

Charity number: 1131805

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH
OF ST MARY WITH ST MATTHEW, CHELTENHAM**

UNAUDITED

TRUSTEE'S REPORT AND FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 DECEMBER 2022

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST MARY WITH ST
MATTHEW, CHELTENHAM**

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**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST MARY WITH ST
MATTHEW, CHELTENHAM**

**REFERENCE AND ADMINISTRATIVE DETAILS OF THE CHARITY, ITS TRUSTEES AND ADVISERS
FOR THE YEAR ENDED 31 DECEMBER 2022**

Members

Rector:	Rev'd Richard Coombs
Associate Vicar:	Rev'd Clare Dyson
Wardens:	Clare Salisbury David Evans (appointed 10 April 2022) Bill Harvey (resigned 10 April 2022)
Treasurer:	Adrian Bowcher
General Synod:	VACANT
Deanery Synod:	Nerys Joyce David Warren Graham Nicholls David Evans
PCC Members/Trustees:	Anna Gorick (appointed 10 April 2022) Sarah Dixon (appointed 10 April 2022) Andy Horton (appointed 10 April 2022) Natalie Storey (appointed 10 April 2022) Julia Sawers Sarah Tilson Nerys Joyce Claire Chesworth Oliver Parker (appointed 10 April 2022) Tony Whitbread Elizabeth Horder Clare Salisbury Daniel Wright Adrian Bowcher Diane Bruckland Graham Nicholls Rupert Cox David Warren David Evans Michael Bishop (resigned 10 April 2022) Holly Cupper (resigned 10 April 2022) Margaret Failes (resigned 10 April 2022) Andy Ponting (resigned 10 April 2022) Godfrey Tarling (resigned 10 April 2022)

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REFERENCE AND ADMINISTRATIVE DETAILS OF THE CHARITY, ITS TRUSTEES AND ADVISERS
(CONTINUED)
FOR THE YEAR ENDED 31 DECEMBER 2022

Charity registered number	1131805
Principal office	St. Mary with St. Matthews Church Office 44 Clarence Street Cheltenham Gloucestershire GL50 3PL
Secretary	Gill Sage
Accountants	Byrd Link Audit & Accountancy Services Limited Honeybourne Place Jessop Avenue Cheltenham Gloucestershire GL50 3SH
Bankers	HSBC Bank plc 2 The Promenade Cheltenham Gloucestershire GL50 1LR

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST MARY WITH ST
MATTHEW, CHELTENHAM**

**TRUSTEE'S REPORT
FOR THE YEAR ENDED 31 DECEMBER 2022**

The Trustees present their annual report together with the financial statements of the The Parochial Church Council of the Ecclesiastical Parish of St Mary with St Matthew, Cheltenham for the year 1 January 2022 to 31 December 2022.

Objectives and activities

a. Policies and objectives

The role of the Council is to work with the clergy and church staff to promote the whole mission of the church. The objective of this is to see people come to faith in Jesus, grow in their discipleship and worship, and to be encouraged, equipped and trained for using their gifts in the service of Jesus Christ.

In addition the Council has maintenance responsibilities for the Minster (St Mary's) and St Matthew's churches and associated properties.

The main activities of the charity is to further the charity's purpose for the public benefit. When planning the activities for the year the Council has considered the Charity Commission's guidance on public benefit and, in particular, we seek to enable people to live out their faith as part of our parish community. In setting objectives and planning for activities, the Trustees have given due consideration to general guidance published by the Charity Commission relating to public benefit, including the guidance 'Public benefit: running a charity (PB2)'.

b. Strategies for achieving objectives

The PCC vision is to be 'Passionate about Jesus' and we seek to achieve this by four strategic priorities: Discipleship, Prayer and Worship, Mission and Community. All the activities of the church fall under these priorities. The PCC reviews the church strategy regularly and has been working on a new strategic plan for presentation at the APCM in May 2023.

c. Activities undertaken to achieve objectives

All the regular activities of the church have re-started following the COVID pandemic. There is a full programme for all ages from the very youngest to the oldest which seeks to minister not just to church members but also to our community. Further details can be found in the annual report and on our website.

d. Main activities undertaken to further the Charity's purposes for the public benefit

The church exists to serve the wider community and this year we have engaged with many more people from our community than in the previous four years. This can be seen in the growth of all of our services and groups. Of particular note is Saturday Kitchen which provides hot meals for vulnerable people every week of the year, CAMEO which serves older people in the church and community and our detached youth work programme which we run jointly with The Rock, seeking to engage with young people in the town centre.

