

THE PARISH CHURCH OF ST MARY THE VIRGIN

HAYES, KENT

ANNUAL REPORT

and

FINANCIAL STATEMENTS

of the

PARISH CHURCH COUNCIL

for the year ended 31st December 2024

Chairperson:	Revd. Amanda Spence
Curate	Revd. Tim Aldred
Verger:	Yvonne Pickford
Churchwarden:	Sue Powell
Secretary:	Mary Whytock
Treasurer:	Edward Roberts
Independent Examiner:	Ray Sargeant, Sargeant & Co

HAYES (KENT) PAROCHIAL CHURCH COUNCIL

St Mary's Parochial Church Council (PCC) has the responsibility of co-operating with the Rector in promoting within the ecclesiastical parish, the whole mission of the Church, pastoral, evangelistic, social and ecumenical. It also has maintenance responsibilities for the ancient church building and the Old Church Schools (OCS), used as the Church Hall, both of which are located in Hayes Street, Hayes.

Members of the PCC are either ex-officio or elected by the annual Parochial Church Meeting in accordance with the Church Representation Rules. PCC Members (trustees) who have served from 1st January 2024 until this report was approved are:

EX OFFICIO:-

Rector	Revd. Amanda Spence	
Curate	Revd. Tim Aldred	(from September 2024)
Verger:	Yvonne Pickford	
Churchwarden:	Sue Powell	
Representatives on the Deanery Synod:	Mary Whytock Ann Lawrance	(PCC Secretary)
CO-OPTED:	Edward Roberts Clare Scriven	Honorary Treasurer Safeguarding Officer
ELECTED:	David James Roger Rowe Rosemary Smith Mary Stannard Kate Davies Mark Willoughby Ann Lawrance Stuart Spence Sue Powell Olivia Truelove Dodd	(to 17 April 2024) (to 17 April 2024) (from 17 April 2024) (from 17 April 2024)
Church Administrator:	Brenda Harper	Appointed October 2015

Committees

The PCC operates through a number of committees, which meet between the full meetings of the PCC. A Standing committee exists that is required by law to transact business when necessary between PCC meetings, subject to any directions given by the PCC. The PCC have appointed a management group to oversee the day-to-day management issues of the OCS Complex, whose accounting detail is be within the Church's accounting system.

HAYES (KENT) PAROCHIAL CHURCH COUNCIL

Statement of Trustees' Responsibilities


The Trustees are responsible for preparing the Trustees' Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities in England and Wales requires the Trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources for the charity for that year. In preparing these financial statements, the Trustees are required to:

- Select suitable accounting policies and apply them consistently;
- Observe the methods and principles in the Church Accounting Regulations 2006, the current Statement of Recommended Practice for Accounting and Reporting (FRS 102) and the Charities Act 2011;
- Make judgements and estimates that are reasonable and prudent;
- State whether (or not) applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- Prepare the financial statements on a going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The Trustees are responsible for keeping efficient accounting records that disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the various accounting regulations as set out above. They are also responsible for the safeguarding of the assets of the charity and hence taking reasonable steps for the prevention and detection of fraud and other irregularities.

Approved by the Board of Trustees and signed on its behalf by:



.....
Chairperson of the Parochial Church Council

HAYES (KENT) PAROCHIAL CHURCH COUNCIL

Financial Review

The Church has operated a surplus in 2024 £16,162, for the first time post the pandemic, and a significant improvement compared to 2023 (£20,193). The turnaround largely due the operating activities from the Old Church Schools Complex (OCS) premises, an increase in income from donors, contributor, continued higher level of investment income, and a planned reduction in the offer payment to the Diocese.

The OCS premises hiring activities, generated a surplus of £33,440 an increase of £8.9k compared to 2023. The OCS Committee introduced a policy to hold 10% of annual surplus £3.3k in the fabric reserve for the ongoing maintenance of the property. OCS financial activities are detailed in Note 11.

The surplus has increased the general reserves above the required level to meet the PCC funding policy of six months expenditure, without drawing from designated reserves.

Income:

Income from donors increased in 2025, following the launch of a planned giving scheme in Q4, overall, to £58,065 (£52,465), with planned giving £45,436 (£41,368) boosted by higher collections and sundry income £12,629 (£11,097). Fee income £5,564 (£3,662) is higher than 2023 with an increased number of funeral and wedding services.

The OCS Income from activities in 2024 higher than prior year £60,058 (£42,336) with a full demand of hiring activity.

Expenditure:

Expenditure from ordinary activities was lower than 2023 including OCS, £131,560 (£135,073) with a lower Offer Payment to the Diocese £58,587 (£64,300). Utility costs were also lower than in 2023, benefiting from lower consumption.

