

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

**End of Year Financial Statement
Year ending 31st December 2024**

Charity Number: 1133049

Parochial Church Council of St Botolph's Church, Shepshed
Charity Number 1133049
For the Year ended 31st December 2024

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Parochial Church Council of St Botolph's Church, Shepshed
Charity Number 1133049
For the Year ended 31st December 2024

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
41 Market Place
Loughborough
LE11 3EJ

Readers

Michael Torne (Reader)
Richard Rock (Reader)

Churchwardens

Vacant

PCC Chair

Rev Andrew Race
Keleigh Atkin (Vice Chair)
Sarah Parr (Vice Chair)

Representative on Deanery Synod

Simon Parr
John Dodson

PCC Members

Jane Payne (Treasurer)
Diane Melton (Ex-Officio)
Tricia Breen (Safeguarding Officer)
David Whittington (Ex-Officio)
Sue Pullen
Sheridan Roberts
Sue Torne
Glennis Wilcox
Peter Soar

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 the Benefice ministry team, Deanery Synod representatives and churchwardens, together with elected 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, 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 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 most of the year on Saturday and Tuesday mornings for anyone to attend. In January to April as a Warm Hub. 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 2024 raising over £5,000.

The PCC agreed to continue to support the Children's Society, Passion Youth Project and the Shepshed Food Bank. They also gave £250 each to Shepshed First Responders, Passion Youth Project and Aqua Box. The Church has continued to raise funds for Christian Aid. This year the Christingle services raised £1,000 for the Children's Society. The activities of the Church have been possible because of the time given by many 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. John Bird retired as our Associate Priest at Easter. Regular services continued with visiting clergy and Lay Readers this year alongside online services for the Benefice through Youtube. There are over 200 people in our worshipping community, with around 80 attending on a "usual" Sunday.

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

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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. In 2024, 12 individuals were baptised, 2 Weddings and 13 funeral services took place held either in church or conducted by a member of the ministry team at the crematorium or cemetery.

We have been contributing to the Minister Churches process through meetings and discussions.

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 and this was very well attended with over 40 Christmas Trees on display.

Financial Review

Total receipts on unrestricted funds were £104,196. Restricted donations of £5,246, Investment income £2,136 and £578 in Endowment funds were also received and are detailed in the Financial Statement. During 2024 we were grateful to receive £1,437 in legacies. Funeral fees were down by -£6,442 as there were 17 less funerals compared to 2023, which in turn reduced the funeral costs. Planned giving is down again by just under 4%. 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.

The Parish Contribution of £23,000 was paid to the Diocese of Leicester in 2024. The net result for the year was a gain of receipts over payments of £3,385 on unrestricted funds. Annual Gas and Electric costs for the church and hall were £12,080 and up by 3% compared to 2023.

We continued to use the Sum Up machine to take contactless payments. We have also introduced a QR Code, used for the first time at the Christingle service this year collected £217.50. The total collected at the Christingle services was £1,000.

Reserves policy

It is our policy to invest our funds balances with the CBF Church of England Deposit Fund and a Trust Investment Scheme with True Potential. During 2024 the interest/gains on Investments has more than doubled this year. The Old School Fund can be used at the discretion of the vicar and churchwardens.

Plans for Future Periods

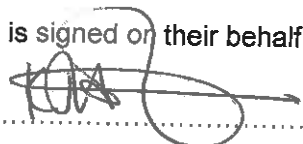
A Roof Repair Funding Campaign was launched in December 2021 and has raised £20,440 to 31st December 2024. Some roof repairs were carried out through October to December 2024 at a cost of £29,778, VAT of £2,525 has been claimed back, so far. There is a more work to be carried out on the roof when the weather improves in 2025. We will be starting fund raising for Phase II of the Roof/Tower repairs later in 2025.

Risk Management

The major financial risk to which the PCC is exposed is that the income has been insufficient to cover the annual costs this year. 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 9/4/11 and it is signed on their behalf by:-

Sarah Parr and Keleigh Atkin (Joint Vice Chairs) 



**Reports and recommendations following the Independent Examination of
St Botolph's Church Year End 31st December 2024**

Balance Sheet / Funds

Income and expenditure

A separate SumUp nominal account to be set up to record the SumUp / Online giving

Code 0105 set up

An accountant once advised me that the VAT recovered from the grant scheme should be treated as a negative expense – thus reducing the cost of the work

All loose plate should really come under the heading of Donations – not "Other trading" or "Other income" (example Baptism/wedding and funeral collections)

Recommendations:

With regard to payments to organists – the Diocese recommend the following:

I think all the churches / PCC's need to do is to send a formal letter to each self employed organist stating that they are being paid on a self employed basis and that the individual is solely responsible for any taxation on the amounts paid



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 2024

**Charity no
(if any)**

Set out on pages

Examiners should include the page number of all schedules

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended **31/12/2024**

**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, 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:

Colin Wood

Date: 19th March 2025

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

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Analysis of income and expenditure

