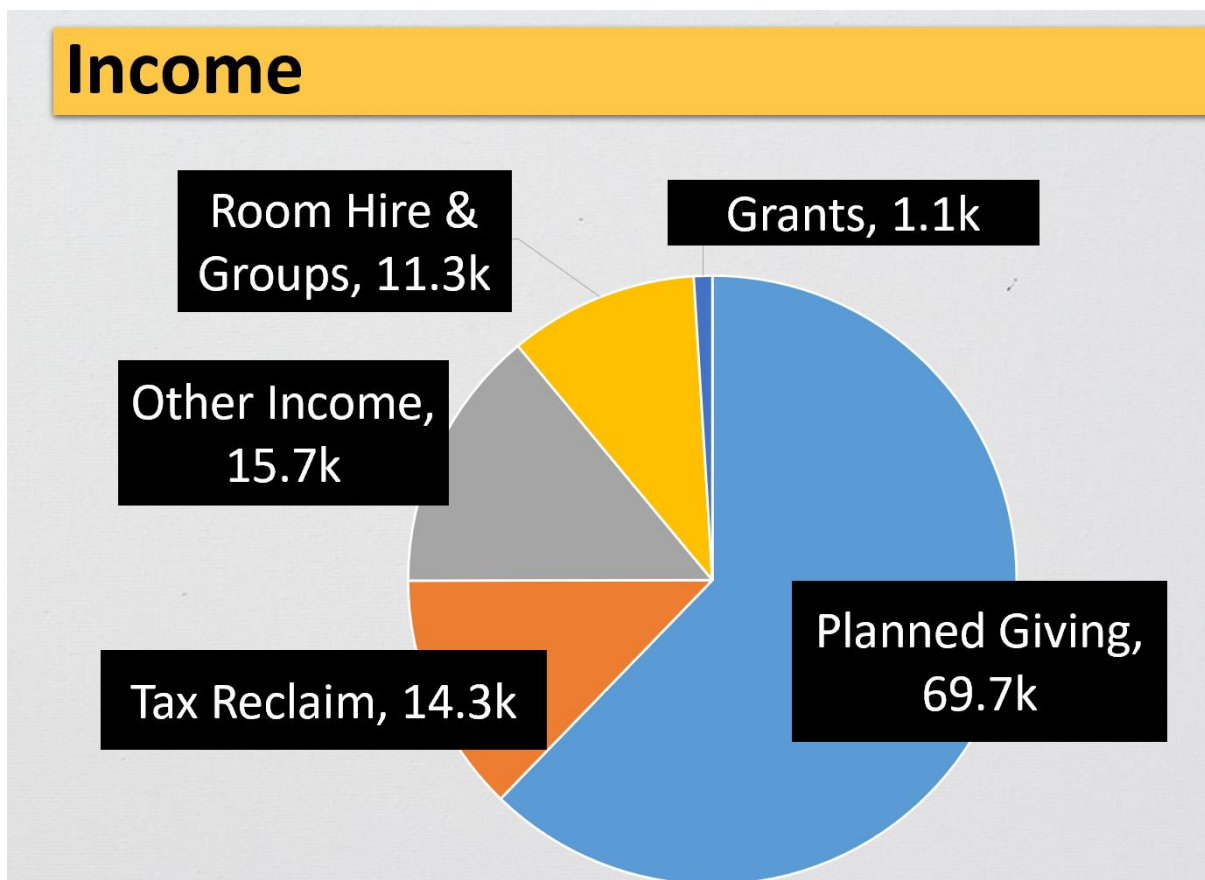
At time of writing (2<sup>nd</sup> Apr 2022) the church accounts have been passed to the Lichfield Diocese for independent examination but we haven't yet had confirmation of acceptance. That means that the accounts, although finalized haven't been independently ratified.

**Income**

<b>Income</b>	<b>2018</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>
Unrestricted	118,055	122,438	97,676	112,030
Restricted	940	817	11,915	57
<b>Total Income</b>	<b>118,995</b>	<b>122,255</b>	<b>109,591</b>	<b>112,087</b>

St. John's income in 2021 was £112k. Overall, our income was slightly higher than 2020, but still below a "normal" year of about £120k. The difference between 2021 and a "normal" year is that we had reduced room hire due to covid, less church groups meeting or only meeting for part of a year, less services and weddings as well as no seasonal activities such as the popular Christmas Fayre.

**Income Breakdown**



We can break the £112k income, broadly into 6 groups. The biggest being planned giving. Planned giving is what we call regular giving mostly given through standing order. This has grown by about £2k year on year which is fantastic news.

We can also reclaim the tax for those who are able to gift aid - that's the orange section on the chart. The Tax reclaim and Planned Giving makes up three quarters of our income and because it is regular, it allows us to plan more easily around our expenditure.

