

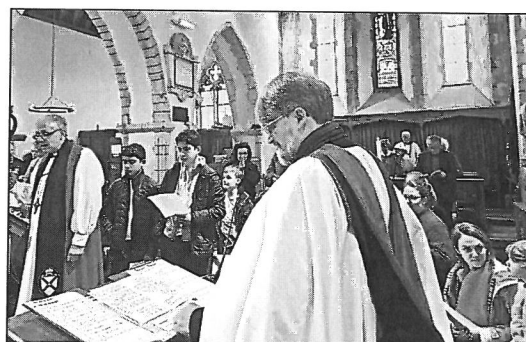
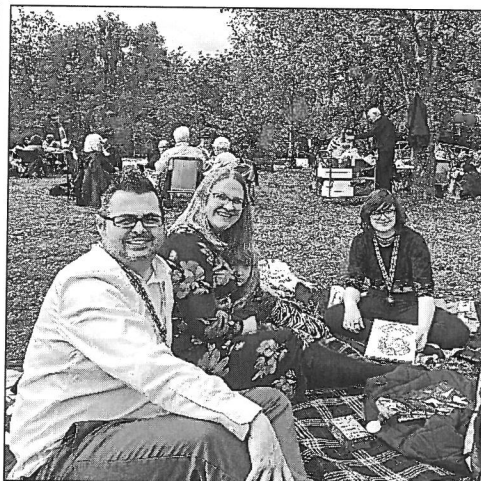
# Chalk Church

(St Mary the Virgin, Chalk)

an Anglican Church  
in the  
Diocese of Rochester  
and a

Registered Charity

Registration Number 1132081



## Annual Report & Financial Statements

for the year ended 31 December 2023

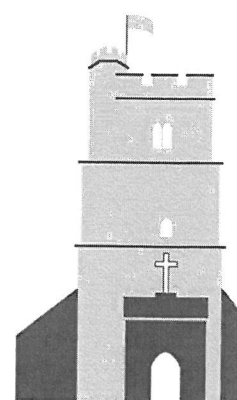


Chalk  
Church

*'Lifting High the Cross'*

Growing,  
Reaching Out  
& Stronger

in Christ by



Word & Deed

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## **Bottom:**

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# **St Mary the Virgin, Chalk**

## **Annual Report & Financial Statements of the PCC for the year ended 31st December 2023**

### **Part One**

#### **Reference and Administrative Details**

**Name:** The Parochial Church Council of the Ecclesiastical Parish of St Mary the Virgin, Chalk  
(known as PCC Chalk – a Registered Charity – registration number 1132081)

**Location:** The Parish Church, Barns and Woodland are located at Church Lane, Chalk, Gravesend, Kent DA12 2NL  
Chalk Parish Hall is located at Pirrip Close, Chalk, Gravesend, Kent DA12 2ND

**Address for Correspondence:** The Vicarage, 2A Vicarage Lane, Chalk, Gravesend, Kent DA12 4TF

#### **Members of the PCC & Charity Trustees**

**The following served throughout 2023 and to the date this report was approved:**

The Revd Nigel Bourne	(Vicar of Chalk & PCC Chairman)
Barbara Millatt	(Churchwarden & PCC Vice-Chair)
Steve Quinton	(Churchwarden)
Martin Lake	(Treasurer)
Karl Addy	(Deanery Synod Representative)
Emily Bourne	(Deanery Synod Representative)
Christoph Bull	(Assistant Churchwarden)
Jenny Ellett	(Assistant Churchwarden, co-opted post May 2023 APCM)
Duncan Garrod	Philippa Perry
Claire Youells	Anne Wilkinson
Ram Patla	Jane Abrehart

**In addition to the above, the following served from May 2023**

Suzanne Smit	Mark Addy
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**In addition to the above, the following served from September 2023**

The Revd Dr Mark Morgan	(Assistant Curate)
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**In addition to the above, the following served until May 2023**

Mike Hammock	Beverley Glanville
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#### **Bank**

National Westminster  
30, King Street  
Gravesend  
Kent DA12 2XX

#### **Independent Examiner**

Tanja Lawes  
Carleys  
Second Floor South, The Fitted Rigging House  
Anchor Wharf  
The Historic Dockyard  
Chatham  
Kent ME4 4TZ

## Preface by the Vicar of Chalk, Chairman of the PCC – Review of 2023

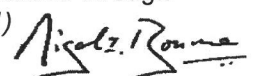
2023 saw the World Health Organization end COVID-19's status as a "global health emergency", but officially it remained a pandemic. The country and the church continued progress towards a new normal that increasingly looked a fair bit like the old normal, other than the fact that we were living with the painful decimation that had been caused both to lives and to the economy – factors that inevitably affected each other. Church attendance improved but did not regularly regain something like pre-covid levels until the Christmas services. Artificial Intelligence (AI) made a greater mark on the world through the year but many have concerns about where it will lead us. Without AI, human beings using their own intelligence (?) have been very able to make a huge and painful mess of various things, not least in wars, eg in Sudan and Ukraine. Various international factors such as the war in Ukraine also affected fuel and food prices. Inflation remained stubbornly high at around 9% for the first few months of the year, only fractionally off the 9.6% peak of 2022. High prices continued to prevent the barns by the church being converted to a (shared use) tearoom which would have brought a rental income into the church. (Eventually it was to become clear in early 2024 that the project would not go ahead for at least the foreseeable future.) There was also yet another terrible twist in the poor relations between the nation of Israel and the Palestinian people. An attack on Israeli civilians by Hamas killed over a thousand people and about 240 hostages were taken. This and much of the Israeli response, continues to have repercussions which will scar relations still further for generations to come. The Holy Land seems more like killing fields and is far from the eternal peace, harmony and wellbeing which God longs to bring to a new creation. Nevertheless, Christians believe this is something which God has secured for the future and which even now can, in significant measure, be known and experienced by individuals and communities as they are in relationship with Jesus, the Prince of Peace, because of what he has done on the Cross.

The proclamation and the living out of this gospel (or good news) has of course been a feature throughout the year and especially so at Christmas and Easter and as we have supported folk in weddings, baptisms and funerals. This has chimed with various elements of positive news such as the coronation of His Majesty King Charles III on 6 May, which we marked with a ringing of bells and a special service and picnic lunch the following day. Other positives included the installation in the church of both a new (and effective) under-pew heating system and a much upgraded tea station. We also gained planning permission that will eventually (we hope) allow the introduction of a lift to Chalk Parish Hall and the improvement of the space upstairs to give a committee room and an office that can be used in various ways for the management of the Hall and Parish – as well as still giving lots of storage space! Thanks to the generosity of Marion Boston, we also installed a new sign for the church, the design of which we have also incorporated into the three main spaces at the Hall. This is a bright and welcoming feature that somehow speaks of the church as a place for all seasons and all folk. The usual elements of Village Fete, Harvest Supper, Fireworks and Christmas Fair all played their part too in bringing a sense of fun and joy as covid memories began to be left behind. The generosity of folk has also allowed the PCC to make various charitable grants, including to the Hands of Compassion School in Zambia, all of which will have done something to bring a measure of healing to at least some of the brokenness mentioned earlier.