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**TRUSTEE'S REPORT (CONTINUED)
FOR THE YEAR ENDED 31 DECEMBER 2022**

Achievements and performance

a. Main achievements of the Charity

Rector's Report

There has been significant growth in all areas of the church's life and ministry in the last year. The 10am service has grown from 140 adults and 25 children to 200 adults and 60 children. The 11am service has grown from 25 to 40 adults. The 6.30pm service has grown from 60 adults to 100 adults and 6 children. Most encouraging has been our whole-church Alpha course which had 40 guests, 15 of whom have stayed on for After Alpha. This resulted in 9 adult baptisms and 4 youth baptisms (some of those in Feb 2023).

Spiritual growth in people's lives has also been evident in the many people who are active in ministry from our amazingly talented musicians who lead worship Sunday by Sunday in St Matthew's and The Minster, to those who serve at CAMEO and Bright Lights and Saturday Kitchen week by week; from our Sunday Club leaders to the team who look after the church fabric; from PCC members to the huge team who served on the Alpha course; from our pastoral team to our small group leaders; from our safeguarding team who have had a considerable rise in their case load to the sound and visuals team. And countless others who I have not named.

It has been a joy to serve with such a hardworking, dedicated and fun-loving ministry team. In June Stefan Davies began his ministry as our curate and has already taken on responsibility for the 6.30 service and Thursday Central Small Groups. In early 2023, Jayne Seward announced her retirement (from September 2023) having been our Children's and Families' Minister since 1995 and after 9 years as associate vicar, Clare Dyson was appointed warden of Marygate Retreat House on Lindisfarne Island to begin in April 2023. They will both be very hard to replace and will be much missed by the staff team and church family alike.

It has also been a privilege working with Clare Salisbury as churchwarden for my first four years as Rector. She has been a tower of strength and wisdom to me and to the church family. We will miss her very much when she hands over in May. David Evans has made a huge contribution to the strategic leadership of the church in his first year as churchwarden and has helped us to develop our five year vision and plan which I will present at the APCM. Finally, I want to say a huge thank you to Adrian Bowcher who retires after four years as church treasurer in May 2023. The turnover of our church has doubled in those four years. Adrian has introduced robust accounting practices and systems which have underpinned everything that we have been able to do and have put us in a secure position for the future.

'The Lord has done great things for us, and we are filled with joy' (Psalm 126:3).

Financial review

a. Going concern

After making appropriate enquiries, the Trustees have a reasonable expectation that the Charity has adequate resources to continue in operational existence for the foreseeable future. For this reason, they continue to adopt the going concern basis in preparing the financial statements. Further details regarding the adoption of the going concern basis can be found in the accounting policies.

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST MARY WITH ST
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**TRUSTEE'S REPORT (CONTINUED)
FOR THE YEAR ENDED 31 DECEMBER 2022**

b. Reserves policy

It has been Council policy to maintain a balance on unrestricted funds, exclusive of fixed assets and designated legacy funds, which equates to at least two months' unrestricted payments. The Council has continued to follow the same financial policy as in the previous year, as reserves were considered sufficient. Free reserves at 31 December 2022 were showing a balance of £481,480 (2021: £496,774). Of this, fixed asset funds are £401,019 (2021: £377,192) and general funds are £80,461 (2021: £119,582). Restricted Funds at 31 December 2022 totalled £35,521 (2021: £74,130). Total funds held at the year end are £517,001 (2021: £570,904). These are amounts that have been given with specific projects in mind and are detailed in note 16 in the financial statements. The Council has continued to follow the same financial policy as in the previous year, as reserves were considered sufficient.

The PCC uses the funds it has been given to further its aims and objectives taking note of any restrictions where these have been donated for a specific purpose.

c. Investments policy

It is not PCC policy to build up a cash reserve for its own sake. It maintains a cash flow balance and holds the remainder of its cash funds in savings accounts that bear interest on this investment.

The PCC has listed investments in a managed portfolio, taking into account the Council's low risk appetite, with the aim of capital appreciation and dividend income.

d. Financial Review

During 2022 there was a loss of £46,147 (2021: £47,549 profit) before loss on revaluation of investment assets of £7,755 (2021: £8,319 gain). This loss has been funded by brought forward reserves with planned spending in specific areas. The Council is very grateful for the financial support of church members, and there have been ongoing efforts to keep costs down as far as possible. The Council has continued to monitor the financial situation to ensure that the longer term needs and objectives of the Church can be met. Total receipts were £499,687 (2021: £506,876) and are detailed in the financial statements. Total payments in the year were £545,834 (2021: £459,327).

Structure, governance and management

a. Constitution

The Parochial Church Council of the Ecclesiastical Parish of St Mary with St Matthew, Cheltenham is a registered charity, number 1131805, registered with the Charity Commission in September 2009, and is a public benefit entity. The PCC is governed by The Parochial Church Councils (Powers) Measure 1956 (as amended) and The Church Representation Rules (contained in Schedule 3 of the Synodical Government Measure 1969 as amended).

b. Methods of appointment or election of Trustee

The management of the Charity is the responsibility of the Trustees. The method of appointment of Trustees, PCC members, is set out in the Church Representation Rules. Council members are elected by the church membership from the body of church members and can therefore be expected to be already familiar with the issues concerning the life of the church at the time of election.