There is a large section shown as "other income". That's a mix of donations, bank interest and fees from things like weddings.

Grants for St. John's were lower than a normal year, but most grant and funding providers switched to giving grants to organisations directly supporting with covid relief. We had a couple of small grants to pay for children's activity packs during lockdown over Christmas and Easter, aswell as a small grant that paid for half of the drinks fridge.

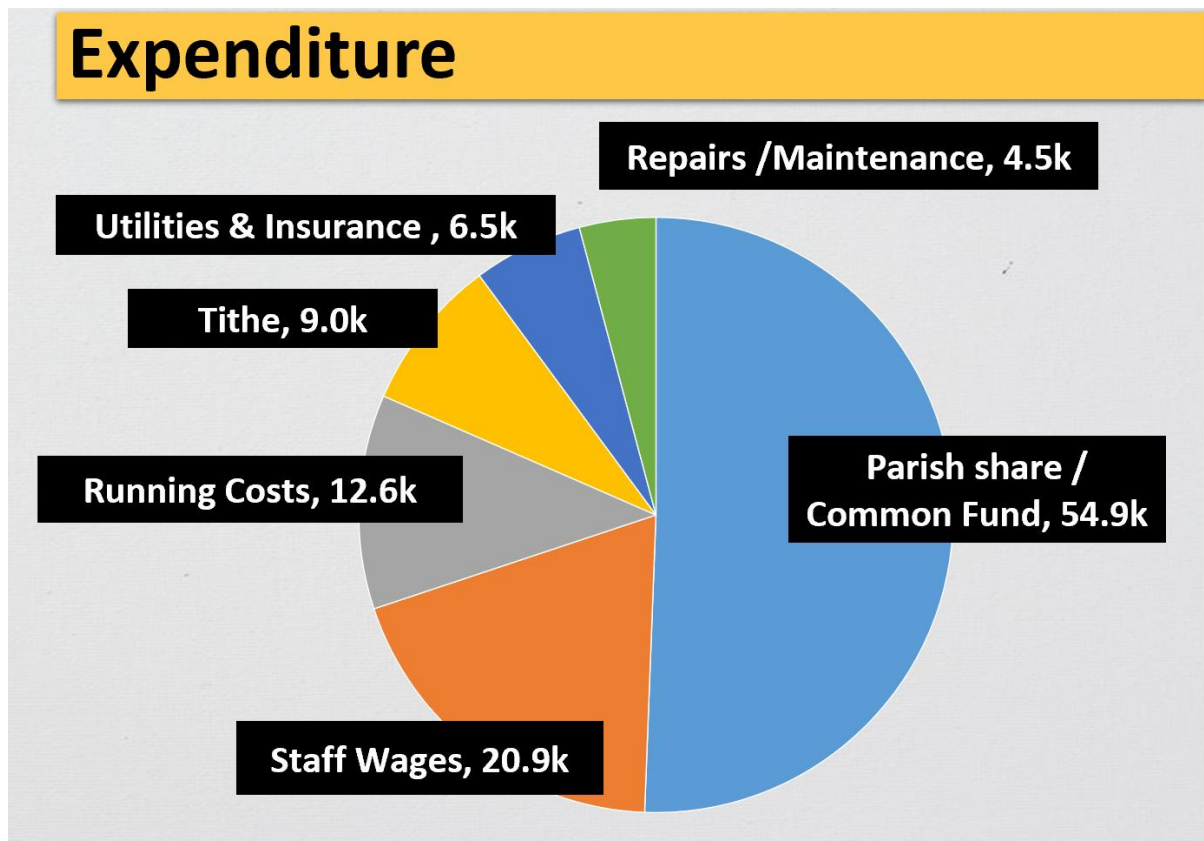
We also applied for Covid relief grants in partnership with Burntwood Be A Friend (BBAF). This essentially meant the grant money came into St. John's accounts but were then paid out to BBAF, as part of their Covid relief work in 2021. The total of this amount was £7k and doesn't show in the chart, but I can confirm that this has completely left the church accounts and is fully audited.

#### Expenditure

<b>Expenditure</b>	<b>2018</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>
Unrestricted	120,900	118,421	103,832	107,770
Restricted	6,052	7,453	7,758	4,310
<b>Total Expenditure</b>	<b>126,952</b>	<b>125,874</b>	<b>111,590</b>	<b>112,080</b>

From the table above, you can see that, during Covid in 2020 and as Covid continued in 2021, we were able to reduce our spend from around £125k to £112k. That was mainly through furloughing staff and lowering running costs (everything from printer ink to tuck shop sweets for YPC).

Expenditure Breakdown



Parish Share / Common Fund: As a church we pay into what's now called the Common Fund – previously known as the Parish Share. In 2021 we paid about £55k into this pot, roughly half our expenditure and nearly half our income. In return, this pot pays for Matt & Ruth's wages, housing and pensions, as well as the training of future curates. It helps to fund the work of various central departments in the Diocese, such as the admin, finance and safeguarding teams, and supports the work of the General Synod, which is the main decision-making body for the Church of England.

