

The Parish of St Philip and St James Church, Ilfracombe

Address for correspondence:

The Parish Office, St James Vicarage, Kingsley Avenue, Ilfracombe EX34 8ET

2023 Annual Report and Financial Statements

For year ending 31st December 2023

Vicar:

Revd. Mark Ruoff

Bankers:

Lloyds Bank, 17 Cross Street Barnstaple, EX31 1BE

Independent Examiner:

A.P.B. Accountants Ltd.

1/5 Market Place, Ilfracombe EX34 9AU

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**The Parochial Church Council of St
Philip & St James Church Ilfracombe
Annual Report
for the year ended 31st December 2023**

Aim and Purpose

St Philip & St James Church Ilfracombe Parochial Church Council (the PCC) has the responsibility of cooperating with the Incumbent, the Reverend Mark Ruoff, in promoting in the ecclesiastical parish, the whole mission of the Church, pastoral, evangelistic, social and ecumenical. As well as the Church itself, which is a Grade II* Listed Building.

Objectives and Activities

The PCC is committed to enabling as many people as possible to worship at our Church, and to become part of our parish family. When planning our activities, the PCC has considered the Charity Commission's guidance on public benefit, and in particular the specific guidance on charities for the advancement of religion. Our services and worship put faith into practice through prayer and scripture, music and sacrament. We try to enable ordinary people to live out their faith as part of our parish family, through:

- Worship and prayer: learning about the Gospel, and developing their knowledge and trust in Jesus;
- Provision of pastoral care for people living in the parish; and
- Mission and outreach work.

To facilitate this work, it is vital that we maintain the fabric of the Church.

Achievements and Performance

Worship and Prayer

The Reverend Mark Ruoff and his family lead us within our Benefice, including the parishes of St Peter, Berrynarbor and St Peter ad Vincula, Combe Martin. Over the year we have seen a steady increase of people and families join us in worship and prayer

The PCC is keen to offer a range of services for all generations with a mix of styles and times as well as joining in with the Joint Churches evenings, Mission Community Morning Prayer.

Our regular services attendance is increasing with an Autumn average of 54 adults along with 15 children and our regular participants have increased from an average of 36 to 67.

Due to our position, we have many tourists and visitors join us. At present there are 72 parishioners on the Electoral Roll. We have had six funerals and three weddings

Deanery Synod

Two members of the PCC sit on the Shirwell Deanery Synod. This provides the PCC with a link with the churches around us and with the Diocese as a whole. It also receives reports from the General Synod. It met twice this year first with the Archdeacon and the second meeting with the General Synod Representative.

Church Fabric

The recent renovations have improved the building although further repairs were needed on the roof and lead valleys. The Quinquennial Report was completed this year and the various items highlighted in need of action have been started. The major repair and renovation under Phase three of the West Windows, Stain Glass and Tracery has had specifications quoted upon as well as a faculty applied for. Now it is an issue of grant applications to be started in 2024 and likely start of works in spring 2025.

The subsequent phases four to six will ensure the structure and the facilities are developed for the use of our wider community.

Maintenance of the old building and its surrounding curtilage has been on going according to the maintenance plan.

Mission and Evangelism

Opportunities this year have seen the growth in activities within the church with a new Alpha Course, the continuation of the popular Toddler Group that has a strong team of volunteers which has been full each Thursday with families from the whole community. The Tuesday Lunch Club has opened until the Autumn providing low cost and free meals to the community and those in need.

This year has seen much activity with the community such as the annual Flower Festival and in particular the Community Combe Christmas Celebrations along with the opening of the church for the town to display over 100 trees and put on their own carol service. The involvement includes visits from each of the classes within the infant's school singing and performing on each day.

Furthermore, the Sunday Children & Youth work has been reorganised and is proving very popular with a large intake of children.

The Car Park Ministry is the main fundraiser, contributing significantly to our costs and providing an opportunity to meet and talk with visitors and residents throughout the summer months.

