

**PARISH OF KIRBY MUXLOE SAINT BARTHOLOMEW'S CHURCH**  
**ANNUAL REPORT OF THE PAROCHIAL CHURCH COUNCIL**  
**FOR THE YEAR ENDED 31 DECEMBER 2025**

### **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](http://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 16<sup>th</sup> May 2025 until the APCM on 09<sup>th</sup> May 2026 are:

*Team Rector (Chair):* The Revd Gareth Hutchinson,

*Representatives on the Deanery Synod*  
Sandra Hubner

*Parish Wardens:* none

*Elected Members:*

Andrew Crabtree  
Chris Fox  
Lynne Haywood-Murphy  
Rachel Tansey  
Janet Carpenter

**PCC Standing Committee:**

Rector: Revd Gareth Hutchinson  
Churchwarden: none  
Elected: Sandra Hubner  
Treasurer: Kevin Tansey

Safeguarding Officer: Jen Ryder  
Electoral Roll Officer: Rachel tansey

## 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.

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.

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## Achievements and performance

### Church attendance

As of our APCM in 2026, there were 42 people on the Electoral Roll.

Licensed lay ministers in the parish include Reader Carolyn Winkless.

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

**1<sup>st</sup> Sunday** – 4.00pm in Church Hall  
– All Age Worship Service

**2<sup>nd</sup> Sunday** – 10.30am in Church –  
Holy Communion

**3<sup>rd</sup> Sunday** – 4.00pm in Church Hall  
– Informal Worship of varied styles

**4<sup>th</sup> Sunday** – 10.30am in Church –  
Holy Communion

*(5<sup>th</sup> 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 2025 there were 16 funerals in St Bartholomew's Church and conducted at other locations by St Bartholomew's. 14 Committals/Burials were also conducted. There were 2 weddings and 4 baptisms in the Church.

In 2025 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 (until June). 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 five times during the year, in January, April, June, September, and November.

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 31<sup>st</sup> December 2025 - INCOME/EXPENDITURE

£'s	Unrestricted	Restricted		
Net Income/(Outgoings)			2025	2024
2025 Net movement	(3,918.66)	1,796.25	(2,122.41)	3,127.44
Balances b/fwd at 01/01/2025	37,639.62	1,984.05	39,623.67	36,496.23
Movement adjustment (2024 debtors/cre)	0.00	0.00	0.00	
Movement adjustment (2026 debtors/cre)	0.00	0.00	0.00	
Balancing figure	0.00	0.00	0.00	
Balances c/fwd at 31/12/2025	33,720.96	3,780.30	37,501.26	39,623.67

Income & Expenditure

INCOME

Ref		Unrestricted General	Restricted Giving Projects	2025	2024
	VOLUNTARY INCOME				
1	Tax-efficient planned giving	21,068.24		21,068.24	22,446.54
2	Other planned giving	2,980.37		2,980.37	3,970.89
3	Collection at services	1,521.08		1,521.08	1,928.02
4	All other recurring giving	59.00		59.00	0.00
5	All other non-recurring giving	113.00		113.00	371.50
6	All tax recovered	8,308.03	0.00 296.25	8,604.28	12,109.74
7/8	Legacies/Grants received	1,000.00		1,000.00	0.00
	ACTIVITIES FOR GENERATING FUNDS				
9	Fund raising	3,261.40	687.68 1,965.00	5,914.08	9,105.93
	INCOME FROM INVESTMENTS				
10	Dividends, interest	1,514.17	0.00	1,514.17	1,657.99
	CHURCH ACTIVITIES				
11	Fees retained	3,797.00		3,797.00	4,085.00
12	Church & Hall lettings	4,043.25		4,043.25	90.00
13	Parish Office	0.00		0.00	0.00
14	Magazine	4,633.20		4,633.20	4,824.39
	Diocesan Fees for Clergy	2,850.00		2,850.00	3,272.00
15	Other income sources	311.11		311.11	0.00
	TOTAL INCOME	55,459.85	687.68 2,261.25	58,408.78	63,862.00

EXPENDITURE

Ref				2025	2024
	FUNDRAISING COSTS				
17	Fundraising costs	0.00		0.00	0.00
	CHARITABLE ACTIVITIES				
18	Mission giving and donations	500.00	687.68	1,187.68	972.07
	CHURCH ACTIVITIES				
19	Parish share	30,870.00		30,870.00	30,000.00
20	Salaries*	1,523.50		1,523.50	1,557.82
21	Expenses, Training & Mission	1,737.53		1,737.53	1,012.50
22	Church running expenses	7,070.41		7,070.41	6,425.48
23	Church utility bills	6,752.00		6,752.00	6,636.81
24	Costs of trading	2,790.47		2,790.47	2,401.46
	GOVERNANCE COSTS				
25	Governance costs	200.00		200.00	200.00
	Diocesan Fees for Clergy	2,850.00		2,850.00	3,272.00
	MAJOR CAPITAL EXPENDITURE				
26	Major repairs to the church	0.00		0.00	816.00
27	Major repairs to the hall	0.00	465.00	465.00	2,918.00
28	New Building / Capital expenditure	0.00		0.00	0.00
29	Magazine	4,775.00		4,775.00	4,402.42
28	Other*	309.60		309.60	120.00
	TOTAL EXPENDITURE	59,378.51	687.68 465.00	60,531.19	60,734.56
	TOTAL NET MOVEMENT	(3,918.66)	0.00 1,796.25	(2,122.41)	3,127.44

