

The Parochial Church Council of St Barnabas Hemel Hempstead Annual Report For the Year ended 31st December 2023

Aim and purposes

St Barnabas's Parochial Church Council (PCC) has the responsibility of co-operating with the incumbent in promoting in the ecclesiastical parish, the whole mission of the Church, pastoral, evangelistic, social, and ecumenical.

Objectives and activities

The PCC is committed to enabling as many people as possible to worship at our church and to become part of our parish community at St Barnabas. 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, we have considered the Commission's guidance on public benefit and, in particular, the supplementary 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 of St Barnabas and its halls which are used by the congregation and community groups.

Achievements and performance

2023 was a year of change as our new Team Vicar was appointed and began ministry in Adeyfield alongside the congregation of St Barnabas. There is likely to be more change in the future as the Diocese of St Albans restarted the consultation on the future of the Hemel Hempstead Team Ministry.

Appointment of the Team Vicar

Following the departure of Rev Richard Graham in 2022, St Barnabas started 2023 without a Team Vicar. For the first six months of 2023 the Team Rector, the Rev. Canon John Williams, has provided guidance and support to the PCC. In addition, other members of the team clergy, Rev Austin Janes and Rev Pete Stevenson, conducted services.

In January 2023 the role of Team Vicar was advertised both within the Diocese of St Albans and nationally. Several people applied for the position and the interview panel shortlisted a number to

invite for an interview at St Barnabas. Following a day of interviews and other activities the interview panel offered the position to the Rev Matthew Renyard and he accepted.

On 28th June 2023 the Bishop of St Alban's licenced Rev Matthew as Team Vicar and he began his ministry in Adeyfield.

Regular Weekly Services

We are delighted that in the main, all of our regular services have continued and that our congregation and PCC have remained faithful and hopeful during a difficult year. Both weekly services and our midweek communion have a wonderful core of worshippers demonstrating the value to us of continuing and seeking expansion in the forms of service that we offer. Tea and coffee following services is vital to our keeping in touch and up to date with our church family thanks to all who participate.

Visitors, of whom we have had many during this year, invariably speak of the enthusiasm and participation of our church with a good variety of people offering themselves in support, praying, reading, leading, and giving testimony and insight at our services. Also, we recognise those assisting in welcome and by moving chairs, making tea, and washing up. We are fortunate in having people and resources in St Barnabas that have allowed this.

Children and Youth Groups

JAM, our Sunday school, is regularly provided for our young people, but we continue to struggle a little with critical mass as the number of families attending has fallen. Expectantly we pray for a sufficient increase in our numbers to enable the leaders to be confident in their planning and well supported in their delivery. We are most grateful to Heather, Ian and Videlina for their faithful and unfailing service.

We also try to ensure that Youth Across Hemel and Hard COR events are publicised for our youngsters.

Valerie and her team of helpers have continued running our Mum's and Toddlers group on a Thursday morning. The group was renamed Little B's to reflect that the group is open for anyone from baby to toddler age. This is a valuable and much appreciated opportunity for them to meet and share experiences and friendship in a safe and relaxed atmosphere.

Our Open the Book group have continued to visit Hobletts Manor Infants School and children visited the church. A new headteacher was appointed at Broadfield Academy in Summer 2023 and has rebuilt a relationship with St Barnabas. Rev Matthew has visited Broadfield and children from the school have come to St Barnabas for services.

Weekday Community Use

Our buildings are used for many and varied activities during the week.

The below shows the church activities which use the church:

- Mid-Week Holy Communion – Wednesday mornings
- Little B's – Thursday mornings (term time)

The below show the outside groups which we currently hire to:

- St Barnabas Pre-school – Monday to Friday (term time)
- Alcoholics Anonymous – Monday and Sunday evenings
- Majorettes – Monday evening
- NHS Blood Clinic – Tuesday all day

- Ballet Classes - Saturday morning up to July 2023

In addition, the halls and church were hired out for individual events and birthday parties.

