

**The Parochial Church Council of the Ecclesiastical Parish of St Mary's Lutterworth**  
**Registered Charity 1134507**  
**Annual Report For the year ending 31 December 2022**



**Administrative information**

St. Mary's Church is in Church Street, Lutterworth and is part of the Diocese of Leicester within the Church of England. The correspondence address is St. Mary's Church, Church Gate, Lutterworth, Leicestershire, LE17 4AN

During the year, the following served as members and trustees of the PCC:-

<b>Rector</b>	The Rev'd C A M Styles	to Jan '22	Vice Chair
<b>Curate</b>	The Rev'd T E Brown		Vice Chair from Feb '22
<b>Reader Ministers</b>	Dr P Kent		
	Mr M Lowdon		
<b>Church Wardens</b>	Mrs P C Dean	from Apr '17	
	Dr P Kent	from Apr '19	Chairman
<b>Representatives on Deanery Synod</b>	Mr S Duffin	to Sep '22	
<b>Elected and co-opted Members</b>	Miss H Dargie	from Sep '21	
	Mr J Dargie	from Apr '19	Deputy Churchwarden
	Mrs B Duffin	to Sep '22	
	Mr P W Gray	re-elected Oct '20	Treasurer
	Mr B Horrex	from Oct '20	Assistant Minister
	Mrs L Horrex	from Sep '21	
	Mrs A Jones	from Apr '22	
	Mr M Lowdon	to Jun '22	
	Dr A Newmark	from Jun '22	
	Mrs C Topham	from Apr '22	

**Structure, governance and management**

The Parochial Church Council is a corporate body established by the Church of England. It operates under the Parochial Church Council Powers Measure and is a Registered Charity, Number 1134507. St. Mary's. Lutterworth is part of a Benefice, with St. Mary's. Bitteswell and St. Mary's. Cotesbach.

Members of the PCC are either ex-officio trustees (Rector, Curates, Pastoral Assistants and Reader Ministers); or elected as trustees by the Annual Parochial Church Meeting (APCM), or co-opted to fill vacancies during the year in accordance with the Church Representation Rules.

The Church maintains an Electoral Roll of members, which stood in January 2022 at 139 and had increased to 143 by December. All church attendees are encouraged to register on the Electoral Roll and are able to stand for election to the PCC. Trustees are initially provided with training material from the Charity Commission and thereafter are given on-the-job training by existing members or extra training by the Diocese. The full PCC met on eight occasions during the year for ordinary business. There were also a special meeting about the process of appointing a new Rector followed by an email vote about Minister Communities, and a Section 11 meeting relating to the appointment of a new Rector.

The PCC **Standing Committee** (required by law) consists of the Rector, Churchwardens, PCC Treasurer, PCC Secretary and one other member elected by PCC, and has power to transact PCC business between meetings, subject to any directions given by PCC. During the Vacancy, the Rector's place was taken by the Curate. Other sub-committees were structured as needed to address various aspects of the work and life of the Church.

**Objectives**

The PCC carries out religious activities and provides services, buildings, facilities and open space for the public. It has the responsibility in the object of promoting in the ecclesiastical parish the whole mission of the Church (pastoral, evangelistic, social and ecumenical). It has responsibility for the maintenance of St. Mary's Church, No.3 Poplar Avenue and the Church Gate Centre. In

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exercising their duties, the trustees have had due regard to the Charity Commission Guidance on public benefit.

**Activities, Achievements & Performance**

The Rector having resigned from his post at the end of January, the rest of the year was spent in maintaining, to the best of our ability, a good standard of provision for all who patronised our Church, whether regular worshippers, occasional visitors or townspeople. With the guidance of the Diocese, represented by the Area Dean, the Reverend Richard Reakes, the Churchwardens and their Benefice colleagues worked through the process of seeking, selecting and appointing a new Rector, beginning in February and ending in July. The PCC was fully represented at the Section 11 meeting at which the procedural stages were confirmed. The new incumbent, the Reverend Nigel Byard, and his family moved into the Rectory in December, in preparation for his installation in January 2023.

Throughout the year, Church activities were conducted, to the best of our knowledge and ability, in accordance with the guidelines and laws set out by the Government and the Church of England. Of necessity, these varied over time, but we gradually returned to our previous patterns of behaviour, combined with the hybrid provision allowed by modern technology.

The PCC provided regular in-person worship, some also live-streamed, with a range of Sunday, weekday and special services using traditional and contemporary liturgy, including Holy Communion, Prayer, Baptism, Marriage, Funeral, Civic and celebratory services. We were privileged to host two Civic services that marked the late Queen's Platinum Jubilee in June and her death in September. A Book of Remembrance was made available and it was well patronised by townspeople of various faiths and none.

Smaller groups, such as Alpha, Christianity Explored and Home Bible Study also made use of social media to maintain their activities until in-person meetings could resume. The Church building is open on a daily basis for personal prayer and contemplation. The Church continued to teach and promote Christianity through meetings and events, and also carried out pastoral work including visiting the sick and bereaved. These activities continued to be subject to the Covid regulations governing other bodies, such as residential homes and schools. A Summer Club for younger children and a Youth Weekend Away for older ones were well attended, as was a Parish Weekend Away for members of all ages.

The whole mission of the Church is promoted by providing activities for senior citizens, adults, families and children and young people. Religious assemblies and other activities are provided in the local schools, and support is given to other charities. Social action in the community was undertaken through the ongoing provision of a Foodbank. The Church bells are rung regularly and traditional and contemporary forms of music are encouraged. Over 100 volunteers support activities and the regular worshipping community at December was about 500. The facilities are hired out for a range of community groups and events, and the PCC appoints school governors.

