

**Parochial Church Council of
St Botolph's Church, Shepshed**

End of Year Financial Statements

Year ending 31st December 2022

Charity Number: 1133049

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Trustees Annual Report

Reference and Administrative Details

St Botolph's Church	Parish Office
Church Street	Church Gate
Shepshed	Shepshed
Loughborough	Leicestershire
Leicestershire	LE12 9RJ
LE12 9RH	

Bankers

HSBC	NatWest
41 Market Place	Market Place
Loughborough	Loughborough
LE11 3EJ	LE11 3NZ

Reader & Chair

Reverend Lydia Humphreys (Incumbent & Chair) (to 30th June 2022)

Reverend John Bird (Non-Stipendiary Minister)

Michael Torne (Reader)

Richard Rock (Reader)

Churchwardens

Robin Popley (Chair from July 2022)

Vacant

Deputy Churchwardens

Colin Stinchcombe

Sarah Parr

Diane Melton

Representative on Deanery Synod

Simon Parr

John Dodson

Co-Opted/Ex-Officio Members

Julie Rock (Secretary) (Co-Opted)

Jane Payne (Treasurer) (Co-Opted)

Diane Melton (Ex-Officio)

Adie Sanders (Ex-Officio) (to July 2022)

Tricia Breen (Co-Opted) (from June 2022)

Keleigh Atkin (Co-Opted) (from June 2022)

Elected Members

Glennis Wilcox

David Willmore

Rebecca Reedman (to June 2022)

Lorraine Spotak

Sue Torne (From May 2022)

David Whittington (From November 2022)

Structure and Governance

The Parochial Church Council (PCC) registered as a charity with the Charity Commission on 1 December 2009. The PCC is the executive committee of the parish, and consists of churchwardens, together with representatives of the laity. The appointment of PCC members is governed by and set out in the Church Representation Rules and new PCC members are briefed on their roles and responsibilities. The PCC meets every two months to discuss ongoing plans and concerns.

Everybody on the Electoral Roll is eligible to seek nomination for the PCC and elections are held at the Annual Parish Council Meeting, to which all Church members are encouraged to attend.

Aim and Purposes

The primary aim 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. The PCC co-operates with the incumbent in promoting in the parish the whole mission of the Church, pastoral, evangelistic, social and ecumenical. It is responsible for the financial affairs of the church and the care and maintenance of the church fabric and its contents.

Objectives and Activities

The PCC is committed to enabling as many people as possible to worship in our church and to become part of our parish community. The PCC maintains an overview of worship throughout the parish and makes suggestions on how our services can involve the many groups that live within our parish. Our services and worship put faith into practice through prayer and scripture, music and sacrament.

When planning our activities for the year, the incumbent and the PCC have considered the Commission's guidance on public benefit and, in particular, the specific guidance on charities for the advancement of religion. In particular, we try to enable ordinary people to live out their faith as part of our parish community 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.
- Missionary and outreach work.

To facilitate this work it is important that we maintain the fabric of the Church and the hall.

The Church was open on Saturday and Tuesday mornings for anyone to attend this and from November 2022 this has opened as a Warm Hub in collaboration with other venues in Shepshed. A grant has been received of £1,500 from Shire Grants to help with the running and heating costs. The church services are transmitted online through YouTube with over 100 viewers. There are women's and men's fellowship groups which meet regularly. Several social and fundraising events were arranged by volunteers in 2022 raising over £7,000. A talk on an American pilot who crashed near the Blackbrook Reservoir in his Thunderbolt plane in 1944 was held in the Church and around 200 people attended some who had witnessed the crash. This event raised over £800 for our Roof Appeal.

The PCC agreed to continue to support the Children's Society, Passion Youth Project and the Shepshed Food Bank. The Church also raised funds for Christian Aid. This year the Christingle services resumed raising £714.83 for the Children's Society.

The activities of the Church have been possible because of the time given by a large number of volunteers.

Achievements and Performance

Worship and Prayer - The PCC are keen to offer a range of services during the week and over the course of the year that our community find both beneficial and spiritually fulfilling. This year started with some restrictions as the corona virus is still with us although regular services continued alongside online services for the Benefice

Parochial Church Council of St Botolph's Church, Shepshed
Charity Number 1133049
For the Year ended 31st December 2022

through Zoom and Youtube, There are over 200 people in our worshipping community, with around 80 attending on a "usual" Sunday. We were sad to say goodbye to Reverend Lydia in June 2022, who has now retired.

