

**UNAUDITED ANNUAL REPORTS AND FINANCIAL STATEMENTS**  
**OF THE**  
**PAROCHIAL CHURCH COUNCIL OF**  
**HOLY TRINITY ELTHAM**  
**FOR THE YEAR TO 31 DECEMBER 2023**

**PAROCHIAL CHURCH COUNCIL OF HOLY TRINITY ELTHAM**  
**STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR TO 31 DECEMBER 2023**

	Notes	Unrestricted Funds £	Restrict ed Funds £	Custodian Trustees £	Total 2023 £	Total 2022 £
<b>INCOMING RESOURCES</b>						
<i>Voluntary Receipts</i>						
Planned Giving		46,019	-	-	46,019	51,588
Collections and other Giving	4a	59,102	2,269	-	61,371	21,586
Income tax recovered		10,631	-	-	10,631	13,296
		<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
Activities for generating funds	4b	115,752	2,269	-	118,021	86,470
Receipts from Church Activities	4c	695	-	-	695	652
Investment income	4d	18,472	887	-	19,359	17,693
Other income	4e	1,484	-	9,669	11,153	16,907
		-	-	-	-	-
		<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
		136,403	3,156	9,669	149,228	121,722
<b>RESOURCES EXPENDED</b>						
<i>Church activities</i>						
Diocesan parish share		83,520	-	-	83,520	82,500
Church Activities	5a	41,605	3,032	-	44,637	38,900
Fundraising	5b	8,282	-	-	8,282	649
Governance Costs	5c	7,863	-	-	7,863	7,610
		<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
		141,270	3,032	-	144,302	129,659
<b>Excess of Receipts over Payments</b>						
		<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
		(4,867)	124	9,669	4,926	(7,937)
Gains and Losses on Investment Assets						
		-	-	23,766	23,766	(33,243)
Transfer between funds						
		-	-	-	-	-
		<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
		(4,867)	124	33,435	28,692	(41,180)
Funds b/fwd at 01.01.2023		<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
		(38,168)	8,964	352,573	323,369	364,549
Funds c/fwd at 31.12.2023		<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
		£ (43,035)	£9,088	£386,008	£352,061	£323,369

**PAROCHIAL CHURCH COUNCIL OF HOLY TRINITY ELTHAM**  
**BALANCE SHEET AS AT 31 DECEMBER 2023**

	Notes	Unrestricted Funds £	Restricted Funds £	Custodian Trustees £	Total 2023 £	Total 2022 £
<i>Fixed Assets</i>						
Tangible Assets	7	-	-	-	-	-
Investments	8	-	-	274,179	274,179	250,413
		<u>-</u>	<u>-</u>	<u>274,179</u>	<u>274,179</u>	<u>250,413</u>
<i>Current Assets</i>						
Debtors	9	12,499	-	-	12,499	13,283
Cash at Bank		(51,749)	18,113	111,829	78,193	81,739
		<u>(39,250)</u>	<u>18,113</u>	<u>111,829</u>	<u>90,692</u>	<u>95,022</u>
<i>Current Liabilities</i>						
Creditors: amounts falling due within one year	10	3,785	9,025	-	12,810	22,066
		<u>3,785</u>	<u>9,025</u>	<u>-</u>	<u>12,810</u>	<u>22,066</u>
<i>Net Current Assets</i>		<u>(43,035)</u>	<u>9,088</u>	<u>386,008</u>	<u>77,882</u>	<u>72,956</u>
<i>Net Assets</i>		<u>£ (43,035)</u>	<u>£9,088</u>	<u>£386,008</u>	<u>£352,061</u>	<u>£323,369</u>
<i>Represented by:</i>						
Unrestricted Funds		(142,601)	-	-	(142,601)	(144,679)
Designated Funds	2	99,566	-	-	99,566	106,511
Restricted Funds	3	-	9,088	-	9,088	8,964
Custodian Trustees		-	-	386,008	386,008	352,573
		<u>£ (43,035)</u>	<u>£9,088</u>	<u>£386,008</u>	<u>£352,061</u>	<u>£323,369</u>