The Church maintains an office, open 10 to 12 Monday to Friday, and during the year employed two part-time Church Administrators, a Premises Officer, a groundsman, a cleaner, an Assistant Minister for Youth and Administration, a Foodbank Manager and a Foodbank Operations Supervisor. In addition to the Rector (who resigned at the end of January), the Ministry Team included a Curate, an Assistant Minister, a Ministry Trainee and three licensed Reader Ministers.

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**Our Vision as a Church**

The PCC maintains the Church's commitment to a long-term vision based around four key themes:

- Connect: how can we share with everyone?
- Explore: how can we share the gospel?
- Grow: how can we help people grow as Christians?
- Equip: how can we train and support people to serve?

The work of all four themes is fostered by a fifth:

- Support: what do we need to enable the mission?

Our structure of meetings continues to be built around these five elements, with PCC agendas centring upon progress reports from the teams that are focused upon each element of our vision. All aspects of church life are encompassed by this over-arching vision and have been linked to one of the five teams.

We are confident that that the clarity of this structure will take us forward over the coming years and enable us to focus upon the elements that are central to our life and mission as a church.

**Financial review**

Total receipts on unrestricted and restricted funds were £261,764 (up £112,146) and £118,686 (up £45,992) respectively, and are detailed in the financial statements. The tenant of the freehold house at 3 Poplar Avenue left in August, and the field off Boneham's Lane continued to be let; together they provided a gross income of £5,575 unrestricted (down £2,500). Vision Sundays in 2021 and 2022 did not include a financial appeal. Planned giving (including payroll and regular web site giving) raised £101,209 unrestricted (down £1,587) and £26,746 restricted (down £3,197) after tax recovery. Other notable items are grants (mostly restricted funds) totalling £93,148 (up £58,517) in support of the Lutterworth and Villages Foodbank, Church management and Churchyard maintenance. In particular, grants for the Foodbank increased by £53,911 to £71,201, and £7,500 was received towards the cost of the Curacy extension during the Vacancy. £68,132 worth of food was donated for the Foodbank (up £4,415). Statutory fees due to the PCC at £8,710 decreased by £714. We received one bequest of £1,000 for the Organ fund in 2022. Fund raising activities in 2021 brought in £5,338, with a sponsored abseil and a booksale in aid of buildings improvement; in 2022 £3,087 was raised, mostly from hiring out the church for rehearsals and concerts. Collections in Church were up £808 at £3,244 and unplanned web site giving dropped to £3,087 from £6,298. In 2021, £1,637 was received from crisis team clients in repayment for shopping done on their behalf, before that service stopped towards the end of the year. In 2022 we had our first parish weekend away following the end of Covid restrictions, which brought in £4,903 from those who attended. Sundry donations increased from £24,362 to £123,413; this was due to a single unrestricted donation of £100,000 received towards the end of the year.

Overall income increased by £158,138.

£209,095 (up £58,511) was spent from unrestricted funds and £141,555 (down £3,885) from restricted funds to provide the Christian ministry from St. Mary's Church. In addition to services, this includes mission and charity, children youth and schools work, social action, administration, Churchyard maintenance and improvement, and buildings. The Diocesan Parish Gift, which largely provides stipends and housing for the clergy, was £46,300 (unchanged), but additional payments of £28,444 were made to cover the cost of the Curacy extension. Personnel costs were £73,956 (down £6,551); the reduction was due to various staff leaving, offset by new hires and modest salary increases. Apart from the foodbank, personnel costs have continued to move towards unrestricted funds following deliberate draw-down of the Assistant Minister and Ministry Staff funds. The Foodbank issued £73,349 worth of food to clients and other charities (up £494); its running costs were £16,052 (up £4,620). Before the service was wound up in July 2021, £1,896 was spent on Covid Crisis Action; this included administration, transport and shopping for clients. We spent £43,921 on Buildings Management (up £5,111); the increase is mainly due to further preparatory work towards improving the Church Gate Centre, and repairs to the clock and tower

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pointing. Overall Discipleship costs were £18,323 (up £9,091); significant items were £8,162 on a Ministry Trainee for a full year (£2,970 last year for a partial year), £4,685 on the Parish Weekend Away (£300 deposit last year), and £4,765 on services (down £251). Regular support for overseas mission, through the Crosslinks organisation, continued at £6,000. In 2022 we also spent £7,300 to support two of our members who are training for overseas mission, and £3,441 towards aid for refugees. Office costs were £5,487 (down £1,184). Costs for Outreach and Welcome were £3,553 (down £1,238); although café costs increased by £1,058, publicity costs decreased by £2,814 following last year's spending on new signage etc. Work with under-18s cost £4,189 (down £358). £12,056 (up £3,939) was spent on Churchyard maintenance and improvement; this included paying the groundsman we employ (at an increased rate from April), (supported by grant aid from the Town Council).

Overall expenditure increased by £54,526

There were surpluses before transfers of £52,669 in unrestricted funds and £48,131 in restricted funds, after last year's deficits. There would have been an unrestricted funds deficit were it not for the unexpected £100,000 donation, and the restricted funds surplus would have been much smaller but for a series of unsolicited grants for the Foodbank.

The moderate decreases in both unrestricted and restricted planned giving were disappointing, a few generous donors having moved away, but there were also some new donors. The PCC is continuing to take steps to improve its income and control costs, including emphasis on the need for increased regular giving from our members, and has actively sought most of the grants mentioned above.

The net results for the year, after various transfers between funds and gains or losses on investments (detailed in the financial statements), were an increase of £57,893 unrestricted funds, an increase of £78,342 restricted funds and a decrease of £1,566 endowment funds. The balances carried forward (including tangible and investment fixed assets) were £285,754 of unrestricted funds, £446,177 of restricted funds and £13,223 of endowment funds.

