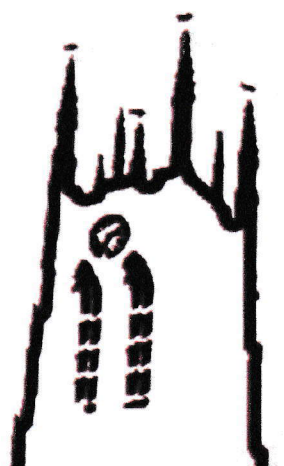


# **The Parochial Church Council of the Ecclesiastical Parish of St Peter's, Stapenhill**

## **Annual Report and Accounts 2023**

**Registered Charity No. 1134143**

**St Peter's  
Stapenhill**



## Contents

	Page
Annual Report	3
Independent Examiners Report	6
Receipts and Payments Accounts	7
Statement of Assets and Liabilities	8
Notes to the Accounts	9

# **The Parochial Church Council of the Ecclesiastical Parish of St Peter's, Stapenhill**

## **Annual Report 2023**

### **Administrative Information**

St Peter's Church, Stapenhill is part of the Diocese of Derby within the Church of England.

The principal office and correspondence address of the charity is:

The Glebe School  
Stanton Road  
Stapenhill  
Burton on Trent  
Staffordshire  
DE15 9RW

The Parochial Church Council (PCC) is responsible for two buildings, the church building on Stapenhill Road and the Glebe School on Stanton Road, both buildings being situated in Stapenhill, Burton on Trent.

Under the terms of section 3 of the Parochial Church Councils (Powers) Measure 1956 the PCC is a body corporate and, prior to the financial year 2010, was a charity excepted from registration with the Charity Commission.

Following revised requirements under the Charities Act 2006, applicable to all PCCs with an annual income in excess of £100,000, the St Peter's, Stapenhill Parochial Church Council (PCC) became a registered charity with effect from 5<sup>th</sup> February 2010 (No. 1134143). The trustees during 2023 were:

Revd M Andreyev	Vicar & Chair of Trustees
Revd S Boswell	Clergy
D Attwood	Laity
A Brassington	Laity (to 30 <sup>th</sup> April 2023)
L Chapman <sup>1</sup>	Deanery
D Cudworth <sup>2</sup>	Laity
E Dickinson	Deanery (to 30 <sup>th</sup> April 2023)
E Griffiths	Laity (from 30 <sup>th</sup> April 2023)
J Hawthorn	Laity (from 23 <sup>rd</sup> May 2023)
G Jackson	Deanery
C Marsh	Laity
M Passmore	Laity (to 30 <sup>th</sup> April 2023)
D Reith <sup>3</sup>	Churchwarden
T Shenton <sup>3</sup>	Churchwarden (to 30 <sup>th</sup> April 2023)
A Warton	Laity (30 <sup>th</sup> April 2023)

PCC Meetings:

Officers of the PCC:

E Eyre	Secretary
--------	-----------

<sup>1</sup> Vice-Chair

<sup>2</sup> Treasurer

<sup>3</sup> Churchwarden

PCC members that sit on the Diocesan and Deanery Synods provide the PCC with an important link between the parish and the wider structures of the church.

## **Objects and Activities**

The PCC has the responsibility of co-operating with the Vicar, The Revd Michael Andreyev, in promoting in the ecclesiastical parish the whole mission of the Church, pastoral, evangelistic, social and ecumenical.

It also has maintenance and operating responsibilities for two separate sites, St Peter's Church building and the Glebe School building.

The PCC is committed to enabling as many people as possible to worship at our church and to become part of our parish community at St Peter's. The PCC maintains an overview of worship throughout the parish and is mindful of the need to involve the many groups that live within our parish.

