

**FINANCIAL STATEMENTS OF THE PAROCHIAL
CHURCH COUNCIL and
ANNUAL REPORT**

For the year ended 31 December 2022

Rector

The Reverend Silke Tetzlaff

Associate Priest

The Reverend Monica Taylor

Authorised Lay Minister

Mrs Audrey Bullock

Treasurer

Mrs Jackie Wallis

BANKERS

**National Westminster Bank,
Maidstone Branch,
3 High Street, Maidstone, Kent ME14 1XU**

Lloyds TSB,

'Woodside', Cranbrook, Kent, TN17 3DJ

INDEPENDENT EXAMINER

**Mr Stephen Pooley BA FCA, 56 Corner Farm Road
Staplehurst, Kent**

CHURCHWARDENS

Mr Adam Houghton

TREASURER'S REPORT

Financial Review

We had all hoped that, as the pandemic receded, life would return to some sort of normality. However, 2022 will also be remembered for several challenging events. Whilst Covid retreated, other world problems appeared; war in Ukraine and a sharp increase in inflation causing a cost-of-living crisis for many. As yet we do not know by how much, or for how long, All Saints (like every other church and organisation) has and will continue to feel the financial impacts of these experiences.

The funds of All Saints PCC are split into three categories:

- Unrestricted (general) funds may be spent by the PCC on any object it sees fit within the boundaries set by its aims and objectives as a charity, which are, broadly, to provide Christian ministry in Staplehurst.
- Designated Funds are sums allocated by the PCC for a particular purpose, but may be re-allocated if circumstances change. Restricted Funds (included within the same column) may only be spent on the purposes for which they were given, for example the grant made by the Parish Council for the upkeep of the churchyard.
- Endowment funds are funds donated and invested, and dedicated for a specific purpose.

2022 saw the resumption of pre pandemic activities and use of the church building. Fundraising faced fewer practical constraints, though the income generated has not yet risen to its pre-2020 levels.

In 2022 total unrestricted income was £102,518. Full details are given in the Financial Statements. This is £12,527 more than in 2021, due mainly to a £11,601 increase in Sundry Donations and a grant of £2,400 given by the Diocese to offset increased heating costs. This grant and donations enabled the PCC to avoid a deficit for the year and highlight how invaluable unrestricted donations are. However, Planned Giving income (regular contributions by the congregation, excluding tax recovered) was £4,816 (15%) down on 2021. This fall continues the trend of previous years and, though experienced by many other organisations, continues to cause concern.

As well as being a well-used community resource, the Parish Room raised a net income of £2,397. This was £900 less than in the previous year and reflects increased heating and maintenance costs. The Magazine, which is also valued by the local community, made a surplus of £2,491 which was a net increase of £1,203 on 2021. Fund Raising contributed £1,997 to total income and PCC Fees a further £8,613 (all net of costs). In addition, the Newlyn Trust and the Hoare Golden Bottle Trust were very generous in giving grants of £2,500 and £1,000 respectively.

All Saints received £11,320 in restricted and designated income, including:

- Various donations for restricted purposes including our designated charities.
- Donations from Balfour Winery, the SCEG and Paddock Wood & District Lions to fund a Winter Warm Room during the winter of 2022/23 (£1,026)
- A grant made by Staplehurst Parish Council for the upkeep of the churchyard (£3,545).
- A grant for the upkeep of the church made by the Friends of All Saints (£4,439).

The continuing very generous support of the Friends is, as ever, essential to the ongoing upkeep of the church Building

£96,910 of unrestricted funds was expended on church activities by All Saints in 2022. This included the Parish Share contribution to the Diocese, of which we paid £42,000 towards our 2022 requested contribution. The Parish Share is our contribution to the Diocesan fund which pays for parish clergy stipends, pensions and accommodation, with an element for training and the provision of some central services.

All Saints' requested contribution to the Parish Share is determined using a formula based primarily on weekly attendance at services. The amount of Parish Share assessed for All Saints for 2022 was actually £63,482 (a welcome reduction of £9,793 on the previous year). However, it has yet again proved impossible to pay it in full and as a result the PCC agreed to withhold the sum of £21,482. It is unlikely that we will be able to pay this amount in the foreseeable future and it will be added to the unpaid amounts for 2021 and previous years, making a total of £97,634. While the Diocese has not forgotten this sum, because we are unlikely to be able to repay the shortfall in the coming years, they agree that we are not required to accrue the outstanding value of Parish Share arrears in our accounts.

All Saints' Parish Share for 2023 has been assessed at £67,487. Discussions are being held with the Diocese and the Deanery to mitigate further problems in paying the requested contribution.

In addition to the unrestricted expenditure, a further £16,125 of designated funds was spent, mostly on repairs and maintenance of All Saints' Church building and the upkeep of the churchyard. A full breakdown can be seen under Note 3 "Resources Expended" in the accounts.