St Barnabas Pre-school remains our most valuable partner in terms of rental income and in bringing young people into the premises of St Barnabas. Although an independent charity the Pre-school is intrinsically embedded into our work in Adeyfield. The staff, parents and children gain familiarity with the church through their attendance and are invited to take part in special services and share in church events throughout the year.

The financial contribution of their rental is vital to our ongoing viability and once again they have been most generous in spending their accumulated funds on improvements and maintenance of the building and space that we share.

Buildings

Following the issue with the high level lights in 2022 these were replaced with more efficient LED lights in early in 2023.

Our main projector has become unreliable and will need replacing at some point in 2024. This gives an opportunity to switch from a projector to multiple large TV screens.

Electoral Roll

The number on adults on the Electoral Roll was 65.

Sunday Services

The average Sunday attendances (based on when the church was open) for both services was:

	2023	2022	2021
All Ages	56	54	35

Safeguarding

There were no safeguarding incidents to report during 2023. Linda Capon (Safeguarding Co-ordinator) continued to provide advice and administration, using the Parish Dashboard system. All PCC members completed relevant safeguarding training. All relevant DBS checks were completed as required in caring for the young and vulnerable people who come to St Barnabas.

There were no safeguarding incidents in the year.

Occasional Offices

The occasional offices are those services which relate to baptisms, weddings, and funerals. Following on from a funeral, we offer an opportunity for those bereaved to talk to a member of our Bereavement Team.

The numbers of the occasional offices for our parish in 2022 were:

	2023	2022	2021
Baptisms / Christenings	1	7	1
Thanksgivings	0	0	0
Confirmations	0	0	0
Weddings: In St Barnabas church	0	1	0
In St Mary's church (by St Barnabas vicar)	0	0	0
Funerals:	12	8	20

Pastoral care

In respect to caring for the needs of those in church and the community. The church members do a number of caring of activities.

- Taking news sheets round to those who did not have internet capability.
- Telephoning those who were on their own.
- Helping out with shopping where needed.

Hemel Hempstead Team

St Barnabas is part of the Hemel Hempstead Team ministry which comprises four parishes and five churches being led by Revd Canon John Williams.

In the Autumn of 2023 the Diocese restarted the consultation on reducing the number of Team Vicars in the Hemel Hempstead Team. An open meeting was held which was attended by a good number of people from St Barnabas as the congregation is aware that this change will have knock on effects at St Barnabas. The PCC has continued to engage with the formal process and consider its response to the proposals.

Ecumenical relationships

The church is a member of Churches Together in Hemel Hempstead. There are monthly prayer meetings for all the churches in Hemel which St Barnabas participates in and hosted one this year. The church supports a churches wide initiative to operate a Christian Cafe and 'community hub' (Liberty Tea Rooms) in the town. Several people in the church help at the café and the Foodbank and Night Shelter which is also supported by the churches in Hemel Hempstead.

Financial review

The statements of financial activity and position at 31st December 2023 set out a detailed summary of the PCC's finances. These show that financially 2023 was better than 2022 with the year showing an overall surplus of £27,441 (2022 deficit £5,654). The church started the year with reserves of £26,887; by the end of 2023 this had increased to £53,829.

Income

Total income in 2023 at £127,766 was £44,935, 54%, higher than that in 2022. The increase was largely due to the increase in unrestricted one-off donations (and associated gift aid), these totalled £33,001 in 2023 compared to £3,319 in the previous year. The majority of donations were made by members of the church in response to a special request in early 2023 for donations and increased giving to address the deficit budget of £14k, agreed by the PCC, relating to increased energy costs, lighting and an ageing projector. As a result, there was also a 10% increase in regular giving. Income from the pre-school increased as energy costs increased, however due to problems with lighting, church and hall hire income reduced by £622 overall compared to 2022.

Giving Away

The PCC aims to give away 10% of its unrestricted income from the pledge, plate and donated income. In addition, collections are made for other causes (e.g., Christingle, DENS, Bishops Appeals). In 2023 we have accrued (put aside), or pledged to give, £7,654 as outside giving. A full list of recipients is detailed in the notes to the Accounts.