Approved by the PCC on

and signed on their behalf by:

.....  
Chair

.....  
Churchwarden

**PAROCHIAL CHURCH COUNCIL OF HOLY TRINITY ELTHAM**  
**NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR TO 31 DECEMBER 2023**

**1. ACCOUNTING POLICIES**

**Basis of Preparation of Financial Statements**

The financial statements have been prepared under the Church Accounting Regulations 2006 in accordance with applicable accounting standards and the current Statement of Recommended Practice, Accounting and Reporting by Charities and applicable accounting standard FRS102.

The financial statements have been prepared under the historical cost convention except for investment assets, which are shown at market value. The financial statements include all transactions, assets and liabilities for which the PCC is responsible in law.

**Incoming Resources**

Voluntary Income including, donations, gifts, legacies, and grants that provide core funding or are of general nature are recognised where there is entitlement, certainty of receipt and the amount can be measured with sufficient reliability. Tax refunds are recognised when the incoming resource to which they relate is received. All incoming resources are accounted for gross.

**Resources Expended**

Resources expended are included in the Statement of Financial Activities on an accrual's basis, inclusive of value added tax, which cannot be recovered.

**Unrestricted Funds**

These are general funds which can be used for PCC ordinary activities.

**Restricted Funds**

These are donations or grants that are received for a specific purpose. The funds may only be expended on the specific purpose for which they were given. Any balance that remains unspent at the year end must be carried forward as a balance on that fund.

**Fixed Assets**

Consecrated and benefice property is not included in the accounts under the Charities Act 2011.

Tangible Fixed Assets are stated at cost or valuation, less depreciation. Individual items of equipment with a cost or valuation of less than £500 are written off when the asset is acquired.

These assets are depreciated on a straight-line basis over 4 years.

**Investments**

These are valued at market value as at the year end.

**2. The movements in designated funds during the year were:**

	Bal b/fwd	Receipts	Payments	Transfer	Bal c/fwd
Flat 59a	7,825	-	-	-	7,825
Flat 59b	78,701	1,289	(8,234)	-	71,756
Flower Fund	2,890	-	-	-	2,890
Candle Fund	337	-	-	-	337
Andrews Place Fund	16,758	-	-	-	16,758
	<u>106,511</u>	<u>1,289</u>	<u>(8,234)</u>	<u>-</u>	<u>99,566</u>

**PAROCHIAL CHURCH COUNCIL OF HOLY TRINITY ELTHAM**  
**NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR TO 31 DECEMBER 2023**

3. The movements in restricted funds during the year were:

	Bal b/fwd	Receipts	Payments	Transfer	Bal c/fwd
Church Day Outings	360	-	-	-	360
Diocese Fees	2,802	887	(887)	-	2,802
Insurance Claim	430	-	-	-	430
Altar Cloths	51	-	-	-	51
Church Art Fund	3,695	-	-	-	3,695
Vestments Fund	992	-	-	-	992
Parish Office Grant	274	-	-	-	274
Open Doors (Syria Refugees)	55	-	(55)	-	-
Ukraine	305	223	(305)	-	223
Nalini Tree	-	1,821	(1,560)	-	261
Uden's Christmas Tree	-	225	(225)	-	-
	<u>8,964</u>	<u>3,156</u>	<u>(3,032)</u>	<u>-</u>	<u>9,088</u>

**PAROCHIAL CHURCH COUNCIL OF HOLY TRINITY ELTHAM**  
**NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR TO 31 DECEMBER 2023**

**INCOMING RESOURCES**

**4a Collections and Other Giving**

	Unrestricted Funds £	Restrict ed Funds £	Custodian Trustees £	Total 2023 £	Total 2022 £
Collections (Open Plate)	6,736	-	-	6,736	4,806
Sundry Donations	2,366	2,269	-	4,635	11,396
Legacies	50,000	-	-	50,000	5,384
	<u>59,102</u>	<u>2,269</u>	<u>-</u>	<u>61,371</u>	<u>21,586</u>