The amount the diocese asks churches to pay into the Common Fund is largely dependent on two factors. Firstly, churches in more affluent areas generally pay more into the Common Fund than those in more deprived areas, which is a good way of ensuring all areas can have a local church presence, regardless of their circumstances. Secondly, churches with full time clergy like St. John's will pay more than those with part-time clergy, like Hammerwich or Christ Church.

Although the Common Fund system isn't perfect, it's generally a pretty fair way of ensuring the provision of clergy for churches and funding for the Church of England's ministry and mission is distributed in every area of the country.

Staff Wages: We had 4 members of staff in 2021. Our Parish Administrator, Children's Worker and 2 cleaners. We were able to furlough for part of the year, which meant we were able to claim £3k back from the government through the furlough scheme.

Running Costs: This is a catch all pot. To give a flavour of what is in here: Computer software and music licenses costing nearly £1.5k, £800 on photocopier ink and paper, £200 on cleaning materials, £550 on tea/coffee/biscuits/fizzy pop, depreciation on our assets, Little Friends, FnF and our Sunday groups costs of resources and food (we feed our FnF groups each week), community support etc...

Tithe: St. John's gives away 10% of our previous year's income (excluding grants). This is mainly through regular charitable giving, ensuring charities can plan their income accordingly. As a PCC, we have always tried to give to charities working locally, nationally and internationally.

In 2021, we continued to support Light for Children – a charity supporting young people and families in need in Romania, it's a charity that has deep roots at St. John's and we have supported it since it's inception, Pathway Project – Ruth spoke briefly about Pathway last week, but in case you missed it, they are a domestic and sexual abuse service supporting anyone in need based in Lichfield & Tamworth, UCB radio, the Food Bank and the YouthNet which is a Christian-based, children and youth charity working in and out of schools and organisations in and around Stafford.

These charities received in total £5.5k across the year. The PCC also gave a £1k donation to BBAF. This means we have some unallocated tithe still to give away, this is normal and this will be an agenda item for the next PCC meeting.

We also have £5k from previous tithe years allocated to the Friends of Chase Terrace Park. We're hopeful that post-Covid, they will be able to regroup and reinvigorate their ideas for the park that's just behind us.

Repairs: There was no single, major expense, but a long list of small items adds up. Items like: fire alarm/extinguisher servicing, boiler servicing, leaking radiators, upkeep of St. John's churchyard, brown bin stickers and other small items.

We did buy the drinks fridge for £625 to improve our hospitality of which half was covered by the grant, we also bought a new mower. We spruced up the curates house with a lick of paint and new carpets, most of which was covered through a central diocesan fund.

#### Account Summary

In/Out Summary	2018	2019	2020	2021
Income	£118,995	£122,255	£109,591	£112,087
Expenditure	£126,952	£125,874	£111,590	£112,080
Difference	-£7,957	-£3,619	-£1,999	+£7

Our income in the year was almost exactly the same as our expenditure of £112k, which actually meant we had a £7 surplus on the year.

That's a really positive place to be, given the continued uncertainty of covid, and in comparison to the previous 3 years where we spent more than our income.

### Account Summary

<b>Account Summary</b>	<b>2018</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>
Fixed Assets (buildings & contents)	£5.4k	£5.6k	£8k	£9,940
Net Assets (money in the bank after outstanding payments are paid)	£155k	£153k	£148k	£146,909
<b>Total Assets</b>	<b>£161k</b>	<b>£159k</b>	<b>£157k</b>	<b>£156,549</b>
Difference Year on Year	-£8k	-£3.6k	-£2k	+£0,007

The account summary shows our savings and assets in 2 pots, Fixed Assets and Net Assets.

In simple terms, fixed assets are “things” buildings and contents.

We don't own the St. John's building, it's owned by the diocese, so our only fixed assets are the contents within the building. Chairs, sound equipment and other items that we could sell if we needed to raise some cash.

And then there are our Net Assets. We sold our church building on Ironstone Rd in 2018. That money, roughly £109k, is sat in a church trust fund administered by the diocese which makes up most of our Net Assets. The remaining net assets – roughly £40k – is the churches bank and savings account. £40k is broadly where we are trying to keep our savings levels, ensuring that if income drops, we can continue to operate for a short period of time and continue to pay things like our staff wages etc...

### 2021 Review

All in all, 2021 was a positive year. A year in which our income stayed strong thanks to the communities faithful and continued giving, as well as the support provided to the many groups that use the church through the week.

It was also a year where we were able to make some savings to balance the books.

That allowed us to continue to pay our staff and common fund, invest in the churches look and feel, tithe widely to our chosen charities, support local people and groups through the church, and raise and distribute £7k of grants through Burntwood Be A Friend.