Other points of note include my being asked to deputize for the Civic Chaplain in June for the Borough's marking of Armed Forces Day. Rather than the obviously more solemn Remembrance activities, this is a celebration of all that the Armed Forces 'family', including the cadet forces, does for the country. As a Sea Cadet Chaplain for the unit based in the parish and with earlier service in the Royal Navy, this was a joy as well as a duty. Our 'placement person', Mark Morgan, transformed into our Assistant Curate in September 2023; Mark will be with us for about five years in this role as he completes his practical training as a member of the clergy, and it has been really good to work with him. Of course, the whole operation only works because so many people volunteer to do everything from making the coffee to looking after the woodland, managing the Hall and running various spiritual and practical activities. On behalf of the whole church here and, in many ways, the community of Chalk, I want to thank everyone for all their contributions, especially PCC members, lay ministers Janet and Michael Munson, churchwardens Barbara Millatt and Steve Quinton, our Treasurer Martin Lake (who began his handover of responsibilities to Ram Patla – thanks Ram!), Andy Howe (Hall manager), Sue Hammock for magazine editing and Hall booking etc, Mike Hammock for Barn Fellowship, and all who are helping with various elements of the young people's work (much of it under the *Loaves & Fishes* banner) and not least Julie Garrod, Jane Abrehart, Suzanne Smit, Philippa Perry and Joan Wall. (Sorry that I can't name everyone!)

Some progress is being made across the Deanery, and our new Bishop seems to be taking a more strategic view across the Diocese as a whole. Nevertheless, I was glad to give up my 'seat' on the Diocesan Synod after 25 years, and I am assuming the Area Dean role will continue only for one more year. There are a few more years before retirement is due and there is still much to do here – and this needs to continue as a joint effort! A joyful service in March to mark my being the Vicar of Chalk for 25 years (thanks to Joan for icing the cake and to Sue for baking it!) was also accompanied by a renewing by the congregation of our commitment to a vision to be stronger in Christ, to reach out and to grow as a family of all ages. What can we each offer to help achieve this? Love, time, talents, prayer, money, energy, encouragement, good ideas – and probably much more? Well, yes – they are all needed!

*Above all, love each other deeply... Each of you should use whatever gift you have received to serve others, as faithful stewards of God's grace in its various forms... so that in all things God may be praised through Jesus Christ. To him be the glory and the power for ever and ever. Amen. (1 Peter 4: 8-11)*



The Revd Nigel Bourne



## Introduction: Structure, Governance & Management

The Parochial Church Council of the Church of St Mary the Virgin, in the Ecclesiastical Parish of Chalk (generally known as *PCC Chalk* or, in context, *the PCC*) works with the Vicar of Chalk, the Revd Nigel Bourne to promote the whole mission of the church (see *Aims* etc below). This section of the report, Part One, gives an overview of our life including some information on finances etc, but focuses on our liturgical worship and the spiritual and practical aspects of our work. The main information regarding finances is given in Part Two, *Financial Statements*.

Although the PCC is a relatively recent (early 20<sup>th</sup> century) creation, it is the modern expression of a traditional rôle of the parish church with clergy and laity working together for the glory of God and the benefit of the whole community. This process has been working here in Chalk for over 1,000 years. The PCC is focussed mainly on the ecclesiastical parish of Chalk, but has a wider remit through various relationships not least through the structures of the Church of England, as well as through missionary and charitable links beyond the parish boundary.

The PCC, like the PCC of every Church of England parish has various rôles. Although it has some executive functions, as constituted by the legislation of the Church of England, our PCC is, primarily, a consultative committee charged firstly with the function of co-operation with the Vicar of Chalk who is, ex-officio, the PCC Chairman. In the context of mission and co-operation, the PCC is concerned with fund-raising and the proper safeguarding and use of the assets of our parish church as well as with our worship and other activities.

The parish church of St Mary's is virtually surrounded by fields and lies to the east of the populated area of Chalk, which is itself at the eastern edge of Gravesend in Kent. Adjacent to the church building is our car park with some church meeting rooms known as the Barns and an area known as St Mary's Woodland. At the centre of the village lies Chalk Parish Hall, a large purpose-built church and community centre which was opened in 2007. Adjacent to the Hall is a car park on which we hold a long lease.

### Charitable and Legal Status

The church here in Chalk has long been recognised as a charity operating through its PCC under rules established by the Charity Commission for England & Wales. In 2009 Chalk Church through its PCC, a body corporate, became a Registered Charity (number 1132081) with PCC members continuing as charity trustees and with that role highlighted through the registration process.

### Governing Documents

The legal basis on which the PCC has operated is set out both in the *Parochial Church Councils (Powers) Measure (1956)* and the *Church Representation Rules*, both as amended from time to time through General Synod.

### PCC Structure

The PCC has had a template for meetings in January and alternate months following. However, use of small groups and technology including email has kept the number of main business meetings down to a minimum and these will probably reduce to about four a year plus some shorter meetings. A Standing Committee has power to transact the business of the PCC between PCC meetings subject to any direction by the Council. While overall policy for the parish hall remains the responsibility of the PCC, the main running concerns of the hall are addressed by the Hall Committee, which is a committee of the PCC, with various members co-opted for their expertise regarding the hall. Similarly, groups operating for the PCC normally run both the fête and fireworks event.

### PCC Membership

Members of the PCC are either ex officio, co-opted or elected by the Annual Parochial Church Meeting (APCM) in accordance with the Church of England's *Church Representation Rules*. Normally there should at any one time be 12 directly elected members (with one third elected at each APCM) each member serving for three years (or less if filling a vacancy). After three years directly elected membership, members are not eligible for direct election for a period of one year. Deanery Synod Representatives are normally elected every third year at an APCM to serve for three years (or the remainder of the three years if elected subsequently). The next such Deanery election will be in 2026. They are ex-officio members of the PCC and help link our life to the wider life of the Diocese of Rochester and the Church of England. The names of all PCC members are listed at the beginning of Part One of this report.

### Other Authorised or Licensed Personnel

In addition to the clergy, some people have been specifically trained by the Diocese and authorised or licensed by the Bishop to assist in the regular teaching and pastoral ministry of the church. Each makes a unique contribution.

**Pastoral Assistant:** Janet Munson.

**Reader (Permission to Officiate):** Michael Munson.

## Aims & Purposes

The PCC works with the Vicar as a type of eldership to promote the good news or gospel of the Lord Jesus Christ. This mission has a particular focus within our parish of Chalk, but it engages with the wider church and the wider world, not least through *Churches Together in Gravesham*, the *Deanery of Gravesend*, and the *Diocese of Rochester*. Our mission is Christ-centred, spiritual, pastoral, evangelistic, social and ecumenical. We aim for the liturgical worship of the church (ie what we do in “services”) to assist the wider worship of the church, ie the offering of every member's life to God in his service or mission. Worship, in both senses of the word, gives glory to God and helps the church to growth in holiness or maturity in Christ. In turn this maturity helps us see how our service or mission needs to be focussed at any one time. Thus our eldership, or rôle of spiritual leadership, is exercised with practical responsibilities, not least for the maintenance of all church buildings and property.

### Vision Building Process

A vision building process built on earlier work was completed in 2017 and this should help us focus our thinking and activities as a church over the next few years. The PCC and congregation more widely reviewed the thinking in the vision and the congregation reaffirmed it in a service in March 2023. The aspiration is to achieve much of this **by Easter 2026**. The vision itself, sometimes called '*Lifting High the Cross*' can be summarised as follows:

#### The Renewed Vision:

...we will be stronger in Christ,  
and reaching out to impact the whole community,  
having grown significantly as a family of all ages.

Our vision has 5 'thrusters':

- Growth
- Greater Strength in Christ
- Communications
- Resources – personnel
- Resources – buildings & finance

Expanding on each of the thrusters:

**Growth** – our main thrust. There will be growth in faith and a marked increase in the size of the congregation, notably in the number of children and families, not least through *Loaves & Fishes*, young church and youth group

**Stronger in Christ** There will be an improved use of small groups so that every church member has an opportunity to develop as a disciple of Christ, to encourage and be encouraged. New groups/activities are being developed.

