



CHARITY COMMISSION
FOR ENGLAND AND WALES

Trustees' Annual Report for the period

From 1st January 2023 **To** 31st December 2023

Charity name: The Parochial Church Council of the Ecclesiastical Parish of St Martin & St Paul, Canterbury

Charity registration number: 1133979

Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	To further the mission of the Church of England in the southeastern part of Canterbury
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Para 1.17 and 1.19	Offering prayer & worship to God; providing support to people in need; giving education about the Christian faith; resourcing the history of England by keeping St Martin's Church open (St Martin's being the first base for mission used by St Augustine from 597 AD).Building community links.
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	Yes

Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	We donate 10% of our covenanted income to about 10 other charities that help people in need.
Policy on social investment including program related investment	Para 1.38	Our investments are managed by CCLA which invests in an ESG approved manner.
Contribution made by volunteers	Para 1.38	Too many to mention
Other		

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Achievements and Performance

	SORP reference	
Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.	Para 1.20	Providing spiritual support and fellowship to people living within the parish, as well as visitors from across the world. Supporting the Canterbury World Heritage Site by keeping St Martin's Church open for pilgrims and visitors. Using resources to educate adults and children about the Christian faith. Helping mothers by offering a children's playgroup twice a week. Offering hospitality by providing lunches and suppers. Encouraging artistic performances both through the work of our choir and being a venue available for other musicians and artists.

Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	
Performance of fundraising activities against objectives set	Para 1.41	
Investment performance against objectives	Para 1.41	
Other		

Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	Income: £222,882 Expenditure: £214,475 Balance sheet at 31 st Dec 2023: £812,680
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	Held with CCLA for future projects and unknown future expenditure.
Amount of reserves held	Para 1.22	£152,863
Reasons for holding zero reserves	Para 1.22	N/A
Details of fund materially in deficit	Para 1.24	N/A
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	N/A

Additional information (optional)

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	
Investment policy and objectives including any social investment policy adopted	Para 1.46	
A description of the principal risks facing the charity	Para 1.46	
Other		

Structure, Governance and Management

Description of charity's trusts:		A parish of the Church of England
Type of governing document (trust deed , royal charter)	Para 1.25	Parochial Church Councils (Powers) Measure 1956 & Charities Act 2011
How is the charity constituted? (e.g. unincorporated association , CIO)	Para 1.25	Corporation sole
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	Annual parochial church meeting

Additional information (optional)

You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees	Para 1.51	
The charity's organisational structure and any wider network with which the charity works	Para 1.51	
Relationship with any related parties	Para 1.51	
Other		

Reference and Administrative details

Charity name	The Parochial Church Council of the Ecclesiastical Parish of St Martin & St Paul, Canterbury
Other name the charity uses	N/A
Registered charity number	1133979
Charity's principal address	The Parish Office, 15 Church St (St Paul's), Canterbury, CT1 1NH

Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Miss Ruth Baker			Church congregation
2	Mrs Felicity Bolton			"
3	Prof Claire Butler			"
4	Mr Gordon Craig	Treasurer		"
5	Mrs Jacqueline Curd	Premises Supervisor		"
6	Mrs Judith Dimond			"
7	Ms Andrea Don		Elected 14th May 2023	"
8	Revd Mark Griffin	Chair of PCC	Resigned 21 st April 2024	By virtue of office
9	Mr Abraham Joseph		Elected 14th May 2023	Church congregation
10	Mr Michael Keeler-Walker	Churchwarden		"
11	Mr Samuel Keeler-Walker	Lay Reader		"
12	Ms Joanna Lawson			"
13	Mrs Jo Luck	Secretary/CW	Resigned 19th May 2024	"
14	Mrs Ruth Matthews	Deanery Synod rep.	Resigned 19th May 2024	"
15	Ms Rosemary Newington			"
16	Mr Christopher Robinson	Vice-chair/Lay Reader		"
17	Mrs Christine Robinson	Churchwarden		"
18	Mr James Sampson			"
19	Prof Henrik Schoenefeldt	Deanery Synod rep.	Resigned 19th May 2024	"
20	Mrs Ruth Sibson		Resigned 19th May 2024	"
21	Revd Charlotte Sleigh	Curate		By virtue of office
22	Mrs Susan Spillett			Church congregation
23	Mr David Stuart	Churchwarden		"
24	Mrs Camilla Titterton		Elected 14th May 2023	"
25	Dr Daniel Titterton		Elected 14th May 2023	"
26	Mrs Monica Walling			"
27	Dr Rosemary Walters	Lay Reader/Deanery Synod		"

