

**THE ANNUAL REPORT AND ACCOUNTS OF  
THE PAROCHIAL CHURCH COUNCIL OF THE  
ECCLESIASTICAL PARISH OF WESTBURY  
(Charity No. 1134367)**

**For the year ended 31 December 2022**



Parish Church of All Saints, Westbury



Holy Saviour Church, Westbury Leigh

# THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF WESTBURY

## TRUSTEES' REPORT

For the year ended 31 December 2022

The Parochial Church Council (PCC) of the Ecclesiastical Parish of Westbury has the responsibility of cooperating with the clergy of the White Horse Team in promoting in the ecclesiastical parish, the whole mission of the Church, pastoral, evangelistic, social, and ecumenical.

The primary object of the Westbury PCC is the promotion of the Gospel of our Lord Jesus Christ according to the doctrines and practices of the Church of England.

The PCC has the responsibility of cooperating with the incumbent in promoting the ecclesiastical parish and the whole mission of the Church, pastoral, evangelistic, social, and ecumenical. It also has the responsibilities for both church buildings and the Parish Hall.

In accordance with the Charity Commission's guidance on public benefit the incumbent and the PCC have ensured that all worship is open to all and encourage parishioners to take an active part in all aspects of the life of the Church.

## Achievements & Performance

2022 was the first year when we were able to enjoy a more settled pattern of worship in three years. Lockdowns were finished, although some restrictions remained because Covid 19 was still in circulation, but not as dangerous as many people have been vaccinated. We continued to offer Holy Communion by intinction; some people prefer to sit distanced from others, and we receive Communion from the chancel step, rather than the altar rail. Most people seem to be content with these arrangements for the time being which are regularly reviewed by the PCC.

An important development during the year was that four members of the parish took part in the Flex programme. Flex is part of the Diocese of Salisbury's Rural Hope initiative, funded by the National Church Strategic Development Fund. This was facilitated by a leader from the Church Pastoral Aid Society and the Diocesan Rural Field Officers. The group from Westbury attended four workshops on Saturdays in Salisbury, and we also met in between these days. We met with other groups from parishes across the Diocese and took part in training, group discussions, prayer and input on church development. We decided to focus our time on developing a Mission Action Plan, and we found the time away from the busyness of the parish a really good opportunity to focus on mission and how to develop our church life, following the impact of Covid 19. In September, we organized another Vision Day for our parish, and shared some of our ideas, which we incorporated into the Plan. This is being discussed with the PCC and will be shared with the congregations at our APCM in May 2023. We are already putting some of this into practice, as by the end of 2022 we had formulated plans to trial a Youth Café in the parish hall for young people age 13-18, and also to launch a new All Age Worship Service for families once a month, beginning with Mothering Sunday 2023. We were also pleased to see the start of Little Lights in March 2022: a Westbury Area Churches initiative, which was organized by our curate Holly Newton, and facilitated by Judith Newton and a team of volunteers drawn from our local churches. We regularly welcome about eight families on average, and sometimes more. Our mission to families is continuing with summer fun mornings, an Easter egg-hunt and craft morning, and a Light Party. Café Church returned in October to in-person meetings at Westbury Junior School, and so did First Steps to worship at All Saints for pre-school children and their parents/carers. We are pleased to be able to offer some of our services live-streamed on YouTube and Café Church is also offered on Zoom to those who would like to join in from home.

Some of us were pleased to attend the priesting of our curate, Holly Newton, at Salisbury Cathedral in July 2022, which was a joyous occasion. We are pleased to have Holly with us and to journey with her as she continues to develop her ministry.

In February we held the latest Saints Alive programme for children/young people at All Saints, which was based around different craft-making workshops. This was a popular and successful programme, and attracted a number of different families into church, whom we wouldn't see otherwise. We hope to build on these contacts in the future.

### Attendance

Average numbers for our services are given below:

#### Sundays at All Saints':

Said Communion (12), Parish Communion (35)

#### Mid-week at All Saints and Chantry Court Nursing Home (in the winter months)

Holy Communion (12)

#### Sundays at Holy Saviour:

Communion / Morning Praise (15)

Café Church (20)



# THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF WESTBURY

## TRUSTEES' REPORT

For the year ended 31 December 2022

In addition to our regular pattern of worship there have been 14 Baptisms, 5 weddings and 30 funerals, plus one Thanksgiving Service and three burials of ashes conducted in our churches, churchyards or in the crematorium during the year.