**Communications** There will be an increasingly effective communications network to reach members and people in the area using a range of modern and traditional media, including Facebook, bulk texting and email messaging.

**Resources – Personnel** There will be training and more use of teams and individuals in various critical rôles, paid and unpaid, clergy and lay. Diocesan/Deanery courses will help the leading of groups and occasional preaching.

**Resources – Buildings and Finances** There will be a review of all our property to ensure appropriate maintenance and improvement; there will also be increased donations to cover our increased commitments and our mission priorities, to give us options for growth and allow us generosity in away giving. Use of grants and income from EV chargers will help.

The vision emerged against the background of our understanding of our purpose and values: we defined these as:

#### Our Purpose:

The fellowship of Chalk Church believes that:

We exist to worship God,  
to grow in faith, understanding and numbers,  
sharing and spreading God's love and joy by  
word and deed.

#### Our Values:

Chalk Church is committed to:

listening to the Holy Spirit,  
especially through the Bible as God's word,  
to shape all our values and actions;  
with God's help we try to be:

- \* Inviting      \* Involving      \* Together
- \* Joyful        \* Welcoming    \* Supportive
- \* Creative in Proclamation

### PCC Meetings and Main Matters Discussed This Year

The atmosphere at PCC meetings and via email etc is always constructive, no doubt aided by the refreshments (when 'in-person'), provided beforehand by Barbara Millatt. Although a full range of opinions are voiced, when it comes to votes, these are almost always unanimous. Matters discussed have included: vision; safeguarding; financial position; treasurer appointment; banking review; dates/events for the year including the coronation weekend; *Loaves & Fishes*; Jubilee Garden; hall management; curacy; services; projects for replacing the church heating system and tea station; new sign for the church; barn development; hall development; hall rents. Correspondence or items for PCC consideration should be addressed to the PCC Secretary, Anne Wilkinson.

## Objectives & Activities

The PCC is committed to enabling as many people as possible to worship at our church and to become members of our church family or to work in partnership with us for the greater good. When planning the scope and detail of our activities the PCC is mindful of our need as a charity to provide a public benefit. This understanding has been shaped by the Charity Commission's guidance on public benefit including guidance to charities for the advancement of religion and helps shape our approach to our services of worship, events and activities. We realise that in addition to what happens in our services etc, the life of the church extends into the community through the attitudes and actions of our members in their day to day lives. These attitudes and actions are often informed or shaped by their faith. The PCC has an overview of all church activities and, with the clergy, reader, pastoral assistant and individuals recruited to particular tasks, the PCC aims to facilitate and organise activities to encourage and deepen faith, notably through:

worship and prayer, including 'the occasional offices',  
learning about the Bible and its gospel message,  
growing the church numerically and developing belief and trust in God, Father, Son and Holy Spirit,  
deepening connections with the community and supporting charitable, missionary and outreach work,  
maintenance and improvement of the parish church, the parish hall and their associated facilities.

We offer a wide range of different styles of public worship, traditional and modern, and the encouragement to grow to maturity in faith, not least through public worship and private prayer. Our approach is based on understanding the Christian faith as revealed in the Scriptures of the Old and New Testament and seeking to understand how scriptural principles challenge and comfort us today. This approach helps to develop a recognition of our responsibilities towards both God and his world. It also helps to address pastoral and spiritual needs of all who come, both regular members of the congregation and those who come for particular reasons, eg to be married or when there has been a bereavement. In addition to worship with an explicit encouragement to develop a faith in Jesus Christ as Saviour and Lord, we are involved with various projects that concern the practical well-being of a wide range of people, including the provision of facilities (and sometimes activities) for the elderly, parents and toddlers, other special needs groups and the support of other charities in the UK and overseas.

## Achievements & Performance

### Sunday Worship

While every day is an opportunity for worship in the sense of offering our lives to God, Sunday worship is a significant part of our Christian calling. In the context of public worship, joining together with the Lord's people on the Lord's Day, our fellowship aims to encourage and deepen the faith of each person who comes and also build up an awareness of that union which we have in Christ. This happens as we sing and give praise to God, as we reflect on his word to us and as we pray. Services create a space where we can expect to encounter both the encouragement and the challenge of God's love. The 8.30am and 4.30pm services are usually more reflective than the 10.30am services, which we want to be particularly accessible to newcomers (and at which we often use a large screen onto which we project words and pictures, which many, especially visitors find helpful).

The Vicar, Curate and Reader lead and preach at our various services. The Pastoral Assistant and Churchwardens also help, eg assisting with the chalice at Holy Communion. Occasionally there are guest speakers. Not to be confused with the authorised "Readers", members of the congregation sometimes help in the reading aloud from the Bible in the services. Anyone who would be willing to organise a rota for these is asked to speak to the Vicar. The wheels of the services are of course oiled by many, including the choir, musicians, the coffee team and "sidespeople", who greet the congregation and give out books or service sheets. All these (and other) contributions are necessary for our services to work as they do; it is significant example of our teamwork. The normal pattern of services is not quite fixed post-covid (and the pattern can change especially around festivals with details in magazine, weekly notice sheet and website) but is essentially as below. (Services are of a contemporary format, officially "Common Worship", unless they are indicated as services from the Book of Common Prayer (1662) with abbreviation BCP):

**8.30am BCP Holy Communion - 2nd & 4th Sundays** (There is a PCC prayer focus on 4<sup>th</sup> Sundays)

#### 10.30am Morning Service

Morning Service	- 1st Sundays
All-Age/Family Service	- 2nd Sundays
Holy Communion	- 3rd Sundays
Open House	- 4th Sundays
Songs of Praise	- 5th Sundays

#### Evening Service

BCP Holy Communion	- 1st Sundays - (in the parish hall starting at 4.30 pm followed by tea)
[No Service]	- 2nd Sundays
Tea with the Vicar	- 3rd Sundays (an informal event and service in the parish hall starting at 5pm)
[No Service]	- 4/5th Sundays



### **Weekday Worship and Major Festivals**

As with Sunday, there are normally many opportunities for public worship. The main midweek service is Holy Communion (BCP) at 9.30am on Wednesdays in term time. This is celebrated in the Holloway Hall at the parish hall. We also conduct Holy Communion services on principal feast days, mostly at St Mary's. Major festivals have a series of services associated with them, again, mostly at St Mary's although we also have an informal service and event at the end of the Easter, Summer and Christmas terms in the parish hall. This service builds on our weekly *Take-a-Break* event which reaches out particularly to the elderly and unwaged. Details are given in the Calendar of Dates issued two or three times a year, in the monthly magazine, posters, service sheets etc.

### **The Occasional Offices: Baptisms, Weddings & Funerals**

Baptisms usually take place during main Sunday morning services using a Common Worship pattern. Janet Munson has helped co-ordinate Baptisms. Anyone who would like to explore issues concerning the Christian faith and particularly with a view to taking a step of faith such as Baptism or Confirmation is encouraged to speak to the Vicar. Services of Marriage and Services of Prayer and Dedication are normally a feature in and around summer. All couples undergoing their services at Chalk normally receive several hours of marriage preparation arranged by the Vicar. It is our practice to preach a short sermon about marriage and give a small gift to the couple during their service. This ministry is supported by the efforts of many folk and normally includes the choir, organists and bell ringers. The Vicar hopes that we will continue to work at helping baptism families and wedding couples to take an on-going interest in the life of the Church. Funerals have been conducted by the Vicar assisted by the Curate mostly at St Mary's and the new Thames View Crematorium. We continue to see the complete cross section of tragedy, pain and bravery in the face of loss. Our hearts and prayers go out to the many bereaved families whose lives we touch. The Vicar is thankful for all those who help in these ministries, eg Peter Bull, our vergers at weddings and funerals. The Vicar encourages everyone to pray for all those involved in these ministries as well as those to whom they minister. Marriage registration rules changed significantly in 2021 and that required some training and the cessation of the use of marriage registers in all churches.

