

Consolidated Annual Report and Financial Statements
Of the

Hykeham Parochial Church Council

The Parish Church of All Saints North Hykeham

The Parish Church of St Hugh North Hykeham
The Parish Church of St Michael and All Angels South Hykeham
All Saints Church Hall: 'The Ark'
St Hugh's Church Hall

Year ending 31st December 2022

Registered Charity Number: 1133885

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1) Introduction

a) Aims and purposes

Hykeham Parochial Church Council (PCC) has the responsibility of cooperating with the incumbent, the Reverend Peter Collins, in promoting in the ecclesiastical parish, the whole mission of the Church, pastoral, evangelistic, social and ecumenical. The PCC is also specifically responsible for the maintenance of the Church Centre complex of North Hykeham All Saints, St. Michaels Church and St. Hugh's Church.

b) Objectives and Activities

The PCC is committed to enabling as many people as possible to worship at our churches and to become part of our parish community at All Saints, St. Michaels and St. Hugh's Churches. 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:

- i) Worship and prayer; learning about the Gospel; and developing their knowledge and trust in Jesus.
- ii) Provision of pastoral care for people living in the parish.
- iii) Missionary and outreach work.

To facilitate this work, it is important that we maintain the fabric of the Churches at All Saints St Michael's and St. Hugh's.

2) Achievements and Performance

a) Worship and Prayer

The Parish Church of All Saints, North Hykeham

Sundays:	8.00 a.m.	Holy Communion
	9.45 a.m.	All Saints Seekers (Children 3-11)
	9.45 a.m.	Parish Holy Communion (2 nd and 4 th Sundays)
	9.45 a.m.	Morning Service (1 st and 3 rd Sundays)
	6.30 p.m.	Evening Prayer (3 rd Sunday with Holy Communion)
	12.15 p.m.	Holy Baptism
	1.30 p.m.	Holy Baptism
Wednesday:	9.30 a.m.	Holy Communion

The Parish Church of St. Hugh, North Hykeham

Sundays: 9.45 a.m. Parish Holy Communion (2nd and 4th Sundays)

The Parish Church of St. Michael and All Angels, South Hykeham

Sundays: 11.15 a.m. Parish Holy Communion (1st and 3rd Sundays)

When there is a 5th Sunday, the main morning service alternates around the three churches.

These are the new times and 9.45 services are still transmitted on Zoom.

At present there are 133 parishioners on the Church Electoral Roll, with 25 at St. Hugh's, 88 at All Saints and 20 at St. Michael's.

We continue to produce weekly reading sheets that are delivered or sent by e-mail to Church members who still require this. Our Baptisms and Weddings went ahead as planned.

All Saints Seekers Report

Seekers continues and although the numbers are small the children are learning about stories in the bible thanks to Gillian and Sarah Jayne for all their hard work. Thanks to Charlotte and her team for running the holiday clubs and Messy Church Sessions.

Choir Report: We carry on and enjoy the privilege leading the musical worship in All Saints. The highlight of the year was the '3 Kings' at the Carol Service a thank you Evie, Florence and Lily. We hope you will come and sing with us again. Thanks to Ken and Rosemary for playing the organ (now fully refurbished) we wish them both well and hope that they will play for us again soon.

Deanery Synod

At the beginning of the year the Rural Deanery of Graffoe consists of nine benefices and thirty-one churches, the Branston Group, Graffoe United Parish, the Hykeham Parish Group, The Metherringham Group, the Skellingthorpe Group, Waddington Parish, the Washingborough Group and Withamside United Parish but due to discussions about A Time to Change Together, Skellingthorpe Group has moved to the West Lindsey Group but Bracebridge Heath has been added to the group.

Synod meet three times a year, usually on a Thursday evening at different venues around the Deanery. Members pray together, consider current issues and hear news and views. Synod meetings are chaired jointly by the Rural Dean and an elected lay chair. Each Synod is elected for 3 years, representatives are elected at their Annual Church meeting. We currently have four lay and one Clergy representative.

During the year Revd Simon Dean was welcomed as the new incumbent of Waddington.

c) Churchwardens Reports:

i) ALL SAINTS'

Firstly, we should like to reiterate our thanks to our two Assistant Wardens and to ALL those who in any way, contribute to the smooth running and upkeep of our Church. There has been a lot of work by many people as we have continued to re-open and welcome back our congregation, at a pace with which they feel safe.

As we continue to Zoom each Sunday we have successfully applied for a faculty to install twin streaming cameras in the rear of the church, and the ancillary equipment to enable us to broadcast all our services via YouTube and our Parish Facebook page in the vestry.

Permission has also been received for the new 'Area for Cremated Remains'. We are most grateful to Peter for all his hard work in this endeavour and look forward to making this area a suitable memorial for those whose ashes will be laid to rest.

The DCC have also planted a Red Oak tree to replace the tree felled last year to add to the Platinum Jubilee 'Green Canopy' Tree initiative and as a memorial to our late Queen.

ii) ST HUGH'S:

Coronavirus continues to be part of our daily lives but our numbers have remained stable. We are grateful for the most part that both our monthly services have been Holy Communion services.

The impact of Resourcing Sustainable Churches may see all three churches only having morning worship services on some Sundays.

Events

The Diocese has continued to use the Church for occasional meetings which we offer at no cost to them but with the increase in heating costs we may need to charge a small fee to cover heating costs. After many delays the new heating system was installed in October.

A big thank you to Derek, Jill and Paul for all their hard work keeping the grounds tidy. Thank you to our good neighbour Alan Robson who has continued to cut the grass throughout the year.

The church has also been used as a Food Bank Distribution & Collection Centre supporting many families within the community. Every week the number of donations have been brilliant resulting in 4 to 5 containers being taken to the foodbank warehouse. The church has also become a drop-in centre for the Citizens Advice Bureau every Friday morning. Warm packs have also been distributed to those people who are facing fuel poverty.

iii) ST MICHAEL'S:

A lot of progress has been made during the year towards the alterations need to install a toilet in the vestry and work will continue with this throughout 2023.

Celebrations took place with the PCC and the local school to celebrate the Queen's Platinum Jubilee and the school has also attended services for the first time in three years now that COVID restrictions have been lifted.

Events such as the May Fayre, Autumn Fayre and Christmas Fayre were well attended and this will continue during 2023. The Foodbank run by all three churches and based at St. Hughes have supported many struggling families during 2022.

d) Church Hall Reports:

St. Hugh's Hall: The hall building and fabric are generally in good condition. Had a problem with wood blocks in the floor started to rise but this was only a crack in concrete and this is now resolved. Gutters and soak aways cleaned, PAT tests completed, fire test carried out. Hall let out to NKDC for election day, but generally lettings are low and we have lost two regular bookings. Pre-school are only in mornings now. This is a cause for concern. We have had to increase hirer charges, occasional bookings are starting to come in and we can now advertise the hall again.

All Saints Ark: Last year had two fund raising events, proceeds to refurbishing of woodwork on the small hall. We had £500 left over from the roof replacement so this has been transferred over to hall decoration fund. NKDC gave a discretionary grant of £3,000 and we received refunds from Eon for electricity and gas. Most regular hirers started back in September and we have been busy most weekends with Birthday and Christening parties. We have picked up new regular hirers and shop and coffee shop are doing well.

e) Pastoral Group

There are more people needing pastoral care and visiting, many cannot attend church due to frailty and health issues. This has increased numbers we regularly visit. The team have worked through a short course on Pastoral care, completed home communion training, afternoon tea has started, the Diocese course 'To love and serve the Lord' a small number are hoping to attend. We have 13 people who require Home Communion. 14 Pastoral members and 6 take out Communion. There is a team who visit care homes. We have a time for reflection once a month in Church.

f) Church District Church Councils

Each of the three churches have a District Church Council which is responsible for the upkeep and maintenance of the church. **All Saints'** six meetings were held main topics have been a new cremated remains plot and setting up a servery. New PA system. **St. Hugh's** - six meetings were held, the main topics have been hosting Curate training and how the Church can easily be used for events, training and meetings, possibly becoming a food distribution centre. **St Michael's** – six meetings were held, main topics for this year have been installing a toilet and building a new vestry.

g) Ecumenical Relationships

This group disbanded during the year due to lack of support from all of the churches.

h) Groups and Fellowships

Mothers' Union continues to meet on the 1st Wednesday of each month. They have enjoyed a variety of speakers and visited the Yorkshire Wildlife park for the Annual Outing. They held a Christmas Lunch at Pennells. This group welcomes new members.

Women's Fellowship this group meets in the Methodist Church Hall on the 2nd Tuesday of the month. New members are always very welcome. A number of speakers have entertained us during the year and we had an afternoon tea at Pennells.

i) Volunteers

We would like to thank all the volunteers who work so hard to make our church the lively and vibrant community it is. The Wardens would like to thank our clergy, readers, assistant wardens, office staff, all committee members, those who play, sing, serve, pray, read, collect, greet and attend, arrange the flower, make cups of tea, coffee, cook and bake, wash the linen, (smile, laugh, cry and moan), work with children, visit the sick and lonely, deliver magazines, members of Mothers' Union and Women's Fellowship, work in the shop or the soup kitchen, play bingo, knit and natter, cut the grass, attend to the churchyards, and anybody we have not mentioned.

j) PCC Secretary's Report

There have been three PCC Zoom meetings and three in Church which have been well attended. The DCC reports have all been accepted.

k) Treasurers Report/Financial Review

Total receipts on unrestricted funds were £210,143 (2021: £162,526) of which £90,765 (2021: £117,020) was unrestricted voluntary donations, with £11,190 (2021: £1,547) from Gift Aid. Restricted donations of £24,232 (2021: £1,044) were received with £24,827 (2021: £2,012) of expenditure. The freehold house continues to be let generating income with maintenance costs being incurred annually.

£165,140 (2021: £174,178) was spent from unrestricted funds to provide the Christian ministry within the Hykeham group of churches, including the contribution to the diocesan parish share which largely provides the stipends and housing for the clergy.

The sum that the churches in the deanery have to find is shared between the churches and during 2022 a Covenant Pledge system was put in place where the PCC of North Hykeham paid £35,500 which was considerable more than 2021 with an additional payment of £1,905 for which the Diocese is extremely grateful.

The net result for the year was a positive result of a surplus of £40,480 (2021 :deficit of £17,382), which is a much improved result.

l) Reserves policy

It is PCC policy to try to maintain a balance on unrestricted funds which equates to at least three months unrestricted payments. This is equivalent to £30,000. It is held to smooth out fluctuations in cash flow and to meet emergencies. The cash balance of £41,424 (2021: £8,428) held in unrestricted (including designated) funds at the year

end was more than this target. It continues to be the PCC's objective to continue to increase this balance.

3) 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 (Trustees) is set out in the Church Representation Rules. At All Saints the membership of the PCC consists of the incumbent, churchwardens, and members elected by those members of the congregation who are on the electoral roll of the church. Church attendees are encouraged to be entered on the Electoral Roll and to 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 meet six times during the year with an average level of attendance. The three District Church Council meet six times a year to discuss worship, fabric and social events.

These committees, are all responsible to the PCC and report back to it regularly with minutes of their decisions being received by the full PCC and discussed as necessary.

Administrative information

The Parochial Church Council of the Church of England Ecclesiastical Parish of Hykeham. It is part of the Diocese of Lincoln within the Church of England. The PCC is a body corporate (PCC Powers Measure 1956, Church Representation Rules 2011) and is registered with the Charity Commission for England and Wales. Charity Registration number: 1133885.

The Parish of Hykeham:

All Saints Church, Moor Lane, North Hykeham

The Ark Church Hall, Moor Lane, North Hykeham

St. Hugh's church, Harewood Crescent, North Hykeham

St. Hugh's Church Hall, Harewood Crescent, North Hykeham

St. Michael and All Angels, Meadow Lane, South Hykeham

Parish Office: The Ark Office, Moor Lane, North Hykeham, LN6 9AB

The PCC operates under the Parochial Church Council Powers Measure 1956. The method of appointment of PCC members is set out in the Church Representation Rules 2011. The membership of the PCC consists of the incumbent and hon. Priests, churchwardens, and members elected by those members of the congregation who are on the electoral roll of the church. All members of the congregation are encouraged to register on the Electoral Roll and stand for election to the PCC.

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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.

These committees, are all responsible to the PCC and report back to it regularly with minutes of their decisions being received by the full PCC and discussed as necessary.

Clergy : Revd. Peter Collins, Revd. Jo Reid

Parish Administrator/PCC Secretary: Lorraine Edminson

Treasurer : Mrs Sally Long

Auditor : Karen Pickles

Churchwardens: Ray Allen, Fergus Redford, Margaret Driffill and Elizabeth Hill

PCC members who have served at any time from 1st January 2016 until the date this report was approved are:

a) Ex Officio members:

- i) Incumbent: The Reverend Peter Collins (Chair)
- ii) Revd Jo Reid

b) Elected members:

- i) Mr Andrew Long
- ii) Miss Denise Temple
- iii) Mrs Lorraine Edminson
- iv) Mrs Liz Grocock
- v) Mrs Jean Wagstaff
- vii) Mrs Sonia Maynard
- ix) Mrs Caron Harrison
- x) Mrs Sally Long
- xi) Mr Malcolm Tipper

Approved by the PCC on 18th April 2023 signed on their behalf by the Reverend Peter Collins (PCC chairman).



Reverend Peter Collins
PCC Chair

Independent examiner's report to the trustees of the Hykeham Parochial Church Council

I report to the trustees on my examination of the accounts of the Hykeham Parochial Church Council (the Trust) for the year ended 31st December 2022.

Responsibilities and basis of report

As the charity trustees of the Trust you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act'). I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the Trust as required by section 130 of the Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair view which is not a matter considered as part of an independent examination.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

Signed: *K Pickles*

Name: *KAREN PICKLES*

Relevant professional qualification or membership of professional bodies (if any): *CIMA student, MAAT*

Address: *6 ASH HOLT CLOSE, FISKERTON, LINCOLN, LN3 4GF*

Date: *15/04/2023*

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Statement of Financial Activities

	Notes	Unrestricted funds	Restricted funds	Endowment funds	Total 2022	Total 2021
Income and endowments from:						
Donations and legacies	2	90,765	24,232	-	114,997	118,063
Income from charitable activities	3	106,053	-	-	106,053	43,513
Other trading activities	3	657	-	-	657	26
Investments	4	12,668	90	-	12,759	1,968
Other income	4	-	-	-	-	-
Total income		210,143	24,322	-	234,465	163,570
Expenditure on:						
Raising funds	7	362	-	-	362	110
Expenditure on charitable activities	8	165,150	24,827	-	189,977	176,189
Other expenditure	9	3,647	-	-	3,647	4,653
Total expenditure		169,159	24,827	-	193,986	180,952
Gains / losses on investment assets		-	-	-	-	-
Net income / (expenditure) resources before transfer		40,984	(505)	-	40,480	(17,382)
Transfers						
Gross transfers between funds – in		-	-	-	-	-
Gross transfers between funds – out		-	-	-	-	-
Other recognised gains / losses						
Gains on revaluation, fixed assets, charity's own use		-	-	-	-	-
Net movement in funds		40,984	(505)	-	40,480	(17,382)
Total funds brought forward		103,822	12,938	-	116,760	134,142
Total funds carried forward		144,806	12,433	-	157,240	116,760

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Balance Sheet as at 31st December 2022

		2022	2021
		£	£
CURRENT ASSETS	Note		
Debtors		-	-
Bank current account		41,424	8,438
CCLA (CBF) deposit account		674	-
CCLA Legacy Fund North Hykeham		14,173	13,882
Barclays Other Fund North Hyekham		1,417	1,549
Ark Hall, North Hykeham Current Account		24,683	17,041
St. Hughs DCC Fabric Fund		328	324
St. Hughs DCC Current Account		7,203	10,235
St. Hughs Hall CCLA Account		7,554	7,456
St. Hughs Hall Current account		9,852	6,701
St. Michaels CCLA Account		38,993	38,110
St. Michaels Current Account		250	1,960
St. Michaels Organ Accounts		739	1,114
St. Michaels Land Account		9,950	9,950
Total Current assets		157,240	116,759
CREDITORS : Amounts falling due within one year		-	-
NET ASSETS		157,240	116,759
Represented by funds	13		
Unrestricted		144,805	103,822
Designated		-	-
Restricted		12,433	12,937
Endowment		-	-
TOTAL FUNDS		157,240	116,760

The financial statements were approved by the PCC on 18th April, 2023 and signed on their behalf by:



Rev. Peter Collins
Chair of the PCC

Notes to the Financial Statements

1. Accounting Policies

a) Basis of Preparation

These financial statements have been prepared under the historic cost convention and in accordance with the Charities Act 2013 and SORP (FRSSE) 2015.

b) Funds Structure

The PCC uses restricted funds to account for situations where a donor requires that a donation must be spent on a particular purpose or where funds have been raised for a specific purpose. All other funds are unrestricted. Where the trustees intend to use these unrestricted funds for a specific purpose they have set up a designated fund to reflect this.

c) Incoming Resources

Income is included in the Statement of Financial Activities as follows:-

Donations	- as received
Grants	- accruals basis
Services provided	-as invoiced
Reimbursed expenses	-as invoiced
Bank Interest	- as received

d) Resources Expended

Expenditure is included in the financial statements as incurred. Commitments are included in expenditure as accruals where there are liabilities which have not yet been paid.

e) Fixed Assets

Assets acquired are not capitalised and depreciated in the accounts but written off completely in the year of acquisition. Whilst the assets may have an on-going value to the PCC they are likely to have little realisable value or economic value to the PCC in the future. This policy has been adopted to better reflect the actual usage of funds each year and the amount of liquid available funds available to the PCC at the end of each accounting period.

f) Reserves Policy

The PCC has adopted a reserve policy to maintain a minimum balance in free reserves equating to three months of expenditure.

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	Unrestricted funds	Restricted funds	Total 2022	Total 2021
2 INCOME AND ENDOWMENTS				
Donations and legacies				
0101 - Gift Aid - Bank	7,093	-	7,093	1,547
0110 - Gift Aid - Envelopes	4,097	-	4,097	-
0201 - Planned Giving	24,035	-	24,035	27,956
0202 - Covenants	-	-	-	3,023
0202A - Covenants - All Saints	1,928	-	1,928	4,139
0202B - Covenants- St Hughs	305	-	305	926
0202C - Covenants - St. Michaels	212	-	212	587
0301 - Loose plate collections	130	-	130	-
-0301A - Loose Plate - All Saints	8,770	-	8,770	3,616
0301B - Loose Plate - St. Hughs	349	-	349	143
0301C - Loose Plate - St. Michaels	682	-	682	325
0302 - Weddings - Collections	546	-	546	674
0303 - Special Services - Collections	757	-	757	1,137
0401 - Regular gift days	1,150	-	1,150	-
0410 - Giving through church boxes	22	-	22	-
0550 - Donations appeals etc	14,799	24,232	39,031	5,074
0601 - Tax recoverable on Gift Aid	-	-	-	7,603
0701 - Legacies	23,054	-	23,054	37,154
0801 - Grants Ark	586	-	586	23,104
08A1 - Non-recurring one-off grants	500	-	500	1,055
0901 - Other funds generated	1,750	-	1,750	-
Total	90,765	24,232	114,997	118,063
3 Income from charitable activities				
1101 - Fees for weddings and funerals	17,203	-	17,203	12,244
1210 - Misc. Income	41,696	-	41,696	21,244
1230 - Church hall lettings - objectives	47,154	-	47,154	10,025
Total	106,053	-	106,053	43,513
Other trading activities				
0802 - Grants - Other PCC	340	-	340	-
1220 - Bookstall sales - fund raising	-	-	-	-
1250 - Magazine income - advertising	110	-	110	-
1260 - Parish magazine sales	207	-	207	26
Total	657	-	657	26
4 Investments				
1020 - Bank and building society interest	616	90	706.60	5
1030 - Rent from lands or buildings	12,052	-	12,052	1,963
Total	12,668	90	12,759	1,968
Other income				
1310 - Insurance claims	-	-	-	-
Total	-	-	-	-
INCOME TOTAL	210,143	24,322	234,465	163,570

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		Unrestricted funds	Restricted funds	Total 2022	Total 2021
	EXPENDITURE				
7	Raising funds				
	1730 - Costs of fetes & other events	-	-	-	-
	1740 - Investment management costs	-	-	-	-
	1851 - Choir costs and expenses	362	-	362	110
	Total	362	-	362	110
8	Expenditure on charitable activities				
	1850 - Home mission	232	-	232	-
	1870 - Secular charities	854	-	854	1,078
	1902 - LDTBF Fees	3,051	-	3,051	1,772
	1910 - Parish Share	40,596	-	40,596	33,595
	2101 - Working expenses of incumbent	-	-	-	391
	2102 - Travel Expenses	312	-	312	311
	2002 - Clergy Expenses	67	-	67	115
	2001 - Ark Wages	6,189	-	6,189	6,691
	2051 - Salary of Parish Administrator	8,817	-	8,817	8,646
	2051 -Other paid posts	6,314	-	6,314	4,999
	2052 - Verger salary costs	1,720	-	1,720	1,185
	2060 - National Insurance	535	-	535	278
	2061 - Pension Contributions	424	-	424	327
	2150 - Vicar's telephone	721	-	721	484
	2201 - Parish training and mission	-	-	-	-
	2202 - Other Office expenses	25,810	-	25,810	3,584
	2301 - Church running - insurance	7,131	-	7,131	6,827
	2302 - Postage	12	-	12	-
	2310 - Church office - telephone	1,440	-	1,440	2,067
	2320 - Organ/Piano tuning	-	-	-	367
	2330 - Church maintenance	715	-	715	5,158
	2340 - Upkeep of services	244	-	244	861
	2350 - Upkeep of church	11,885	24,827	36,712	113

8 Expenditure on charitable activities (Continued)

2360 - Administration	4,074	-	4,074	3,055
2361 - Franking Machine	284	-	284	1,336
2370 - Visiting speakers / locums	-	-	-	-
2401 - Church running - electric	2,155	-	2,155	375
2402 - Candles for Church	-	-	-	-
2410 - Church running - gas	1,223	-	1,223	692
2420 - Water	-	-	-	-
2440 - Church running - heating and lighting	3,466	-	3,466	1,705
2501 - Magazine expenses	-	-	-	-
2510 - Bookstall costs	-	-	-	-
2530 - Hall running - electricity	14	-	14	-
2540 - Hall running - gas	62	-	62	-
2560 - Hall running - maintenance	35,456	-	35,456	88,914
2580 - Hall running - water	-	-	-	-
2590 - Hall running - heating and lighting	654	-	654	590
2840 - Other PCC property upkeep	692	-	692	673
2933 - Interest Charged	-	-	-	-
Total	165,150	24,827	189,977	176,189

9 Other expenditure

2931 - Printing	2,966	-	2,966	1,799
2932 - Photocopier	681	-	681	2,854
Total	3,647	-	3,647	4,653
EXPENDITURE TOTAL	169,159	24,827	193,986	180,952

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10	Staff Costs	2022	2021
		£	
	Salaries	23,040	21,791
	Employer NI contributions	535	278
	Pension	424	327
		<u>23,575</u>	<u>22,069</u>

The above costs relate to salaries for the Ark and Parish Administrator.

