

**ALL SAINTS STAPLEHURST**  
**FINANCIAL STATEMENTS OF THE PAROCHIAL**  
**CHURCH COUNCIL AND ANNUAL REPORT**

**For the year ended 31 December 2023**

**RECTOR**

**The Reverend Silke Tetzlaff**

**ASSOCIATE PRIEST**

**The Reverend Monica Taylor**

**AUTHORISED LAY MINISTER**

**Mrs Audrey Bullock**

**TREASURER**

**Mr Simon Evans ACMA, ACIB**

**CHURCHWARDEN**

**Mr Adam Houghton**

**BANKERS**

**NatWest Bank**

**3 High Street, Maidstone, Kent, ME14 1XU**

**Lloyds Bank**

**'Woodside', Cranbrook, Kent, TN17 3DJ**

**INDEPENDENT EXAMINER**

**Mr Stephen Pooley BA FCA**

## TREASURER'S REPORT

### Financial Review

In 2023 the UK has continued to experience challenges in the macro economic climate. This uncertainty is driven by the volatility in the financial markets, particularly related to interest rates, the cost of living crisis, and the ongoing effects of the conflicts in Ukraine and Palestine and the global pandemic. All Saints (like every other church and organisation) has and will continue to feel the financial implications of these and as yet we do not know by how much, or for how long.

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.

In 2023 total unrestricted income was £87,329. Full details are given in the Financial Statements. This is £15,189 lower than 2022, partly due to a £5,000 donation from the PCC to the Tower Fund (moving funds from unrestricted to designated). In addition tax recovered has reduced by £3,968, we have not yet been able to claim Gift Aid on donations since April 2023. We are waiting for HMRC to approve our account set up, to enable us to reclaim this valuable amount, which will be recognised in the 2024 accounts. Sundry donations reduced by a further £11,520 compared to 2022 where there was a large one off donation.

Excluding the donation to the Tower Fund, donations and grants enabled the PCC to avoid a deficit for the year and highlights how invaluable unrestricted donations are. However, Planned Giving income (regular contributions by the congregation, excluding tax recovered) was £2,904 (11%) down on 2022. This fall continues the trend of previous years and, though experienced by many other organisations, continues to cause concern.

The Magazine, which is valued by the local community, made a surplus of £4,321 which was a net increase of £1,830 on 2022. Fund Raising contributed £1,753 to total income and PCC Fees (net of costs) £12,160, an increase of £3,547 on 2022 due to the increased number of baptisms, weddings and funerals. 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 £36,913 in restricted and designated income, including:

- Tower Fund £19,944, made up of £14,944 donations from the Staplehurst community following coverage in the Parish Magazine and a leaflet drop to residents; and an additional £5,000 from All Saints PCC.
- Choir stalls fund £1,131 raised in memory of Sylvia Lade.
- A grant for the upkeep of the church made by the Friends of All Saints (£1,066).

The continuing very generous support of the Friends is essential to the ongoing upkeep of the church. The Friends have also kindly promised a sum of £30,000 towards the Tower Fund for which we are extremely grateful.

£91,287 of unrestricted funds was expended on church activities by All Saints in 2023. This included the Parish Share contribution to the Diocese, of which we paid £33,743 towards our 2023 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 2023 was actually £67,486. However, it has yet again proved impossible to pay it in full and as a result the PCC agreed to pay half of the requested amount. 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 2022 and previous years, making a total of £127,427 unpaid. 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 2024 has been assessed at £74,999, an 11% increase on 2023.

In addition to the unrestricted expenditure, a further £10,033 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 2 "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. The church community (unrestricted funds) is kept going by the income from fees, parish room hire, fundraising and the occasional surplus from the magazine.

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.

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.

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.

Having taken over as Treasurer in August 2023, I would like to thank Jackie Wallis for her hard work in maintaining the finances and accounts during the first part of the year and for the smooth handover to myself.

Simon Evans  
17<sup>th</sup> March 2023



**Independent Examiner's report to the PCC  
of All Saints Church, Staplehurst, Kent  
for the Year ended 31st December 2023**

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 2023.