OCS expenditure was £9k higher than prior year with increased costs aligned to higher use of the premises.

Outlook:

The outlook for 2025 is positive with continuation of higher anticipated Income from donors, following the planned giving scheme launch, and ongoing external demand for hiring of the OCS premises. The PCC agreed to increase the level of Offer Payment to support the Diocese, whilst maintaining balanced overall financial activities, to avoid a drawing required from Designated Reserves. The running costs will continue to remain similar to 2024, with a mild inflationary increase anticipated.

Reserves:

The value of Unrestricted reserves at the end of the year £430,767 (General and Designated) provides financial strength beyond the next financial year. A donation of £5,000 was granted from legacies to the Hayes Community Minibus Trust, to support replacement of the vehicle. The OCS complex designated reserve has been supplemented with a proportion of the surplus in 2024, £3,344 and there were no drawings from the fund or the Quinquennial funds.

Full details of reserves in Notes 9(b) and 9 (c).

Full details of reserves in Notes 9(b) and 9 (c).

HAYES (KENT) PAROCHIAL CHURCH COUNCIL

Independent Examiner's Report to the Hayes (Kent) Parochial Church Council

This report on the accounts of the PCC for the year ended 31st December 2024, which are set out in the previous pages, is in respect of an examination carried out in accordance with the Church Accounting Regulations 2006 (the "Regulations") and s.145 of the Charities Act 2011 (the "Act").

Respective responsibilities of trustees and examiner

As the members of the PCC you are responsible for the preparation of the accounts; you consider that the audit requirements of the Regulations and section 144(2) of the Act do not apply. It is my responsibility to issue this report on the accounts in accordance with the terms of the Regulations.

Basis of this report

My examination was carried out in accordance with the General Directions given by the Charity Commission under section 145(5)(b) of the Act and to be found in the Church guidance, 2006 edition, issued by the Finance Division of the Archbishops' Council. The examination includes a review of the accounting records kept by the PCC and a comparison of the accounts with those records. It also includes considering 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 material matters have come to my attention which gives me cause to believe that in any material respect:

- accounting records were not kept in accordance with section 130 of the Act; or
- the accounts do not accord with those records; or
- the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Act or the Regulations 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.

Signed by:

Ray Sargeant

FOR

SARGEANT AND CO.

HAYES (KENT) PAROCHIAL CHURCH COUNCIL

STATEMENT OF FINANCIAL ACTIVITIES for the year ended 31st December 2024

All figures in £'s

	Note	<u>Unrestricted Funds</u>		<u>Restricted Funds</u>	<u>Total 2024</u>	<u>Total 2023</u>
		<u>General</u>	<u>Designated</u>			
INCOMING RESOURCES						
<i>Incoming resources from donors</i>	2(a)	58,065	0	0	58,065	52,465
<i>Other voluntary income</i>	2(b)	0	1,003	13,984	14,987	59,200
<i>Income from events & activities</i>	2(c)	7,005	0	4,957	11,962	10,431
<i>Other ordinary income</i>	2(d)	70,427	40	100	70,567	51,904
<i>Income from investments</i>	2(e)	18,570	1,107	0	19,676	15,039
TOTAL INCOMING RESOURCES		<u>154,066</u>	<u>2,150</u>	<u>19,041</u>	<u>175,257</u>	<u>189,040</u>
RESOURCES USED						
<i>Missionary and charity giving</i>	3(a)	500	0	4,828	5,328	5,490
<i>Activities directly relating to the work of the church</i>	3(b)	129,366	5,000	9,553	143,919	146,539
<i>Fund-raising and publicity</i>	3(c)	0	0	0	0	0
<i>Church management and administration</i>	3(d)	1,695	0	0	1,695	1,713
TOTAL RESOURCES USED		<u>131,560</u>	<u>5,000</u>	<u>14,381</u>	<u>150,941</u>	<u>153,742</u>
NET INCOMING/(OUTGOING) RESOURCES		22,506	(2,850)	4,660	24,316	35,298
NET MOVEMENT IN FIXED ASSETS		-	-	-	0	-
GAINS AND LOSSES ON INVESTMENTS						
- realised		-	-	-	0	0
- unrealised		-	-	26	26	97
TRANSFERS BETWEEN FUNDS		(6,344)	6,344	0	0	0
NET MOVEMENT IN FUNDS		<u>16,162</u>	<u>3,494</u>	<u>4,686</u>	<u>24,342</u>	<u>35,395</u>
BALANCES BROUGHT FORWARD		50,190	360,921	33,442	444,553	409,157
BALANCES CARRIED FORWARD		<u>66,352</u>	<u>364,415</u>	<u>38,128</u>	<u>468,895</u>	<u>444,553</u>