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST MARY WITH ST
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TRUSTEE'S REPORT (CONTINUED)
FOR THE YEAR ENDED 31 DECEMBER 2022

Structure, governance and management (continued)

c. Organisational structure and decision-making policies

The full Council meets approximately every two months, six times during the year, and Standing and Finance Committee meets in the intervening months or whenever special issues arise that give need for additional meeting. Members of the Council are encouraged to attend one of the Committees (Standing and Finance or Buildings and Fabric Committees) or Working groups. The work of these bodies is reviewed at the Council meetings and notes and minutes of their meetings are available to members.

d. Policies adopted for the induction and training of Trustee

No formal induction process is undertaken other than through the provision of recent minutes and papers. New council members can also expect to be made familiar with issues verbally. Together with existing members they will be made aware of their responsibilities on a regular basis by the Council Secretary. The Council has responsibility for a wide range of matters affecting the parish and relies on the expertise of many church members for advice. In areas where appropriate expertise is not immediately available professional advice, or if appropriate training for a member of church staff, will be sought. Members of staff attend regular training courses and follow church publications and other sources to maintain an up to date knowledge of the relevant issues.

e. Pay policy for key management personnel

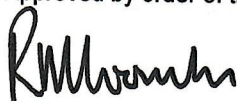
All responsibility for managing the charity rests with the PCC members and there are no key management personnel with delegated authority or budget responsibilities.

f. Financial risk management

The Trustees have assessed the major risks to which the Charity is exposed, in particular those related to the operations and finances of the Charity, and are satisfied that systems and procedures are in place to mitigate exposure to the major risks.

The major risks to which the Council is exposed are reviewed regularly by the PCC and its sub-committees to ensure that the charity complies with best practice. This includes those that might have a financial impact, which are closely monitored by the Standing and Finance Committee. Systems and procedures designed to manage those risks have been or will be established. The Council is kept informed of the processes and procedures, which are brought to their attention.

Approved by order of the members of the board of Trustees and signed on their behalf by:



Rev'd Richard Coombs
Rector and Chair of Trustees

Date: 12th July 2023

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST MARY WITH ST
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STATEMENT OF TRUSTEE'S RESPONSIBILITIES
FOR THE YEAR ENDED 31 DECEMBER 2022

The Trustees are responsible for preparing the Trustee's Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities in England & Wales requires the Trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the Charity and of its incoming resources and application of resources, including its income and expenditure, for that period. In preparing these financial statements, the Trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles of the Charities SORP (FRS 102);
- make judgments and accounting estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards (FRS 102) have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the Charity will continue in business.

The Trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the Charity's transactions and disclose with reasonable accuracy at any time the financial position of the Charity and enable them to ensure that the financial statements comply with the Charities Act 2011, the Charity (Accounts and Reports) Regulations 2008 and the provisions of the . They are also responsible for safeguarding the assets of the Charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Approved by order of the members of the board of Trustee and signed on its behalf by:



Rev'd Richard Coombs
Rector and Chair of Trustees

Date: 12th July 2023

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST MARY WITH ST
MATTHEW, CHELTENHAM**

**INDEPENDENT EXAMINER'S REPORT
FOR THE YEAR ENDED 31 DECEMBER 2022**

**Independent Examiner's Report to the Trustee of The Parochial Church Council of the
Ecclesiastical Parish of St Mary with St Matthew, Cheltenham ('the Charity')**

I report to the charity Trustee on my examination of the accounts of the Charity for the year ended 31 December 2022.

Responsibilities and Basis of Report

As the Trustee of the Charity you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the 2011 Act').

I report in respect of my examination of the Charity's accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed the applicable Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

Independent Examiner's Statement

Since the Charity's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of Institute of Chartered Accountants in England and Wales, which is one of the listed bodies.

Your attention is drawn to the fact that the Charity has prepared the accounts in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) in preference to the Accounting and Reporting by Charities: Statement of Recommended Practice issued on 1 April 2005 which is referred to in the extant regulations but has been withdrawn.

I understand that this has been done in order for the accounts to provide a true and fair view in accordance with the Generally Accepted Accounting Practice effective for reporting periods beginning on or after 1 January 2015.

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the Charity as required by section 130 of the 2011 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

This report is made solely to the Charity's Trustee, as a body, in accordance with Part 4 of the Charities (Accounts and Reports) Regulations 2008. My work has been undertaken so that I might state to the Charity's Trustee those matters I am required to state to them in an Independent Examiner's Report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than

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INDEPENDENT EXAMINER'S REPORT (CONTINUED)
FOR THE YEAR ENDED 31 DECEMBER 2022

the Charity and the Charity's Trustee as a body, for my work or for this report.