We do not have a formal Reserves Policy but, to protect our cash position, have continued the practice approved by PCC some years ago, that if it was forecast that the bank accounts were likely to fall below £10,000, an instalment of Parish Share would be withheld.

We are not alone and other charities are experiencing reduced numbers of regular donors. But, given the recent trend at All Saints, it appears that it will be increasingly difficult to rely on planned income which last year funded less than 30% of total restricted expenditure. The church community (unrestricted funds) is kept going by the income from fees, parish room hire, fundraising and the occasional surplus from the magazine. Last year we were especially grateful for the large, unrestricted and unexpected donations we received.

As in past years, the PCC recognise that without the continued forbearance of the Diocese the current situation would not be sustainable, given that our income does not allow us to meet both our running costs and our expected contribution to the diocese.

And again, as in previous years, it is important to record that the repair and maintenance of the church building is heavily dependent on the Friends of All Saints who deserve our sincere thanks. This support has also enabled us to continue investigative work on restoring the chancel floor and repairing the turret and tower.

Finally, we would like to thank all those people who continue to support the work of the church through their individual financial contributions, through their time so freely given and through many fund-raising efforts – it is all very much appreciated and an important feature of the life of All Saints.

Jackie Wallis
8th April 2023

**Independent Examiner's report to the PCC
of All Saints Church, Staplehurst, Kent
for the Year ended 31st December 2022**

I report to the trustees on my examination of the accounts of the Parish Church of All Saints, Staplehurst (the Trust) for the year ended 31 December 2022.

Responsibilities and basis of report

As the charity trustees of the Trust you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

I have completed my examination. 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 in respect of the Trust 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 applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

I have no concerns and have come across 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, other than in respect of the ongoing need to continue to address fund raising issues that are set out in detail in the Financial Review to the Financial Statements for the year ended 31st December 2022, dated 8th April 2023.

Signed:

Date: 10 / 4 / 2023

S. R. Pooley

S.R.Pooley BA FCA

Parochial Church Council of All Saints, Staplehurst

Statement of Financial Activities

For the year ending 31 December 2022

		2022			Total Funds 2021	
	Note	Unrestricted Funds £	Designated Funds £	Endowment Funds £	Total 2022 £	2021 £
INCOMING RESOURCES						
Voluntary income	2(a)	56,111	11,320	-	67,431	70,270
Activities for generating funds	2(b)	10,902	-	-	10,902	8,042
Income from investments	2(c)	350	-	-	350	280
Church activities	2(d)	35,155	-	-	35,155	29,322
Other incoming resources	2(e)	-	-	-	-	200
TOTAL INCOMING RESOURCES		102,518	11,320	-	113,838	108,114
RESOURCES EXPENDED						
Church activities	3(a)	96,722	16,125	-	112,847	105,778
Cost of generation vol. income	3(b)	72	-	-	72	-
Fund-raising trading costs	3(c)	116	-	-	116	42
TOTAL RESOURCES EXPENDED		96,910	16,125	-	113,035	105,820
NET INCOMING RESOURCES BEFORE OTHER RECOGNIZED GAINS & LOSSES		5,608	(4,805)	-	803	2,294
Gains/losses on investment assets: on revaluation	5(b)	-	-	(1,275)	(1,275)	1,368
NET MOVEMENT IN FUNDS		5,608	(4,805)	(1,275)	(472)	3,662
BALANCES B/FWD 1 JANUARY		26,066	7,037	10,875	43,978	40,316
BALANCES C/FWD 31 DECEMBER		31,674	2,232	9,600	43,506	43,978

The notes on pages 8 to 12 form part of this account

Balance Sheet as at 31 December 2022

	Note	2022			Total 2021 £
		Unrestricted Funds £	Designated Funds £	Endowment Funds £	
FIXED ASSETS					
Tangible	5(a)	-	-	-	-
Investment	5(b)	-	-	9,600	10,875
		-	-	9,600	10,875
CURRENT ASSETS					
Debtors	6	(2,723)	3,990	-	(1,212)
Short term deposits					
PCC		4,892	-	-	4,829
Legacy Fund		-	-	-	-
Cash at bank					
PCC accounts		34,965	(1,758)	-	30,677
Cash in hand		3	-	-	3
		37,137	2,232	-	34,297
LIABILITIES					
Creditors: amounts falling due in one year	7	5,463	-	-	1,194
Net current assets / (liabilities)		31,674	2,232	-	33,103
TOTAL NET ASSETS		31,674	2,232	9,600	43,978
PARISH FUNDS					
Unrestricted	8	31,674	-	-	26,064
Designated	8	-	2,232	-	7,039
Endowment	8	-	-	9,600	10,875
		31,674	2,232	9,600	43,978