The Mother's Union branch meets monthly. We held a study group during Lent looking at The Joy of the Gospel based on the Pope's letter and a book by Paula Gooder.

## Financial Review

Income for 2022 after the deduction of the grants received in 2021 shows a more positive position. Fundraising efforts which included the summer 'Tractor Fest', concert given by the Warminster Military Wives Choir and the Christmas Tree Festival saw an increase of nearly 40% and fees from occasional services also increased by nearly £10,000 although only a proportion of this sum is retained by the Church. Regular donations increased by nearly 8%. Although we have fewer donors than in past years those who do contribute do so generously and we are grateful for their continued support. Due to a technical problem we were unable to claim Gift Aid on our donations until after year end. This claim was around £9,000 and will be included in 2023 accounts.

This year 'other income' is higher than in previous years due to changes in the way items are allocated in the account. This figure includes: earned income from the Team Office and contribution towards insurance for Holy Saviour from the Westbury Leigh Community Hall. We also received an insurance pay out from Ecclesiastical Insurance for damage to the roof of Holy Saviour following high winds in the early part of the year.

Expenditure for 2022, once payments related to the grant funding are excluded, was higher due to an increase in the Parish Share. Costs related to worship increased as we saw a return to a more active pattern of worship following the restrictions of the previous two years.

'Other costs' are higher than previous years largely due to a change in the way that payment of fees due to the Diocesan Board of Finance are recorded.

Along with many other individuals and organisations, we saw a dramatic increase in energy costs in the last 3 months of the year and this will be of concern throughout 2023.

Our Quinquennial Inspection was published in 2022 and this indicates a number of major areas of work that need to be completed within the next five years. How these works can be funded is a matter of concern for the PCC.

## Reserves policy

It is PCC policy to try to maintain a balance on unrestricted funds which equates to at least three months unrestricted payments. This is equivalent to approximately £25,000. It is held to smooth out fluctuations in cash flow and to meet emergencies. The cash balance of approximately £50,000 held on unrestricted (including designated) funds at the year-end was comfortably above this target, although the funds are largely designated for particular purposes. It is the PCC's hope to maintain this over time.

## Volunteers

We would like to take this opportunity to thank everyone who has supported our parish during 2022. Life continues to be challenging in many ways, but we have made progress in developing new ways to show God's kingdom in Westbury. We pray that we will continue to grow in our faith, and confidence as a welcoming community to all.

## Structure, Governance & Management

The Parochial Church Council is a corporate body established by the Church of England. The PCC operates under the Parochial Church Council Powers Measure. The PCC is registered with the Charity Commission.

The method of appointing the PCC members is set out in the Church Representation Rules. Clergy, Churchwardens, and elected representatives on the Deanery Synod are ex-officio members and up to twelve members are elected at the Annual Parochial Church Meeting. All Church attendees are encouraged to register on the Electoral Roll and stand for election to the PCC.

# THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF WESTBURY

## TRUSTEES' REPORT

For the year ended 31 December 2022

### Administrative information

The Parochial Church Council for the Ecclesiastical Parish of Westbury (PCC) is a registered charity, number 1134367.

The principal office of the charity is The White Horse Team Office, Churchyard, Westbury, BA13 3BT.

The registered Trustees at the time of this report are:

<i>Team Rector</i>	The Rev'd Rebecca Harris	
<i>Team Vicar</i>	The Rev'd Caroline Husband	
<i>Team Curate</i>	The Rev'd Holly Newton	
<i>Churchwarden</i>	Elisabeth Thomas (stood down December 2022)	
	Ruth Hann	
<i>Deanery Synod Reps</i>	Elisabeth Thomas	
	Simon Thorne	
<i>Elected Members</i>	Caroline Dunseath	Debbie McEntee
	Lily Munday	Judith Newton
	Brian Osborne	Jenny Wray-Bliss
<i>Ex- officio</i>	Ashley Jones LLM	

The Parish Church is located off the Market Place in Westbury and is dedicated to All Saints'. There is a chapel of ease at Westbury Leigh which is dedicated to the Holy Saviour. The Parish is part of the White Horse Team Ministry in the Heytesbury Deanery in the Diocese of Salisbury within the Church of England.