Signed:



Russel Byrd

Dated:

18th July 2023.

FCA

Byrd Link Audit & Accountancy Services Limited
Honeybourne Place
Jessop Avenue
Cheltenham
GL50 3SH

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST MARY WITH ST
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**STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 DECEMBER 2022**

	Note	Restricted funds 2022 £	Unrestricted funds 2022 £	Total funds 2022 £	Total funds 2021 £
Income from:					
Donations and legacies	4	25,240	462,660	487,900	500,295
Charitable activities	5	(331)	9,891	9,560	4,724
Investments	6	2,085	98	2,182	1,725
Other income	7	-	44	44	132
Total income		26,994	472,693	499,687	506,876
Expenditure on:					
Raising funds		-	221	221	-
Charitable activities	8	22,253	523,360	545,613	459,327
Total expenditure		22,253	523,581	545,834	459,327
Net income/(expenditure) before net (losses)/gains on investments		4,741	(50,888)	(46,147)	47,549
Net (losses)/gains on investments		-	(7,755)	(7,755)	8,319
Net income/(expenditure)		4,741	(58,643)	(53,902)	55,868
Transfers between funds	17	(43,349)	43,349	-	-
Net movement in funds		(38,608)	(15,294)	(53,902)	55,868
Reconciliation of funds:					
Total funds brought forward		74,130	496,774	570,903	515,035
Net movement in funds		(38,608)	(15,294)	(53,902)	55,868
Total funds carried forward		35,522	481,480	517,002	570,903

The Statement of Financial Activities includes all gains and losses recognised in the year.


The notes on pages 12 to 28 form part of these financial statements.

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST MARY WITH ST
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**BALANCE SHEET
AS AT 31 DECEMBER 2022**

	Note	2022 £	2021 £
Fixed assets			
Tangible assets	12	401,017	377,190
Investments	13	58,636	66,391
		<u>459,653</u>	<u>443,581</u>
Current assets			
Debtors	14	40,200	12,739
Cash at bank and in hand		53,876	126,786
		<u>94,076</u>	<u>139,525</u>
Creditors: amounts falling due within one year	15	(36,728)	(12,202)
Net current assets		<u>57,348</u>	<u>127,323</u>
Total assets less current liabilities		<u>517,001</u>	<u>570,904</u>
Net assets excluding pension asset		<u>517,001</u>	<u>570,904</u>
Total net assets		<u>517,001</u>	<u>570,904</u>
Charity funds			
Restricted funds	17	35,521	74,130
Unrestricted funds	17	481,480	496,774
Total funds		<u>517,001</u>	<u>570,904</u>

The financial statements were approved and authorised for issue by the Trustee and signed on their behalf by:



 Rev'd Richard Coombs
 Rector and Chair of Trustees
 Date: 12th July 2023

The notes on pages 12 to 28 form part of these financial statements.

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST MARY WITH ST
MATTHEW, CHELTENHAM**

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2022**

1. General information

The Parochial Church Council of the Ecclesiastical Parish of St Mary with St Matthew, Cheltenham is a registered charity, registered in England & Wales with the Charity Commission, charity registration number 1131805.

Registered office address is 44 Clarence Street, Cheltenham, Gloucestershire, GL50 3PL.

2. Accounting policies

2.1 Basis of preparation of financial statements

The financial statements have been prepared in accordance with the Charities SORP (FRS 102) - Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Charities Act 2011.

The financial statements have been prepared to give a 'true and fair' view and 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 following the Charities SORP (FRS 102) published in October 2019 rather than the Accounting and Reporting by Charities: Statement of Recommended Practice effective from 1 April 2005 which has since been withdrawn.

The Parochial Church Council of the Ecclesiastical Parish of St Mary with St Matthew, Cheltenham meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy.

2.2 Going concern

At the time of approving the financial statements, the Trustees have reasonable expectation that the Charity has adequate resources to continue in operations for the foreseeable future. Thus the Trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST MARY WITH ST
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**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2022**

2. Accounting policies (continued)

2.3 Income

All income is recognised once the Charity has entitlement to the income, it is probable that the income will be received and the amount of income receivable can be measured reliably.

The recognition of income from legacies is dependent on establishing entitlement, the probability of receipt and the ability to estimate with sufficient accuracy the amount receivable. Evidence of entitlement to a legacy exists when the Charity has sufficient evidence that a gift has been left to them (through knowledge of the existence of a valid will and the death of the benefactor) and the executor is satisfied that the property in question will not be required to satisfy claims in the estate. Receipt of a legacy must be recognised when it is probable that it will be received and the fair value of the amount receivable, which will generally be the expected cash amount to be distributed to the Charity, can be reliably measured.