HAYES (KENT) PAROCHIAL CHURCH COUNCIL

STATEMENT OF FINANCIAL ACTIVITIES for the year ended 31st December 2023

All figures in £'s

	Note	<u>Unrestricted Funds</u>		<u>Restricted Funds</u>	<u>Total 2023</u>	<u>Total 2022</u>
		<u>General</u>	<u>Designated</u>			
INCOMING RESOURCES						
Incoming resources from donors	2(a)	52,465	0	0	52,465	53,431
Other voluntary income	2(b)	0	48,374	10,827	59,200	12,521
Income from events & activities	2(c)	5,397	0	5,035	10,431	14,315
Other ordinary income	2(d)	50,801	1,103	0	51,904	56,769
Income from investments	2(e)	14,218	821	0	15,039	3,772
TOTAL INCOMING RESOURCES		<u>122,881</u>	<u>50,298</u>	<u>15,861</u>	<u>189,040</u>	<u>140,808</u>
RESOURCES USED						
Missionary and charity giving	3(a)	500	0	4,990	5,490	5,715
Activities directly relating to the work of the church	3(b)	132,860	366	13,313	146,539	146,191
Fund-raising and publicity	3(c)	0	0	0	0	0
Church management and administration	3(d)	1,713	-	-	1,713	1,546
TOTAL RESOURCES USED		<u>135,073</u>	<u>366</u>	<u>18,302</u>	<u>153,742</u>	<u>153,453</u>
NET INCOMING/(OUTGOING) RESOURCES		(12,193)	49,932	(2,441)	35,298	(12,645)
NET MOVEMENT IN FIXED ASSETS		-	-	-	0	0
CLOSING GRANT FROM OCS TRUST		-	-	-	0	0
GAINS AND LOSSES ON INVESTMENTS						
- realised		-	-	-	0	0
- unrealised		-	-	97	97	(138)
TRANSFERS BETWEEN FUNDS		12,193	(12,245)	52	0	0
NET MOVEMENT IN FUNDS		<u>0</u>	<u>37,687</u>	<u>(2,292)</u>	<u>35,395</u>	<u>(12,782)</u>
BALANCES BROUGHT FORWARD		50,190	323,233	35,734	409,157	421,940
BALANCES CARRIED FORWARD		<u>50,190</u>	<u>360,921</u>	<u>33,442</u>	<u>444,553</u>	<u>409,158</u>

HAYES (KENT) PAROCHIAL CHURCH COUNCIL

BALANCE SHEET AS AT 31ST DECEMBER 2024

All figures in £'s

	Note	<u>2024</u>	<u>2023</u>
FIXED ASSETS			
Tangible fixed assets	5(a)	0	0
Investment assets	5(b)	<u>1,156</u>	<u>1,130</u>
		<u>1,156</u>	<u>1,130</u>
CURRENT ASSETS			
Debtors	7	10,596	4,400
Prepayments and Accrued Income		452	280
Short term deposits:			
Diocese of Rochester		212,961	201,985
CCLA deposit fund		237,439	225,770
Cash at bank and in hand		<u>16,450</u>	<u>22,772</u>
		477,898	455,207
LIABILITIES: AMOUNTS FALLING DUE WITHIN ONE YEAR	8	(10,160)	(11,785)
NET CURRENT ASSETS		<u>467,738</u>	<u>443,422</u>
NET ASSETS		<u>468,895</u>	<u>444,553</u>
FUNDS			
Unrestricted - General	9(a)	66,352	50,190
Unrestricted - Designated	9(b)	<u>364,415</u>	<u>360,921</u>
Total unrestricted funds		430,767	411,111
Restricted	9(c)	38,128	33,442
TOTAL FUNDS		<u>468,895</u>	<u>444,553</u>

Approved by the Parochial Church Council on 12th March 2025 and signed on its behalf by:

The Reverend Amanda Spence (Chairperson)



Edward Roberts (Honorary Treasurer)



The notes numbered one to eleven on the following pages form part of these accounts.

HAYES (KENT) PAROCHIAL CHURCH COUNCIL

NOTES TO THE FINANCIAL STATEMENTS for the year ended 31st December 2024

CHARITY REGISTRATION

In accordance with the requirements of the Charities Act the PCC was registered as a separate charity with effect from 28th January 2010 (registration number: 1133878). The charity name is "The Parochial Church Council of the Ecclesiastical Parish of St Mary's, Hayes, Kent": however, the working name remains "Hayes (Kent) Parochial Church Council." The trustees are both the ex-officio and the elected members of the PCC.

1. ACCOUNTING POLICIES

The financial statements have been prepared in accordance with the Church Accounting Regulations 2006, the current Statement of Recommended Practice for Accounting and Reporting (FRS102 - applied from 1st January 2016) and the Charities Act 2011. The financial statements have been prepared under the historical cost convention except for the valuation of investment assets, which are shown at market value.