**Reserves policy**

The PCC holds a number of funds, balances and details of which are set out in notes 8e and 13 on pages 18, 19, 21 and 22 of the accounts. Restricted and endowment funds can by law only be applied to the purpose specified; unrestricted funds are available to the PCC to use for any purpose within its objects.

The PCC has adopted a policy to set aside from unrestricted funds a General Reserve fund. This fund is held in reserve to cover risks of significant decline in income, theft of lead from the roof, unplanned repairs to the Church and other properties, unplanned work on trees in the Churchyard and other unplanned expenditure. The risks will be reviewed annually, and the reserve adjusted accordingly. The reserve stood at £65,781 at the beginning of the year; By 31 December it was £66,585, after accrual of interest.

It is our policy to invest our funds balances with CBF Church of England Deposit Fund.

**Approved by the Parochial Church Council on 27 March 2023 and signed on its behalf by:**

**Rev. Nigel Gordon Byard, Rector, PCC Chairman**

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**St Mary's Lutterworth PCC**  
**Statement of Financial Activities**  
**For the year ending 31 December 2022**


	Note	Unre- stricted Funds £	Re- stricted Funds £	Endow- ment Funds £	TOTAL FUNDS	
					2022 £	2021 £
<b>INCOMING RESOURCES</b>						
Voluntary income	2(a)	232,447	187,531	–	419,978	263,981
Activities for generating funds	2(b)	2,178	145	–	2,323	5,338
Investment income	2(c)	6,969	1,561	–	8,529	8,499
Church activities	2(d)	19,544	60	–	19,604	15,263
Other incoming resources	2(e)	626	389	–	1,015	230
<b>TOTAL INCOMING RESOURCES</b>		<b>261,764</b>	<b>189,686</b>	<b>–</b>	<b>451,450</b>	<b>293,311</b>
<b>RESOURCES EXPENDED</b>						
Costs of generating funds	3(a)	82	–	–	82	1,502
Church activities	3(b)	205,817	139,976	–	345,793	292,162
Governance costs	3(c)	337	–	–	337	1,406
Other resources expended	3(d)	2,859	1,578	–	4,437	954
<b>TOTAL RESOURCES EXPENDED</b>		<b>209,095</b>	<b>141,555</b>	<b>–</b>	<b>350,650</b>	<b>296,024</b>
<b>NET INCOMING/(OUTGOING) RESOURCES BEFORE TRANSFERS</b>		<b>52,669</b>	<b>48,131</b>	<b>–</b>	<b>100,799</b>	<b>(2,713)</b>
<b>TRANSFERS BETWEEN FUNDS</b>						
Transfers from other funds	6(a)	4,182	3,200	–	7,382	21,944
Transfers to other funds	6(b)	5,393	1,989	–	7,382	21,944
<b>NET TRANSFERS FROM/(TO) OTHER FUNDS</b>		<b>(1,211)</b>	<b>1,211</b>	<b>–</b>	<b>–</b>	<b>–</b>
<b>NET INCOMING/(OUTGOING) RESOURCES GAINS (LOSSES) ON INVESTMENTS</b>		<b>51,458</b>	<b>49,342</b>	<b>–</b>	<b>100,799</b>	<b>(2,713)</b>
<b>NET MOVEMENT IN FUNDS</b>		<b>57,893</b>	<b>78,342</b>	<b>(1,566)</b>	<b>134,669</b>	<b>14,252</b>
<b>BALANCES BROUGHT FORWARD AT 1 JANUARY</b>		<b>227,862</b>	<b>367,829</b>	<b>14,789</b>	<b>610,480</b>	<b>596,228</b>
<b>BALANCES CARRIED FORWARD AT 31 DECEMBER</b>		<b>285,754</b>	<b>446,171</b>	<b>13,223</b>	<b>745,148</b>	<b>610,480</b>

**St Mary's Lutterworth PCC**  
**Balance Sheet at 31 December 2022**

	Notes		2022 £	2021 £
<b>FIXED ASSETS</b>				
Tangible fixed assets	7(a), 8(a)		79,000	80,381
Investment assets	7(b), 8(b)		333,691	299,822
			<u>412,691</u>	<u>380,203</u>
<b>CURRENT ASSETS</b>	8(c)			
Debtors	9		21,424	25,045
Short term deposits			220,908	163,902
Cash at bank and in hand			96,512	44,526
Foodbank stock			1,225	5,712
			<u>340,068</u>	<u>239,185</u>
<b>LIABILITIES: AMOUNTS FALLING DUE WITHIN ONE YEAR</b>	8(d), 10		7,611	8,908
<b>NET CURRENT ASSETS</b>			<u>332,457</u>	<u>230,277</u>
<b>NET ASSETS</b>			<u>745,148</u>	<u>610,480</u>
<b>FUNDS</b>	8(e)			
Unrestricted			285,754	227,862
Restricted			446,171	367,829
Endowment			13,223	14,789
			<u>745,148</u>	<u>610,480</u>

Approved by the Parochial Church Council on 27 March 2023 and signed on its behalf by:

Rev. Nigel Gordon Byard, Rector, PCC Chairman

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Mr. Peter William Gray (treasurer)

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The notes on pages 7 to 23 form part of these accounts

**St Mary's Lutterworth PCC**  
**Notes to the Financial Statements**  
**For the year ending 31 December 2022**

**1 ACCOUNTING POLICIES**

The financial statements have been prepared in accordance with the Church Accounting Regulations 2006 together with applicable accounting standards and the SORP 2005

The financial statements have been prepared under the historical cost convention except for the valuation of investment assets, which are shown at market value. The financial statements include all transactions, assets and liabilities for which the PCC is responsible in law. They do not include the accounts of church groups that owe their main affiliation to another body, nor those that are informal gatherings of church members.