The accounts have been independently examined by Margaret Palmer on 4th March 2026

Signed: 

Date: 10th March 2026

Treasurer (Dr. Kevin Tansey)

# St Bartholomews Church, Kirby Muxloe

## Statement of Financial Activities for the Year Ended 31<sup>st</sup> December 2025 - BALANCE SHEET

### STATEMENT OF ASSETS & LIABILITIES at 31st December 2025

ACCUMULATED FUNDS		general	restricted	total	
Balance at 01/01/25		41,069.99	(1,446.32)	39,623.67	
Surplus/deficit for year		(3,918.66)	1,796.25	(2,122.41)	Check
Balance at 31/12/25	totals	37,151.33	349.93	37,501.26	37,501.26

MONETARY ASSETS		general	restricted	total	
Santander current		4,049.70	1,796.25	5,845.95	
Cash		0.00	0.00	0.00	
CBF Deposit Fund		30,041.90	1,613.41	31,655.31	Check
Sub-total		34,091.60	3,409.66	37,501.26	37,501.26
Debtors at 01/01/26		0.00		0.00	
Creditors at 01/01/26		0.00		0.00	
After debtor/creditor movement	totals	34,091.60	3,409.66	37,501.26	37,501.26

Statement of funds					
Cash	Cash at 1/1/25	0.00			
	Cash at 31/12/25	0.00			
Santander current	Balance at 1/1/25	9,473.46			
	many transactions				
	Balance at 31/12/25	5,845.95			
CBF deposit	Balance at 1/1/25	28,606.66	LDBoF Fabric Fund	Balance at 1/1/25	1,543.55
	interest	1,435.24		interest	69.86
	Transfers in 2025	0.00		Transfers in 2025	0.00
	Balance at 31/12/25	30,041.90		Balance at 31/12/25	1,613.41
	Bank Balance at 31/12/25	3,139.42			
	Outstanding debtors at 31/12/25	(3,882.96)			
	Outstanding creditors at 31/12/25	6,589.49			
			RESTRICTED funds total		3,409.66
			UNRESTRICTED funds total		34,091.60
Carry forward bank balance	all outstanding paid	5,845.95			

The accounts have been independently examined by Margaret Palmer on 4th March 2026

Signed:



Date:

10th March 2026

Treasurer (Dr. Kevin Tansey)

Margaret Palmer  
50 Barbara Avenue  
Kirby Muxloe  
Leicester  
LE9 2HD

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

4th March 2026

Dear Kevin Tansey

I have independently examined the records for St Bartholomew's Church, checking the data for income and expenditure has been correctly entered onto the spreadsheet for 2025. The bank account has been reconciled, showing the correct opening and closing balances for the year 2025.

A full audit has not been undertaken.

On checking the accounts to the 2025 spreadsheet, the following items were identified as having discrepancies or paperwork missing:

Date	Amount	identifier	Description
18.1.25	20.00	BT	Donation Baptism - no paperwork for this transaction. Important paperwork completed and checked for all transactions.
6.4.25	280.00	BT	Skip Hire - no paperwork for this transaction. Important paperwork completed and checked for all transactions.
11.7.25	53.60	BACs	Sign Engraving from St M Desford - no paperwork for this transaction. Important paperwork completed and checked for all transactions.
7.8.25	58.67	BACs	Etsy - paperwork has hand written amount on with question mark, not able to see actual amount on the invoice for the £3.96 and £1.85. Important all paperwork clearly shows invoiced amount when making a claim.
12.9.25	456.51	Cheques	Stub on paying in book for cheques does not have date and amount banked. Good practice to complete this information and ensure consistency.
23.9.25	110.00	BT	Hall Hire - Paperwork shows £131 thus does not agree with payment made of £110. No note on paperwork to explain why difference. Important that paperwork agrees with amount paid.
30.12.25	112.98	DD	British Gas Church Electricity - no paperwork for this transaction. Important paperwork completed and checked for all transactions.

18.1.26	120.00	BACs	Funeral Verger x 2 - paperwork shows £180.00 but only paid £120.00. Note on paperwork to say one of the payments claimed previously but not obvious. Important paperwork completed correctly to agree with payment due and made.
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### Notes and Suggestions:

It is important that expense claims are checked before payment is made, agreed to all calculations and totals of the amount paid. Receipts must be produced for all purchases on the claims form.

It would be good practice if all paperwork included the name of the person for whom an expense claim is being made, either by the Verger or Organist and whether for a funeral or wedding.

### Closing Balances for 2025

#### Expenditure 2025

#### Cleared 2026

Date	Name	Amount	
6.1.26	Expenses (12/25)	83.37	BACs
18.1.26	Funeral Verger x 2	120.00	BACs
19.1.26	LDBoF Church Fees for 2025	2720.40	BACs
19.1.26	100% Giving Children's Society	238.83	BACs
20.1.26	100% Giving & Donation to CMS	720.36	BACs
<b>TOTAL</b>		<b>3882.96</b>	

#### Income 2025

#### Cleared 2026

Date	Description	Amount
5.1.26	Cheques banked	767.09
7.1.26	Bart's Fair Trade Card Sales	250.00
15.1.26	HMRC Gift Aid Payment	5572.40
<b>TOTAL</b>		<b>6589.49</b>

Yours sincerely

Margaret Palmer