### Looking Ahead

There are 6 main topics that are on my mind for 2022 and into 2023 in terms of the churches finance, these are:

1. Agreeing our outstanding tithe.
2. Our children's provision. What we may wish to do in the future and what that might mean for our accounts.
3. Our quinquennial, which is our 5 year buildings inspection from the diocese. This is due this year and may or may not throw up some surprises for maintenance at extra cost!
4. The church windows. It was raised at our last quinquennial but has been stuck amongst a lot of paperwork as we and the diocese resolved the specifications needed for replacements. But in short, the inspection

advised that we needed to replace all the external doors and windows. This will (hopefully) be completed this year at a cost of around £35k.

5. There will inevitably be further maintenance costs. We've got some ongoing boiler problems, but will also need to repaint and potentially touch up our plastering following the windows replacements.

6. And finally, the common fund payment has actually held flat for 2 years. Given the rise in inflation, this has meant real term cutbacks for the Church of England and the Diocese, but some of their costs, things like wages and pensions, need to stay somewhere close to providing a living wage. So we are expecting a pretty significant increase in this cost next year.

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If you have any further questions about the church finances, do feel free to speak to me or Matt.

And finally, I'd just like to say thank you again, to all those that give to the running of St. John's, be that financially, physically or spiritually.

But an extra special thanks must go to the Finance team, without which the churches finances would be an absolute mess! Marie who manages and administers our money, payments and records; Lisa who actually completes our accounts keeping us all in check; and to Sue our gift aid secretary, a role she is relinquishing this year.

Thank you.

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# Accounts

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# APCM 2021: St John's Community Church - Annual Report for 2020

## Contents:

Page 1: Electoral Roll Report

Fabric Report

Lichfield Deanery Synod Report

Page 2: PCC Report

Page 4: Treasurer's Report

Page 5: SOFA Report

## **Electoral Roll Report**

The number on our Electoral Roll has decreased by 9 people from 201 adults at the Annual Meeting last year, to a current figure of 192. This includes a handful of folks who have either moved away or joined another church; Bill Humphries has come off the Electoral Roll following his decision to stand down as reader - & once again to put on record please our heartfelt to Bill for his many years of service, love, wisdom & prayerful support. And then of course we've also said a final farewell to Steve Taylor – someone who really was part of the fabric of St John's for many decades, & our love & prayers continue for Linda & the family.

There have been no new additions to the Electoral Roll for obvious reasons, but that's expected that to change as we begin to open up for services & hopefully welcome new people.

## **Fabric Report**

With use of the building primarily limited to Burntwood Be A Friend, Foodbank & administrative tasks, general wear & tear has thankfully been kept to minimum. The major work which took place in 2020 was the installation of a new replacement boiler, along with digital, app-based thermostat controls in each room. Many thanks to Matt Backhouse & Green Flames Gas for their work in fitting the boiler & installing a complicated, multiple zone control system!

We are currently applying for faculty permission to replace the external windows and doors throughout the building, ideally with uPVC replacements.

## **Lichfield Deanery Synod Report**

The Lichfield Deanery Synod held three meetings during the year and other than receiving summary reports from the Diocesan Synod and general business, each meeting discussed a main topic as follows:-

**FEBRUARY – “The Children's Society”.** The presentation was given by Rachel Thomas. The Children's Society is a charity driven by Christian values protecting children from all types of exploitation, without prejudice. She explained how their work has changed since it was founded in 1881 from establishing Children's Homes and Adoption services to protecting children at risk of sexual abuse, transporting drugs for criminals, living in a home where others are misusing drugs, money laundering, migrants and refugees who are alone and bewildered or struggling with mental issues. Currently 'The Children's Society' are working with more than 11,000 vulnerable children and young adults aged 0-25. The Diocese are helping to fund the Mental Health programme known as BEAM as it helps over 400 children every month. 85% of these children are aged between 16 and 17 years of

age and suffering from anxiety, depression and pressures from school and home. Children attend this program for 6 weeks and a positive outcome has been noticed. A lot of the financial funding comes through the Christingle services and collection boxes which have been operating for 51 years. Last year Lichfield Diocese raised over £20,000 through the boxes with another £12,000 from Christingle Services

**JUNE** – Meeting cancelled due to the postponement of APCM meetings and Covid 19.

**SEPTEMBER** – *“Online Church and the Future of Worship in Church”*. There were several presentations covering various examples of how churches in the Deanery were delivering worship during the Covid restrictions e.g. St Anne’s Chasetown - Gathered and Glued, Gentleshaw and Farewell – Online Broadcasting, St. Johns Chase Terrace – YouTube, St. Michaels – Zoom. It was acknowledged that some churches were struggling to facilitate such acts of worship and also there were a large number of people unable to access such services.