All amounts shown in the financial statements are rounded to the nearest whole pound.

**Funds**

*Endowment funds* are funds, the capital of which must be maintained; only income arising from investment of the endowment may be used either as restricted or unrestricted funds depending upon the purpose for which the endowment was established.

*Restricted funds* represent (a) income from trusts or endowments which may be expended only on those restricted objects provided in the terms of the trust or bequest, and (b) donations or grants received for a specific object or invited by the PCC for a specific object. The funds may only be expended on the specific object for which they were given. Any balance remaining unspent at the end of each year must be carried forward as a balance on that fund.

*Unrestricted funds* are funds which can be used for PCC ordinary purposes. They include the General fund and funds designated by the PCC for specific purposes.

**Incoming resources**

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

Funds raised by fetes, garden parties and similar events are accounted for gross.

Sales of books and magazines from the church bookstall are accounted for gross.

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

Dividends are accounted for when due and payable. Interest entitlements are accounted for as they accrue. Tax recoverable on such income is recognised in the same accounting year.

Realised gains or losses are recognised when investments are sold. Unrealised gains or losses are accounted for on revaluation of investments at 31 December.

**Resources used**

Grants and donations are accounted for when awarded, whether or not that creates a binding obligation on the PCC.

The parish gift is both accounted for and paid by instalments. Any parish gift unpaid at 31 December is provided for in these financial statements as an operational (though not a legal) liability and is shown as a creditor in the Balance Sheet. Any parish gift overpaid at 31 December is provided for in these financial statements as an asset and is shown as a debtor in the Balance Sheet

All other expenditure is generally recognised when incurred and is accounted for gross.

**Fixed assets**

***Consecrated property and movable church furnishings***

Consecrated and beneficed property is not included in the accounts in accordance with s.10(2)(a) and (c) of the Charities Act 2011.

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Movable church furnishings held by the Rector 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 2000 there is insufficient cost information available and therefore such assets are not valued in the financial statements. Items acquired since 1 January 2000 at a cost of £1,000 or more have been capitalised and depreciated in the financial statements over their currently anticipated useful economic life on a straight-line basis.

For Service Books, the anticipated life is 10 years.

All expenditure incurred in the year on consecrated or beneficed buildings, individual items under £1,000 or on the repair of movable church furnishings acquired before 1 January 2000 is written off.

***Other fixtures, fittings and office equipment***

Equipment used within the church premises is depreciated on a straight line basis over 5 years. Individual items of equipment with a purchase price of £1,000 or less are written off when the asset is acquired.

**Investments**

Investments are valued at market value at 31 December.

**Current assets**

Amounts owing to the PCC at 31 December in respect of fees, rents or other income are shown as debtors less provision for amounts that may prove uncollectable.

Short-term deposits include cash held on deposit either with the CBF Church of England Funds or at the bank.

**2 INCOMING RESOURCES**

	All incoming resources went to the General fund unless otherwise noted	Unre- stricted Funds £	Re- stricted Funds £	Endow- ment Funds £	TOTAL FUNDS	
					2022 £	2021 £
2(a)	Voluntary income					
	Planned giving					
	Gift aided planned giving					
	▪ General fund	62,080	–	–	62,080	64,158
	▪ Buildings Improvement (R) fund	–	780	–	780	1,350
	▪ Foodbank (R) fund	–	2,798	–	2,798	3,719
	▪ Ministry Staff (R) fund	–	6,218	–	6,218	11,088
	Income tax recoverable					
	▪ General fund	15,520	–	–	15,520	16,040
	▪ Buildings Improvement (R) fund	–	195	–	195	338
	▪ Foodbank (R) fund	–	699	–	699	930
	▪ Ministry Staff (R) fund	–	1,555	–	1,555	2,772
	Regular Web Giving					
	▪ General fund	6,305	–	–	6,305	5,550
	▪ Foodbank (R) fund	–	6,217	–	6,217	5,646
	▪ Ministry Staff (R) fund	–	750	–	750	100
	Regular Web Tax recovered					
	▪ General fund	202	–	–	202	109
	▪ Foodbank (R) fund	–	1,179	–	1,179	1,050
	Payroll Giving					
	▪ General fund	8,660	–	–	8,660	8,435
	▪ Ministry Staff (R) fund	–	395	–	395	315
	▪ Mission and Charity (R) fund	–	3,300	–	3,300	–
	Other planned giving					
	▪ General fund	8,433	–	–	8,433	8,417
	▪ Foodbank (R) fund	–	2,660	–	2,660	2,635