Income tax recoverable in relation to investment income is recognised at the time the investment income is receivable.

Other income is recognised in the period in which it is receivable and to the extent the goods have been provided or on completion of the service.

2.4 Expenditure

Expenditure is recognised once there is a legal or constructive obligation to transfer economic benefit to a third party, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is classified by activity. The costs of each activity are made up of the total of direct costs and shared costs, including support costs involved in undertaking each activity. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs which contribute to more than one activity and support costs which are not attributable to a single activity are apportioned between those activities on a basis consistent with the use of resources. Central staff costs are allocated on the basis of time spent, and depreciation charges allocated on the portion of the asset's use.

Expenditure on raising funds includes all expenditure incurred by the Charity to raise funds for its charitable purposes and includes costs of all fundraising activities events and non-charitable trading.

Expenditure on charitable activities is incurred on directly undertaking the activities which further the Charity's objectives, as well as any associated support costs.

All expenditure is inclusive of irrecoverable VAT.

2.5 Interest receivable

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the Charity; this is normally upon notification of the interest paid or payable by the institution with whom the funds are deposited.

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**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2022**

2. Accounting policies (continued)

2.6 Tangible fixed assets and depreciation

Tangible fixed assets costing £900 or more are capitalised and recognised when future economic benefits are probable and the cost or value of the asset can be measured reliably.

Tangible fixed assets are initially recognised at cost. After recognition, under the cost model, tangible fixed assets are measured at cost less accumulated depreciation and any accumulated impairment losses. All costs incurred to bring a tangible fixed asset into its intended working condition should be included in the measurement of cost.

Depreciation is charged so as to allocate the cost of tangible fixed assets less their residual value over their estimated useful lives, on both a straight line and reducing balance basis dependent on the category stated below.

Depreciation is provided on the following basis:

Minster bells	-	Straight line over 70 years
Communion Furniture	-	5% Reducing balance
Fixtures and fittings	-	25% Reducing balance
Office equipment	-	25% Reducing balance

2.7 Investments

Fixed asset investments are a form of financial instrument and are initially recognised at their transaction cost and subsequently measured at fair value at the Balance Sheet date, unless the value cannot be measured reliably in which case it is measured at cost less impairment. Investment gains and losses, whether realised or unrealised, are combined and presented as 'Gains/(Losses) on investments' in the Statement of Financial Activities.

2.8 Debtors

Trade and other debtors are recognised at the settlement amount after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

2.9 Cash at bank and in hand

Cash at bank and in hand includes cash and short-term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

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MATTHEW, CHELTENHAM**

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2022**

2. Accounting policies (continued)

2.10 Liabilities and provisions

Liabilities are recognised when there is an obligation at the Balance Sheet date as a result of a past event, it is probable that a transfer of economic benefit will be required in settlement, and the amount of the settlement can be estimated reliably.

Liabilities are recognised at the amount that the Charity anticipates it will pay to settle the debt or the amount it has received as advanced payments for the goods or services it must provide.

Provisions are measured at the best estimate of the amounts required to settle the obligation. Where the effect of the time value of money is material, the provision is based on the present value of those amounts, discounted at the pre-tax discount rate that reflects the risks specific to the liability. The unwinding of the discount is recognised in the Statement of Financial Activities as a finance cost.

2.11 Financial instruments

The Charity only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value with the exception of bank loans which are subsequently measured at amortised cost using the effective interest method.

2.12 Operating leases

Rentals paid under operating leases are charged to the Statement of Financial Activities on a straight line basis over the lease term.

2.13 Pensions

The Charity is a member of a multi-employer plan. Where it is not possible for the Charity to obtain sufficient information to enable it to account for the plan as a defined benefit plan, it accounts for the plan as a defined contribution plan. Please see note 21 for more details.

2.14 Fund accounting

General funds are unrestricted funds which are available for use at the discretion of the Trustee in furtherance of the general objectives of the Charity and which have not been designated for other purposes.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the Charity for particular purposes. The costs of raising and administering such funds are charged against the specific fund. The aim and use of each restricted fund is set out in the notes to the financial statements.

Investment income, gains and losses are allocated to the appropriate fund.

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST MARY WITH ST
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**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2022**

3. Critical accounting estimates and areas of judgment

Estimates and judgments are continually evaluated and are based on historical experience and other factors, including expectations of future events that are believed to be reasonable under the circumstances.

Critical accounting estimates and assumptions:

The Charity makes estimates and assumptions concerning the future. The resulting accounting estimates and assumptions will, by definition, seldom equal the related actual results. Such estimates and assumptions are applicable in the Trustees' assessment of the Charity's ability to continue as a going concern.