In particular St Peter's delivers public benefit in the following manner:

- Provides regular acts of public worship open to all; services are held in the church building every Sunday catering for all ages and including young peoples' groups.
- Provides space for personal reflection and contemplation; regular prayer meetings are held in the Glebe School which are open to all.
- Undertakes pastoral work, including visiting the sick and bereaved; a pastoral care team identifies and organises visits to those in need.
- Teaches Christianity through sermons, courses and small groups; in addition to Sunday services there are regular house group meetings and outreach to the local community.
- Organises and undertakes religious assemblies in schools.
- Promotes the whole mission of the Church through provision of activities for senior citizens, parents and toddlers and other special need groups, all of which are open to any member of the public.
- Supports other charities in the UK and overseas.
- Makes available the church building and the Glebe School for concerts, family contact groups, a daily Play School, children parties, the UK Warm Spaces initiative and other regular activities promoted by the wider local community.

The PCC therefore deems it important to maintain and develop the fabric of its buildings to the highest standard.

## **PCC Staff**

During the year the PCC had one employee, a part time Office Administrator.

## **Structure, Governance and Management**

PCC members serve for a period of three years after which they may offer themselves for re-election. All members of the congregation are encouraged to register on the Electoral Roll and are eligible for election to the PCC.

The PCC consists of Churchwardens, Deanery Synod and laity members who are elected at the AGM, and Diocesan Synod members who are elected at the Deanery Synod.

The PCC has the power to co-opt members.

Church staff are invited to attend meetings but are not entitled to vote.

The PCC members are responsible for making decisions on all matters of general concern and importance to the parish including the expenditure of PCC funds.

The PCC met 8 times during the year, with an average attendance of 84% of trustees.

In addition, the PCC reviews finances and the fabric of its buildings regularly.

Members of the PCC are aware of potential risks both financial and otherwise that might occur either in the church or in the Glebe School. They have taken appropriate action to control or minimise these risks.



## **Funding**

The primary source of funds is the giving of Church Members and the Gift Aid recovered thereon. This is either through planned giving, collections in church or other donations.

Full time staff salaries and associated costs have been funded by donations from the St Peter's Stapenhill Church Trust. There were no full-time employees in 2023 (2022: None).

Additional regular sources of income are fees for weddings and funerals, fund raising from events, letting of the church hall and interest on reserves.

In the case of any large items or repair projects the PCC would be likely to seek specific donations and grant funding.

## **Financial Review**

Prior to the financial year ending 31<sup>st</sup> December 2023, the financial statements were prepared under the Charities Act 2011, the Charities (Accounts and Reports) Regulations 2008 and the Statement of Recommended Practice on Accounting and Reporting by Charities SORP (FRS 102).

FRS 102 provides a detailed framework for PCC accounting and annual reporting which requires that, when the incoming resources of a PCC exceed £100,000, a comprehensive "Statement of Financial Activities" shall be provided.

**As a result of our incoming resources being consistently under £100,000 for a number of years, it has been decided that the PCC should change from reporting on an Accruals Accounting basis to reporting on a Receipts and Payments Accounting basis, in accordance with the Church Accounting Regulations 2006. Consequently, all comparative information for the 2022 reporting year has been adjusted to the new basis.**

## **Receipts and Payments Account**

Page 7 summarises the Receipts and Payments for 2023.

The total receipts for the year were £74,599 which compares with £70,302 in the previous year, an increase of £4,297.

There were increases in giving, both covenanted and uncovenanted, and the tax recovered on the former. Other increases occurred in PCC fees and recipes from an insurance claim in respect of an incident in the previous year.

We received grants totalling £750 from East Staffordshire Borough Council as a contribution to the Warm Spaces initiative. This contributed to the cost of food, drinks, utility costs and other expenditure in respect of the Glebe building used for this initiative.

We were again thankful for the contribution from St Giles', Cauldwell towards the Common Fund payment to the Diocese.

The Glebe Pre-School play group is an independent organisation, which meets in the Glebe building each day during school term time. It pays its hire charge in a single payment each year, which covers the full academic year from September to July. The annual received sum received in 2023 was £6,048 (2022: £6,240)

Restricted donations of £684 were received in respect of our contribution the Crosslinks mission work.

The total payments, at £77,862 were higher than the previous year's expenditure of £69,728, an increase of £8,134.