### **Prayer, Learning about the Bible and its Gospel Message & Developing Belief and Trust in God**

Many of the activities associated with these topics normally take place during Sunday and weekday worship including the occasional offices. In addition, there are normally regular small group midweek meetings and special courses run at various times, eg during Lent which allow a focus on certain Bible books or topics in some depth in the context of discussion, fellowship and prayer. The Chalk Bible Challenge (CBC) focussing on a particular set of readings usually lasts seven to ten weeks. A printed set of notes for each week of the Challenge is published and is made available in various ways to allow for personal reflection and a development of Bible knowledge, prayerful reflection and trust. This year's CBC (in Lent) used the Sunday readings from the Revised Common Lectionary. The Prayer Circle has about 20 members and prays regularly using a distributed sheet with weekly suggestions/topics. They also respond to urgent requests for prayer at any time when information is passed on by 'phone.

### **Growing the Church Numerically: Electoral Roll & Numbers Attending or Visiting the Church's Premises**

As at the APCM in May 2023 there were 111 people on the Church Electoral Roll, revised annually an entirely new roll is made every six years. The next new roll is due in 2025. We estimate that normally well over 2,000 different people attend or visit the church premises annually. In addition to our own website, we use the village Facebook sites to advertise our services and events – see **Chalk (Gravesend) - Past and Present. & Chalk People and Opinions** - <https://www.facebook.com/groups/1730024447212622/> Our posts often attract several positive comments. In addition to church members, there are often visitors to our services and large numbers attend the events we normally run such as *Take-a-Break*, the Fête, Fair and the Bonfire events each year.

### **Connections with the Community & reaching out across the age spectrum**

Notable here is the weekly term time activity *Take-a-Break*. Essentially this is run by a dedicated group of church members and normally provides a weekly coffee morning open to the whole village in the parish hall and has been running for nearly 30 years. This regularly achieves attendances of approximately 80. It is clear that the event is a highlight of the week for the many, largely elderly and unwaged, folk who come. Three times a year there is normally a lunch held for the same group instead of the coffee morning. In the week following each lunch, in the lead up to Christmas, Easter and the summer break, we aim to hold an informal service of worship in the hall. These informal services attract most of the *Take-a-Break* regulars, many of whom are not church members.

The church has over the years supported various groups helping people with autism, learning difficulties and mental health needs. This has included use of facilities, including use of the woodland area, provision of refreshments and simple acts of worship. Also, the *Loaves & Fishes For All* element of our *Loaves & Fishes* programme has continued to develop and is aimed at children and parents/carers who face some of these issues. We have also continued to support the local foodbank and more recently the Gravesend Hub which deals with homelessness issues.

*Tea with the Vicar* takes place in the parish hall on the third Sunday in a month. Starting at 5pm with a buffet tea (in a cafe style) and continues with an informal service at about 5.30-6pm. It has drawn a wide age group (c.30 people – reduced since Covid to about 15) including families with children and others who find the short late afternoon walk to and from the hall (in the centre of the village) an easier undertaking than the journey to church (beyond the edge of the main populated area of the village). In addition to the toddlers corner in church and *Young*



*Church* (our Sunday provision for any children present in church over toddler age), we hope that the puppet ministry, *Loaves & Fishes*, led by Julie Garrod, will continue to expand in various ways (eg with puppet-making for primary-school age children and older youngsters as part of the puppeteer team), and so help to engage youngsters across a wide range of ages. *Loaves & Fishes in the Forest* has continued on 4<sup>th</sup> Sundays for children up to about 11 during church services and regularly attracts 20+ children as well as their parents etc.

### **The Wider Community and the Wider Church Community**

We have two lay representatives as well as clergy representation on the local Gravesend Deanery Synod. The Vicar was also a member of the Diocesan Synod throughout the year, resigning after 25 years of service. The Rochester Diocese covers about 200 parishes in the historic north-west Kent area reaching into the London boroughs of Bromley and Bexley. These Synods and the group Churches Together in Gravesham allow for a flow of information and a degree of co-ordination of activity between the churches. The PCC makes a significant financial donation called 'Parish Share' to the Diocese every year. The Diocese uses this, in part, to pay the clergy. Through our Vicar, we also provide a chaplaincy service both for the local Sea Cadet Corps which is based in the parish and also (with other chaplains of various denominations) for Kent Police. The Vicar helped bring the national church credit union (CMCU) into being during 2014 and was for several years its Vice-President until retiring from the CMCU Board in 2019. (He is currently a member of the CMCU Supervisory Committee but has announced his intention to step down from this CMCU role at the beginning of 2025). CMCU is helping individuals and churches to borrow at fair interest rates.

### **Local Groups, Charities, Missionary Work and Similar Organizations Supported**

Other charities etc are being helped in various ways, eg by use of facilities and donations. The PCC commits to support local charities and the Hands of Compassion School in Zambia. Over £4,000 was paid or reserved for charitable causes including Hands of Compassion School £1,380, Embrace Middle East £180, Sea Cadets £414, Kent Search & Rescue £500 and local charities: Gravesend Hub £1,000, Gravesham Food bank £1,000. Also, we organise collections totalling £1,300 for the Church of England Children's Society in the UK. Envelopes for Christian Aid were available in the pews raising £676. The PCC, while gaining a rental income from Hall bookings, subsidizes the use of the Hall in various ways to community groups such as the Chalk Village Pre-School.

### **Buildings and Property**

To facilitate our work with its pattern and programme of activities it is extremely important that we maintain and, where possible and appropriate, improve the fabric and facilities of all church buildings and property. The buildings and property essentially comprise, the Parish Church of St Mary the Virgin, Chalk, its churchyard and the adjacent land and buildings comprising the Barns, St Mary's Woodland and the car park off Church Lane and Chalk Parish Hall in Lower Higham Road. We have a long lease on the car park adjacent to the hall. (The larger scale aspects of maintaining the Vicarage are mostly undertaken by the Diocese – a quinquennial inspection took place in 2021, supported by parish share and other common resources, although contributions are sometimes made by the PCC and Vicar.) A quinquennial (ie five-yearly) report on the fabric of the parish church was completed in 2020. This was essentially very positive about the physical structure of the building, which is very gratifying in the light of all the work to the roof and tower in 2008. The next church quinquennial inspection building is due in 2025.

### **Some Details of This Year's Work on the Buildings etc**

At various points in 2023 a Community Payback team was able to complete various jobs around the churchyard, barns and church. The council continued to mow the churchyard, Duncan took care of the woodland, and Marion and Eric worked hard on the Garden of Remembrance and the flower bed by the church path. Fire extinguishers are checked and the lightning conductor tested on a periodic basis. We are grateful for everyone's hard work. Steve Quinton continues to apply for various grants to help improve different aspects of the properties (thanks to the small team of helpers!) and to address ongoing maintenance highlighted in the latest church quinquennial inspection. The pond/garden area of the woodland is being steadily improved, and Gary Cordice is doing much of this work. A commemorative stone for the Jubilee Garden is awaited following some issues with the design. We twice experienced problems with the organ system; this may have been caused by intrusive squirrels. We think we have stopped access and await a final repair to the organ.