Approved by the Parochial Church Council on 26th March 2023
and signed on its behalf by:

S. Telford

The notes on pages 8 to 12 form part of this account

Parochial Church Council of All Saints, Staplehurst

Notes to the Financial Statements
for the year ended 31 December 2022

Note	2022				Total
	Unrestricted Funds	Designated Funds	Endowment Funds	Total 2022	Total 2021
	£	£	£	£	£
2 Incoming Resources					
2(a) VOLUNTARY INCOME					
Planned Giving					
Donations	26,735			26,735	31,551
Tax recovered	8,167			8,167	6,712
Collections (open plate)	5,242			5,242	3,013
Sundry donations	12,467			12,467	866
Project fund	-			-	50
Golden Bottle	1,000			1,000	500
Christmas Star Appeal	-	50		50	-
Lay education and training	-			-	-
Grants - Friends of All Saints		4,439		4,439	10,628
Grants - Friends of All Saints - project		-		-	-
Grant - VAT refund				-	-
Grant - Newlyn Trust	2,500			2,500	7,000
Grant - Churchyard (Restricted)		3,545		3,545	5,055
Grants - Warm Rooms		1,026		1,026	-
Grant - JRS furlough scheme	-			-	2,313
Legacies				-	-
Flowers		385		385	300
Choir		50		50	-
Charitable donations		948		948	838
Other restricted collections for 3rd Parties		877		877	1,252
Miscellaneous income	-			-	-
HMRC Sick pay grant	-			-	192
	56,111	11,320	-	67,431	70,270
2(b) ACTIVITIES FOR GENERATING FUNDS					
Parish Room	8,629			8,629	6,091
Fund Raising	1,997			1,997	1,951
Social Events	276			276	-
	10,902	-	-	10,902	8,042
2(c) INCOME FROM INVESTMENTS					
Interest	64			64	4
Trust Income	286			286	276
	350	-	-	350	280
2(d) INCOME FROM CHURCH ACTIVITIES					
Magazine	16,597			16,597	15,496
PCC Fees	16,158			16,158	13,796
Heating grant from Diocese	2,400			2,400	30
	35,155	-	-	35,155	29,322
2(e) OTHER RESOURCES					
Bank Reimbursement	-	-	-	-	200
	-	-	-	-	200
TOTAL INCOMING RESOURCES	102,518	11,320	-	113,838	108,114

41

Parochial Church Council of All Saints, Staplehurst

**Notes to the Financial Statements
for the year ended 31 December 2022**

Note	2022				Total 2021 £
	Unrestricted Funds £	Designated Funds £	Endowment Funds £	Total 2022 £	
3 Resources Expended					
3(a) CHURCH ACTIVITIES					
Charitable and other designated donations		2,285		2,285	2,075
Diocesan Parish Share ¹	42,000			42,000	40,710
Fees paid to Diocese	3,896			3,896	5,578
Clergy expenses	940			940	194
Office costs	3,099			3,099	3,343
Church heating (utilities)	4,499			4,499	2,563
Church elec & water	-			-	-
Church & parish room insurance	6,485			6,485	6,043
Minor repairs	1,231	959		2,190	8,958
Floor & tower project costs		3,990		3,990	2,907
Bellropes	-			-	-
Upkeep of Services	1,074			1,074	833
Churchyard		8,383		8,383	5,133
Magazine	14,106			14,106	14,208
Lay Education & Training	-			-	-
Young People	-			-	-
Warm Rooms		126		126	-
Parish Room	6,232			6,232	1,319
Salaries	8,959			8,959	9,395
PAYE & NI	-			-	-
Employers' pension	547			547	499
Sundries	31			31	153
Occasional Offices	3,623			3,623	1,343
Flowers		382		382	377
Contingencies	-			-	100
Church field maintenance	-			-	-
Fee refunded	-			-	47
Bank charges	-			-	-
	96,722	16,125	-	112,847	105,778
3(b) GENERATION OF VOLUNTARY INCOME					
Planned giving envelopes	72			72	-
	72	-	-	72	-
3(c) FUND RAISING COSTS					
Fund raising	-			-	-
Social Events	116			116	42
	116	-	-	116	42
TOTAL RESOURCES EXPENDED	96,910	16,125	-	113,035	105,820

¹ Although the Diocese requested a voluntary contribution of £63,482 for 2022, All Saints was only able to pay £42,000.

Parochial Church Council of All Saints, Staplehurst

**Notes to the Financial Statements
for the year ended 31 December 2022**

Note		2022				Total Funds
		Unrestricted Funds	Designated Funds	Endowment Funds	Total 2022	2021
		£	£	£	£	£
4	Staff Costs					
	Salaries and wages	8,959	-	-	8,959	9,395
	Employer National Insurance	-	-	-	-	-
	Pensions	547	-	-	547	499
	JRS furlough grant					(2,313)
	HMRC sick pay Grant					(192)
		<u>9,506</u>	<u>-</u>	<u>-</u>	<u>9,506</u>	<u>7,389</u>

Mrs Julia Page the Church Administrator is paid for 15 hours per week.