**NOVEMBER** – *“Ecological Matters”*. Presented by Rev’d Steve Hollinghurst (Diocesan Enabler with an Environmental Focus). His work relates to the “Five marks of Mission” by using a Holistic vision for evangelism. A call to follow Christ and become disciples is essential for the care and protection of the whole of creation. His work involves encouraging the growth of “Forest Churches”, joining together the church and its environment in the community. He said Holistic Evangelism is not getting people into church but getting people to be church.

*Annette Haywood, Marg Nicholls, Nigel Procter, Steve Taylor*

## **PCC Report**

WOW!! What an extraordinary year this has been. With social distancing, zoom meetings for our PCC and House Groups too, it most certainly has been a most difficult year. Despite all of this, PCC have continued to meet whether social distanced or virtually which has been most encouraging and great to be part of.

Listed below are details of the four PCC meetings which took place during 2020:

### **JANUARY 2020**

It does always take my breath a little when we pray before our meetings but in this new decade even more so; encouraging us to actively share our faith, energy and enthusiasm bringing appreciation of God’s goodness as we see him at work in other people’s lives.

Discussions took place regarding our Building Development, waiting feedback and further opportunity for discussions with various people involved in this venture. Our Treasurer, Jay Haywood always produces a most detailed report with a summary given to everyone. There have been teething problems with our Contactless giving but these have now been resolved. Acknowledgement and thanks for the Treasurer and Accounts team were given.

Rev Matt shared information regarding becoming an Eco-Church and the need to have formal commitment from our PCC and advised there are Gold, Silver and Bronze awards given. This was proposed, seconded and voted ‘All in Favour’ by our PCC.

### **MARCH 2020**

What an extraordinary meeting this was, the beginning of our Coronavirus Pandemic, correct procedures to take, distancing, organisations cancelled within our church and an extreme sadness shown by our PCC. Our meeting took place in the Worship Area, seats appropriately placed and our Bible reading taken from Philippians 4:7 ‘Then you will experience God’s peace, which exceeds anything we can understand. His peace will guard our hearts and minds as you live in Christ Jesus.’

Rev Matt gave a detailed report of what would happen during this time; **all church-based activities would cease** and external hirers have cancelled their bookings for the foreseeable future. Our **church office** would be open at the discretion of Marie with the need to answer enquiries etc. Rev Matt advised he would put together a weekly **web-based service** with prayers, songs, talks etc. There would be an extension of our **Pastoral Team** enabling constant contact by telephone with our congregation checking on welfare, needs and a general talk keeping us all together. Agreement was made by our PCC to stop all church-based activities until official advice permits otherwise.

Our **Sunday services** were discussed with particular reference to our 8.30am service and, although recognised as a precious service by many, it was agreed with sadness for this service to cease. Different times would be in place for both the 10.30am and 6.30pm Services of 10.00am and 6.00pm respectively.

## **JULY 2020**

This PCC meeting was held in Church and was socially distanced to which Rev Matt acknowledged and thanked everyone for their attendance to this very surreal PCC meeting. This PCC meeting was the last meeting our dear faithful friend Steve Taylor attended.

Within our '**Matters Arising**' it was advised our APCM would not go ahead and our current PCC and Churchwardens would remain in post until a date is finalised for the APCM which was felt would probably go ahead around September 2020. It was also reported Rev Matt had been approved to be a Training Incumbent for the appointment of a Curate based at St John's from June 2021.

Discussions took place regarding the review of our **COVID-19** response and Rev Matt shared information on the work of **Burntwood Be A Friend** and advised the bulk of his working commitment has been working alongside them during this lockdown period. Acknowledgement and appreciation was given to all those organisations providing meals and food parcels during this time and also acknowledged the good relationships being formed making further connections with our Community.

Thanks was given to our **Pastoral Team** for the extended care given through making regular telephone calls to members on our Electoral Roll and felt this has been an excellent initiative and has worked extremely well. Discussions and details were shared regarding the weekly **YouTube Channel** and positive comments were made regarding content, excellent production, thought provoking, topical and refreshing. Thanks was given to Rev Matt for his excellent work, presentation and keeping us all together during this difficult time.

Our **Treasurer** gave an excellent and detailed report advising of a number of options to work to during COVID with particular reference to our Parish Share of which discussions had taken place with our Diocese. Many tough questions were raised and it was recognised we needed to be good stewards and have pastoral sensitivity to Churches within our Team.

The **Future Plans: Building Use/Services online** were discussed in detail and agreement made for us to work within Church/Government guidelines all of which had a positive response from everyone. It was advised one place of Worship would be open within our Team, recognising people needed fellowship and connection with folk but also acknowledging not everyone would be happy to meet during these times of uncertainty.

## **SEPTEMBER 2020**

Our September meeting was tinged with sadness at the passing of our faithful servant Sam Poxon at the age of 97 years.