### **[Covid-19 stopped some activities & much of the following remains under review prior to any restarting**

*Tea and Toast* was a weekly early morning event (Thursdays, 8.45am – 9.45pm) run by church members in the small room at the parish hall. This offered free refreshments and a simple snack to staff, parents, carers and children associated with the pre-school who use the back rooms at the parish hall. Appreciated by all concerned it has helped cement our relationship with the Pre-School. On the first Friday of most months a short service with hymns was held in the lounge of Mullender Court, a retirement housing complex in the parish, attended by several of the residents and usually led by the Vicar or Michael Munson. On most months approximately 50 homes were visited as part of a long-standing parish visiting scheme *You are Welcome*. This scheme's aim has been to ensure that every home in the village is visited over an approximately three-year cycle. It started in the mid-2000s and so every home has been visited several times. On these occasions a free copy of the magazine is given and an invitation made to our services and events. In conjunction with *You are Welcome* and also following up on other pastoral contacts, many letters were usually written to people throughout the year inviting them to particular events and services such as the Village Fête, and the November bonfire and firework event.]

## Financial Review

This year's financial results show at long last the restoration of our finances to 2019 pre-covid levels of income and expenditure. We started 2023 in a healthy financial position and, despite a UK economic crisis in the autumn, rising inflation, rising interest rates, spiralling energy costs and rising labour costs, we ended the year only slightly impacted by these. Some impact our church finances but others do not. We incur no borrowing costs and food inflation has no impact but we are impacted by energy prices and general price increases passed on by suppliers for services and labour/material costs. Overall, unrestricted income increased by 9% this year compared to last year. This has helped offset our increased expenditure. In total, our unrestricted expenditure exceeded unrestricted income and we therefore incurred a loss of £7,288. (This does include depreciation of £6,128.)

### A summary of financial activity (previous year's figures in brackets).

Total gross **receipts** of unrestricted funds was £117,331 (£107,557). This is represented by three income streams:

- *Voluntary donations* of £68,945 (£59,283)
- *Fund raising activities* of £16,299 (£17,791)
- *Church activities*, such as weddings, funerals and hall lettings of £32,087 (£30,205).

Total gross unrestricted **expenditure** of £124,619 (£116,359) was spent to provide Christian ministry at St. Mary's Chalk.

Notable highlights are:-

(i) A majority grant funded new church heating system £18,980 (ii) funding our continued growth initiative called 'Loaves and Fishes' with £5,347 (£3,483) from church funds. (iii) an improved contribution of £50,000 (£46,000) to Rochester Diocese towards clergy stipends, housing, training and pensions. (iv) a new tea station servery in church £5,131. (v) donations to charity increased by 17% to £5,031. (vi) Legacy income of £5,982 (vii) The Parish Hall generated income of £28,088 (£24,240) and, after deducting running costs, general maintenance and depreciation, a profit of £1,692 (-£9,845) was made. (viii) Parochial fees for weddings and funerals contributed £3,999 (£5,965) - there were 4 (8) couples married at church. (ix) Net income from fund raising events was £9,009 (£12,795). At year-end the net movement (loss) of unrestricted funds was -£7,288 (-£8,803).

## Reserves Policy

It is PCC policy to try and maintain a balance of free reserves (net current assets) which equates to at least 3 months unrestricted payments. This is the equivalent to approximately £31,000. The balance as at 31<sup>st</sup> December of total free reserves is £89,544 and is made up of £22,224 set aside for church and hall repairs and organ fund, £23,870 of restricted funds and £43,450 of free reserve funds. It is our policy to invest fund balances with the Churches Mutual Credit Union and the Diocesan Central Board of Finance.

## Various Matters including Risk Assessments and the Future

We are required to consider the risks we face and have policies that address the risks so as to minimize the chances of them occurring or minimize the effect if they do occur. The greatest risks to the mission of the church lie in four main areas:

- a failure to grow the church by continually renewing the membership through evangelism and mission generally;
- a failure to attract or maintain and grow appropriately gifted leaders, lay and ordained;
- a failure to renew the physical and financial resources of the church;
- a failure to prevent reputational damage from poor decisions, scandals or tragedies of various kinds.

While all of these are important and have had some attention, the renewed vision process has led to a particular focus on the first of these issues. The policies of the PCC are explicitly aimed at avoiding such difficulties by growing the church numerically and spiritually, by training (including the use of Diocesan resources), by maintaining a high level of financial support to the Diocese, by good stewardship of financial and material resources, and by use of good procedures in practical matters. To this end, for example, the PCC insures church property, incorporates and arranges regular checks of fire extinguishers etc, adopts each year the Diocesan policies for the protection of children and vulnerable adults, including the requirement for Disclosure & Barring Service (DBS) checks (formerly known as CRB) for all relevant personnel. In addition, the PCC is reviewing information held on file, eg it has produced a Health & Safety document. Formal risk assessments of the fête and the fireworks event are made each year they are held. The Vicar, Churchwardens, Treasurer, Hall Manager and PCC, as appropriate, routinely consider risks associated with our buildings and activities particularly when something new is planned or work envisaged but also when reviewing our normal operations. The general approach is to minimise risks (especially where a significant problem might result) and to put in place such mitigating factors that will reduce the impact of any adverse incident. A simple risk register is being worked on.

### **The Diocese, Diocesan Budget, Parish Share etc and the Future**

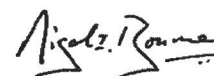
The Diocese now indicates to each parish the figure that it feels is appropriate for the parish to contribute or offer as 'Parish Share'. The formula is complicated but is essentially related to the income of a parish, although when all the parishes of the Diocese are affected by reductions of income (eg because of a long-lasting pandemic), experience has shown that the amount requested is not always reduced from earlier levels. Nevertheless, the parish share remains a gift to the Diocese that each parish decides it is able to make. In that context, we have reduced our offer from pre-pandemic levels but increased it from last year. A separate payment towards stipend and associated costs is not requested. However, the element of the fees that comes into a parish for weddings and funerals (previously used to help in paying for the parish clergy in that particular parish) is now legally the property of the Diocese. Coupled with this, the Diocese itself remains responsible for paying the parish clergy. In order for the system to work sustainably, on average, the parishes need to pay into the Diocese in parish share etc, what the Diocese pays out in stipends etc. In reality, some poorer parishes will not be able to afford this, so other parishes are expected to pay more. While some level of subsidy will work, if the level becomes too high, that will not be sustainable, and this is, in fact, the territory that the Diocese has been in for some time, ie the amount of money being asked for from the parishes as a total sum is not being met by the sum of the actual offers. This is reflected in the situation at Chalk; ie we can normally, including the fee income, cover the cost of our Vicar, but we cannot pay the full extra amount that the Diocese wants in order to help pay the shortfall from the poorer parishes who are not covering the cost of their clergy.

Currently, the number of paid clergy (full-time equivalent) posts is falling and there is a consistent shortfall from the parishes taken as a whole in the money requested by the Diocese. The Diocese continues to balance its books by the use of reserves and the sale of freehold property (and support from the Church Commissioners), a situation that cannot continue for ever. Nevertheless, this is at least fairly transparent and there is a stated aspiration that the books must be balanced in a more sustainable transparent way. Clergy pay (technically "stipends") was frozen or subject to below-inflation increases for some time but this is now changing – good for individual vicars, but potentially making the problem for the Diocese harder to solve. A new 'total return' policy will allow some reserves to be invested in more creative ways. This may prove successful, but it will take some years before we can be sure and, even so, overall decline in paid clergy numbers seems likely to continue and some form of sharing clergy resources across parishes seems inevitable.

There are various bridges that may have to be crossed when we come to them, but it has been the belief of the PCC that Chalk should, normally, continue to pay a level of parish share which (when combined with the fee income passed to the Diocese) covers at least the costs of the incumbent (as calculated by the Diocese). (NB this is a lot more than is actually paid to the clergy as it includes National Insurance, pension contributions, training and administration costs.) However, there may be times when the needs within the parish, or the moneys coming into the parish (or a combination of the two) will mean that the PCC will need to reduce the money paid to the Diocese for (it would be hoped) a particular year or very small number of years.