Expenditure

Expenditure increased by £11,840, 13%, with the largest increase of £6,109, (94%) for electricity and gas costs. A new contract started in the final quarter of 2023 which should see a fall in future energy costs. Repair and maintenance costs were reduced, compared to the previous year, as the cost of replacement lighting was partially offset by an insurance claim of £4,229. A new copier/printer was purchased during the year at a cost of £2,053. The quota in 2023 of £48,044, 2% higher than 2022, was paid in full.

Year 2024

The budgeted statement of financial activity for 2024 shows overall expenditure for 2024 at £109,921, £9,651, 10%, higher than 2023. This increase reflects a large, anticipated increase in Music/PA costs of £9,087 due to ageing equipment needing to be replaced. Energy costs are forecast to reduce by £5,174 compared to 2023. On the income side we have budgeted for unrestricted income to be 27% lower than 2023 reflecting the unpredictable nature of one-off donations. Budgeted income in 2024 is based on existing regular income from lettings and regular giving by standing orders. This budget shows an overall deficit in 2024 planned at £19,180 bringing yearend reserves to £31k.

Reserves policy

The PCC reserves policy is to maintain / repair the church and buildings and have adequate funds to pay for legal obligations as required.

This policy is reflected in the need to keep two months running costs and three months' salary costs to cover unforeseen emergencies. In view of the state of the building the PCC will aim to add

£2,000 to reserves each year to cover work due at quinquennial inspections. This policy will be reviewed every twelve months.

Structure, governance, and management

The Parochial Church Council is a corporate body established by the Church of England. The PCC operates under the Parochial Church Council Powers Measure.

The method of appointment of PCC members is set out in the Church Representation Rules. At St Barnabas the membership of the PCC consists of the Team Vicar, churchwardens and members elected by those members of the congregation who are on the electoral roll of the church. All those who attend our services / members of the congregation are encouraged to register on the Electoral Roll and stand for election to the PCC.

The PCC members are responsible for making decisions on all matters of general concern and importance to the parish including deciding on how the funds of the PCC are to be spent.

The full PCC met six times during the year. Given its wide responsibilities the PCC has a number of committees each dealing with a particular aspect of parish life. These include Service Leading, Bereavement and the Standing Committee.

Administrative Information

The Parochial Church Council of St Barnabas Church, Adeyfield, Hemel Hempstead is a registered with the Charities Commission with the Charity number 1133788. The members of the PCC are the trustees of the charity. It is part of the Diocese St Albans within the Church of England. The correspondence address is St Barnabas Church, The Queen's Square, Adeyfield, Hemel Hempstead, Hertfordshire, HP2 4EW.

During the year membership of the PCC was as follows:

PCC Membership:

Team Rector	Revd John Williams (Chairman)
Team Vicar	Revd Matthew Renyard (Chairman) Appointed 28 th June 2023


Wardens	Paul Boggis	(Re-Appointed 20 th April 2023)
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Elected Members:

Treasurer	Helen Fellows	
	Sharon Noble	
	Ian Smith	(Re-appointed 20 th April 2023)
	Elizabeth Pavlick	(Appointed 7 th April 2022)
	Linda Robson	(Appointed 7 th April 2022)
	John Thomson	(Appointed 7 th April 2022)
	David Capon	(Appointed 7 th April 2022)
	Janice Farnella	(Appointed 7 th April 2022)
	Kenneth Hunt	(Appointed 7 th April 2022)

The method of appointment of PCC members is set out in the Church Representation Rules. All Church attendees are encouraged to register on the Electoral Roll and stand for election to the PCC.

Approved by the Parochial Church Council of St Barnabas Church on 25th September 2024 and signed on their behalf by: Rev Matthew Renyard (Chairman)

A handwritten signature in black ink, appearing to read 'Matthew Renyard', written over a horizontal line.