Details of the comparison of expenditure by item can be found in the attached notes.

Restricted payments of £2,000 were made to Crosslinks, this was higher than the donations detailed above and resulted in a transfer between unrestricted and restricted funds.

Glebe costs include the additional utility and other costs covered by the contribution from East Staffordshire Borough Council for the Warm Spaces initiative.

**When comparing the results for 2023 and 2022 please refer to the note above on the change in accounting basis.**

**Examiners Report to the members/trustees of St Peter's Church, Stapenhill,  
Parochial Church Council**

I report on the accounts for the year ended 31<sup>st</sup> December 2023.

**Respective responsibilities of the Trustees Independent and Independent Examiner**

The charity's trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 and that an independent examination is needed.

It is my responsibility to

- Examine the accounts under section 145 of the 2011 Act:
- Follow the procedures laid down in the General Directions given by the Charity Commissioners section 145(5)(b) of the 2011 Act: and
- State whether particular matters have come to my attention.

**Basis of Independent Examiner's Statement**

My examination was carried out in accordance with the General Directions given by the Charity Commission.

An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from the management committee concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in a full audit, and consequently I do not express an audit opinion on the accounts.

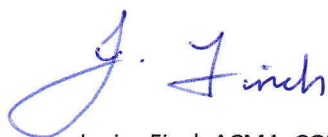
**Independent Examiner's Statement**

In connection with my examination, no matters have come to my attention –

1. Which give me reasonable cause to believe that in any material respect the requirements

- to keeping accounting records in accordance with section 130 of the 2011 Act : or
- to prepare accounts which accord with these accounting records have not been met : or

2. To which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



Janice Finch ACMA, CGMA  
1, Otterburn Drive  
Allestree  
Derby

17<sup>th</sup> March 2024

**Parochial Church Council of St Peter's Stapenhill**

**Receipts and Payments Accounts**

**For the year ended 31<sup>st</sup> December 2023**

		<b>Unrestricted Funds</b>	<b>Restricted Funds</b>	<b>Total Funds</b>	
				<b>2023</b>	<b>2022</b>
	<b>Note</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
<b>RECEIPTS:</b>					
<i>Incoming resources from donors</i>	2(a)	46,140	684	46,824	43,123
<i>Other voluntary incoming resources</i>	2(b)	7,445	-	7,445	9,101
<i>Income from charitable and ancillary trading</i>	2(c)	15,423	-	15,423	14,906
<i>Other ordinary incoming resources</i>	2(d)	4,668	-	4,668	3,000
<i>Income from investments</i>	2(e)	239	-	239	172
<b>TOTAL RECEIPTS</b>		<b>73,915</b>	<b>684</b>	<b>74,599</b>	<b>70,302</b>
<b>PAYMENTS:</b>					
Grants	3(a)	-	2,000	2,000	2,624
Activities directly relating to the work of the Church	3(b)	70,063	-	70,063	63,034
Fund raising and publicity	3(c)	-	-	-	-
Church management and administration	3(d)	5,799	-	5,799	4,070
<b>TOTAL PAYMENTS</b>		<b>75,862</b>	<b>2,000</b>	<b>77,862</b>	<b>69,728</b>
<b>EXCESS OF PAYMENTS OVER RECEIPTS</b>		<b>(1,947)</b>	<b>(1,316)</b>	<b>(3,263)</b>	<b>574</b>
Transfers Between Funds		(1,316)	1,316	-	-
<b>NET PAYMENTS OVER RECEIPTS</b>		<b>(3,263)</b>	<b>-</b>	<b>(3,263)</b>	<b>574</b>
<b>Cash at bank and in hand at 1<sup>st</sup> January 2023</b>		<b>10,243</b>	<b>76</b>	<b>10,319</b>	<b>9,745</b>
<b>Cash at bank and in hand at 31<sup>st</sup> December 2023</b>		<b>6,980</b>	<b>76</b>	<b>7,056</b>	<b>10,319</b>