The accounts include all transactions, assets and liabilities for which the trustees are responsible in law. They do not include the accounts of church groups that owe their main affiliation to another body, nor those that are informal gatherings of Church members.

Funds

The *General Reserve* represents the funds of the PCC that are not subject to any restrictions regarding their use and are available for the general purposes of the PCC. The current policy of the PCC is for the General Reserve to be at a minimum level of £50,000, which is approximately six months' ordinary expenditure (Excluding OCS Complex). On this basis the trustees continue to adopt the going concern basis in preparing these financial statements.

Designated Funds and Reserves represent monies that have been set aside by the PCC for specific needs or projects, but which remain under the control of the PCC. As such they may be subject in the future to either re-designation or transfer back to the General Reserve.

Restricted Funds and Reserves represent monies that have been either donated or received in connection with a specific use, need or project and thus they may only be used in this connection. As such they are not normally available for the general use of the PCC.

Incoming Resources

Planning giving, collections and similar donations are recognised when received. Tax refunds (usually through Gift Aid) are accrued for in the same accounting period as the incoming resource to which they relate is received. Grants and legacies are accounted for as soon as the PCC is notified of legal entitlement, the amount due is quantifiable and its ultimate receipt by the PCC is reasonably certain. Dividends are accounted for when payable, interest as and when accrued by the payer. All incoming resources are accounted for on a gross basis.

HAYES (KENT) PAROCHIAL CHURCH COUNCIL

NOTES TO THE FINANCIAL STATEMENTS (continued) for the year ended 31st December 2024

1. ACCOUNTING POLICIES (continued)

Resources Used

Grants and donations are accounted for when paid over, or when awarded if that award creates a binding obligation on the PCC. The diocesan "offer payment" is accounted for when payable, with any amount unpaid at 31st December provided for in the accounts as an operational (though not a legal) liability and thus shown as a creditor in the Balance Sheet.

All other expenditure is generally recognised when it is occurred and is accounted for gross. In addition accruals are raised at the end of each accounting period for expenditure which has been incurred in that period, but which has not been paid out by the period end.

Fixed Assets

Consecrated property and movable church furnishings

Consecrated and beneficed property is excluded from the accounts in accordance with the Charities Act 2011. Movable church furnishings held by the Rector and Churchwardens on special trust for the PCC, and which require a faculty for disposal, are accounted as inalienable property unless consecrated. All expenditure incurred during the year on consecrated or benefice buildings and movable church furnishings, whether maintenance or improvement, is separately disclosed and usually written-off as expenditure in the accounts.

Other fixtures, fittings and office equipment

Equipment used within the church premises is usually written-off when the asset is acquired. Any exceptions to this policy are fully disclosed, together with a note regarding depreciation policy.

Gains and losses on investments

Realised gains or losses are recognised when investments are sold. Unrealised gains or losses are accounted for on the revaluation of investments at 31st December.

Current Assets

Debtors

Amounts owing to the PCC at 31st December in respect of fees, rents or other income are shown as debtors less any provision for amounts that may prove uncollectable.

Short-term deposits

Short-term deposits include cash held on deposit with either Barclays Bank, the Diocese of Rochester or in the CBF Church of England Deposit Fund.

HAYES (KENT) PAROCHIAL CHURCH COUNCIL

NOTES TO THE FINANCIAL STATEMENTS (continued) for the year ended 31st December 2024