**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 31<sup>st</sup> December 2023.

Signed: *S. R. Pooley*

Date: 24 / 3 / 2024

S.R.Pooley BA FCA

**Parochial Church Council of All Saints, Staplehurst**

**Statement of Financial Activities  
For the year ending 31 December 2023**

		<b>2023</b>				
	Note	Unrestricted Funds £	Designated Funds £	Endowment Funds £	Total 2023 £	Total 2022 £
<b>INCOMING RESOURCES</b>						
Voluntary income	1(a)	36,910	36,913	-	73,823	67,431
Activities for generating funds	1(b)	10,907	-	-	10,907	10,902
Income from investments	1(c)	444	-	-	444	350
Church activities	1(d)	39,068	-	-	39,068	35,155
<b>TOTAL INCOMING RESOURCES</b>		<b>87,329</b>	<b>36,913</b>	<b>-</b>	<b>124,242</b>	<b>113,838</b>
<b>RESOURCES EXPENDED</b>						
Church activities	2(a)	91,147	10,033	-	101,180	112,847
Cost of generation vol. income	2(b)	-	-	-	-	72
Fund-raising trading costs	2(c)	140	-	-	140	116
<b>TOTAL RESOURCES EXPENDED</b>		<b>91,287</b>	<b>10,033</b>	<b>-</b>	<b>101,320</b>	<b>113,035</b>
<b>NET INCOMING RESOURCES BEFORE OTHER RECOGNIZED GAINS &amp; LOSSES</b>		<b>(3,958)</b>	<b>26,880</b>	<b>-</b>	<b>22,922</b>	<b>803</b>
Gains/losses on investment assets: on revaluation	4(b)	-	-	(372)	(372)	(1,275)
<b>NET MOVEMENT IN FUNDS</b>		<b>(3,958)</b>	<b>26,880</b>	<b>(372)</b>	<b>22,550</b>	<b>(472)</b>
<b>BALANCES B/FWD 1 JANUARY</b>		<b>31,674</b>	<b>2,232</b>	<b>9,600</b>	<b>43,506</b>	<b>43,978</b>
<b>BALANCES C/FWD 31 DECEMBER</b>		<b>27,716</b>	<b>29,112</b>	<b>9,228</b>	<b>66,056</b>	<b>43,506</b>

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

**Parochial Church Council of All Saints, Staplehurst**

**Balance Sheet  
as at 31 December 2023**

		<b>2023</b>				<i>Total 2022</i>
	Note	Unrestricted Funds £	Designated Funds £	Endowment Funds £	Total 2023 £	<i>Total 2022 £</i>
<b>FIXED ASSETS</b>						
Tangible	4(a)	-	-	-	-	-
Investment	4(b)	-	-	9,228	9,228	9,600
		-	-	9,228	9,228	9,600
<b>CURRENT ASSETS</b>						
Debtors	5	( 8,986)	1,066	-	( 7,920)	1,267
Short term deposits						
PCC		5,049	-	-	5,049	4,892
Legacy Fund		-	-	-	-	-
Cash at bank						
PCC accounts		43,037	28,046	-	71,083	33,207
Cash in hand		-	-	-	-	3
		39,100	29,112	-	68,212	39,369
<b>LIABILITIES</b>						
Creditors: amounts falling due in one year	6	11,384	-	-	11,384	5,463
<b>Net current assets / (liabilities)</b>		<b>27,716</b>	<b>29,112</b>	<b>-</b>	<b>56,828</b>	<b>33,906</b>
<b>TOTAL NET ASSETS</b>		<b>27,716</b>	<b>29,112</b>	<b>9,228</b>	<b>66,056</b>	<b>43,506</b>
<b>PARISH FUNDS</b>						
Unrestricted	7	27,716	-	-	27,716	31,674
Designated	7	-	29,112	-	29,112	2,232
Endowment	7	-	-	9,228	9,228	9,600
		<b>27,716</b>	<b>29,112</b>	<b>9,228</b>	<b>66,056</b>	<b>43,506</b>

Approved by the Parochial Church Council on 24th March 2024  
and signed on its behalf by:



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 2023**

Note	2023				Total
	Unrestricted Funds	Designated Funds	Endowment Funds	Total 2023	2022
	£	£	£	£	£
<b>1 Incoming Resources</b>					
<b>1(a) VOLUNTARY INCOME</b>					
Planned Giving					
Donations	23,831			23,831	26,735
Tax recovered	4,199			4,199	8,167
Collections (open plate)	4,434			4,434	5,242
Sundry donations	947			947	12,467
Tower Fund		19,944		19,944	-
Choir Stalls Fund		1,131		1,131	
Golden Bottle	1,000			1,000	1,000
Christmas Star Appeal		112		112	50
Lay education and training				-	-
Grants - Friends of All Saints		1,066		1,066	4,439
Grants - Friends of All Saints - project				-	-
Grant – Newlyn Trust	2,500			2,500	2,500
Grant - Churchyard (Restricted)		12,149		12,149	3,545
Grants - Warm Rooms				-	1,026
Flowers		28		28	385
Choir		30		30	50
Charitable donations		819		819	948
Other restricted collections for 3rd Parties		1,433		1,433	877
Miscellaneous income		200		200	-
	<b>36,910</b>	<b>36,913</b>	<b>-</b>	<b>73,823</b>	<b>67,431</b>
<b>1(b) ACTIVITIES FOR GENERATING FUNDS</b>					
Parish Room	9,130			9,130	8,629
Fund Raising	1,777			1,777	1,997
Social Events	-			-	276
	<b>10,907</b>	<b>-</b>	<b>-</b>	<b>10,907</b>	<b>10,902</b>
<b>1(c) INCOME FROM INVESTMENTS</b>					
Interest	157			157	64
Trust Income	287			287	286
	<b>444</b>	<b>-</b>	<b>-</b>	<b>444</b>	<b>350</b>
<b>1(d) INCOME FROM CHURCH ACTIVITIES</b>					
Magazine	17,467			17,467	16,597
PCC Fees	21,601			21,601	16,158
Heating grant from Diocese	-			-	2,400
	<b>39,068</b>	<b>-</b>	<b>-</b>	<b>39,068</b>	<b>35,155</b>
<b>TOTAL INCOMING RESOURCES</b>	<b>87,329</b>	<b>36,913</b>	<b>-</b>	<b>124,242</b>	<b>113,838</b>



**Parochial Church Council of All Saints, Staplehurst**

**Notes to the Financial Statements  
for the year ended 31 December 2023**

Note	2023				Total 2022
	Unrestricted Funds	Designated Funds	Endowment Funds	Total 2023	
	£	£	£	£	£
<b>2 Resources Expended</b>					
<b>2(a) CHURCH ACTIVITIES</b>					
Charitable and other designated donations		2,381		2,381	2,285
Diocesan Parish Share <sup>1</sup>	33,743			33,743	42,000
Fees paid to Diocese	4,575			4,575	3,896
Clergy expenses	760			760	940
Office costs	2,498			2,498	3,099
Church utilities	5,337			5,337	4,499
Church & parish room insurance	6,767			6,767	6,485
Minor repairs	3,299	278		3,577	2,190
Floor & tower project costs		500		500	3,990
Upkeep of Services	912			912	1,074
Churchyard		6,749		6,749	8,383
Magazine	13,146			13,146	14,106
Lay Education & Training	-			-	-
Warm Rooms		27		27	126
Parish Room	4,544			4,544	6,232
Salaries	9,818			9,818	8,959
PAYE & NI	24			24	-
Employers' pension	598			598	547
Sundries	-			-	31
Occasional Offices	5,126			5,126	3,623
Flowers		98		98	382
Contingencies	-			-	-
	<b>91,147</b>	<b>10,033</b>	<b>-</b>	<b>101,180</b>	<b>112,847</b>
<b>2(b) GENERATION OF VOLUNTARY INCOME</b>					
Planned giving envelopes	-			-	72
	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>72</b>
<b>2(c) FUND RAISING COSTS</b>					
Fund raising	24			24	-
Social Events	116			116	116
	<b>140</b>	<b>-</b>	<b>-</b>	<b>140</b>	<b>116</b>
<b>TOTAL RESOURCES EXPENDED</b>	<b>91,287</b>	<b>10,033</b>	<b>-</b>	<b>101,320</b>	<b>113,035</b>

