

## **ST PAUL'S CHURCH, ST ALBANS**

**Blandford Road, St Albans, Herts, AL1 4JP**

**Registered charity number 1131697**

# **ANNUAL REPORT**

**and summary accounts of the Parochial Church Council**

## **2022**

**Vicars:** Rev Jono and Rev Diane Tregale

**Bankers:** Barclays plc. PO Box 104, St Albans AL1 3AN  
Central Board of Finance of the Church of England, 80 Cheapside, London, EC2V 6DZ

**Auditors:** Myers Clark, Egale 1, 80 St Albans Road, Watford WD17 1DL

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## Introduction

The Parochial Church Council (PCC) is responsible for the employment of full-time and part-time staff team, the upkeep of the church building and the adjoining church halls and rooms, and also for a curate's house.

The PCC is a corporate body established by the Church of England and is registered with the Charity Commission for England and Wales. The charitable purpose of the PCC is to promote, in the parish of St Paul's, the whole mission of the church: pastoral, evangelistic, social and ecumenical.

St Paul's is the parish church for Fleetville, St Albans, in the Diocese of St Albans, and has a population of about 12,000 within its parish.

Data from the Church Urban Fund shows St Paul's to be one of the least deprived parishes in the country. Most homes are owner-occupied, with the largest group of people being in managerial/administrative/professional employment. Many have level 4 qualifications and above, and generally people have good health and are not limited by disability in day-to-day activities. There is a high percentage of families in the parish, and a significant minority of Asian/Asian British, along with those of Eastern European, Caribbean and other heritages. Despite the general affluence, a number face financial and other hardships.

## Electoral Roll and Church Attendance

Our electoral roll, published on 12 March 2022, named 276 people as members of St Paul's Church.

Church attendance during 2022 continued to grow post pandemic: the average adult Sunday attendance in October was 194 compared with 146 for the same month in 2021. This is in part due to the return of Sunday evening worship from October, as an informal gathering. The growth includes those returning to the building post pandemic and also a number of new members, who we are delighted to welcome. Around 60 children and young people attend each Sunday: we have been encouraged to see this number growing in 2023, as we connect with several new families.

Many continue to watch our services online, including those joining from afar and those taking the opportunity to catch up on a service or talk that they would otherwise have missed. Typically, our services attract around 100 views each week.

Our new electoral roll, published on 4 April 2023, names 271 people as members of St Paul's Church.

## Vicar's Report and Review of 2022

It is a joy to reflect back on 2022 as a year in which St Paul's continued to build back after the impact of the Covid-19 pandemic. By the end of the year there had been growth in the numbers of people engaging with services and activities, across a wide age range. Please read on for an overview of church activities – and more current information can be found on our website which we were delighted to launch in the autumn ahead of the Christmas season. With updated videos and photography and a simpler design we're already receiving enquiries about church life through the website: [www.stpauls-stalbans.org](http://www.stpauls-stalbans.org)

## Worship and Services

After consultation, the 8am service was relaunched in March as the new 8:30am service, also changing its liturgy from Book of Common Prayer to Common Worship. Whilst still being a traditional liturgical service of Holy Communion, the change to a later time and to more modern words was implemented to make the service more accessible to new people. Usual attendance has grown from an average of 10 at the start of the year to 20 at the end, and with a more diverse congregation. Four or five pianists support the service with hymn singing. Once a term the congregation share a cooked breakfast together after a service.

A monthly midweek service of Holy Communion on Wednesdays was also introduced in March, attracting similar numbers and using the same liturgy. Many who attend then remain to participate in the Pop-In Café.

The 10:30am service has continued to grow and find fresh identity as an all-age congregation with Holy Communion twice a month (once with children included). The team of worship leaders and musicians have ably stepped up following the departure of a full-time worship minister the previous year. A number of young people are involved in the worship bands, whilst many of the older young people serve as part of the youth and kids' ministry teams. A dedicated prayer ministry team offers to pray with people every week but has not yet returned to its pre-pandemic size. The team is highly valued and there have been some wonderful testimonies of God at work through them.

Alongside the prayerfully prepared sung worship, intercessions, reading, sermon and other elements, most weeks there are additional 'words' or 'pictures' from God which have been brought by a variety of people and which often speak directly to people's lives and situations. Sermon series during the year included Psalms, Nehemiah, encounters with Jesus and the ministry of Jesus. In the autumn term we followed this with a series on how we partner with God in our work (paid and unpaid) and his call for us to co-create with him. A four-session course called 'Shape' was written and delivered alongside this which helped around 30 people to explore their shape and calling.

In December 2023, the monthly all-age service was relaunched in order to be more accessible to children and families. 'Sunday Fun Day' begins with 45 minutes of informal community building activities (breakfast, Lego, craft, play) followed by 45 minutes of worship and teaching all together. A large number of families from Tots, SaturDads and other activities joined us. Sunday Fun Days provides an opportunity for the whole of the church family to be the welcome team that day.

It was wonderful to be able to return to offering both bread and wine at services of Holy Communion from September. Although involving more complicated logistics, the way of doing this to be the most inclusive as possible, has been appreciated.

Throughout the year we have held a number of one-off Sunday evening services including 'worship nights', prayer gatherings, prophetic training, and visits from mission partners. In October a new weekly Sunday evening was launched known simply as 'The Gathering'. These are held entirely in the Concourse with a relaxed and welcoming feel, café style, aiming to be accessible to newcomers, those exploring faith, and to teenagers and young adults. Evenings typically include worship, discussion-based Christian learning, and informal prayer. Numbers vary between 20 and 40 attending across a wide age range.

Easter activities began with prayer stations set up in the church from Palm Sunday and through Holy Week. There was an Agape Supper on Maundy Thursday, and a creative reflective service on Good Friday morning, followed by Easter Trails for children and families in the afternoon at both Clarence Park and Longacres Park, attended by around 150 people. A traditional Holy Communion service at 8:30am on Easter Day was followed by an all-age Holy Communion at 10:30am which saw the largest attendance in church for several years.

Christmas in 2022 was thankfully not affected by Covid-19 as it had been the previous year. The Nativity Trail in church welcomed many children from local schools, the Home-Schooling Community and toddler groups, and Carols in the Park drew over 100 people to Clarence Park for open air carol singing. This year the traditional service of Carols and Readings happened first, with Beer and Carols, a more contemporary and relaxed café style gathering, taking place the following Sunday. Both attracted good numbers. In contrast we also held two Quiet Christmas services, a morning and an evening, for those who value a quieter and more reflective opportunity to mark Christmas. Two Crib Services on Christmas Eve afternoon were well attended, followed on Christmas morning by a Holy Communion at 8:30am and an all-age celebration at 10:30am.

We are grateful for all those who serve throughout the year to make our services happen - welcomers, stewards, lay assistants, musicians, leaders and preachers, and the refreshment team. Thanks too are due to members of the flower team who decorate the church week by week, and especially for the major Christian festivals. Their beautiful displays enhance worship for all and point to the glory of God.

In 2022 we had 2 baptisms, 2 weddings and 5 funerals at St Paul's Church.

### Sharing faith

In March 2022 St Paul's became part of an online Leading in Evangelism Learning Hub run by the Church Pastoral Aid Society. The St Paul's faith sharing hub (six people) have been exploring how to nurture a faith sharing culture, better listen to God and to people and engage in faith conversations in a natural way. The learning has been cascaded to ministry leaders. Two homegroups have specifically focussed on faith-sharing during the autumn term and made resources available for other groups to use.

Hope Explored – a three-week course enabling people to explore Christianity, was run on Monday evenings in January 2022. The group were keen to keep exploring and it continued to meet each week until the summer holidays. A second course also ran on Wednesday mornings as part of the Pop-In Café with large numbers attending. Following on from this, a testimony slot has been introduced at Pop-In each week which leads to informal discussion and questions afterwards.

In the autumn term we ran a successful and well attended Alpha course on Monday evenings (incorporating guests from the 'Hope Explored' group). It attracted many people from outside of the church. Some literally turned up off the streets to come! We also ran Alpha on Tuesday lunchtimes and were thrilled that some participants from our Art Club came along. Both groups continued into January 2023. It has been a privilege to see God drawing people to himself and to see such a committed group of people serving on teams to facilitate these initiatives.

The New Estates group have continued to prayer walk the streets of the new estates regularly. They also sang carols at Christmas whilst delivering invitations to come to St Paul's.

### Staffing

It was wonderful to have a new office team begin in January with the appointment of Julie McKinlay as Operations Manager (3 days a week) and Cheryl Bannatyne as Office Administrator (3 days a week). Working alongside them, Lynn Gower has continued as Caretaker and Bookings Manager, and Wendy Cottingham supports one day a week. The impact of a committed office team, serving the mission and ministry of the church, has been considerable.

After 4 years as Associate Vicar, Andre Radmall moved on in August to explore new opportunities for ministry. We remain hugely grateful for his leadership during the interregnum and for the gifts he, together with Zoe, shared with us as a church.

### PCC and Vision

It has been a privilege to serve alongside such a wonderful, committed and gifted PCC over the past year. Prayerful and wise – and willing to embrace what the Lord is calling the church to. At the APCM in March we thanked Jo Fisher as she stood down as Warden, and welcomed Jim Wright in her place. From the PCC we also received resignations during the year from Lesley Kempford and Caroline Gatland.