All figures in £'s

2. INCOMING RESOURCES - 2024

	<u>Unrestricted Funds</u>		<u>Restricted</u>	<u>Total</u>	<u>Total</u>
	<u>General</u>	<u>Designated</u>	<u>Funds</u>	<u>2024</u>	<u>2023</u>
2(a) <i>Incoming resources from donors</i>					
Planned Giving:					
Covenants/Gift Aid	35,436	-	-	35,436	32,024
Income tax recoverable	10,000	-	-	10,000	9,344
Collections and boxes	9,735	-	-	9,735	8,463
Sundry donations	2,894	-	-	2,894	2,634
	<u>58,065</u>	<u>0</u>	<u>0</u>	<u>58,065</u>	<u>52,465</u>
2(b) <i>Other voluntary income</i>					
Churchyard donations	-	-	13,624	13,624	10,377
Youth and families' worker	-	503	360	863	5,050
Memorials and legacies	-	500	-	500	43,774
	<u>0</u>	<u>1,003</u>	<u>13,984</u>	<u>14,987</u>	<u>59,200</u>
2(c) <i>Income from events & activities</i>					
Fees	5,564	-	-	5,564	3,662
Magazine and bookstall	1,441	-	-	1,441	1,734
Fabric and bells fund	-	-	-	0	0
Organ fund	-	-	-	0	0
Flower fund	-	-	130	130	97
Parents and toddler group	-	-	-	0	0
Ringers' Guild	-	-	-	0	0
Fund-raising activities	-	-	4,828	4,828	4,938
	<u>7,005</u>	<u>0</u>	<u>4,957</u>	<u>11,962</u>	<u>10,431</u>
2(d) <i>Other ordinary income</i>					
Churchyard Income	-	-	-	0	0
Income from OCS flat	7,140	-	-	7,140	6,750
Income from OCS activities	60,058	-	-	60,058	42,336
Warm Spaces	0	40	-	40	1,103
Net movement in wedding deposits	-	-	100	100	0
Sundry Income	3,229	-	-	3,229	1,715
	<u>70,427</u>	<u>40</u>	<u>100</u>	<u>70,567</u>	<u>51,904</u>
2(e) <i>Income from investments</i>					
Dividends and interest	18,570	1,107	-	19,676	15,039
	<u>18,570</u>	<u>1,107</u>	<u>0</u>	<u>19,676</u>	<u>15,039</u>
TOTAL INCOMING RESOURCES	<u>154,066</u>	<u>2,150</u>	<u>19,041</u>	<u>175,257</u>	<u>189,040</u>

HAYES (KENT) PAROCHIAL CHURCH COUNCIL

NOTES TO THE FINANCIAL STATEMENTS (continued) for the year ended 31st December 2024

All figures in £'s

2. INCOMING RESOURCES - 2023

	<u>Unrestricted Funds</u>		<u>Restricted</u>	<u>Total</u>	<u>Total</u>
	<u>General</u>	<u>Designated</u>	<u>Funds</u>	<u>2023</u>	<u>2022</u>
2(a) Incoming resources from donors					
Planned Giving:					
Covenants/Gift Aid	32,024	-	-	32,024	35,300
Income tax recoverable	9,344	-	-	9,344	9,133
Collections and boxes	8,463	-	-	8,463	4,863
Sundry donations	2,634	-	-	2,634	4,136
	<u>52,465</u>	<u>0</u>	<u>0</u>	<u>52,465</u>	<u>53,431</u>
2(b) Other voluntary income					
Churchyard donations	-	-	10,377	10,377	11,471
Youth and families' worker	-	4,600	450	5,050	1,050
Memorials and legacies	-	43,774	-	43,774	0
	<u>0</u>	<u>48,374</u>	<u>10,827</u>	<u>59,200</u>	<u>12,521</u>
2(c) Income from events & activities					
Fees	3,662	-	-	3,662	7,940
Magazine and bookstall	1,734	-	-	1,734	1,513
Fabric and bells fund	-	-	-	0	0
Organ fund	-	-	-	0	0
Flower fund	-	-	97	97	145
Parents and toddler group	-	-	-	0	0
Ringers' Guild	-	-	-	0	160
Fund-raising activities	-	-	4,938	4,938	4,557
	<u>5,397</u>	<u>0</u>	<u>5,035</u>	<u>10,431</u>	<u>14,315</u>
2(d) Other ordinary income					
Churchyard Income	-	-	-	0	0
Income from OCS flat	6,750	-	-	6,750	6,390
Income from OCS activities	42,336	-	-	42,336	45,330
Warm Spaces	0	1,103	-	1,103	0
Net movement in wedding deposits	-	-	-	0	0
Sundry Income	1,715	-	-	1,715	5,049
	<u>50,801</u>	<u>1,103</u>	<u>0</u>	<u>51,904</u>	<u>56,769</u>
2(e) Income from investments					
Dividends and interest	14,218	821	-	15,039	3,772
	<u>14,218</u>	<u>821</u>	<u>0</u>	<u>15,039</u>	<u>3,772</u>
TOTAL INCOMING RESOURCES	<u>122,881</u>	<u>50,298</u>	<u>15,861</u>	<u>189,040</u>	<u>140,808</u>

HAYES (KENT) PAROCHIAL CHURCH COUNCIL

NOTES TO THE FINANCIAL STATEMENTS (continued) for the year ended 31st December 2024