Mrs Jo Foster is paid for 3 hours per week as Cleaner for the Parish Room (and the church toilet)

Two people shared the Organists duties: Mr Robert Chapman, who was paid according to the services played for, and Mr Daniel Brady.

5 Fixed Assets

(5a) Tangible (all unrestricted)

Actual / Deemed Cost

	Freehold land and buildings (See note i)	Church equipment (See note ii)	Total
Cost	£	£	£
At 1 January 2022	-	-	-
Additions at cost	-	-	-
Disposal	-	-	-
At 31 December 2022	<u>-</u>	<u>-</u>	<u>-</u>
Depreciation			
At 1 January 2022	-	-	-
Charge for the year	-	-	-
Disposal	-	-	-
At 31 December 2022	<u>-</u>	<u>-</u>	<u>-</u>
Net Book Value			
At 31 December 2021	<u>-</u>	<u>-</u>	<u>-</u>
At 31 December 2022	<u>-</u>	<u>-</u>	<u>-</u>

Note i The Parish Fields and the Parish Rooms are managed by the PCC within their remit but are the assets of the Canterbury Diocesan Board of Finance.

Note ii No major purchases were made during the year.

Parochial Church Council of All Saints, Staplehurst

Notes to the Financial Statements
for the year ended 31 December 2022

Note	2022				Total Funds Total
	Unrestricted Funds	Designated Funds	Endowment Funds	Total 2022	2021
	£	£	£	£	£
5 Fixed Assets (cont'd)					
(5b) Investments					
Market Value 31 December 2021	-	-	10,875	10,875	9,507
Purchases at cost	-	-	-	-	-
Disposals at carrying value	-	-	-	-	-
Revaluation gain / (loss)	-	-	(1,275)	(1,275)	1,368
Market Value 31 December 2022	-	-	9,600	9,600	10,875

Holding at 31 December 2022

465 shares in the Church of England CBF Investment Income Fund

6 Debtors

Prepayments and accrued interest ¹	(8,191)	-		(8,191)	(6,368)
Other debtors	5,468	3,990		9,458	5,156
	(2,723)	3,990	-	1,267	(1,212)

7 Creditors: due within one year

Accruals	-	-	-	-	-
Pension contributions	-	-	-	-	-
Other creditors	5,463	-	-	5,463	1,194
	5,463	-	-	5,463	1,194

Other Creditors

Charity money held to be paid 2023	495
Church utilities	1,755
PR utilities	623
Printing	1,015
Churches Together	75
Architect's fees	1,500
	5,463

¹Magazine prepayments

**Notes to the Financial Statements
for the year ended 31 December 2022**

Note		2022			Total 2021
		Unrestricted Funds	Designated Funds	Endowment Funds	
8	Funds	£	£	£	£
	As at 1st January 2022	26,066	7,037	10,875	43,978
	Income	102,518	11,320	-	113,838
	Expenditure	(96,910)	(16,125)	-	(113,035)
	Revaluation	-	-	(1,275)	(1,275)
	As at 31 Dec 2022	31,674	2,232	9,600	43,506
	Balance held	31,674	-	9,600	41,274
	Warm Rooms	-	900	-	900
	Choir fund	-	1,050	-	1,050
	Flowers	-	74	-	74
	Christmas Star	-	50	-	50
	Poppies	-	630	-	630
	Golden Bottle for mission	-	-	-	-
	Charity balance figure	-	(1,055)	(1,055)	(595)
	Churchyard upkeep	-	(2,946)	(2,946)	1,894
	Capital Projects	-	3,529	3,529	4,039
	Total	31,674	2,232	9,600	43,506

The Endowment Funds comprise of -

Miss Reeves Bequest for the upkeep of the Reeves family grave.
This fund is invested in the Church of England CBF Investment Income Shares.

9 Other Notes

- 1 Charily Sunday receipts are not detailed in these accounts as the PCC is acting as an agent of the charities concerned. Details of the amounts received and passed on to these charities are detailed in the appendices.
This analysis shows the difference between in year receipts and payments.
- 2 The funds of the PCC are held in accounts at the Lloyds TSB Bank Cranbrook branch, the NatWest Bank Maidstone branch and the Church of England CBF Deposit Fund.

Although not forming part of the Accounts, the following charities were supported by the generous contributions of the congregation in 2022

Centre Point Charity	228
Shelter Box Charity	145
Unicef (Pakistan appeal)	153
Dandelion Time Charity	585
Royal British Legion 'Poppy Appeal'	490
Christingle Service (Children's Society)	495
	<u>2,096</u>