While the Diocese of Rochester and the Deanery of Gravesend both have a part to play, the PCC feels that if this parish and the parishes generally rely too heavily on the contributions and strategies of the Deanery and Diocese, there will be failures of the church at the parish level. It is not so much about being self-sufficient - God willing we will always see that we have things to gain from, as well as contribute to, the wider church. Rather it is about developing a reliance on God, his Word and the talents and other resources he has given us and listening to God that we use all that he has given in a way that discharges our specific responsibilities locally in the parish as well as in the Diocese and beyond thus bringing glory to God. The PCC remains very grateful for the help received during 2017 from Bryn Hughes, a committed Christian and a skilled professional in the area of vision and strategy. Very sadly, Bryn died in December 2023 after six years of illness where he continued to touch the lives of many in a very positive way. His earlier work in Chalk was important in helping us discern the vision to be "at the heart of our community", and significantly this bore fruit in all that has happened through the building of Chalk Parish Hall. His latter work in Chalk has already borne some fruit by encouraging us to begin the *Loaves & Fishes* programme. In turn this has given us confidence to go on funding this ministry which is contributing to a process of helping us be stronger in Christ, reaching out and growing as a family of all ages, lifting high the cross. We pray that further progress will be made in the coming years to the glory of God.

**Approved by the PCC on 3rd May 2024 by email and signed on its behalf by the Vicar of Chalk,  
the Revd Nigel Bourne, Chairman of the Parochial Church Council.**



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# St Mary the Virgin, Chalk

Annual Report &  
Financial Statements of the PCC  
for the year to 31 December 2023

## Part Two

### Financial Statements

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF**

**PAROCHIAL CHURCH COUNCIL ST MARYS THE VIRGIN CHALK**

I report on the annual report and financial statements of the charity for the year ended 31 December 2023, which are set out in Part One and Part Two of this document.

**Respective Responsibilities of Trustees and Examiner**

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

It is my responsibility to:

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

**Basis of Independent Examiner's Report**

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

**Independent Examiner's Statement**

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

1. accounting records were not kept as required by section 130 of the Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of the Act.

In my opinion there are 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.

Second Floor South  
The Fitted Rigging House  
The Historic Dockyard  
Chatham  
Kent  
ME4 4TZ



T Lawes FCA  
Carleys

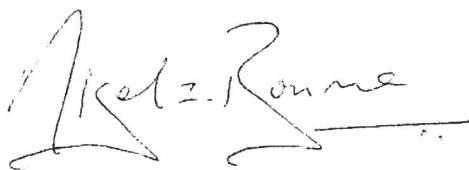
**PAROCHIAL CHURCH COUNCIL ST MARY THE VIRGIN CHALK**  
**STATEMENT OF FINANCIAL ACTIVITIES 31 DECEMBER 2023**

	<b>note</b>	<u>Unrestricted funds</u>	<u>Restricted funds</u>	<u>Endowment funds</u>	<u>TOTAL 2023</u>	<u>TOTAL 2022</u>
<b>INCOME &amp; ENDOWMENTS:</b>						
Donations and legacies						
Voluntary income	<b>2a</b>	68,945	14,370	0	83,315	67,231
Activities for generating funds	<b>2b</b>	15,686	0	0	15,686	17,791
Income from investments	<b>2c</b>	613	0	0	613	279
Church Activities	<b>2d</b>	32,087	7,953	0	40,040	34,430
<b>TOTAL INCOME</b>		<b>117,331</b>	<b>22,323</b>	<b>0</b>	<b>139,654</b>	<b>119,731</b>
<b>EXPENDITURE:</b>						
Church activities	<b>3a</b>	117,942	10,561	0	128,503	124,409
Raising Funds	<b>3b</b>	6,677	7,303	0	13,980	9,296
<b>TOTAL EXPENDITURE</b>		<b>124,619</b>	<b>17,864</b>	<b>0</b>	<b>142,483</b>	<b>133,705</b>
NET INCOMING/ (OUTGOING) RESOURCES		(7,288)	4,459	0	(2,829)	(13,974)
GAINS AND (LOSSES) ON INVESTMENTS		0	0	584	584	(827)
CONTRIBUTIONS IN KIND	<b>7</b>		18,980		18,980	
NET MOVEMENT OF FUNDS		(7,288)	23,439	584	16,735	(14,801)
BALANCES BROUGHT FORWARD AS AT 1 JANUARY 2023		560,616	169,987	6,198	736,801	751,602
BALANCES CARRIED FORWARD <b>31 DECEMBER 2023</b>		<b>553,328</b>	<b>193,426</b>	<b>6,782</b>	<b>753,536</b>	<b>736,801</b>

**PAROCHIAL CHURCH COUNCIL ST MARY THE VIRGIN CHALK****BALANCE SHEET AT 31 DECEMBER 2023**

	<b>Note</b>	<b><u>2023</u></b>	<b><u>2022</u></b>
<b>FIXED ASSETS</b>			
Tangible fixed assets	<b>5a</b>	657,209	649,326
Investment assets	<b>5b</b>	6,782	6,198
		<u>663,991</u>	<u>655,524</u>
<b>CURRENT ASSETS</b>			
Debtors	<b>8</b>	7,152	16,083
Short term deposits		15,248	12,641
Prepayments		0	3,132
Cash in hand		79,867	65,573
		<u>102,267</u>	<u>97,429</u>
<b>SHORT TERM LIABILITIES:</b>			
amounts due within 1 year	<b>9</b>	12,722	16,152
		<u>89,545</u>	<u>81,277</u>
<b>NET CURRENT ASSETS</b>			
<b>LONG TERM LIABILITIES</b>			
amounts due within more than 1 year	<b>9a</b>	<u>0</u>	<u>0</u>
<b>NET ASSETS</b>		<u><u>753,536</u></u>	<u><u>736,801</u></u>
<b>FUNDS</b>			
	<b>6</b>		
Unrestricted		553,328	560,616
Restricted		193,426	169,987
Endowment		6,782	6,198
<b>TOTAL EQUITY</b>		<u><u>753,536</u></u>	<u><u>736,801</u></u>

Approved by the Parochial Church Council on 25th April 2024 and signed on its behalf by:



The Revd Nigel Bourne (Vicar & PCC Chairman)



**PAROCHIAL CHURCH COUNCIL ST MARYS THE VIRGIN CHALK**  
**NOTES TO THE STATEMENT OF FINANCIAL STATEMENTS**  
**YEAR TO 31 DECEMBER 2023**

The PCC operates legally under the Parochial Church Council Powers Measure (1956) and the Church Representation rules (2011) as amended from time to time through General Synod. The principal address is The Vicarage, 2a Vicarage Lane, Chalk, Gravesend, Kent DA12 4TF.

## **1. ACCOUNTING POLICIES**

The PCC is a public benefit entity within the meaning of FRS102. The financial statements have been prepared under the Charities Act 2011 and in accordance with the Church Accounting Regulations 2006 governing the individual accounts of PCC's and with the Regulations' 'true and fair view' provisions, also they have been prepared under FRS102 (2016) as the applicable accounting standards and the 2016 version of the Statement of Recommended Practice, Accounting and Reporting by Charities (SORP(FRS102)).

### **ASSETS**

#### **Consecrated and benefice property**

In so far as consecrated and benefice property of any kind is excluded from the statutory definition of 'charity' by Section 10(2) (a) and (c) of the Charities Act 2011 such assets are not capitalised in the financial statements.

