

**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 2023

Parochial Church Council of North Hykeham
Annual Report
For the Year ended 31st December 2023

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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 108 parishioners on the Church Electoral Roll, with 22 at St. Hugh's, 69 at All Saints and 17 at St. Michael's.

We had to adapt our services to cope with Covid19. However, we are now back to normal. We still produce weekly reading sheets for Church and send some by email to Church members who require this. We have had 42 Baptisms and 13 Weddings.

All Saints Seekers Report

Though this group is few in numbers, they learn a great deal from their leaders Gillian and SarahJayne who are always setting them interesting tasks. **Messy Church and Holiday Club:** Both of these groups are well attended, and the children return on a regular basis. Thanks to all who organise and run these events.

Choir Report: Thanks to Fergus for providing the music and thanks to our choir members who turn up for our services and lead us in our singing.

b) Deanery Synod:

Our March meeting was held in St Hugh's Church and we discussed Time To Change together looking at Strengths, Weaknesses, Opportunities and Threats. Our meeting in June was also at St Hugh's where we once more discussed the North Kesteven Deanery Partnership and the Local Mission Areas. There is to be another "To Love and Serve the Lord" course which will be held in Bracebridge Heath. Our October meeting was held in Waddington and Toni Butroid took one group and discussed the church service that is organised by the laity in the school hall at Navenby, this is for all ages, is less formal and is well attended. Gillian Georgio led a second group talking about challenging our young Seekers. She also spoke to the group, about messy church

c) Churchwardens Reports:

ALL SAINTS'

The fabric of the Church is sound, but there are a few issues that need looking at, the vestry roof needs some repairs, external doors need painting. The chancel lights have been upgraded and give a much brighter light. The organ is maintained on a regular basis. We have planted an Oak tree in the Churchyard. We have received quotes for the work on the servery and are looking at getting funding for this project.

ST HUGH'S:

The Food Bank has been a great success and has been a real community effort. Food donations have been great and the volunteers who come from all parts of the community have worked tirelessly. 75% of the food parcels go to Hykeham people. Citizens Advice Bureau is also on hand to help people get the right benefits. The heating has caused some problems, the new 2KW heaters do not really do a great job. We have been given three options by the Diocese heating advisor and we are still investigating these. It has been an exhausting journey. St Hugh's has now changed its status from a festival church into a community church this should help sustain growth in the future.

ST MICHAEL'S:

Good progress has been made this year towards alterations needed to install a toilet. Thanks to Caron for all her work on the computer liaising with Carl Andrews and Stephen Sleight. We are now in a position to know which builders we can use. We have given Carl the go ahead to get the quotes, once this is done we can apply for grants, Carol will contact Fran Bell for advice. Debbie Locker has offered to help Friday 3rd June 2022 there was a joint event with the school and parish council to celebrate the Queen's Platinum Jubilee. The school has been in for services after three years due to the pandemic. The May Fayre, Autumn Fayre and Christmas Fayre were well attended. There will be a Dog Show, quizzes, May and Christmas Fayres this year.

d) Church Hall Reports:

St. Hugh's Hall: The hall is being well used, Monday to Friday 8.30-3.00 is pre-school. Brownies and Guides, NHS Pilate classes in the evenings and Starlight Theatre on Saturday mornings. We have had the usual problem with the floor lifting and we are looking at re-decorating the hall. The outside walkway has been re-roofed, the guttering at the back of the hall has been replaced and the front guttering and pipes have been cleaned out.

All Saints Ark: The hall is now back in full use, having lost some hirers, we have gained new ones. The weekends are busy with parties and christening celebrations. The community shop and coffee shop are both doing well along with the regular Bingo sessions, thanks to all our volunteers.

Our gas and electricity have increased due to the halls being used more. We are in credit for all our utilities. The furlough scheme has stopped so we are paying the full amount of Denise's wages now.

e) Pastoral Group

Carol has now taken on the leadership of this group and is supported by a strong team. We continue to visit Canwick Court, Neale Court and Beckside Nursing Homes on a monthly basis. Our team also visit the elderly in their homes giving Holy Communion. Our afternoon teas are very popular and thanks to all who serve, make sandwiches and cakes.

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'** We have had five meetings and changed our time and place for meetings which now take place in the Ark at 3pm on a Tuesday afternoon. Our meetings have been reasonably well attended, we planted a new oak tree in the Churchyard. Have looked at quotes for the servery which now requires some funding. We have replaced the Chancel lights.

St. Hugh's - five meetings were held, food bank is doing really well, new heaters installed **St Michael's** - five meetings were held, main topics for this year have been installing a toilet and building a new vestry.

g) Ecumenical Relationships

The churches together committee has now closed, as it was difficult to get members from the different church together. Despite this the joint Holiday Club still went ahead as did the carol singing and Christmas and the Good Friday witness on the village green and the 6am Easter morning Holy Communion on the Village Green.

h) Groups and Fellowships

Mothers' Union We meet on the first Wednesday of the month at 2pm, we start our meetings with a short service and then have a speaker or organise a craft or games session. Our outing was to the Kinema in the Woods, followed by a meal. Our Christmas lunch was at Pennells

Women's Fellowship The group has around 25 members who now meet in the small hall in at the Ark. Everyone is welcome, we have different speakers during the year. Our afternoon tea this year was at the Loudor.

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. Even though Covid restrictions were lifted we have still kept in touch by phone, email, post and Zoom.

j) PCC Secretary's Report

PCC meetings are now being held in St Hugh's Church we have had six meetings and these have been well attended. We have accepted the DCC and Hall reports presented to us.

k) Treasurers Report/Financial Review

Total receipts on unrestricted funds were £160,264 (2022: £210,143) of which £52,141 (2022: £90,765) was unrestricted voluntary donations, with £25,132 (2022: £11,190) from Gift Aid. There were no Restricted donations received this year (2022: £24,232); with £4,221 (2022: £24,827) of expenditure. The freehold house continues to be let generating income with maintenance costs being incurred annually.

£161,688 (2022: £165,140) 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 2023 the PCC of North Hykeham paid £32,500 (2022: £35,500) for which the Diocese is extremely grateful.

The net result for the year was a deficit of £8,340 (2022: surplus of £40,480).

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 £22,686 (2022: £41,424) held in unrestricted (including designated) funds at the yearend was significantly less 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.

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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.

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

Independent Examiner: Gaylene Noble

Churchwardens: Ray Allen, Andrew Long, Margaret Drifill, Carol Phillips, Martin Joy 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

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b) Elected members:

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

Approved by the PCC on 11th June 2024 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 2023.

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: 

Name: GAYLENE NOBLE

Relevant professional qualification or membership of professional bodies (if any): Chartered Accountant

Address: Edward King House, Minster Yard, Lincoln, LN2 1PU

Date: 11th June 2024

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Statement of Financial Activities


	Notes	Unrestricted funds	Restricted funds	Endowment funds	Total 2023	Total 2022
Income and endowments from:						
Donations and legacies	2	52,141	-	-	52,141	114,997
Income from charitable activities	3	94,789	-	-	94,789	106,053
Other trading activities	3	2,573	-	-	2,573	657
Investments	4	10,282	1,845	-	12,127	12,759
Other income	4	480	-	-	480	-
Total income		160,265	1,845	-	162,110	234,466
Expenditure on:						
Raising funds	7	942	-	-	942	362
Expenditure on charitable activities	8	161,688	4,221	-	165,909	189,977
Other expenditure	9	5,975	-	-	5,975	3,647
Total expenditure		168,605	4,221	-	172,826	193,986
Gains / losses on investment assets		-	-	-	-	-
Net income / (expenditure) resources before transfer		(8,340)	(2,376)	-	(10,716)	40,480
Transfers						
Gross transfers between funds – in		-	3,000	-	-	-
Gross transfers between funds – out		(3,000)	-	-	-	-
Other recognised gains / losses						
Gains on revaluation, fixed assets, charity's own use		-	-	-	-	-
Net movement in funds		(11,340)	624	-	(10,716)	40,480
Total funds brought forward		144,807	12,433	-	157,240	116,760
Total funds carried forward		133,467	13,057	-	146,524	157,240

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Balance Sheet as at 31st December 2023

		2023	2022
		£	£
CURRENT ASSETS	Note		
Debtors		-	-
Bank current account		22,686	41,424
CCLA (CBF) deposit account		731	674
CCLA Legacy Fund North Hykeham		11,647	14,173
Barclays Other Fund North Hyekham		2,206	1,417
Ark Hall, North Hykeham Current Account		27,609	24,683
St. Hughs DCC Fabric Fund		343	328
St. Hughs DCC Current Account		4,324	7,203
St. Hughs Hall CCLA Account		7,900	7,554
St. Hughs Hall Current account		18,517	9,852
St. Michaels CCLA Account		36,186	38,993
St. Michaels Current Account		3,867	250
St. Michaels Organ Accounts		558	739
St. Michaels Land Account		9,950	9,950
Total Current assets		146,524	157,240
CREDITORS : Amounts falling due within one year		-	-
NET ASSETS		146,524	157,240
Represented by funds	9		
Unrestricted		133,467	144,807
Designated		-	-
Restricted		13,057	12,433
Endowment		-	-
TOTAL FUNDS		146,524	157,240

The financial statements were approved by the PCC on 11/06/2024 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:-

Donation	- as received
Grant	- 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 2023	Total 2022
2 INCOME AND ENDOWMENTS				
Donations and legacies				
0101 - Gift Aid - Bank	20,257	-	20,257	7,093
0110 - Gift Aid - Envelopes	4,875	-	4,875	4,097
0201 - Planned Giving	5,378	-	5,378	24,035
0202 - Covenants	-	-	-	-
0202A - Covenants - All Saints	30	-	30	1,928
0202B - Covenants- St Hughs	-	-	-	305
0202C - Covenants - St. Michaels	15	-	15	212
0301 - Loose plate collections	68	-	68	130
-0301A - Loose Plate - All Saints	4,207	-	4,207	8,770
0301B - Loose Plate - St. Hughs	262	-	262	349
0301C - Loose Plate - St. Michaels	337	-	337	682
0302 - Weddings - Collections	217	-	217	546
0303 - Special Services - Collections	2,953	-	2,953	757
0401 - Regular gift days	-	-	0	1,150
0410 - Giving through church boxes	-	-	0	22
0550 - Donations appeals etc	3,043	-	3,043	39,031
0601 - Tax recoverable on Gift Aid	4,930	-	4,930	-
0701 - Legacies	47	-	47	23,054
0801 - Grants Ark	-	-	-	586
08A1 - Non-recurring one-off grants	-	-	-	500
0901 - Other funds generated	4,404	-	4,404	1,750
1270 - Food Bank Income	1,120	-	1,120	-
Total	52,141	-	52,141	114,997
3 Income from charitable activities				
1101 - Fees for weddings and funerals	16,168	-	16,168	17,203
1210 - Misc. Income	21,911	-	21,911	41,696
1230 - Church hall lettings - objectives	56,709	-	56,709	47,154
Total	94,789	-	94,789	106,053
Other trading activities				
0802 - Grants - Other PCC	-	-	-	340
1220 - Bookstall sales - fund raising	2,357	-	2,357	-
1250 - Magazine income - advertising	45	-	45	110
1260 - Parish magazine sales	171	-	171	207
Total	2,573	-	2,573	657
4 Investments				
1020 - Bank and building society interest	2,556	1,845	4,401	707
1030 - Rent from lands or buildings	7,726	-	7,726	12,052
Total	10,282	1,845	12,127	12,759
Other income				
1310 - Insurance claims	480	-	480	-
Total	480	-	480	-
INCOME TOTAL	160,264	1,845	162,109	234,465

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	Unrestricted	Restricted	Total	Total
	funds	funds	2023	2022
EXPENDITURE				
5 Raising funds				
1730 - Costs of fetes & other events	670	-	670	-
1740 - Investment management costs	-	-	-	-
1851 - Choir costs and expenses	272	-	272	362
Total	942	-	942	362
6 Expenditure on charitable activities				
1850 - Home mission	189	-	189	232
1870 - Secular charities	1,888	-	1,888	854
1901 - Stipends quota	-	-	-	-
1902 - LDTBF Fees	2,077	-	2,077	3,051
1910 - Parish Share	32,500	-	32,500	40,596
2101 - Working expenses of incumbent	-	-	-	-
2102 - Travel Expenses	518	-	518	312
2002 - Clergy Expenses	65	-	65	67
2001 - Ark Wages	12,049	-	12,049	6,189
2050 - Salary of Parish Administrator	9,720	-	9,720	8,817
2051 - Other paid posts	5,822	-	5,822	6,314
2052 - Verger salary costs	1,286	-	1,286	1,720
2060 - National Insurance	857	-	857	535
2061 - Pension Contributions	620	-	620	424
2150 - Vicar's telephone	256	-	256	721
2201 - Parish training and mission	54	-	54	-
2202 - Other Office expenses	1,339	-	1,339	25,810
2301 - Church running - insurance	5,358	-	5,358	7,131
2302 - Postage	4	-	4	12
2310 - Church office - telephone	1,052	-	1,052	1,440
2320 - Organ/Piano tuning	-	630	630	-
2330 - Church maintenance	8,197	3,592	11,788	715
2340 - Upkeep of services	144	-	144	244
2350 - Upkeep of church	35	-	35	36,712
2360 - Administration	2,066	-	2,066	4,074
2361 - Franking Machine	2,052	-	2,052	284
2370 - Visiting speakers / locums	-	-	-	-
2401 - Church running - electric	976	-	976	2,155
2402 - Candles for Church	313	-	313	-
2410 - Church running - gas	4,455	-	4,455	1,223
2420 - Water	-	-	-	-
2440 - Church running - heating and lighting	3,166	-	3,166	3,466
2501 - Magazine expenses	48	-	48	-
2510 - Bookstall costs	-	-	-	-
2530 - Hall running - electricity	6,985	-	6,985	14
2540 - Hall running - gas	4,132	-	4,132	62
2560 - Hall running - maintenance	27,189	-	27,189	35,456
2580 - Hall running - water	1,881	-	1,881	-
2590 - Hall running - heating and lighting	3,112	-	3,112	654
2840 - Other PCC property upkeep	21,284	-	21,284	692
2933 - Interest Charged	-	-	-	-
Total	161,688	4,221	165,909	189,977

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7	Other expenditure					
	2931 - Printing	2,208	-	2,208	2,966	
	2932 - Photocopier	2,782	-	2,782	681	
	2940 - Food Bank	984	-	984	-	
	Total	5,975	-	5,975	3,647	
	EXPENDITURE TOTAL	168,604	4,221	172,826	193,986	
8	Staff Costs		2023		2022	
			£			
	Salaries		28,877		23,040	
	Employer NI contributions		857		535	
	Pension		620		424	
			29,734		23,575	
9	Funds Balances	Brought Forward	Incoming Resources	Resources Expended	Transfers in/out	Carried Forward
		£	£	£	£	£
	UNRESTRICTED FUNDS					
	General Fund	144,807	160,264	168,604	(3,000)	133,467
		144,807	160,264	168,604	(3,000)	133,467
	Restricted Funds					
	St. Michaels Organ Accounts	739	29	210	-	558
	St. Michaels Land Account	9,950	-	-	-	9,950
	All Saints CCLA Deposit Account	-	-	-	-	-
	Barclays Other Fund	1,417	1,801	4,011	3,000	2,206
	St Hughs DCC Account	328	15	-	-	343
		12,433	1,845	4,221	3,000	13,057
	Reconciliation to Consolidated Accounts Summary					146,524
	Funds balance	157,240	162,109	172,826	-	146,524