As well as our regular services, we enable our community to celebrate and thank God at the milestones of the journey through life. Through baptism we thank God for the gift of life, in marriage public vows are exchanged with God's blessing and through funeral services friends and family express their grief and give thanks for the life which is now complete in this world and to commend the person into God's keeping. The Church supported those recently bereaved through the Light Up a Life event in December when people were invited to remember a loved one by lighting a candle. 12 individuals were baptised in 2022, 2 couples were married and 1 Wedding Blessing in 2022 and 18 funeral services were held either in church or conducted by a member of the ministry team at the crematorium or cemetery.

We have been invited to observe the 'Shaped by God' process and Minister Churches, the possible implications of this have been discussed at length. Some members of the PCC have also attended zoom meetings of the Minister churches pilot in Coalville area.

Deanery Synod - Two members of the PCC sit on the deanery synod. This provides the PCC with an important link between the parish and the wider structures of the church.

Community activities - the links with the local primary schools have continued to be developed with members of the church supporting the schools through assemblies and reading with pupils.

The church was used for the Rotary Christmas Tree Festival again, first time since 2019 and this was well attended with over 40 Christmas Trees on display.

Financial Review

The pledged contribution of £50,000 was paid to the Diocese of Leicester in 2022.

During 2022, there has been an increase in income from the Parish Giving Scheme after the campaign in October 2021. We also saw an increase in the income received through the weekly collection plate, after the collection was started to be passed around the congregation again in April 2022. The parish giving scheme continues to be the best way for parishioners to make regular monthly gifts and the numbers using the scheme continues to grow.

We continued to use the Sum Up machine to take contactless payments; this was used at the Christmas Market and we now have regular giving on a Sunday through the machine with our new Donation Station.

Reserves policy

It is our policy to invest our funds balances with the CBF Church of England Deposit Fund. It is planned to investigate a Trust Investment Scheme in the coming year.

The Old School Fund can be used at the discretion of the vicar and churchwardens.

Plans for Future Periods

Repairs on the roof started at the end of 2021 and during January 2022 the Boiler House roof was replaced at a cost of £5,380. A Funding Campaign was launched at the end of 2021 and has raised over £6,000 so far.

Risk Management

The major financial risk to which the PCC is exposed is that the income has been insufficient to cover the annual costs in the last two year, but this year our income has exceeded our expenses. Other risks have been identified and a Health and Safety Policy and a Child Safeguarding Policy have been introduced.

The Trustees declare they have approved the above report on 21st May 2023 and it is signed on their behalf by:-

A handwritten signature in black ink, appearing to be 'R. Popley', written over a dotted line.

Robin Popley
Church Warden

Independent Examiner's Report

Reports and recommendations following the Independent Examination of St Botolph's Church Year End 31st December 2022

Balance Sheet / Funds

Where payments for rent, funerals, grants etc are received. Where ever possible please put back up on file

Income and expenditure

Recommendations:

I 2020's report I said:

*The PCC should have a clear policy of agreement when it comes to agreeing expenditure.
This could be agreement that everything over a certain amount should be agreed by the PCC.*

I have seen the minutes of the PCC meeting where the Boiler house roof was discussed, however it is not clear if there was a proposal / seconder and vote to spend £5,380



CHARITY COMMISSION
FOR ENGLAND AND WALES

Independent examiner's report on the accounts

Section A

Independent Examiner's Report

**Report to the trustees/
members of**

Charity Name
St Botolph's Church, Shepshed Leics

**On accounts for the year
ended**

31st December 2022

Charity no
(if any)

Set out on pages

(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended **31/12/2022**

**Responsibilities and
basis of report**

As the charity's trustees, 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

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.

Signed:

Date: 1st May 2023

Name:

Colin Wood

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

Member of the Association of Accounting Technicians

Address:

16 Wordsworth Rd

Loughborough

Leicestershire LE11 4LQ

Parochial Church Council of St Botolph's Church, Shepshed
Charity Number 1133049
For the Year ended 31st December 2022