Though there is much to celebrate at St Paul's, the impact of Covid-19 lockdowns and an interregnum, appears to have exposed some areas of church life needing to be strengthened. After a period of observation and conversation, a number of areas were highlighted at a vision evening in April, following which a congregational consultation was held in the form of a '5 Questions' survey which has continued to shape ministry priorities for the staff team and PCC. The busyness of church life in the autumn, and the need to be responsive to new things that God seemed to be doing in deepening connections with people on the fringe of church, slowed the vision process – but there is joy in seeing the church continuing to grow.

### Groups, events & activities

Home groups continued to meet throughout the year with new members joining some groups. One group multiplied into two, but sadly at the end of the year one other group disbanded. Overall, there are about 125 church members who attend regularly. Groups provide a great community for deeper relationships and for pastoral care, prayer and bible study.

Alongside these groups we also usually run a number of courses and this year these included 'The Identity Course' written and presented by Andre Radmall. The course, exploring issues relating to how we see ourselves, and where we get our identity from, drew insights from both scripture and psychology, and was also filmed for future use.

We run a range of daytime groups open to the community. Once a month we host a lunch club for seniors: offering a two-course meal, friendship, and a short 'thought for the day' on a faith topic. Wednesday Pop-In Café has been a valued place of welcome and connection throughout the year, and regularly includes a guest speaker sharing an interesting life story and the relevance of their faith.

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*"Pop-in is a friendly, warm environment – such a pleasure to be able to socialise."*

*"It's good to look forward to as I live alone."*

*"Excellent from a Christian point of view and also from a company point of view."*

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Our activity groups have grown in number and memberships, now covering walking, strolling, crafts, art, gardening, litter picking, pub visits and more. Most importantly, they create opportunities for friendship, encouragement, and welcome to newcomers and to friends outside St Paul's.

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*"I moved to St Alban's just as lockdown restrictions were easing and I only knew a friend of a friend here. Someone suggested to join the walking group and I signed up. I knew I wanted to walk as part of exercise and I love nature so I thought it would be perfect to have company for that. What I didn't realise was that this group provided a lot more than just a mere physical exercise. Sandra's and Angela's group has become my safe place in this new city. Through the regular walks I got to know ladies who have been open to connect at a deeper level and give me a sense of belonging. It felt safe to share joys and sorrows as we walked together and I really appreciate that some were willing to pay the cost of giving me a listening ear when going through a challenging time. At the end of the year when I look back I realised that God has shown me his grace, kindness, acceptance and love through this group. Many thanks to the leaders and all the members too who put Christianity into practice."*

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The summer months usually see a large contingent from St Paul's attend the New Wine summer conference; and this year we were delighted that the event took place after being cancelled for the previous two years. A smaller group than usual camped together, about 20, spread across a wide age range. We were encouraged in our faith as we shared with thousands of others in worship, prayer, bible teaching and the ministry of the Spirit.

## Children and Youth

At St Paul's, we believe that children and young people are full members of the body of Christ and we seek to encourage, disciple and challenge each other as we journey together. We champion parents to disciple their kids, and provide space for kids to connect with God. We want them to have fun by participating in creative, active and memorable friendship-building activities. As our young people grow, we want to empower them to be true disciples of Jesus - giving opportunities to grow in leadership, giftings and service.

### Sunday Groups

During 2022 we saw some exciting restructuring and the launch of new groups and initiatives. Some of our children's groups merged and a new structure was launched in September: Base Camp for under 3s, Scramblers for 3 years until end of Year 1, and Adventurers for Years 2-6. By starting kids' groups at 10.30am on two or three weeks in a month we allow more space for chat and connecting with God amidst the fun activities.

In December our first Sunday of the month all-age service was transformed into Sunday Fun Day, involving a mixture of fellowship, food, and fun activities for all ages, as well as worship, Bible content, discussion, prayer, games and reflection.

We have 80 children on the registers of our children's Sunday groups (aged 0-11yrs) and our average Sunday attendance is around 38 each week. Over 25 volunteers, including some older members of our youth group, regularly commit to preparing, leading or helping in these Sunday groups during term time.

Pathfinders continues to run on a Sunday morning for youth in years 7-9. At the beginning of the year, they followed the Thrive Course, which included topics focusing on identity, mental health and emotional wellbeing – particular relevant as we were emerging from the challenges of the pandemic. They have also



followed Youth for Christ materials on friendship and face-to-face encounters with Jesus and gone back to basics. In addition, the Youth Band has seen growth in numbers, ability and confidence.

We currently have 39 youth listed on our registers in this group, with an average weekly attendance of 12. We have a team of 4 adults and 3 older youth running this group.

### Events and Other Groups

Young people in years 9-13 meet weekly in term time on Thursday evenings and a Youth Alpha course ran at the beginning of the year. It was very successful, resulting in some brilliant conversations with the young people about their understanding of God. It included a sleepover where the group watched the Holy Spirit Alpha videos, and had a time of prayer ministry and interaction with prayer stations.

In April, Tori and Rachel ran an online Parenting for Faith Course with around 20 people participating.

Summer was a busy time with Tori and Rachel taking eight St Paul's kids away on a Scripture Union Camp called SUBmerge, as well as on 267 Weekends away. While the kids' ministry teams took a well-deserved rest the Summer Sundays still brought lots of 'Play and pray' activities for families to take part in together. There was also a series of Summer Wednesdays, where our usual Wednesday Pop-in Café expanded to create space for families from our Tots and Tiny Tots groups. The youth group hosted their annual summer events including the Grub Crawl and Youth Family Summer BBQ.

A pair of Light Parties in October were a great success. We welcomed 102 children to the first and shared a gospel message about Jesus being the light in the darkness. Later, we had over 30 young people enjoy laser tag, a silent disco and ice cream sandwiches. And in November Duggie Dug Dug came to St Paul's and led his Crazy Science Party. We were encouraged to see many families from the community come to this event.

Our other regular groups - Tots, Tiny Tots and SaturDads - have continued to run and grow from strength to strength, providing valuable spaces for parents and carers of younger children. In October we launched First Friday Adventurers, a monthly social for children in Years 2-6. Children from church have regularly invited their friends from school, which has been great to see!

We also launched Explore, a group for Years 7-9, meeting every other week. The group kicked off with 18 young people and we have seen this group remain steady at about 15 young people each time. It is a space for games, friends and a question of the week which we all discuss together. A couple of the older youth come along and support the wonderful team who help run this.

Youth mentoring is another exciting initiative with 8 young people in regular contact with a mentor. It's still early days for this but there have been really encouraging stories of relationship building between mentor and mentee and of some great conversations.

### Schools and Community Work

St Paul's aims also to support children through work in and with schools. We welcomed 90 children from Fleetville Infants into church to learn about Thankfulness at Harvest time. Diane and Tori also did a Harvest assembly for the children at Oakwood Primary.

We welcomed over 350 school children, plus their teachers and some parents, to our Nativity Trail for Schools, where we shared the good news of Christmas and children had the opportunity to learn about advent and make a Christmas card.



Rachel has continued to work with STEP (a local charity and one of our mission partners working in secondary schools). She helped to lead a lunchtime Explore Group at Beaumont discussing the big questions of the universe like what is the purpose of humanity! She also took part of an 8-week leadership course at Verulam where 10 boys looked at influence, character and perseverance amongst other topics.

During 2022 there have been exciting developments in a wider network of youth work initiatives. The 267 Project, STEP schools work, Young Life, Youth Work at the Abbey and YWAM Harpenden as well as a number of churches with volunteer and employed youth workers have been coming together. The result is the St Albans Youth Work Collective. This Collective aims to work together to reach unreached young people in St Albans.

### CHRISTIANS AGAINST POVERTY (CAP)

St Paul's hosts and runs a CAP Debt Centre, serving St Albans and the surrounding area. It is one of over 300 such centres across the UK, providing free debt advice and money education to local people regardless of faith or background. Rachel Martin, Debt Centre Manager, shares her thoughts on the last year:

As I have sat praying and thinking about what to write, I have felt totally overwhelmed by God's love for the poor and needy. It remains a privilege, as the Centre Manager for CAP, to be part of an organisation driven by compassion and excellence, providing help and support to some of the most vulnerable people locally, whilst remaining Christ-Centred. However, it has undoubtedly also been the hardest year to date for me in this role. We came out of the pandemic thinking 'the worst was over' – little did we know! As a result of more people being in debt, we have seen increasing numbers turning to loan sharks and money laundering. With this has come increased compliance requirements and complex situations.

Most of our clients are also facing mental health issues, making it more difficult for them to work with us and requiring additional help from our services. 46% of our new clients have identified as having mental health problems – a worrying statistic.

The Centre has worked at capacity over the last year, continuing (post pandemic) to work face-to-face with clients in their homes. We have also been running regular Life Skills courses for outside organisations and groups, helping people to budget and make their money go further. These have been popular due to the cost-of-living crisis and issues around fuel costs etc. Sadly, in many cases is not possible to balance a budget. Once clients have paid their housing costs and fuel and water etc. they are left with little or no money, leaving them with the heart-breaking choice of whether to heat their homes or feed their family. Please pray for these families as they try to keep their heads above water. We are seeing increasing numbers of people being evicted as they can no longer afford to pay their rent.