4. Income from donations and legacies

	Restricted funds 2022 £	Unrestricted funds 2022 £	Total funds 2022 £	Total funds 2021 £
Donations	25,240	461,660	486,900	444,295
Legacies	-	1,000	1,000	56,000
Total 2022	<u>25,240</u>	<u>462,660</u>	<u>487,900</u>	<u>500,295</u>
<i>Total 2021</i>	<u>11,274</u>	<u>489,021</u>	<u>500,295</u>	

5. Income from charitable activities

	Restricted funds 2022 £	Unrestricted funds 2022 £	Total funds 2022 £	Total funds 2021 £
Trading Income	-	7,296	7,296	811
Other Income	(331)	2,595	2,264	3,913
Total 2022	<u>(331)</u>	<u>9,891</u>	<u>9,560</u>	<u>4,724</u>
<i>Total 2021</i>	<u>-</u>	<u>4,724</u>	<u>4,724</u>	

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6. Investment income

	Restricted funds 2022 £	Unrestricted funds 2022 £	Total funds 2022 £	Total funds 2021 £
Investment income - listed investments	2,085	-	2,085	1,717
Investment income - bank interest	-	98	98	8
Total 2022	<u>2,085</u>	<u>98</u>	<u>2,183</u>	<u>1,725</u>
<i>Total 2021</i>	<u>1,717</u>	<u>8</u>	<u>1,725</u>	

7. Other incoming resources

	Unrestricted funds 2022 £	Total funds 2022 £	Total funds 2021 £
Other incoming resources	44	44	132
<i>Total 2021</i>	<u>132</u>	<u>132</u>	

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8. Analysis of expenditure on charitable activities

Summary by fund type

	Restricted funds 2022 £	Unrestricted funds 2022 £	Total 2022 £	Total 2021 £
Youth Room	6,327	-	6,327	-
Outreach Costs	49	18,066	18,115	14,766
Mission Giving	8,730	49,723	58,453	36,988
Staff Costs	298	168,031	168,329	169,917
Parish Share	-	124,926	124,926	124,926
Building Costs	-	33,183	33,183	21,423
Building Overheads	-	71,093	71,093	41,417
Rebranding	6,451	-	6,451	-
Other Admin Costs	-	23,897	23,897	21,677
Bible Costs	398	4,391	4,789	-
Worship Costs	-	6,739	6,739	6,788
Depreciation	-	23,311	23,311	21,425
Total 2022	22,253	523,360	545,613	459,327
Total 2021	-	459,327	459,327	

9. Independent examiner's remuneration

	2022 £	2021 £
Fees payable to the Charity's independent examiner for the independent examination of the Charity's annual accounts	2,000	1,925

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10. Staff costs

The average number of persons employed by the Charity during the year was as follows:

	2022 No.	2021 No.
Employees	<u>9</u>	<u>7</u>

No employee received remuneration amounting to more than £60,000 in either year.

All responsibility for managing the Charity rests with the PCC members and there are no key management personnel with delegated authority or budget responsibilities.

11. Trustee's remuneration and expenses

During the year, no Trustees received any remuneration or other benefits (2021 - £NIL).

During the year ended 31 December 2022, expenses totalling £5,050 were reimbursed or paid directly to 2 Trustees (2021 - £NIL to Trustee). All expenses relate to reimbursement of expenditure incurred by Trustees on behalf of the Charity.

12. Tangible fixed assets

	Plant and machinery £	Fixtures and fittings £	Office equipment £	Total £
Cost or valuation				
At 1 January 2022	349,783	140,169	154,657	644,609
Additions	-	42,081	5,056	47,137
At 31 December 2022	<u>349,783</u>	<u>182,250</u>	<u>159,713</u>	<u>691,746</u>
Depreciation				
At 1 January 2022	24,985	109,292	133,142	267,419
Charge for the year	4,997	12,502	5,811	23,310
At 31 December 2022	<u>29,982</u>	<u>121,794</u>	<u>138,953</u>	<u>290,729</u>

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12. Tangible fixed assets (continued)

	Plant and machinery £	Fixtures and fittings £	Office equipment £	Total £
Net book value				
At 31 December 2022	319,801	60,456	20,760	401,017
At 31 December 2021	324,798	30,878	21,514	377,190

13. Fixed asset investments

	Listed investments £
Cost or valuation	
At 1 January 2022	66,391
Revaluations	(7,755)
At 31 December 2022	58,636
Net book value	
At 31 December 2022	58,636
At 31 December 2021	66,391

14. Debtors

	2022 £	2021 £
Due within one year		
Trade debtors	599	582
Other debtors	1,333	6,379
Prepayments and accrued income	7,199	5,204
Tax recoverable	31,069	574
	40,200	12,739

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15. Creditors: Amounts falling due within one year

	2022 £	2021 £
Trade creditors	16,527	6,860
Other taxation and social security	3,430	2,479
Other creditors	-	440
Accruals and deferred income	16,771	2,423
	<u>36,728</u>	<u>12,202</u>

16. Financial instruments

	2022 £	2021 £
Financial assets		
Financial assets measured at fair value through income and expenditure	<u>53,876</u>	<u>126,786</u>

Financial assets measured at fair value through income and expenditure comprise cash at bank and in hand.