Information regarding our **future plans** was shared by Rev Matt; masks being compulsory, regular sanitising of hands, social distancing, minimal social interaction as well as a number of guidelines for

those meeting together. Extensive and compassionate discussions took place regarding future services and would be raised again at further PCC meetings.

Within **Any Other Business**, our Christmas Services, Christmas Community Lunch, and our Remembrance Service was discussed.

*Marg Nicholls – PCC Secretary*

## **Treasurer's Report**

**Summary:** Overall St John's remains in a financially stable position, in a year where Total Net Current Assets reduced -£5k vs 2019 despite total income declining by almost -£14k.

The church's bank and savings account balance (net of outstanding creditors and debtors) stands at £37,834 (compared to £42,467 the previous year).

Total Net Assets (bank balances + assets) sits at £147,766, with £109k in trust following the sale of the church rooms at the start of 2019.

**Income & Giving:** Despite all of the uncertainty that Covid brought, Giving (voluntary income) remained resilient at just over £90k (just -£1k below 2019). A further £9,498 was given to Spark through the church through Grants for Covid relief, the majority of which was used for food support in the local area, and in conjunction with the newly formed Burntwood Be A Friend. Such grants continue to be sort for the ongoing support of Burntwood Be A Friend.

The reduction in church activity did lower total income by -£14k to £109,591. Most of this difference coming from fees (from weddings and funerals) and hiring/use of the church.

On behalf of the PCC, I would like to express our heartfelt thanks to all those who continue to give faithfully to the church.

**Expenditure:** To offset the expected reduction in income due to Covid, the PCC took early mitigation to ensure a continued strong financial standing. This included reducing our parish share payment (albeit, the Diocese later reduced the amount all churches were expected to pay in the year, and so SJC fully paid the parish share required), the furloughing of our cleaning staff and general reductions in office and running costs.

The church boiler/s was replaced in 2020 at a cost of over £5k. No further major repairs were made in the year, although some are upcoming, with the need to replace our external windows and doors as highlighted in the quinquennial inspection.

Total expenditure for the year was £111,590 (a reduction of -£14k on the previous year).

St John's continued to be able to support other local, national and international charities and causes through its tithe. Supporting Light For Children, Pathway, Food Bank, UCB, and The YouthNet.

Furthermore, the church has now set aside £5k for its commitment to Friends of Chase Terrace Park.

All in all, a stable year given its unstable nature. Through the decisive, early action of the PCC and church office, coupled with the continued financial support of its congregation and community, the church remains in a good financial position.

If my glass was half empty, it is the 3rd year in a row of greater expenditure than income, but SJC has a satisfactory balance and is certainly on a far better financial footing than many churches locally and nationally. Do please continue to pray for the PCC as they discern how best to spend and develop the church in 2021.

Finally, my thanks as always to Lisa McKeown, Marie Hiley, Sue Southall and all those involved with the church finances. Many hands make light work and I am extremely grateful for all that they do!

*J Haywood - Treasurer*

Parish of Chase Terrace & Boney Hay, St. John			
Financial Statements for the Year Ended 31 December 2020			
<b>Balance Sheet</b>			
		<b>Total 2020</b>	<b>Total 2019</b>
<b>Fixed Assets</b>			
Investment Assets	5(a)	-	-
Tangible Assets	5(b)	8,776	5,612
<b>Current Assets</b>			
Debtors		113	3,622
Bank current account		26,421	11,813
CBF deposit fund		21,465	31,353
RESTRICTED Cash at Bank		109,932	109,467
Cash		-	995
		157,931	157,250
<b>Liabilities due in one year</b>	<b>6</b>		
Creditors		9,082	4,321
Diocesan Parish Share		1,083	-
Diocesan Loan		-	-
<b>Net Current Assets/(Liabilities)</b>		<b>147,766</b>	<b>152,929</b>
<b>Liabilities due after one year</b>			
Creditors		0	0
Deferred Parish Share		0	0
<b>Total Net Assets</b>		<b>156,542</b>	<b>158,541</b>
<b>Parish Funds</b>			
		<b>2020</b>	<b>2019</b>
<b>Unrestricted Funds</b>			
General		42,300	48,456
Designated		1,612	
<b>Restricted Funds</b>			
Restricted Fund - monies held in trust		109,932	109,467
Endowment Funds			
<b>Total</b>		<b>156,542</b>	<b>158,541</b>