Corporate trustees – names of the directors at the date the report was approved

Director name		
N/A		

Name of trustees holding title to property belonging to the charity

Trustee name	Dates acted if not for whole year	
N/A		

Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	N/A
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	N/A
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	N/A

Additional information (optional)

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

Name of chief executive or names of senior staff members (Optional information)

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Exemptions from disclosure

Reason for non-disclosure of key personnel details

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Other optional information

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Declarations

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)	Christopher Robinson	
Position (eg Secretary, Chair, etc)	Acting Chair of the PCC	
Date	26 th October 2024	

THE PAROCHIAL CHURCH COUNCIL of St. Martins and St. Pauls, Canterbury

FINANCIAL STATEMENTS for the year ending 31st December 2023

Receipts & Payments Account - GENERAL FUND

		<u>Unrestricted</u>	<u>Restricted</u>	<u>Legacy</u>	2023	2022
RECEIPTS :		<u>Fund</u>	<u>Fund</u>	<u>Fund</u>		
Voluntary Income:	Christian Stewardship	88,761			88,761	81,295
	Income Tax recovered	26,254			26,254	23,492
	Collections / Bookstall	1,060			1,060	95
	Events	2,060			2,060	1,731
	Youth collections	0			0	0
	Sundry Donations	44,091			44,091	27,669
	Magazine Sales	546			546	415
	Charities	0	3,687		3,687	1,444
	Fees	5,442			5,442	8,354
	Gift Fund	10,335			10,335	2,515
Legacies		0			0	3,100
Fund raising	Organ Fund	0			0	0
Friends of St Martins	Subscriptions		481		481	154
St Pauls Flower Fund	Donations		0		0	1,062
St Martins Flower Fund	Donations		0		0	0
St Pauls Choir Fund	Weddings / Bells		0		0	0
Trading Receipts:	Hall Lettings	19,315			19,315	14,557
	Printing	0			0	0
Investment Income:	Dividends	22			22	22
	Interest	27			27	58
VAT / Insurance claim		3,755			3,755	938
Movement on value of investments (Profit/(Loss))		17,046			17,046	-13,530
Signboard		0			0	1,150
Furlough/Gas/Energy grant		0			0	6,847
TOTAL RECEIPTS		218,714	4,168	0	222,882	161,368

The Parochial Church Council of St. Martins & St. Pauls, Canterbury - ANNUAL REPORT 2023

PAYMENTS		Unrestricted	Restricted	2023	2022
		Fund	Fund		
Outreach Giving:		8,511		8,511	8,160
	Charities		2,880	2,880	995
Direct:	Parish Fairer Share	85,980		85,980	80,400
Ministry:	Rector's expenses	1,294		1,294	695
	Curate's expenses	0		0	0
	Gift fund	1,980		1,980	1,759
Church:	Insurances	6,236		6,236	5,678
	Heat, light & water	7,589		7,589	6,024
	Upkeep of services	19,035		19,035	16,950
	Minor repairs	31,105		31,105	21,032
	Licences/subscriptions	1,355		1,355	954
	Website/publications/mag	249		249	249
	Choir Director/music	5,288		5,288	4,660
	Choir Fund expenses		321	321	0
	Organist/maintenance	7,067		7,067	7,590
	Traning/ Education	135		135	0
	Flowers - St Pauls		98	98	1,123
	Flowers - St Martins	136	191	327	0
	Youth Leader	1,617		1,617	1,352
	Godly play	0		0	0
Fees	Weddings/choir/bells/verger	3,975		3,975	4,605
Administration:	Audit costs	630		630	630
	Payroll and licence costs	1,349		1,349	1,148
Activities:	Events	0		0	0
	Repayment of fees	0		0	0
Friends of St Martins:	Expenses		740	740	2,324
Parish Centre:	Caretaker/materials	3,069		3,069	1,475
	Heat/light & water	3,288		3,288	3,975
	Minor repairs	0		0	0
	Insurances	1,993		1,993	1,827
Parish Office:	Secretary	13,825		13,825	12,550
	Tel/post/stationery	2,051		2,051	2,280
	Photocopier/printer	785		785	1,573
	Computercolour printer	1,703		1,703	423
PROVISIONS:	Depreciation	0		0	0
TOTAL PAYMENTS :		210,245	4,230 0	214,475	190,431
Surplus / (Deficit) for the year		8,469	-62 0	8,407	-29,063
Reordering		0	0	0	0
Quinquennial		0	0	0	0
		8,469	-62 0	8,407 0	-29,063