The Parochial Church Council of St Barnabas, Hemel Hempstead

Independent Examiner's Report to the The Parish of St Barnabas, Hemel Hempstead for the Year ended 31st December 2023

I report on the accounts of the Parish for the year ended 31 December 2023 which are set out on pages 2 to 8.

Respective responsibilities of members and examiner

As members of the Parish you are responsible for the preparation of the accounts; you consider that an audit is not required for this year under section 144 of the Charities Act 2011 and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the 2011 Act,
- follow the procedures laid down in the General Directions given by the Charity Commission (under section 145(5)(b) of the 2011 Act); and
- state whether particular matters have come to my attention.

Basis of independent examiner's statement

My examination was carried out in accordance with the General Directions given by the Charity Commissioners. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently I do not express an audit opinion on the view given by the accounts.

Independent examiner's statement

In connection with my examination, no matter has come to my attention:

- 1 which gives me reasonable cause to believe that in any material respect the requirements
 - to keep accounting records in accordance with section 130 of the 2011 Act; and
 - to prepare accounts which accord with the accounting records and to comply with the accounting requirements of the 1993 Acthave not been met; or
- 2 to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Signed	S Boyall
Name	Sharon Boyall
Address:	85 Bury Road Hemel Hempstead HP1 1HW

Date:

The Parochial Church Council of St Barnabas, Hemel Hempstead

Statement of Financial Activities for the Year ended 31st December 2023

	Notes	Unrestricted Funds	Designated Funds	TOTAL FUNDS	
				2023	2022
INCOMING RESOURCES					
Incoming Resources from donors	2[a]	94,880	-	94,880	53,030
Other voluntary incoming resources	2[b]	-	-	-	-
Incoming resources from operating activities					
– to further the Council's objects	2[c]	32,021	-	32,021	28,093
– to generate funds	2[d]	-	-	-	-
Income from investment	2[e]	-	-	-	-
Other incoming resources	2[f]	865	-	865	419
TOTAL INCOMING RESOURCES		127,766	-	127,766	83,981
RESOURCES EXPENDED					
Costs of generating funds	3[d]	-	-	-	-
Grants	3[a]	7,654	-	7,654	5,302
Activities directly relating to the work of the church	3[b]	83,430	999	84,429	76,557
Church management and administration	3[c]	9,241	-	9,241	6,776
TOTAL RESOURCES EXPENDED		100,325	999	101,324	88,635
NET INCOMING/(OUTGOING) RESOURCES		27,441	(999)	26,442 -	4,654
transfers			476		
NET INCOMING/(OUTGOING) RESOURCES BEFORE OTHER GAINS AND LOSSES		27,441	(523)	26,918 -	4,654
GAINS AND LOSSES ON INVESTMENTS	5	24	-	24	13
NET MOVEMENT IN FUNDS		27,465	(523)	26,942 -	4,641
BALANCES BROUGHT FORWARD AT 1 JANUARY		25,887	1,000	26,887	31,528
BALANCES CARRIED FORWARD AT 31 DECEMBER		53,352	477	53,829	26,887

The Parochial Church Council of St Barnabas Hemel Hempstead

Statement of Financial Position as at 31 December 2023

	Notes	Unrestricted Funds	Designated Funds	TOTAL FUNDS	
				2023	2022
FIXED ASSETS					
Tangible fixed assets		-	-	-	-
Investment assets	5	773	-	773	749
		773	-	773	749
CURRENT ASSETS					
Stock		-	-	-	-
Debtors	7	18,344	-	18,344	9,952
Short term deposits		-	-	-	-
Cash at bank and in hand		43,470	477	43,947	23,463
		61,814	477	62,291	33,415
LIABILITIES: AMOUNTS FALLING DUE WITHIN ONE YEAR					
	8	9,235	-	9,235	7,277
NET CURRENT ASSETS					
		52,579	477	53,056	26,138
NET ASSETS					
		53,352	477	53,829	26,887
FUNDS					
	6				
Unrestricted		53,352		53,352	25,887
Designated			477	477	1,000
Restricted				-	-
TOTAL FUNDS					
		53,352	477	53,829	26,887

Approved by the Parochial Church Council of St Barnabas on _____ 2024 and signed on its behalf by:

Matthew Renyard
Vicar

Helen Fellows
Treasurer



Notes to the Financial Statements for the Year ended 31st December 2023

Note 1

Accounting policies

The financial statements have been prepared in accordance with the Church Accounting Regulations 2006 together with applicable accounting standards and the Charities SORP 2005.