The attached notes 1 to 5 form part of these accounts

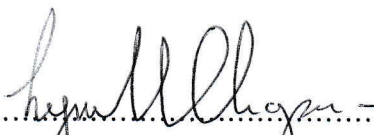


**Parochial Church Council of St Peter's Stapenhill**  
**Statement of Assets and Liabilities at 31<sup>st</sup> December 2023**

	Note	2023 £	2022 £
<b>CASH FUNDS</b>			
Bank Current Account		6,493	9,728
Bank Capital Reserve Account		228	225
Cash		-	41
Deposit Funds		335	325
		<hr/> 7,056	<hr/> 10,319
<b>INVESTMENT ASSETS</b>			
Investment funds shares at market value	8	5,403	4,938
		<hr/> 5,403	<hr/> 4,938
<b>TOTAL ASSETS RETAINED FOR CHURCH USE</b>			
<b>LIABILITIES</b>			
	9	-	-
<b>TOTAL NET ASSETS RETAINED FOR CHURCH USE</b>			
		<hr/> 12,459	<hr/> 15,257

As a result of our incoming resources being consistently under £100,000 for a number of years, it has been decided that the PCC should change from reporting on an Accruals Accounting basis to reporting on a Receipts and Payments Accounting basis, in accordance with the Church Accounting Regulations 2006. Consequently, all comparative information for the 2022 reporting year has been adjusted to the new basis.

Approved by the Parochial Church Council on 11<sup>th</sup> April 2024 and signed on its behalf by:

..........

Signed by L Chapman, Vice-Chair on behalf of M Andreyev

The attached notes 1 to 5 form part of these accounts



**Parochial Church Council of St Peter's Stapenhill**

**Notes to the Financial Statements**

**For the year ended 31<sup>st</sup> December 2023**

1. The financial statements of the PCC have been prepared in accordance with the Church Accounting Regulations 2006 using the Receipts and Payments basis.

2. Further analysis of the Receipts and Payments Accounts

	Unrestricted Funds	Restricted Funds	Total Funds	
			2023	2022
	£	£	£	£
<b>2 RECEIPTS:</b>				
<i>2 (a) All other giving/voluntary receipts</i>				
Planned giving:				
Covenants	24,687	-	24,687	22,056
Income tax recoverable on covenants	7,134	-	7,134	6,280
Uncovenanted	10,199	-	10,199	8,477
Collections – church services, weddings and funerals	4,120	-	4,120	4,310
Crosslinks	-	684	684	2,000
	46,140	684	46,824	43,123
<i>(2b) Other voluntary receipts</i>				
Gift aid donations, donations, grants and legacies	7,445	-	7,445	9,101
	7,445	-	7,445	9,101
<i>2(c) Income from church activities</i>				
Sales of books and tapes	3	-	3	-
Glebe/Church Lettings	6,818	-	6,818	6,945
PCC Fees	8,602	-	8,602	7,961
	15,423	-	15,423	14,906
<i>2(d) Other receipts</i>				
St Giles' share	3,000	-	3,000	3,000
Insurance Receipts	1,668	-	1,668	-
	4,668	-	4,668	3,000
<i>2(e) Income from investments</i>				
Bank accounts	81	-	81	21
Deposit fund	158	-	158	151
	239	-	239	172
<b>TOTAL RECEIPTS</b>	<b>73,915</b>	<b>684</b>	<b>74,599</b>	<b>70,302</b>

**Parochial Church Council of St Peter's Stapenhill**  
**Notes to the Financial Statements (continued)**

**For the year ended 31<sup>st</sup> December 2023**

Further analysis of the Receipts and Payments Accounts (continued)