Other Activities

We continue to support several organisations and missions from the 10% general giving.

Home Groups have been strengthened and continue to provide support and teaching on a weekly basis.

Various groups have started among the Ladies having special evenings of fun and support as well as the Men enjoying group breakfasts every few months. The Ladies and Mens walking groups continue to meet.

The Communication Team continues to work to improve communication with the congregation and parish through the Benefice website, Facebook and the weekly notice sheet.

Financial Review

This year has seen a positive uptake in giving and special giving, for example the funds to pay for the new Church Sound System and Visual monitors, along with a successful Car Parking income. Expenditure is up but still restrained in a practical approach to preserve funds for the major project costs that such a building has to incur especially in light of our Phase 3 project costs likely to be incurred within the next 18 months

Consequently, we have successfully run a surplus over expenditure which is a brilliant start as we will need most of our reserves to help pay for the Phase three building restoration likely to be £600,000 or more.

Reserves Policy

Our present reserve is £6,000 from unrestricted funds

Volunteers

The members of the PCC would like to thank all the volunteers who work so tirelessly to make our Church a lively and vibrant community helping in so many diverse and constructive ways.

Safeguarding

The PCC has complied with the duty under section 5 of the Safeguarding and Clergy Discipline Measure 2016 (duty to have regard to House of Bishops' guidance on safeguarding children and vulnerable adults).

Structure, Governance and Management

The method of appointment of PCC members is set out in the Church Representation Rules. The Council comprises the Incumbent, the Churchwardens, a representative of the Readers, those elected to the Deanery Synod, and other members who are elected at the Annual Parochial Church Meeting, by those on the Electoral Roll. Members of the congregation are always encouraged to join the Electoral Roll, and to consider standing for election to the PCC.

The PCC members are responsible for making decisions on all matters of general concern and importance in the parish, and for all financial matters. The full PCC met 8 times during the year, including an Extraordinary Meeting. The average level of attendance was 73%. Given its wide responsibilities, the PCC has a number of teams, each dealing with a particular aspect of parish life. Each reports to the full PCC, usually via the team leader or Vicar.

Administrative Information

The Church is situated at St James Place, Ilfracombe, EX34 9BJ and is part of the Deanery of Shirwell, in the Diocese of Exeter. The correspondence address is The Parish Office, St James Vicarage, Kingsley Avenue, Ilfracombe EX34 8ET

The PCC is a body corporate (PCC Powers Measure 1956, and the Church Representation Rules 2022) and a Registered Charity No 1132632+ with the Charity Commission.

PCC members who have served from 1st January 2023 until the date this report was approved were:

Ex Officio

Incumbent

Revd Mark Ruoff

Curate

Revd Tandy Ruoff

Churchwardens

Mr Alan Mason

Until March 2023

Mrs Judith Hunter

Until March 2023

Mr Graeme Towell

Elected March 2023

Mr Dan Spelman

Elected March 2023

Deanery Synod Reps

Mrs Alex Buckland

Until March 2023

Mr David Gammon

Elected March 2023

Mrs Margaret Rudd

Elected March 2023

Elected

Treasurer, Vice Chair

Mr Nigel Vince

PCC Secretary

Mrs Sheila Steer

Re-elected March 2023

Mr David Gammon

Until March 2023

Mr Chris Collins

Until March 2023

Mr Paul Fraser

Mrs Marian Martin

Mrs Mary Clements

Elected March 2023

Mrs Emma Collins

Elected March 2023

Mr Campbell Orr

Elected March 2023

Mrs Judith Hunter

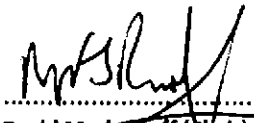
Elected March 2023

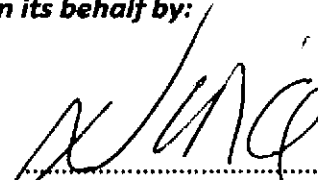
Co-opted

Mrs Shula Mason

DATE:

Approved by the PCC and signed on its behalf by:


.....
Rev'd Mark Ruoff (Chair)


.....
Nigel Vince (Treasurer)



Independent Examiner's Report

Report to the trustees of	The Parochial Church Council of the Ecclesiastical Parish of St Philip & St James Ilfracombe		
On accounts for the year ended	31 st December 2023	Charity no (if any)	1132632
Set out on pages	6-8		

Respective responsibilities of trustees and examiner

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

It is my responsibility to:

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

Basis of independent examiner's statement

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

Independent examiner's statement

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

- accounting records were not kept in accordance with section 130 of the Charities Act or
- the accounts do not accord with the accounting records

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

Signed:  Date: 03-04-2024

Name: PAUL WRIGHT

Relevant professional qualification(s) or body (if any):

Address: APB Accountants 1-5 Market Street, Ilfracombe EX34 9AU

St Philip & St James Church Ilfracombe

RECEIPTS		31/12/2023	31/12/2022
<u>Voluntary Giving</u>			
1	Tax efficient planned giving	£ 45,372.53	£ 26,640.74
	Other planned giving	£ -	£ 50.00
1	Collections at Services	£ 6,091.67	£ 5,522.65
2	Other giving incl specific & appeals	£ 14,381.56	£ 4,294.67
2	Gift Aid recovered	£ 15,497.36	£ 9,869.18
	Legacies	£ -	£ 51.24
		£ 81,343.12	£ 45,928.48
<u>Income from Church Activities</u>			
	Statutory Fees	£ 1,569.60	£ 1,213.00
	Fund raising	£ 2,076.69	£ 1,868.65
3	Car Park	£ 35,005.55	£ 30,362.14
	Other Activities - mags +	£ -	£ -
		£ 38,651.84	£ 33,443.79
<u>Other Receipts</u>			
4	Investments CCLA interest	£ 3,264.27	£ 1,220.14
	Other	£ -	£ -
	Grants	£ -	£ -
	Grants Restoration only	£ 1,941.71	£ 36,671.78
		£ 5,205.98	£ 37,891.92
		£ 125,200.94	£ 117,264.19
<u>PAYMENTS</u>			
<u>Church Activities</u>			
	Mission Giving, Donations	£ 6,016.57	£ 4,984.46
5	Common Fund	£ 27,732.00	£ 31,741.00
	Clergy Costs	£ 1,147.11	£ 938.78
6	Church outreach costs	£ 3,255.68	£ 2,425.39
7	Church Running Costs	£ 29,764.90	£ 12,108.29
	Church Utility Costs	£ 2,335.27	£ 1,381.35
	Costs of trading	£ 357.25	£ 458.48
	Governance costs	£ 180.00	£ 168.00
8	Repairs to Church Building	£ 4,651.75	£ 4,084.35
9	Major Works	£ 18,069.32	£ 70,307.80
<u>Other Costs</u>			
	Outgoing resources/payments	£ -	£ -
		£ 93,509.85	£ 128,592.90
	Difference - Receipts over Payments	£ 31,691.09	£ 11,328.71
10	Transfers to / from CCLA funds	-£ 62,213.26	-£ 1,220.14
11	Non trading movements nett	-£ 3,264.27	£ 3,150.00
11	Adjustment for Lee Abbey	-£ 3,150.00	£ 79,497.85
	Current Account 01/01/2023	£ 70,099.00	
	Current Accounts 31/12/2023	£ 33,162.56	£ 70,099.00

NOTES:

- 1 Giving increase due to growth
- 2 Special appeal for Sound plus equipment so more gift aid as well
- 3 Increase in Car Parking takings and management
- 4 Interest rates now producing a fair return
- 5 Common Fund lower due to a 3yr average calculations
- 6 Increase in activity in helping Flower Festival and other outreach
- 7 Includes Insurance, Admin, Centre hire (£4,735), New Audi Equipment (£11,301)
- 8 General repairs including sewers (insurance claimed)
- 9 Sarchitect's fees for Phase 3
- 10 £60,000 to CCLA deposit £2,213.26 to Vicars fund from earlier restricted fund
- 11 Accounting correcting amounts due to interest received and Lee Abbey