All figures in £'s

3. RESOURCES USED - 2024

	<u>Unrestricted Funds</u>		<u>Restricted</u>	<u>Total</u>	<u>Total</u>
	<u>General</u>	<u>Designated</u>	<u>Funds</u>	<u>2024</u>	<u>2023</u>
3(a) <i>Missionary and charity giving</i>					
Local Charities	20	-	3,073	3,093	1,933
National Charities	-	-	1,049	1,049	1,965
Overseas Charities	480	-	705	1,185	1,592
	<u>500</u>	<u>0</u>	<u>4,828</u>	<u>5,328</u>	<u>5,490</u>
3(b) <i>Activities directly relating to the work of the church</i>					
Ministry:					
"Offer" payment to Diocese	58,587	-	-	58,587	64,300
Administration costs	9,677	-	-	9,677	8,670
Rectory upkeep costs	3,815	-	0	3,815	5,579
Church service expenses	465	-	-	465	762
Youth and families' worker	-	-	-	0	0
General running expenses	5,490	-	-	5,490	4,999
General repairs	1,437	-	-	1,437	3,252
Insurance costs	3,083	-	-	3,083	3,446
Light, heat and water	4,916	-	-	4,916	11,198
Expenditure on magazine	1,776	-	-	1,776	1,786
Organist, choir and music	5,003	-	-	5,003	5,202
Churchyard expenditure	-	-	9,264	9,264	10,839
Flower fund	-	-	290	290	339
OCS Activities expenditure	33,758	-	-	33,758	24,618
Warm Spaces	-	-	-	0	366
Use of legacies	-	5,000	-	5,000	0
Sundry expenses	1,358	-	-	1,358	1,183
	<u>129,366</u>	<u>5,000</u>	<u>9,553</u>	<u>143,919</u>	<u>146,539</u>
3(c) <i>Fund-raising and publicity</i>					
Appeal expenses	-	-	-	0	0
	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
3(d) <i>Church management and administration</i>					
Accountancy and bank charges	1,695	-	-	1,695	1,713
	<u>1,695</u>	<u>0</u>	<u>0</u>	<u>1,695</u>	<u>1,713</u>
TOTAL RESOURCES USED	<u>131,560</u>	<u>5,000</u>	<u>14,381</u>	<u>150,941</u>	<u>153,742</u>

HAYES (KENT) PAROCHIAL CHURCH COUNCIL

NOTES TO THE FINANCIAL STATEMENTS (continued) for the year ended 31st December 2024

All figures in £'s

3. RESOURCES USED - 2023

	<u>Unrestricted Funds</u>		<u>Restricted</u>	<u>Total</u>	<u>Total</u>
	<u>General</u>	<u>Designated</u>	<u>Funds</u>	<u>2023</u>	<u>2022</u>
3(a) <i>Missionary and charity giving</i>					
Local Charities	20	-	1,913	1,933	2,479
National Charities	-	-	1,965	1,965	886
Overseas Charities	480	-	1,112	1,592	2,350
	<u>500</u>	<u>0</u>	<u>4,990</u>	<u>5,490</u>	<u>5,715</u>
3(b) <i>Activities directly relating to the work of the church</i>					
Ministry:					
"Offer" payment to Diocese	64,300	-	-	64,300	64,300
Administration costs	8,670	-	-	8,670	9,207
Rectory upkeep costs	3,445	-	2,134	5,579	1,359
Church service expenses	762	-	-	762	430
Youth and families' worker	-	-	-	0	0
General running expenses	4,999	-	-	4,999	2,284
General repairs	3,252	-	-	3,252	2,519
Insurance costs	3,446	-	-	3,446	3,320
Light, heat and water	11,198	-	-	11,198	8,860
Expenditure on magazine	1,786	-	-	1,786	1,776
Organist, choir and music	5,202	-	-	5,202	4,584
Churchyard expenditure	-	-	10,839	10,839	9,782
Flower fund	-	-	339	339	182
Parents and Toddler Group	-	-	-	0	0
OCS Flat Costs	-	-	-	0	0
OCS Activities expenditure	24,618	-	-	24,618	33,795
Warm Spaces	-	366	-	366	0
Use of legacies	-	-	-	0	0
Sundry expenses	1,183	-	-	1,183	3,793
	<u>132,860</u>	<u>366</u>	<u>13,313</u>	<u>146,539</u>	<u>146,191</u>
3(c) <i>Fund-raising and publicity</i>					
Appeal expenses	-	-	-	0	0
	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
3(d) <i>Church management and administration</i>					
Accountancy and bank charges	1,713	-	-	1,713	1,546
	<u>1,713</u>	<u>0</u>	<u>0</u>	<u>1,713</u>	<u>1,546</u>
TOTAL RESOURCES USED	<u>135,073</u>	<u>366</u>	<u>18,302</u>	<u>153,742</u>	<u>153,453</u>

HAYES (KENT) PAROCHIAL CHURCH COUNCIL

NOTES TO THE FINANCIAL STATEMENTS (continued) for the year ended 31st December 2024

All figures in £'s

4. STAFF COSTS	<u>2024</u>	<u>2023</u>
Wages and salaries	9,360	8,424
Pension costs	281	253
Social security costs	27	-
	<u>9,668</u>	<u>8,677</u>

The PCC employed Brenda Harper as the Church Administrator throughout both years.