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	All incoming resources went to the General fund unless otherwise noted	Unre- stricted Funds £	Re- stricted Funds £	Endow- ment Funds £	TOTAL FUNDS	
					2022 £	2021 £
2(a)	Voluntary income (continued)					
	Planned giving (continued)					
	Income tax (not previously accrued)	10	–	–	10	87
	Web Site Giving					
	Donations					
	▪ General fund	300	–	–	300	745
	▪ Events (D) fund	–	–	–	–	180
	▪ Parsonage (D) fund	100			100	–
	▪ Buildings Improvement (R) fund	–	–	–	–	139
	▪ Foodbank (R) fund	–	2,223	–	2,223	4,537
	▪ Mission and Charity (R) fund	–	100	–	100	–
	Tax Recovered					
	▪ General fund	–	–	–	–	90
	▪ Buildings Improvement (R) fund	–	–	–	–	25
	▪ Foodbank (R) fund	–	364	–	364	582
	Collections (open plate)					
	▪ General fund	3,116	–	–	3,116	1,990
	▪ Events (D) fund	56	–	–	56	–
	▪ Buildings Improvement (R) fund	–	–	–	–	379
	▪ Foodbank (R) fund	–	72	–	72	–
	▪ Mission and Charity (R) fund	–	–	–	–	67
	Grants received					
	▪ General fund	13,860	–	–	13,860	5,400
	▪ Buildings (D) fund	132	–	–	132	–
	▪ Events (D) fund	300	–	–	300	–
	▪ Ruth Gee Ministry Support (D) fund	213	–	–	213	595
	▪ Assistant Minister (R) fund	–	–	–	–	645
	▪ Churchyard Maintenance (R) fund	–	7,000	–	7,000	4,000
	▪ Covid Crisis Action (R) fund	–	–	–	–	5,400
	▪ Foodbank (R) fund	–	71,201	–	71,201	17,290
	▪ Ministry Staff (R) fund	–	442	–	442	1,100
	Legacies received					
	▪ Organ (R) fund	–	1,000	–	1,000	–
	Sundry donations and appeals					
	Gift aided donations					
	▪ General fund	2,211	–	–	2,211	2,050
	▪ Events (D) fund	50	–	–	50	100
	▪ Parsonage (D) fund	50	–	–	50	–
	▪ Buildings Improvement (R) fund	–	–	–	–	100
	▪ Foodbank (R) fund	–	1,896	–	1,896	1,136
	▪ Ministry Staff (R) fund	–	–	–	–	2,300
	▪ Mission and Charity (R) fund	–	170	–	170	–
	Income Tax Recoverable					
	▪ General fund	553	–	–	553	513
	▪ Events (D) fund	13	–	–	13	25
	▪ Parsonage (D) fund	13	–	–	13	–
	▪ Buildings Improvement (R) fund	–	–	–	–	25
	▪ Foodbank (R) fund	–	474	–	474	284
	▪ Ministry Staff (R) fund	–	–	–	–	575
	▪ Mission and Charity (R) fund	–	43	–	43	–
	Candle Box	64	–	–	64	95
	Wall Box	745	–	–	745	431

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**For the year ending 31 December 2022**

	All incoming resources went to the General fund unless otherwise noted	Unre- stricted Funds £	Re- stricted Funds £	Endow- ment Funds £	TOTAL FUNDS	
					2022 £	2021 £
2(a)	Voluntary income (continued)					
	Sundry donations and appeals (continued)					
	For Easter Lilies					
	▪ Flower (D) fund	271	–	–	271	290
	Mission Appeals					
	▪ Mission and Charity (R) fund	–	1,602	–	1,602	–
	Other Donations					
	▪ General fund	109,154	–	–	109,154	6,896
	▪ Events (D) fund	20	–	–	20	483
	▪ D F Parsonage	10	–	–	10	–
	▪ Buildings Improvement (R) fund	–	1,000	–	1,000	40
	▪ Covid Crisis Action (R) fund	–	–	–	–	9
	▪ Foodbank (R) fund	–	3,397	–	3,397	9,011
	▪ R F Mission & Charity	–	1,545	–	1,545	–
	Gifts in Kind					
	▪ Foodbank (R) fund	–	68,132	–	68,132	63,717
	Income tax (not previously accrued)					
	▪ General fund	10	–	–	10	–
	▪ Foodbank (R) fund	–	125	–	125	–
		<u>232,447</u>	<u>187,531</u>	<u>–</u>	<u>419,978</u>	<u>263,981</u>
2(b)	Activities for generating funds					
	Functions and Events					
	▪ Buildings Improvement (R) fund	–	20	–	20	4,090
	▪ Foodbank (R) fund	–	125	–	125	258
	Hiring out rooms	2,030	–	–	2,030	940
	Charitable Trading Income	148	–	–	148	50
		<u>2,178</u>	<u>145</u>	<u>–</u>	<u>2,323</u>	<u>5,338</u>
2(c)	Investment income					
	Dividends on Investments					
	▪ Churchyard Trusts Revenue (R) fund	–	349	–	349	338
	Interest on Deposits					
	▪ General fund	43	–	–	43	–
	▪ General Reserve (D) fund	805	–	–	805	26
	▪ Parsonage (D) fund	14	–	–	14	–
	▪ Ruth Gee Improvements (D) fund	527	–	–	527	23
	▪ Other unrestricted funds	1	–	–	1	7
	▪ Bell (R) fund	–	70	–	70	3
	▪ Churchyard Trusts Revenue (R) fund	–	50	–	50	2
	▪ Foodbank (R) fund	–	869	–	869	3
	▪ Hardship (R) fund	–	81	–	81	4
	▪ Organ (R) fund	–	140	–	140	6
	▪ Other restricted funds	–	–	–	–	4
	Rents etc.					
	▪ General fund	3,975	–	–	3,975	5,675
	▪ Buildings (D) fund	1,600	–	–	1,600	2,400
	Interest on tax reclaimed					
	▪ General fund	3	–	–	3	7
	▪ Restricted funds	–	1	–	1	2
		<u>6,969</u>	<u>1,561</u>	<u>–</u>	<u>8,529</u>	<u>8,499</u>

**St Mary's Lutterworth PCC**  
**Notes to the Financial Statements (continued)**  
**For the year ending 31 December 2022**