1 Although the Diocese requested a voluntary contribution of £67,487 for 2023, All Saints was only able to pay £33,743.

## Parochial Church Council of All Saints, Staplehurst

### Notes to the Financial Statements for the year ended 31 December 2023

Note		2023				<i>Total 2022</i>
		Unrestricted Funds	Designated Funds	Endowment Funds	Total 2023	
		£	£	£	£	£
<b>3</b>	<b>Staff Costs</b>					
	Salaries and wages	9,818	-	-	9,818	8,959
	Employer National Insurance	24	-	-	24	-
	Pensions	598	-	-	598	547
		<u>10,441</u>	<u>-</u>	<u>-</u>	<u>10,441</u>	<u>9,506</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.

## 4 Fixed Assets

### (4a) Tangible (all unrestricted)

Actual / Deemed Cost

	Freehold land and buildings (See note i)	Church equipment (See note ii)	Total
<b>Cost</b>	£	£	£
At 1 January 2023	-	-	-
Additions at cost	-	-	-
Disposal	-	-	-
At 31 December 2023	<u>-</u>	<u>-</u>	<u>-</u>

### Depreciation

At 1 January 2023	-	-	-
Charge for the year	-	-	-
Disposal	-	-	-
At 31 December 2023	<u>-</u>	<u>-</u>	<u>-</u>

### Net Book Value

At 31 December 2022	<u>-</u>	<u>-</u>	<u>-</u>
At 31 December 2023	<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 2023

Note	2023				Total 2022
	Unrestricted Funds	Designated Funds	Endowment Funds	Total 2023	
	£	£	£	£	£
<b>4 Fixed Assets (cont'd)</b>					
(4b) <b>Investments</b>					
Market Value 31 December 2022	-	-	9,600	9,600	10,875
Purchases at cost	-	-	-	-	-
Disposals at carrying value	-	-	-	-	-
Revaluation gain / (loss)	-	-	( 372)	( 372)	( 1,275)
Market Value 31 December 2022	-	-	9,228	9,228	9,600

Holding at 31 December 2023

465 shares in the Church of England CBF Investment Income Fund

## 5 Debtors

Prepayments and accrued interest <sup>1</sup>	( 9,152)	-		( 9,152)	( 8,191)
Other debtors	166	1,066		1,232	9,458
	( 8,986)	1,066	-	- 7,920	1,267

## 6 Creditors: due within one year

Accruals	-	-	-	-	-
Pension contributions	-	-	-	-	-
Other creditors	11,384	-		11,384	5,463
	11,384	-	-	11,384	5,463

### Other Creditors

Charity money held to be paid 2024	406
Church utilities	1,147
PR utilities	424
Parish Share 2023 (paid in 2024)	8,743
Fees due to Diocese (paid in 2024)	212
Office and other expenses	452
	11,384

<sup>1</sup>Magazine prepayments

## Parochial Church Council of All Saints, Staplehurst

### Notes to the Financial Statements for the year ended 31 December 2023

Note	2023				Total
	Unrestricted Funds	Designated Funds	Endowment Funds	Total 2023	2022
<b>7 Funds</b>	£	£	£	£	£
As at 1st January 2023	31,674	2,232	9,600	43,506	43,978
Income	87,329	36,913	-	124,242	113,838
Expenditure	( 91,287)	( 10,033)	-	( 101,320)	( 113,035)
Revaluation			( 372)	( 372)	( 1,275)
As at 31 Dec 2023	<u>27,716</u>	<u>29,112</u>	<u>9,228</u>	<u>66,056</u>	<u>43,506</u>
Balance held	27,716		9,228	36,944	41,274
Warm Rooms		873		873	900
Choir fund		1,080		1,080	1,050
Flowers		4		4	74
Candles		200		200	-
Christmas Star		162		162	50
Poppies		630		630	630
Grant from Friends		1,066		1,066	-
Charity balance figure		( 1,184)		( 1,184)	( 1,055)
Churchyard upkeep		2,176		2,176	( 2,946)
Capital Projects		24,104		24,104	3,529
Total	<u>27,716</u>	<u>29,112</u>	<u>9,228</u>	<u>66,056</u>	<u>43,506</u>

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.

## 8 Other Notes

- Charity 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.
- 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.