The financial statements have been prepared under the historical cost convention except for the valuation of investment assets which are shown at market value.

Funds

General funds represent the funds of the PCC that are not subject to any restrictions regarding their use and are available for application on the general purposes of the PCC. Funds designated for a particular purpose by the PCC are also unrestricted.

The accounts include all transactions assets and liabilities for which the PCC is responsible in law They do not include the accounts of church groups that owe their main affiliation to another body or those that are informal gatherings of church members.

Incoming resources

Voluntary income and capital sources

Collections are recognized when received by or on behalf of the PCC Planned giving receivable under Gift Aid is recognized only when received Income tax recoverable on Gift Aid donations is recognized when the income is recognized Grants and legacies to the PCC are accounted for as soon as the PCC is notified of its legal entitlement the amount due is quantifiable and its ultimate receipt by the PCC is reasonably certain

Funds raised by the fete garden party and similar events are accounted for gross Sales of books and magazines from The church bookstall are accounted for gross.

Other income

Rental income From the letting of church premises is recognized when the rental is due.

Income from investments

Dividends are accounted for when due and payable Interest entitlements are accounted for as they accrue Tax recoverable on such income is recognized in the same accounting year

Resources expended

The diocesan parish share is accounted For when paid. Any parish share unpaid at 31 December is provided for in these accounts as an operational (though not a legal) liability and is shown as a creditor in the Balance Sheet.

Fixed Assets

Consecrated property and moveable church furnishings

Consecrated and beneficed property of any kind is excluded from the accounts by s.9.6(2)(a) of the Charities Act 1993.

Moveable church furnishings held by the Vicar and Church wardens on special trust for the PCC which require a faculty for disposal, are accounted as inalienable property unless consecrated.

All minor items are written off when purchased.

Other fixtures fittings and office equipment

Equipment used within the Church premises is depreciated on a straight line basis over 3 years. Individual items with a purchase price of less than £1,000 are written off when the asset is acquired.

The Parochial Church Council of St Barnabas, Hemel Hempstead

Notes to the Financial Statements for the Year ended 31st December 2023

Note	Unrestricted Funds	Designated Funds	TOTAL FUNDS	
			2023	2022
2(a) Incoming resources from donors				
Planned giving:				
Gift Aid donations	38,668		38,668	35,116
Income tax recoverable	18,344		18,344	9,960
Other planned giving			-	-
Collections (open plate) at all services	4,867		4,867	4,635
Gift days			-	-
Sundry donations	33,001		33,001	3,319
	94,880	-	94,880	53,030
2(b) Other voluntary incoming resources				
Grants				
Donations, appeals, etc			-	1,289
Legacies			-	1,150
	-	-	-	2,439
2(c) Income from operating activities: to further the Council's objects				
Bookstall			-	-
Church hall lettings etc	30,548		30,548	27,069
Fees	1,473		1,473	1,024
	32,021	-	32,021	28,093
2(d) Income from operating activities: to generate funds				
Magazines (advertisement fees) events			-	-
	-	-	-	-
2(e) Income from investment				
Dividends and interest including any reclaimable tax			-	-
	-	-	-	-
2(f) Other ordinary incoming resources				
Toddlers	626		626	419
Other ordinary incoming resources	239		239	-
	865	-	865	419
TOTAL INCOMING RESOURCES	127,766	-	127,766	83,981