We now have a fully trained second Debt Coach, Harriet, which is a huge help. She will be looking after our clients for 3 months in 2023, whilst I am on Sabbatical. Please pray for her as she holds the fort. Please also pray for me – that this time may be a time of seeking and exploring what God would like me to do going forwards.

If you would like to know more, or join our support team, please contact Rachel.

## Mission

At St Paul's we are committed to mission – sharing God's love, challenging injustice, caring for our world, serving our community and supporting the wider work of God's Church. We give away 15% of all our general income to mission: a full list of the mission organisations that St Paul's supports is given at the end of this report. These organisations are reviewed by PCC on a rolling 3-year programme, with bids invited for any unspent balance at year end. PCC also makes occasional gifts, for example for individuals undertaking mission projects, meeting hardship needs, or when there are humanitarian crises.

Included within this support are 12 'Key Mission Partners', working locally or overseas, with whom we have closer ties. We share updates and remember these partners in our corporate and individual prayer. Each partner is encouraged to have a Mission Link within the congregation; and there are a number of prayer support groups where church members can encourage and pray for individual partners; these are often held on Zoom to give a direct contact with the partner.

We are very grateful to our MADGE (Mission, Action, Do, Give, Encourage) group who have set up and encouraged this mission awareness and support. Early in 2022 this group indicated they would like to hand over to a new team: interim arrangements are in place whilst we consider how we best promote and support the wider mission of the church.

## Buildings

We are blessed with a flexible and well-functioning building for our church and halls, that combines the old and the new and provides a valued meeting place for church members and the wider community. This has been especially appreciated over the winter, when the concourse was used as a Warm Space for the local community, as well as providing a comfortable area for church members to gather. We have been pleased to see hall use increasing close to pre-pandemic levels, with a number of new groups using our facilities.

Every five years, the Diocese requires a 'Quinquennial inspection' of the church and halls, to identify any areas that may need attention in the short and medium term. Our last Quinquennial took place in 2019, and during 2022 we have undertaken the majority of recommendations to be addressed before the next inspection. These included repairs to high level stonework and brickwork, removing or replacing any loose masonry (work completed in January 2023); and installing snow guards to mitigate the risk of roof tiles falling onto pedestrian areas. Both these projects were carried out under faculty (Diocesan permission). In addition, external woodwork on the halls was repainted; handrails at entrances added or repaired; and other minor repairs and decorations undertaken.

The church also owns a house in Brampton Road which, during 2022, was occupied by our Associate Vicar and then rented to the Diocese to house a local Vicar temporarily. A new boiler was installed during the year, and some minor maintenance and decoration undertaken between tenancies.

Lynn Gower, our caretaker, continues to take excellent care of our building throughout, and we are very grateful to Lynn for all her work in managing lettings and welcoming our community users. We are also fortunate to have a small volunteer team to carry out simple and not-so-simple repairs, and advise where professional skills are needed.

### CREATION CARE

St Paul's has a Creation Care Group that encourages thought, discussion and action which places God's creation at the centre of what we do, why we do it and how we do it. Phil Nalpanis shares about this aspect of our church life:

At St Paul's we are also committed to caring for God's wonderful creation: preserving what's good in God's creation and seeking to reverse the damage humankind has done and continues to do, in so many ways, to that creation.

Together with over 5,000 churches we are part of Eco Church, A Rocha UK's sustainability programme and award scheme for churches in England and Wales, and achieved a Silver Award in 2021. The Eco Church structure provides a framework to look at all aspects of how we as a church care for God's creation, under five headings: Worship & Teaching, Buildings, Land, Community & Global Engagement, and Lifestyle. The first four of these are about what we do as a church; lifestyle is about what we do as individuals.

Also, General Synod voted in February 2020 for the whole of the Church of England to achieve net zero carbon by 2030. And that includes us!

Some activities we engage in as part of our creation care are regular litter picks, having recycling bins around the building, maintaining a no-dig garden, pursuing energy efficiencies wherever possible and encouraging individuals within our community to think of ways they can contribute through their own lifestyle choices. We also ran an event in May in conjunction with the annual St Albans Sustainability Festival. And we are looking at how we can pursue our Eco Church Gold Award.

### Risk Management

We have identified the major risks to which the PCC is exposed, and have undertaken risk assessments for all areas of activity. During the year we have reviewed our policies for Health and Safety, Safeguarding, Social Media and GDPR/privacy, for any changes in activities and developments in statutory requirements or recommended practice. We have also completed a professional fire risk assessment as required every five years. We hold a register to log any incidents.

We have continued our use of ChurchSuite to manage contacts and communications, and to ensure all required training is up to date. During the past year we adapted our COVID risk management in line with any government guidance released.

The PCC takes out adequate insurance cover against fire, theft, employer's and public liability and other insurable risks. Clear procedures are in place for the authorisation of expenditure and secure receipt and recording of income.

## Church Governance and Structure

St Paul's Church is guided by and responsible to the Synods of the Church of England and to its appointed Bishops and their officers.

PCC members are trustees under charity law in relation to the legal and financial responsibilities. The PCC has a Standing Committee made up of the Vicars, both Church Wardens, Lay Chair of the PCC, and Treasurer. It considers and makes decisions on matters relating to staffing or finance, as delegated from PCC.

The Finance Committee is made up of the Vicar, one Church Warden, Lay Chair and Treasurer, plus a member of the congregation with financial expertise. There is also a Maintenance Committee with members appointed by the PCC, including the Operations Manager and a Church Warden.

The PCC complies with legal obligations and best practice; that the financial systems are effective, accounts are properly kept and presented, budgets monitored and that due care is taken over any investments; that the church records are kept properly; that Health and Safety, Fire Safety, Child Protection and Vulnerable Adult, Disability Discrimination and Data Protection have policies and that these are upheld and regularly reviewed; that legal records are well kept and that proper insurance is provided. The PCC has complied with the duty under section 5 of the Safeguarding and Clergy Discipline Measure 2016 (duty to have due regard to House of Bishop's guidance on safeguarding children and vulnerable adults.)

The PCC appoints all staff except the Vicar or curate. The diocese provides legal advice on contracts and employment issues. We have a Staff Handbook that clarifies policies and is updated and reviewed annually by the PCC. The Archdeacon checks these legal aspects annually.

Some financial decisions are delegated; the Operations Manager can spend sums up to £500; the Maintenance Group has a ceiling of £2,000; spend above this must be approved by PCC (or by Standing Committee, following delegation from PCC). Spend is reported to PCC at least termly.

The Vicars meet regularly with staff and with the Churchwardens, and Standing Committee meets regularly to discuss PCC business, policy issues, any HR matters and financial decisions delegated to it by PCC.

## Staff

The staff team during the year January-December 2022 was as shown:

*Vicars:* Rev Jono Tregale and Rev Diane Tregale (jobshare 1 FTE Vicar, employed by the diocese, and part-time Director of Ministries, employed by the PCC)

*Associate Vicar:* Rev Andre Radmall (part-time, to August 2022)

*Children's & Families Minister:* Tori Moerman-Redding

*Youth Minister:* Rachel Alexander

*Associate Minister:* Rev Peter Crumpler (SSM, part-time)

*Operations Manager:* Julie McKinlay (part-time)

*Office Administrator:* Cheryl Bannatyne (part-time)

*Caretaker & Bookings Officer:* Lynn Gower

Staff members give individual ministry updates to the PCC through the year.

Once appointed, the management of staff has been delegated by the PCC to the Vicars (or someone they delegate it to) and to the Standing Committee, which deals with any HR issues on behalf of PCC, including any grievance or disciplinary process. Ordained staff are responsible to the Vicars and also responsible and accountable to the Bishop.

In addition to these staff our Lay Reader Mike Ford makes a valued contribution to our worship and church life.

## PCC Members

The appointment of PCC members is governed by and set out in the Church Representation Rules. Most members have either been elected to PCC or Deanery Synod; Deanery Synod representatives are ex officio members of PCC as are the Churchwardens. New members of the PCC are appointed at the Annual Church Meeting (ACM) and are required to complete a trustee registration form.

The following people served on PCC for all or part of the year January-December 2022

### ***Ex Officio members***

Vicar:	Rev Diane Tregale Rev Jono Tregale	
Associate Vicar:	Rev Andre Radmall	to August 2022
Associate Minister:	Rev Peter Crumpler	
Churchwardens:	Mrs Lindsey McLeod Mrs Jo Fisher Dr Jim Wright	to March 2022 from March 2022
Deanery Synod:	Mr Luke Fletcher Mr Philip Habershon Mrs Rachel Laanest Mr Nick Salisbury (Lay Vice Chair)	

### ***Co-Opted Members***

Treasurer:	Mrs Sandra Thompson
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### ***Elected Members***

Ms Ellie Cook	
Mr Justyn Evans	
Mrs Nike Fakoya	
Mr Luke Fletcher (remove as per Jono?)	
Mrs Caroline Gatland	to March 2022
Mrs Lucy Ginty	
Mrs Lesley Kempsford (PCC Secretary)	resigned August 2022
Mr Nigel Kingsman	
Mr Paul Lawrence	from March 2022
Mr Al Lines	
Mr John Lowe	to March 2022

Mrs Elizabeth Marriott  
 Mr George Tsafandakis  
 Mrs Kathryn Walker  
 Mrs Caroline Wilkins

from March 2022

from March 2022

### ***PCC Advisors (non-voting members)***

Mrs Tori Moerman-Redding (Children & Families Minister)  
 Mrs Rachel Alexander (Youth Minister)  
 Mrs Julie McKinlay (Operations Manager)

There were 9 meetings held during the year. The PCC Committees (Finance and Maintenance) were in contact throughout the year, reporting back to the main meeting. The Standing Committee made decisions between meetings as necessary, also reporting back as appropriate.