St Philip & St James Church**Financial Statement year ending 31/12/2023****Statement of Assets and Liabilities**

	Unrestricted Funds	Designated Funds	Restricted Funds	TOTAL
MONETARY ASSETS				
Bank Account	£ 25,346.37		£ 7,816.19	£ 33,162.56
CCLA Deposit	£ 96,527.74	£ 36,468.86	£ 18,400.00	£ 151,396.60
CCLA Deposit Organ			£ 5,853.21	£ 5,853.21
CCLA Deposit Special Needs			£ 3.62	£ 3.62
	£121,874.11	£ 36,468.86	£ 32,073.02	£ 190,415.99
DEBTORS				
				£ -
FIXED ASSETS				
				£ -
LIABILITIES				
				£ -
Total Cash	£121,874.11	£ 36,468.86	£ 32,073.02	£ 190,415.99

CCLA Restricted Organ Fund Receipts & Payments

Receipts	
Interest	£ 181.77
Payment	
Organ repairs	£ -
Excess of receipts over payments	£ 181.77
Opening Balance 01/01/23	5,671.44
Closing Balance 31/12/23	£ 5,853.21

CCLA Restricted Special Fund Receipts & Payments

Receipts	
Interest	£ 0.11
Payment	
	£ -
Excess of receipts over payments	£ 0.11
Opening Balance 01/01/23	£ 3.51
Closing Balance 31/12/23	£ 3.62

CCLA Deposit Fund Receipts & Payments

Receipts	
Interest	£ 3,082.39
Transfers In	£ 60,000.00
Payment	
Transfers out	£ -
Excess of receipts over payments	£ 63,082.39
Opening Balance 01/01/23	£ 88,314.21
Closing Balance 31/12/23	£151,396.60

St Philip & St James Church Ilfracombe subsidiary accounts 2023

Combined Toddlers Cash and Bank Accounts

RECEIPTS

Takings	£ 1,315.30
Grants	£ 500.00
Other	£ 3.40
	£ 1,818.70

EXPENDITURE

Food	£ 534.10
Sundries	£ 509.13
Other	£ 676.06
	£ 1,719.29
Difference	£ 99.41
cash b/f	£ 202.68
bank b/f	£ 892.22
Total balances c/f	£ 1,194.31
made up of	
cash c/f 01/01/2023	£ 274.98
Bank c/f 31/12/2023	£ 919.33

Note: 2022 cash declared at £312.39 but another payment made of £144.71 end of 2022 so correct cash b/f is £202.68

Lunch Club Account 2023

Receipts

Takings	£ 1,426.62
Gift	£ -

Expenditure

Food etc	£ 1,417.53
	£ 9.09

Opening Balance	£ 370.33
Closing Balance 31/12/23	£ 379.42

Pip & Jim's Mission Giving Account 2023

Receipts

Church Giving 10%	£ 5,146.42
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Expenditure

Donations	£ 5,112.00
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Opening Balance	£ 2,814.65
Closing Balance 31/12/23	£ 2,849.07

Pip & Jim's Children's church Accounts 2023

No longer a separate account all in main accounts

Vicar's Fund 2023

This account is controlled solely by the Vicar and Churchwardens

Income from two small very old invested legacies

Receipts

Inherited balance	£ 2,382.44
from restricted PCC	£ 1,213.26
Interest - deposit	£ 4.93
Income - CCLA	£ 52.51

	£ 3,653.14
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Expenditure

donations	£ -
Transfers to deposit	£ 3,500.00

	£ 3,500.00
Closing bank	£ 148.21
Closing Deposit	£ 3,504.93
Total Fund	£ 3,653.14