The P C C of The Ecclesiastical Parish of St Martins and St Pauls, Canterbury

As at 31 December 2023

1 Unrestricted Funds

	<u>Property Maintenance Fund</u>	<u>Designated Donations Fund</u>	<u>Designated St Paul's Re-ordering Fund</u>	<u>Emergency Fund</u>	<u>General Fund</u>	<u>TOTAL</u> £
Balance at 1 January 2023	67,843	13,444	25,475	2,000	674,695	783,457
Incoming resources	0	0	0	0	218,714	218,714
Resources expended	0	0	0	0	-210,245	-210,245
Reordering expenses	0	0	0	0	0	0
Transfer to General fund	0	0	-5,000	0	5,000	0
Quinquennial	0	0	0	0	0	0
Balance as at 31 December 2023	67,843	13,444	20,475	2,000	688,164	791,926

2 Restricted Funds

	<u>Special Collections</u>	<u>Special Legacies</u>	<u>Friends of St Martin's</u>	<u>St Paul's Flowers</u>	<u>St Martin's Flowers</u>	<u>Choir</u>	<u>TOTAL</u>
Balance at 1 January 2023	904	15,255	4,047	98	191	321	20,816
Incoming resources	3,687	0	481	0	0	0	4,168
Resources expended	-2,880	0	-740	-98	-191	-321	-4,230
Balance as at 31 December 2023	1,711	15,255	3,788	0	0	0	20,754

	<u>FREEHOLD BUILDINGS</u>	<u>FIXTURES & FITTINGS</u>	<u>EQUIPMENT</u>	<u>TOTAL</u>
Cost	713,640	52,464	9,324	775,428
Additions	0	0	0	0
Disposals	0	0	0	0
	713,640	52,464	9,324	775,428
Depreciation				
carried forward from earlier years	71,178	52,463	9,323	132,964
Charge for the year	0	0	0	0
Disposals	0	0	0	0
	71,178	52,463	9,323	132,964
.				
at 31 December 2023	642,462	1	1	642,464
at 31 December 2022	642,462	1	1	642,464

Cash at Bank and in hand

	£
Scottish Widows	1,897.00
Current account	12,299.00
Friends of St Martin's	3,788.00
St Paul's Flowers	0.00
St Martin's Flowers	0.00
Choir Fund	0.00
	17,984.00

Investments

CCLA Investment Fund	152,049.85
Charities: Baker Brown / Wilson	812.90
War loan	0.00
	152,862.75

The PCC of The Ecclesiastical Parish of St Martins and St Pauls, Canterbury

Balance Sheet

As at 31st December 2023

	2023	2022
	£	£
Fixed Assets		
Tangible Assets	642,464	642,464
Investments	152,862	135,815
Current assets		
Debtors	0	0
Cash at bank and in hand	17,984	26,624
	17,984	42,157
Creditors: Amounts falling due within one year	630	630
Net current assets	17,354	25,994
Net assets	812,680	804,273
Accumulated funds		
Unrestricted funds	791,926	783,457
Restricted funds	20,754	20,816
	812,680	804,273



CHARITY COMMISSION
FOR ENGLAND AND WALES

Independent examiner's report on the accounts

Section A

Independent Examiner's Report

**Report to the trustees/
members of**

The Parochial Church Council of St Martin's and St Paul's

**On accounts for the year
ended**

31 December 2023

**Charity no
(if any)**

Set out on pages

1 to 4 (one to four)

**Responsibilities and
basis of report**

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/12/2023.

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

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

**Independent
examiner's statement**

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

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

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

Signed:

Date:

15/03/2024

Name:

Mrs J C Neame

**Relevant professional
qualification(s) or body
(if any):**

Institute of Chartered Accountants in England and Wales

Address:

52 Ham Shades Lane

Whitstable

Kent CT5 1NX