## Deanery Synod

St Paul's has a total of four lay members serving on Deanery Synod, providing an important link with the wider structures of the church. During 2022, these members were Luke Fletcher, Philip Habershon, Rachel Laanest and Nick Salisbury (also a member of Diocesan Synod). There were three meetings of Deanery Synod held in 2022 with talks on Youth Matters and the Diocesan Youth Service, a presentation from The Anna Chaplain and a talk from the Clergy Support Trust. David White, Diocesan Secretary also introduced himself to Deanery Synod. During the year, Fr Richard Watson replaced Rev Kenneth Padley as Rural Dean.

## Finance Summary<sup>1</sup>

The main factors influencing our finances this year were: a further fall in giving; a recovery in hall rents post pandemic; increases in various costs including staff costs, heat and light and our parish share; and significant spend on repairs to the stoneworks on our buildings.

We ended the year with a £17k surplus on our general fund (i.e. income exceeded spending on day-to-day activities by £17k). In addition, we paid our vicars for some additional hours, which we met from our development fund: including this extra cost would give a deficit of £8.6k.

Looking ahead, finance remains a limiting factor. In order to continue to pay our vicars for additional hours or otherwise increase our ministry staff, we will need to increase income and/or make further cost savings.

### Income

Giving income has been declining in recent years and this continued in 2022, with total giving being £41k lower than in 2021. Whilst we are blessed by many generous and committed givers, we continue to feel the effect of demographic change as some of our most generous givers retired and/or moved away. The decline would have been much bigger had we not had a generous response from the congregation following our Celebration Sunday in October. Including gift aid, this gave rise to an additional £15k of one-off gifts and an increase in regular giving of £29k p.a.

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<sup>1</sup> Subject to completion of audit

Hall rents continued to recover post pandemic and were £21k higher than in 2021. This was helped by members of the congregation 'spreading the word' about the great facilities we have. We also received rent of £9k on letting our curate's house whilst this has been vacant.

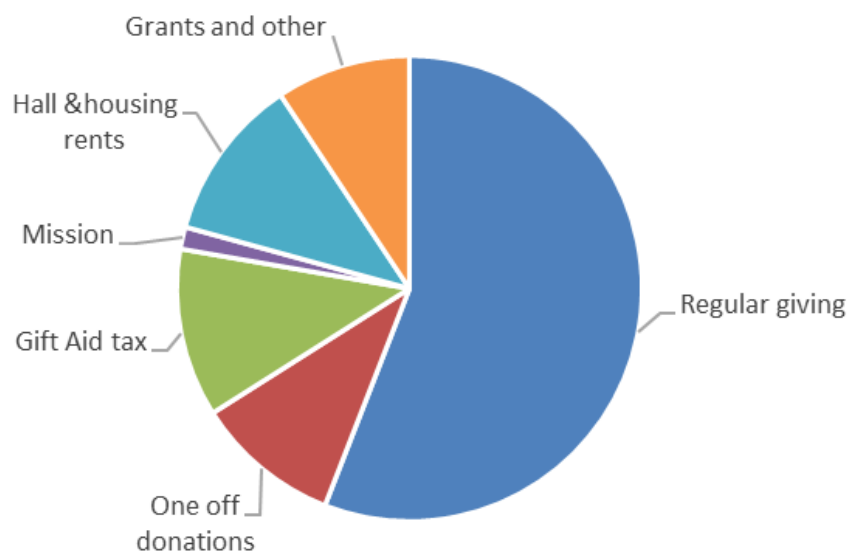
Grant income was £17k less than in 2021, primarily due to furlough receipts in 2021 not being repeated in 2022.

Other sources of income were broadly stable. In particular, we continued to benefit from a £33k distribution from St Peter's Churchlands Trust (we have a historic connection to St Peter's).

Our total income for the year (before specific gifts for missions) fell by £24k as compared to 2021.

2021	Income	General	Other funds	Total
£		£	£	£
332,550	Monthly giving	295,225		295,225
52,479	One off Gift Aid & other donations	47,857	3,601	51,458
66,373	Tax recovered	61,778		61,788
520	Collections	1,926		1,926
29,940	Hall and curates house rents	60,043		60,043
33,500	St Peter's Churchlands	33,000		33,000
2,832	Activities	5,863		5,863
24,435	Grants	7,029	250	7,279
1,122	Interest	2,695	540	3,235
0	Legacy			0
<b>543,752</b>	<b>Total St Paul's Income</b>	<b>515,426</b>	<b>4,391</b>	<b>519,817</b>
12,211	Mission donations		8,123	8,123
<b>555,963</b>	<b>Total Income</b>	<b>515,426</b>	<b>12,514</b>	<b>527,940</b>

### Where the money comes from





## Spending

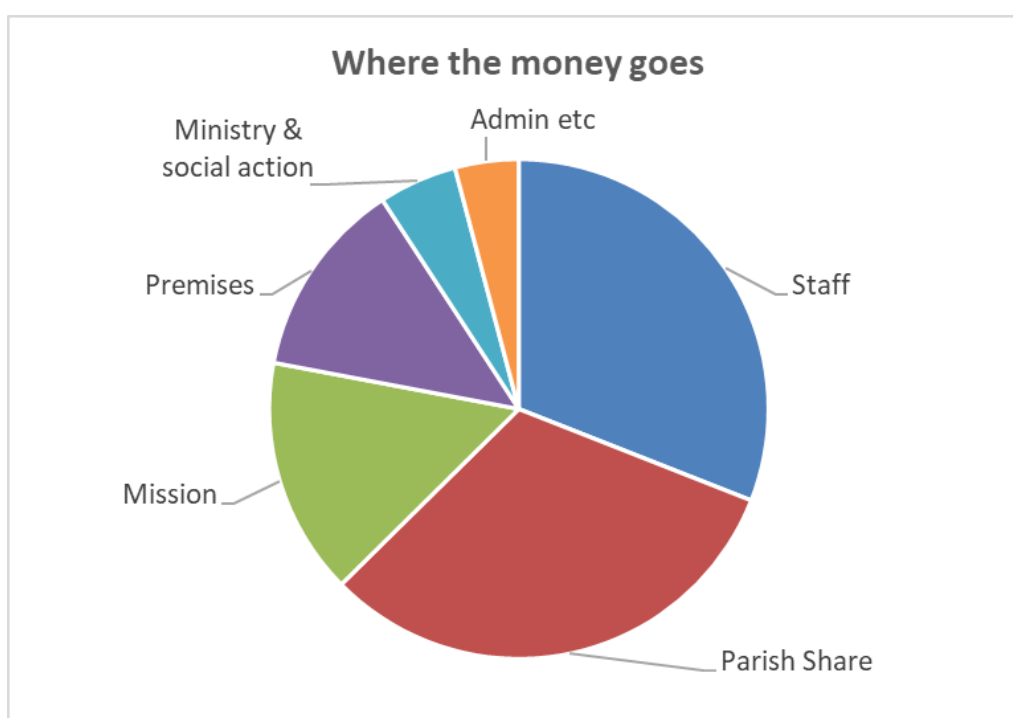
Our largest item of spend is our 'parish share' contribution to St Albans Diocese. The Diocese pay for all clergy salaries, pensions and training in the area, and parishes contribute according to their clergy numbers, attendance, and ability to pay. Following a diocesan-level review of parish shares which took place in 2022, our parish share for 2023 will be £9k lower than in 2022.

Our next largest item of spend is our wonderful staff team. In 2022 we employed two full time ministry staff plus a part time Associate Minister for part of the year. We also paid for 0.7 FTE of additional hours for our two vicars (0.35 each) which we met from the development fund (their 1 FTE base salary is paid for by the diocese from our parish share as explained above). 2022 was also the first year of our revised staffing structure for our office and support staff (comprising two part time office staff and a full time caretaker), saving over £20k p.a. on pre-pandemic costs. Including our vicars' additional hours, staff costs were £168k which was £5k higher than in 2021 when we had held admin vacancies and furloughed some staff hours.

Other spending this year has mainly comprised our regular running costs, largely for our premises and the activities we run. These remained broadly stable, with the exception of our energy costs that increased by £13k as a result of a fixed price gas contract coming to an end.

In addition, we continue to give away 15% of our income, plus specific fundraising and collections for missions and charities. In total £84k was given in 2022, as listed at the end of this section, which included £2k transferred from our mission reserve: this reserve now stands at £15k, to be allocated in 2023 or future years.