	Unrestricted	Designated	Total Restricted	Endowment	This year	Last year
Income and endowments						
Donations and legacies						
0101 - Gift Aid - Bank	18,874	—	—	—	18,874	20,045
0102 - Non Gift Aid - Bank	3,716	—	—	—	3,716	3,683
0103 - Parish Giving Scheme - GA	23,795	—	—	—	23,795	22,239
0104 - Parish Giving Scheme - No GA	869	—	—	—	869	1,557
0110 - Gift Aid - Envelopes (Blue)	1,955	—	—	—	1,955	2,614
0112 - Non Gift Aid - Envelopes (Blue)	1,509	—	—	—	1,509	2,290
0301 - Loose plate collections – Regular service	1,759	—	—	—	1,759	2,440
0302 - Loose plate collections – Other services	128	—	—	—	128	136
0410 - Giving through wall safe	—	—	—	—	—	16
0501 - One-off Gift Aid gifts (Yellow) - Regular	744	—	—	—	744	524
0502 - One-off Gift Aid gifts (Yellow) - Other	135	—	—	—	135	25
0550 - Donations appeals etc	3,542	—	—	—	3,542	1,281
0551 - Roof Phase 1	5	—	4,983	—	4,988	4,754
0601 - Tax recoverable on Gift Aid	13,444	—	—	—	13,444	15,902
0701 - Legacies	1,437	—	—	—	1,437	8,786
0801 - Grants	—	—	—	—	—	2,500
0901 - Other funds generated	915	—	—	—	915	1,183
0903 - Christmas Gifts	—	—	—	—	—	50
0905 - Coffee Income	1,023	—	—	—	1,023	1,252
Donations and legacies Totals	73,855	—	4,983	—	78,838	91,284
Income from charitable activities						
1101 - Fees for weddings and banns	2,350	—	—	—	2,350	1,584
1102 - Fees for funerals	4,163	—	—	—	4,163	10,605
1210 - Bookstall sales to promote objectives	4	—	—	—	4	52
1230 - Church hall lettings - objectives	1,842	—	—	—	1,842	2,133
1300 - Children's Church	25	—	—	—	25	100
Income from charitable activities Totals	8,384	—	—	—	8,384	14,476
Other trading activities						
0202 - Loose plate Collection - Bapti	414	—	—	—	414	684
0902 - Christmas market	2,599	—	—	—	2,599	2,783
0906 - 100 club	2,117	—	—	—	2,117	2,012
0910 - Social and Fundraising events	1,911	—	—	—	1,911	2,816
1220 - Bookstall sales - fund raising	29	—	—	—	29	28
1240 - Church hall lettings - fund raising	8,550	—	—	—	8,550	8,810
1250 - Magazine income - advertising	1,268	—	—	—	1,268	925
1260 - Parish magazine sales	552	—	—	—	552	413
1280 - Income from printing and stationery	79	—	—	—	79	162
Other trading activities Totals Investments	17,522	—	—	—	17,522	18,637
1020 - Bank and building society interest	883	2,136	263	578	3,861	2,364
Investments Totals	883	2,136	263	578	3,861	2,364
Other income						
0303 - Loose Collections - Funerals	—	—	—	—	—	1,161
1270 - St James' contribution	3,550	—	—	—	3,550	2,750
Other income Totals	3,550	—	—	—	3,550	3,911
Income and endowments Grand totals	104,196	2,136	5,246	578	112,157	130,673