The attached notes form part of these financial statements

		<b>Income and Endowments from:</b>							
Finance Form Box Number									
		Unrestricted Funds	Restricted Funds - Covid relief	Restricted Funds - Sound System	Designated Funds - Covid relief	Restricted Funds - Cash held in trust	Total Funds 2020	Total Funds 2019	
	<b>2</b>								
	<b>Donations and Legacies</b>								
	<i>Voluntary Income/Receipts</i>								
<b>1</b>	Tax efficient planned giving	56,556					56,556	54,675	
<b>2</b>	Other planned giving	11,333					11,333	7,736	
<b>3</b>	Collections at services	1,076					1,076	9,011	
<b>4</b>	All other giving and voluntary receipts including special appeals	3,550	-	-	1,952		5,502	3,759	
<b>6</b>	Gift Aid Recovered	15,789					15,789	16,338	
<b>7</b>	Legacies received	-					-	-	
<b>8</b>	Grants	-	9,498		-		9,498	1,749	
		88,304	9,498	-	1,952	-	99,754	93,268	
	<b>Charitable Activities</b>								
	<i>Church Activities</i>								
<b>11</b>	Statutory Fees (retained by PCC)	2,042					2,042	6,818	
<b>9</b>	Spring Fayre						-	-	
<b>9</b>	Christmas Fayre	134					134	2,356	
<b>9</b>	Fundraising Events						-	245	
		2,176		-			2,176	9,419	

<b>Income and Endowments continued</b>								
		<b>Unrestricted Funds</b>	<b>Restricted Funds - Covid relief</b>	<b>Funds - Sound System</b>	<b>Designated Funds - Covid relief</b>	<b>Restricted Funds - Cash held in trust</b>	<b>Total Funds 2020</b>	<b>Total Funds 2019</b>
	<b>Other Trading Activities</b>							
	<i>Activities for Generating Fund</i>							
12	Church and Church Hall Hire	3,899					3,899	8,673
12	Out-of-School club fees	-					-	-
12	Group membership income	3,185					3,185	10,844
		7,084					7,084	19,517
	<b>Investments</b>							
10	Dividends							
10	Bank Interest	112				465	577	1,051
		112	-	-	-	465	577	1,051
	<b>Other</b>							
		-					-	-
		-					-	-
	<b>Total</b>	97,676	9,498	-	1,952	465	109,591	123,255

Finance Form Box Number	EXPENDITURE ON:	3	Unrestricted	Restricted	Restricted	Designated	Restricted	Total Funds	Total Funds
			Funds	Funds - Covid relief	Funds - Sound System	Funds - Covid relief	Funds - Cash held in trust	2020	2019
	<b>Raising Funds</b>	<b>3a</b>							
<b>17</b>	<b>Costs of Generating Income</b>								
	Summer Fete		0					-	-
	Christmas Fayre		0					-	363
			-					-	363
	<b>Charitable Activities</b>	<b>3b</b>							
	<b>Church Activities</b>								
<b>18</b>	Mission giving and donations		9,175	7,000		340		16,515	9,067
<b>19</b>	Diocesan Parish Share		52,409					52,409	57,731
<b>20</b>	Salaries/Wages		21,526					21,526	29,621
<b>21</b>	Clergy and Staff Expenses		1,097					1,097	1,209
	<b>Church Expenses</b>								
<b>22</b>	Church running expenses		1,926	-	-			1,926	6,290
<b>23</b>	Church Expenses (Mission and Evangelism)		10,954	-	418		-	11,372	17,144
<b>24</b>	Church utility bills		6,595					6,595	4,299
<b>25</b>	Cost of trading		-					-	-
	<b>Major Capital Expenditure</b>								
<b>27</b>	Major Repairs to the Church							-	-
<b>28</b>	Major Repairs to Church Hall								
<b>29</b>	New Building Work								
<b>26</b>	Governance Costs		150					150	150
			103,832	7,000	418	340	-	111,590	125,511
<b>99</b>	<b>Other</b>	<b>3c</b>	-					-	-
			-		-			-	-
	<b>Total</b>		103,832	7,000	418	340	-	111,590	125,874

**Parish of Chase Terrace & Boney Hay, St. John**  
**Notes to Financial Statements for Year Ended 31 December 2020**

		2020	2019
<b>4(a) Staff Costs</b>			
	Salaries	21,526	29,621

During the year the PCC employed two cleaners for the Church, a parish administrator, and a part-time children's worker, none of whom earned £60,000 p.a. or more.

**4(b) PCC Costs**

Mrs M Nicholls, the secretary to the PCC worked as a cleaner during the year.

No other payment or expenses were paid to any other PCC member, persons closely connected to them or related parties.