2021	Spending	General	Other funds	Total
£		£	£	£
163,602	Parish Share to Diocese	172,361		172,361
163,177	Staff salaries & expenses	142,811	25,863	168,674
60,968	Premises	54,376	15,495	69,871
5,833	Children and Youth work	6,681	250	6,931
4,912	Other ministry and outreach	10,328		10,328
10,546	Social Action (incl CAP)	3,923	6,464	10,387
17,880	Admin & Governance	17,637	2,333	19,970
1,725	Cost of events etc	2,512		2,512
<b>428,643</b>	<b>Total St Paul's Spending</b>	<b>410,629</b>	<b>50,405</b>	<b>461,034</b>
73,376	Mission giving	80,293	3,428	83,721
<b>502,019</b>	<b>Total Spending -Charitable Purposes</b>	<b>490,922</b>	<b>53,833</b>	<b>544,755</b>
	<i>Other fund movements:</i>			
	<i>Mission tithe</i>			(2,910)
10,609	<i>Depreciation/capitalisation</i>			10,222



### Looking forwards

Looking forwards we face an ongoing forecast shortfall for our day-to-day running costs. The size of this deficit will depend on several factors, the biggest of which is future staffing, including the additional hours for our vicars. For the first half of 2023, we have increased these additional hours to 1.0 FTE (0.5 FTE each): were we to continue on this basis the forecast deficit for 2023 would be in the region of £40k. Whilst in the short term this could be funded from reserves, longer term this is not sustainable.

We all value and benefit from the life of St Paul's, and recognise that so much depends on the commitment of time, skills, prayer and energy of the St Paul's family. We are very grateful for the financial giving that also underpins all that goes on. We continue to encourage all of us to review our giving regularly, and ask God what He wants us to give to St Paul's and elsewhere. Please pray for the resourcing of our activities, and your part in this.

### Reserves Policy

We plan for future needs and hold reserves for likely building repairs, development of our facilities, and a salaries reserve to provide protection against fluctuations in income, as well as our general reserve. Balances on our reserves at year-end 2022 are shown below, with 2021 comparison. The movements include the PCC's decision to transfer amounts between funds as explained below.

Balances on Unrestricted Funds	2022	2021
	£	£
General	71,807	94,554
Building	138,785	95,797
Development	53,372	93,484
Salaries Reserve	65,000	65,000
Mission Tithe	15,470	17,881
<b>Total</b>	<b>344,434</b>	<b>366,716</b>

*General fund:* Our policy is to hold in the General Fund (a) sufficient reserves to cover the next 12 month's forecast deficit (£40k for 2023), plus (b) a margin of £30k for unexpected costs/falls in income so as to give us a 'breathing space' to address these. At the end of 2022, PCC decided to transfer £40k to the Building Fund to help replenish this following major building repairs (see below), whilst maintaining the policy level.

*Building fund:* During 2022 we commenced the repairs to the stoneworks that were highlighted in the 5-yearly 'Quinquennial' inspection of our buildings that took place in 2019. The total cost of these (including fees) is almost £60k of which £17k was spent in 2022 with the balance to be spent in 2023 as the works are completed. The fund has been replenished by transfers from the General Fund (£40k) and the Development Fund (£15k) to levels held before the repairs to the stoneworks, taking account of the remaining stoneworks costs falling in 2023.

*Development fund:* In 2022 we used this fund to meet the cost of our vicars' additional hours (0.7 FTE) as well as to make a transfer to the Building Fund as noted above. The balance on this fund at the end of 2022 is sufficient to allow cover for the replacement of AV and other plant and equipment now mostly 12+ years old, as well as some provision for new projects.

*Salaries reserve:* PCC policy is to maintain a minimum six months' gross salary costs in our salary reserve.

*Mission tithe fund:* This represents the portion of our mission giving that had not been distributed at the end of the year, and which will be available for distribution in 2023 or future years.

*Youth mission fund:* This is the balance of fundraising and donations, after expenditure, from youth mission trips in previous years. It will be used for similar future initiatives. In 2022, £500 was allocated to Joanna Brown as part of our support for her work with JENGA, leaving a balance of £5,243.

## Grants to Missions and Charities

The following grants and donations were made to missions and charities during 2022.

	From General Fund	From Restricted Donations	Total 2022	Total 2021
	£	£	£	£
2:67 project	1,400	-	1,400	1,400
A Rocha	900	-	900	960
Anna Chaplaincy to the elderly	500	-	500	500
Age UK Herts	-	-	-	450
AZALEA Women's Refuge	561	-	561	990
Alpha - HTB	250	-	250	250
Bible Society	400	-	400	400
CARE for the Family	250	-	250	250
Childrens Society	250	-	250	250
Christian Aid	400	-	400	400
Christians Against Poverty	4,000	-	4,000	4,344
St Albans Communities First	1,000	-	1,000	-
Credit Union, St. Albans	500	-	500	650
CMJ	900	-	900	900
CMS	900	-	900	900
Concordis	400	-	400	400
Connect	900	-	900	900
CPAS	450	-	450	450
Crusaders	800	-	800	250
Evangelical Alliance	250	-	250	250
FEED	200	-	200	200
Mosaic Middle East	1,000	-	1,000	-
Fusion	250	-	250	250
Grove House	-	-	-	450
- Iain Rennie Hospice	450	589	1,039	-
Great Lakes outreach	1,800	-	1,800	-
Hatfield Road Day Care Centre	750	-	750	750
JENGA	4,000	-	4,000	4,000
Japanese Church (RH Stevens)	(45)	-	(45)	-
Relationships Foundation	-	-	-	250
Kiwoko Hospital	1,000	-	1,000	-
Leakes (direct)	500	-	500	500
Leakes - via CMS	-	-	-	1,000
Living Room	-	-	-	3,000
Local Schools	300	-	300	1,430
Mission Without Borders	4,500	-	4,500	4,500
Mothers Union Literacy	900	-	900	900
New Wine Networks	250	-	250	300

	From General Fund £	From Restricted Donations £	Total 2022 £	Total 2021 £
Oak Church, Stevenage	4,500	-	4,500	4,500
Open Door nightshelter	250	-	250	250
Open Doors	400	-	400	400
Prison Fellowship/Angel Tree	150	-	150	150
Radio Verulam	150	-	150	150
Saltmine Theatre	800	-	800	-
Scripture Union	550	-	550	550
SHARE Trust - Avondale	3,000	-	3,000	3,000
SHARE Trust -general	1,500	-	1,500	1,500
St Johns Farley Hill	2,500	-	2,500	1,000
Red Cross	-	-	-	120
STEP	5,000	-	5,000	5,000
TEAR Fund	650	599	1,249	650
Throw a Starfish	1,800	-	1,800	-
Teach Beyond	1,500	-	1,500	-
Townsend School	800	-	800	-
UCCF	250	-	250	250
University of Hertfordshire CU	250	-	250	250
YWAM			-	1,020
Individuals	23,328	2,240	25,568	21,038
	<hr/> 78,245	<hr/> 3,427	<hr/> 81,672	<hr/> 72,201
Vicar & Warden's fund			2,049	1,175
	<hr/>	<hr/>	<hr/>	<hr/>
<b>Total</b>	<b><u><u>78,245</u></u></b>	<b><u><u>3,427</u></u></b>	<b><u><u>83,721</u></u></b>	<b><u><u>73,376</u></u></b>

# **ST. PAUL'S PAROCHIAL CHURCH COUNCIL, ST. ALBANS**

## **Financial Statements for the year ended 31 December 2022**

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## **ST. PAUL'S PAROCHIAL CHURCH COUNCIL, ST. ALBANS**

### **STATEMENT OF FINANCIAL RESPONSIBILITIES OF THE PAROCHIAL CHURCH COUNCIL**

The law governing the administration of charities requires the trustees to prepare accounts which give a true and fair view of the state of affairs of the charity at the annual accounting date and of its income and expenditure for the year then ended. In the case of a Church of England parish the trustees are the members of the Parochial Church Council (PCC). In preparing these accounts, the PCC is required to:

- Select suitable accounting policies and apply them consistently; and
- Meet legal accounting and reporting criteria.

The PCC is responsible for ensuring that proper accounting records are kept for all funds for which they are responsible. These books must give a true and fair view of the Church's state of affairs and explain its financial transactions. The PCC must also establish and maintain a satisfactory system of control of the Church's books of account, its cash holdings and all receipts and remittances. It is also responsible for safeguarding the assets and taking reasonable steps for the prevention and detection of fraud or other irregularities.

.....  
Chairman

.....  
Treasurer

.....  
Date

.....  
Date



## **INDEPENDENT AUDITOR'S REPORT TO THE TRUSTEES OF THE PAROCHIAL CHURCH COUNCIL, ST PAUL'S, ST ALBANS**

### **Opinion**

We have audited the financial statements of St Paul's, PCC, St Albans ('the charity') for the year ended 31 December 2022 which comprise the statement of financial activities, balance sheet, statement of cash flows and notes to the financial statements, including significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including FRS 102 The Financial Reporting Standard applicable in the UK and Republic of Ireland (United Kingdom Generally Accepted Accounting Practice).