	Unrestricted Funds	Restricted Funds	Total Funds	
			2023	2022
	£	£	£	£
<b>3 PAYMENTS:</b>				
<i>3 (a) Grants</i>				
Missionary and charity Giving:				
Church overseas:				
Crosslinks	-	2,000	2,000	2,000
Home missions and other church societies:				
Other giving		-	-	624
	-	2,000	2,000	2,624
<i>3(b) Activities directly relating to work of Church</i>				
Ministry – Common fund	24,000	-	24,000	20,000
Staff costs – wages & salaries	5,750	-	5,750	3,834
Incumbent/staff & other expenses	2,683	-	2,683	673
Church – insurance & repairs	11,583	-	11,583	11,416
Electricity	1,879	-	1,879	171
Gas	2,929	-	2,929	7,039
Water	233	-	233	127
Upkeep & cleaning	1,153	-	1,153	1,283
Glebe – insurance & repairs	3,787	-	3,787	4,165
Electricity	1,061	-	1,061	921
Gas	4,119	-	4,119	2,727
Water	534	-	534	491
Upkeep & cleaning	4,221	-	4,221	3,213
PCC fees	4,172	-	4,172	5,894
St Peter's youth work	91	-	91	72
Miscellaneous expenses	1,868	-	1,868	1,008
	70,063	-	70,063	63,034

**Parochial Church Council of St Peter's Stapenhill**

**Notes to the Financial Statements (*continued*)**

**For the year ended 31<sup>st</sup> December 2023**

**3. Further analysis of the Receipts and Payments Accounts (*continued*)**

	<b>Unrestricted Funds</b>	<b>Restricted Funds</b>	<b>Total Funds</b>	
			<b>2023</b>	<b>2022</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
<b>3 PAYMENTS (<i>continued</i>):</b>				
Total brought forward from previous page	70,063	2,000	72,063	65,658
<i>3(c) Fund raising and publicity</i>	-	-	-	-
<i>3(d) Church management and administration</i>				
Parish office	5,799	-	5,799	4,070
	5,799	-	5,799	4,070
<b>TOTAL PAYMENTS</b>	<b>75,862</b>	<b>2,000</b>	<b>77,862</b>	<b>69,728</b>

**4 Staff Costs**

	<b>2023</b>	<b>2022</b>
(a) The numbers of employees at 31 <sup>st</sup> December were:	No.	No.
Full time	-	-
Part Time	1	1
Total	1	1
(b) The aggregate payroll costs of these persons were:		
Salaries	5,750	3,834
Social security costs	-	-
Total	5,750	3,834

No employee was paid more than £60,000 in the year.

No trustees were remunerated.

Minor amounts of travel and other expenses were reimbursed to certain trustees and trustees' liability insurance is provided.

**4 Investments**

79 shares in the CBF Investment Fund - historical cost at 31st December 2023 £150 (2022: 79 shares £150)



**Parochial Church Council of St Peter's Stapenhill**

**Notes to the Financial Statements (*continued*)**

**For the year ended 31<sup>st</sup> December 2023**

**5. Funds:**

*Unrestricted funds*

These represent the remaining income funds of the PCC that are available for spending on the general purposes of the PCC, including amounts designated by the PCC for fixed assets for its own use or for spending on a future project and which are therefore not included in its "free reserves" as disclosed in the trustees' report.

*Restricted funds*

These are the income funds that must be spent on restricted purposes and details of the funds held and restrictions provide are shown in Note 10 to the accounts.

<b>5 Fund Details</b>	<b>Balance</b>	<b>Incoming</b>	<b>Outgoing</b>	<b>Transfers</b>	<b>Balance</b>
<b>Restricted Funds</b>	<b>1<sup>st</sup></b>	<b>Resources</b>	<b>Resources</b>	<b>Between</b>	<b>31<sup>st</sup></b>
	<b>January</b>			<b>Funds</b>	<b>December</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
Crosslinks	-	684	(2,000)	1,316	-
Building Fund	26	-	-	-	26
Staff Fund	50	-	-	-	50
	<b>76</b>	<b>684</b>	<b>(2,000)</b>	<b>1,316</b>	<b>76</b>

The Crosslinks Fund is for donations received and payments made in support of overseas mission work.

The Building Fund was made up of donations, grants and insurance receipts.

The Staff Fund is provided by donations from the St Peter's Stapenhill Church Trust which are specifically restricted for staff salaries, social security costs, pension costs and rented accommodation. There were no full-time employees funded by the Trust in 2023.