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**NOTES TO THE FINANCIAL STATEMENTS
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17. Statement of funds

Statement of funds - current year

	Balance at 1 January 2022 £	Income £	Expenditure £	Transfers in/out £	Gains/ (Losses) £	Balance at 31 December 2022 £
Unrestricted funds						
General Funds - all funds	119,582	472,693	(500,271)	(3,788)	(7,755)	80,461
Fixed Asset Fund	377,192	-	(23,310)	47,137	-	401,019
	<u>496,774</u>	<u>472,693</u>	<u>(523,581)</u>	<u>43,349</u>	<u>(7,755)</u>	<u>481,480</u>
Restricted funds						
Relief of sickness and distress	15,149	2,505	(1,000)	(5,975)	-	10,679
Town centre ministry	4,833	-	-	(4,420)	-	413
Bellringer funds	49	1,668	(49)	5,343	-	7,011
Tear Fund						
Aruna Oasis	66	20	-	-	-	86
Bibles	1,107	210	(398)	-	-	919
Youth room fund	15,125	-	(6,327)	(1,961)	-	6,837
CAMEO (Thursday Club)	1,428	50	(280)	(51)	-	1,147
Other restricted funds	35,093	8,620	(7,730)	(35,983)	-	-
Other restricted funds - rebranding	1,280	13,600	(6,451)	-	-	8,429
Rectors Discretionary Fund	-	220	(18)	(202)	-	-
Boiler	-	100	-	(100)	-	-
	<u>74,130</u>	<u>26,993</u>	<u>(22,253)</u>	<u>(43,349)</u>	<u>-</u>	<u>35,521</u>

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17. Statement of funds (continued)

Total of funds	<u>570,904</u>	<u>499,686</u>	<u>(545,834)</u>	<u>-</u>	<u>(7,755)</u>	<u>517,001</u>
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**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2022**

17. Statement of funds (continued)

Statement of funds - prior year

	<i>Balance at 1 January 2021 £</i>	<i>Income £</i>	<i>Expenditure £</i>	<i>Transfers in/out £</i>	<i>Balance at 31 December 2021 £</i>
Unrestricted funds					
General Funds - all funds	87,528	469,956	(437,902)	-	119,582
Fixed Asset Fund	391,246	7,371	(21,425)	-	377,192
	<u>478,774</u>	<u>477,327</u>	<u>(459,327)</u>	<u>-</u>	<u>496,774</u>
	<i>Balance at 1 January 2021 £</i>	<i>Income £</i>	<i>Expenditure £</i>	<i>Transfers in/out £</i>	<i>Balance at 31 December 2021 £</i>
Restricted funds					
Relief of sickness and distress	15,149	-	-	-	15,149
Town centre ministry	4,833	-	-	-	4,833
Bellringer funds	-	49	-	-	49
Tear Fund Aruna Oasis	66	-	-	-	66
Bibles	957	150	-	-	1,107
Youth room fund	-	15,125	-	-	15,125
CAMEO (Thursday Club)	1,428	-	-	-	1,428
Other restricted funds	13,829	14,225	-	8,319	36,373
	<u>36,262</u>	<u>29,549</u>	<u>-</u>	<u>8,319</u>	<u>74,130</u>
Total of funds	<u>515,036</u>	<u>506,876</u>	<u>(459,327)</u>	<u>8,319</u>	<u>570,904</u>

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17. Statement of funds (continued)

Relief of sickness and distress - Any relief of sickness and distress under the discretion of the Trustees and within limits delegated to the Rector.

Youth Room Fund - Funds raised directly to upgrade the Youth room and its fixtures and fittings.

Other Restricted Funds incl. Xmas Appeal - Funds raised and to be applied as per the relevant appeal summary.

Other restricted funds - rebranding - Funds for rebranding exercise including purchase of stationary, brand design, appearance such as blinds and curtains.

CAMEO - Funds specifically raised and to be used for CAMEO group. CAMEO is a group for all ages, offering a weekly opportunity for individuals to gather, enjoy one another's company and build community and friendship.

Town centre ministry - historic restricted fund to be used on ministry activities within Cheltenham.