In our opinion, the financial statements:

- give a true and fair view of the state of the charity's affairs as at 31 December 2022 and of its incoming resources and application of resources for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Charities Act 2011.

### **Basis for opinion**

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditor's responsibilities for the audit of the financial statements section of our report. We are independent of the charity in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

### **Conclusions relating to going concern**

In auditing the financial statements, we have concluded that the trustees' use of the going concern basis of accounting in the preparation of the financial statements is appropriate.

Based on the work we have performed, we have not identified any material uncertainties relating to events or conditions that, individually or collectively, may cast significant doubt on the charity's ability to continue as a going concern for a period of at least 12 months from when the financial statements are authorised for issue.

Our responsibilities and the responsibilities of the trustees with respect to going concern are described in the relevant sections of this report.

### **Other information**

The other information comprises the information included in the annual report, including the trustees' report, other than the financial statements and our auditor's report thereon. The trustees are responsible for the other information contained within the annual report. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

Our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the course of the audit, or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether this gives rise to a material misstatement in the financial statements themselves. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

#### **Matters on which we are required to report by exception**

In the light of the knowledge and understanding of the charity and its environment obtained in the course of the audit, we have not identified material misstatements in the trustees' report.

We have nothing to report in respect of the following matters in relation to which the Charities Act 2011 requires us to report to you if, in our opinion:

- the information given in the trustees' report is inconsistent in any material respect with the financial statements; or
- sufficient accounting records have not been kept; or
- the financial statements are not in agreement with the accounting records; or
- we have not received all the information and explanations we require for our audit.

#### **Responsibilities of trustees**

As explained more fully in the trustees' responsibilities statement set out on page 4, the trustees are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the trustees are responsible for assessing the charity's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the trustees either intend to liquidate the charity or to cease operations, or have no realistic alternative but to do so.

#### **Auditor's responsibilities for the audit of the financial statements**

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists.

Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

Irregularities, including fraud, are instances of non-compliance with laws and regulations. We design procedures in line with our responsibilities, outlined above, to detect material misstatements in

respect of irregularities, including fraud. The extent to which our procedures are capable of detecting irregularities, including fraud is detailed below:

**The extent to which the audit was considered capable of detecting irregularities including fraud**

In identifying and assessing the risks of material misstatement in respect of irregularities, including fraud and non-compliance with laws and regulations, we considered the following;

- The nature of the industry and sector, control environment and performance;
- results of our enquiries of Management about their own identification and assessment of the risks of irregularities;
- any matters we identified having obtained and review the charity's documentation of their policies and procedures relating to;
  - identifying, evaluating and complying with laws and regulation and whether they were aware of any instances of non-compliance;
  - detecting and responding to the risks of fraud and whether they have knowledge of any actual, suspected or alleged fraud;
  - the internal controls established to mitigate risks of fraud or non-compliance with laws and regulations;
- the matters discussed among the audit engagement team regarding how and where fraud might occur in the financial statements and any potential indicators of fraud.

As a result of these procedures, we considered the opportunities and incentives that may exist within the organisation for fraud. In common with all audits under ISAs (UK), we are also required to perform specific procedures to respond to the risk of management override.

We also obtained an understanding of the legal and regulatory frameworks that the charity operates in, focusing on provisions of those laws and regulations that had a direct effect on the determination of material amounts and disclosures in the financial statements.

In addition, we considered provisions of other laws and regulations that do not have a direct effect on the financial statements but compliance with which may be fundamental to the charity's ability to operate or to avoid a material penalty.

**Audit response to risks identified**

To address the risk of fraud through management bias and override of controls, we:

- performed analytical procedures to identify any unusual or unexpected relationships;
- tested journal entries to identify unusual transactions;
- assessed whether judgements and assumptions made in determining the accounting estimates were indicative of potential bias; and
- investigated the rationale behind significant or unusual transactions.

In response to the risk of irregularities and non-compliance with laws and regulations, we designed procedures which included, but were not limited to:

- agreeing financial statement disclosures to underlying supporting documentation;
- reading the minutes of meetings of those charged with governance; and

- enquiring of management as to actual and potential litigation and claims

There are inherent limitations in our audit procedures described above. The more removed that laws and regulations are from financial transactions, the less likely it is that we would become aware of non-compliance. Auditing standards also limit the audit procedures required to identify non-compliance with laws and regulations to enquiry of the directors and other management and the inspection of regulatory and legal correspondence, if any.

Material misstatements that arise due to fraud can be harder to detect than those that arise from error as they may involve deliberate concealment or collusion.

A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website at: [www.frc.org.uk/auditorsresponsibilities](http://www.frc.org.uk/auditorsresponsibilities).

This description forms part of our auditor's report.

### **Use of our report**

This report is made solely to the charity's trustees, as a body, in accordance with the Charities Act 2011. Our audit work has been undertaken so that we might state to the trustees those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charity's trustees as a body, for our audit work, for this report, or for the opinions we have formed.

### **Myers Clark (Statutory Auditor)**

Egale 1  
80 St Albans Road  
Watford  
Herts  
WD17 1DL

Date:

**ST. PAUL'S PAROCHIAL CHURCH COUNCIL, ST. ALBANS**  
**Balance Sheet at 31 December 2022**

	Notes	2022	2021
		£	£
<b>Fixed Assets</b>			
Tangible fixed assets:			
Property	8A	3,905,819	3,905,819
Equipment	8B	48,556	53,350
Investments	7	<u>32,433</u>	<u>36,739</u>
		3,986,808	3,995,908
<b>Current Assets</b>			
Debtors and prepayments		21,406	30,907
Short term deposits		241,074	239,181
Cash at bank and in hand		<u>126,545</u>	<u>135,358</u>
		389,025	405,446
<b>Less: Current Liabilities</b>			
Amounts falling due within one year		<u>( 34,870)</u>	<u>( 29,052)</u>
<b>Net Current Assets</b>		354,155	376,394
<b>Net Assets</b>		<u><u>4,340,963</u></u>	<u><u>4,372,302</u></u>
<b>Funds</b>			
Unrestricted	4		
- General		71,806	94,553
- Building Maintenance		138,786	95,797
- Development		53,372	93,484
- Salaries Reserve		65,000	65,000
- Unallocated Mission Tithe		15,470	17,880
- Asset revaluation reserves		<u>3,963,189</u>	<u>3,970,400</u>
		4,307,623	4,337,114
Restricted Fund - Youth Mission	5	5,243	5,743
Endowment Funds	6	28,097	29,445
		<u><u>4,340,963</u></u>	<u><u>4,372,302</u></u>

Approved by the Parochial Church Council on 2 March 2023 and signed on their behalf by:

\_\_\_\_\_  
Rev J Tregale  
Chairman

\_\_\_\_\_  
Mrs S Thompson FCA  
Treasurer

**ST. PAUL'S PAROCHIAL CHURCH COUNCIL, ST. ALBANS**  
**Statement of Financial Activities**  
**for the year ended 31 December 2022**

	Notes	Unrestricted Funds	Restricted & Endowment Funds	TOTAL FUNDS	
		£	£	2022	2021
		£	£	£	£
<b>Income and endowments from:</b>					
Donations and legacies	2a)	446,825	11,974	458,799	504,692
Trading activities	2b)	60,043		60,043	29,940
Charitable activities	2c)	5,863		5,863	2,832
Investments	2d)	2,695	540	3,235	1,122
Other income - furlough	2e)	-	-	-	17,377
<b>Total income and endowments</b>		<u>515,426</u>	<u>12,514</u>	<u>527,940</u>	<u>555,963</u>
<b>Expenditure on:</b>					
Charitable activities	3	( 542,500)	( 12,475)	( 554,977)	( 513,276)
		( 27,074)	39	( 27,037)	42,687
Gains and losses on investments		( 2,417)	( 1,888)	( 4,305)	4,583
Net income/expenditure		( 29,491)	( 1,849)	( 31,342)	47,270
Balances brought forward		4,337,114	35,187	4,372,301	4,325,033
Balances carried forward		<u>4,307,623</u>	<u>33,338</u>	<u>4,340,959</u>	<u>4,372,303</u>

Movements on reserves and all recognised gains and losses are included above.  
The notes on pages 8 to 17 form part of these accounts.

