

PARISH OF KIRBY MUXLOE SAINT BARTHOLOMEW'S CHURCH
ANNUAL REPORT OF THE PAROCHIAL CHURCH COUNCIL
FOR THE YEAR ENDED 31 DECEMBER 2023

Administrative information

The Parish of Kirby Muxloe is part of the Diocese of Leicester within the Church of England. The Parish Church of Saint Bartholomew is situated in Main Street, Kirby Muxloe. The correspondence address for the PCC is St Bartholomew's Church Hall, Main Street, Kirby Muxloe LE9 2AH. The Parochial Church Council (PCC) is registered with the Charity Commission. Its charity number is 1132635.

The Church website is at
www.stbartskm.org

We are a group of ordinary people from diverse backgrounds who welcome others to join with us as we journey together as followers of Jesus Christ. We long for God's Holy Spirit to transform our lives and communities in ways that show our faith and place God above all things. We express this by:

- Worshipping God in established and contemporary styles.
- Placing prayer at the centre of all we do.
- Enjoying life together.
- Serving our neighbours in the name of Christ.
- Encouraging and nurturing young and old in their knowledge and love of God.
- Studying, following and promoting the Bible's message of hope for all people.

- Encouraging other people to discover Jesus Christ for themselves.
- Supporting the worldwide Church

PCC members who have served from 22nd May 2023 until the APCM on 12th May 2024 are:

Team Rector (Chair): The Revd Gareth Hutchinson,

Representatives on the Deanery Synod

Janet Carpenter
Sandra Hubner
Hilary Wheeldon
Charmaine Odlum (ex officio)

Parish Wardens: Charmaine Odlum

Elected Members:

Melvyn Cavanagh
Andrew Crabtree
Paul Eales
Sandra Hubner
Paula Walton

PCC Standing Committee:

Rector: Revd Gareth Hutchinson
Churchwarden: Charmaine Odlum
Elected: Sandra Hubner
Treasurer: Kevin Tansey

Safeguarding Officer: Charmaine Odlum

Structure, governance and management

The method of appointment of PCC members is set out in the Church Representation Rules. All church attenders are encouraged to register on the Electoral Roll and stand for election to the PCC.

The Parish is in the Deanery of Sparkenhoe East, and since 2015 is part of the joint Benefice of Desford and Kirby Muxloe, within the 'Ivanhoe' Group Ministry which also includes the Benefice of Groby and Ratby.

One or two Churchwardens may be elected by the Annual Meeting of Parishioners. The PCC elects one of its lay members as Vice Chair. It also nominates its Treasurer, Secretary,

Electoral Roll Officer, Safeguarding Officer and Deputy Wardens are not necessarily members of the PCC. In 2022 Kevin Tansey was Treasurer; Paul Eales was Electoral Roll Officer and the Safeguarding Officer was Charmaine Odium. Andrew Crabtree was responsible for Health & Safety.

The PCC regularly receives reports from its working groups including Pastoral Care; Social; Finance; Fabric; Hall management; Safeguarding, Mission and Worship.

The Standing Committee of the PCC consists of the Rector, Churchwarden(s), plus further co-options as required.

Objectives and activities

The primary object of the PCC is the promotion of the Gospel of our Lord Jesus Christ according to the doctrines and practices of the Church of England.

Activities of the charity, in accordance with Church of England recommendations, are:

Regular public worship open to all. The provision of sacred space for personal prayer and contemplation. Pastoral work, including visiting the sick and the bereaved. Teaching of Christianity through sermons, courses, and small groups. Taking of religious assemblies in schools. Promotion of Christianity through the staging of events and meetings, and the distribution of literature. Promoting the whole mission of the Church through provision of activities for senior citizens, parents and toddlers and other special need groups. Supporting other charities in the UK and overseas.

The PCC has the responsibility of co-operating with the Rector in promoting in the ecclesiastical parish the whole mission of the Church, pastoral, evangelistic, social and ecumenical. It also has maintenance responsibilities for the buildings of St Bartholomew's Church, Kirby Muxloe (a Grade II* listed building) and its church hall.

The stipend of the Rector was paid by the Diocese of Leicester. The PCC is responsible to the Diocese for ensuring payment of financial contributions, the "Parish Gift", expected to reflect the real costs of clergy posts, including housing, pension contributions and the costs of training clergy for the future. In addition, the PCC reimburses clergy expenses (including those of the non-stipendiary assistant minister) such as petrol etc. and disburses funds in payment for occasional offices according to the policy of the Church of England.

Achievements and performance

Church attendance

At 31st December 2022 there were 82 people on the Church Electoral Roll, 12 of whom were not resident within the parish.

Licensed lay ministers in the parish include Reader Carolyn Winkless.

Sunday services were held each week on an alternating pattern as follows....