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	Unrestricted	Designated	Restricted	Endowment	This year	Total Last year
Expenditure						
Raising funds						
1701 - Fundraising costs	528	—	—	—	528	538
1702 - 100 Club	920	—	—	—	920	1,075
1750 - Legacy spend	138	—	—	—	138	234
Raising funds Totals	1,586	—	—	—	1,586	1,847
Expenditure on charitable activities						
1850 - Mission giving - home	560	—	—	—	560	500
1851 - Mission giving - international	250	—	—	—	250	600
1910 - Parish gift	23,000	—	—	—	23,000	48,000
1911 - Assigned fees	—	—	—	—	—	896
2050 - Salary of parish administrator	10,809	—	—	—	10,809	10,272
2051 - Caretaker salary	7,514	—	—	—	7,514	5,407
2052 - Treasurer's Expenses/Wages	3,374	—	—	—	3,374	3,509
2053 - Gifts	250	—	—	—	250	535
2102 - Non-Stipendary minister's expenses	290	—	—	—	290	507
2104 - Pastoral assistant expenses	144	—	—	—	144	203
2106 - Visiting Clergy	337	—	—	—	337	416
2110 - Subscriptions	666	—	—	—	666	666
2163 - Youth Services	23	—	—	—	23	15
2164 - Children's Services	136	—	—	—	136	147
2201 - Training	246	—	—	—	246	—
2202 - Books & Resources	143	—	—	—	143	61
2310 - Church office -- telephone/internet	1,130	—	—	—	1,130	454
2320 - Organ / piano tuning	—	—	—	—	—	318
2321 - Organists fees	2,224	—	—	—	2,224	2,318
2331 - Cleaning	495	—	—	—	495	470
2340 - Upkeep of services	1,600	—	—	—	1,600	1,761
2341 - Wedding costs	1,146	—	—	—	1,146	876
2342 - Funeral Costs	2,065	—	—	—	2,065	4,950
2343 - Baptism costs	517	—	—	—	517	219
2345 - Hospitality	617	—	—	—	617	225
2361 - Printing and stationery	630	—	—	—	630	496
2362 - Office Costs	597	—	—	—	597	435
2363 - Photocopier Costs	1,671	—	—	—	1,671	1,855
2401 - Church running - electricity	1,732	—	—	—	1,732	2,000
2410 - Church running - gas	7,523	—	—	—	7,523	6,139
2420 - Church running - water	247	—	—	—	247	180
2450 - Church running - insurance	3,900	—	—	—	3,900	3,896
2460 - Church running - maintenance	4,527	—	—	—	4,527	5,192
2501 - Magazine expenses	1,067	—	—	—	1,067	49
2530 - Hall running - electricity	1,812	—	—	—	1,812	1,778
2540 - Hall running - gas	1,013	—	—	—	1,013	1,911
2550 - Hall running - insurance	1,655	—	—	—	1,655	1,674
2560 - Hall running - maintenance	3,420	—	—	—	3,420	5,904
2580 - Hall running - water	252	—	—	—	252	243
2601 - Governance costs examination/audit fee	173	—	—	—	173	149
2603 - Bank Charges	221	—	—	—	221	203
2610 - Advertising	48	—	—	—	48	—
2620 - PAYE/NI	787	—	—	—	787	1,748
2701 - Church major repairs - structure	9,391	—	17,862	—	27,253	—
2710 - Church major repairs - installation	736	—	—	—	736	866
2820 - Hall + major repairs - installation	268	—	—	—	268	396
Expenditure on charitable activities Totals	99,224	—	17,862	—	117,086	118,457
Expenditure Grand totals	100,811	—	17,862	—	118,673	120,305

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Fund movement by type

Fund and type	Fund balances brought forward	Incoming Resources	Outgoing Resources	Transfers	Gains and Losses	Journal Entries	Fund balances carried forward
Bells							
Restricted	4,970	263	—	—	—	—	5,234
Sub-totals	4,970	263	—	—	—	—	5,234
CBFCurate							
Endowment	8,544	340	—	—	—	—	8,884
Sub-totals	8,544	340	—	—	—	—	8,884
Fabric							
Endowment	5,993	237	—	—	—	—	6,231
Sub-totals	5,993	237	—	—	—	—	6,231
OldSchool							
Designated	53,409	2,136	—	—	—	—	55,545
Sub-totals	53,409	2,136	—	—	—	—	55,545
Roof1							
Restricted	12,879	4,983	(17,862)	—	—	—	0
Sub-totals	12,879	4,983	(17,862)	—	—	—	0
General							
Unrestricted	107,721	104,196	100,811	—	—	856	111,963
Sub-totals	107,721	104,196	100,811	—	—	856	111,963
ZReval							
Restricted	584	—	—	—	—	—	584
Sub-totals	584	—	—	—	—	—	584
Totals	194,103	112,157	118,673	—	—	856	188,444

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Balance Sheet detailed

		As at 31/12/2024	As at 31/12/2023
Fixed assets			
	6440: Church Hall	68,000.00	68,000.00
	6445: Church Equipment	7,128.40	7,152.40
	6450: Trust Fund	11,440.86	10,584.02
	Total Fixed assets	86,569.26	85,736.42
Current assets			
	6501: Bank current account	26,884.65	36,854.11
	6502: Bell Fund	5,234.04	4,970.23
	6503: Special Project Fund	8,990.08	8,545.46
	6504: Bradley Fabric Fund	6,312.07	5,993.93
	6506: Old School Account	56,244.47	53,409.58
	6590: Cash in hand	200.00	200.00
	Total Current assets	103,865.31	109,973.31
Liabilities			
	6699: Agency collections	1,989.69	1,605.80
	Z04: Accounts Payable	—	—
	Total Liabilities	1,989.69	1,605.80
	Net Asset surplus (deficit)	188,444.88	194,103.93
Reserves			
	Excess / (deficit) to date	(6,515.89)	10,368.71
	Z01: Starting balances	194,103.93	183,151.20
	Z02: Gains/(losses) on investment assets	856.84	584.02
	Z03: Gains/(losses) on reval of fixed assets	—	—
	Total Reserves	188,444.88	194,103.93

Represented by Funds		
Unrestricted	111,963.57	107,721.90
Designated	55,545.76	53,409.58
Restricted	5,819.21	18,434.40
Endowment	15,116.34	14,538.05
Total	188,444.88	194,103.93