	All incoming resources went to the General fund unless otherwise noted	Unre- stricted Funds £	Re- stricted Funds £	Endow- ment Funds £	TOTAL FUNDS	
					2022 £	2021 £
2(d)	Church activities					
	Discipleship					
	Parish weekends					
	▪ Events (D) fund	4,903	–	–	4,903	–
	Services	90	–	–	90	–
	Small groups	–	–	–	–	203
	Study Books	60	–	–	60	61
	Fees due to the PCC (statutory)	8,710	–	–	8,710	9,424
	Fees due to the PCC (Locally set)					
	▪ General fund	340	–	–	340	326
	▪ Bell (R) fund	–	60	–	60	90
	Outreach and Welcome					
	▪ General fund	1,612	–	–	1,612	426
	▪ Buildings Improvement (R) fund	–	–	–	–	44
	Prayer and Pastoral					
	▪ Events (D) fund	–	–	–	–	275
	Social Action (Coronavirus Crisis Teams)					
	▪ Covid Crisis Action (R) fund	–	–	–	–	1,637
	Under 18s work					
	with Children					
	▪ General fund	1,503	–	–	1,503	630
	▪ Events (D) fund	1,175	–	–	1,175	640
	with Families	–	–	–	–	50
	Shared	–	–	–	–	20
	with Youth					
	▪ General fund	80	–	–	80	–
	▪ Events (D) fund	1,072	–	–	1,072	1,437
		<u>19,544</u>	<u>60</u>	<u>–</u>	<u>19,604</u>	<u>15,263</u>
2(e)	Other incoming resources					
	PCC Meetings etc. (Contributions)	–	–	–	–	110
	Sale of assets	–	–	–	–	120
	Adjustments					
	▪ General fund	1	–	–	1	–
	▪ Buildings (D) fund <sup>1</sup>	625	–	–	625	–
	▪ Foodbank (R) fund <sup>2</sup>	–	389	–	389	–
		<u>626</u>	<u>389</u>	<u>–</u>	<u>1,015</u>	<u>230</u>
	<b>TOTAL INCOMING RESOURCES</b>	<u>261,764</u>	<u>189,686</u>	<u>–</u>	<u>451,450</u>	<u>293,311</u>

<sup>1</sup> When the long-term tenants of 3 Poplar Avenue left, their bond was retained against dilapidations.

<sup>2</sup> Foodbank stock was re-valued in line with the latest advice from the Trussell Trust.

**St Mary's Lutterworth PCC**  
**Notes to the Financial Statements (continued)**  
**For the year ending 31 December 2022**

**3 RESOURCES EXPENDED**

	All resources expended came from the General fund unless otherwise noted	Unre- stricted Funds £	Re- stricted Funds £	Endow- ment Funds £	TOTAL FUNDS	
					2022 £	2021 £
3(a)	Costs of generating funds					
	Costs of generating voluntary income	82	–	–	82	516
	Charitable trading costs	–	–	–	–	7
	Costs of fundraising events					
	▪ Events (D) fund	–	–	–	–	978
		82	–	–	82	1,502
3(b)	Church activities					
	Management - Buildings					
	New buildings or major works (CGC project)					
	▪ Ruth Gee Improvements (D) fund	3,200	–	–	3,200	4,542
	▪ Buildings Improvement (R) fund	–	6,040	–	6,040	1,050
	Church Major repairs (structure) (arising from quinquennial report)					
	▪ General fund	5,643	–	–	5,643	–
	▪ Buildings (D) fund	–	–	–	–	1,108
	Church Running Expenses	18,534	–	–	18,534	17,849
	Church Maintenance					
	▪ General fund	2,612	–	–	2,612	2,390
	▪ Buildings (D) fund	–	–	–	–	5,349
	▪ Organ (R) fund	–	–	–	–	145
	Church Improvements	–	–	–	–	1,200
	Church Gate Centre Running Costs					
	▪ General fund	2,483	–	–	2,483	2,220
	▪ Buildings (D) fund	–	–	–	–	383
	▪ Unrestricted Property (D) fund	782	–	–	782	782
	▪ CGC Property (R) fund	–	218	–	218	218
	Upkeep of 3 Poplar Avenue					
	▪ General fund	325	–	–	325	–
	▪ Buildings (D) fund	2,392	–	–	2,392	1,451
	Parsonage house					
	▪ Parsonage (D) fund	1,693	–	–	1,693	45
	▪ Parsonage (R) fund	–	–	–	–	79
	Management - Churchyard					
	▪ General fund	1,856	–	–	1,856	1,156
	▪ Churchyard Maintenance (R) fund	–	10,200	–	10,200	6,960
	Management - Church Office					
	▪ General fund	5,271	–	–	5,271	4,230
	▪ Information Technology (R) fund	–	216	–	216	72
	Management - Communications					
	▪ General fund	1,842	–	–	1,842	2,424
	▪ Covid Crisis Action (R) fund	–	1,536	–	1,536	–
	Discipleship					
	Ministry Trainees	8,162	–	–	8,162	2,970
	Courses	391	–	–	391	109
	Church at home	160	–	–	160	711
	Parish Weekends Away					
	▪ Events (D) fund	4,685	–	–	4,685	300
	Prayer Events	–	–	–	–	18
	Resources	155	–	–	155	81

**St Mary's Lutterworth PCC**  
**Notes to the Financial Statements (continued)**  
**For the year ending 31 December 2022**