18. Summary of funds

Summary of funds - current year

	Balance at 1 January 2022 £	Income £	Expenditure £	Transfers in/out £	Gains/ (Losses) £	Balance at 31 December 2022 £
General funds	496,774	472,693	(523,581)	43,349	(7,755)	481,480
Restricted funds	74,130	26,993	(22,253)	(43,349)	-	35,521
	<u>570,904</u>	<u>499,686</u>	<u>(545,834)</u>	<u>-</u>	<u>(7,755)</u>	<u>517,001</u>

Summary of funds - prior year

	Balance at 1 January 2021 £	Income £	Expenditure £	Transfers in/out £	Balance at 31 December 2021 £
General funds	478,774	477,327	(459,327)	-	496,774
Restricted funds	36,262	29,549	-	8,319	74,130
	<u>515,036</u>	<u>506,876</u>	<u>(459,327)</u>	<u>8,319</u>	<u>570,904</u>

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19. Analysis of net assets between funds

Analysis of net assets between funds - current year

	Restricted funds 2022 £	Unrestricted funds 2022 £	Total funds 2022 £
Tangible fixed assets	-	401,017	401,017
Fixed asset investments	-	58,636	58,636
Current assets	35,521	58,555	94,076
Creditors due within one year	-	(36,728)	(36,728)
Total	<u>35,521</u>	<u>481,480</u>	<u>517,001</u>

Analysis of net assets between funds - prior year

	<i>Restricted funds 2021 £</i>	<i>Unrestricted funds 2021 £</i>	<i>Total funds 2021 £</i>
Tangible fixed assets	-	377,190	377,190
Fixed asset investments	-	66,391	66,391
Current assets	74,130	65,396	139,526
Creditors due within one year	-	(12,202)	(12,202)
Total	<u>74,130</u>	<u>496,775</u>	<u>570,905</u>

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20. Pension commitments

Employees who wish to be a member of a pension scheme are members of the Church Workers Pension Fund. However, the scheme is a multiple employer scheme and the Charity is unable to identify its share of the underlying assets and liabilities.

The Parochial Church Council of the Ecclesiastical Parish of St Mary with St Matthew, Cheltenham participates in the Pension Builder Scheme section of the Church Workers Pension Fund (CWPF) for lay staff. CWPF is administered by the Church of England Pensions Board, which holds the CWPF assets separately from those of the The Parochial Church Council of the Ecclesiastical Parish of St Mary with St Matthew, Cheltenham and other participating employers.

CWPF has two sections:

1. the Defined Benefits Scheme
2. the Pension Builder Scheme, which has two subsections;
 - a. a deferred annuity section known as Pension Builder Classic, and,
 - b. a cash balance section known as Pension Builder 2014.

Pension Builder Scheme

Both sections of the Pension Builder Scheme are classed as defined benefit schemes.

Pension Builder Classic provides a pension, accumulated from contributions paid and converted into a deferred annuity during employment based on terms set and reviewed by the Church of England Pensions Board from time to time. Discretionary increases may also be added, depending on investment returns and other factors.

Pension Builder 2014 is a cash balance scheme that provides a lump sum which members use to provide benefits at retirement. Pension contributions are recorded in an account for each member. Discretionary bonuses may be added before retirement, depending on investment returns and other factors. The account, plus any bonuses declared is payable, unreduced, from age 65.

There is no sub-division of assets between employers in each section of the Pension Builder Scheme.

The CWPF schemes are considered to be a multi-employer scheme as described in Section 28 of FRS 102. This is because it is not possible to attribute the assets and liabilities to specific employers and means that contributions are accounted for as if the Scheme were a defined contribution scheme. The pensions costs charged to the SoFA in the year are the contributions payable (2022: £13,457, 2021: £13,442).

A valuation of the Pension Builder Scheme is carried out once every three years. The most recent valuation was carried out as at 31 December 2019. The next valuation is due as at 31 December 2022.

For the Pension Builder Classic section, the valuation revealed a deficit of £4.8m on the ongoing assumptions used. At the most recent annual review, the Board chose to grant a discretionary bonus of 10.1% following improvements in the funding position over 2022. There is no requirement for deficit payments at the current time.

For the Pension Builder 2014 section, the valuation revealed a surplus of £5.5m on the ongoing assumptions used. There is no requirement for deficit payments at the current time.

The legal structure of the scheme is such that if another employer fails, The Parochial Church Council of the Ecclesiastical Parish of St Mary with St Matthew, Cheltenham could become responsible for paying a share of the failed employer's pension liabilities.

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21. Operating lease commitments

At 31 December 2022 the Charity had commitments to make future minimum lease payments under non-cancellable operating leases as follows:

	2022	2021
	£	£
Not later than 1 year	228	912
Later than 1 year and not later than 5 years	-	228
	<u>228</u>	<u>1,140</u>

22. Related party transactions

The The Parochial Church Council of the Ecclesiastical Parish of St Mary with St Matthew, Cheltenham has not entered into any related party transaction during the year, nor are there any outstanding balances owing between related parties and the The Parochial Church Council of the Ecclesiastical Parish of St Mary with St Matthew, Cheltenham at 31 December 2022.