5. FIXED ASSETS FOR USE BY THE PCC

5(a) Tangible fixed assets		<u>2024</u>	<u>2023</u>
Gross and Net Book Value	At 1st January	-	-
	Additions	-	-
	Depreciation	-	-
	Disposals	-	-
	At 31st December	<u>0</u>	<u>0</u>

The Trustees have taken a fresh view of the OCS land and buildings and decided not to ascribe a value from hereon (and restate the previous year) due to the historic nature of the building, its inalienable nature and the lack of any supportable evidence for a valuation. By way of information the building ceased to be a school with ownership "transferring" to the Church in 1938; however no note of any consideration is available. The current insured value of the buildings is c£3.0m.

5(b) Investments		<u>2024</u>	<u>2023</u>
Income Shares	At 1st January	1,130	1,033
	Additions	-	-
	Disposals	-	-
	Revaluation Gain/(Loss)	26	97
	At 31st December	<u>1,156</u>	<u>1,130</u>

The investment represents bequeathed shares held by the Diocesan Board of Finance, the income of which is paid to the PCC. The current value is as notified by the Diocese.

6. RELATED PARTY TRANSACTIONS

The total amount received (excluding any associated Gift Aid) during the year, either by way of Planned Giving or donations, from any person (or their spouse/partner) who was a Trustee at any point in 2024 amounted to £4,540 (£5,040) in respect of Unrestricted Funds and nil in respect of Restricted Funds.

The total amount paid by way of expenses, as opposed to reimbursement in the normal course for materials and/or services purchased on behalf of the PCC, to Trustees during the year amounted to nil.

HAYES (KENT) PAROCHIAL CHURCH COUNCIL

NOTES TO THE FINANCIAL STATEMENTS (continued) for the year ended 31st December 2024

All figures in £'s

7. DEBTORS

	<u>2024</u>	<u>2023</u>
Gift aid recoverable	10,596	4,400
Other debtors	0	0
	<u>10,596</u>	<u>4,400</u>

8. LIABILITIES: AMOUNTS FALLING DUE WITHIN ONE YEAR

	<u>2024</u>	<u>2023</u>
OCS receipts subject to refund	100	168
Hayes Herald advance income	-	-
Year-end accruals	9,883	10,849
Sundry other creditors	177	769
	<u>10,160</u>	<u>11,785</u>

9. ANALYSIS OF DESIGNATED AND RESTRICTED FUNDS

9(a) General Funds

	<u>2024</u>	<u>2023</u>
--	-------------	-------------

The movements on the Unrestricted General Fund are summarised in the Statement of Financial Activities, with detail contained in Notes 2 and 3.

Income during the year	154,066	122,881
Outgoings during the year	(131,560)	(135,073)
Fund Transfers (net)	(6,344)	12,193
Net Movement	16,162	0
At 1st January	50,190	50,190
At 31st December	<u>66,352</u>	<u>50,190</u>

Represented by:-

Fixed Assets	-	-
Current Assets	76,512	61,975
Current Liabilities	(10,160)	(11,785)
	<u>66,352</u>	<u>50,190</u>

HAYES (KENT) PAROCHIAL CHURCH COUNCIL

NOTES TO THE FINANCIAL STATEMENTS (continued) for the year ended 31st December 2024

All figures in £'s

9. ANALYSIS OF DESIGNATED AND RESTRICTED FUNDS (continued)

9(b) Designated Funds

	<u>Sundry Memorials Legacies</u>	<u>Wedding Deposit Fund</u>	<u>Youth and Families' Worker</u>	<u>OCS Complex</u>	<u>Fabric Reserve</u>	<u>Warm Spaces Reserve</u>
Income in 2024	500	-	503	3,344	4,107	40
Outgoings in 2024	(5,000)	-	-	-	-	-
Transfers/Depreciation	-	-	-	-	-	-
Net Movement	(4,500)	0	503	3,344	4,107	40
At 1st January	201,053	0	38,688	89,896	30,547	737
At 31st December	196,553	0	39,191	93,240	34,654	777
Represented by:-						
Fixed Assets	-	-	-	-	-	-
Current Assets	196,553	0	39,191	93,240	34,654	777
Current Liabilities	-	-	-	-	-	-
	196,553	0	39,191	93,240	34,654	777
Income in 2023	43,774	-	4,600	2,447	3,821	1,103
Outgoings in 2023	-	-	-	-	0	(366)
Transfers/Depreciation	(17,691)	-	-	-	-	-
Net Movement	26,082	0	4,600	2,447	3,821	737
At 1st January	174,971	0	34,088	87,449	26,725	0
At 31st December	201,053	0	38,688	89,896	30,547	737