	All resources expended came from the General fund unless otherwise noted	Unre- stricted Funds £	Re- stricted Funds £	Endow- ment Funds £	TOTAL FUNDS	
					2022 £	2021 £
3(b)	Church activities (continued)					
	Discipleship (continued)					
	Services					
	▪ General fund	4,169	–	–	4,169	4,380
	▪ Flower (D) fund	215	–	–	215	255
	▪ Information Technology (R) fund	–	381	–	381	381
	Small groups	4	–	–	4	27
	Grants (see note 11 for policy and recipients)					
	Church overseas					
	Overseas Missions	6,000	–	–	6,000	6,000
	Relief agencies					
	▪ Mission and Charity (R) fund	–	3,441	–	3,441	–
	Home Missions etc					
	▪ General fund	4,025	–	–	4,025	58
	▪ Mission and Charity (R) fund	–	3,300	–	3,300	67
	Individuals etc.					
	▪ Hardship (R) fund	–	20	–	20	260
	Outreach and Welcome	3,553	–	–	3,553	4,791
	Prayer and Pastoral					
	▪ Events (D) fund	–	–	–	–	564
	Personnel					
	Gratuities etc.					
	▪ General fund	15	–	–	15	107
	▪ Foodbank (R) fund	–	62	–	62	79
	Honoraria	5	–	–	5	5
	Staff costs					
	Employment costs					
	▪ General fund	45,021	–	–	45,021	16,410
	▪ Ruth Gee Ministry Support (D) fund	2,920	–	–	2,920	8,389
	▪ Assistant Minister (R) fund	–	–	–	–	14,027
	▪ Foodbank (R) fund	–	17,187	–	17,187	15,057
	▪ Ministry Staff (R) fund	–	5,856	–	5,856	19,202
	Recruitment					
	▪ General fund	20	–	–	20	111
	▪ Foodbank (R) fund	–	762	–	762	–
	Training					
	▪ General fund	335	–	–	335	3,337
	▪ Assistant Minister (R) fund	–	–	–	–	126
	▪ Ministry Staff (R) fund	–	220	–	220	513
	Working expenses					
	▪ General fund	416	–	–	416	2,125
	▪ Assistant Minister (R) fund	–	–	–	–	145
	▪ Ministry Staff (R) fund	–	1,137	–	1,137	876
	Parish Gift (ordinary)	46,300	–	–	46,300	46,300
	Parish Gift (curacy extension)	28,444	–	–	28,444	–
	Social Action					
	Coronavirus Crisis Action					
	▪ Covid Crisis Action (R) fund	–	–	–	–	1,896
	Foodbank - in kind					
	▪ Foodbank (R) fund	–	73,349	–	73,349	72,854
	Foodbank - monetary					
	▪ Foodbank (R) fund	–	16,052	–	16,052	11,433

**St Mary's Lutterworth PCC**  
**Notes to the Financial Statements (continued)**  
**For the year ending 31 December 2022**

	All resources expended came from the General fund unless otherwise noted	Unre- stricted Funds £	Re- stricted Funds £	Endow- ment Funds £	TOTAL FUNDS	
					2022 £	2021 £
3(b)	Church activities (continued)					
	Under 18s work					
	with Children					
	▪ General fund	134	–	–	134	275
	▪ Events (D) fund	1,260	–	–	1,260	1,425
	with Families	148	–	–	148	421
	in Schools	44	–	–	44	59
	with Youth					
	▪ General fund	848	–	–	848	454
	▪ Events (D) fund	1,490	–	–	1,490	1,688
	Shared	264	–	–	264	226
		<u>205,817</u>	<u>139,976</u>	<u>–</u>	<u>345,793</u>	<u>292,162</u>
3(c)	Governance costs					
	Independent examiner's fees	302	–	–	302	300
	Miscellaneous	35	–	–	35	70
	PCC Meetings etc.	–	–	–	–	1,036
		<u>337</u>	<u>–</u>	<u>–</u>	<u>337</u>	<u>1,406</u>
3(d)	Other resources expended					
	Bank charges etc.					
	▪ General Fund	126	–	–	126	99
	▪ Events (D) fund	162	–	–	162	106
	▪ Other designated funds	1	–	–	1	3
	▪ Mission and Charity (R) fund	–	18	–	18	–
	▪ Other restricted funds	–	–	–	–	1
	Debts written off					
	▪ General Fund <sup>1</sup>	350	–	–	350	25
	▪ Buildings Improvement (R) fund <sup>2</sup>	–	23	–	23	–
	▪ Covid Crisis Action (R) fund <sup>3</sup>	–	1,537	–	1,537	–
	Costs of Vacancy	1,807	–	–	1,807	–
	Miscellaneous	413	–	–	413	721
		<u>2,859</u>	<u>1,578</u>	<u>–</u>	<u>4,437</u>	<u>954</u>
		<u>209,095</u>	<u>141,555</u>	<u>–</u>	<u>350,650</u>	<u>296,024</u>
	TOTAL RESOURCES EXPENDED					

**4 STAFF COSTS**

				2022 £	2021 £
	Salaries, Wages, etc.			64,848	66,493
	Employer's National Insurance			3,481	3,687
	Employer's Pension Contribution			2,660	2,910
				<u>70,989</u>	<u>73,089</u>

<sup>1</sup> Unpaid room hire charge.

<sup>2</sup> Accrued tax on GiftAided dponsored event, without proper supporting evidence.

<sup>3</sup> Float cash for Covid Crisis support teams not recovered after winding up the teams.

**St Mary's Lutterworth PCC**  
**Notes to the Financial Statements (continued)**  
**For the year ending 31 December 2022**

During the year, the PCC employed church administrators, an assistant minister for youth and administration, a premises officer, a foodbank manager and a foodbank operations supervisor, none of whom earned £60,000 p.a. or more.

**5 TRANSACTIONS WITH RELATED PARTIES**

The following member of the PCC was paid during the year:; Mr Ben Horrex, £31,091 as Assistant Minister for Youth and Administration. There were no other disclosable transactions in respect of PCC members, persons closely connected with them or other related parties.