The Parochial Church Council of St Barnabas, Hemel Hempstead

Notes to the Financial Statements for the Year ended 31st December 2023

Note	Unrestricted Funds	Designated Funds	TOTAL FUNDS	
			2023	2022
3 RESOURCES EXPENDED				
3(a) Grants				
Church overseas:				
– missionary societies			-	-
– relief and development agencies			-	-
UK Giving:				
Home missions and other Church Societies			-	-
Charities	7,654		7,654	5,302
	7,654	-	7,654	5,302
3(b) Activities directly relating to the work of the Church				
Ministry: diocesan parish share	48,044		48,044	46,954
clergy expenses	720		720	316
youth & childrens work	396		396	273
other clergy costs		999	999	-
Church – running expenses	22,679		22,679	15,375
Church maintenance	10,132		10,132	12,525
Mission	1,459		1,459	1,114
	83,430	999	84,429	76,557
3(c) Church management and administration				
Administration:	6,717		6,717	6,384
Printing and stationery	2,524		2,524	392
Bank charges/audit fee	-		-	-
	9,241	-	9,241	6,776
3(d) Costs of generating funds				
Fetes, bazaars, other fund-raising events			-	-
Costs of stewardship campaign			-	-
	-	-	-	-
TOTAL RESOURCES EXPENDED	100,325	999	101,324	88,635
4 STAFF COSTS			Total	Total
Wages and salaries	12,462		12,462	11,393
Social security costs			-	-
Pension costs			-	-
	12,462	-	12,462	11,393

During the year the PCC employed an administrator and a church cleaner, none of whom earned £60,000 p.a. or more

PCC members were reimbursed travelling and subsistence expenses of £ nil (2022 nil)

There were no other disclosable transactions in respect of PCC members, persons closely connected with them or other related parties.

The Parochial Church Council of St Barnabas, Hemel Hempstead

Notes to the Financial Statements for the Year ended 31st December 2023

Note	Unrestricted Funds	Designated Funds	TOTAL FUNDS 2023	TOTAL FUNDS 2022
5 Investment fixed assets				
Movements in the year:				
Market value – 1 January	749		749	736
Purchases at cost, less disposals at carrying value			-	-
Net gains on disposals and annual revaluation	24		24	13
Market value – 31 December	773		773	749
Movements in the year:	24	-	24	13

Holdings at 31 December 2011: shares in the CBF Church of England Investment Fund

6 ANALYSIS OF NET ASSETS BY FUND

	Unrestricted Funds	Designated Funds	TOTAL FUNDS 2023	TOTAL FUNDS 2022
Fixed Assets for Church use				
Investment Fixed Assets	773		773	749
Net current Assets	52,579	477	53,056	26,138
Fund balance	53,352	477	53,829	26,887

The Parochial Church Council of St Barnabas, Hemel Hempstead

Notes to the Financial Statements for the Year ended 31st December 2023

Note	Unrestricted Funds	Designated Funds	TOTAL FUNDS	
			2023	2022
7 DEBTORS				
Income tax recoverable	18,344		18,344	9,952
Prepayments and accrued interest	-		-	-
PreSchool	-		-	-
Other debtors	-		-	-
	18,344	-	18,344	9,952
Less Interfund debtors			-	-
	18,344	-	18,344	9,952
8 LIABILITIES: AMOUNTS FALLING DUE WITHIN ONE YEAR				
Deferred income				
Accruals of utility and other costs			-	-
Creditors for goods and services	-		-	-
– diocesan parish share			-	-
Preschool	-		-	-
Building Fund			-	-
Other creditors	9,235		9,235	7,277
	9,235	-	9,235	7,277
Less Interfund creditors			-	-
	9,235	-	9,235	7,277

Independent Examiner's Report to the The Parish of St Barnabas, Hemel Hempstead for the Year ended 31st December 2023

Respective responsibilities of members and examiner

It is my responsibility to:

- ### Basis of independent examiner's statement

Independent examiner's statement

In connection with my examination, no matter has come to my attention:

- | | |
|----------|--|
| Signed | S Boyall |
| Name | Sharon Boyall |
| Address: | 85 Bury Road
Hemel Hempstead
HP1 1HW |

Date: