

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF WEST CHELTENHAM TEAM MINISTRY

England & Wales · Charity number 1133887

Details

Other names	WEST CHELTENHAM TEAM MINISTRY PCC, Parish of West Cheltenham Parochial Church Council
Status	Registered
Legal form	Previously excepted
Registered	2010-01-28
Register	View on the Charity Commission register

Contact

Address	St. Marks Church Church Road St. Marks Cheltenham Gloucestershire GL51 7AL
Phone	01242 580022
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Website	www.westchelt.org.uk

Activities

Objects: Promoting in the ecclesiastical parish the whole mission of the Church.

Activities: WCP is an Anglican Parish of 3 sister churches, St Aidan & St Silas, St Barnabas and St Mark. Each church offers regular public worship open to all, pastoral work & visiting, Teaching, links with schools, provision of Christian youth activities, and promotes the mission of the church by providing activities for every section of the local community. It also supports other UK and overseas charities

Classification

- **How:** Makes Grants To Individuals, Makes Grants To Organisations, Provides Human Resources, Provides Buildings/facilities/open Space, Provides Services, Provides Advocacy/advice/information
- **What:** General Charitable Purposes, Education/training, The Prevention Or Relief Of Poverty, Overseas Aid/famine Relief, Religious Activities, Arts/culture/heritage/science
- **Who:** Children/young People, Elderly/old People, People With Disabilities, Other Charities Or Voluntary Bodies, Other Defined Groups, The General Public/mankind

Geography

- **Area of benefit:** UNDEFINED. IN PRACTICE, LOCAL.
- Gloucestershire

Finances

Period end	Income	Expenditure	Assets	Employees
2024-12-31	£329,836	£437,031	-	-
2023-12-31	£531,431	£485,128	£769,827	4
2022-12-31	£324,026	£440,150	-	-
2021-12-31	£374,354	£323,067	-	-
2020-12-31	£291,796	£313,063	-	-

Trustees

Name	Role	Appointed
James Faragher Rev	Chair	2026-03-23
Alan Ewins		2020-10-11
Anne Foster		2023-05-21
Bridget Roberts		2024-04-21
Christopher Orwin-Henderson		2025-05-11
Gordon Edward Hayes-Done		2025-07-04
Janice Hamilton Rev		2026-03-23
Jonathan Selby		2024-04-21
Kathryn Martin		2024-04-21
Niamh Spiers		2025-05-11
Pat Bowen		2015-04-27
Paul Ewins		2023-05-21
Peter West		2024-04-21
Philip Britten Southam		2017-04-23
ROBERT GOLDSMITH		2025-05-11
Thomas Wynn		2020-10-11
Wendy Binks		2020-10-11

Accounts

**Parish of West Cheltenham
Parochial Church Council**

Annual Report and Unaudited Financial Statements

for the year ended 31 December 2024

Registered Charity Number: 1133887

Parish of West Cheltenham Parochial Church Council
Annual Report For the year ended 31 December 2024

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Parish of West Cheltenham Parochial Church Council

Annual Report For the year ended 31 December 2023 (continued)

Legal and administrative information

Rector and PCC Chairman	Rev'd Rod Paterson
Clergy Team	Rev'd James Faragher (from October 2024) Rev'd Janice Hamilton
Parish Wardens	Pauline Carter (to April 2024) Kathryn Martin (from April 2024) Philip Southam (Lay vice chair)
Deanery Synod	Wendy Binks Patricia Bowen Josh Denley (PCC Secretary) Tom Wynn
Treasurer	Mike Horne
PCC Members	Sue Denley (to April 2024) Alan Ewins Paul Ewins Anne Foster Mike Horne Liz Joyce (to April 2024) Lloyd Kilford Kathryn Martin (to April 2024) Mick Potter Bridget Roberts (from April 2024) Jon Selby (from April 2024) Rhys Topping (to April 2024) Tom Wynn Pete West (from April 2024)

Parish of West Cheltenham Parochial Church Council

Annual Report For the year ended 31 December 2023 (continued)

Administrative office	Parish Office The Oasis Centre Cassin Drive Cheltenham GL51 7SY
Independent Examiners	Randall & Payne LLP Chartered Accountants Chargrove House Shurdington Cheltenham GL51 4GA
Bankers	Lloyds Bank plc Lloyds Business Banking PO Box 1000 BX1 1LT CCLA Investment Management Ltd The CBF Church of England Funds 80 Cheapside London EC2V 6DZ
Solicitors	Veale Wasbrough Vizards Narrow Quay House Narrow Quay Bristol BS1 4QA

Statement of Council members responsibilities

Structure, Governance, and Management

The method of appointment of Parochial Church Council ('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.

Vision and Priorities

West Cheltenham PCC have the responsibility of co-operating with the incumbent, the Revd Rod Paterson, in promoting in the ecclesiastical parish the whole mission of the Church, pastoral, evangelistic, social and ecumenical. It also has maintenance responsibilities for the St Barnabas and St Mark's church buildings and associated property.

The parish vision statement is '*Communities and places buzzing with the extraordinary presence of Jesus*'. As we work towards this vision, in addition to the regular pattern of worship and ministry, our four current strategic priorities have been reaffirmed by PCC as:

1. **Prayer:** to normalise prayer in all that we do, so it is part of our character and what we are known for.
2. **Mission and Outreach:** a) to encourage every member of our congregations to intentionally see themselves as a witness to the Good News of Jesus wherever they go. b) as a church to intentionally connect with the various communities we live and work amongst, and in these communities to engage in 'pioneer ministry'.
3. **Developing St Aidan's church land:** Since the church building was demolished the land on which it stood has been empty and our witness to the community diminished. We are working on plans to develop this space into something beautiful; a garden and worship space in the midst of Hesters Way.
4. **Reordering St Mark's church:** We see St Mark's as a strategic base for our witness to the relatively more affluent southern part of the parish. We have plans to reorder the church building so that our ministry to this community is not hindered by the building, but enabled by it.

Church Attendance

There were 201 parishioners on the Church Electoral Roll at the 2024 APCM. The average weekly attendance at services across the parish, measured in October 2024, was 168 adults and children. There were 207 people at Easter Services (Easter Eve and Easter Day) and 338 at Christmas services (Christmas Eve and Christmas Day).

Review of the Period Since Last Report

2024 was another busy and significant year for the PCC. From ensuring robust safeguarding procedures are in place to spearheading the recruitment and appointment of our new vicar (Rev. James Farragher) the PCC has remained active and diligent in its responsibilities.

A significant part of the year was spent discerning how our church buildings and land can best serve our worship and mission. The PCC reviewed the various stages of the proposed reordering of St Mark's Church, culminating in the approval of the final plans. This enabled the submission of both planning and faculty applications.

The PCC continued to oversee and support the development of the St Aidan's site, working in partnership with third-year Landscape Architecture students from the University of Gloucestershire. The students

progressed the design phase of the project, developing detailed planting schemes and preparing documentation for future tenders. Research into suitable prefabricated buildings to house kitchen, toilet, and storage facilities also continued.

Financial governance was a key focus, with the PCC approving a new Financial Operating Policy. This policy introduced a clearer structure for the spending of parish funds, the establishment of a finance committee, and a defined approval flow for different levels of expenditure.

Regular updates were received during PCC meetings from the safeguarding team, the pioneer minister, and the youth worker. These reports not only provided accountability but also created space to share encouraging stories across our churches.

The relationship with our church school, St Mark's Church of England Junior School, has continued to be a vital part of parish life. Throughout the year, the PCC appointed and reappointed a number of foundation governors to ensure ongoing support and connection.

The PCC also took time to engage with national matters affecting the wider Church, including thoughtful discussion and reflection on the Makin Report and the Assisted Dying Bill.

Pioneer Ministry

The highlight of 2024 for the Pioneer Ministry was the West Cheltenham Community Passion Play, held on Good Friday. Over 150 people were involved—acting, singing, creating costumes and props, managing the stage, or stewarding. Fourteen churches were represented, and at least 30 participants came from the wider local community. Many reported how meaningful their involvement was to their faith journey. Around 450 people attended the performance and were deeply moved, despite a dramatic downpour of hail. On Easter Sunday, the final scene of the Passion Play was reprised at a 'Celebration of the Resurrection' on St Aidan's land.

Throughout the year, the St Aidan's site hosted several outdoor festival events, welcoming the wider community. These included a vibrant Pentecost Party, a St Aidan's Day Celebration with Celtic-inspired prayer stations, and a Harvest Festival featuring a community meal. The year concluded with a Community Nativity and a service of Seven Lessons and Carols, complete with dramatized readings, a community choir, and a small orchestra—an atmospheric end to the season under the Christmas Eve sky.

In early 2024, following a community workday, a gardening group was launched on St Aidan's land in partnership with 'Cheltenham is Growing'. Meeting weekly until autumn, the group successfully grew and harvested a variety of crops, sharing surplus produce with the local pantry.

In addition to events at St Aidan's, the Community Pioneer Minister maintained active engagement with local groups and organisations. In particular, work with Springbank Primary Academy expanded to include 'Experience Easter', 'Experience Christmas', assemblies, and RE lessons. The Pioneer Minister also supported community initiatives, including the 'Christmas on the Square' event and led Community Carols in partnership with Springbank Community Group.

Youth Work

2024 was a year of growth and development for youth ministry within the parish. We strengthened our connection with All Saints Academy, launched a new youth Bible study, and hosted outreach events for young people in the community.

Our relationship with All Saints Academy has blossomed. A new podcast, Big Questions with Josh and Matt, was launched, exploring big questions facing young people today through a Christian lens. The podcast is produced collaboratively by our youth worker and the school chaplain. Our youth worker also began attending a regular prayer meeting for parents and carers of All Saints students, providing encouragement

and pastoral support. In addition, both Josh and Janice were invited to support the school's Year 7 retreat days.

A new youth Bible study group, 348, began meeting fortnightly for those in school years 8–11. The group has explored themes such as the overarching narrative of the Bible and the teachings of Jesus in the Sermon on the Mount.

Toward the end of 2024, the parish hosted two outreach events for young people and families. In October, our annual Light Party welcomed trick-or-treaters into the church grounds for crafts, games, food, and fun. Then in December, a Youth Christmas Festival at St Barnabas brought together local young people for an evening of celebration, including Christmas dinner, activities, and even a snow machine.

We remain passionate about our youth vision: that every young person in our parish would come to know Jesus. Please continue to pray for the work as we seek to support and encourage them in their journey of faith.

Deanery Synod Report

Deanery synod met 4 times in 2024, including an additional meeting specifically to consider the future of parish share, which is an on-going topic of conversation throughout the year as the Diocese looks to re-map how it calculated in the future.

In 2024, synod fed in to the production of a Strategic Plan which the central team at College Green then assessed (each Deanery in the Diocese completed a plan), to identify common themes and proposals on how resources could be pooled, or better utilised (eg. Use of buildings, shared admin resources, ministerial support in rural areas). Deanery Synod also discussed our biggest challenges on mission as part of this. The final plan is ongoing, and remains a conversation with the College Green team in how it moves forwards into action.

Deanery Synod also took time to look over the Makin Report following the resignation of the Archbishop of Canterbury, and held a conversation around ensuring we have robust safeguarding measures.

St Mark's Fabric Report

St Mark's hall and church has seen another year of good use, both for, and to provide income for, the church's ministry.

We have continued to maintain and keep our sites safe and water tight, which has involved expenditure on minor repairs and upgrades across the site, including electrics, plumbing and window repairs. There has been some damage and crumbling noted to the pillars and walls in the nave of the church, which has been assessed and deemed not dangerous, but quotes for the repair have been sought. The usual statutory certifications have all been completed to ensure our gas supply, electricity, heating and water are safe. The organ has been serviced and the bells and tower are maintained well by our team of ringers.

The reordering project continues to make good progress with both planning and faculty applications submitted in the second half of 2024, and tenders invited for the project. The PCC continues to be driving this priority action forwards.

The church quinquennial inspection took place in June 2024 and recommended various works, mostly minor and would be classed as 'ongoing maintenance'. Much of the larger-scale works are covered under the

planned reordering (eg. Replace heating system). The nave rood tiling was deemed serviceable with no material change in the condition of the pitches since the last inspection.

St Barnabas Fabric Report

Both the halls and the main church building are used on a regular basis by both the parish and community. This brings in valuable income for the church but also the challenge of meeting increased utility bills.

In letting out our premises, it's important to offer adequate, welcoming facilities and while the church building is very welcoming with new toilet and servery, the hall toilets are badly in need of some redecoration which we hope will take place during 2025.

The Church buildings remain largely in satisfactory condition apart from halls entrance area and guttering where there have been a number of leaks. Solutions to this are ongoing.

The Quinquennial is due in 2025 and this will give us a better idea of overall condition of church building.

Financial Review 2024

2024 was a year of encouraging growth, consolidation, cost pressure and excellent financial management. Regular giving through the Parish Scheme increased by 6% with a very small overall increase in giving. However, the amount of Gift Aid that could be reclaimed decreased, and this meant that the overall money received as a result of giving and donations was down by 0.4% – effectively flat. Historic coding practice makes this hard to analyse, but it suggests that more giving is now coming from those on lower incomes, and we are thankful to everyone that gives so sacrificially to the ministry of the Parish.

The top-line income number looks significantly lower than last year (£329,836 compared to £531,429) however 2023's income was unusually large due to a significant legacy and the timing of the receipt of grants. If the impact of these one-off items is removed from the picture, 2024 shows a £22,159 increase in income.

The major sources of 2024 income were:

Regular giving and collections - £142,736 (2023: £143,248)

Grants - £70,662 (2023: £72,121)

Church Hall Lettings - £26,626 (2023: £20,695)

Rental & Investment Income - £80,779 (2023: £65,664)

Alongside this, there were significant challenges around the continued rise in the cost of utilities and increased team costs. A significant reduction in Parish Share combined with excellent day to day financial management meant that the overall costs to the parish reduced by 10%.

All of this meant that whilst the accounts show a loss of £107,195, the day to day running costs of the Parish effectively broke even, and the loss shown represents a £106,702 draw down on our restricted funds – money being used for the specific purpose that it was donated.

Reserves at the end of the period were:

Unrestricted

General £262,219 (2023 – £262,712)

Restricted £400,413 (2023: £507,115)

Reserves and Policy: It is not the intention of the PCC to build up large reserves in the General Fund but rather to use donated monies to meet the mission of our church. Legacies will be used in line with wishes expressed in the Will, or for the furtherance of the mission of the church. It is our intention to celebrate and name the activities facilitated by legacies.

Legal and administrative information: Legal and administrative information is set out on Pages 1-2

Statement of Council Members Responsibilities: Charity law requires the Council members to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the Parochial Church Council at the year end and of its incoming resources and resources expended during that year. In preparing those financial statements, the Council members are required to:

- select suitable accounting policies and then apply them consistently;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards and statements of recommended practice have been followed subject to any departures disclosed and explained in the financial statements;
- and prepare the financial statements on the going concern basis unless it is inappropriate to presume that the Parochial Church Council will continue to function.

The Council members are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the Parochial Church Council and enable them to ensure that the financial statements comply with the Charities Act 2011. They are also responsible for safeguarding the assets of the Parochial Church Council and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

This report was approved by the Council members on.....19th May 2025..... and signed on their behalf by

A handwritten signature in dark ink, appearing to read 'Rod Paterson', is written over a horizontal dotted line. The signature is fluid and cursive, extending to the right of the line.

Rev Rod Paterson

PARISH OF WEST CHELTENHAM PCC
INDEPENDENT EXAMINER'S REPORT
FOR THE YEAR ENDED 31 DECEMBER 2024

I report to the charity Trustees, and council members, on my examination of the financial statements of the Parish of West Cheltenham Parochial Church Council ("the charity") for the year ended 31 December 2024.

Responsibilities and Basis of Report

As the Trustees of the charity you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the 2011 Act').

I report in respect of my examination of the charity'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 2011 Act.

An independent examination does not involve gathering all the evidence that would be required in an audit and consequently does not cover all the matters that an auditor considers in giving their opinion on the financial statements. The planning and conduct of an audit goes beyond the limited assurance that an independent examination can provide. Consequently, I express no opinion as to whether the financial statements present a 'true and fair view' and my report is limited to those specific matters set out in the independent examiner's statement.

Independent Examiner's Statement

Since the charity's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of the Institute of Chartered Accounts of Scotland, which is one of the listed bodies.

I have completed my examination. I can confirm that no 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 charity as required by section 130 of the 2011 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.



Ryan Moore CA
Randall & Payne LLP
Chartered Accountants & Independent Examiners
Chargrove House
Shurdington Road
Cheltenham
Gloucestershire
GL51 4GA

Date 17 October 2025

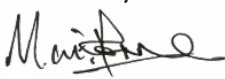
Parish of West Cheltenham Parochial Church Council
Statement of financial activities
For the year ended 31 December 2024

		Unrestricted funds	Restricted funds	2024 Total	2023 Total
	Note	£	£	£	£
Income from:					
Voluntary income	2	130,824	82,575	213,399	390,520
Church activities	3	7,631	-	7,631	53,290
Other trading activities	4	26,626	-	26,626	20,964
Investments	5	80,779	-	80,779	65,664
Other Income		1,261	140	1,401	993
Total		247,121	82,715	329,836	531,431
Expenditure on:					
Raising funds		-	5,175	5,175	-
Church activities	6	232,634	174,209	406,843	485,128
Other costs		14,980	10,033	25,013	-
Total		247,614	189,417	437,031	485,128
Net income/(expenditure)		(493)	(106,702)	(107,195)	46,303
Transfers between funds					
		-	-	-	-
Net movement in funds		(493)	(106,702)	(107,195)	46,303
Total funds brought forward					
		262,712	507,115	769,827	723,524
Total funds carried forward	13,14	262,219	400,413	662,632	769,827

Parish of West Cheltenham Parochial Church Council
Balance sheet at 31 December 2024

			2024	2023
	Note	£	£	£
Fixed assets				
Tangible assets	9		254,286	258,240
Current assets				
Debtors	10	291,000		290,566
Cash at bank and in hand		123,980		226,931
		414,980		517,497
Creditors: amounts falling due within one year	11	(6,634)		(5,910)
Net current assets			408,346	511,587
Total assets less current liabilities	12		662,632	769,827
Funds				
Unrestricted funds	13		262,219	262,712
Restricted funds	14		400,413	507,115
			662,632	769,827

The financial statements were approved by the Parochial Church Council of the Parish of West Cheltenham
on 19th May 2025 and signed on its behalf by


MIKE HORNE
Treasurer


PHIL SOUTHAM
Churchwarden

Parish of West Cheltenham Parochial Church Council
Notes to the financial statements
for the year ended 31 December 2024

1. Accounting policies

1.1. Accounting convention

The PCC is a public benefit entity within the meaning of FRS102. The financial statements have been prepared under the Charities Act 2011 and in accordance with the Church Accounting Regulations 2006 governing the individual accounts of PCCs and with the Regulations “true and fair” provisions. They have been prepared under FRS102 (2016) as the applicable accounting standards and the 2016 version of the Statement of Recommended Practice, Accounting and Reporting by Charities (SORP(FRS102)).

The financial statements have been prepared under the Charities Act 2011 and in accordance with the Church Accounting Regulations 2006 governing the individual accounts of PCCs and with the Regulations “true and fair” provisions. The financial statements have been prepared to give a “true and fair” view and have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a “true and fair” view. This departure has involved following the Charities SORP (FRS 102) published on 16 July 2014 rather than the Accounting and Reporting by Charities: Statement of Recommended Practice effective from 1 April 2005 which has now been withdrawn.

The financial statements have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated within the relevant notes to these accounts. The financial statements have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued on 16 July 2014 and Financial Reporting Standard applicable in the United Kingdom (FRS 102) and Charities Act 2011. The Parish of West Cheltenham PCC meets the definition of a Public Benefit entity under FRS102.

The principal accounting policies adopted in the preparation of the financial statements are as follows:

1.2. Funds

Unrestricted 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.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the church for particular purposes. The cost of raising and administering such funds are charged against the specific fund.

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

1.3. Incoming resources

All income is recognised once the charity has entitlement to that income, there is sufficient certainty of receipt and so it is probable that the income will be received, and the amount can be measured reliably.

Voluntary income is recognised by way of donations and gifts and is included in full in the Statement of Financial Activities when receivable. Gifts donated for resale are included as income when they are sold. Donated assets are included at the value to the PCC where this can be quantified and a third party is bearing the cost. The value of services provided by volunteers has not been included.

Collections are recognised when received by or on behalf of the PCC.

Planned giving receivable under Gift Aid is recognised only when received.

Parish of West Cheltenham Parochial Church Council
Notes to the financial statements (continued)
for the year ended 31 December 2024

Income Tax recoverable on Gift Aid conditions is recognised when the income is recognised. 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. Interest is accounted for when receivable. Any tax recoverable on such income is recognised in the same accounting year.

The PCC is not registered for VAT.

Rental income from the letting of church premises is recognised when the rental is due.

1.4. Resources expended

All expenditure is included on an accruals basis and is recognised when there is a legal or constructive obligation to pay for expenditure. All costs have been directly attributed to one of the financial categories of resources used in the statement of financial activities with the exception of governance costs which have been split with 20% attributable to fund raising activities and 80% to church activities.

Fundraising costs are those incurred in seeking voluntary contributions and do not include the costs of disseminating information in support of the charitable activities.

Grants and donations, including the diocesan parish share, are accounted for when paid over, or when awarded, if that award creates a binding obligation on the PCC.

1.5. Fixed assets

Consecrated and beneficed property of any kind is excluded from the financial statements by s10(2) of the Charities Act 2011.

Moveable church furnishings held by the Vicar and Churchwardens on special trust for the PCC, and which require a faculty for disposal, are accounted as inalienable property unless consecrated. They are listed in the church's inventory which can be inspected at any reasonable time. For inalienable property acquired prior to 1999 there is insufficient cost information available and therefore such assets are not included in the financial statements. There were no acquisitions of inalienable property in this financial year.

Depreciation is provided using the straight-line basis using the following rates:

Fixtures, fittings and equipment	- 4 years
Freehold property	- 50 years

All assets costing more than £2,000 are capitalised.

Property held for the purpose of social housing

The Trustees reviewed the criteria for Investment Property in light of the amendments to FRS 102 from the 2019 Triennial Review. Having re-reviewed the criteria and confirmed the underlying use of the properties in question, the Trustees have reclassified the investment property to Property, Plant and Equipment. This has been performed on the basis that the Dulverton property is considered to be operated for the sole purpose of social housing. Under FRS 102, where the property meets this criteria, it should be classified as Property Plant and Equipment and is stated at cost less accumulated depreciation.

Parish of West Cheltenham Parochial Church Council
Notes to the financial statements (continued)
for the year ended 31 December 2024

1.6 Leasing

Rentals payable under operating leases are charged against income on a straight-line basis over the lease term. The title of the lease remains with the lessor and the equipment is replaced every 3 years whilst the economic life of such equipment is normally 10 years.

1.7 Financial instruments

The PCC only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognized at transaction value and subsequently measured at their settlement value.

1.8 Going concern

The council members have reviewed the ongoing future of the PCC and consider that there are plans in place to continue the PCC's operation. There are no material uncertainties that may cast significant doubt on the PCC's ability to continue as a going concern.

1.9 Pensions

The PCC made contributions for the benefit of employees to the auto-enrolment pension scheme.

1.10 Liabilities and provisions

Liabilities are recognised when there is an obligation at the Balance Sheet date as a result of a past event, it is probable that a transfer of economic benefit will be required in settlement, and the amount of settlement can be estimated reliably. Liabilities are recognised at the amount the Charity anticipates it will pay to settle the debt or the amount it has received as advanced payments for goods and services it must provide.

Provisions are set up only where it is probable that a present obligation exists as a result of an event prior to the balance sheet date and that a payment will be required in settlement that can be estimated reliably. Where material, provisions are calculated on a discounted basis.

1.11 Debtors

Debtors are recognised at the settlement amount after any discount offered.

1.12 Cash at bank and in hand

Cash at bank and in hand includes cash and short term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

Parish of West Cheltenham Parochial Church Council
Notes to the financial statements (continued)
for the year ended 31 December 2024

2. Voluntary income

	Unrestricted funds	Restricted funds	2024 Total	2023 Total
	£	£	£	£
Planned income				
Gift Aid donations	105,908	14,700	120,608	90,087
Other	-	-	-	5,504
Tax recoverable	20,254	1,875	22,128	22,833
Collections and other giving	-	-	-	16,909
Gift Days and appeals	-	-	-	7,915
Legacies	-	-	-	175,151
Grants receivable – Note 9	4,662	66,000	70,662	72,121
	<u>130,824</u>	<u>82,575</u>	<u>213,399</u>	<u>390,520</u>

In 2024, of the voluntary income, £130,823 (2023: £136,475) was in relation to unrestricted funds and £82,575 (2023: £254,055) to restricted funds.

3. Church activities

	Unrestricted funds	Restricted funds	2024 Total	2023 Total
	£	£	£	£
Gloucester Diocese Fundings	-	-	-	47,146
Wedding & Funeral Fees	7,574	-	7,574	4,315
Mums and Toddlers	57	-	57	1,829
	<u>7,631</u>	<u>-</u>	<u>7,631</u>	<u>53,290</u>

4. Other trading activities

	Unrestricted funds	Restricted funds	2024 Total	2023 Total
	£	£	£	£
Church hall lettings	26,626	-	26,626	20,695
Other trading activities	-	-	-	269
	<u>26,626</u>	<u>-</u>	<u>26,626</u>	<u>20,964</u>

Parish of West Cheltenham Parochial Church Council
Notes to the financial statements (continued)
for the year ended 31 December 2024

5. Investments

Unrestricted funds

	2024 Total £	2023 Total £
Rental income	74,179	58,539
Interest received	6,601	7,126
	<u>80,780</u>	<u>65,665</u>

6. Church activities

	Unrestricted funds £	Restricted funds £	2024 Total £	2023 Total £
Missionary and charitable giving				
Donations to Charities & Missions	9,749	8,890	18,639	25,395
	<u>9,749</u>	<u>8,890</u>	<u>18,639</u>	<u>25,395</u>
Ministry				
Parish share	139,877	-	139,877	167,680
Clergy expenses	-	-	-	1,887
Church running expenses	31,115	1,132	32,247	27,819
Oasis Centre running expenses	-	-	-	-
Church maintenance	4,715	54,569	59,284	102,765
Upkeep of services	2,922	11,866	14,788	23,309
Upkeep of churchyard	-	8,080	8,080	3,320
Office administration	38,426	32,064	70,491	54,320
Audio/visual expenses	-	516	516	3,000
Training, pastoral and outreach	-	6,641	6,641	12,484
Costs of church activities	1,876	-	1,876	3,413
Major repairs – structure	-	50,451	50,451	36,789
Contribution to St Mark's Church of England (VA) Junior School	-	-	-	1,018
Cost of trading	-	-	-	12,145
Capital Projects	-	-	-	1,403
Depreciation	3,954	-	3,954	3,954
Governance costs	-	-	-	4,427
	<u>222,885</u>	<u>165,318</u>	<u>388,203</u>	<u>459,733</u>
	<u>232,634</u>	<u>174,209</u>	<u>406,843</u>	<u>485,128</u>

7. Raising funds

	Unrestricted funds £	Restricted funds £	2024 Total £	2023 Total £
Fund raising events	-	5,175	5,175	-
	<u>-</u>	<u>5,175</u>	<u>5,175</u>	<u>-</u>

Parish of West Cheltenham Parochial Church Council
Notes to the financial statements (continued)
for the year ended 31 December 2024

8. Other costs

	Unrestricted funds £	Restricted funds £	2024 Total £	2023 Total £
Cost of trading	8,913	10,033	18,946	-
Governance costs	4,008	-	4,008	-
Parochial fees remittance	2,059	-	2,059	-
	14,980	10,033	25,013	-

The PCC received parochial fees totalling £5,515 (£4,315 – 2023) in the year. Of this, £2,222 (£1,641 – 2023) was made up of statutory fees due to the PCC as prepared by the Archbishops’ Council under the Ecclesiastical Fees Measure 1966. The statutory fees have been passed on in full to the Gloucester Diocesan Board of Finance and do not appear in the above financial statements.

In 2024, of the expenditure on church activities, £250,474 (£230,624 – 2023) was in relation to unrestricted funds and £189,416 (£254,504 – 2023) to restricted funds.

9. Grants receivable

	Unrestricted funds £	Restricted funds £	2024 Total £	2023 Total £
Listed Places of Worship Grant Scheme	4,662	-	4,662	10,781
Benefact Trust	-	50,000	50,000	-
Skene Trust	-	-	-	50,000
Sylvanus Lysons	-	6,000	6,000	7,000
National Grid – Warm Spaces	-	-	-	4,340
Passion Trust	-	4,000	4,000	-
Gloucester Diocese LIFE Fund	-	6,000	6,000	-
	4,662	66,000	70,662	72,121

10. Staff costs

Number of employees

The average number of staff, excluding PCC members, in the period was

	2024	2023
	Number	Number
Administration	1	2
Maintenance	2	2
	3	4

No employee earned more than £60,000 in the year (2022 – NIL).

Parish of West Cheltenham Parochial Church Council

Notes to the financial statements (continued) for the year ended 31 December 2024

	2024	2023
	£	£
Employment costs		
Gross wages and salaries	46,097	41,649
Social security costs	-	-
Pension costs	1,575	1,759
	<u> </u>	<u> </u>
	47,672	43,408
	<u> </u>	<u> </u>

11. Tangible fixed assets

	Freehold land and property £	Fixtures, fittings and equipment £	Total £
Cost			
At 1 January 2024			
And 31 December 2024	333,381	84,554	417,935
	<u> </u>	<u> </u>	<u> </u>
Depreciation			
At 1 January 2024	75,141	84,554	159,695
Charge for the year	3,954	-	3,954
	<u> </u>	<u> </u>	<u> </u>
At 31 December 2024	79,095	84,554	163,649
	<u> </u>	<u> </u>	<u> </u>
Net book value			
At 31 December 2024	254,286	-	254,286
	<u> </u>	<u> </u>	<u> </u>
At 31 December 2023	258,240	-	258,240
	<u> </u>	<u> </u>	<u> </u>

Included within freehold land and property is land with a cost value of £30,662. This is not depreciated.

12. Debtors

	2024	2023
	£	£
Sale of property proceeds held under a Declaration of Trust	278,516	278,516
Accrued income	12,482	12,050
	<u> </u>	<u> </u>
	290,998	290,566
	<u> </u>	<u> </u>

Notes to the financial statements (continued)
for the year ended 31 December 2024

13. Creditors: amounts falling due within one year

	2024	2023
	£	£
Accruals	-	4,110
Trade creditors	6,634	1,800
	6,634	5,910

14. Analysis of net assets between funds
Year ended 31 December 2024

	Unrestricted funds	Restricted funds	Total funds
	£	£	£
Tangible fixed assets	254,286	-	254,286
Current assets	1,299	400,413	401,712
Current liabilities	6,634	-	6,634
	262,219	400,413	662,632

Analysis of net assets between funds
Year ended 31 December 2023

	Unrestricted funds	Restricted funds	Total funds
	£	£	£
Tangible fixed assets	258,240	-	258,240
Current assets	-	507,115	507,115
Current liabilities	4,472	-	4,472
	262,712	507,115	769,827

Notes to the financial statements (continued)
for the year ended 31 December 2024

15. Unrestricted funds	01 January	Incoming	Resources		31 December
Year ended 31 December 2024	2024	resources	expended	Transfers	2024
	£	£	£	£	£
General	4,472	247,121	(243,660)	-	7,933
Designated fixed asset fund	258,240	-	(3,954)	-	254,286
	<u> </u>	<u> </u>	<u> </u>	<u> </u>	<u> </u>
	262,712	247,121	(247,614)	-	262,219
	<u> </u>	<u> </u>	<u> </u>	<u> </u>	<u> </u>

General fund

Balance of funds that is not restricted or designated for any purposes.

Designated fixed asset fund

Balance comprises Freehold Buildings £227,578 and Freehold Land £30,662 (cost values).

Unrestricted funds	01 January	Incoming	Resources		31 December
Year ended 31 December 2023	2023	resources	expended	Transfers	2023
	£	£	£	£	£
General	(2,178)	233,320	(226,670)		4,472
Designated fixed asset fund	262,194	-	(3,954)	-	258,240
	<u> </u>	<u> </u>	<u> </u>	<u> </u>	<u> </u>
	260,016	233,320	(230,624)	-	262,712
	<u> </u>	<u> </u>	<u> </u>	<u> </u>	<u> </u>

Notes to the financial statements (continued)
for the year ended 31 December 2024

16. Restricted funds	01 January	Incoming	Resources		31 December
Year ended 31 December 2024	2024	resources	expended	Transfers	2024
	£	£	£	£	£
Parish					
Friends International	-	-	-	-	-
New Life Band	-	1,140	(950)	-	190
Parish Outreach	20,970	500	(19,317)	-	2,153
St. Barnabas Care Fund	250	-	-	-	250
St Barnabas Community Outreach	1,280	-	(621)	-	659
St Barnabas Gift Day	-	7,005	(7,005)	-	-
St Mark's Counselling fund	1,956	-	-	-	1,956
Food Programme	-	-	-	-	-
St Aidan and St Silas Development	5,760	200	(3,425)	-	2,535
St Mark's Reordering	108	50,660	(50,768)	-	-
St Mark's Extension Fund	278,515	-	(9,751)	-	268,764
St Mark's Heritage Fund	-	-	-	-	-
St Mark's Care fund	1,748	-	-	-	1,748
St Mark's Open the Book Club	-	-	-	-	-
Toilet and Served Fund	-	-	-	-	-
Minor restricted Fund	-	900	(628)	-	272
Parish Youth Worker	11,243	12,500	(17,028)	-	6,715
Warm Spaces	-	-	-	-	-
Passion Trust	-	9,496	(9,496)	-	-
Restricted to St Barnabas & designated to the purpose					
St Barnabas Reordering	1,909	-	(1,293)	-	616
Legacy received	-	-	-	-	-
Sharon Arbuckle Legacy	124,997	-	(35,874)	-	89,123
Restricted to St Mark's & designated to purpose					
St Mark's Development	30,366	-	(30,366)	-	-
St Mark's Reordering	-	-	-	-	-
St Mark's General Reserves	-	-	-	-	-
St Mark's Parents and Toddlers	162	-	(120)	-	42
M Joyce Day Legacy Fund	2,525	-	(2,525)	-	-
St Mark's Organ	1,496	-	(250)	-	1,246
Bell fund	-	314	-	-	314
Restricted to St Aidan & St Silas designated to purpose					
Legacy received	23,830	-	-	-	23,830
	<u>507,115</u>	<u>82,715</u>	<u>(189,417)</u>	<u>-</u>	<u>400,413</u>

Friends International

Donations for the organisation 'Friends International'.

New Life Band

Donations for the New Life Band Mission to Youth and Children, Tanzania.

Parish Outreach

To encourage evangelism and outreach to those not yet of Christian faith.

St. Barnabas Care Fund

An emergency fund for those in need, spent at the discretion of the vicar, church leadership and/or PCC.

St. Barnabas Community Outreach

For community outreach work to the community in the vicinity of St Barnabas Church.

St. Barnabas Gift Day

Donations for St Barnabas mission partners raised on the annual gift day.

St. Mark's Counselling Fund

To help towards the cost of counselling/therapy, spent at the discretion of the PCC.

R-T - Food Programme

Donations for any church programme distributing food or feeding people in the parish.

St. Aidan and St. Silas Development

For the development of St Aidan & St Silas Church.

St. Mark's Reordering

For the costs incurred in the reordering of St Mark's Church. Reordering defined as the rearrangement and adaption of churches to accommodate changes in religious practice.

St. Mark's Extension Fund (in trust)

Proceeds must be used "in augmentation of the Assistant Curacy Fund of St Mark's Church". However, if there is no Assistant Curacy Fund of St Mark's Church then the sale proceeds must be used "in augmentation of St Mark's Church Extension Fund Cheltenham."

St. Mark's Heritage Fund

Funds to be spent specifically on the named items at St Mark's Church: Drain repairs, Staff costs and access ramps.

St. Mark's Care Fund

An emergency fund for those in need, spent at the discretion of the vicar, church leadership and/or PCC.

St. Mark's Open the Book Club

To be spent on outreach to children.

R-B- Toilet and Served Fund

For St Barnabas Toilet & Served Project.

Minor Restricted Fund

For ad-hoc income and expenditure which is received/spent for a specific purpose. This fund should always balance back to nil.

Parish Youth Worker

For the salary, service delivery and core running costs of parish youth work.

Warm Spaces

To help fund 'warm spaces' across the parish - heating/materials/blankets etc between December 2023 and end March 2024.

Passion Trust

To help fund Passion Plays.

St. Barnabas Reordering

For the reordering of St Barnabas Church - Reordering defined as the rearrangement and adaption of churches to accommodate changes in religious practice.

Legacy Received

For the general use of St Barnabas Church.

Sharon Arbuckle Legacy

For the mission and fabric of St Barnabas Church.

St. Mark's Development

For the development of St Mark's Church.

St. Marks Reordering

For the costs incurred in the reordering of St Mark's Church. Reordering defined as the rearrangement and adaption of churches to accommodate changes in religious practice.

St. Mark's General Reserve

For general spend associated with St Mark's Church.

St. Mark's Parents and Toddlers

For the express use of St Mark's Parents and Toddlers group.

R/D - M Joyce Day Legacy Fund

For the general use of St Mark's Church.

St Mark's Organ

For the repair and restoration of St Mark's Church Organ.

Bell Fund

To be used for the long term maintenance costs of bells

Legacy received

For the general use of St Aidan & St Silas Church.

Parish of West Cheltenham Parochial Church Council

Notes to the financial statements (continued)

for the year ended 31 December 2024

St Mark's Development Fund

St Mark's Development Fund was created from the sale of 21 Brooklyn Road, Cheltenham, a property purchased and held under Declaration of Trust by the Martyrs' Memorial Church of England Trust for the Assistant Curate of St Mark's Parochial Church Council. The terms state that if there is no requirement for the fund, the sales proceeds may be applied to St Mark's Extension Fund. The sale proceeds are immediately available following an assurance to the Trust that the money will be spent in accordance with the covenant. They recommend commendation from an Archdeacon to that effect.

Restricted funds Year ended 31 December 2023	01 January 2023 £	Incoming resources £	Resources expended £	Transfers £	31 December 2023 £
Parish					
Friends International	660	-	(660)	-	-
New Life Band	853	4,355	(5,208)	-	-
Parish Outreach	54	50,048	(29,132)	-	20,970
St. Barnabas Care Fund	250	-	-	-	250
St Barnabas Community Outreach	1,305	-	(25)	-	1,280
St Barnabas Gift Day	-	6,625	(6,625)	-	-
St Mark's Counselling fund	2,396	-	(440)	-	1,956
Food Programme	-	-	-	-	-
St Aidan and St Silas Development	11,236	-	(5,476)	-	5,760
St Mark's Reordering	21,400	205	(21,497)	-	108
St Mark's Extension Fund	278,515	-	-	-	278,515
St Mark's Heritage Fund	-	-	-	-	-
St Mark's Care fund	1,948	-	(200)	-	1,748
St Mark's Open the Book Club	205	-	(205)	-	-
Toilet and Servery Fund	-	-	-	-	-
Minor restricted Fund	203	38,427	(38,630)	-	-
Parish Youth Worker	-	17,420	(6,177)	-	11,243
Warm Spaces	-	4,340	(4,350)	-	-
Restricted to St Barnabas & designated to the purpose					
St Barnabas Reordering	3,416	-	(1,507)	-	1,909
Legacy received	1,629	-	(1,629)	-	-
Sharon Arbuckle Legacy	-	175,148	(50,151)	-	124,997
Restricted to St Mark's & designated to purpose					
St Mark's Development	59,011	-	(28,645)	-	30,366
St Mark's Reordering	26,820	-	(26,820)	-	-
St Mark's General Reserves	27,003	-	(27,003)	-	-
St Mark's Parents and Toddlers	252	-	(90)	-	162
Legacy received	2,525	-	-	-	2,525
St Mark's Organ	-	1,540	(44)	-	1,496
Restricted to St Aidan & designated to purpose					
Legacy received	23,827	3	-	-	23,830
	<u>463,508</u>	<u>298,111</u>	<u>(254,504)</u>	<u>-</u>	<u>507,115</u>

Parish of West Cheltenham Parochial Church Council

17. Operating leases

The total lease payments recognised within expenses for the year ended 31 December 2024 were £1080.

At 31 December 2024 the group had annual commitments under non-cancellable operating leases as follows:

Amounts payable	2024	2023
	£	£
Within one year	1,080	1,080
Between 2 and 5 years	346	1,426
	<u> </u>	<u> </u>

18. Capital commitments

There were no capital commitments at 31 December 2024 (2023– NIL).

19. Related Party Transactions

Identifiable donations were made by PCC members in the year ended 31 December 2024 of £860 (2023 - £2,740). The amount of anonymous donations which would include further amounts have not been assessed for 2024 (nor 2023).

Mike Horne, a PCC member, was reimbursed £230 for various church expenses during the year (2023 - £523). There were no amounts owing to him at the year end.

Rod Paterson, a PCC, member, was reimbursed £116 for expenses during the year (2023 - £1,870). There were no amount owing to him at the year end.

Janice Hamilton, a PCC, member, was reimbursed £6,818 for expenses during the year (2023 - £2,194). There were no amount owing to her at the year end.

Josh Denley, a PCC, member, was reimbursed £2,884 for expenses during the year (2023 - £1,560). There were no amount owing to him at the year end.

Phil Southam, a PCC member, was reimbursed £384 for expenses during the year (2023 - £30). There were no amount owing to him at the year end.

Kathryn Martin, a PCC member, was reimbursed £178 for expenses during the year (2023 - £nil). There were no amount owing to him at the year end.

Thomas Wynn, a PCC member, was reimbursed £79 for expenses during the year (2023 - £nil). There were no amount owing to him at the year end.

Donations were made to Cheltenham YMCA, of which Mike Horne is chair, of £928 (2023 - £1,650). There were no amount owing to the organisation at the year end.

An amount was received from Cheltenham YMCA, of which Mike Horne is chair, of £79,348 for the use of a property (2023 - £58,539). There were no amount owing to the organisation at the year end.

20. Independent Examiner's Remuneration

The Independent Examiner's remuneration amounts to an Independent Examination (including accounts preparation) fee of £2,860 (2023 – £2,780).

Accounts

**Parish of West Cheltenham
Parochial Church Council**

Annual Report and Unaudited Financial Statements

for the year ended 31 December 2023

Registered Charity Number: 1133887

Parish of West Cheltenham Parochial Church Council
Annual Report For the year ended 31 December 2023

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Parish of West Cheltenham Parochial Church Council
Annual Report For the year ended 31 December 2023 (continued)

Legal and administrative information

Rector and PCC Chairman	Rev'd Rod Paterson
Clergy Team	Rev'd Sharon Walker (to December 2023) Rev'd Janice Hamilton
Parish Wardens	Pauline Carter Philip Southam (Lay vice chair)
Deanery Synod	Wendy Binks Patricia Bowen Josh Denley (PCC Secretary) Alan Ewins (to May 2023) Tom Wynn (from May 2023)
Treasurer	Mike Horne
PCC Members	Lloyd Kilford Paul Ewins (from May 2023) Anne Foster (from May 2023) Sue Denley Mike Horne Liz Joyce Alan Ewins (from May 2023) Kathryn Martin (to May 2023) Suzie Pinless (to May 2023) Mick Potter Rhys Topping Tom Wynn (to May 2023)

Parish of West Cheltenham Parochial Church Council

Annual Report For the year ended 31 December 2023 (continued)

Administrative office	Parish Office The Oasis Centre Cassin Drive Cheltenham GL51 7SY
Independent Examiners	Randall & Payne LLP Chartered Accountants Chargrove House Shurdington Cheltenham GL51 4GA
Bankers	Lloyds Bank plc Lloyds Business Banking PO Box 1000 BX1 1LT CCLA Investment Management Ltd The CBF Church of England Funds 80 Cheapside London EC2V 6DZ
Solicitors	Veale Wasbrough Vizards Narrow Quay House Narrow Quay Bristol BS1 4QA

Statement of Council members responsibilities

Structure, Governance, and Management

The method of appointment of Parochial Church Council ('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.

Vision and Priorities

West Cheltenham PCC have the responsibility of co-operating with the incumbent, the Revd Rod Paterson, in promoting in the ecclesiastical parish the whole mission of the Church, pastoral, evangelistic, social and ecumenical. It also has maintenance responsibilities for the St Barnabas and St Mark's church buildings and associated property.

The parish vision statement is '*Communities and places buzzing with the extraordinary presence of Jesus*'. As we work towards this vision, in addition to the regular pattern of worship and ministry, our four strategic priorities for the coming 12 months have been identified as:

1. **Prayer:** to normalise prayer in all that we do, so it is part of our character and what we are known for.
2. **Mission and Outreach:** a) to encourage every member of our congregations to intentionally see themselves as a witness to the Good News of Jesus wherever they go. b) as a church to intentionally connect with the various communities we live and work amongst, and in these communities to engage in 'pioneer ministry'.
3. **Developing St Aidan's church land:** Since the church building was demolished the land on which it stood has been empty and our witness to the community diminished. We are working on plans to develop this space into something beautiful; a garden and worship space in the midst of Hesters Way.
4. **Reordering St Mark's church:** We see St Mark's as a strategic base for our witness to the relatively more affluent southern part of the parish. We have plans to reorder the church building so that our ministry to this community is not hindered by the building, but enabled by it.

Church Attendance

There were 196 parishioners on the Church Electoral Roll at the 2023 APCM. The average weekly attendance at services across the parish, measured in October 2023, was 151 adults and children. There were 203 people at Easter Services (Easter Eve and Easter Day) and 427 at Christmas services (Christmas Eve and Christmas Day).

Review of the Period Since Last Report

2023 was a year with plenty of discernment and discussion for the PCC. Deciding the new Parish Priorities was a major topic, with a half of the years' meetings dedicated to this important topic.

Safeguarding matters are a priority for the PCC, and this year saw the appointment of a new Parish Safeguarding Officer in Liz Ewins, as well as the review and approval of the Safeguarding policy, safer recruitment process streamlining, and online and in-person safeguarding training undertaken by many across the parish.

Overseeing the parish finances is another important responsibility for the PCC, and throughout the year, among other things, approved various gifts to different mission links, individuals and organisations, switched energy suppliers to ensure both cost effective and sustainable supplies to our sites, signed off the annual accounts, authorised the contracting of a fundraiser for St Mark's reordering, signed off on various buildings works across the parish, and agreed a finance operation and audit model.

The start of the year saw an introduction and discussion about our response as a parish to the Church of England *Living in Love and Faith* conversation. The outcome was very clear: that we were of one mind in our desire to fully welcome and fully accept everyone who comes to each of our churches, recognising that each individual is unique and precious in the sight of God.

In March, the PCC discussed the potential recruitment of a new youth worker along with some employee policy changes. This discussion and subsequent recruitment process led to the appointment of Josh Vallance as Parish Youth Worker in August 2023, in partnership with 'The Rock' youth Project. Josh divides his time equally between parish based youth ministry and, for the Rock, working on a project called 'Elevate' assisting young people with the transition between primary and secondary school.

Key links with St Mark's C of E school were maintained, with a number of Foundation Governors recommended for appointment throughout the course of the year.

PCC also worked together to see how we might safely reintroduce the use of the Common Cup during communion.

Following the mid-year APCM, the PCC appointed a lay vice chair, treasurer and secretary for the year ahead, and furthered the conversation on priorities. We also set up a working party to start to explore the future of the St Aidan's site on Coronation Square, and to discern what church in that space might look like into the future – some draft concepts were presented to the parish and reviewed by the PCC in November 2023.

July saw the final discussion and agreement on the parish priorities, and also the approval of the scope of work for St Mark's reordering; enabling more detailed planning with architects to move forwards. The PCC also agreed that Sarah Orwin-Henderson be licenced as Reader to the parish, which happened at Gloucester Cathedral on 30th September.

Towards the end of the year, the PCC signed off on various changes in the use of our buildings, including a more formal Licence to Occupy at St Barnabas for the Family Space playgroup, and a usage agreement with YMCA Cheltenham for the Parish use of the Oasis Centre. We also formally adopted the new 'Parish Prayer'.

Pioneer Ministry

Over the past 12 months our Community Pioneer Minister, Revd Janice Hamilton, has continued to connect with local groups and organisations. She has been part of the strategic review for the West Cheltenham Partnership in her role as Director/Trustee, as they seek to serve West Cheltenham to become a 'flourishing community with opportunities for all'. She has built on her relationship with Springbank Primary and All Saints Academies, leading assemblies and RE lessons, helping with a Youth Alpha course, establishing a parent prayer group and involving pupils with the Community Passion Play. Once again, she supported the Community Activities Team with the 'Christmas on the Square' event and led the Community Carols with Springbank Community Group.

The development and landscaping of the St Aidan's site to express church in a new and relevant way has progressed. A PCC working party held a community consultation to gather comments and suggestions on use of the land. Gloucestershire University third year Landscape Architecture students were invited to use this project as a case study. Student groups produced three designs based on the client brief and presented them to the community for further comment.

There have been a couple of community workdays to clear the site of litter and undergrowth and then to help build the vegetable beds for Cheltenham Is Growing. Their first growing season has been completed and produce provided to the homeless shelter. Plans for developing this planting area to incorporate a community veg patch have begun.

The Community Passion Play has been a major piece of work and has gathered momentum over the year. Door to door publicity heralded auditions in October at which the first twenty cast members were recruited, drawing people from seven different churches and the wider community. Rehearsals started in November. Much background work has been done applying for grants and all the necessary permissions from the Borough Council and Highways.

With the Passion Play ending up on St Aidan's site, there is a sense of resurrection hope, that both these projects will serve as a catalyst for future faith exploration and draw people into worshipping communities.

Youth Work

This year has seen some significant changes in youth work across the parish with the appointment of Josh Vallance. He has been particularly involved in schools work, including building relationships with All Saints Academy as well as a number of primary schools. Josh started running a new after-school youth group at All Saints which regularly sees around 20 young people attend and has helped build strong relationships with the both the student body and staff.

Such is the growing relationship with the school that Josh and Janice were invited to attend retreat days for the new Year 7 intake in September, and Josh was then invited by the chaplain team to spend every Thursday in school to further develop those relationships with staff and students.

Beyond schools work, Josh has also been working with a number of other parishes across the Deanery as a key member of the steering committee for Fabric Youth Worship Nights - a new project with Trinity Cheltenham and other local churches and youth groups. These events give young people to chance to come together, have fun and worship Jesus. They happen every few months and see 80+ young people attend.

Within West Cheltenham, 2023 also saw the creation of a dedicated youth space on the St Marks site for new, regular and engaging youth work. 'Grid', our Sunday evening youth provision, has been re-started this academic year and is growing. There are future plans to develop youth work in the parish, including the creation of a parish youth vision statement as we head into 2024.

Deanery Synod Report

Three meetings took place during 2023. (March, July and November)

There have been two main areas of discussion throughout the year; *Deanery Planning* (which is continuously ongoing), and *Living in Love and Faith*.

Deanery Planning looks at Strategic Priorities to enable our churches to flourish.

Priorities included:

- Appointing a Youth Connector - Andy McCauley is now in post (based at The Rock) . The role of the Youth Connector is not to do the work but to find out what is happening among the 10–25-year-olds and to facilitate connections
- Engaging with children, young people and families
- Each Church setting and regularly reviewing their own mission priorities
- Practising collaborative ministry with some churches or leaders supporting other churches where there is a particular need e.g. during an interregnum
- Despite the big mission challenge, we are trying to work together for the best use of what is available and with a sense of our strengths rather than scarcity as our starting point
- Support for partnerships, including All Saints Academy, The Rock, Anna Chaplaincy

- Explore Training for our Laity both within the deanery and as supported by the Diocese
- Having a mixed ecology model for pioneer and established churches (and encouraging new and courageous ways of worship)
- Starting to think about how we can 'work' with Sportily in our Communities.
- Responding to new housing developments AND considering the implications of the Cyber Park
- Reviewing church buildings, if fit for purpose and/or a financial burden for some churches
- Reducing administration burdens where possible
- Having a fair/sustainable finance model. The Diocese relies on the Parish Share which at present covers only 80% of ministry costs. In 2025 there is to be a new Parish Share scheme which will better link ministry costs to Parish Share requests. Smaller churches will be asked for a percentage of these costs whilst some of the larger churches may be asked for a contribution of more than 100% of their costs. The Parish share had been frozen because of Covid.

Living in Love and Faith discussions are still ongoing on what is/has been a painful and divisive topic for many Christians/churches. All PCCs were asked to discuss their individual and corporate thoughts on the way forward for their church regarding the General Synod's proposed prayers for same-sex couples. Whilst the focus is still on faithful monogamous lifelong relationships the Bishop of London at the General Synod said it is not about winning or losing, but seeking to find a space where we can continue to walk together.

Bishop Rachel has spoken about how she hoped local worshipping communities and local leaders with different theological convictions might support one another in how they respond to enquiries from couples.

St Mark's Fabric Report

The year has seen another uplift in the use of our buildings as we hosted community groups, church groups, concerts, presentations and more! This increased use brings with it opportunities and invitations to the multitude of seasonal events and gatherings throughout the year, and building deeper relationships with many members of our local community.

As a result of the increased use, it has been paramount to improve the safety and security of the site, so we have undertaken the replacement of entrance doors, fire exits and made a start on the upgrading of internal doors to fire doors, where needed. For the safeguarding of users, a secure entry system has been added to the hall doors, ensuring there are no unwanted visitors to sessions running in the building, whilst at the same time ensuring safe passage out in the event of a fire.

In the church building, the electric earthing has been updated, and heating system inspected (and declared safe!) following a report of a smell of gas. The organ has been serviced, tuned and maintenance work completed as necessary.

In the hall, we have been fortunate to be the recipients of a defibrillator, donated by the Public Hearts defibrillator campaign, which was installed in October 2023 and is available to all 24 hours a day, 7 days a week. At the same time, the electric MCB/RCD cabinet was replaced for new and electrical safety test completed. We also saw the roll out of the first phase of LED lighting upgrades across the site (the main body of the church to be done as part of the reordering project).

With regards to the reordering project, significant progress has been made, and the plans are viewable to all in church. It is anticipated we will be in a position to apply for the relevant planning and faculty approvals in mid-2024.

St Barnabas Fabric Report

The church and halls are used more now than ever with lots of church and community groups using the buildings. In fact, Saturday is the only day the church building is not used on a weekly basis.

The halls continue to be used by Family Space for the Playgroup during the day, with Brownies, Girl Guides and Rainbows, and Cheltenham Silver Band in the evenings. Our rental of the halls for private parties continues. We continue to upgrade the buildings to cope with the increased demand. External doors and fire doors have been replaced giving a much more secure environment for all users.

The Servery and toilets in the church have been a positive addition in 2021 but it did make the rest of the decoration in the church look a bit drab. Therefore, new lighting and internal redecoration have taken place this year, including the plastering of the front wall, and repainting throughout, which have improved the space immeasurably. The high-level window blinds have also been replaced. We have plans to update toilet facilities in the halls in 2024.

Groups now using the church building include The People's Community Choir, Stay and Play, Cheltenham Welcomes Refugees, as well as Leadership/PCC meetings, Bible Study and Prayer groups. The Winter Warmer, Drop Off and Drop In and the Passion Play Rehearsals.

Externally we have undergone the usual grounds maintenance, and replaced the old, tired Notice Board with new one.

Financial Review 2023

2023 saw a significant increase in both income and expenditure. A large legacy combined with greater income from grants and parish assets more than covered a slight decrease in regular giving. The increased income enabled a greater investment in outreach and ministry, with record numbers reached through activities such as the Christmas Services, Light Party, Wednesday service celebration lunches, pop-up pantry, Winter Warmer and Drop Off & Drop In. Major investment was also made in both the St Marks and St Barnabas buildings along with further developments of the concepts for the development of the St Aidan's site. Both the on-going giving and existing funds designated or restricted for a particular purpose were used.

A review of utility and other running costs reaped significant savings in Church running expenses, and whilst a more accurate allocation of expenses shows a new Costs of Trading category, the overall cost of Church running expenses remained level.

There was a £46,303 surplus for the year, compared to a deficit of £116,124 in 2022.

Restricted funds were in surplus at £43,607 meaning there was a 'working' surplus of £2,696.

Total income in 2023 was £531,431, compared to £324,026 in 2022. The 2023 income was made up of £233,320 unrestricted and £298,111 restricted. The major sources of 2023 income were:

- Legacies - £175,151 (2022: £11,514)
- Regular giving and collections - £143,248 (2022: £171,766)
- Grants - £72,121 (2022: £24,161)
- Church Hall Lettings - £20,695 (2022: 15,068)

In 2023, costs totalled £485,128 (2022: £440,150). Major contributors to costs were Parish share £167,680 (2022: 167,726), church maintenance £102,765 (2022: £28,469), and office administration £54,320 (2022: £41,561).

Parish of West Cheltenham Parochial Church Council

Annual Report For the year ended 31 December 2023 (continued)

Reserves at the end of the period were:

- Unrestricted
 - o General £4,472 (2022 – £2,178)
 - o Designated £262,712 (2022: £260,016). £262,712 relates to the fixed assets of church buildings and investment property, so net designated funds are £0.
- Restricted £507,115 (2022: £463,508)

Reserves and Policy: It is not the intention of the PCC to build up large reserves in the General Fund but rather to use donated monies to meet the mission of our church. Legacies will be used in line with wishes expressed in the Will, or for the furtherance of the mission of the church. It is our intention to celebrate and name the activities facilitated by legacies.

Legal and administrative information: Legal and administrative information is set out on Pages 1-2

Statement of Council Members Responsibilities: Charity law requires the Council members to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the Parochial Church Council at the year end and of its incoming resources and resources expended during that year. In preparing those financial statements, the Council members are required to:

- select suitable accounting policies and then apply them consistently;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards and statements of recommended practice have been followed subject to any departures disclosed and explained in the financial statements;
- and prepare the financial statements on the going concern basis unless it is inappropriate to presume that the Parochial Church Council will continue to function.

The Council members are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the Parochial Church Council and enable them to ensure that the financial statements comply with the Charities Act 2011. They are also responsible for safeguarding the assets of the Parochial Church Council and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

18/03/2024

This report was approved by the Council members on and signed on their behalf by



.....
Rev Rod Paterson

PARISH OF WEST CHELTENHAM PCC
INDEPENDENT EXAMINER'S REPORT
FOR THE YEAR ENDED 31 DECEMBER 2023

I report to the charity Trustees, and council members, on my examination of the financial statements of the Parish of West Cheltenham Parochial Church Council ("the charity") for the year ended 31 December 2023.

Responsibilities and Basis of Report

As the Trustees of the charity you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the 2011 Act').

I report in respect of my examination of the charity'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 2011 Act.

An independent examination does not involve gathering all the evidence that would be required in an audit and consequently does not cover all the matters that an auditor considers in giving their opinion on the financial statements. The planning and conduct of an audit goes beyond the limited assurance that an independent examination can provide. Consequently, I express no opinion as to whether the financial statements present a 'true and fair view' and my report is limited to those specific matters set out in the independent examiner's statement.

Independent Examiner's Statement

Since the charity's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of the Institute of Chartered Accounts of Scotland, which is one of the listed bodies.

I have completed my examination. I can confirm that no 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 charity as required by section 130 of the 2011 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.



Ryan Moore CA

Randall & Payne LLP
Chartered Accountants & Independent Examiners
Chargrove House
Shurdington Road
Cheltenham
Gloucestershire
GL51 4GA

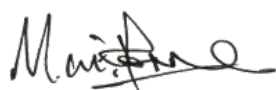
Parish of West Cheltenham Parochial Church Council
Statement of financial activities
For the year ended 31 December 2023

		Unrestricted funds	Restricted funds	2023 Total	2022 Total
	Note	£	£	£	£
Income from:					
Voluntary income	2	136,475	254,045	390,520	207,440
Church activities	3	9,290	44,000	53,290	47,341
Other trading activities	4	20,898	66	20,964	15,394
Investments	5	65,664	-	65,664	52,124
Other Income		993		993	1,727
Total		233,320	298,111	531,431	324,026
Expenditure on:					
Raising funds		-	-	-	
Church activities	6	230,624	254,504	485,128	440,150
Total		230,624	254,504	485,128	440,150
Net income/(expenditure)		2,696	43,607	46,303	(116,124)
Transfers between funds		-	-	-	-
Net movement in funds		2,696	43,607	46,303	(116,124)
Total funds brought forward		260,016	463,508	723,524	839,648
Total funds carried forward	13,14	262,712	507,115	769,827	723,524

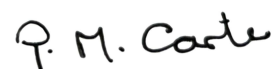
Parish of West Cheltenham Parochial Church Council
Balance sheet at 31 December 2023

			2023	2022
	Note	£	£	£
Fixed assets				
Tangible assets	9		258,240	262,194
Current assets				
Debtors	10	290,566		278,516
Cash at bank and in hand		226,931		185,464
		517,497		463,980
Creditors: amounts falling due within one year	11	(5,910)		(2,650)
Net current assets			511,587	461,330
Total assets less current liabilities	12		769,827	723,524
Funds				
Unrestricted funds	13	262,712		260,016
Restricted funds	14	507,115		463,508
			769,827	723,524

The financial statements were approved by the Parochial Church Council of the Parish of West Cheltenham
on 18/03/2024 and signed on its behalf by



MIKE HORNE
Treasurer



PAULINE CARTER
Churchwarden

Parish of West Cheltenham Parochial Church Council
Notes to the financial statements
for the year ended 31 December 2023

1. Accounting policies

1.1. Accounting convention

The PCC is a public benefit entity within the meaning of FRS102. The financial statements have been prepared under the Charities Act 2011 and in accordance with the Church Accounting Regulations 2006 governing the individual accounts of PCCs and with the Regulations “true and fair” provisions. They have been prepared under FRS102 (2016) as the applicable accounting standards and the 2016 version of the Statement of Recommended Practice, Accounting and Reporting by Charities (SORP(FRS102)).

The financial statements have been prepared under the Charities Act 2011 and in accordance with the Church Accounting Regulations 2006 governing the individual accounts of PCCs and with the Regulations “true and fair” provisions. The financial statements have been prepared to give a “true and fair” view and have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a “true and fair” view. This departure has involved following the Charities SORP (FRS 102) published on 16 July 2014 rather than the Accounting and Reporting by Charities: Statement of Recommended Practice effective from 1 April 2005 which has now been withdrawn.

The financial statements have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated within the relevant notes to these accounts. The financial statements have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued on 16 July 2014 and Financial Reporting Standard applicable in the United Kingdom (FRS 102) and Charities Act 2011. The Parish of West Cheltenham PCC meets the definition of a Public Benefit entity under FRS102.

The principal accounting policies adopted in the preparation of the financial statements are as follows:

1.2. Funds

Unrestricted 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.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the church for particular purposes. The cost of raising and administering such funds are charged against the specific fund.

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

1.3. Incoming resources

All income is recognised once the charity has entitlement to that income, there is sufficient certainty of receipt and so it is probable that the income will be received, and the amount can be measured reliably.

Voluntary income is recognised by way of donations and gifts and is included in full in the Statement of Financial Activities when receivable. Gifts donated for resale are included as income when they are sold. Donated assets are included at the value to the PCC where this can be quantified and a third party is bearing the cost. The value of services provided by volunteers has not been included.

Collections are recognised when received by or on behalf of the PCC.

Planned giving receivable under Gift Aid is recognised only when received.

Parish of West Cheltenham Parochial Church Council
Notes to the financial statements (continued)
for the year ended 31 December 2023

Income Tax recoverable on Gift Aid conditions is recognised when the income is recognised. 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. Interest is accounted for when receivable. Any tax recoverable on such income is recognised in the same accounting year.

The PCC is not registered for VAT.

Rental income from the letting of church premises is recognised when the rental is due.

1.4. Resources expended

All expenditure is included on an accruals basis and is recognised when there is a legal or constructive obligation to pay for expenditure. All costs have been directly attributed to one of the financial categories of resources used in the statement of financial activities with the exception of governance costs which have been split with 20% attributable to fund raising activities and 80% to church activities.

Fundraising costs are those incurred in seeking voluntary contributions and do not include the costs of disseminating information in support of the charitable activities.

Grants and donations, including the diocesan parish share, are accounted for when paid over, or when awarded, if that award creates a binding obligation on the PCC.

1.5. Fixed assets

Consecrated and beneficed property of any kind is excluded from the financial statements by s10(2) of the Charities Act 2011.

Moveable church furnishings held by the Vicar and Churchwardens on special trust for the PCC, and which require a faculty for disposal, are accounted as inalienable property unless consecrated. They are listed in the church's inventory which can be inspected at any reasonable time. For inalienable property acquired prior to 1999 there is insufficient cost information available and therefore such assets are not included in the financial statements. There were no acquisitions of inalienable property in this financial year.

Depreciation is provided using the straight-line basis using the following rates:

Fixtures, fittings and equipment	- 4 years
Freehold property	- 50 years

All assets costing more than £2,000 are capitalised.

Property held for the purpose of social housing

The Trustees reviewed the criteria for Investment Property in light of the amendments to FRS 102 from the 2019 Triennial Review. Having re-reviewed the criteria and confirmed the underlying use of the properties in question, the Trustees have reclassified the investment property to Property, Plant and Equipment. This has been performed on the basis that the Dulverton property is considered to be operated for the sole purpose of social housing. Under FRS 102, where the property meets this criteria, it should be classified as Property Plant and Equipment and is stated at cost less accumulated depreciation.

Parish of West Cheltenham Parochial Church Council
Notes to the financial statements (continued)
for the year ended 31 December 2023

1.6 Leasing

Rentals payable under operating leases are charged against income on a straight-line basis over the lease term. The title of the lease remains with the lessor and the equipment is replaced every 3 years whilst the economic life of such equipment is normally 10 years.

1.7 Financial instruments

The PCC only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognized at transaction value and subsequently measured at their settlement value.

1.8 Going concern

The council members have reviewed the ongoing future of the PCC and consider that there are plans in place to continue the PCC's operation. There are no material uncertainties that may cast significant doubt on the PCC's ability to continue as a going concern.

1.9 Pensions

The PCC made contributions for the benefit of employees to the auto-enrolment pension scheme.

1.10 Liabilities and provisions

Liabilities are recognised when there is an obligation at the Balance Sheet date as a result of a past event, it is probable that a transfer of economic benefit will be required in settlement, and the amount of settlement can be estimated reliably. Liabilities are recognised at the amount the Charity anticipates it will pay to settle the debt or the amount it has received as advanced payments for goods and services it must provide.

Provisions are set up only where it is probable that a present obligation exists as a result of an event prior to the balance sheet date and that a payment will be required in settlement that can be estimated reliably. Where material, provisions are calculated on a discounted basis.

1.11 Debtors

Debtors are recognised at the settlement amount after any discount offered.

1.12 Cash at bank and in hand

Cash at bank and in hand includes cash and short term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

Parish of West Cheltenham Parochial Church Council
Notes to the financial statements (continued)
for the year ended 31 December 2023

2. Voluntary income

	Unrestricted funds	Restricted funds	2023 Total	2022 Total
	£	£	£	£
Planned income				
Gift Aid donations	90,087	-	90,087	91,874
Other	4,640	864	5,504	5,782
Tax recoverable	21,560	1,273	22,833	22,231
Collections and other giving	9,407	7,502	16,909	46,359
Gift Days and appeals	-	7,915	7,915	5,520
Legacies	-	175,151	175,151	11,513
Grants receivable – Note 7	10,781	61,340	72,121	24,161
	<u>136,475</u>	<u>254,045</u>	<u>390,520</u>	<u>207,440</u>

In 2023, of the voluntary income, £136,475 (2022: £103,602) was in relation to unrestricted funds and £254,055 (2022: £103,838) to restricted funds.

3. Church activities

	Unrestricted funds	Restricted funds	2023 Total	2022 Total
	£	£	£	£
Gloucester Diocese Fundings	3,146	44,000	47,146	37,000
Wedding & Funeral Fees	4,315	-	4,315	7,973
Mums and Toddlers	1,829	-	1,829	2,368
	<u>9,290</u>	<u>44,000</u>	<u>53,290</u>	<u>47,341</u>

4. Other trading activities

	Unrestricted funds	Restricted funds	2023 Total	2022 Total
	£	£	£	£
Church hall lettings	20,695	-	20,695	15,068
Other trading activities	203	66	269	326
	<u>20,898</u>	<u>66</u>	<u>20,964</u>	<u>15,394</u>

Parish of West Cheltenham Parochial Church Council
Notes to the financial statements (continued)
for the year ended 31 December 2023

5. Investments

Unrestricted funds	2023 Total £	2022 Total £
Rental income	58,539	49,605
Interest received	7,126	2,519
	<u>65,665</u>	<u>52,124</u>

6. Church activities

	Unrestricted funds £	Restricted funds £	2023 Total £	2022 Total £
Missionary and charitable giving				
Donations to Charities & Missions	12,244	13,151	25,395	29,754
	<u>12,244</u>	<u>13,151</u>	<u>25,395</u>	<u>29,754</u>
Ministry				
Parish share	130,680	37,000	167,680	167,726
Clergy expenses	186	1,701	1,887	2,066
Church running expenses	21,634	6,185	27,819	40,945
Oasis Centre running expenses	-	-	-	1,811
Church maintenance	4,267	98,498	102,765	28,469
Upkeep of services	3,833	19,476	23,309	19,119
Upkeep of churchyard	620	2,700	3,320	15,429
Office administration	41,766	12,554	54,320	41,561
Audio/visual expenses	565	2,435	3,000	3,900
Training, pastoral and outreach	-	12,484	12,484	6,022
Costs of church activities	1,640	1,773	3,413	3,022
Major repairs – structure	-	36,789	36,789	13,365
Contribution to St Mark's Church of England (VA) Junior School	-	1,018	1,018	2,000
Capital Projects	-	1,403	1,403	57,609
Governance costs: Accountancy and Independent Examination	4,427	-	4,427	3,397
Costs of Trading	4,808	7,337	12,145	-
Depreciation	3,954	-	3,954	3,956
	<u>218,380</u>	<u>241,353</u>	<u>459,733</u>	<u>410,396</u>
	<u>230,624</u>	<u>254,504</u>	<u>485,128</u>	<u>440,150</u>

Parish of West Cheltenham Parochial Church Council
Notes to the financial statements (continued)
for the year ended 31 December 2023

The PCC received parochial fees totalling £4,315 (£7,673 – 2022) in the year. Of this, £1,641 (£4,297 – 2022) was made up of statutory fees due to the PCC as prepared by the Archbishops’ Council under the Ecclesiastical Fees Measure 1966. The statutory fees have been passed on in full to the Gloucester Diocesan Board of Finance and do not appear in the above financial statements.

In 2023, of the expenditure on church activities, £230,624 (£185,945 – 2022) was in relation to unrestricted funds and £254,504 (£254,205 – 2022) to restricted funds.

7. Grants receivable

	Unrestricted funds £	Restricted funds £	2023 Total £	2022 Total £
Listed Places of Worship Grant Scheme	10,781	-	10,781	2,031
Benefact Trust	-	-	-	3,000
Skene Trust	-	50,000	50,000	19,130
Sylvanus Lysons	-	7,000	7,000	-
National Grid – Warm Spaces	-	4,340	4,340	-
	<u>10,781</u>	<u>61,340</u>	<u>72,121</u>	<u>24,161</u>

8. Staff costs

Number of employees

The average number of staff, excluding PCC members, in the period was

	2023 Number	2022 Number
Administration	2	2
Maintenance	2	2
	<u>4</u>	<u>4</u>

No employee earned more than £60,000 in the year (2022 – NIL).

	2023 £	2022 £
Employment costs		
Gross wages and salaries	41,649	37,108
Social security costs	-	-
Pension costs	1,759	1,569
	<u>43,408</u>	<u>38,677</u>

Parish of West Cheltenham Parochial Church Council
Notes to the financial statements (continued)
for the year ended 31 December 2023

9. Tangible fixed assets

	Freehold land and property £	Fixtures, fittings and equipment £	Total £
Cost			
At 1 January 2023			
And 31 December 2023	333,381	84,554	417,935
Depreciation			
At 1 January 2023	71,187	84,554	155,741
Charge for the year	3,954	-	3,954
At 31 December 2023	75,141	84,554	160,695
Net book value			
At 31 December 2023	258,240	-	258,240
At 31 December 2022	262,194	-	262,194

Included within freehold land and property is land with a cost value of £30,662. This is not depreciated.

10. Debtors

	2023	2022
	£	£
Sale of property proceeds held under a Declaration of Trust	278,516	278,516
Accrued income	12,050	-
	290,566	278,516

Parish of West Cheltenham Parochial Church Council

Notes to the financial statements (continued)

for the year ended 31 December 2023

11. Creditors: amounts falling due within one year

	2023	2022
	£	£
Accruals	4,110	2,650
Trade creditors	1,800	
	5,910	2,650

12. Analysis of net assets between funds
Year ended 31 December 2023

	Unrestricted funds	Restricted funds	Total funds
	£	£	£
Tangible fixed assets	258,240	-	258,240
Current assets	-	507,115	507,115
Current liabilities	4,472	-	4,472
	262,712	507,115	769,827

Analysis of net assets between funds
Year ended 31 December 2022

	Unrestricted funds	Restricted funds	Total funds
	£	£	£
Tangible fixed assets	262,194	-	262,194
Current assets	-	463,508	463,508
Current liabilities	(2,178)	-	(2,178)
	260,016	463,508	723,524

Parish of West Cheltenham Parochial Church Council
Notes to the financial statements (continued)
for the year ended 31 December 2023

13. Unrestricted funds Year ended 31 December 2023	01 January 2023 £	Incoming resources £	Resources expended £	Transfers £	31 December 2023 £
General	(2,178)	233,320	(226,670)	-	4,472
Designated fixed asset fund	262,194	-	(3,954)	-	258,240
	<u>260,016</u>	<u>232,328</u>	<u>(230,624)</u>	<u>-</u>	<u>262,712</u>

General fund

Balance of funds that is not restricted or designated for any purposes.

Designated fixed asset fund

Balance comprises Freehold Buildings £227,578 and Freehold Land £30,662 (cost values).

Unrestricted funds Year ended 31 December 2022	01 January 2022 £	Incoming resources £	Resources expended £	Transfers £	31 December 2022 £
General	815	178,996	(181,989)		(2,178)
Designated fixed asset fund	266,150	-	(3,956)	-	262,194
	<u>266,965</u>	<u>178,996</u>	<u>(185,945)</u>	<u>-</u>	<u>260,016</u>

Parish of West Cheltenham Parochial Church Council
Notes to the financial statements (continued)
for the year ended 31 December 2023

14. Restricted funds	01 January	Incoming	Resources		31 December
Year ended 31 December 2023	2023	resources	expended	Transfers	2023
	£	£	£	£	£
Parish					
Friends International	660	-	(660)	-	-
New Life Band	853	4,355	(5,208)	-	-
Parish Outreach	54	50,048	(29,132)	-	20,970
St. Barnabas Care Fund	250	-	-	-	250
St Barnabas Community Outreach	1,305	-	(25)	-	1,280
St Barnabas Gift Day	-	6,625	(6,625)	-	-
St Mark's Counselling fund	2,396	-	(440)	-	1,956
Food Programme	-	-	-	-	-
St Aidan and St Silas Development	11,236	-	(5,476)	-	5,760
St Mark's Reordering	21,400	205	(21,497)	-	108
St Mark's Extension Fund	278,515	-	-	-	278,515
St Mark's Heritage Fund	-	-	-	-	-
St Mark's Care fund	1,948	-	(200)	-	1,748
St Mark's Open the Book Club	205	-	(205)	-	-
Toilet and Served Fund	-	-	-	-	-
Minor restricted Fund	203	38,427	(38,630)	-	-
Parish Youth Worker	-	17,420	(6,177)	-	11,243
Warm Spaces	-	4,340	(4,340)	-	-
Restricted to St Barnabas & designated to the purpose					
St Barnabas Reordering	3,416	-	(1,507)	-	1,909
Legacy received	1,629	-	(1,629)	-	-
Sharon Arbuckle Legacy	-	175,148	(50,151)	-	124,997
Restricted to St Mark's & designated to purpose					
St Mark's Development	59,011	-	(28,645)	-	30,366
St Mark's Reordering	26,820	-	(26,820)	-	-
St Mark's General Reserves	27,003	-	(27,003)	-	-
St Mark's Parents and Toddlers	252	-	(90)	-	162
Legacy received	2,525	-	-	-	2,525
St Mark's Organ	-	1,540	(44)	-	1,496
Restricted to St Aidan & designated to purpose					
Legacy received	23,827	3	-	-	23,830
	<u>463,508</u>	<u>298,111</u>	<u>(254,504)</u>	<u>-</u>	<u>507,115</u>

Parish of West Cheltenham Parochial Church Council
Notes to the financial statements (continued)
for the year ended 31 December 2023

Friends International

Donations for the organisation 'Friends International'.

New Life Band

Donations for the New Life Band Mission to Youth and Children, Tanzania.

Parish Outreach

To encourage evangelism and outreach to those not yet of Christian faith.

St. Barnabas Care Fund

An emergency fund for those in need, spent at the discretion of the vicar, church leadership and/or PCC.

St. Barnabas Community Outreach

For community outreach work to the community in the vicinity of St Barnabas Church.

St. Barnabas Gift Day

Donations for St Barnabas mission partners raised on the annual gift day.

St. Mark's Counselling Fund

To help towards the cost of counselling/therapy, spent at the discretion of the PCC.

R-T - Food Programme

Donations for any church programme distributing food or feeding people in the parish.

St. Aidan and St. Silas Development

For the development of St Aidan & St Silas Church.

St. Mark's Reordering

For the costs incurred in the reordering of St Mark's Church. Reordering defined as the rearrangement and adaption of churches to accommodate changes in religious practice.

St. Mark's Extension Fund (in trust)

Proceeds must be used "in augmentation of the Assistant Curacy Fund of St Mark's Church". However, if there is no Assistant Curacy Fund of St Mark's Church then the sale proceeds must be used "in augmentation of St Mark's Church Extension Fund Cheltenham."

St. Mark's Heritage Fund

Funds to be spent specifically on the named items at St Mark's Church: Drain repairs, Staff costs and access ramps.

St. Mark's Care Fund

An emergency fund for those in need, spent at the discretion of the vicar, church leadership and/or PCC.

St. Mark's Open the Book Club

To be spent on outreach to children.

R-B- Toilet and Served Food Fund

For St Barnabas Toilet & Served Food Project.

Minor Restricted Fund

For ad-hoc income and expenditure which is received/spent for a specific purpose. This fund should always balance back to nil.

Parish Youth Worker

For the salary, service delivery and core running costs of parish youth work.

Warm Spaces

To help fund 'warm spaces' across the parish - heating/materials/blankets etc between December 2023 and end March 2024.

St. Barnabas Reordering

For the reordering of St Barnabas Church - Reordering defined as the rearrangement and adaption of churches to accommodate changes in religious practice.

Legacy Received

For the general use of St Barnabas Church.

Sharon Arbuckle Legacy

For the mission and fabric of St Barnabas Church.

St. Mark's Development

For the development of St Mark's Church.

St. Marks Reordering

For the costs incurred in the reordering of St Mark's Church. Reordering defined as the rearrangement and adaption of churches to accommodate changes in religious practice.

St. Mark's General Reserve

For general spend associated with St Mark's Church.

St. Mark's Parents and Toddlers

For the express use of St Mark's Parents and Toddlers group.

R/D - M Joyce Day Legacy Fund

For the general use of St Mark's Church.

St Mark's Organ

For the repair and restoration of St Mark's Church Organ.

Legacy received

For the general use of St Aidan & St Silas Church.

Parish of West Cheltenham Parochial Church Council

Notes to the financial statements (continued)

for the year ended 31 December 2023

St Mark's Development Fund

St Mark's Development Fund was created from the sale of 21 Brooklyn Road, Cheltenham, a property purchased and held under Declaration of Trust by the Martyrs' Memorial Church of England Trust for the Assistant Curate of St Mark's Parochial Church Council. The terms state that if there is no requirement for the fund, the sales proceeds may be applied to St Mark's Extension Fund. The sale proceeds are immediately available following an assurance to the Trust that the money will be spent in accordance with the covenant. They recommend commendation from an Archdeacon to that effect.

Restricted funds Year ended 31 December 2022	01 January 2022 £	Incoming resources £	Resources expended £	Transfers £	31 December 2022 £
Parish					
Friends International	660	-	-	-	660
New Life Band	-	31,150	(30,297)	-	853
Gloucester Diocese Funding	-	37,000	(37,000)	-	-
Parish Outreach	4,474	-	(4,420)	-	54
St. Barnabas Care Fund	-	250	-	-	250
St Barnabas Community Outreach	1,305	-	-	-	1,305
St Barnabas Gift Day	-	5,520	(5,520)	-	-
St Mark's Counselling fund	2,396	-	-	-	2,396
Food Programme	-	791	(791)	-	-
St Aidan and St Silas Development	14,134	-	(2,898)	-	11,236
St Mark's Reordering	39,318	850	(18,768)	-	21,400
St Mark's Extension Fund	278,515	-	-	-	278,515
St Mark's Heritage Fund	2,304	193	(2,497)	-	-
St Mark's Care fund	1,948	-	-	-	1,948
St Mark's Open the Book Club	820	-	(615)	-	205
Toilet and Served Fund	-	54,516	(54,516)	-	-
Minor restricted funds - District Church Councils	1,176	-	(973)	-	203
Restricted to St Barnabas & designated to the purpose					
St Barnabas Reordering	25,000	-	(21,584)	-	3,416
Legacy received	4,527	1,000	(3,898)	-	1,629
Restricted to St Mark's & designated to purpose					
St Mark's Development	70,136	-	(11,125)	-	59,011
St Mark's Reordering	42,191	-	(15,371)	-	26,820
St Mark's General Reserves	59,700	2,033	(34,731)	-	27,003
St Mark's Parents & Toddlers	252	-	-	-	252
Legacy received	-	11,726	(9,201)	-	2,525
Restricted to St Aidan & designated to purpose					
Legacy received	23,827	-	-	-	23,827
	<u>572,683</u>	<u>106,303</u>	<u>(217,205)</u>	<u>-</u>	<u>463,508</u>

15. Operating leases

The total lease payments recognised within expenses for the year ended 31 December 2023 were £1,092.

At 31 December 2023 the group had annual commitments under non-cancellable operating leases as follows:

Amounts payable	2023	2022
	£	£
Within one year	1,080	1,080
Between 2 and 5 years	1,426	2,506
	<u> </u>	<u> </u>

16. Capital commitments

There were no capital commitments at 31 December 2023 (2022– NIL).

17. Related Party Transactions

Identifiable donations were made by PCC members in the year ended 31 December 2023 of £2,740 (2022 - £18,770). The amount of anonymous donations which would include further amounts have not been assessed for 2023 (nor 2022).

Mike Horne, a PCC member, was reimbursed £523 for various church expenses during the year (2022 - £166). There were no amounts owing to him at the year end.

Pauline Carter, a Parish Warden, was reimbursed £440 for various church expenses during the year (2022 - £1,046). There were no amounts owing to her at the year end.

Suzanna Pinless, a PCC, member, was reimbursed £78 for craft materials during the year (2022 - £32). There were no amount owing to her at the year end.

Rod Paterson, a PCC, member, was reimbursed £1,870 for expenses during the year (2022 - £1,794). There were no amount owing to him at the year end.

Sharon Walker, a PCC, member, was reimbursed £132 for expenses during the year (2022 - £40). There were no amount owing to her at the year end.

Janice Hamilton, a PCC, member, was reimbursed £2,194 for expenses during the year (2022 - £1,312). There were no amount owing to her at the year end.

Josh Denley, a PCC, member, was reimbursed £1,560 for expenses during the year (2022 - £10,306). There were no amount owing to him at the year end.

Phil Southam, a PCC member, was reimbursed £30 for expenses during the year (2022 - Nil). There were no amount owing to him at the year end.

Parish of West Cheltenham Parochial Church Council
Notes to the financial statements (continued)
for the year ended 31 December 2023

Donations were made to Family Space (now owned by Cheltenham YMCA), of which Mike Horne is chair, of £1,650 (2022 - Nil). There were no amount owing to the organisation at the year end.

An amount was received from Cheltenham YMCA, of which Mike Horne is chair, of £58,539 for the use of a property (2022 - Nil). There were no amount owing to the organisation at the year end.

18. Independent Examiner's Remuneration

The Independent Examiner's remuneration amounts to an Independent Examination (including accounts preparation) fee of £2,780 (2022 – £2,650).

Accounts

**Parish of West Cheltenham
Parochial Church Council
(formerly West Cheltenham Team Ministry Parochial Church
Council)**

Annual Report and Unaudited Financial Statements

for the year ended 31 December 2022

Registered Charity Number: 1133887

Parish of West Cheltenham Parochial Church Council
Annual Report For the year ended 31 December 2022

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Parish of West Cheltenham Parochial Church Council
Annual Report For the year ended 31 December 2022 (continued)

Legal and administrative information

Rector and PCC Chairman	Rev'd Rod Paterson
Parish Vicars	Rev'd Sharon Walker Rev'd Janice Hamilton
Parish Wardens	Pauline Carter Philip Southam (Lay vice chair)
Deanery Synod	Wendy Binks Patricia Bowen Josh Denley (PCC Secretary) Alan Ewins
Treasurer	Ralph Catto (to May 2022) Mike Horne (from May 2022)
PCC Members	Susan Denley Mike Horne (from May 2022) Elizabeth Joyce Lloyd Kilford Kathryn Martin Suzanna Pinless Mick Potter Rhys Topping Thomas Wynn Judy Sibley (to May 2022)

Parish of West Cheltenham Parochial Church Council
Annual Report For the year ended 31 December 2022 (continued)

Administrative office	Parish Office The Oasis Centre Cassin Drive Cheltenham GL51 7SY
Independent Examiners	Randall & Payne LLP Chartered Accountants Chargrove House Shurdington Cheltenham GL51 4GA
Bankers	Lloyds Bank plc Lloyds Business Banking PO Box 1000 BX1 1LT HSBC Bank plc 2 The Promenade Cheltenham GL50 1LS CCLA Investment Management Ltd The CBF Church of England Funds 80 Cheapside London EC2V 6DZ
Solicitors	Veale Wasbrough Vizards Narrow Quay House Narrow Quay Bristol BS1 4QA

Parish of West Cheltenham Parochial Church Council

Annual Report For the year ended 31 December 2022 (continued)

Statement of Council members responsibilities

Structure, Governance, and Management

The method of appointment of Parochial Church Council ('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.

Vision and Priorities

West Cheltenham PCC have the responsibility of co-operating with the incumbent, the Revd Rod Paterson, in promoting in the ecclesiastical parish the whole mission of the Church, pastoral, evangelistic, social and ecumenical. It also has maintenance responsibilities for the St Barnabas and St Mark's church buildings and associated property.

The parish vision statement is 'Communities and places buzzing with the extraordinary presence of Jesus'. The four priorities within our regular pattern of worship and ministry that underpin that are:

1. **Prayer:** to normalise prayer in all that we do, so it is part of our character and what we are known for.
2. **Operations and Communications:** with the approach to be of continuous improvement.
3. **Small groups (Hubs):** recognised as vital for a healthy church and a life of committed discipleship.
4. **Mission and Outreach:** a) to encourage every member of our congregations to intentionally see themselves as a witness to the Good News of Jesus wherever they go. b) the church as the body of Christ, intentionally connecting with the various communities we live and work amongst, and in these communities to engage in 'pioneer ministry'.

Church Attendance

There are 196 parishioners on the Church Electoral Roll. The average weekly attendance at services across the parish, measured in October 2022, was 175 adults and children. There were 189 people at Easter Services (Easter Eve and Easter Day) and 342 at Christmas services (Christmas Eve and Christmas Day).

Review of the Period Since Last Report

It has been another busy year for the PCC, with a wide and far-reaching range of topics discussed, agreed and enacted!

Our parish buildings and spaces have seen a lot of change over the last year, with the plans and costs for the various projects being scrutinised and approved by PCC before implementation.

PCC has overseen the installation of the toilet and servery at St Barnabas, worked through and assessed revised plans and a draft schedule for the reordering of St Mark's, overseen the rehoming of St Aidan's altar table and setting up a new working team to explore and discern how best to use the land which previously housed St Aidan's church.

With various staffing and role changes throughout the year, PCC has also overseen the parish continuing to be a good employer; ensuring steps are in place to ensure legal compliance and a safe working environment for not only our employed team, but also the incredible wealth of volunteers and site users across the parish. This has included the approval of Health and Safety policies, fire risk assessments, employment and

Parish of West Cheltenham Parochial Church Council

Annual Report For the year ended 31 December 2022 (continued)

HR policies, updating job descriptions, creating a pay review panel, approving a CCTV policy, committing to training courses where required, and championing safeguarding for all.

There have been discussions of 'What now?' and 'What next?', to reflect on what is emerging for the parish as we continue emerge from the effects of the pandemic. This culminated in the 'Reset, Restart, Renew' evening in September, and an update of the exciting things that were happening and emerging across the parish.

During the year, the PCC reviewed the financial priorities of the parish, looking at policies, best practice and areas of compliance. We looked at our resources (both financial and physical) and discussed how we can best use these for building the Kingdom of God. As a result, we have a policy that our resources are used either for the ministry of the church, or to raise funds for the ministry of the church.

Linked to the finance conversations, was a conversation around an opportunity to employ a parish youth worker in partnership with The Rock. With the PCC's backing, and enabled through two successful grant applications, we look forward to welcoming Josh Vallance to the staff team later in 2023!

PCC were regularly updated with the latest parish giving scheme figures. It was also approached by the St Mark's mission team to assist with a recommendation on how to move the mission giving forward. Following various discussions, the PCC felt that the number of mission partners was too many, and proposed a more limited list based on personal relationships: New Life Band, CMS Tim Curtis, CMS Sharon Wilcox, CMJ and Open Doors.

Over the past 12 months our Community Pioneer Minister, Revd Janice Hamilton, has updated PCC on her work of networking, and becoming a more familiar and trusted face in the community through connecting with voluntary groups and statutory agencies in particular:

- joining a NHS multi agency workshop to address health inequalities in West Cheltenham;
- becoming a Trustee of the West Cheltenham Partnership;
- joining the Community Activities Team to plan and deliver 'Christmas on the Square';
- partnering with the Springbank Community Group to host and lead community carol singing;
- establishing good relationships with local schools - leading a communion service at All Saints Academy and speaking at their Remembrance day service as well as being welcomed to attend community events and to lead assemblies both at Hesters Way Primary School and Springbank Academy;
- developing ecumenical connections, which has led to a team of volunteers from four different churches supporting The Rock with a new community youth club for Y6-Y9, hosted at Hesters Way Baptist Church.

The second project is the development and landscaping of the St Aidan's site to express a holistic sense of church using the model of 'Seven Sacred Spaces'. A working party has been formed to progress this, consulting with local organisations and the surrounding neighbourhood, visiting similar projects around the county and exploring options for the design process. In the meantime a temporary arrangement has been made with 'Cheltenham is Growing', a market garden social enterprise, to grow produce on a corner of the site for the local food pantries and homeless shelter.

The hope is that these projects will serve as a catalyst for future faith exploration and draw people into worshipping communities.

Revd Rod Paterson, Rector

Parish of West Cheltenham Parochial Church Council

Annual Report For the year ended 31 December 2022 (continued)

Deanery Synod Report

The purpose of Cheltenham Deanery is to:

- Enable our churches to flourish so that the gospel is proclaimed afresh in this and each generation.
- Reach out to those who have not been reached, enabling the people of Cheltenham to meet with Jesus Christ in a range of settings and through a variety of activities.
- Affirm and encourage those things which are already working.
- Tell our story and create connections.
- Draw together the mission priorities of the churches so that we can see common threads and be stronger together.

We seek to uphold the whole mission of the Church of England: pastoral, evangelistic, social and ecumenical.

Overview of the Three Meetings Held During 2022

The main discussions throughout the year have centred on the five-year Deanery Strategic Plan.

This has been done by:

1. Sending out questionnaires asking every church to comment on a range of different areas;
2. Pulling together a Steering Group to analyse the results;
3. Drawing this into a hypothesis (or foundation) document about vision and strategy;
4. Sharing this with Synod for feedback;
5. Taking this forward into the next stage.

The central narrative of the plan for Cheltenham is focused on Mission. The next stage of the plan will give more detail.

The Deanery Synod also looked at how the Warm Spaces and Feed Cheltenham programmes can have an impact on those most in need around us. We discussed the impact on church finances of the withdrawal (by General Synod) of certain funeral fees; have seen the impact of Pioneer Ministry in our communities (particularly in Whaddon and West Cheltenham); and have kept in touch with church life across the diversity of our Deanery. Discussion around Living in Love and Faith has also taken place at Deanery Synod level as well as at churches and PCCs in the area.

St Mark's Fabric Report

This year at St Mark's has seen the usual repairs you would expect from a building of this type, age and heritage: gutter repairs, leak fixes, lightning conductor tests, PAT testing, organ tuning, heating servicing.

There have been a number of additional pieces of work across the site including:

- removing the old electric storage heaters from the creche room and replacing them with more modern, efficient electric radiators.
- resurfacing the driveway, which was scheduled as part of the reordering plan but was deteriorating at such a rate, and the resulting debris causing damage to the floors and surfaces within the buildings, that the work was brought forward and completed in March 2022. This has improved the parking areas in between the trees and added some lighting for darker evenings.
- following the fire risk assessment on the hall conducted in December 2021, a new fire alarm being installed in the hall during the same week as the driveway was done.

Parish of West Cheltenham Parochial Church Council

Annual Report For the year ended 31 December 2022 (continued)

- tree surgery in the churchyard to ensure the trees remain safe and aren't going to cause any damage to the buildings, or the people who use them!
- following some incidents of vandalism, replacement of a number of windows throughout the year and the installation in November of a CCTV system.

Looking to the future; the reordering plans have taken a big step forward, so we are excited to see what further progress is made in 2023.

St Barnabas Fabric Report

A busy year!

This year has been one of tremendous change in our church building.

We decided that, with the full use of the church halls by Family Space and other groups, we would like a kitchen/servery and toilet within the church building itself. This has come together in the last 12 months. This has allowed the church to be used for many more groups to the extent that we now have a choir, tea and toast group, Parent and Toddler group, CAP and others using the Church on a regular basis. We can sit around 20 in the servery area. It's also great for tea and coffee after church and on those Sundays when we have Café Church.

We have also changed the way in which we worship. Following the COVID shut down, we found it necessary, after many years of musician led worship, to move to a projected worship only. This involved new screens being installed in the church, together with a new sound desk and new software.

To protect the buildings when we are not there a CCTV system has been installed. We also have new fire alarms following a Fire Inspection.

Our annual servicing of boilers and electrical equipment have all been completed.

Our profound thanks go to Josh Denley who has supervised and conducted much of this work.

2023 is likely to be as challenging because we have further plans to repair and improve the site.

Financial Review 2022

The year saw several post-COVID movements in the finances of the parish, with major investment in the fabric of our buildings and the start of a pro-active strategy to use all our buildings to either a) deliver or b) proactively generate revenue to fund, our ministry.

Expenditure, in line with the strategy, covered both on-going ministry and investment in parish assets. Both the on-going giving and existing funds designated or restricted for a particular purpose were used. The overall parish income was down 13% at £324,026 and despite a 36% increase in expenditure (to £440,150) the parish ran at a very small trading deficit of £2,650 for the year.

Within these numbers, giving was down by 7%, and whilst the increase in revenue earned from our assets more than covered this, the reduced availability of Diocesan and other grants led to an overall fall in income of £50,328 when compared to 2021.

Parish of West Cheltenham Parochial Church Council

Annual Report For the year ended 31 December 2022 (continued)

The 2022 income was made up of £178,996 unrestricted and £145,030 restricted. The major sources of 2022 income were:

- regular giving and collections £171,766 (2021: £184,748)
- church hall lettings £15,068 (2021: £6,469)
- legacies £11,513 (2021: £13,486)
- grants and Diocesan funding £61,161 (2021: 113,290)
- rental income £49,605 (2021: £45,689)

In 2022, costs totalled £440,150 (2021: £323,067). Major contributors to costs were Parish share £167,726 (2021: £162,464), capital projects £57,608 (2021: £0), and church running expenses £40,945 (2021: £15,156).

Reserves at the end of the period were:

- Unrestricted
 - General -£2,178 (2021: £6,107)
 - Designated £262,194 (2021: £251,530)
- Restricted £463,508 (2021: £523,497). £385,746 of the restricted reserves are for work on the St Mark building, leaving £77,762 after this.

Reserves and Policy: It is not the intention of the PCC to build up large reserves in the General Fund but rather to use donated monies to meet the mission of our church. Legacies will be used in line with wishes expressed in the Will, or for the furtherance of the mission of the church. It is our intention to celebrate and name the activities facilitated by legacies.

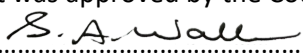
Legal and administrative information: Legal and administrative information is set out on Pages 1-2.

Statement of Council Members Responsibilities: Charity law requires the Council members to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the Parochial Church Council at the year end and of its incoming resources and resources expended during that year. In preparing those financial statements, the Council members are required to:

- select suitable accounting policies and then apply them consistently;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards and statements of recommended practice have been followed subject to any departures disclosed and explained in the financial statements;
- and prepare the financial statements on the going concern basis unless it is inappropriate to presume that the Parochial Church Council will continue to function.

The Council members are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the Parochial Church Council and enable them to ensure that the financial statements comply with the Charities Act 2011. They are also responsible for safeguarding the assets of the Parochial Church Council and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

This report was approved by the Council members on 25/09/2023.....and signed on their behalf by

..........Rev Sharon Walker

**PARISH OF WEST CHELTENHAM PCC
INDEPENDENT EXAMINER'S REPORT
FOR THE YEAR ENDED 31 DECEMBER 2022**

I report to the charity Trustees, and council members, on my examination of the financial statements of the Parish of West Cheltenham Parochial Church Council ("the charity") for the year ended 31 December 2022.

Responsibilities and Basis of Report

As the Trustees of the charity you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the 2011 Act').

I report in respect of my examination of the charity'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 2011 Act.

An independent examination does not involve gathering all the evidence that would be required in an audit and consequently does not cover all the matters that an auditor considers in giving their opinion on the financial statements. The planning and conduct of an audit goes beyond the limited assurance that an independent examination can provide. Consequently, I express no opinion as to whether the financial statements present a 'true and fair view' and my report is limited to those specific matters set out in the independent examiner's statement.

Independent Examiner's Statement

Since the charity's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of the Institute of Chartered Accounts of Scotland, which is one of the listed bodies.

I have completed my examination. I can confirm that no 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 charity as required by section 130 of the 2011 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.



Ryan Moore CA (Independent Examiner)

Randall & Payne LLP
Chartered Accountants & Independent Examiners
Chargrove House
Shurdington Road
Cheltenham
Gloucestershire
GL51 4GA

Date 27 September 2023

Parish of West Cheltenham Parochial Church Council
Statement of financial activities
For the year ended 31 December 2022

		Unrestricted funds	Restricted funds	2022 Total	2021 Total
	Note	£	£	£	£
Income from:					
Voluntary income	2	103,602	103,838	207,440	270,134
Church activities	3	8,036	39,305	47,341	46,248
Other trading activities	4	15,234	160	15,394	7,127
Investments	5	52,124	-	52,124	45,689
Other Income		-	1,727	1,727	5,156
		_____	_____	_____	_____
Total		178,996	145,030	324,026	374,354
		_____	_____	_____	_____
Expenditure on:					
Raising funds	6	-	-	-	7,489
Church activities	7	185,945	254,205	440,150	315,578
		_____	_____	_____	_____
Total		185,945	254,205	440,150	323,067
		_____	_____	_____	_____
Net income/(expenditure)		(6,949)	(109,175)	(116,124)	51,287
Transfers between funds					
		-	-	-	-
		_____	_____	_____	_____
Net movement in funds		(6,949)	(109,175)	(116,124)	51,287
Total funds brought forward		266,965	572,683	839,648	788,361
		_____	_____	_____	_____
Total funds carried forward	13,14	260,016	463,508	723,524	839,648
		=====	=====	=====	=====

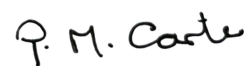
Parish of West Cheltenham Parochial Church Council
Balance sheet at 31 December 2022

		2022		2021	
	Note	£	£	£	£
Fixed assets					
Tangible assets	10		262,194		266,150
Current assets					
Debtors	11	278,516		281,079	
Cash at bank and in hand		185,464		310,072	
			463,980	591,151	
Creditors: amounts falling due within one year	12	(2,650)		(17,653)	
Net current assets			461,330		573,498
Total assets less current liabilities	13		723,524		839,648
Funds					
Unrestricted funds	14		260,016		266,965
Restricted funds	15		463,508		572,683
			723,524		839,648

The financial statements were approved by the Parochial Church Council of the Parish of West Cheltenham on 25/09/2023 and signed on its behalf by



MIKE HORNE
Treasurer



PAULINE CARTER
Churchwarden

Parish of West Cheltenham Parochial Church Council
Notes to the financial statements
for the year ended 31 December 2022

1. Accounting policies

1.1. Accounting convention

The PCC is a public benefit entity within the meaning of FRS102. The financial statements have been prepared under the Charities Act 2011 and in accordance with the Church Accounting Regulations 2006 governing the individual accounts of PCCs and with the Regulations “true and fair” provisions. They have been prepared under FRS102 (2016) as the applicable accounting standards and the 2016 version of the Statement of Recommended Practice, Accounting and Reporting by Charities (SORP(FRS102)).

The financial statements have been prepared under the Charities Act 2011 and in accordance with the Church Accounting Regulations 2006 governing the individual accounts of PCCs and with the Regulations “true and fair” provisions. The financial statements have been prepared to give a “true and fair” view and have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a “true and fair” view. This departure has involved following the Charities SORP (FRS 102) published on 16 July 2014 rather than the Accounting and Reporting by Charities: Statement of Recommended Practice effective from 1 April 2005 which has now been withdrawn.

The financial statements have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated within the relevant notes to these accounts. The financial statements have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued on 16 July 2014 and Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102) and Charities Act 2011

The Parish of West Cheltenham PCC meets the definition of a Public Benefit entity under FRS102.

The principal accounting policies adopted in the preparation of the financial statements are as follows:

1.2. Funds

Unrestricted 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.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the church for particular purposes. The cost of raising and administering such funds are charged against the specific fund.

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

1.3. Incoming resources

All income is recognised once the charity has entitlement to that income, there is sufficient certainty of receipt and so it is probable that the income will be received, and the amount can be measured reliably.

Voluntary income is recognised by way of donations and gifts and is included in full in the Statement of Financial Activities when receivable. Gifts donated for resale are included as income when they are sold. Donated assets are included at the value to the PCC where this can be quantified and a third party is bearing the cost. The value of services provided by volunteers has not been included. Collections are recognised when received by or on behalf of the PCC.

Planned giving receivable under Gift Aid is recognised only when received.

Parish of West Cheltenham Parochial Church Council
Notes to the financial statements (continued)
for the year ended 31 December 2022

Income Tax recoverable on Gift Aid conditions is recognised when the income is recognised. 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. Interest is accounted for when receivable. Any tax recoverable on such income is recognised in the same accounting year.

The PCC is not registered for VAT.

Rental income from the letting of church premises is recognised when the rental is due.

1.4. Resources expended

All expenditure is included on an accruals basis and is recognised when there is a legal or constructive obligation to pay for expenditure. All costs have been directly attributed to one of the financial categories of resources used in the statement of financial activities with the exception of governance costs which have been split with 20% attributable to fund raising activities and 80% to church activities.

Fundraising costs are those incurred in seeking voluntary contributions and do not include the costs of disseminating information in support of the charitable activities.

Grants and donations, including the diocesan parish share, are accounted for when paid over, or when awarded, if that award creates a binding obligation on the PCC.

1.5. Fixed assets

Consecrated and beneficed property of any kind is excluded from the financial statements by s10(2) of the Charities Act 2011.

Moveable church furnishings held by the Vicar and Churchwardens on special trust for the PCC, and which require a faculty for disposal, are accounted as inalienable property unless consecrated. They are listed in the church's inventory which can be inspected at any reasonable time. For inalienable property acquired prior to 1999 there is insufficient cost information available and therefore such assets are not included in the financial statements. There were no acquisitions of inalienable property in this financial year.

Depreciation is provided using the straight-line basis using the following rates:

Fixtures, fittings and equipment	- 4 years
Freehold property	- 50 years

All assets costing more than £2,000 are capitalised.

Property held for the purpose of social housing

The Trustees reviewed the criteria for Investment Property in light of the amendments to FRS 102 from the 2019 Triennial Review. Having re-reviewed the criteria and confirmed the underlying use of the properties in question, the Trustees have reclassified the investment property to Property, Plant and Equipment. This has been performed on the basis that the Dulverton property is considered to be operated for the sole purpose of social housing. Under FRS 102, where the property meets this criteria, it should be classified as Property Plant and Equipment and is stated at cost less accumulated depreciation.

Parish of West Cheltenham Parochial Church Council
Notes to the financial statements (continued)
for the year ended 31 December 2022

1.6 Leasing

Rentals payable under operating leases are charged against income on a straight-line basis over the lease term. The title of the lease remains with the lessor and the equipment is replaced every 3 years whilst the economic life of such equipment is normally 10 years.

1.7 Financial instruments

The PCC only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognized at transaction value and subsequently measured at their settlement value.

1.8 Going concern

The council members have reviewed the ongoing future of the PCC and consider that there are plans in place to continue the PCC's operation. There are no material uncertainties that may cast significant doubt on the PCC's ability to continue as a going concern.

1.9 Pensions

The PCC made contributions for the benefit of employees to the auto-enrolment pension scheme.

1.10 Liabilities and provisions

Liabilities are recognised when there is an obligation at the Balance Sheet date as a result of a past event, it is probable that a transfer of economic benefit will be required in settlement, and the amount of settlement can be estimated reliably. Liabilities are recognised at the amount the Charity anticipates it will pay to settle the debt or the amount it has received as advanced payments for goods and services it must provide.

Provisions are set up only where it is probable that a present obligation exists as a result of an event prior to the balance sheet date and that a payment will be required in settlement that can be estimated reliably. Where material, provisions are calculated on a discounted basis.

1.11 Debtors

Debtors are recognised at the settlement amount after any discount offered.

1.12 Cash at bank and in hand

Cash at bank and in hand includes cash and short term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

Parish of West Cheltenham Parochial Church Council
Notes to the financial statements (continued)
for the year ended 31 December 2022

2. Voluntary income

	Unrestricted funds	Restricted funds	2022 Total	2021 Total
	£	£	£	£
Planned income				
Gift Aid donations	76,968	14,906	91,874	92,755
Other	1,320	4,462	5,782	7,157
Tax recoverable	16,290	5,941	22,231	24,656
Collections and other giving	6,993	39,366	46,359	54,368
Gift Days and appeals	-	5,520	5,520	5,812
Legacies	-	11,513	11,513	13,486
Grants receivable – Note 8	2,031	22,130	24,161	71,900
	<u>103,602</u>	<u>103,838</u>	<u>207,440</u>	<u>270,134</u>

In 2022, of the voluntary income, £103,602 (2021: £127,754) was in relation to unrestricted funds and £103,838 (2021: £50,582) to restricted funds.

3. Church activities

	Unrestricted funds	Restricted funds	2022 Total	2021 Total
	£	£	£	£
Gloucester Diocese Fundings	-	37,000	37,000	41,390
Other trading activities	7,973	-	7,973	4,281
Mums and Toddlers	63	2,305	2,368	577
	<u>8,036</u>	<u>39,305</u>	<u>47,341</u>	<u>46,248</u>

4. Other trading activities

	Unrestricted funds	Restricted funds	2022 Total	2021 Total
	£	£	£	£
Church hall lettings	15,068	-	15,068	6,469
Other trading activities	166	160	326	658
	<u>15,234</u>	<u>160</u>	<u>15,394</u>	<u>7,127</u>

In 2021 £6,634 of other trading activities was in relation to unrestricted funds.

Parish of West Cheltenham Parochial Church Council
Notes to the financial statements (continued)
for the year ended 31 December 2022

5. Investments

Unrestricted funds

	2022 Total £	2021 Total £
Rental income	49,605	45,575
Interest received	2,519	114
	<u>52,124</u>	<u>45,689</u>

6. Raising funds

	Unrestricted funds £	Restricted funds £	2022 Total £	2021 Total £
Costs of stewardship	-	-	-	7,010
St Barnabas' Playgroup	-	-	-	-
Governance costs:				
Accountancy and				
Independent Examination	-	-	-	479
	<u>-</u>	<u>-</u>	<u>-</u>	<u>7,489</u>

In 2021 £479 of raising funds was in relation to unrestricted funds.

Parish of West Cheltenham Parochial Church Council
Notes to the financial statements (continued)
for the year ended 31 December 2022

7. Church activities

	Unrestricted funds	Restricted funds	2022 Total	2021 Total
	£	£	£	£
Missionary and charitable giving				
Donations to Charities & Missions	-	29,754	29,754	28,697
	-	29,754	29,754	28,697
Ministry				
Parish share	130,726	37,000	167,726	162,464
Clergy expenses	-	2,066	2,066	1,150
Church running expenses	1,146	39,799	40,945	15,156
Oasis Centre running expenses	1,208	603	1,811	2,921
Church maintenance	5,464	23,005	28,469	14,097
Upkeep of services	1,613	17,506	19,119	8,344
Upkeep of churchyard	-	15,429	15,429	924
Office administration	33,608	7,953	41,561	34,055
Audio/visual expenses	1,418	2,482	3,900	6,585
Training, pastoral and outreach	220	5,801	6,022	12,212
Costs of church activities	-	3,022	3,022	2,061
Major repairs – structure	3,189	10,176	13,365	18,631
Contribution to St Mark’s Church of England (VA) Junior School	-	2,000	2,000	2,000
Capital Projects	-	57,609	57,609	-
Governance costs: Accountancy and Independent Examination	3,397	-	3,397	2,327
Depreciation	3,956	-	3,956	3,954
	185,945	224,451	410,396	286,881
	185,945	254,205	440,150	315,578

The PCC received parochial fees totalling £7,973 (£8,650 – 2021 in the year. Of this, £4,297 (£4,369 – 2021) was made up of statutory fees due to the PCC as prepared by the Archbishops’ Council under the Ecclesiastical Fees Measure 1966. The statutory fees have been passed on in full to the Gloucester Diocesan Board of Finance and do not appear in the above financial statements.

In 2022, of the expenditure on church activities, £185,945 (£249,641 – 2021) was in relation to unrestricted funds and £254,205 (£47,934 – 2021) to restricted funds.

Parish of West Cheltenham Parochial Church Council
Notes to the financial statements (continued)
for the year ended 31 December 2022

8. Grants receivable

	Unrestricted funds	Restricted funds	2022 Total	2021 Total
	£	£	£	£
National Heritage Grant	-	-	-	71,900
Listed Places of Worship Grant Scheme	2,031	-	2,031	-
Benefact Trust	3,000	-	3,000	-
Skene Trust	19,130	-	19,130	-
	24,161	-	24,161	71,900

9. Staff costs

Number of employees

The average number of staff, excluding PCC members, in the period was

	2022	2021
	Number	Number
Administration	2	2
Maintenance	2	3
	4	5

No employee earned more than £60,000 in the year (2021 – NIL).

	2022	2021
	£	£
Employment costs		
Gross wages and salaries	37,108	32,558
Social security costs	-	-
Pension costs	1,569	563
	38,677	35,121

Remuneration was paid during the year to one of the PCC members who comprise the key management personnel. The PCC Secretary is employed as an office administrator and was paid £22,402 (net) as office administrator (2021 – £19,455).

Travel, phone, training, software, and stationery expenses were paid to 2 clergy members amounting to £2,066 (2021 - £3,938 (2 members)).

Parish of West Cheltenham Parochial Church Council
Notes to the financial statements (continued)
for the year ended 31 December 2022

10. Tangible fixed assets

	Freehold land and property £	Fixtures, fittings and equipment £	Total £
Cost			
At 1 January 2022			
And 31 December 2022	333,381	84,554	417,935
Depreciation			
At 1 January 2022	67,231	84,554	151,785
Charge for the year	3,956	-	3,956
At 31 December 2022	71,187	84,554	155,741
Net book value			
At 31 December 2022	262,194	-	262,194
At 31 December 2021	266,150	-	266,150

Included within freehold land and property is land with a cost value of £30,662. This is not depreciated.

11. Debtors

	2022	2021
	£	£
Income Tax recoverable	-	2,563
Other debtors	-	1
Sale of property proceeds held under a Declaration of Trust	278,516	278,515
Accrued income	-	-
	278,516	281,079

Parish of West Cheltenham Parochial Church Council
Notes to the financial statements (continued)
for the year ended 31 December 2022

12. Creditors: amounts falling due within one year

	2022	2021
	£	£
Accruals	2,650	17,653
Deferred Income	-	-
	2,650	17,653

13. Analysis of net assets between funds
Year ended 31 December 2022

	Unrestricted	Restricted	Total
	funds	funds	funds
	£	£	£
Tangible fixed assets	262,194	-	262,194
Current assets	-	463,508	463,508
Current liabilities	(2,178)	-	(2,178)
	260,016	463,508	723,524

Analysis of net assets between funds
Year ended 31 December 2021

	Unrestricted	Restricted	Total
	funds	funds	funds
	£	£	£
Tangible fixed assets	266,150	-	266,150
Current assets	7,433	583,718	591,151
Current liabilities	(6,618)	(11,035)	(17,653)
	266,965	572,683	839,648

Parish of West Cheltenham Parochial Church Council

Notes to the financial statements (continued)

for the year ended 31 December 2022

14. Unrestricted funds	01 January	Incoming	Resources		31 December
Year ended 31 December 2022	2022	resources	expended	Transfers	2022
	£	£	£	£	£
General	815	178,996	(181,989)	-	(2,178)
Designated fixed asset fund	266,150	-	(3,956)	-	262,194
	<u> </u>	<u> </u>	<u> </u>	<u> </u>	<u> </u>
	266,965	178,996	(185,945)	-	260,016
	<u> </u>	<u> </u>	<u> </u>	<u> </u>	<u> </u>

General fund

Balance of funds that is not restricted or designated for any purposes.

Designated fixed asset fund

Balance comprises Investment Property £105,000, Freehold Buildings £126,532 and Freehold Land £30,662 (cost values).

Oasis

Costs associated with running the Oasis centre since 01 July 2016. The PCC has agreed to underwrite £20,000 of the operating losses incurred by the Gloucester Diocesan Board of Finance who have managed the activities of the Oasis Centre since 01 July 2016. The £20,000 limit was reached in 2018 and paid to Gloucester Diocese in 2021.

Minor Designated funds – District Church Councils

Money collected by St Barnabas Women's Fellowship which now no longer operates. This balance has now been transferred to General reserves.

Unrestricted funds	01 January	Incoming	Resources		31 December
Year ended 31 December 2021	2021	resources	expended	Transfers	2021
	£	£	£	£	£
General	6,107	249,571	(236,329)	(18,534)	815
Designated fixed asset fund	270,104	-	(3,954)	-	266,150
Oasis	(20,000)	-	-	20,000	-
Minor designated funds - District Church Councils	1,426	-	-	(1,426)	-
	<u> </u>	<u> </u>	<u> </u>	<u> </u>	<u> </u>
	257,637	249,571	(240,283)	40	266,965
	<u> </u>	<u> </u>	<u> </u>	<u> </u>	<u> </u>

Parish of West Cheltenham Parochial Church Council
Notes to the financial statements (continued)
for the year ended 31 December 2022

15.	Restricted funds Year ended 31 December 2022	01 January 2022 £	Incoming resources £	Resources expended £	Transfers £	31 December 2022 £
	Parish					
	Friends International	660	-	-	-	660
	New Life Band	-	31,150	(30,297)	-	853
	Gloucester Diocese Funding	-	37,000	(37,000)	-	-
	Parish Outreach	4,474	-	(4,420)	-	54
	St. Barnabas Care Fund	-	250	-	-	250
	St Barnabas Community Outreach	1,305	-	-	-	1,305
	St Barnabas Gift Day	-	5,520	(5,520)	-	-
	St Mark's Counselling fund	2,396	-	-	-	2,396
	Food Programme	-	791	(791)	-	-
	 St Aidan and St Silas Development	 14,134	 -	 (2,898)	 -	 11,236
	St Mark's Reordering	39,318	850	(18,768)	-	21,400
	St Mark's Extension Fund	278,515	-	-	-	278,515
	St Mark's Heritage Fund	2,304	193	(2,497)	-	-
	St Mark's Care fund	1,948	-	-	-	1,948
	St Mark's Open the Book Club	820	-	(615)	-	205
	Toilet and Served Fund	-	54,516	(54,516)	-	-
	Minor restricted funds - District Church Councils	 1,176	 -	 (973)	 -	 203
	Restricted to St Barnabas & designated to the purpose					
	St Barnabas Reordering	25,000	-	(21,584)	-	3,416
	Legacy received	4,527	1,000	(3,898)	-	1,629
	Restricted to St Mark's & designated to purpose					
	St Mark's Development	70,136	-	(11,125)	-	59,011
	St Mark's Reordering	42,191	-	(15,371)	-	26,820
	St Mark's General Reserves	59,700	2,033	(34,731)	-	27,003
	St Mark's Parents & Toddlers	252	-	-	-	252
	 Legacy received	 -	 11,726	 (9,201)	 -	 2,525
	Restricted to St Aidan & designated to purpose					
	Legacy received	23,827	-	-	-	23,827
		572,683	106,303	(217,205)	-	463,508

Parish of West Cheltenham Parochial Church Council

Friends International and New Life Band

Balance of donations received but not yet paid out to Friends International and New Life Band.

St Aidan and St Silas Development fund

Fund for development of St Aidan and St Silas property.

St Mark Reordering

Money received for the specific purpose of St Mark Reordering.

Parish of West Cheltenham Parochial Church Council

Notes to the financial statements (continued)

for the year ended 31 December 2022

St Mark's Development Fund

St Mark's Development Fund was created from the sale of 21 Brooklyn Road, Cheltenham, a property purchased and held under Declaration of Trust by the Martyrs' Memorial Church of England Trust for the Assistant Curate of St Mark's Parochial Church Council. The terms state that if there is no requirement for the fund, the sales proceeds may be applied to St Mark's Extension Fund. The sale proceeds are immediately available following an assurance to the Trust that the money will be spent in accordance with the covenant. They recommend commendation from an Archdeacon to that effect.

Restricted funds Year ended 31 December 2021	01 January 2021 £	Incoming resources £	Resources expended £	Transfers £	31 December 2021 £
Parish					
Friends International	2,654	660	(2,654)	-	660
New Life Band	1,698	10,697	(12,395)	-	-
Parish Outreach	-	20,000	(15,526)	-	4,474
St Barnabas Community Outreach	1,305	-	-	-	1,305
St Barnabas Interior fund	110	-	(110)	-	-
St Barnabas Gift Day	-	6,599	(6,599)	-	-
St Mark's Counselling fund	2,396	-	-	-	2,396
District Church Councils					
St Aidan and St Silas Development	14,134	-	-	-	14,134
St Mark's Reordering	43,292	-	(3,974)	-	39,318
St Mark's Extension Fund	278,515	-	-	-	278,515
St Mark's Heritage Fund	-	12,200	(9,896)	-	2,304
St Mark's Care fund	2,348	-	(400)	-	1,948
St Mark's Open the Book Club	1,126	-	(306)	-	820
Minor restricted funds - District Church Councils	1,759	1,148	(1,691)	(40)	1,176
Restricted to St Barnabas & designated to the purpose					
St Barnabas Reordering	25,000	-	-	-	25,000
Legacy received	10,469	4,730	(10,672)	-	4,527
Restricted to St Mark's & designated to purpose					
St Mark's Development	70,136	-	-	-	70,136
St Mark's Reordering	41,941	493	(243)	-	42,191
St Mark's General Reserves	-	59,700	-	-	59,700
St Mark's Parents & Toddlers	451	-	(199)	-	252
Legacy received	13,390	4,729	(18,119)	-	-
Restricted to St Aidan & designated to purpose					
Legacy received	20,000	3,827	-	-	23,827
	<u>530,724</u>	<u>124,783</u>	<u>(82,784)</u>	<u>(40)</u>	<u>572,683</u>

Parish of West Cheltenham Parochial Church Council

Notes to the financial statements (continued)

for the year ended 31 December 2022

16. Operating leases

The total lease payments recognised within expenses for the year ended 31 December 2022 were £1,092.

At 31 December 2022 the group had annual commitments under non-cancellable operating leases as follows:

Amounts payable	2022	2021
	£	£
Within one year	1,080	1,080
Between 2 and 5 years	2,506	3,586
	<u> </u>	<u> </u>

17. Capital commitments

There were no capital commitments at 31 December 2022 (2021 – NIL).

18. Financial commitments

The PCC has a commitment to support St Mark's Church of England (VA) Junior School by contributing to capital project they undertake. For the year ended 31 December 2022 the amount was £2,000 (2021 - £2,000), and going forward a commitment has been made of £2,000 per annum to 2024.

19. Related Party Transactions

Identifiable donations were made by PCC members in the year ended 31 December 2022 of £18,770 (2021 – £66,705). The amount of anonymous donations which would include further amounts have not been assessed for 2022 (nor 2021).

Mike Horne, a PCC member, was reimbursed £166 for various church expenses during the year (2021 – £203). There were no amounts owing to him at the year end.

Pauline Carter, a Parish Warden, was reimbursed £1,046 for various church expenses during the year (2021 – £230). There were no amounts owing to her at the year end.

Kathryn Martin, a PCC member, was reimbursed £NIL during the year (2021 – £380). There were no amounts owing to her at the year end.

Suzanna Pinless, a PCC, member, was reimbursed £32 for craft materials during the year (2021– £65). There were no amount owing to her at the year end.

Rod Paterson, a PCC, member, was reimbursed £1,794 for expenses during the year (2021– nil). There were no amount owing to him at the year end.

Sharon Walker, a PCC, member, was reimbursed £40 for expenses during the year (2021– nil). There were no amount owing to her at the year end.

Janice Hamilton, a PCC, member, was reimbursed £1,312 for expenses during the year (2021–nil). There were no amount owing to her at the year end.

Parish of West Cheltenham Parochial Church Council

Josh Denley, a PCC, member, was reimbursed £10,306 for expenses during the year (2021– £65). There were no amount owing to him at the year end.

20. Independent Examiner's Remuneration

The Independent Examiner's remuneration amounts to an Independent Examination (including accounts preparation) fee of £2,650 (2021 – £2,395).

Accounts

**Parish of West Cheltenham
Parochial Church Council
(formerly West Cheltenham Team Ministry Parochial Church
Council)**

Annual Report and Unaudited Financial Statements

for the year ended 31 December 2021

Registered Charity Number: 1133887

Parish of West Cheltenham Parochial Church Council
Annual Report For the year ended 31 December 2021

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Parish of West Cheltenham Parochial Church Council

Annual Report For the year ended 31 December 2021 (continued)

Legal and administrative information

Rector and PCC Chairman	Rev'd Rod Paterson
Parish Vicars	Rev'd Sharon Walker Rev'd Janice Hamilton (from August 2021)
Parish Wardens	Pauline Carter Philip Southam (Lay vice chair)
Deanery Synod	Wendy Binks Patricia Bowen Josh Denley (PCC Secretary) Alan Ewins
Treasurer	Ralph Catto
PCC Members	Susan Denley (from July 2021) Mike Horne (from May 2022) Elizabeth Joyce (from July 2021)) Lloyd Kilford Kathryn Martin Pippa O'Connell (to July 2021) Suzanna Pinless Mick Potter (from July 2021) Helen Sexton (to July 2021) Judy Sibley (to May 2022) Rhys Topping (from July 2021) Thomas Wynn

Parish of West Cheltenham Parochial Church Council

Annual Report For the year ended 31 December 2021 (continued)

Administrative office	Parish Office The Oasis Centre Cassin Drive Cheltenham GL51 7SY
Independent Examiners	Randall & Payne LLP Chartered Accountants Chargrove House Shurdington Cheltenham GL51 4GA
Bankers	Lloyds Bank plc Lloyds Business Banking PO Box 1000 BX1 1LT HSBC Bank plc 2 The Promenade Cheltenham GL50 1LS CCLA Investment Management Ltd The CBF Church of England Funds 80 Cheapside London EC2V 6DZ
Solicitors	Veale Wasbrough Vizards Narrow Quay House Narrow Quay Bristol BS1 4QA

Parish of West Cheltenham Parochial Church Council

Annual Report For the year ended 31 December 2021 (continued)

Statement of Council members responsibilities

Structure, Governance, and Management

The method of appointment of Parochial Church Council ('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.

Vision and Priorities

West Cheltenham PCC have the responsibility of co-operating with the incumbent, the Revd Rod Paterson, in promoting in the ecclesiastical parish the whole mission of the Church, pastoral, evangelistic, social and ecumenical. It also has maintenance responsibilities for the St Barnabas and St Mark's church buildings and associated property.

The parish vision statement is '*Communities and places buzzing with the extraordinary presence of Jesus*' and the four priorities that underpin by our regular pattern of worship and ministry are:

1. Prayer: The aim is to normalise prayer in all that we do, so it is part of our character, what we are known for.
2. Operations and Communications: The approach is to be one continuous improvement.
3. Small groups: Recognised as vital for a healthy church and a life of committed discipleship.
4. Mission and Outreach: There are two main strands to this. Firstly we want to encourage every member of our congregations to intentionally see themselves as a witness to the Good News of Jesus wherever they go. Secondly it is about how the church, as the body of Christ, intentionally connects with the various communities we live and work amongst, and in these communities to engaging in 'pioneer ministry'.

Church Attendance

There are 202 parishioners on the Church Electoral Roll. Because of the disruption caused by the COVID-19 pandemic, churches were not asked to report their Usual Sunday attendance for 2020 or 2021. Easter Sunday 2021 saw 76 people attend services across the parish, with 188 at Christmas (Christmas Eve & Christmas Day). The average weekly attendance in October 2021 for the whole parish was 144.

Review of the Period Since Last Report

Throughout the year PCC spent much time considering how to respond to the changing COVID rules and guidance, in particular managing the return to worship in the various parish venues. The resumption of worship was decided on parish wide basis taking into account each venue's suitability, in light of the ever changing Covid-19 restrictions.

PCC took into account the layout of each building and the requirements to both physically distance and create a one way flow of people, and to adequately ventilate the space. Consideration was also made to the various requirements relating to wearing masks, giving communion, guidance on singing and the serving of refreshments.

A gradual approach was adopted to returning to physical worship and initially numbers attending were low. At the same time the online services continued throughout (and are ongoing). The resulting pattern of services emerged, re-opening in the following order:

Parish of West Cheltenham Parochial Church Council

Annual Report For the year ended 31 December 2021 (continued)

- Sunday 10.30am at St B's
- Wednesday 10am Communion at St Mark's
- Sunday 10.30am at St Mark's (also broadcast online)
- Monthly Messy Church 3.30pm, the 1st Sunday at St Mark's
- Monthly 10.30am Communion, the 2nd Sunday at St Aidan & St Silas (at Oasis)

In the first half of the year the PCC oversaw the process of recruiting for the Pioneer Minister vacancy. This involved creating a parish profile and appointing three representatives (Phil Southam, Pauline Carter and Pippa O'Connell) to interview the shortlisted candidates. The interview panel were delighted to appoint Revd. Janice Hamilton to the post. Janice was licensed by Bishop Robert at the service at St Barnabas on 11th August.

The venue at St Barnabas emerged during COVID as a key community focal point with our ongoing partnership with Family Space Playgroup creating continuous activity on the site when so much else was closed down. This partnership was further extended after the summer when Sharon Walker and Family Space also took over the running of the Wednesday stay and play toddler group. The idea is to run the group at St B's with a clear Christian message. The vision is to also provide basic café facilities in the church building for parents to be able to drop their kids and pop in for a drink during the week. For this to happen a new coffee servery and toilet will need to be added to the church building. These facilities will also benefit the existing congregation and especially those less mobile.

Peter Sibley introduced the PCC to the history of Hong Kong's relationship with China, and an impending clampdown on BNO's (British Nationals Overseas). With a possible exit of 300,000 BNO's, churches are being asked to be 'Hong Kong Ready' to receive, help, guide and church people coming to the UK from Hong Kong. PCC was unanimous in its decision to sign up to be a Hong Kong Ready church.

PCC have continued to consider various ways of developing the St Aidan site. One avenue explored during the year was the possibility that a team made up from West Cheltenham Parish, YMCA Cheltenham, Family Space and local business leaders might raise the money for a building that draws on The Seven Sacred Spaces model - from the monastic tradition - summarised as a place to work, rest and pray. The challenge was to raise the substantial amount of money to fund a project like this. This has not yet been possible and the current focus is to start a smaller scale project to generate some initial momentum.

Trevor Cooling, Chair of St Mark's (C of E) Junior School gave a presentation to PCC about what a voluntary aided C of E school is, what the PCC's responsibility is, and an overview of what governors do - particularly foundation governors. Foundation governors are identified and nominated by PCC. It was made clear the importance of the relationship between the school and the church and PCC was encouraged to pay for and encourage the foundation governors.

PCC received a report on mission giving across the parish. This was produced by a working party from across the churches, and it described the difference approaches each church took. The report formed the basis for a discussion about how we can encourage greater engagement with our mission partners (and the specific individuals who we directly support) with the hope that this will result in greater generosity in financial giving. The principles of encouraging prayer support and direct financial giving were agreed by PCC. The implementation was then passed back to the various mission support teams.

Sarah Avery updated PCC on the merger between Family Space and YMCA Cheltenham – a mark of great progress over the last 25 years, which will allow both parties to do more in the communities across Gloucestershire. It is written into the merger agreement that Family Space will retain a presence in West Cheltenham, and all Family Space trustees were to be given the opportunity to

Parish of West Cheltenham Parochial Church Council

Annual Report For the year ended 31 December 2021 (continued)

transition to YMCA board. Particular recognition and thanks were given to Ralph Cato for his work as chair of trustees.

PCC have a particular responsibility for all health and safety requirements. As such Josh Denley is producing a full health, safety and fire policy to cover all buildings. As part of this, a Fire Risk Assessment was carried out at St Barnabas & St Mark's halls.

Revd Rod Paterson, Rector

Deanery Synod Report

Deanery Synod has now met 4 times: February 2021 (Zoom), June 2021 (Zoom), October 2021 and February 2022.

Over the year, Deanery Synod has encouraged us to consider environmental changes in our churches, to explore the C of E program on Living in Love and Faith, for individuals to join Diocesan Synod, to connect with the University of Gloucestershire and to voice our thoughts on Deanery Planning (amongst other things)!

Deanery Synod took a stance to look at Cheltenham as a wider ministry and work on ways to form closer relationships. They considered the questions; What is God calling us to do? What can we do better together? How can we reduce our dependency on stipendiary ministry?

The report back suggested; Be people of God, Have a more flexible approach, Bring people in with activities, The importance of Lay training within the Church, Praying for God to give direction, Consider different types of Service and different timings, Get to know people and make all welcome, Everyone should be prepared to talk about their faith, Be prepared to take risks, Use 'us' more - consider more things which can be done together, More communication on what is going on, Understand what we are trying to do and to Have a Laity Meeting, similar to the Deanery Chapter.

Since this, a "Laity Chapter" is taking place, with the first meeting scheduled for June.

Following October's Deanery Synod, a small steering group of both laity and clergy was drawn together to discuss and take forward the initial planning for more cohesive working

They had a good day looking at what unites us in the Deanery and what our future working together might look like. They will resume the discussion in March and thereafter will produce a hypothesis about vision and strategy, which they will share within the Deanery in a way which is genuinely open to feedback (and the wisdom of others) as we seek to discern together to what God is calling us.

February 2022's synod meeting was hosted at St Barnabas, where our own Pioneer Minister Janice Hamilton presented what pioneer ministry is all about and what each of us can do; starting with a blank sheet of paper with prayer, people and practical ministry central to the task. She was supported by James White, Pioneer Minister in Whaddon & Lynworth.

Jennifer Fellows updated Deanery Synod on the conversations at General Synod, with some very positive takeaways, including the commitment for the Church of England to be carbon neutral by 2030.

St Mark's Fabric Report

Parish of West Cheltenham Parochial Church Council

Annual Report For the year ended 31 December 2021 (continued)

In January the 15 drains around the church building were inspected; there was no information about any previous work in the Log Book which goes back to 1959. Ten gullies needed work, this included cutting through invasive tree roots and re-lining pipes. The cost of the work and report was £5,406.

In April and May the coffee counter was moved to a different position in order to give the South Transept a new look. As it is near the side entrance, it encourages people to take drinks outside and to facilitate social distancing. The North Transept corridor and toilets were also painted.

In June the moss on the hall roof was treated and the drains cleared at a cost of £1,654. Inspection and maintenance of the heating system was carried out at a cost of £1,597. They also discussed possible modernisation connected with re-ordering the interior of the building; other heating options are also being explored.

In September new downpipes were installed and painted cream on both sides of the South Porch.

In December the dance company which now hires the Hall arranged for and paid for a much-needed repainting and reflooring. This expenditure will be reflected in the initial hall rental charge.

St Barnabas Fabric Report

We have been in the process of planning a major upgrade to our church building. Lots has happened already, some much needed tidying up, new signage, new blinds and a designated area for prayer. On a technical note, we have a new screen and two monitors at the side, ceiling mounted projector, and a new computer and operating system, which enabled us to have our first ever live-streamed service last Sunday.

The largest part of the upgrade is an easy-access toilet, kitchen/servy and store cupboards all within this building. Why are we doing this?

Covid brought many challenges and churches had to operate in a safe and socially distanced way. What emerged was that within West Cheltenham Parish, St Barnabas building was found to be the most suitable to meet the criteria and so became the first of the three churches to reopen. Family Space Contact Centre also relocated to St B's halls, initially because of Covid safety considerations, but many other advantages have become clear since, and they will remain. We are delighted that the church and halls are being used most days of the week, and much of this by local families, including a blossoming Mums and Toddler group on Wednesdays, run by Family Space and St B's volunteers.

However, as much as we are delighted to have so much outreach activity going on in the halls, it does mean that we have limited access to the toilets. There is also a need to have a church building that is multi-functional and provides easy access to all. A place that is welcoming and hospitable whether for a Sunday morning service or a midweek coffee and chat. A place where the needs of the elderly and the less mobile, or the very young and active, are cared about and catered for.

St Barnabas has never been about 'buildings' but we recognise that to offer hospitality to all, we need to be equipped with some basic necessities.

Now all we need is the money to put these plans into action!

We have to acknowledge that our buildings are old and constantly need repairs. Covid also presented us with problems in getting professional contractors to keep the premises up together but in general the buildings are in reasonable repair.

Parish of West Cheltenham Parochial Church Council

Annual Report For the year ended 31 December 2021 (continued)

Financial Review 2021

There was a £51,287 surplus for the period compared to a deficit of £21,267 in 2020.

Total income in 2021 was £374,354 compared to £291,796 in 2020. The 2021 income was made up of £249,571 unrestricted and £124,783 restricted. The major sources of 2021 income were from:

- regular giving and collections, 12% up on the prior year at £184,748 (2020: £164,707), and
- legacies £13,486 (2020: £36,000)
- Heritage Trust grants £71,900

In 2021 costs totalled £323,067 (2020: £313,063); major contributors to costs were Parish Share £162,464 (2020: £162,464), major repairs to St Mark and St Barnabas churches £18,631 (2020: £27,436), church running expenses £15,156 (2020 £17,115) and office administration £34,055 (2020: £27,432).

Reserves for at the end of the period were:

- Unrestricted
 - General £815 (2020: £6,107)
 - Designated £266,150 (2020: £251,530) of which £266,150 (2021: £270,104) relate to the fixed assets of church buildings and investment property.
- Restricted £572,683 (2020: £530,724). £430,160 of the restricted reserves are earmarked for work on the St Mark building, leaving £142,523 after this.

Reserves and Policy: It is not the intention of the PCC to build up large reserves in the General Fund but rather to use donated monies to meet the mission of our church. Unless restricted in their use, legacies are currently set-aside in designated funds to finance a programme of upgrades and repairs to church and parish buildings.

Legal and administrative information: Legal and administrative information is set out on Pages 1-2

Statement of Council Members Responsibilities: Charity law requires the Council members to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the Parochial Church Council at the year end and of its incoming resources and resources expended during that year. In preparing those financial statements, the Council members are required to:

- select suitable accounting policies and then apply them consistently;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards and statements of recommended practice have been followed subject to any departures disclosed and explained in the financial statements; and prepare the financial statements on the going concern basis unless it is inappropriate to presume that the Parochial Church Council will continue to function.

The Council members are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the Parochial Church Council and enable them to ensure that the financial statements comply with the Charities Act 2011. They are also responsible for safeguarding the assets of the Parochial Church Council and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

This report was approved by the Council members on 6/9/22 and signed on their behalf by



Rev Rod Paterson

**PARISH OF WEST CHELTENHAM PCC
INDEPENDENT EXAMINER'S REPORT
FOR THE YEAR ENDED 31 DECEMBER 2021**

I report to the charity Trustees, and council members, on my examination of the financial statements of the Parish of West Cheltenham Parochial Church Council ("the charity") for the year ended 31 December 2021.

Responsibilities and Basis of Report

As the Trustees of the charity you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the 2011 Act').

I report in respect of my examination of the charity'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 2011 Act.

An independent examination does not involve gathering all the evidence that would be required in an audit and consequently does not cover all the matters that an auditor considers in giving their opinion on the financial statements. The planning and conduct of an audit goes beyond the limited assurance that an independent examination can provide. Consequently, I express no opinion as to whether the financial statements present a 'true and fair view' and my report is limited to those specific matters set out in the independent examiner's statement.

Independent Examiner's Statement

Since the charity's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of the Institute of Chartered Accounts of Scotland, which is one of the listed bodies.

I have completed my examination. I can confirm that no 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 charity as required by section 130 of the 2011 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.

Randall & Payne LLP

Ryan Moore CA

Randall & Payne LLP
Chargrove House
Shurdington Road
Cheltenham
Gloucestershire
GL51 4GA

Date 18 September 2022

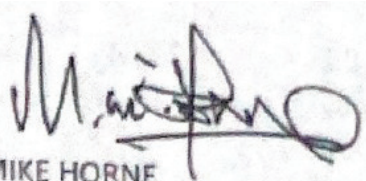
Parish of West Cheltenham Parochial Church Council
Statement of financial activities
For the year ended 31 December 2021

		Unrestricted funds	Restricted funds	2021 Total	2020 Total
	Note	£	£	£	£
Income from:					
Voluntary income	2	145,844	124,290	270,134	200,707
Church activities	3	46,248	-	46,248	41,957
Other trading activities	4	6,634	493	7,127	4,313
Investments	5	45,689	-	45,689	44,819
Other Income		5,156	-	5,156	-
		_____	_____	_____	_____
Total		249,571	124,783	374,354	291,796
		_____	_____	_____	_____
Expenditure on:					
Raising funds	6	479	7,010	7,489	15,488
Church activities	7	239,804	75,774	315,578	297,575
		_____	_____	_____	_____
Total		240,283	82,784	323,067	313,063
		_____	_____	_____	_____
Net income/(expenditure)		9,288	41,999	51,287	(21,267)
Transfers between funds		40	(40)	-	-
		_____	_____	_____	_____
Net movement in funds		9,328	41,959	51,287	(21,267)
Total funds brought forward		257,637	530,724	788,361	809,628
		_____	_____	_____	_____
Total funds carried forward	13,14	266,965	572,683	839,648	788,361
		=====	=====	=====	=====

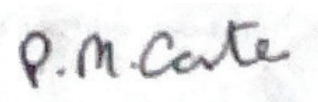
Parish of West Cheltenham Parochial Church Council
Balance sheet at 31 December 2021

			2021	2020
				As restated
	Note	£	£	£
Fixed assets				
Tangible assets	10		266,150	270,104
Current assets				
Debtors	11	281,079		281,239
Cash at bank and in hand		310,072		275,198
		591,151		556,437
Creditors: amounts falling due within one year	12	(17,653)		(38,180)
Net current assets			573,498	518,257
Total assets less current liabilities	13		839,648	788,361
Funds				
Unrestricted funds	14	266,965		257,637
Restricted funds	15	572,683		530,724
			839,648	788,361

The financial statements were approved by the Parochial Church Council of the Parish of West Cheltenham
on 6 September 2022 and signed on its behalf by



MIKE HORNE
Treasurer



PAULINE CARTER
Churchwarden

Parish of West Cheltenham Parochial Church Council
Notes to the financial statements
for the year ended 31 December 2021

1. Accounting policies

1.1. Accounting convention

The PCC is a public benefit entity within the meaning of FRS102. The financial statements have been prepared under the Charities Act 2011 and in accordance with the Church Accounting Regulations 2006 governing the individual accounts of PCCs and with the Regulations “true and fair” provisions. They have been prepared under FRS102 (2016) as the applicable accounting standards and the 2016 version of the Statement of Recommended Practice, Accounting and Reporting by Charities (SORP(FRS102)).

The financial statements have been prepared under the Charities Act 2011 and in accordance with the Church Accounting Regulations 2006 governing the individual accounts of PCCs and with the Regulations “true and fair” provisions. The financial statements have been prepared to give a “true and fair” view and have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a “true and fair” view. This departure has involved following the Charities SORP (FRS 102) published on 16 July 2014 rather than the Accounting and Reporting by Charities: Statement of Recommended Practice effective from 1 April 2005 which has now been withdrawn.

The financial statements have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated within the relevant notes to these accounts. The financial statements have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued on 16 July 2014 and Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102) and Charities Act 2011

The Parish of West Cheltenham PCC meets the definition of a Public Benefit entity under FRS102.

The principal accounting policies adopted in the preparation of the financial statements are as follows:

1.2. Funds

Unrestricted 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.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the church for particular purposes. The cost of raising and administering such funds are charged against the specific fund.

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

1.3. Incoming resources

All income is recognised once the charity has entitlement to that income, there is sufficient certainty of receipt and so it is probable that the income will be received, and the amount can be measured reliably.

Voluntary income is recognised by way of donations and gifts and is included in full in the Statement of Financial Activities when receivable. Gifts donated for resale are included as income when they are sold. Donated assets are included at the value to the PCC where this can be quantified and a third party is bearing the cost. The value of services provided by volunteers has not been included.

Collections are recognised when received by or on behalf of the PCC.
Planned giving receivable under Gift Aid is recognised only when received.

Parish of West Cheltenham Parochial Church Council
Notes to the financial statements (continued)
for the year ended 31 December 2021

Income Tax recoverable on Gift Aid conditions is recognised when the income is recognised. 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. Interest is accounted for when receivable. Any tax recoverable on such income is recognised in the same accounting year.

The PCC is not registered for VAT.

Rental income from the letting of church premises is recognised when the rental is due.

1.4. Resources expended

All expenditure is included on an accruals basis and is recognised when there is a legal or constructive obligation to pay for expenditure. All costs have been directly attributed to one of the financial categories of resources used in the statement of financial activities with the exception of governance costs which have been split with 20% attributable to fund raising activities and 80% to church activities.

Fundraising costs are those incurred in seeking voluntary contributions and do not include the costs of disseminating information in support of the charitable activities.

Grants and donations, including the diocesan parish share, are accounted for when paid over, or when awarded, if that award creates a binding obligation on the PCC.

1.5. Fixed assets

Consecrated and beneficed property of any kind is excluded from the financial statements by s10(2) of the Charities Act 2011.

Moveable church furnishings held by the Vicar and Churchwardens on special trust for the PCC, and which require a faculty for disposal, are accounted as inalienable property unless consecrated. They are listed in the church's inventory which can be inspected at any reasonable time. For inalienable property acquired prior to 1999 there is insufficient cost information available and therefore such assets are not included in the financial statements. There were no acquisitions of inalienable property in this financial year.

Depreciation is provided using the straight-line basis using the following rates:

Fixtures, fittings and equipment	- 4 years
Freehold property	- 50 years

All assets costing more than £2,000 are capitalised.

Property held for the purpose of social housing

The Trustees reviewed the criteria for Investment Property in light of the amendments to FRS 102 from the 2019 Triennial Review. Having re-reviewed the criteria and confirmed the underlying use of the properties in question, the Trustees have reclassified the investment property to Property, Plant and Equipment. This has been performed on the basis that the Dulverton property is considered to be operated for the sole purpose of social housing. Under FRS 102, where the property meets this criteria, it should be classified as Property Plant and Equipment and is stated at cost less accumulated depreciation.

Parish of West Cheltenham Parochial Church Council
Notes to the financial statements (continued)
for the year ended 31 December 2021

1.6 Leasing

Rentals payable under operating leases are charged against income on a straight-line basis over the lease term. The title of the lease remains with the lessor and the equipment is replaced every 3 years whilst the economic life of such equipment is normally 10 years.

1.7 Financial instruments

The PCC only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognized at transaction value and subsequently measured at their settlement value.

1.8 Going concern

The council members have reviewed the ongoing future of the PCC and consider that there are plans in place to continue the PCC's operation. There are no material uncertainties that may cast significant doubt on the PCC's ability to continue as a going concern.

1.9 Pensions

The PCC made contributions for the benefit of employees to the auto-enrolment pension scheme.

1.10 Liabilities and provisions

Liabilities are recognised when there is an obligation at the Balance Sheet date as a result of a past event, it is probable that a transfer of economic benefit will be required in settlement, and the amount of settlement can be estimated reliably. Liabilities are recognised at the amount the Charity anticipates it will pay to settle the debt or the amount it has received as advanced payments for goods and services it must provide.

Provisions are set up only where it is probable that a present obligation exists as a result of an event prior to the balance sheet date and that a payment will be required in settlement that can be estimated reliably. Where material, provisions are calculated on a discounted basis.

1.11 Debtors

Debtors are recognised at the settlement amount after any discount offered.

1.12 Cash at bank and in hand

Cash at bank and in hand includes cash and short term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

Parish of West Cheltenham Parochial Church Council
Notes to the financial statements (continued)
for the year ended 31 December 2021

2. Voluntary income

	Unrestricted funds	Restricted funds	2021 Total	2020 Total
	£	£	£	£
Planned income				
Gift Aid donations	92,755	-	92,755	107,861
Other	7,157	-	7,157	8,869
Tax recoverable	23,570	1,086	24,656	27,856
Collections and other giving	22,362	32,006	54,368	14,598
Gift Days and appeals	-	5,812	5,812	5,523
Legacies	-	13,486	13,486	36,000
Grants receivable – Note 8	-	71,900	71,900	-
	145,844	124,290	270,134	200,707

In 2020, of the voluntary income, £150,125 was in relation to unrestricted funds and £50,582 to restricted funds.

3. Church activities
Unrestricted funds

	2021 Total	2020 Total
	£	£
Gloucester Diocese Funding	41,390	37,689
Grants		-
Fees for weddings and funerals	4,281	3,845
Mums and Toddlers	577	423
	46,248	41,957

4. Other trading activities

	Unrestricted funds	Restricted funds	2021 Total	2020 Total
	£	£	£	£
Church hall lettings	6,469	-	6,469	3,835
Other trading activities	165	493	658	478
	6,634	493	7,127	4,313

In 2020 £4,153 of other trading activities was in relation to unrestricted funds.

Parish of West Cheltenham Parochial Church Council
Notes to the financial statements (continued)
for the year ended 31 December 2021

5. Investments

Unrestricted funds

	2021 Total £	2020 Total £
Rental income	45,575	43,825
Interest received	114	994
	<u>45,689</u>	<u>44,819</u>

6. Raising funds

	Unrestricted funds £	Restricted funds £	2021 Total £	2020 Total £
Costs of stewardship	-	7,010	7,010	-
St Barnabas' Playgroup	-	-	-	15,009
Governance costs:				
Accountancy and				
Independent Examination	479	-	479	479
	<u>479</u>	<u>7,010</u>	<u>7,489</u>	<u>15,488</u>

In 2020 £15,427 of raising funds was in relation to unrestricted funds.

Parish of West Cheltenham Parochial Church Council
Notes to the financial statements (continued)
for the year ended 31 December 2021

7. Church activities

	Unrestricted funds	Restricted funds	2021 Total	2020 Total
	£	£	£	£
Missionary and charitable giving				
Missionary Societies	4,375	16,699	21,074	11,847
Relief and Development agencies	-	1,898	1,898	1,729
Home Mission, Other Church societies	2,360	3,365	5,725	7,145
Secular charities	-	-	-	-
	6,735	21,962	28,697	20,721
Ministry				
Parish share	162,464	-	162,464	162,464
Clergy expenses	1,046	104	1,150	3,938
Church running expenses	7,158	7,998	15,156	17,115
Oasis Centre running expenses	2,921	-	2,921	2,787
Church maintenance	8,463	5,634	14,097	12,088
Upkeep of services	3,470	4,874	8,344	5,233
Upkeep of churchyard	340	584	924	465
Office administration	26,778	7,277	34,055	27,432
Audio/visual expenses	2,856	3,729	6,585	2,241
Training, pastoral and outreach	2,346	9,866	12,212	1,753
Costs of church activities	2,061	-	2,061	2,198
Major repairs – structure	4,885	13,746	18,631	27,436
Contribution to St Mark's Church of England (VA) Junior School capital projects	2,000	-	2,000	2,000
Legal costs Playgroup Handover	-	-	-	3,041
Governance costs: Accountancy and Independent Examination	2,327	-	2,327	2,709
Depreciation	3,954	-	3,954	3,954
	233,069	53,812	286,881	276,854
	239,804	75,774	315,578	297,575

The PCC received parochial fees totalling £8,650 (£6,349 – 2020) in the year. Of this, £4,369 (£2,504 – 2020) was made up of statutory fees due to the PCC as prepared by the Archbishops' Council under the Ecclesiastical Fees Measure 1966. The statutory fees have been passed on in full to the Gloucester Diocesan Board of Finance and do not appear in the above financial statements.

In 2020, of the expenditure on church activities, £249,641 was in relation to unrestricted funds and £47,934 to restricted funds.

Parish of West Cheltenham Parochial Church Council
Notes to the financial statements (continued)
for the year ended 31 December 2021

8. Grants receivable

	Unrestricted funds	Restricted funds	2021 Total	2020 Total
	£	£	£	£
National Heritage Grant	-	71,900	71,900	-
	-	71,900	71,900	-

9. Staff costs

Number of employees

The average number of staff, excluding PCC members, in the period was

	2021 Number	2020 Number
Administration	2	2
Maintenance	3	4
	5	6

No employee earned more than £60,000 in the year (2020 – NIL).

	2021	2020
	£	£
Employment costs		
Gross wages and salaries	32,558	25,516
Social security costs	-	-
Pension costs	563	365
	35,353	27,326

Remuneration was paid during the year to one of the PCC members who comprise the key management personnel. Josh Denley was paid £19,455 (net) as office administrator (2020 – £12,757).

Travel, phone, training, software, and stationery expenses were paid to 2 clergy members amounting to (2020 - £3,938(3)).

Parish of West Cheltenham Parochial Church Council
Notes to the financial statements (continued)
for the year ended 31 December 2021

10. Tangible fixed assets

	Freehold land and property £	Fixtures, fittings and equipment £	Total £
Cost			
At 1 January 2021			
And 31 December 2021	333,381	84,554	417,935
	_____	_____	_____
Depreciation			
At 1 January 2021	63,277	84,554	147,831
Charge for the year	3,954	-	3,954
	_____	_____	_____
At 31 December 2021	67,231	84,554	151,785
	_____	_____	_____
Net book value			
At 31 December 2021	266,150	-	266,150
	=====	=====	=====
At 31 December 2020	270,104	-	270,104
	=====	=====	=====

Included within freehold land and property is land with a cost value of £30,662. This is not depreciated.

11. Debtors

	2021	2020
	£	£
Income Tax recoverable	2,563	543
Other debtors	1	1,181
Sale of property proceeds held under a Declaration of Trust	278,515	278,515
Accrued income	-	1,000
	_____	_____
	281,079	281,239
	=====	=====

Parish of West Cheltenham Parochial Church Council
Notes to the financial statements (continued)
for the year ended 31 December 2021

12. Creditors: amounts falling due within one year

	2021	2020
	£	£
Accruals	17,653	38,180
Deferred Income	-	-
	17,653	38,180

13. Analysis of net assets between funds
Year ended 31 December 2021

	Unrestricted funds	Restricted funds	Total funds
	£	£	£
Tangible fixed assets	266,150	-	266,150
Current assets	7,433	583,718	591,151
Current liabilities	(6,618)	(11,035)	(17,653)
	266,965	572,683	839,648

Analysis of net assets between funds
Year ended 31 December 2020

	Unrestricted funds	Restricted funds	Total funds
	£	£	£
Tangible fixed assets	270,104	-	270,104
Current assets	14,651	541,786	556,437
Current liabilities	(27,118)	(11,062)	(38,180)
	257,637	530,724	788,361

Parish of West Cheltenham Parochial Church Council

Notes to the financial statements (continued)

for the year ended 31 December 2021

14. Unrestricted funds	01 January	Incoming	Resources		31 December
Year ended 31 December 2020	2021	resources	expended	Transfers	2021
	£	£	£	£	£
General	6,107	249,571	(236,329)	(18,534)	815
Designated fixed asset fund	270,104	-	(3,954)	-	266,150
Oasis	(20,000)	-	-	20,000	-
Minor designated funds - District Church Councils	1,426	-	-	(1,426)	-
	<u>257,637</u>	<u>249,571</u>	<u>(240,283)</u>	<u>40</u>	<u>266,965</u>

General fund

Balance of funds that is not restricted or designated for any purposes.

Designated fixed asset fund

Balance comprises Investment Property £105,000, Freehold Buildings £130,488 and Freehold Land £30,662.

Oasis

Costs associated with running the Oasis centre since 01 July 2016. The PCC has agreed to underwrite £20,000 of the operating losses incurred by the Gloucester Diocesan Board of Finance who have managed the activities of the Oasis Centre since 01 July 2016. The £20,000 limit was reached in 2018 and paid to Gloucester Diocese in 2021.

Minor Designated funds – District Church Councils

Money collected by St Barnabas Women's Fellowship which now no longer operates. This balance has now been transferred to General reserves.

Unrestricted funds	01 January	Incoming	Resources		31 December
Year ended 31 December 2020	2020	resources	expended	Transfers	2020
	£	£	£	£	£
General	11,119	241,002	(246,014)	-	6,107
Designated fixed asset fund	274,058	-	(3,954)	-	270,104
Oasis	(20,000)	-	-	-	(20,000)
St Barnabas Playgroup	15,000	-	(15,000)	-	-
Minor designated funds - District Church Councils	1,474	52	(100)	-	1,426
	<u>281,651</u>	<u>241,054</u>	<u>(265,068)</u>	<u>-</u>	<u>257,637</u>

Parish of West Cheltenham Parochial Church Council
Notes to the financial statements (continued)
for the year ended 31 December 2021

15. Restricted funds	01 January	Incoming	Resources		31 December
Year ended 31 December 2021	2021	resources	expended	Transfers	2021
	£	£	£	£	£
Parish					
Friends International	2,654	660	(2,654)	-	660
New Life Band	1,698	10,697	(12,395)	-	-
Parish Outreach	-	20,000	(15,526)	-	4,474
St Barnabas Community Outreach	1,305	-	-	-	1,305
St Barnabas Interior fund	110	-	(110)	-	-
St Barnabas Gift Day	-	6,599	(6,599)	-	-
St Mark's Counselling fund	2,396	-	-	-	2,396
District Church Councils					
St Aidan and St Silas Development	14,134	-	-	-	14,134
St Mark's Reordering	43,292	-	(3,974)	-	39,318
St Mark's Extension Fund	278,515	-	-	-	278,515
St Mark's Heritage Fund	-	12,200	(9,896)	-	2,304
St Mark's Care fund	2,348	-	(400)	-	1,948
St Mark's Open the Book Club	1,126	-	(306)	-	820
Minor restricted funds - District Church Councils	1,759	1,148	(1,691)	(40)	1,176
Restricted to St Barnabas & designated to the purpose					
St Barnabas Reordering	25,000	-	-	-	25,000
Legacy received	10,469	4,730	(10,672)	-	4,527
Restricted to St Mark's & designated to purpose					
St Mark's Development	70,136	-	-	-	70,136
St Mark's Reordering	41,941	493	(243)	-	42,191
St Mark's General Reserves	-	59,700	-	-	59,700
St Mark's Parents & Toddlers	451	-	(199)	-	252
Legacy received	13,390	4,729	(18,119)	-	-
Restricted to St Aidan & designated to purpose					
Legacy received	20,000	3,827	-	-	23,827
	<u>530,724</u>	<u>124,783</u>	<u>(82,784)</u>	<u>(40)</u>	<u>572,683</u>

Friends International and New Life Band

Balance of donations received but not yet paid out to Friends International and New Life Band.

St Aidan and St Silas Development fund

Fund for development of St Aidan and St Silas property.

St Mark Reordering

Money received for the specific purpose of St Mark Reordering.

Parish of West Cheltenham Parochial Church Council
Notes to the financial statements (continued)
for the year ended 31 December 2021

St Mark's Extension Fund

St Mark's Extension Fund was created from the sale of 21 Brooklyn Road, Cheltenham, a property purchased and held under Declaration of Trust by the Martyrs' Memorial Church of England Trust for the Assistant Curate of St Mark's Parochial Church Council. The terms state that if there is no requirement for the fund, the sales proceeds may be applied to St Mark's Extension Fund. The sale proceeds are immediately available following an assurance to the Trust that the money will be spent in accordance with the covenant. They recommend commendation from an Archdeacon to that effect.

Restricted funds Year ended 31 December 2020	01 January 2020 £	Incoming resources £	Resources expended £	Transfers £	31 December 2020 £
Parish					
Friends International	1,844	810	-	-	2,654
New Life Band	4,185	4,093	(6,580)	-	1,698
St Barnabas Community Outreach	1,305	-	-	-	1,305
St Barnabas Interior fund	110	-	-	-	110
St Barnabas Gift Day	-	6,464	(6,464)	-	-
St Mark's Bill Curran Mission Tithe	5,700	-	(5,700)	-	-
St Mark's Counselling fund	2,396	-	-	-	2,396
District Church Councils					
St Aidan and St Silas Development	14,134	-	-	-	14,134
St Mark's Reordering	53,879	-	(10,587)	-	43,292
St Mark's Extension Fund	278,515	-	-	-	278,515
St Mark's Care fund	2,348	-	-	-	2,348
St Mark's Open the Book Club	1,126	-	-	-	1,126
Minor restricted funds - District Church Councils	1,848	875	(964)	-	1,759
Restricted to St Barnabas & designated to the purpose					
St Barnabas Reordering	25,000	-	-	-	25,000
Legacy received	-	18,000	(7,531)	-	10,469
Restricted to St Mark's & designated to purpose					
St Mark's Development	70,136	-	-	-	70,136
St Mark's Reordering	45,000	2,500	(5,559)	-	41,941
St Mark's Parents & Toddlers	451	-	-	-	451
Legacy received	-	18,000	(4,610)	-	13,390
Restricted to St Aidan & designated to purpose					
Legacy received	20,000	-	-	-	20,000
	<u>527,977</u>	<u>50,742</u>	<u>(47,995)</u>	<u>-</u>	<u>530,724</u>

Parish of West Cheltenham Parochial Church Council
Notes to the financial statements (continued)
for the year ended 31 December 2021

16. Operating leases

The total lease payments recognised within expenses for the year ended 31 December 2021 were £1,068..

At 31 December 2021 the group had annual commitments under non-cancellable operating leases as follows:

Amounts payable	2021	2020
	£	£
Within one year	1,080	1,050
Between 2 and 5 years	3,586	2,843
	<u> </u>	<u> </u>

17. Capital commitments

There were no capital commitments at 31 December 2021 (2020 – NIL).

18. Financial commitments

The PCC has a commitment to support St Mark's Church of England (VA) Junior School by contributing to capital project they undertake. For the year ended 31 December 2021 the amount was £2,000 (2020 - £2,000), and going forward a commitment has been made of £2,000 per annum to 2024.

19. Related Party Transactions

Identifiable donations were made by PCC members in the year ended 31 December 2021 of £66,705 (2020 – £47,654). The amount of anonymous donations which would include further amounts have not been assessed for 2021 (nor 2020).

Mike Horne, a PCC member, was reimbursed £203 for various church expenses during the year (2020 – £394). There were no amounts owing to him at the year end.

Pauline Carter, a Parish Warden, was reimbursed £230 for various church expenses during the year (2020 – £160). There were no amounts owing to her at the year end.

Kathryn Martin, a PCC member, was reimbursed £380 for banners and posters during the year (2020 – £nil). There were no amounts owing to her at the year end.

Suzanna Pinless, a PCC, member, was reimbursed £65 for candles during the year (2020– £37). There were no amount owing to her at the year end.

20. Independent Examiner's Remuneration

The Independent Examiner's remuneration amounts to an Independent Examination fee of £2,395 (2020 – £2,395) and fees for other services of £0 (2020– £0).

Accounts

**Parish of West Cheltenham
Parochial Church Council
(formerly West Cheltenham Team Ministry Parochial Church
Council)**

Annual Report and Unaudited Financial Statements

for the year ended 31 December 2020

Registered Charity Number: 1133887

Parish of West Cheltenham Parochial Church Council
Annual Report For the year ended 31 December 2020

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Parish of West Cheltenham Parochial Church Council

Annual Report For the year ended 31 December 2020 (continued)

Legal and administrative information

Rector and PCC Chairman	Rev'd Rod Paterson
Parish Vicars	Rev'd Bob Hurley (to Aug 2020) Rev'd Sharon Walker (from Feb 2019)
Parish Wardens	Pauline Carter Hannah McClelland (to October 2020) Pippa O'Connell (co-opted from PCC to July 2021) Philip Southam (from October 2020) (Lay vice chair)
Deanery Synod	Sharon Arbuckle (to October 2020) Colin Binks (to October 2020) David Lawlor (to April 2020) Phil Southam (to October 2020) Wendy Binks (from October 2020) Patricia Bowen (from October 2020) Josh Denley (from October 2020) (PCC Secretary from Sept 2020) Alan Ewins (from October 2020)
Treasurer	Ralph Catto
PCC Members	Patricia Bowen (to October 2020) Chris Chiswell (PCC Secretary to July 2020) Paul Ewins (to October 2020) Rob Goldsmith (to October 2020) Mike Horne (to July 2021) Kathryn Martin Pippa O'Connell (to July 2021) Suzanna Pinless (from October 2020) Helen Sexton (to July 2021) Judy Sibley Thomas Wynn (from October 2020) Elizabeth Joyce (from July 2021) Susan Denley (from July 2021) Rhys Topping (from July 2021) Lloyd Kilford (from October 2020) Mick Potter (from July 2021)

Parish of West Cheltenham Parochial Church Council

Annual Report For the year ended 31 December 2020 (continued)

Administrative office	Parish Office The Oasis Centre Cassin Drive Cheltenham GL51 7SY
Independent Examiners	Randall & Payne LLP Chartered Accountants Chargrove House Shurdington Cheltenham GL51 4GA
Bankers	Lloyds Bank plc Lloyds Business Banking PO Box 1000 BX1 1LT HSBC Bank plc 2 The Promenade Cheltenham GL50 1LS CCLA Investment Management Ltd The CBF Church of England Funds 80 Cheapside London EC2V 6DZ
Solicitors	Veale Wasbrough Vizards Narrow Quay House Narrow Quay Bristol BS1 4QA

Parish of West Cheltenham Parochial Church Council

Annual Report For the year ended 31 December 2020 (continued)

Statement of Council members responsibilities

Structure, Governance, and Management

The method of appointment of Parochial Church Council ('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.

Vision and Priorities

West Cheltenham PCC have the responsibility of co-operating with the incumbent, the Revd Rod Paterson, in promoting in the ecclesiastical parish the whole mission of the Church, pastoral, evangelistic, social and ecumenical. It also has maintenance responsibilities for the St Barnabas and St Mark's church buildings and associated property.

The parish vision statement is '*Communities and places buzzing with the extraordinary presence of Jesus*' and the four priorities that underpin by our regular pattern of worship and ministry are:

1. Prayer: The aim is to normalise prayer in all that we do, so it is part of our character, what we are known for. A particular focus was the two 24/7 prayer rooms at the Oasis Centre in September and St Barnabas Church in December/January.
2. Operations and Communications: The approach is to be one continuous improvement. A new visual identity for the parish was launched and a new parish website established. The job description for the appointment of a 'Senior Operations Administrator agreed'. Josh Denley was subsequently appointed.
3. Small groups: Recognised as vital for a healthy church and a life of committed discipleship. We are looking to significantly strengthen our offering in this way, and to provide a flexible model for future expansion and growth across West Cheltenham.
4. Mission and Outreach: There are two main strands to this. Firstly we want to encourage every member of our congregations to intentionally see themselves as a witness to the Good News of Jesus wherever they go. The 'Frontline' sermon series and small group material in September provided a focus for this. Secondly it is about how the church, as the body of Christ, intentionally connects with the various communities we live and work amongst, and in these communities to engaging in 'pioneer ministry' with an expectation to develop new worshipping communities. 'Monday Club' and 'Café, Life and Pizza' have developed along these lines.

Church Attendance

There are 208 parishioners on the Church Electoral Roll. As the church buildings were closed due to Covid19 Lockdown measures figures for average physical weekly attendance in October, and for Christmas and Easter Day are not applicable.

Review of the Period Since Last Report

Since the last APCM, the PCC has adapted well to meeting online because of the ongoing pandemic.

Immediately following the 2020 APCM, Ralph Catto was re-appointed as Treasurer, Josh Denley as Secretary and Phil Southam was appointed as Lay Vice Chair.

Parish of West Cheltenham Parochial Church Council

Annual Report For the year ended 31 December 2020 (continued)

The proposal to begin considering how the land which previously housed St Aidan's Church should be utilised was met with support, with ongoing updates provided to PCC throughout the year. An initial proposition for a building blending church, community and commerce was presented and met with unanimous support. A financial feasibility study and community engagement piece were enacted and ongoing.

In addition to this conversation, it was agreed that the parish should look to take over the running of the Oasis centre from the Diocese. Conversations are ongoing with the diocese, as well as with the YMCA and the owners Gloucestershire County Council.

In late 2020 the PCC agreed a parish profile and job description for the recruitment of a new Community Pioneer Minister. Three representatives were appointed to be on the interview panel, proceeding to the successful appointment of Rev. Janice Hamilton to the role, who will be licenced on the 11th August 2021. This appointment represents our substantial commitment to pioneer ministry in the Hester's Way and Springbank areas of West Cheltenham.

PCC received a revised draft proposal for the reordering of St Mark's and agreed a draft Statement of Significance and Statement of Needs. These were submitted to the Diocesan Advisory Committee for initial feedback. The feedback was generally positive and more detailed planning is underway. PCC were kept abreast of the ongoing discussion with architects and tradespeople to ensure the financial spend is in line with budgets.

With regards to safeguarding, Sarah Avery was appointed as PSO (Parish Safeguarding Officer) and continues to work in this role supported by Josh Denley to ensure compliance across the parish.

The relationship between the Parish and Family Space has grown ever deeper, with a new toddler group partnership given the go ahead by PCC. With the ongoing use of St Barnabas buildings by Family Space, a fantastic community hub is forming.

The relationship with St Mark's School is ongoing, with PCC recommending the appointment of two school governors at the start of the year.

PCC were able to approve a new finance policy to enable more efficient operational running of the parish buildings.

Various grants were looked at and applied for, following discussion of the Deanery Synod meeting held in March 2021.

As Chris and Katie Chiswell saw their time heading up the youth group come to an end, PCC oversaw the handover of the group firstly to Lydia from Psalms, and more recently to YFC who continue to run the group.

PCC discussed becoming a Hong Kong Ready church, positioning ourselves to welcome people fleeing from Hong Kong, as and when needed.

Throughout all of this, PCC continually reviewed the parish finances, and particularly the drop in regular giving. They also continually looked at new ways to ensure everyone across the parish was looked after throughout the pandemic and had key input into how and when physical worship resumed across different sites.

Revd Rod Paterson, Rector

Parish of West Cheltenham Parochial Church Council

Annual Report For the year ended 31 December 2020 (continued)

Deanery Synod Report

Since the last APCM, Deanery Synod has met on Zoom just once – in February 2021. In person meetings are planned from the end of June onwards.

Deanery synod reported that parish share payments for 2021 have been frozen, and it is expected that this will also be so for 2022, and that there is a COVID recovery fund which can be applied for.

The heart of Deanery planning has been looking at how to respond to being in a community during the pandemic, watching online and to our need to meet with others. Should we be bold, or go back to where we were? Deanery encouraged to use resources fruitfully.

Deanery planning, an exercise to challenge to work together more effectively on shared mission and ministry, is happening across all 9 Diocesan Deaneries and the aim is to discern how deaneries can work together more effectively to reduce our reliance on stipendiary ministers and have a greater laity involvement.

Ecumenically, only 5% of the population of Cheltenham is currently being impacted by the church. The challenge is how we reach out to the other 95% so they too can hear the Good News of Jesus Christ. There are several pages of comments which Gary Grady asked members to look at.

The next step is for the steering group to look at the replies. They hope to meet face-to-face very soon to discuss them. These results should be shared with PCCs.

A new Diocesan Synod will be elected this year (2021), with members from both clergy and laity.

Deanery Synod was made aware of the work of CARE (Cheltenham Alliance for Race Equality; a new group looking at the 40 or 50 diverse communities across Cheltenham.

St Mark's Fabric Report

Re-tiling the South Aisle Roof began in October 2020 and by the beginning of November the roof work was completed. The bill for re-tiling the south aisle roof and replacing some iron gutters was £10,587.

Having obtained a faculty from the diocese, work on the Trace Heating was completed to prevent water ingress from melting snow in the gutters on the north and south transepts at a cost of £5,558.

During November a leak was repaired in the Bell Tower and the organ was inspected and tuned, these two jobs cost £345. The latter will require more extensive work in the near future.

In January 2021 the 15 drains around the church building were inspected; there was no information about any previous drain work in the Log Book which goes back to 1959. Ten gullies needed work, this included cutting through invasive yew tree roots and re-lining pipes. The cost of the work and report was £5,406.

In April and May 2021 the coffee counter was moved to a different position to give the South Transept a new look. The North Transept corridor and toilets were also painted. In June 2021 the moss on the Hall Roof was treated and the drains cleared at a cost of £1,654.

Inspection and maintenance of the heating system was carried out at a cost of £1,597. They also discussed possible modernisation connected to re-ordering the interior of the building. We are also exploring other heating options.

St Barnabas Fabric Report

Since the last APCM, St Barnabas has had a large tidy up and de-clutter to make the space more usable through the pandemic and beyond.

Parish of West Cheltenham Parochial Church Council

Annual Report For the year ended 31 December 2020 (continued)

In December 2020, the front door was replaced to upgrade the security, access and aesthetics of the front of the building. It also ensured the safeguarding the children in St Barnabas Playgroup by allowing access through the front of the building. This was at a cost of £3,333.

In April 2021, the high-level windows in the large hall were replaced with new. This will greatly improve the warmth and efficiency of the hall, as well as making it watertight. The cost for the replacement was £9,382.

In May, the boiler for the large hall was discovered to have a leak, and upon inspection also the cooker in the hall kitchen. The cooker was inspected and reported as being unable to be repaired and therefore capped for removal in the future. The boiler was replaced and back in use within a few days, at a cost of £421.

The old curtains in the main church building were replaced with more user-friendly blinds in June 2021. For the replacement of all blinds, a local company was used and cost £1,400.

Financial Review 2020

There was a £21,267 deficit for the period compared to a surplus of £42,223 in 2019.

Total income in 2020 was £291,796 compared to £390,872 in 2019. The 2020 income was made up of £241,054 unrestricted and £50,742 restricted. The major sources of 2020 income were from:

- regular giving and collections, 7% down on the prior year at £164,707 (2019: £177,800), and
- legacies £36,000 (2019: £70,000)

In 2020 costs totalled £313,063 (2019: £348,649); major contributors to costs were Parish Share, up 6% to £162,464 (2019: £153,739), major repairs to St Mark and St Barnabas churches £27,436 (2019: £27,646), church running expenses £17,115 (2019: £15,618) and office administration £27,432 (2019: £17,018).

Income and operating costs associated with the St Barnabas playgroup were nil, it having transferred to Family Space (the parish's primary community charity partner) with effect on 1st January 2020.

As a ministry across three physical church buildings advice was sought from the diocese concerning classification of reserves given to a particular church albeit not for a particular purpose. This has given rise to a review of the reserve policy and reserves themselves. The reserve policy remains unchanged however a clarification in reserves notes [16 & 17] has been added to point out where a reserve has been restricted to a particular church but designated by the PCC for a purpose.

Reserves for at the end of the period were:

- Unrestricted
 - General £6,107 (2019: £11,119)
 - Designated £251,530 (2019 as restated: £270,532) albeit £270,104 relate to the fixed assets of church buildings and investment property, so net designated funds are £19,196 in deficit.
- Restricted £530,724 (2019: £527,977). £348,651 of the restricted reserves are for work on the St Mark building, leaving £182,073 after this.

Reserves and Policy: It is not the intention of the PCC to build up large reserves in the General Fund but rather to use donated monies to meet the mission of our church. Unless restricted in their use, legacies are currently set-aside in designated funds to finance a programme of upgrades and repairs to church and parish buildings.

Legal and administrative information: Legal and administrative information is set out on Pages 1-2

Statement of Council Members Responsibilities: Charity law requires the Council members to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the

Parish of West Cheltenham Parochial Church Council

Annual Report For the year ended 31 December 2020 (continued)

Parochial Church Council at the year end and of its incoming resources and resources expended during that year. In preparing those financial statements, the Council members are required to:

- select suitable accounting policies and then apply them consistently;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards and statements of recommended practice have been followed subject to any departures disclosed and explained in the financial statements; and prepare the financial statements on the going concern basis unless it is inappropriate to presume that the Parochial Church Council will continue to function.

The Council members are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the Parochial Church Council and enable them to ensure that the financial statements comply with the Charities Act 2011. They are also responsible for safeguarding the assets of the Parochial Church Council and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

This report was approved by the Council members on 20/09/21 and signed on their behalf by



Rev Rod Paterson

**PARISH OF WEST CHELTENHAM PCC
INDEPENDENT EXAMINER'S REPORT
FOR THE YEAR ENDED 31 DECEMBER 2020**

I report to the charity Trustees, and council members, on my examination of the financial statements of the Parish of West Cheltenham Parochial Church Council ("the charity") for the year ended 31 December 2020.

Responsibilities and Basis of Report

As the Trustees of the charity you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the 2011 Act').

I report in respect of my examination of the charity'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 2011 Act.

An independent examination does not involve gathering all the evidence that would be required in an audit and consequently does not cover all the matters that an auditor considers in giving their opinion on the financial statements. The planning and conduct of an audit goes beyond the limited assurance that an independent examination can provide. Consequently, I express no opinion as to whether the financial statements present a 'true and fair view' and my report is limited to those specific matters set out in the independent examiner's statement.

Independent Examiner's Statement

Since the charity's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of the Institute of Chartered Accounts of Scotland, which is one of the listed bodies.

I have completed my examination. I can confirm that no 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 charity as required by section 130 of the 2011 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.

Randall & Payne LLP

Ryan Moore CA

Randall & Payne LLP
Chargrove House
Shurdington Road
Cheltenham
Gloucestershire
GL51 4GA

Date **23 September 2021**

Parish of West Cheltenham Parochial Church Council
Statement of financial activities
For the year ended 31 December 2020

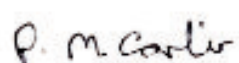
		Unrestricted funds	Restricted funds	2020 Total	2019 Total
	Note	£	£	£	£
Income from:					
Voluntary income	2	150,125	50,582	200,707	248,190
Church activities	3	41,957	-	41,957	33,133
Other trading activities	4	4,153	160	4,313	65,536
Investments	5	44,819	-	44,819	44,013
Total		241,054	50,742	291,796	390,872
Expenditure on:					
Raising funds	6	15,427	61	15,488	60,336
Church activities	7	249,641	47,934	297,575	288,313
Total		265,068	47,995	313,063	348,649
Net income/(expenditure)		(24,014)	2,747	(21,267)	42,223
Transfers between funds		-	-	-	-
Net movement in funds		(24,014)	2,747	(21,267)	42,223
Total funds brought forward		281,651	527,977	809,628	767,405
Total funds carried forward	13,14	257,637	530,724	788,361	809,628

Parish of West Cheltenham Parochial Church Council
Balance sheet at 31 December 2020

			2020	2019
				As restated
	Note	£	£	£
Fixed assets				
Tangible assets	10		270,104	274,058
Current assets				
Debtors	11	281,239		302,910
Cash at bank and in hand		275,198		266,398
		556,437		569,308
Creditors: amounts falling due within one year	12	(38,180)		(33,738)
Net current assets			518,257	535,570
Total assets less current liabilities	13		788,361	809,628
Funds				
Unrestricted funds	14	257,637		281,651
Restricted funds	15	530,724		527,977
			788,361	809,628

The financial statements were approved by the Parochial Church Council of the Parish of West Cheltenham on 20 September 2021 and signed on its behalf by


RALPH CATTO
 Treasurer

PAULINE CARTER
 Churchwarden


Parish of West Cheltenham Parochial Church Council
Notes to the financial statements
for the year ended 31 December 2020

1. Accounting policies

1.1. Accounting convention

The PCC is a public benefit entity within the meaning of FRS102. The financial statements have been prepared under the Charities Act 2011 and in accordance with the Church Accounting Regulations 2006 governing the individual accounts of PCCs and with the Regulations “true and fair” provisions. They have been prepared under FRS102 (2016) as the applicable accounting standards and the 2016 version of the Statement of Recommended Practice, Accounting and Reporting by Charities (SORP(FRS102)).

The financial statements have been prepared under the Charities Act 2011 and in accordance with the Church Accounting Regulations 2006 governing the individual accounts of PCCs and with the Regulations “true and fair” provisions. The financial statements have been prepared to give a “true and fair” view and have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a “true and fair” view. This departure has involved following the Charities SORP (FRS 102) published on 16 July 2014 rather than the Accounting and Reporting by Charities: Statement of Recommended Practice effective from 1 April 2005 which has now been withdrawn.

The financial statements have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated within the relevant notes to these accounts. The financial statements have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued on 16 July 2014 and Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102) and Charities Act 2011

The Parish of West Cheltenham PCC meets the definition of a Public Benefit entity under FRS102.

The principal accounting policies adopted in the preparation of the financial statements are as follows:

1.2. Funds

Unrestricted 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.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the church for particular purposes. The cost of raising and administering such funds are charged against the specific fund.

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

1.3. Incoming resources

All income is recognised once the charity has entitlement to that income, there is sufficient certainty of receipt and so it is probable that the income will be received, and the amount can be measured reliably.

Voluntary income is recognised by way of donations and gifts and is included in full in the Statement of Financial Activities when receivable. Gifts donated for resale are included as income when they are sold. Donated assets are included at the value to the PCC where this can be quantified and a third party is bearing the cost. The value of services provided by volunteers has not been included.

Collections are recognised when received by or on behalf of the PCC.
Planned giving receivable under Gift Aid is recognised only when received.

Parish of West Cheltenham Parochial Church Council
Notes to the financial statements (continued)
for the year ended 31 December 2020

Income Tax recoverable on Gift Aid conditions is recognised when the income is recognised. 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. Interest is accounted for when receivable. Any tax recoverable on such income is recognised in the same accounting year.

The PCC is not registered for VAT.

Rental income from the letting of church premises is recognised when the rental is due.

1.4. Resources expended

All expenditure is included on an accruals basis and is recognised when there is a legal or constructive obligation to pay for expenditure. All costs have been directly attributed to one of the financial categories of resources used in the statement of financial activities with the exception of governance costs which have been split with 20% attributable to fund raising activities and 80% to church activities.

Fundraising costs are those incurred in seeking voluntary contributions and do not include the costs of disseminating information in support of the charitable activities.

Grants and donations, including the diocesan parish share, are accounted for when paid over, or when awarded, if that award creates a binding obligation on the PCC.

1.5. Fixed assets

Consecrated and beneficed property of any kind is excluded from the financial statements by s10(2) of the Charities Act 2011.

Moveable church furnishings held by the Vicar and Churchwardens on special trust for the PCC, and which require a faculty for disposal, are accounted as inalienable property unless consecrated. They are listed in the church's inventory which can be inspected at any reasonable time. For inalienable property acquired prior to 1999 there is insufficient cost information available and therefore such assets are not included in the financial statements. There were no acquisitions of inalienable property in this financial year.

Depreciation is provided using the straight-line basis using the following rates:

Fixtures, fittings and equipment	- 4 years
Freehold property	- 50 years

All assets costing more than £2,000 are capitalised.

Property held for the purpose of social housing

In the prior year, the Trustees reviewed the criteria for Investment Property in light of the amendments to FRS 102 from the 2019 Triennial Review. Having re-reviewed the criteria and confirmed the underlying use of the properties in question, the Trustees have reclassified the investment property to Property, Plant and Equipment and have included a prior period adjustment. This has been performed on the basis that both the Dulverton and the St. Silas properties, are considered to be operated for the sole purpose of social housing. Under FRS 102, where the property meets this criteria, it should be classified as Property Plant and Equipment and is stated at cost less accumulated depreciation.

Parish of West Cheltenham Parochial Church Council
Notes to the financial statements (continued)
for the year ended 31 December 2020

1.6 Leasing

Rentals payable under operating leases are charged against income on a straight-line basis over the lease term. The title of the lease remains with the lessor and the equipment is replaced every 3 years whilst the economic life of such equipment is normally 10 years.

1.7 Financial instruments

The PCC only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognized at transaction value and subsequently measured at their settlement value.

1.8 Going concern

The council members have reviewed the ongoing future of the PCC and consider that there are plans in place to continue the PCC's operation. There are no material uncertainties that may cast significant doubt on the PCC's ability to continue as a going concern.

1.9 Pensions

The PCC made contributions for the benefit of employees to the auto-enrolment pension scheme.

1.10 Liabilities and provisions

Liabilities are recognised when there is an obligation at the Balance Sheet date as a result of a past event, it is probable that a transfer of economic benefit will be required in settlement, and the amount of settlement can be estimated reliably. Liabilities are recognised at the amount the Charity anticipates it will pay to settle the debt or the amount it has received as advanced payments for goods and services it must provide.

Provisions are set up only where it is probable that a present obligation exists as a result of an event prior to the balance sheet date and that a payment will be required in settlement that can be estimated reliably. Where material, provisions are calculated on a discounted basis.

1.11 Debtors

Debtors are recognised at the settlement amount after any discount offered.

1.12 Cash at bank and in hand

Cash at bank and in hand includes cash and short term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

Parish of West Cheltenham Parochial Church Council
Notes to the financial statements (continued)
for the year ended 31 December 2020

2. Voluntary income

	Unrestricted funds	Restricted funds	2020 Total	2019 Total
	£	£	£	£
Planned income				
Gift Aid donations	107,861	-	107,861	108,010
Other	8,869	-	8,869	12,667
Tax recoverable	26,250	1,606	27,856	28,915
Collections and other giving	7,145	7,453	14,598	18,502
Gift Days and appeals	-	5,523	5,523	9,706
Legacies	-	36,000	36,000	70,000
Grants receivable – Note 9	-	-	-	390
	<u>150,125</u>	<u>50,582</u>	<u>200,707</u>	<u>248,190</u>

In 2019, of the voluntary income, £157,531 was in relation to unrestricted funds and £90,659 to restricted funds.

3. Church activities
Unrestricted funds

	2020 Total	2019 Total
	£	£
Gloucester Diocese Funding	37,689	25,000
Fees for weddings and funerals	3,845	6,289
Mums and Toddlers	423	1,844
	<u>41,957</u>	<u>33,133</u>

4. Other trading activities

	Unrestricted funds	Restricted funds	2020 Total	2019 Total
	£	£	£	£
Church hall lettings	3,835	-	3,835	8,629
St Barnabas' Playgroup	-	-	-	54,265
Other trading activities	318	160	478	2,642
	<u>4,153</u>	<u>160</u>	<u>4,313</u>	<u>65,536</u>

In 2019 £65,052 of other trading activities was in relation to unrestricted funds.

Parish of West Cheltenham Parochial Church Council
Notes to the financial statements (continued)
for the year ended 31 December 2020

5. Investments

Unrestricted funds	2020 Total £	2019 Total £
Rental income	43,825	42,698
Interest received	994	1,315
	<u>44,819</u>	<u>44,013</u>

6. Raising funds

	Unrestricted funds £	Restricted funds £	2020 Total £	2019 Total £
Costs of stewardship			-	67
St Barnabas' Playgroup	14,948	61	15,009	59,790
Governance costs:				
Accountancy and				
Independent Examination	479	-	479	479
	<u>15,427</u>	<u>61</u>	<u>15,488</u>	<u>60,336</u>

In 2019 £60,336 of raising funds was in relation to unrestricted funds.

Parish of West Cheltenham Parochial Church Council
Notes to the financial statements (continued)
for the year ended 31 December 2020

7. Church activities

	Unrestricted funds	Restricted funds	2020 Total	2019 Total
	£	£	£	£
Missionary and charitable giving				
Missionary Societies	825	11,022	11,847	21,800
Relief and Development agencies	-	1,729	1,729	1,416
Home Mission, Other Church societies	957	6,188	7,145	3,618
Secular charities	-	-	-	90
	1,782	18,939	20,721	26,924
Ministry				
Parish share	162,464	-	162,464	153,739
Clergy expenses	3,938	-	3,938	4,797
Church running expenses	17,115	-	17,115	15,618
Oasis Centre running expenses	2,787	-	2,787	2,143
Church maintenance	9,907	2,181	12,088	13,746
Upkeep of services	5,150	83	5,233	4,626
Upkeep of churchyard	465	-	465	515
Office administration	27,432	-	27,432	17,018
Audio/visual expenses	2,241	-	2,241	5,214
Training, pastoral and outreach	1,128	625	1,753	3,154
Costs of church activities	2,198	-	2,198	3,447
Major repairs – structure	1,330	26,106	27,436	27,646
Contribution to St Mark's Church of England (VA) Junior School capital projects	2,000	-	2,000	2,000
Legal costs Playgroup Handover	3,041	-	3,041	-
Governance costs: Accountancy and Independent Examination	2,709	-	2,709	2,114
Depreciation	3,954	-	3,954	5,612
	247,859	28,995	276,854	261,389
	249,641	47,934	297,575	288,313

The PCC received parochial fees totalling £6,349 (£9,682 – 2019) in the year. Of this, £2,504 (£3,393 – 2019) was made up of statutory fees due to the PCC as prepared by the Archbishops' Council under the Ecclesiastical Fees Measure 1966. The statutory fees have been passed on in full to the Gloucester Diocesan Board of Finance and do not appear in the above financial statements.

In 2019, of the expenditure on church activities, £257,601 was in relation to unrestricted funds and £30,712 to restricted funds.

Parish of West Cheltenham Parochial Church Council
Notes to the financial statements (continued)
for the year ended 31 December 2020

8. Grants receivable

	Unrestricted funds	Restricted funds	2020 Total	2019 Total
	£	£	£	£
Ecclesiastical Insurance	-	-	-	390
	-	-	-	390

9. Staff costs

Number of employees

The average number of staff, excluding PCC members, in the period was

	2020	2019
	Number	Number
Administration	2	1
Maintenance	4	3
Playgroup supervisors	0	7
	6	11

No employee earned more than £60,000 in the year (2019 – NIL).

	2020	2019
	£	£
Employment costs		
Gross wages and salaries	25,516	61,120
Social security costs	-	-
Pension costs	365	441
	27,326	63,005

Remuneration was paid during the year to two of the PCC members who comprise the key management personnel. David Lawlor was paid £1,548(net) (2019 - £1,498) as a cleaner for St Mark's Church and Josh Denley was paid £12,757 (net) as office administrator (2019 – nil).

Travel, phone, conference and internet expenses, and stationery costs were paid to 3 clergy members amounting to £3,938 (2019 - £4,798(3)).

Parish of West Cheltenham Parochial Church Council
Notes to the financial statements (continued)
for the year ended 31 December 2020

10. Tangible fixed assets

	Freehold land and property £	Fixtures, fittings and equipment £	Total £
Cost			
At 1 January 2020			
And 31 December 2020	333,381	84,554	417,935
Depreciation			
At 1 January 2020	59,323	84,554	143,877
Charge for the year	3,954	-	3,954
At 31 December 2020	63,277	84,554	147,831
Net book value			
At 31 December 2020	270,104	-	270,104
At 31 December 2019	274,058	-	274,058

Included within freehold land and property is land with a cost value of £30,662. This is not depreciated.

11. Debtors

	2020	2019
	£	£
Income Tax recoverable	543	2,865
Other debtors	1181	1,530
Sale of property proceeds held under a Declaration of Trust	278,515	278,515
Accrued income	1,000	20,000
	281,239	302,910

Parish of West Cheltenham Parochial Church Council
Notes to the financial statements (continued)
for the year ended 31 December 2020

12. Creditors: amounts falling due within one year

	2020	2019
	£	£
Accruals	38,180	33,589
Deferred Income	-	149
	38,180	33,738

13. Analysis of net assets between funds
Year ended 31 December 2020

	Unrestricted funds	Restricted funds	Total funds
	£	£	£
Tangible fixed assets	270,104	-	270,104
Current assets	14,651	541,786	556,437
Current liabilities	(27,118)	(11,062)	(38,180)
	257,637	530,724	788,361

Analysis of net assets between funds
Year ended 31 December 2019

	Unrestricted funds	Restricted funds	Total funds
	as restated		
	£	£	£
Tangible fixed assets	274,058	-	274,058
Current assets	41,331	527,977	569,308
Current liabilities	(33,738)	-	(33,738)
	281,651	527,977	809,628

Parish of West Cheltenham Parochial Church Council

Notes to the financial statements (continued)

for the year ended 31 December 2020

14. Unrestricted funds	01 January	Incoming	Resources		31 December
Year ended 31 December 2020	2020	resources	expended	Transfers	2020
	£	£	£	£	£
General	11,119	241,002	(246,014)	-	6,107
Designated fixed asset fund	274,058	-	(3,954)	-	270,104
Oasis	(20,000)	-	-	-	(20,000)
St Barnabas Playgroup	15,000	-	(15,000)	-	-
Minor designated funds - District Church Councils	1,474	52	(100)	-	1,426
	<u>281,651</u>	<u>241,054</u>	<u>(265,068)</u>	<u>-</u>	<u>257,637</u>

General fund

Balance of funds that is not restricted or designated for any purposes.

Designated fixed asset fund

Balance comprises Investment Property £105,000, Freehold Buildings £134,442 and Freehold Land £30,662.

Oasis

Costs associated with running the Oasis centre since 01 July 2016. The PCC has agreed to underwrite £20,000 of the operating losses incurred by the Gloucester Diocesan Board of Finance who have managed the activities of the Oasis Centre since 01 July 2016. The £20,000 limit was reached in 2018.

Minor Designated funds – District Church Councils

Mainly money collected for various charitable purposes by St Barnabas Women's Fellowship.

Unrestricted funds (continued)	01 January	Incoming	Resources		31 December
Year ended 31 December 2019	2019	resources	expended	Transfers	2019
	£	£	£	£	£
General	27,499	244,953	(253,427)	(7,906)	11,119
Designated fixed asset fund	279,670	-	(5,612)	-	274,058
Oasis	(20,000)	-	-	-	(20,000)
St Aidan and St Silas Development fund	14,134	-	-	(14,134)	-
St Barnabas Playgroup	11,388	54,278	(58,648)	7,982	15,000
St Mark's Development fund	70,136	-	-	(70,136)	-
St Mark's Reordering	20,000	-	-	(20,000)	-
St Mark's Parents and Toddlers	431	20	-	(451)	-
Minor designated funds - District Church Councils	1,246	478	(250)	-	1,474
	<u>404,504</u>	<u>299,729</u>	<u>(317,937)</u>	<u>(104,645)</u>	<u>281,651</u>

Parish of West Cheltenham Parochial Church Council

Notes to the financial statements (continued)

for the year ended 31 December 2020

15. Restricted funds	01 January	Incoming	Resources		31 December
Year ended 31 December 2020	2020	resources	expended	Transfers	2020
	£	£	£	£	£
Parish					
Friends International	1,844	810	-	-	2,654
New Life Band	4,185	4,093	(6,580)	-	1,698
St Barnabas Community Outreach	1,305	-	-	-	1,305
St Barnabas Interior fund	110	-	-	-	110
St Barnabas Gift Day	-	6,464	(6,464)	-	-
St Mark's Bill Curran Mission Tithe	5,700	-	(5,700)	-	-
St Mark's Counselling fund	2,396	-	-	-	2,396
District Church Councils					
St Aidan and St Silas Development	14,134	-	-	-	14,134
St Mark's Reordering	53,879	-	(10,587)	-	43,292
St Mark's Extension Fund	278,515	-	-	-	278,515
St Mark's Care fund	2,348	-	-	-	2,348
St Mark's Open the Book Club	1,126	-	-	-	1,126
Minor restricted funds - District Church Councils	1,848	875	(964)	-	1,759
Restricted to St Barnabas & designated to the purpose					
St Barnabas Reordering	25,000	-	-	-	25,000
Legacy received	-	18,000	(7,531)	-	10,469
Restricted to St Mark's & designated to purpose					
St Mark's Development	70,136	-	-	-	70,136
St Mark's Reordering	45,000	2,500	(5,559)	-	41,941
St Mark's Parents & Toddlers	451	-	-	-	451
Legacy received	-	18,000	(4,610)	-	13,390
Restricted to St Aidan & designated to purpose					
Legacy received	20,000	-	-	-	20,000
	<u>527,977</u>	<u>50,742</u>	<u>(47,995)</u>	<u>-</u>	<u>530,724</u>

Friends International and New Life Band

Balance of donations received but not yet paid out to Friends International and New Life Band.

St Mark's Bill Curran Mission Tithe

Balance of legacy money donated for unspecified St Mark use.

St Aidan and St Silas Development fund

Fund for development of St Aidan and St Silas property.

St Mark Reordering

Money received for the specific purpose of St Mark Reordering.

Parish of West Cheltenham Parochial Church Council

Notes to the financial statements (continued)

for the year ended 31 December 2020

St Mark's Extension Fund

St Mark's Extension Fund was created from the sale of 21 Brooklyn Road, Cheltenham, a property purchased and held under Declaration of Trust by the Martyrs' Memorial Church of England Trust for the Assistant Curate of St Mark's Parochial Church Council. The terms state that if there is no requirement for the fund, the sales proceeds may be applied to St Mark's Extension Fund. The sale proceeds are immediately available following an assurance to the Trust that the money will be spent in accordance with the covenant. They recommend commendation from an Archdeacon to that effect.

Restricted funds Year ended 31 December 2019	01 January 2019 £	Incoming resources £	Resources expended £	Transfers £	31 December 2019 £
Parish					
Friends International	3,245	1,020	(2,421)	-	1,844
New Life Band	5,951	12,216	(13,982)	-	4,185
St Barnabas Community Outreach	1,305	-	-	-	1,305
St Barnabas Interior fund	110	-	-	-	110
St Mark's Bill Curran Mission Tithe	5,700	-	-	-	5,700
St Mark's Counselling fund	2,396	-	-	-	2,396
Minor restricted funds - Parish	2,147	346	(1,925)	(568)	-
District Church Councils					
St Aidan and St Silas Development	-	-	-	14,134	14,134
St Barnabas Comfort Davis	-	100	(100)	-	-
St Mark's Reordering	54,322	6,210	(6,653)	-	53,879
St Mark's Extension Fund	278,515	-	-	-	278,515
St Mark's Care fund	2,348	-	-	-	2,348
St Mark's Open the Book Club	1,126	-	-	-	1,126
St Mark's AV/Sound appeal	2,818	-	(2,818)	-	-
Minor restricted funds - District Church Councils	2,918	1,251	(2,813)	492	1,848
Restricted to St Barnabas & designated to the purpose					
St Barnabas Reordering	-	25,000	-	-	25,000
Restricted to St Mark's & designated to purpose					
St Mark's Development	-	-	-	70,136	70,136
St Mark's Reordering	-	25,000	-	20,000	45,000
St Mark's Parents & Toddlers	-	-	-	451	451
Restricted to St Aidan & designation to purpose					
Legacy received	-	20,000	-	-	20,000
	362,901	91,143	(30,712)	104,645	527,977

Parish of West Cheltenham Parochial Church Council
Notes to the financial statements (continued)
for the year ended 31 December 2020

16. Operating leases

The total lease payments recognised within expenses for the year ended 31 December 2020 were £1,043.

At 31 December 2020 the group had annual commitments under non-cancellable operating leases as follows:

Amounts payable	2020	2019
	£	£
Within one year	1,050	1,154
Between 2 and 5 years	2,843	4,308
	<u> </u>	<u> </u>

17. Capital commitments

There were no capital commitments at 31 December 2020 (2019 – NIL).

18. Financial commitments

The PCC has a commitment to support St Mark's Church of England (VA) Junior School by contributing to capital project they undertake. For the year ended 31 December 2020 the amount was £2,000 (2019 - £2,000), and going forward a commitment has been made of £2,000 per annum to 2024.

19. Related Party Transactions

Identifiable donations were made by PCC members in the year ended 31 December 2020 of £47,654 (2019 – £41,451). The amount of anonymous donations which would include further amounts have not been assessed for 2020 (nor 2019).

1 PCC member was paid a total of £40 for incidental vergers duties. (2019 (1) – £200).

Mike Horne, a PCC member, was reimbursed £394 for various church expenses during the year (2019 – £277). There were no amounts owing to her at the year end.

Pauline Carter, a Parish Warden, was reimbursed £160 for various church expenses during the year (2019 – £1,537). There were no amounts owing to her at the year end.

Ralph Catto, a Parish Warden, was reimbursed £1,018 for IT equipment during the year (2019 – £389). There were no amounts owing to him at the year end.

Paul Ewins, a PCC, member, was reimbursed £118 for general maintenance during the year. There were no amount owing to him at the year end (2019– £163).

20. Independent Examiner's Remuneration

The Independent Examiner's remuneration amounts to an Independent Examination fee of £2,395 (2019 – £2,395) and fees for other services of £0 (2019– £0).