- 1st Sunday** – 4.00pm in Church Hall
– All Age Worship Service
- 2nd Sunday** – 10.30am in Church –
Holy Communion
- 3rd Sunday** – 4.00pm in Church Hall
– Informal Worship of varied styles
- 4th Sunday** – 10.30am in Church –
Holy Communion
(5th Sundays will be 10.30am –
Benefice Holy Communion)

The regular worshipping community is around 50 people, but not all these attend each week and further people attend occasionally, especially at christenings.

During 2023 there were 30 funerals in St Bartholomew's Church. In addition, members of the Ministry Team conducted a total of 12 funerals at other locations. There were 4 weddings and 5 baptisms in the Church.

In 2023 the following also took place:

- St Bartholomew's Church was open on Saturdays from 10 a.m. until 4 p.m.
- A monthly 'Drop-in' was held on Saturday mornings in the church hall. On Tuesday afternoons the rear rooms of the hall were used as a Tea Shop.
- House Groups met regularly for study and fellowship, including a Lent course and

Bible & Chat courses. Mothers' Union met monthly in the church hall. Other regular meetings included 'Bellringing practice, 'Solo'ne Rangers' lunch group and so on, more details of these can be found in the fuller St Bartholomew's APCM Report.

Paper issues of the church magazine, *The Lantern*, were produced and distributed by volunteer to around 500 households.

Review of the year

The PCC met seven times during the year, in January, March, May, June, August, October, and November, with Standing Committee meeting in January.

We were fortunate at Christmas to be able to hold services including Christingle, Holy Communion, and so on.

We have continued regular assemblies in Kirby Muxloe Primary school, and were excited to welcome them into the church at Christmas for their annual years 6 Carol Services.

The Safeguarding Officer presented a report utilising a new format report introduced the previous year for annual Safeguarding reporting. The report was completed and accepted by the PCC for submission to the Diocese and will continue to be used in the future to measure progress in the management of Safeguarding.

The church is linked with CMS Mission Partners Ben and Katy Ray in Tanzania. The parish sent contributions to the Church Mission Society. Other charities supported through special collections included The Children's Society.

[Financial Information follows]

St Bartholomews Church, Kirby Muxloe

Statement of Financial Activities for the Year Ended 31st December 2023 - INCOME/EXPENDITURE

£'s	Unrestricted	Restricted	2023	2022
Net Income/(Outgoings)				
2023 Net movement	3,184.49	0.00	3,184.49	(6,168.54)
Balances b/fwd at 01/01/2023	31,932.69	1,379.05	33,311.74	
Movement adjustment (2022 debtors/cre)	0.00	0.00	0.00	
Movement adjustment (2024 debtors/cre)	0.00	0.00	0.00	
Balancing figure	0.00	0.00	0.00	
Balances c/fwd at 31/12/2023	35,117.18	1,379.05	36,496.23	

Income & Expenditure

INCOME

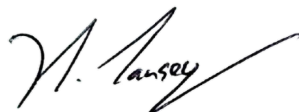
Ref		Unrestricted General	Giving	Restricted Projects	2023	2022
	VOLUNTARY INCOME					
1	Tax-efficient planned giving	23,459.32			23,459.32	22,782.73
2	Other planned giving	6,845.01			6,845.01	2,752.59
3	Collection at services	2,060.09			2,060.09	1,544.54
4	All other recurring giving	299.70			299.70	3,577.16
5	All other non-recurring giving	1,554.40			1,554.40	1,874.58
6	All tax recovered	942.91	0.00	0.00	942.91	6,256.12
7/8	Legacies/Grants received	1,000.00			1,000.00	0.00
	ACTIVITIES FOR GENERATING FUNDS					
9	Fund raising	5,344.53	4,084.04	0.00	9,428.57	1,178.32
	INCOME FROM INVESTMENTS					
10	Dividends, interest	1,016.47		0.00	1,016.47	500.53
	CHURCH ACTIVITIES					
11	Fees retained	9,284.60			9,284.60	6,672.00
12	Church & Hall lettings	11,788.00			11,788.00	11,086.10
13	Parish Office	0.00			0.00	0.00
14	Magazine	4,898.70			4,898.70	4,237.30
	Diocesan Fees for Clergy	7,876.60			7,876.60	3,770.00
15	Other income sources	1,592.04			1,592.04	2,205.00
	TOTAL INCOME	77,962.37	4,084.04	0.00	82,046.41	68,436.97

EXPENDITURE

Ref					2023	2022
	FUNDRAISING COSTS					
17	Fundraising costs	0.00			0.00	0.00
	CHARITABLE ACTIVITIES					
18	Mission giving and donations	0.00	4,084.04		4,084.04	1,178.32
	CHURCH ACTIVITIES					
19	Parish share	35,000.00			35,000.00	35,000.00
20	Salaries*	3,659.05			3,659.05	4,080.65
21	Expenses, Training & Mission	1,444.73			1,444.73	1,821.51
22	Church running expenses	6,892.01			6,892.01	7,878.22
23	Church utility bills	4,517.65			4,517.65	3,920.92
24	Costs of trading	9,139.62			9,139.62	9,681.69
	GOVERNANCE COSTS					
25	Governance costs	200.00			200.00	200.00
	Diocesan Fees for Clergy	7,876.60			7,876.60	3,770.00
	MAJOR CAPITAL EXPENDITURE					
26	Major repairs to the church	0.00			0.00	80.00
27	Major repairs to the hall	0.00			0.00	0.00
28	New Building / Capital expenditure	0.00			0.00	0.00
29	Magazine	4,400.00			4,400.00	4,834.20
28	Other*	1,648.22			1,648.22	2,160.00
	TOTAL EXPENDITURE	74,777.88	4,084.04	0.00	78,861.92	74,605.51
	TOTAL NET MOVEMENT	3,184.49	0.00	0.00	3,184.49	(6,168.54)