	Unrestricted	Designated	Restricted	Endowment	Total	
					This year	Last year
Income and endowments						
<i>Donations and legacies</i>						
0101 - Gift Aid - Bank	23,842	—	—	—	23,842	25,351
0102 - Non Gift Aid - Bank	3,533	—	—	—	3,533	4,096
0103 - Parish Giving Scheme - GA	22,256	—	—	—	22,256	17,282
0104 - Parish Giving Scheme - No GA	1,836	—	—	—	1,836	1,654
0110 - Gift Aid - Envelopes (Blue)	4,976	—	—	—	4,976	5,278
0112 - Non Gift Aid - Envelopes (Blue)	1,992	—	—	—	1,992	1,121
0201 - Other planned giving	—	—	—	—	—	1,705
0301 - Loose plate collections – Regular service	2,561	—	—	—	2,561	1,160
0302 - Loose plate collections – Other services	336	—	—	—	336	236
0410 - Giving through wall safe	—	—	—	—	—	24
0501 - One-off Gift Aid gifts (Yellow) - Regular	959	—	—	—	959	419
0502 - One-off Gift Aid gifts (Yellow) - Other	33	—	—	—	33	123
0550 - Donations appeals etc	2,279	—	—	—	2,279	2,534
0551 - Roof Phase 1	—	—	5,040	—	5,040	745
0601 - Tax recoverable on Gift Aid	15,508	—	—	—	15,508	13,479
0701 - Legacies	4,177	—	—	—	4,177	540
0801 - Grants	3,952	—	—	—	3,952	9,796
0901 - Other funds generated	800	—	189	—	989	181
0905 - Coffee Income	1,021	—	—	—	1,021	460
Donations and legacies Totals	90,069	—	5,229	—	95,299	86,190
<i>Income from charitable activities</i>						
1101 - Fees for weddings and banns	2,220	—	—	—	2,220	4,675
1102 - Fees for funerals	9,973	—	—	—	9,973	3,292
1210 - Bookstall sales to promote objectives	(14)	—	—	—	(14)	18
1230 - Church hall lettings - objectives	250	—	—	—	250	—
Income from charitable activities Totals	12,428	—	—	—	12,428	7,985
<i>Other trading activities</i>						
0202 - Loose plate Collection - Bapti	263	—	—	—	263	162
0902 - Christmas market	2,658	—	—	—	2,658	2,953
0906 - 100 club	2,155	—	—	—	2,155	2,589
0907 - Library	—	—	—	—	—	—
0910 - Social and Fundraising events	2,279	—	—	—	2,279	2,918
1220 - Bookstall sales - fund raising	18	—	—	—	18	88
1240 - Church hall lettings - fund raising	8,597	—	—	—	8,597	3,354
1250 - Magazine income - advertising	696	—	—	—	696	537
1260 - Parish magazine sales	446	—	—	—	446	204
1280 - Income from printing and stationery	55	—	—	—	55	13
Other trading activities Totals	17,170	—	—	—	17,170	12,821
<i>Investments</i>						
1020 - Bank and building society interest	37	671	157	85	952	42
Investments Totals	37	671	157	85	952	42
<i>Other income</i>						
0303 - Loose Collections - Funerals	56	—	—	—	56	210
1270 - St James' contribution	3,000	—	—	—	3,000	3,000
Other income Totals	3,056	—	—	—	3,056	3,210
Income and endowments Grand Totals	122,761	671	5,387	85	128,906	110,250

There may be minor discrepancies in the totals if the pence are not being shown

Parochial Church Council of St Botolph's Church, Shepshed
Charity Number 1133049
For the Year ended 31st December 2022

	Unrestricted	Designated	Restricted	Endowment	This year	Total Last year
Expenditure						
Raising funds						
1701 - Fundraising costs	483	—	—	—	483	433
1702 - 100 Club	935	—	—	—	935	1,020
1703 - Library	67	—	—	—	67	996
1740 - Investment management costs	39	—	13	—	52	25
1750 - Legacy spend	737	—	—	—	737	—
Raising funds Totals	2,262	—	13	—	2,275	2,474
Expenditure on charitable activities						
1850 - Mission giving - home	188	—	—	—	188	200
1851 - Mission giving - international	75	—	—	—	75	—
1910 - Parish gift	50,000	—	—	—	50,000	50,000
1911 - Assigned fees	3,034	—	—	—	3,034	2,762
2050 - Salary of parish administrator	9,746	—	—	—	9,746	7,622
2051 - Caretaker salary	5,366	—	—	—	5,366	4,133
2052 - Treasurer's Expenses/Wages	3,450	—	—	—	3,450	3,463
2053 - Gifts	163	—	—	—	163	178
2101 - Working expenses of incumbent	391	—	—	—	391	692
2102 - Non-Stipendary minister's expenses	598	—	—	—	598	358
2104 - Pastoral assistant expenses	142	—	—	—	142	232
2106 - Lay Preachers expenses	223	—	—	—	223	—
2110 - Subscriptions	503	—	—	—	503	549
2164 - Children's Services	40	—	—	—	40	22
2202 - Books & Resources	20	—	—	—	20	517
2310 - Church office – telephone/internet	581	—	—	—	581	64
2321 - Organists fees	1,314	—	—	—	1,314	1,272
2325 - Organ/Bell repairs	78	—	—	—	78	—
2331 - Cleaning	295	—	—	—	295	139
2340 - Upkeep of services	1,607	—	—	—	1,607	1,906
2341 - Wedding costs	865	—	—	—	865	2,375
2342 - Funeral Costs	2,394	—	—	—	2,394	3,579
2343 - Baptism costs	121	—	—	—	121	75
2345 - Hospitality	520	—	—	—	520	420
2361 - Printing and stationery	592	—	—	—	592	471
2362 - Office Costs	560	—	—	—	560	201
2363 - Photocopier Costs	1,830	—	—	—	1,830	1,447
2401 - Church running - electricity	1,154	—	—	—	1,154	906
2410 - Church running - gas	5,335	—	—	—	5,335	2,302
2420 - Church running - water	122	—	—	—	122	106
2450 - Church running - insurance	3,780	—	—	—	3,780	4,225
2460 - Church running - maintenance	5,813	—	—	—	5,813	6,988
2530 - Hall running - electricity	976	—	—	—	976	555
2540 - Hall running - gas	1,787	—	—	—	1,787	744
2550 - Hall running - insurance	1,545	—	—	—	1,545	1,423
2560 - Hall running - maintenance	2,006	—	—	—	2,006	1,668
2580 - Hall running - water	305	—	—	—	305	448
2601 - Governance costs examination/audit fee	168	—	—	—	168	231
2603 - Bank Charges	198	—	10	—	208	—
2620 - PAYE/Ni	1,511	—	—	—	1,511	1,188
2701 - Church major repairs - structure	5,380	—	—	—	5,380	—
2710 - Church major repairs - installation	—	—	—	—	—	8,135
2820 - Hall + major repairs - installation	382	—	—	—	382	987
Expenditure on charitable activities Totals	115,175	—	10	—	115,185	113,184
Expenditure Grand totals	117,438	—	23	—	117,461	115,659