**ST. PAUL'S PAROCHIAL CHURCH COUNCIL, ST. ALBANS**  
**Statement of Cash Flows**  
**for the year ended 31 December 2022**

	<b>2022</b>	<b>2021</b>
	<b>£</b>	<b>£</b>
<b>Cash flows from operating activities:</b>		
Net income/(expenditure) for the year	( 31,342)	47,270
Adjustments for:		
- Depreciation charges/ capitalisation/ loss on disposal	4,794	11,257
- Purchase of property, plant & equipment	5,428	-
- (Gains)/Losses on investments	4,305	( 4,583)
- Dividends and interest from investments	( 3,235)	( 1,122)
- (Increase)/Decrease in Debtors	9,505	15,102
- Increase/(Decrease) in Creditors	<u>5,818</u>	<u>5,724</u>
<b>Net cash provided by/(used in) operating activities</b>	<b>( 4,727)</b>	<b>73,648</b>
<b>Cashflows from investing activities:</b>		
Dividends, interest and rents from investments	3,235	1,122
Sale of fixed assets	-	1,100
Purchase of property, plant & equipment	<u>( 5,428)</u>	
<b>Change in cash and cash equivalents in the reporting period</b>	<b>( 6,920)</b>	<b>75,870</b>
Cash and cash equivalents at the beginning of the reporting period:	<u>374,539</u>	<u>298,669</u>
<b>Cash and cash equivalents at the end of the reporting period</b>	<b><u>367,619</u></b>	<b><u>374,539</u></b>
Made up as to:		
Short-term deposits	241,074	239,181
Cash at bank and in hand	<u>126,545</u>	<u>135,358</u>
	<u>367,619</u>	<u>374,539</u>



## **NOTES TO THE FINANCIAL STATEMENTS**

### **for the year ended 31 December 2022**

#### **1 Accounting Policies**

The financial statements have been prepared in accordance with the Church Accounting Regulations 2006, and the Statement of Recommended Practice: Accounting and Reporting for Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) – SORP FRS 102 (effective 1 January 2019).

The accounts have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a true and fair view. This departure has involved applying SORP FRS 102 (effective 1 January 2019) rather than the version of the Statement of Recommended Practice referred to in the regulation but which has since been withdrawn.

The accounts are prepared on the basis that the PCC is a going concern, and that the PCC is a public benefit entity under FRS102.

#### **Recognition of Income and Expenditure**

The statements are prepared on the accruals basis, that is to say, income and expenditure are recognised (included in the accounts) as and when they are earned or incurred, which may be before they are received or paid. Income including legacies is recognised when the inflow of benefits is probable.

Income Tax reclaimed on Gift Aid donations is accrued for all amounts outstanding from HMRC when a claim has been submitted.

#### **Funds and Reserves**

General "unrestricted" funds represent the funds of the PCC that are not subject to any restrictions regarding their use and are available for application on the general purposes of the PCC. In addition to the general fund, these include the church building maintenance fund, development fund and salaries reserve, which are designated funds set aside for these particular purposes by the PCC. Details of these reserves, including the PCC's policies regarding the level of reserves, are shown at note 4.

Restricted funds are those given for a specified purpose. They include donations for specific missions and charities, as detailed at note 14.

Endowment Funds are another form of restricted fund, where money has been given to the church with the specific instruction that only the investment income may be spent by the PCC. Full details of these funds are given at notes 6 and 7.

## **Fixed Assets**

### **Consecrated property**

Consecrated land and buildings and moveable church furnishings, consecrated and beneficed property is excluded from the accounts by s10 (2) (c) Charities Act 2011.

No value is placed on moveable church furnishings (including equipment added under faculty) until a sale takes place. The churchwardens hold this property in trust for the PCC, but are unable to authorise a sale until a faculty for disposal is granted by the Diocese. All expenditure on consecrated or beneficed buildings and moveable furnishings is written off in the year in which it is incurred.

### **Other Land and Buildings**

Other land and buildings held on behalf of the PCC for its own purposes (the church halls and staff house) are stated at historical cost, taken under FRS102 as the book value at 31 December 2013. No depreciation is charged against such properties if their residual value is greater than their historical cost. At each reporting date an assessment is carried out to determine whether an asset should be written down (i.e. whether its carrying amount is more than its recoverable amount).

Other fixtures, fittings and office equipment.

Equipment used within the church premises is held at historical cost and depreciated on a straight line basis over its expected useful life. Items with a purchase price of £2,000 or less are written off in the year of acquisition.

## **Investments**

Investments are valued at market value at the balance sheet date.

**ST. PAUL'S PAROCHIAL CHURCH COUNCIL, ST. ALBANS**  
**NOTES TO THE FINANCIAL STATEMENTS**  
for the year ended 31 December 2022

**2. Income and endowments**

	Note	Unrestricted Funds £	Restricted & Endowment Funds £	Total 2022 £	Total 2021 £
<b>a) Donations and Legacies</b>					
Planned giving		295,225		295,225	332,550
Unplanned Gift Aid donations		28,066		28,066	21,035
Tax recovered under Gift Aid		61,788		61,788	66,373
Collections		1,926		1,926	520
Donations		19,791	2,400	22,191	29,845
Local authority Covid grant		500		500	6,808
Diocesan grant for building maintenance		3,000		3,000	
Local authority 'Warm Spaces' grant		2,250		2,250	
Diocesan grant towards energy costs		1,279		1,279	
Diocesan grant for youth work			250	250	250
Donations for Mission			8,123	8,123	12,211
Donations for social action			1,201	1,201	1,600
St. Peter's Church Lands		33,000		33,000	33,500
		<u>446,825</u>	<u>11,974</u>	<u>458,799</u>	<u>504,692</u>
<b>b) Trading Activities</b>					
Hall and Church lettings		51,222		51,222	29,940
Rental income		8,821		8,821	-
		<u>60,043</u>		<u>60,043</u>	<u>29,940</u>
<b>c) Charitable activities</b>					
Social events		1,295		1,295	528
Materials and courses		304		304	160
Fees		4,264		4,264	2,144
		<u>5,863</u>	<u>-</u>	<u>5,863</u>	<u>2,832</u>
<b>d) Investment Income</b>					
Interest and dividends		2,695	540	3,235	1,122
<b>e) Other Income</b>					
Furlough (Job Retention Scheme)		-	-	-	17,377
<b>Total income and endowments</b>		<u>515,426</u>	<u>12,514</u>	<u>527,940</u>	<u>555,963</u>

**ST. PAUL'S PAROCHIAL CHURCH COUNCIL, ST. ALBANS**  
**NOTES TO THE FINANCIAL STATEMENTS**  
for the year ended 31 December 2022

**3. Expenditure**

	Note	Unrestricted Funds	Restricted & Endowment Funds	Total 2022 £	Total 2021 £
<b>a) Charitable activities:</b>					
<b>Mission and charitable giving</b>					
- The Church Overseas: Mission		32,555	500	33,055	25,670
- Relief and development		3,450	599	4,049	2,510
- Home mission		40,140	1,740	41,880	38,021
- Secular charities		2,100	589	2,689	6,000
Vicar & Wardens' Fund grants		2,048	-	2,048	1,175
	14	80,293	3,428	83,721	73,376
<b>b) Church expenses</b>					
Parish Share to Diocese		172,361		172,361	163,602
Ministry staff salaries and pension contributions	9	110,239	-	110,239	128,743
Ministry staff expenses, accommodation and training		8,122		8,122	4,912
Youth & children's work		6,681	250	6,931	5,833
Evangelism and publicity		2,875		2,875	1,395
Pastoral/Materials		221		221	20
Worship and music		5,703		5,703	3,030
Upkeep of services and ministry		1,529		1,529	467
Books and SU notes		288		288	162
Social events		2,224		2,224	1,563
Social action, including CAP		3,923	6,464	10,387	10,546
Church & Hall running expenses:					
- Heat and light		25,726	-	25,726	13,074
- Insurance		6,305		6,305	6,163
- Maintenance		22,345		22,345	27,077
Development/building expenditure		15,495		15,495	14,654
Caretaker's salary and accommodation	9	18,991	-	18,991	18,045
Administration and secretarial salaries	9	31,322	-	31,322	11,477
Consultancy - ICT & Office		4,359	2,333	6,692	7,415
Office and stationery		7,538		7,538	5,166
Audit fee		5,740		5,740	5,299
Net asset depreciation/(capitalisation)	8	10,222		10,222	10,609
Loss on disposal of asset					648
		462,209	9,047	471,256	439,900
<b>Total expenditure on charitable activities</b>		542,502	12,475	554,977	513,276

**ST. PAUL'S PAROCHIAL CHURCH COUNCIL, ST. ALBANS**  
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**4. Unrestricted Funds**

- a) The Church Building Maintenance Fund is for major repair and maintenance work on church buildings, and major equipment replacement. Repairs include works identified in the quinquennial inspection by the church's architect. The last inspection took place in 2019. During 2022, stonework repairs to a value of £15,495 were undertaken, with the balance of works taking place in 2023.
- b) The Church Development Fund is for the provision of enhanced facilities and equipment, or other development projects. PCC agreed that this fund be reduced, with a transfer of £35,000 to the building fund to replenish this following the stonework repairs, before the next quinquennial inspection.
- c) The Salaries Reserve is an amount set aside to cover our commitments on employee costs. It is calculated to provide a minimum three months' gross salary costs.
- d) The General Fund is our general reserve for day to day expenditure. The surplus will be carried forward to help fund running costs for 2023.
- e) The PCC makes donations to missions and charities as a tithe, calculated as 15% of unrestricted income. Grants are awarded on account of the tithe during the year. The Unallocated Mission Tithe at the end of the year is carried forward for use in the following year.
- f) The Capitalisation/Depreciation Fund represents amounts charged in the Statement of Financial Activities but not set against the General or other funds.