#### **Moveable church furnishings**

Movable church furnishings held by the Vicar and Churchwardens on special trust for the PCC, and which require a faculty for disposal, are accounted as inalienable property unless consecrated. They are listed in the church's inventory, which can be inspected (at any reasonable time). For inalienable property acquired prior to (2000) there is insufficient cost information available and therefore such assets are not valued in the accounts. Items acquired since 1 January 2000 have been capitalised and depreciated in the accounts over their currently anticipated useful economic life (initially over 5 years) on a straight-line basis.

#### **Tangible fixed assets for use by the charity**

These are capitalised if they can be used for more than one year and cost at least £1,000.

#### **Investments**

Investments are quoted at market value as at 31 Dec 2023.

#### **Short term deposits**

These are cash holdings on deposit with CBF Church of England funds, at Natwest Bank and Barclays Bank or with CMCU (Churches Mutual Credit Union)

#### **Current Assets**

Amounts owing to the PCC at 31 December in respect of fees, rents or other income are shown as debtors less provision for amounts that may prove uncollectable.

#### **Current Liabilities**

Goods and services received by the year end but not yet invoiced or paid for are included in the accounts as accruals. Wedding deposits received in respect of the following year are deferred.

Cont....

## **Incoming resources**

### ***Voluntary income and capital sources***

- Collections are recognised when received by or on behalf of the PCC.
- Planned giving receivable under Gift Aid is recognised only when received.
- Income tax recoverable on Gift Aid donations is recognised when the income is recognised.
- Grants and legacies to the PCC are accounted for as soon as the PCC is notified of its legal entitlement, the amount due is quantifiable and its ultimate receipt by the PCC is reasonably certain.
- Funds raised by the fete, bazaars and similar events are accounted for gross.
- Sales of books and magazines from the church bookstall are accounted for gross.

### ***Other income***

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

### ***Income from investments***

- Dividends are accounted for when due and payable. Interest entitlements are accounted for as they accrue. Tax recoverable on such income is recognised in the same year.

### ***Gains and losses on investments***

- Realised gains or losses are recognised when investments are sold.
- Unrealised gains or losses are accounted for on revaluation of investments at 31 December.

## **Resources used**

### ***Grants***

- Grants and donations are accounted for when paid over, or when award creates a binding obligation on the PCC.

### ***Activities directly relating to the work of the Church***

- The Parish Share contribution to Rochester Diocese made under the 'Offer' system is accounted for when paid. Any unpaid amount at 31 December is provided for in these accounts as an operational (though not legal) liability and is shown as a creditor in the Balance Sheet.

### ***Volunteers***

- The accounts do not show the monetary value of volunteers who have assisted during the year.

## **FUNDS**

### **Unrestricted Funds**

These represent the remaining income funds of the PCC that are available for spending on the general purposes of the PCC, including amounts designated by the PCC for fixed assets for its own use or for spending on future projects and which are therefore not included in its 'free reserves' as disclosed in the Trustees Report.

### **Restricted Funds**

These are income funds that must be spent on restricted purposes and details of the funds held and restrictions provided are shown in the notes to the accounts.

### **Endowment Funds**

These are restricted funds that must be retained as trust capital either permanently or subject to a discretionary power to spend capital as income, and where the use of any income or other benefit derived from the capital may be restricted or unrestricted. Full details of their restrictions are shown in the notes to the accounts.

**PAROCHIAL CHURCH COUNCIL ST MARY THE VIRGIN CHALK**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITIES**  
**31 DECEMBER 2023**

<b>2</b>	<b>INCOME &amp; ENDOWMENTS</b>	<u>Unrestricted</u>	<u>Restricted</u>	<u>Endowment</u>	<u>TOTAL</u>	<u>TOTAL</u>
Note		<u>funds</u>	<u>funds</u>	<u>funds</u>	<u>2023</u>	<u>2022</u>
		<u>£</u>	<u>£</u>	<u>£</u>	<u>£</u>	<u>£</u>
	<b>Voluntary income</b>					
<b>2a</b>	Planned giving:					
	Gift Aid donations	34,751	0	0	34,751	34,109
	Tax recoverable	15,605	0	0	15,605	7,495
	Collections (open plate)	9,619	0	0	9,619	8,591
	Grants	0	1,020	0	1,020	11,283
	Donations, appeals, etc.	2,988	13,350	0	16,338	4,753
	Legacies	5,982	0	0	5,982	1,000
		<b>68,945</b>	<b>14,370</b>	<b>0</b>	<b>83,315</b>	<b>67,231</b>
<b>2b</b>	<b>Activities for generating funds</b>					
	Bookstall/Mag Adverts	786	0	0	786	709
	Summer Fete	2,904	0	0	2,904	3,442
	Firework Display	8,609	0	0	8,609	10,510
	Christmas Bazaar	1,971	0	0	1,971	1,748
	100 Club	1,304	0	0	1,304	1,276
	Teas/Coffees	32	0	0	32	0
	Other	80	0	0	80	106
		<b>15,686</b>	<b>0</b>	<b>0</b>	<b>15,686</b>	<b>17,791</b>
<b>2c</b>	<b>Income from Investments</b>					
	Investment income	0	0	0	0	0
	Dividends & Bank deposit interest	613	0	0	613	279
	Misc Income	0	0	0	0	0
		<b>613</b>	<b>0</b>	<b>0</b>	<b>613</b>	<b>279</b>
<b>2d</b>	<b>Income from church activities</b>					
<b>12</b>	Church hall lettings etc.	28,088	0	0	28,088	24,240
	Fees (Weddings & Funerals)	3,999	0	0	3,999	5,965
	Take-a-Break	0	7,953	0	7,953	4,225
		<b>32,087</b>	<b>7,953</b>	<b>0</b>	<b>40,040</b>	<b>34,430</b>
	<b>Total Income</b>	<b>117,331</b>	<b>22,323</b>	<b>0</b>	<b>139,654</b>	<b>119,731</b>

**PAROCHIAL CHURCH COUNCIL ST MARY THE VIRGIN CHALK**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITIES**  
**31 DECEMBER 2023**

<b>3 EXPENDITURE</b>	<u>Unrestricted</u>	<u>Restricted</u>	<u>Endowment</u>	<u>TOTAL</u>	<u>TOTAL</u>
Note	<u>funds</u>	<u>funds</u>	<u>funds</u>	<u>2023</u>	<u>2022</u>
<b>3a Church Activities</b>					
Missionary and charitable giving					
Overseas					
Overseas relief and development agencies	562	0	0	562	2,560
Home missions and other societies	4,469	8	0	4,477	1,739
Ministry			0		
Contribution to Rochester Diocese	50,000	0	0	50,000	46,000
Loaves & Fishes (puppet ministry)	6,269	0	0	6,269	4,627
Other costs	2,461	0	0	2,461	806
Church running costs & maintenance	19,108	2,820	0	21,928	16,139
Major repairs (tower & roof)	0	0	0	0	0
Expenditure on parish magazine and bookstall	0	0	0	0	0
Upkeep of other PCC property	8,346	2,764	0	11,110	21,069
Church hall running costs	15,011	0	0	15,011	14,556
Organists payments	0	0	0	0	0
Administration including professional fees	1,992	0	0	1,992	2,642
Printing and stationery	2,786	0	0	2,786	2,579
Depreciation on hall and church equipment	6,128	4,969	0	11,097	10,912
	<b>117,132</b>	<b>10,561</b>	<b>0</b>	<b>127,693</b>	<b>123,629</b>
<b>Support Costs</b>					
Independent Examiner's fee	810	0	0	810	780
	<b>117,942</b>	<b>10,561</b>	<b>0</b>	<b>128,503</b>	<b>124,409</b>
<b>3b Raising funds</b>					
Christmas Bazaar	243	0	0	243	201
Firework Display	4,941	0	0	4,941	3,662
Summer Fete	1,449	0	0	1,449	1,091
Fund Generation - Other	0	0	0	0	0
Costs of stewardship campaign	44	0	0	44	42
Take-a-Break	0	7,303	0	7,303	4,300
	<b>6,677</b>	<b>7,303</b>	<b>0</b>	<b>13,980</b>	<b>9,296</b>
<b>TOTAL RESOURCES EXPENDED</b>	<b>124,619</b>	<b>17,864</b>	<b>0</b>	<b>142,483</b>	<b>133,705</b>

**4 STAFF & RELATED PARTY TRANSACTIONS** (last year in brackets)

Vicar's stipend is paid by Rochester Diocesan Board of Finance

The PCC employs no paid staff.