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Parochial Church Council of St Botolph's Church, Shepshed
Charity Number 1133049
For the Year ended 31st December 2022

Fund and type	Fund balances brought forward	Incoming Resources	Outgoing Resources	Transfers	Gains and Losses	Journal Entries	Fund balances carried forward
Bells							
Restricted	4,753	62	—	—	—	—	4,815
Sub-totals	4,753	62	—	—	—	—	4,815
CBFCurate							
Endowment	7,215	94	—	—	—	—	7,310
Sub-totals	7,215	94	—	—	—	—	7,310
Fabric							
Endowment	5,732	75	—	—	—	—	5,807
Sub-totals	5,732	75	—	—	—	—	5,807
NatWest							
Restricted	156	236	23	—	—	—	369
Sub-totals	156	236	23	—	—	—	369
Neville							
Endowment	7,123	—	—	—	—	—	7,123
Sub-totals	7,123	—	—	—	—	—	7,123
OldSchool							
Designated	51,079	671	—	—	—	—	51,751
Sub-totals	51,079	671	—	—	—	—	51,751
Roof1							
Restricted	745	5,040	—	—	—	—	5,785
Sub-totals	745	5,040	—	—	—	—	5,785
General							
Unrestricted	94,901	122,724	117,438	—	—	—	100,187
Sub-totals	94,901	122,724	117,438	—	—	—	100,187
Totals	171,706	128,906	117,461	—	—	—	183,151

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Parochial Church Council of St Botolph's Church, Shepshed

Charity Number 1133049

For the Year ended 31st December 2022

	As at 31/12/2022	As at 31/12/2021
Fixed assets		
6440: Church Hall	68,000.00	68,000.00
6445: Church Equipment	2,641.80	2,545.00
Total Fixed assets	70,641.80	70,545.00
Current assets		
6501: Bank current account	36,279.98	26,209.69
6502: Bell Fund	4,815.89	4,753.37
6503: Curates Fund	7,311.15	7,216.23
6504: Bradley Fabric Fund	5,807.80	5,732.40
6506: Old School Account	51,751.00	51,079.18
6507: Curates Account Natwest	373.02	159.90
6508: Neville Bequest (Curates Fund)	7,123.80	7,123.80
6590: Cash in hand	200.00	200.00
Total Current assets	113,662.64	102,474.57
Liabilities		
6699: Agency collections	1,153.24	1,313.04
Z04: Accounts Payable	—	—
Total Liabilities	1,153.24	1,313.04
Net Asset surplus (deficit)	183,151.20	171,706.53
Reserves		
Excess / (deficit) to date	11,444.67	(5,409.10)
Z01: Starting balances	171,706.53	177,115.63
Z03: Gains/(losses) on reval of fixed assets	—	—
Total Reserves	183,151.20	171,706.53

Represented by Funds

Unrestricted	100,225.42	94,901.66
Designated	51,751.00	51,079.18
Restricted	11,018.52	5,654.60
Endowment	20,156.26	20,071.09
Total	183,151.20	171,706.53