**4b Activities for Generating Funds**

	Unrestricted Funds £	Restrict ed Funds £	Custodian Trustees £	Total 2023 £	Total 2022 £
Parish Magazine	-	-	-	-	-
Tea & coffee	695	-	-	695	652
	<u>695</u>	<u>-</u>	<u>-</u>	<u>695</u>	<u>652</u>

**4c Receipts from Church Activities**

	Unrestricted Funds £	Restrict ed Funds £	Custodian Trustees £	Total 2023 £	Total 2022 £
Church Hall Lettings	18,174	-	-	18,174	12,531
Fees	298	887	-	1,185	5,162
	<u>18,472</u>	<u>887</u>	<u>-</u>	<u>19,359</u>	<u>17,693</u>

**4d Investment Income**

	Unrestricted Funds £	Restrict ed Funds £	Custodian Trustees £	Total 2023 £	Total 2022 £
Dividends	-	-	7,494	7,494	7,453
CBF Deposit Fund Interest	195	-	2,175	2,370	754
Rental Income	1,289	-	-	1,289	8,700
	<u>1,484</u>	<u>-</u>	<u>9,669</u>	<u>11,153</u>	<u>16,907</u>

**PAROCHIAL CHURCH COUNCIL OF HOLY TRINITY ELTHAM**  
**NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR TO 31 DECEMBER 2023**

**INCOMING RESOURCES (Cont'd)**

4e Other Income

	Unrestricted Funds £	Restricted Funds £	Custodian Trustees £	Total 2023 £	Total 2022 £
Insurance Claims	-	-	-	-	-
Parish Retreat	-	-	-	-	-
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
	-	-	-	-	-
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>

**RESOURCES EXPENDED**

5a Church Activities

	Unrestricted Funds £	Restricted Funds £	Custodian Trustees £	Total 2023 £	Total 2022 £
Ministry & Charitable Giving					
- Home	918	2,145	-	3,063	5,457
- Overseas	225	-	-	225	887
Other Ministry Costs	1,713	-	-	1,713	1,243
Church Running & Maintenance	28,889	-	-	28,889	18,902
Church Hall	3,239	-	-	3,239	3,001
Cost of Services	2,160	-	-	2,160	2,600
Funeral Expenses & Memorials	261	-	-	261	628
Fees payable to Diocese	-	887	-	887	1,933
Postage & Stationery	2,385	-	-	2,385	2,353
Subscriptions	-	-	-	-	160
Telephone	1,815	-	-	1,815	1,201
Hospitality	-	-	-	-	303
Sundries	-	-	-	-	232
Depreciation of Equipment	-	-	-	-	-
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
	41,605	3,032	-	44,637	38,900
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>

**PAROCHIAL CHURCH COUNCIL OF HOLY TRINITY ELTHAM**  
**NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR TO 31 DECEMBER 2023**

**RESOURCES EXPENDED (Cont'd)**

**5b Fundraising**

	Unrestricted Funds £	Restricted Funds £	Custodian Trustees £	Total 2023 £	Total 2022 £
Tea & Coffee	48	-	-	48	68
Maintenance of Rental Properties	8,234	-	-	8,234	581
	<u>8,282</u>	<u>-</u>	<u>-</u>	<u>8,282</u>	<u>649</u>

**5c Governance Costs**

	Unrestricted Funds £	Restricted Funds £	Custodian Trustees £	Total 2023 £	Total 2022 £
Insurance	7,363	-	-	7,363	7,110
Bank Charges	-	-	-	-	-
Independent Examination Fee	500	-	-	500	500
	<u>7,863</u>	<u>-</u>	<u>-</u>	<u>7,863</u>	<u>7,610</u>

**6 STAFF WAGES**

	Unrestricted Funds £	Restricted Funds £	Custodian Trustees £	Total 2023 £	Total 2022 £
Wages & Salaries	5,399	-	-	5,399	5,601
	<u>5,399</u>	<u>-</u>	<u>-</u>	<u>5,399</u>	<u>5,601</u>

During the year the PCC employed a hall booking administrator and a music director, all on a part time basis. No payments made were large enough to attract social security deductions.