There are two Church Schools in Westbury and our Foundation Governors are:

<i>Westbury Junior School:</i>	Brian Osborne	Ian Cunningham
	The Rev'd Rebecca Harris (Ex Officio Foundation)	
<i>Westbury Leigh Junior School:</i>	The Rev'd Caroline Husband	

At the end of 2022 there were 136 members on the electoral roll.

**INDEPENDENT EXAMINERS REPORT TO THE TRUSTEES OF  
THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF WESTBURY  
(Charity number 1134367)  
For the year ended 31 December 2022**

I report to the trustees on my examination of the accounts of the above charity for the year ended 31 December 2022.

### **Responsibilities and basis of report**

As the charity 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 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:

- accounting records were not kept in accordance with section 130 of the Charities Act or
- the accounts do not accord with the accounting records

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

**James Gare FCA DChA**  
2 Henford Close  
Warminster  
Wiltshire  
BA12 9RA

Date



# THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF WESTBURY

## RECEIPTS AND PAYMENTS ACCOUNTS

For the year ended 31 December 2022

### Section A Receipts and payments and movements in investments

	General funds	Designated funds	Restricted funds	Endowment funds	Total funds	Last year
	to the nearest £	to the nearest £	to the nearest £	to the nearest £	to the nearest £	to the nearest £
<b>A1 Receipts</b>						
Fundraising	7,862	5	163	-	8,030	5,830
Grants	-	-	-	-	-	32,738
Church hall lettings	-	10,441	-	-	10,441	9,155
Sales of goods and services	-	-	155	-	155	639
Fees from occasional services	15,185	-	-	-	15,185	5,689
Dividends and interest	3,861	282	951	-	5,094	4,927
Gift Aid donations	41,719	-	20	-	41,739	38,754
Other donations	11,442	20	145	-	11,607	9,177
Legacy donations	-	-	-	-	-	500
Gift aid reclaimed	4,303	-	-	-	4,303	8,403
Other income	11,224	-	326	-	11,550	2,455
<b>Total receipts</b>	<b>95,596</b>	<b>10,748</b>	<b>1,760</b>	<b>-</b>	<b>108,104</b>	<b>118,267</b>
<b>A3 Payments</b>						
Parish Share	36,999	-	-	-	36,999	35,237
Worship	9,443	-	410	-	9,853	4,315
Fundraising	3,186	-	540	-	3,726	2,243
Administration	11,424	-	1,335	-	12,759	12,671
Premises	26,461	5,769	1,674	-	33,904	53,902
Other costs	7,153	-	-	-	7,153	-
<b>Total payments</b>	<b>94,666</b>	<b>5,769</b>	<b>3,959</b>	<b>-</b>	<b>104,394</b>	<b>108,368</b>
<b>Net of receipts/(payments)</b>	<b>930</b>	<b>4,979</b>	<b>(2,199)</b>	<b>-</b>	<b>3,710</b>	<b>9,899</b>
<b>A4 Investment gains</b>						
Unrealised (losses) / gains on CBF	-	-	(6,229)	(22,854)	(29,083)	34,852
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>(6,229)</b>	<b>(22,854)</b>	<b>(29,083)</b>	<b>34,852</b>
<b>Net of receipts / (payments) and investment gains</b>	<b>930</b>	<b>4,979</b>	<b>(8,428)</b>	<b>(22,854)</b>	<b>(25,373)</b>	<b>44,751</b>
<b>A5 Transfers between funds</b>	<b>(785)</b>	<b>-</b>	<b>785</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>A6 Monetary funds last year end</b>	<b>6,150</b>	<b>39,869</b>	<b>90,772</b>	<b>194,134</b>	<b>330,925</b>	<b>286,174</b>
<b>Monetary funds this year end</b>	<b>6,295</b>	<b>44,848</b>	<b>83,129</b>	<b>171,280</b>	<b>305,552</b>	<b>330,925</b>

# THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF WESTBURY

## RECEIPTS AND PAYMENTS ACCOUNTS

For the year ended 31 December 2022

### Section B Statement of assets and liabilities at the end of the period

Categories	Details	General funds to nearest £	Designated funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B1 Cash funds and funds held in the CBF Church of England Investment Fund	Lloyds TSB	6,295	44,848	14,948	-
	Bell ringers Account	-	-	6,453	-
	CBF Church of England Investments	-	-	61,728	171,280
	<b>Total cash funds</b>	<b>6,295</b>	<b>44,848</b>	<b>83,129</b>	<b>171,280</b>
	(agree balances with receipts and payments account(s))	OK	OK	OK	OK

Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B2 Assets retained for the charity's own use	General	-	-

Details	Fund to which liability relates	Amount due (optional)	When due (optional)
B3 Liabilities	General	-	-

Signed by one or two trustees on behalf of all the trustees

Signature

Print Name

Date of approval

Rebecca J. Harris  
Rg Hann

Rev'd Rebecca Harris (Team Rector)

Ruth Hann (Churchwarden)

21/3/23

21 March 2023



# THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF WESTBURY

## RECEIPTS AND PAYMENTS ACCOUNTS

For the year ended 31 December 2022

### Section C Statement of funds at the end of the period

	Brought Forward to nearest £	Income to nearest £	Expenditure to nearest £	Transfers to nearest £	Gains on Investments to nearest £	Carried Forward to nearest £
<b>C1 Unrestricted general funds</b>						
General fund	6,150	95,596	(94,666)	(785)	-	6,295
<b>Sub total</b>	<b>6,150</b>	<b>95,596</b>	<b>(94,666)</b>	<b>(785)</b>	<b>-</b>	<b>6,295</b>
<b>C2 Unrestricted designated funds</b>						
Discretionary Fund	4,220	282	-	-	-	4,502
Easter Thanksgiving	1,431	-	-	-	-	1,431
Phyllis Griffin Bequest	12,014	-	-	-	-	12,014
Parish Hall	19,969	10,461	(5,769)	-	-	24,661
Special Gift	2,199	-	-	-	-	2,199
Windows book	36	5	-	-	-	41
<b>Sub total</b>	<b>39,869</b>	<b>10,748</b>	<b>(5,769)</b>	<b>-</b>	<b>-</b>	<b>44,848</b>
<b>C3 Restricted funds</b>						
100 Club	990	330	(330)	(425)	-	565
A-S Choir	408	-	-	90	-	498
A-S Fabric	798	446	(1,674)	430	-	-
A-S Flower	651	112	(403)	-	-	360
A-S Garden	252	-	-	-	-	252
A-S Organ	7,903	-	-	-	-	7,903
A-S Organ & Choir	180	-	-	-	-	180
A-S Reordering	464	-	-	-	-	464
Bells Revenue	6,397	150	(95)	-	-	6,452
Children's Mission	499	196	(270)	-	-	425
Curacy	120	377	(1,187)	690	-	-
H-S Fabric	3,069	149	-	-	-	3,218
H-S Flower	19	-	-	-	-	19
Marlborough fund	11,241	-	-	-	(1,030)	10,211
St Aldham Grant	1,069	-	-	-	-	1,069
Tin Hut Deposit	56,712	-	-	-	(5,199)	51,513
<b>Sub total</b>	<b>90,772</b>	<b>1,760</b>	<b>(3,959)</b>	<b>785</b>	<b>(6,229)</b>	<b>83,129</b>
<b>C4 Endowment funds</b>						
AS Church Repair Fund	10,499	-	-	-	(1,236)	9,263
H-S Endowment	6,721	-	-	-	(791)	5,930
Holy Saviour church repair fund	11,393	-	-	-	(1,341)	10,052
Knight Endowment	7,629	-	-	-	(899)	6,730
Mabel Smith Endowment	147,138	-	-	-	(17,321)	129,817
Stafford Brown CCLA	10,754	-	-	-	(1,266)	9,488
<b>Sub total</b>	<b>194,134</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>(22,854)</b>	<b>171,280</b>
<b>Totals</b>	<b>330,925</b>	<b>108,104</b>	<b>(104,394)</b>	<b>-</b>	<b>(29,083)</b>	<b>305,552</b>



# THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF WESTBURY

## RECEIPTS AND PAYMENTS ACCOUNTS

For the year ended 31 December 2022

### Section D Notes to the accounts

#### D1 Basis of accounts preparation

Although the accounts are prepared on a receipts and payments method, the unrealised gain on the funds held in the CBF Church of England Investment Fund have also been included to provide a fuller understanding of the Charity's monetary assets.

#### D2 Endowments

All Saints' Church Repair Fund incorporates: Cox bequest, Cutler/ Francis bequest, Massey Lopes bequest, Timsbury bequest.

Holy Saviour Church repair fund incorporates: Henry Butcher bequest, W/L Church Repair fund

Stafford Brown Endowment incorporates Gibbs bequest.