9(c) Restricted Funds

	<u>Churchyard Fund</u>	<u>Flower Fund</u>	<u>Youth and Families' Worker</u>	<u>Ringers' Guild Fund</u>	<u>OCS Flat Deposit Fund</u>	<u>Investment Fund</u>	<u>Sequestration Fund</u>	<u>Wedding Deposits</u>
Income in 2024	13,624	130	360	-	-	-	-	10
Outgoings in 2024	(9,264)	(290)	-	-	-	-	0	-
Transfers/Revaluations	-	-	-	-	-	26	-	-
Net Movement	4,360	(160)	360	0	0	26	0	10
At 1st January	27,132	1,384	1,635	1,861	300	1,130	0	-
At 31st December	31,492	1,224	1,995	1,861	300	1,156	0	10
Represented by:-								
Fixed Assets	-	-	-	-	-	1,156	-	-
Current Assets	31,492	1,224	1,995	1,861	300	-	0	10
Current Liabilities	-	-	-	-	-	-	-	-
	31,492	1,224	1,995	1,861	300	1,156	0	10
Income in 2023	10,377	97	450	-	-	-	-	-
Outgoings in 2023	(10,839)	(339)	-	-	-	-	(2,134)	-
Transfers/Revaluations	-	-	-	-	-	97	-	-
Net Movement	(463)	(242)	450	0	0	97	(2,134)	-
At 1st January	27,595	1,626	1,185	1,861	300	1,033	2,134	-
At 31st December	27,132	1,384	1,635	1,861	300	1,130	0	-

HAYES (KENT) PAROCHIAL CHURCH COUNCIL

NOTES TO THE FINANCIAL STATEMENTS (continued) for the year ended 31st December 2024

10. LONG SERVING TRUSTEES

Charity Governance Code (the "Code") recommends that trustees are appointed for an agreed length of time and the current policy of Hayes (Kent) PCC is that trustees who are not ex-officio are required to "step down" for at least one year at the end of their usual three-year appointment. The code also stipulates that if a trustee has served for more than nine years, then their reappointment should be subject to both a specific review and explained in the annual report.

Mary Whytock has served in her role as Honorary Secretary since 2008.

It is the intention that Mary Whytock continues in her role for another year, and this was discussed and passed as a motion at a meeting of the PCC on 12th March 2025. The rationale for this is her specific expertise and the lack of any alternative nominations.

11. OCS STATEMENT OF FINANCIAL ACTIVITIES

All figures in £'s

	<u>2024</u>
Income	
Flat Income	7,140
OCS Hiring Activities	<u>60,058</u>
	67,198
Expenditure	
Caretaker Costs	(2,328)
Business Rates	(71)
Cleaning	(12,634)
Insurance	(2,055)
Repair and maintenance	(3,291)
Sundry Expenses	(1,403)
Telephony	(202)
Utilities	(10,481)
Waste Management	(1,292)
Total Expenditure	(33,758)
Total Income/(Outgoings)	<u>33,440</u>
Surplus transfer to OCS Designated Reserve	(3,344)
Net Income/(Outgoings)	<u>30,096</u>

HAYES (KENT) PAROCHIAL CHURCH COUNCIL

Additional Information Sheet not forming part of the formal Financial Statements

SUMMARY OF CHARITY GIVING 31 DECEMBER 2024

All figures in £'s

	<u>General Funds</u>	<u>Restricted Funds</u>	<u>Total 2024</u>	<u>Total 2023</u>
<i>Local Charities:</i>				
CASPA		608	608	461
Demelza House			0	154
Hayes Food Bank		730	730	244
St Christopher's		496	496	461
Friends of Rochester Cathedral	20		20	20
Ment4			0	52
Welcare		1,239	1,239	540
	<u>20</u>	<u>3,073</u>	<u>3,093</u>	<u>1,933</u>
<i>National Charities:</i>				
Children's Society		307	307	940
Mission to Seafarers		184	184	401
Royal British Legion		558	558	470
Save The Children Fund			0	154
	<u>0</u>	<u>1,049</u>	<u>1,049</u>	<u>1,965</u>
<i>Overseas Charities:</i>				
Christian Aid - General		214	214	778
Christian Aid Appeals		212	212	302
Rochester Diocese links		185	185	32
CMS re Specific Missionary Partners	480		480	480
Poverty and Hope Appeal		95	95	0
	<u>480</u>	<u>705</u>	<u>1,185</u>	<u>1,592</u>
Total Charity Giving	<u>500</u>	<u>4,828</u>	<u>5,328</u>	<u>5,490</u>
2023 Total	500	4,990	5,490	

It should be noted that due to a change in charity accounting rules as to what is allowed to be included in the formal accounts, as opposed to charity money that merely passes through the Church's accounts, the full amount above does not appear in the accounts.