Any expenses paid to clergy are small immaterial amounts, which relate to their function as PCC members. No other payments were made to PCC members.



**PAROCHIAL CHURCH COUNCIL OF HOLY TRINITY ELTHAM**  
**NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR TO 31 DECEMBER 2023**

**7 TANGIBLE ASSETS**

	Total 2023 Office Equipment	Total 2022 Office Equipment
	£	£
<b>COST</b>		
As at 01.01.2023	3,136	3,136
As at 31.12.2023	<u>3,136</u>	<u>3,136</u>
<b>DEPRECIATION</b>		
As at 01.01.2023	3,136	2,352
Charge for the year	-	784
As at 31.12.2023	<u>3,136</u>	<u>3,136</u>
<b>NET BOOK VALUE</b>		
As at 31.12.2023	<u>-</u>	<u>-</u>

**8 INVESTMENTS**

The PCC hold 12,128.96 shares in the CBF Investment Fund.

	Total 2023 £	Total 2022 £
<b>MARKET VALUE</b>		
As at 01.01.2023	250,413	283,656
Revaluation gain/(loss)	23,766	(33,243)
As at 31.12.2023	<u>274,179</u>	<u>250,413</u>

**9 DEBTORS**

	Unrestricted Funds £	Restricted Funds £	Custodian Trustees £	Total 2023 £	Total 2022 £
Tax Recoverable	12,499	-	-	12,499	13,283
Prepayments	-	-	-	-	-
Other Debtors	-	-	-	-	-
	<u>12,499</u>	<u>-</u>	<u>-</u>	<u>12,499</u>	<u>13,283</u>

**PAROCHIAL CHURCH COUNCIL OF HOLY TRINITY ELTHAM**  
**NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR TO 31 DECEMBER 2023**

10 CREDITORS

	Unrestricted Funds £	Restricted Funds £	Custodian Trustees £	Total 2023 £	Total 2022 £
Accruals	3,785	-	-	3,785	2,513
Other Creditors	-	9,025	-	9,025	19,553
	<u>3,785</u>	<u>9,025</u>	<u>-</u>	<u>12,810</u>	<u>22,066</u>

**INDEPENDENT EXAMINER'S REPORT TO THE PAROCHIAL CHURCH COUNCIL  
OF HOLY TRINITY ELTHAM ON THE ACCOUNTS FOR THE  
YEAR ENDED 31 DECEMBER 2023**

This report on the financial statements of the PCC for the year to 31 December 2023, which is in respect of an examination carried out in accordance with the Church Accounting Regulations 2006 ('the Regulations') and in accordance with s145 of the Charities Act 2011 ('the Act').

**Respective responsibilities of the PCC and the examiner**

As members of the PCC, you are responsible for the preparation of the financial statements. You consider that the audit requirement of the Regulations and section 144 (1) of the Act do not apply. It is my responsibility to issue this report on those financial statements in accordance with the terms of the Regulations.

**Basis of this report**

My examination was carried out in accordance with the General Directions given by the Charity Commission under section 145 of the Act and to be found in the *Church Guidance*, 2006 edition, issued by the Finance Division of the Archbishops' Council. That examination includes a review of the accounting records kept by the PCC and a comparison of the accounts with these records. It also includes considering any unusual items or disclosures in the financial statements and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently I do not express an audit opinion on the view given by the accounts.

**Independent examiner's statement**

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

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

NEAL M ROGERS FFA/FIPA  
FOR AND ON BEHALF OF  
BERACAH ADMINISTRATION LIMITED  
INCORPORATED FINANCIAL ACCOUNTANTS  
37 ST JOHNS ROAD  
SIDCUP  
KENT DA14 4HD  
Date: May 2024