Julie Garrod, a trustee, was paid consultancy fees of £4,413 (£3,470) for running the Loaves & Fishes outreach program.

Nigel Bourne, PCC Chairman and trustee was reimbursed £2,482 for 18 mths ministry expenses.

There are no related party transactions or payments to other trustees to report.

Aggregate donations by 12 Trustees is £9,480 (£9,052)



**PAROCHIAL CHURCH COUNCIL ST MARY THE VIRGIN CHALK**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITIES**  
**31 DECEMBER 2023**

**5 FIXED ASSETS FOR USE BY THE PCC**

<b>5a Tangible fixed assets</b>	<u>Freehold land and buildings</u>	<u>Church equipment</u>	<u>Paintings/ Statue</u>	<u>TOTAL</u>
Actual/deemed costs				
at 1 Jan 2023	799,518	38,785	1,100	839,403
additions	0	18,980	0	18,980
disposals	0	0	0	0
at 31 December 2023	799,518	57,765	1,100	858,383
Depreciation				
at 1 January 2023	155,553	34,524	0	190,077
charge for the year	9,211	1,886	0	11,097
Adjustment	0			0
disposals	0	0	0	0
at 31 December 2023	164,764	36,410	0	201,174
Net book value				
at 31 December 2023	634,754	21,355	1,100	657,209
at 1 January 2023	643,965	4,261	1,100	649,326

The freehold land and building comprise the land and buildings at the Parish Hall, Lower Higham Road, Chalk and the land adjacent to the Church comprising The Woodland, car park and two barns.

Depreciation is provided to write off the cost over the expected useful life of the assets, on a straight line basis, at the following annual rates.

Parish Hall	1%
Parish Hall equipment	5-10%
Church equipment	20%
Church Barns	3%
Land and paintings, etc. are not depreciated.	

**5b Investment fixed assets**

Movements in the year

Market value

at 1 January 2022	6,198
revaluation gain or loss	584
at 31 December 2023	6,782

The holding at 31 December 2023 was 300 units in CBF Church of England Investment Fund for the maintenance of the chancel.

<b>6 ANALYSIS OF NET ASSETS BY FUNDS</b>	<u>unrestricted funds</u>	<u>restricted funds</u>	<u>endowment funds</u>	<u>TOTAL 2023</u>
Fixed assets for Church use	488,653	168,556		657,209
Investment fixed assets			6,782	6,782
Current assets	71,310	30,957		102,267
Current liabilities	-6,635	-6,087		-12,722
	553,328	193,426	6,782	753,536

**PAROCHIAL CHURCH COUNCIL ST MARY THE VIRGIN CHALK**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITIES**  
**31 DECEMBER 2023**

	<b><u>2023</u></b>	<b><u>2022</u></b>		
<b>7 Donations in kind</b>				
Volunteers contribute in many ways to support the church ministry. The following roles are carried out by volunteers - Church Warden, Organist, Hall Manager, Hall Secretary, Treasurer, Verger, Choir Master, Event Organisers, Church Cleaners, Bell ringers.	0	0		
Marshalls Charity - Grant for church heating	18,980	0		
<b>8 Debtors</b>				
Gift Aid - HMRC	5,364	14,000		
Hall rents	1,788	1,598		
Other accrued income	0	485		
	<u>7,152</u>	<u>16,083</u>		
<b>9 Liabilities; amounts falling due within one year</b>				
Accruals	7,467	6,110		
Creditors	2,075	5,758		
Hall deposits	80	60		
Hands of Compassion funds	3,100	4,224		
Deferred income	0	0		
	<u>12,722</u>	<u>16,152</u>		
<b>9a Liabilities: amounts due within more than 1 year</b>				
Hall car park is leased at £272 per annum				
<b>10 Designated funds</b>				
Within unrestricted funds are balances as provision for necessary repairs to the church hall and a similar repair fund for the fabric of the church. Transfers are made regularly to provide maintenance funds for the buildings.				
	<b>31.12.22</b>	<b>Xfer In</b>	<b>Xfer Out</b>	<b>31.12.23</b>
	£	£	£	£
Hall repair fund	3,157	1,108	0	4,265
<i>(Saved from general giving and to be used as and when repairs are required.)</i>				
Church repair fund	9,460	1,499	0	10,959
<i>(Saved from general giving and to be used to satisfy repairs noted in quinquennial survey.)</i>				
Organ Fund				
<i>(Saved from general giving and to be used to replace electronic organ)</i>	6,000	1,000	0	7,000
Total	<u>18,617</u>	<u>3,607</u>	<u>0</u>	<u>22,224</u>

**PAROCHIAL CHURCH COUNCIL ST MARY THE VIRGIN CHALK**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITIES**  
**31 DECEMBER 2023**

**11 Fund details**

<b>Restricted funds / assets</b>	<b>As at 31.12.22</b>			<b>As at 31.12.23</b>
Purpose and Trust Law restriction.		<u>Income</u>	<u>Expense</u>	<u>In Kind</u>
• Village Hall asset: ( <i>Rear Garden</i> ) Provision of play area for pre-school. KCC grant	3,945	0	-420	3,525
• Village Hall asset: ( <i>Air Con equipment</i> ) Climate control. Donor restriction	3,000	0	-600	2,400
• Take a Break: ( <i>A club affiliated to the church</i> ) Community outreach project. Self funded.	766	7,953	-7,303	1,416
• Fixed assets for Church use: ( <i>Land, Barn buildings, Artworks</i> )	148,600		-3,949	18,980 163,631
• Roof & Tower: ( <i>Flag fund + roof fund</i> ) Repairs and Flag renewals: Appeal restriction.	484	0	0	484
• Hall Car Park: ( <i>maintenance</i> ) Tree planting and maintenance. KCC grant restriction	157	0	0	157
• C of E Children's Society Street collection appeal. Donor restriction	0	0	-8	-8
• Organ Fund For replacing the organ in 2027. Appeal restriction.	105	0	0	105
• Hall Lift Project Donor restricted	10,000	10,000	-2,631	17,369
• Woodland. Donor restricted	1,000	0	-133	867
• Graveyard/Garden of Remembrance Donor restricted	150	0	0	150
• Hall Maintenance Donor restricted	1,200	2,000	0	3,200
• Mission & Ministry Fund Puppet ministry	130			130
• Church Maintenance Donor Restricted - Sign	0	2,220	-2,220	0
• Church Heating Fund Donor Restricted	450	150	-600	0
<b>Totals</b>	<b>169,987</b>	<b>22,323</b>	<b>-17,864</b>	<b>18,980 193,426</b>

**12 Hall Rents:**

Comprise gross rents of £39,972 less subsidies of £11,484  
(2022: £35,412 / £11,172)