<b>5(a) Fixed Assets</b>	<b>Freehold Buildings</b>	<b>Church Equipment</b>	<b>Total</b>
<b>At Cost or Valuation</b>			
As at 1 Jan 2020	-	9,124	9,124
Prior Year Adjustment		-	-
Additions in the Year		5,240	5,240
Disposal in the Year	-	1,080	1,080
Revaluation (if any)			
Value at 31 Dec 2020	0	13,284	13,284
<b>Accumulated Depreciation</b>			
As at 1 Jan 2020	-	3,512	3,512
Prior Year Adjustment		-	-
Charge for the Year		1,644	1,644
Disposals		648	648
As at 31 Dec 2020	0	4,508	4,508
Net Book Value at 31 Dec 2020	0	8,776	8,776
Net Book Value at 01 Jan 2020	0	5,612	5,612

<b>5(b) Investments</b>						
None						
	<b>At</b>				<b>Change in</b>	<b>At</b>
	<b>01-Jan</b>	<b>Additions</b>	<b>Disposals</b>	<b>Transfers</b>	<b>Market Value</b>	<b>31-Dec</b>
<b>Unrestricted funds</b>						
Investments						
<b>Restricted funds</b>						
Investments						
<b>Endowment funds</b>						
Investments						
<b>Total</b>						
<b>6 Liabilities</b>			<b>2020</b>	<b>2019</b>		
<i>Amounts falling due in one year</i>						
Accruals of Utilities			0	0		
Amounts Received in Advance			0	0		
Parish Share			1,083	0		
Other Creditors			9,082	4,321		
			<b>10,165</b>	<b>4,321</b>		
<i>Amounts falling due after one year</i>						
Parish Share			-	-		
			-	-		
<b>7 Analysis of Net Assets</b>						
		<b>General Unrestricted Funds</b>	<b>Designated Funds covid relief</b>	<b>Restricted Funds</b>	<b>Endowment Funds</b>	<b>Total</b>
Fixed Assets		8,576		200		8,776
Investment Assets		-				-
Current Assets		43,889	1,612	112,430		157,931
Current Liabilities		10,165				10,165
		<b>42,300</b>	<b>1,612</b>	<b>112,630</b>		<b>156,542</b>

<b>8 Funds Reconciliation</b>		<b>Reserves at 1 Jan</b>	<b>Incoming Resources</b>	<b>Resources Expended</b>	<b>Transfers Between Funds</b>	<b>Reserves at 31 Dec</b>
Unrestricted Funds		48,456	97,676	103,832		42,300
Designated Funds						
Monies designated for Covid relief		-	1,952	340		1,612
	2					
	3					
Restricted Funds						
Covid grants		-	7,000	7,000	-	-
BBAF Covid salaries grant		-	2,498			2,498
Sound System		618	-	418		200
Sofa/TVs/computer		-	-	-	-	-
<b>RESTRICTED CASH AT BANK</b>		<b>109,467</b>	<b>465</b>		<b>-</b>	<b>109,932</b>
Endowment Funds						
	1					
	2					
	3					
<b>Total Funds</b>		<b>158,541</b>	<b>109,591</b>	<b>111,590</b>	<b>0</b>	<b>156,542</b>
<p>During 2020, grants were received for Covid relief: £5,000 from Martin Lewis and £2,000 for Burntwood Be A Friend (BBAF) received via Spark which were both fully spent during the year, plus a £2,498 grant from Staffordshire County Council which is for BBAF wages and is to be spent April-October 2021.</p> <p>A further £1,612 of monies set aside for covid relief during 2021 are shown in a designated fund.</p> <p>No new donations specifically for the new sound system were received in 2020. The expense relates to depreciation of assets now installed in the Church and the fund balance represents the carrying value of these assets.</p> <p>In December 2018, the Church Rooms property in Ironstone Road was sold, and the proceeds are held in trust by the Diocese in a CCLA bank account. These monies can be spent to further the charitable objectives, only with the agreement of the Diocese, and are shown as a Restricted Fund in the balance sheet at a value of £109,932 as at 31 December 2020.</p>						
<b>9 SOFA Comparatives</b>						
(previous year)		<b>Unrestricted Funds</b>	<b>Designated Funds</b>	<b>Restricted Funds</b>	<b>Endowments Funds</b>	<b>Total Funds</b>
<b>Incoming Resources</b>						
Donations & Legacies		93,268		-		93,268
Charitable activities		9,419		-		9,419
Other charitable trading activities		19,517				19,517
Investments		234		817		1,051
Other		-				-
<b>0</b>		<b>122,438</b>		<b>817</b>		<b>123,255</b>
<b>Resources Expended</b>						
Raising funds		363				363
Charitable activities		118,058		7,453		125,511
Loss on disposal freehold property		-				-
<b>0</b>		<b>118,421</b>		<b>7,453</b>		<b>125,874</b>
Net gain/(losses) on investment						
Net Income/(Expenditure)		4,017		- 6,636		- 2,619
Transfer between Funds		-7035		7,035		-
<b>Net Movements in Funds</b>		<b>- 3,018</b>		<b>399</b>		<b>- 2,619</b>
<b>Total Funds brought forward (1st Jan)</b>		<b>51,474</b>		<b>109,686</b>		<b>161,160</b>
<b>Total Funds carried forward (31st Dec)</b>		<b>48,456</b>		<b>110,085</b>		<b>158,541</b>