<b>Fund</b>	<b>Opening Balance 1.1.22 £</b>	<b>Income £</b>	<b>Expenditure £</b>	<b>Transfers between funds £</b>	<b>Closing Balance 31.12.22 £</b>
General	94,553	511,192	527,006	( 6,933)	71,806
Church Building	95,797	3,484	15,495	55,000	138,786
Development	93,484	751	-	( 40,863)	53,372
Salaries Reserve	65,000				65,000
Mission Tithe	17,880			( 2,410)	15,470
Asset revaluation reserves	3,970,400	-	2,417	( 4,794)	3,963,189
<b>Total</b>	<b>4,337,114</b>	<b>515,427</b>	<b>544,918</b>	<b>-</b>	<b>4,307,623</b>

**5. Restricted Funds**

The balance of fundraising and donations for the 2016 and 2019 youth mission trips, after expenditure, is held in the Youth Mission Fund. During 2022, £500 of this fund was allocated as part of the church's support for Joanna Brown (JENGA), leaving a balance of £5,243.

Income of £11,974 received for specific mission organisations or activities undertaken by St Paul's is shown as restricted (note 2) and was fully spent within the financial year (note 3).

**ST. PAUL'S PAROCHIAL CHURCH COUNCIL, ST. ALBANS**  
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**6. Endowment Funds**

The balances on these funds at the balance sheet date, comprising the accumulated surpluses of income over expenditure, available to be spent on these purposes, were as follows:

<b>Fund</b>	<b>Opening Balance 1.1.22 £</b>	<b>Income £</b>	<b>Expenditure £</b>	<b>Closing Balance 31.12.22 £</b>
Choir and Church Music	7,091	349		7,440
Garden of Rest	4,115	135		4,250
Poor	2,744	56		2,800
Investment revaluation	15,495	-	1,888	13,607
<b>Total</b>	<b>29,445</b>	<b>540</b>	<b>1,888</b>	<b>28,097</b>

The Poor Fund includes income earned on the investments of the Thurnham Charity, a separate charity established by bequest for the assistance of the poor of the parish.

**7 Investments**

The PCC holds investments for the Choir & Church Music Fund and Garden of Rest Fund, each set up with a legacy from a church member. The capital of the Funds, which cannot be spent in the normal course of events, is invested in the Investment Fund of the Central Board of Finance of the Church of England.

The PCC also holds an investment from its general fund in the Investment Fund. The historical cost of this investment is £10,000.

The market valuations of these investments at the beginning and end of the year were:

	<b>2022 £</b>	<b>2021 £</b>
Choir and Church Music	3,572	4,046
Garden of Rest	10,653	12,068
General Fund	18,208	20,625
<b>Total Funds</b>	<b>32,433</b>	<b>36,739</b>

The change in value of these investments is shown in the Statement of Financial Activities.

**ST. PAUL'S PAROCHIAL CHURCH COUNCIL, ST. ALBANS**  
**NOTES TO THE FINANCIAL STATEMENTS**  
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**8. Fixed Assets**

**a) Land and Buildings**

Property owned by the PCC for its own purposes includes the church hall complex and the curate's house. This is included in the accounts at historical cost. Under FRS102 this is taken as the market value as at 31 December 2013. There has been no movement in the cost, depreciation or net book value of property assets during the year.

**b) Equipment**

The PCC owns capital equipment which is shown in the accounts at its historical cost less depreciation and impairments, as below. Equipment is depreciated over its expected useful life, normally 5 years for ICT and 10 years for other equipment.

Equipment shown below includes PV panels, heating and access control systems, fire sensor system, kitchen appliances, the office photocopier, AV systems in the hall, and cameras and stage lighting in church.

	£
Cost brought forward at 1 January 2022	166,525
Additions less disposals	<u>5,428</u>
Cost carried forward at 31 December 2022	<u>171,953</u>
Depreciation brought forward at 1 January 2022	113,175
Depreciation in the year	10,222
Depreciation eliminated on disposal	<u>-</u>
Depreciation carried forward at 31 December 2022	<u>123,397</u>
Net Book Value 1 January 2022	<u>53,350</u>
Net Book Value 31 December 2022	<u><u>48,556</u></u>

**9 Staff Costs**

During the year the PCC employed a full-time Youth Minister, Children's Minister and Caretaker, as well as a part-time Associate Vicar, Operations Manager, Church Administrator and CAP debt advice support worker; and part time additional hours for our Vicars. Total salary costs were as below:

	£
Direct salaries	146,964
Employers NI	5,573
Employer pension contributions	<u>10,370</u>
<b>Total Funds</b>	<u><u>162,907</u></u>

In addition to these salaries the caretaker is provided with accommodation. No staff fell into the over £60,000 pay band.

**ST. PAUL'S PAROCHIAL CHURCH COUNCIL, ST. ALBANS**  
**NOTES TO THE FINANCIAL STATEMENTS**  
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**9. Staff Costs cont.**

The PCC participates in the Church of England Defined Contributions Scheme (DCS) within the Church Workers Pension Fund. The PCC contributes 8.5% of basic salary and employees can opt, but are not required, to make a contribution.

In addition to paid staff, unpaid volunteers and a self-supporting Minister make a substantial contribution to all the activities of the church, including children's and youth work, music and worship, catering, small group work and administrative support. Given the difficulties of calculating a monetary value for this activity it is not included in the accounts.

**10. Commitments and liabilities**

There were no outstanding liabilities at the year-end.

**11. PCC Members' (trustees) remuneration, expenses and donations**

Staff members who were also PCC members in the year (administrator and secretary) received remuneration as in note 9 above. Expenses totalling £1,949 were paid to the clergy.

**12. Related Party Interests**

The following related party interests have been identified, and transactions incurred.

Trustee	Related party	Transaction
Lindsey McLeod	Trustee, Open Door, St. Albans	Mission donation £250

During 2022 PCC members made donations to St. Pauls's totalling £64,873.

**13. Capital Commitments**

As at 31 December 2022, a contract for the repair of stoneworks was in progress, with tendered works of value £29,718 + VAT outstanding for completion in 2023.



**ST. PAUL'S PAROCHIAL CHURCH COUNCIL, ST. ALBANS**  
**NOTES TO THE FINANCIAL STATEMENTS**  
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**14. Grants to Missions and Charities**

The following grants and donations were made to missions and charities during the year:

	From General Fund	From Restricted Donations	Total 2022	Total 2021
	£	£	£	£
2:67 project	1,400	-	1,400	1,400
A Rocha	900	-	900	960
Anna Chaplaincy to the elderly	500	-	500	500
Age UK Herts	-	-	-	450
AZALEA Women's Refuge	561	-	561	990
Alpha - HTB	250	-	250	250
Bible Society	400	-	400	400
CARE for the Family	250	-	250	250
Childrens Society	250	-	250	250
Christian Aid	400	-	400	400
Christians Against Poverty	4,000	-	4,000	4,344
St Albans Communities First	1,000	-	1,000	-
Credit Union, St. Albans	500	-	500	650
CMJ	900	-	900	900
CMS	900	-	900	900
Concordis	400	-	400	400
Connect	900	-	900	900
CPAS	450	-	450	450
Crusaders	800	-	800	250
Evangelical Alliance	250	-	250	250
FEED	200	-	200	200
Mosaic Middle East	1,000	-	1,000	-
Fusion	250	-	250	250
Grove House	-	-	-	450
- Iain Rennie Hospice	450	589	1,039	-
Great Lakes outreach	1,800	-	1,800	-
Hatfield Road Day Care Centre	750	-	750	750
JENGA	4,000	-	4,000	4,000
Japanese Church (RH Stevens)	( 45)	-	( 45)	-
Just Love	-	-	-	-
Relationships Foundation	-	-	-	250
Kiwoko Hospital	1,000	-	1,000	-
Leakes (direct)	500	-	500	500
Leakes - via CMS	-	-	-	1,000
Chaco Church Trust / La Caldera	-	-	-	-
Living Room	-	-	-	3,000
Local Schools	300	-	300	1,430
Mission Without Borders	4,500	-	4,500	4,500
Mothers Union Literacy	900	-	900	900
New Wine Networks	250	-	250	250
Oak Church, Stevenage	4,500	-	4,500	4,500
Open Door nightshelter	250	-	250	250
Open Doors	400	-	400	400
Prison Fellowship/Angel Tree	150	-	150	150
Radio Verulam	150	-	150	150
Saltmine Theatre	800	-	800	-
Scripture Union	550	-	550	550

**ST. PAUL'S PAROCHIAL CHURCH COUNCIL, ST. ALBANS**  
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SHARE Trust - Avondale	3,000	-	3,000	3,000
SHARE Trust -general	1,500	-	1,500	1,500
St Johns Farley Hill	2,500	-	2,500	1,000
Red Cross	-	-	-	120
STEP	5,000	-	5,000	5,000
TEAR Fund	650	599	1,249	650
Throw a Starfish	1,800	-	1,800	-
Teach Beyond	1,500	-	1,500	-
Townsend School	800	-	800	-
UCCF	250	-	250	250
University of Hertfordshire CU	250	-	250	250
YWAM			-	1,020
Individuals	23,328	2,240	25,568	21,038
	<u>78,245</u>	<u>3,427</u>	<u>81,672</u>	<u>72,201</u>
Vicar & Warden's fund			2,048	1,175
<b>Total</b>	<u><b>78,245</b></u>	<u><b>3,427</b></u>	<u><b>83,720</b></u>	<u><b>73,376</b></u>