The accounts have been independently examined by Margaret Palmer on 14th April 2024

Signed:



Date:

14th April 2024

Treasurer (Dr. Kevin Tansey)

Margaret Palmer
9 Hewitt Drive
Kirby Muxloe
Leicester
LE9 2EB

St Bartholomew's Kirby Muxloe PCC
C/o Church Hall
Kirby Muxloe
Leicester
LE9 2EB

14th April 2024

Dear Kevin Tansey

I have independently examined the records for St Bartholomew's Church, checking the data for debtor's and creditor's has been correctly entered onto the spreadsheet for 2023. The bank account has been reconciled, showing the correct opening and closing balances for the year 2023.

A full audit has not been undertaken.

On checking the accounts to the 2023 spreadsheet, the following items were identified as having discrepancies or paperwork missing:

Date	Amount	Identifier	Description
22.2.23	14.00	2698	████████ Church Maintenance (i12/2) - Receipt for £3.50 missing
13.3.23	1390.00	BT	Anstey + District Funerals x 4 - The paperwork does not match the email. There is a difference in the addition of £30 on the email although total shows the same amount as the claim
13.4.23	2605.00	BT	As this is not part of the usual monthly payments paperwork should be obtained
7.7.23	50.00	2753	Hall Hire (████████) DEPOSIT ref (i4/7) - The paperwork shows the original £67.50, this should be amended to the correct amount and intialled
17.7.23	372.11	DD	Eon Church Hall Gas - No paperwork for this transaction
14.8.23	490.47	2769	████████ F NSM x 4 + 07/23 Exp (i11/8) - Receipts missing for 5 x £3.00 and £2.90. There has been a manual change on one claim from £27.60 to £37.60, any changes should be initialled
11.9.23	312.98	2778	████████ NSM x 3 + 08/23 Exp (i8/9) - No receipt for £4.99
13.9.23	202	2780	████████ 07-08/23 Exp (i8/9) -Underpayment of 27p. Claimed 50% of £31.05 as £15.25 should have been £ 15.52
29.9.23	312.20	2785	████████ NSM X3 (i27/9) - Underpayment of £6.30. Miscalculation of mileage 24 @ 45p = £10.80, claimed only £7.65 twice
27.10.23	92.92	DD	British Gas Church Hall Electricity - No paperwork for this transaction
2.11.23	130.35	BACs	████████ NSM (████████) - Underpayment of £3.15. Miscalculation of mileage 24 @ 45p = £10.80, claimed only £7.65
2.11.23	130.35	BACs	████████ NSM (████████) - Underpayment of £3.15. Miscalculation of mileage 24 @ 45p = £10.80, claimed only £7.65

24.11.23	130.35	BACs	██████ NSM (██████) - Underpayment of £3.15. Miscalculation of mileage 24 @ 45p = £10.80, claimed only £7.65
5.12.23	85.92	BACs	██████ Expenses (11/23) - Underpayment of 22p. Claimed 50% of £39.95 as £19.75 should have been £ 19.97
14.12.23	404.00	BT	Funeral (██████) A + D - Paperwork amended, good practice to initial any changes made
15.12.23	50.00	BT	██████ Hall Hire (11-12/23) - No paperwork for this transaction
27.12.23	10.00	BT	BOR Donation (██████) - No paperwork for this transaction
31.12.23	104.00	BT	Fundraiser (Film night) - No paperwork for this transaction
1.1.24	20.00	BT	Church Table Hire Donation - No paperwork for this transaction

Note:

It is important that expense claims are checked before payment is made. Receipts must be produced for all purchases on the claims form.

All calculations and totals should also be checked to ensure they agree to the claim amount.

As you are now making more payments by BACs it would be good practice for expenses relating to funeral, weddings etc to have the name of the person it relates to on the form.

Closing Balances for 2023

Creditors

Date	Name	Amount	
27.1.23	██████ Funeral Verger	50.00	BACs
1.2.24	100% Giving Carol Service	155.06	BACs
1.2.24	100% Giving Children's Society	298.76	BACs
TOTAL		503.82	

Debtors

Date	Description	Amount
5.1.24	Cheques banked December on January statement	570.77
3.1.24	Funeral (██████) from Buckminster	232.00
TOTAL		802.77

Yours sincerely

Margaret Palmer