**6 TRANSFERS BETWEEN FUNDS**

		Unre- stricted Funds £	Re- stricted Funds £	Endow- ment Funds £	TOTAL FUNDS	
					2022 £	2021 £
6(a)	Transfers from other funds					
	From General fund					
	▪ to General Reserve (D) fund, to partially replace drawdown in prior years	0	–	–	0	10,000
	▪ to Events (D) fund, to cover deficit from events	491	–	–	491	1,054
	▪ to Parsonage (D) fund, annual and additional designation by PCC	454	–	–	454	–
	▪ to Ruth Gee Ministry Support (D) fund, to cover deficit and close the fund	1,367	–	–	1,367	–
	▪ to Churchyard Maintenance (R) fund, to make up shortfall in income compared to expenditure	–	2,801	–	2,801	2,621
	▪ to Parsonage (R) fund, annual designation by PCC	–	–	–	–	150
	From Churchyard Trusts Revenue (R) fund					
	▪ to Churchyard Maintenance (R) fund, towards costs	–	399	–	399	339
	From Events (D) fund					
	▪ To General fund, surplus from events	280	–	–	280	4
	▪ Buildings Improvement (R) fund, surplus from events	–	–	–	–	3,518
	From Foodbank (R) fund					
	▪ to General fund, contribution for use of CGC	1,590	–	–	1,590	1,560
	From Ministry Staff (R) fund					
	▪ to Assistant Minister (R) fund, to cover deficit and close the fund	–	–	–	–	1,601
	From Parsonage (R) Fund					
	▪ to Parsonage (D) Fund, per diocesan letter of April 2000	–	–	–	–	1,097
		<u>4,182</u>	<u>3,200</u>	<u>–</u>	<u>7,382</u>	<u>21,944</u>

**St Mary's Lutterworth PCC**  
**Notes to the Financial Statements (continued)**  
**For the year ending 31 December 2022**

		Unre- stricted Funds £	Re- stricted Funds £	Endow- ment Funds £	TOTAL FUNDS	
					2022 £	2021 £
6(b)	Transfers to other funds					
	To General fund					
	▪ from Events (D) fund	280	–	–	280	4
	▪ from Foodbank (R) fund	–	1,590	–	1,590	1,560
	To General Reserve (D) fund	–	–	–	–	10,000
	To Assistant Minister (R) Fund					
	▪ from Ministry Staff (R) fund	–	–	–	–	1,601
	To Buildings Improvement (R) fund					
	▪ from Events (D) fund	–	–	–	–	3,518
	To Churchyard Maintenance (R) fund					
	▪ from General fund	2,801	–	–	2,801	2,621
	▪ from Churchyard Trusts Revenue (R) fund	–	399	–	399	339
	To Events (D) Fund	491	–	–	491	1,054
	To Parsonage (D) Fund					
	▪ from General fund	454	–	–	454	–
	▪ From Parsonage (R) Fund	–	–	–	–	1,097
	To Parsonage (R) fund	–	–	–	–	150
	To Ruth Gee Ministry Support (D) fund	1,367	–	–	1,367	–
		<u>5,393</u>	<u>1,989</u>	<u>–</u>	<u>7,382</u>	<u>21,944</u>
	NET TRANSFERS FROM/(TO) OTHER FUNDS	<u>(1,211)</u>	<u>1,211</u>	<u>–</u>	<u>–</u>	<u>–</u>

**7 FIXED ASSETS FOR USE BY THE PCC**

			Freehold Land and Buildings <sup>1</sup> £	Church Equipment <sup>2</sup> £	Total £
7(a)	Tangible fixed assets				
	ACTUAL/DEEMED COST	At 1 January	95,000	32,727	127,727
		Disposals	–	–	–
		Additions at cost	–	–	–
		At 31 December	<u>95,000</u>	<u>32,727</u>	<u>127,727</u>
	DEPRECIATION	At 1 January	15,000	32,346	47,346
		Withdrawn on disposals	–	–	–
		Charge for the year	<u>1,000</u>	<u>381</u>	<u>1,381</u>
		At 31 December	<u>16,000</u>	<u>32,727</u>	<u>48,727</u>
	NET BOOK VALUE	At 31 December	<u>79,000</u>	<u>–</u>	<u>79,000</u>

<sup>1</sup> The tangible Freehold Land and Buildings comprises the Church Gate Centre, purchased in September 2006.

<sup>2</sup> The Church Equipment comprises Mission Praise hymnbooks purchased in 2004, radio microphones and computers purchased in 2007, a printer/copier and an electronic organ purchased in 2012, a projector purchased in 2014, a sound mixing desk with stage box purchased in 2016, and a projector screen purchased in 2018.



**St Mary's Lutterworth PCC**  
**Notes to the Financial Statements (continued)**  
**For the year ending 31 December 2022**

**FIXED ASSETS FOR USE BY THE PCC (continued)**

		Freehold Land and Buildings <sup>1</sup> £	CBF Investment Account <sup>2</sup> £	Other Securities <sup>3</sup> £	Total £
7(b)	Investment fixed assets				
	Market value – 1 January	286,500	13,301	20	299,822
	Net gains (losses) on annual revaluation				
	▪ Churchyard Trusts Capital (E) fund	–	(1,566)	–	(1,566)
	▪ Poplar Avenue Property (R) fund	29,000	–	–	29,000
	▪ Unrestricted Property (D) fund	6,435	–	–	6,435
	Market value – 31 December	321,935	11,736	20	333,691

**8 ANALYSIS OF NET ASSETS BY FUND**

		Unre- stricted Funds £	Re- stricted Funds £	Endow- ment Funds £	TOTAL FUNDS	
					2022 £	2021 £
8(a)	Tangible Fixed Assets					
	▪ Unrestricted Property (D) fund	61,793	–	–	61,793	62,576
	▪ CGC Property (R) fund	–	17,207	–	17,207	17,424
	▪ Information Technology (R) fund	–	–	–	–	381
	Total Tangible Fixed Assets	61,793	17,207	–	79,000	80,381
8(b)	Investment Fixed Assets					
	▪ Unrestricted Property (D) fund	55,935	–	–	55,935	49,500
	▪ Poplar Avenue Property (R) fund	–	266,000	–	266,000	237,000
	▪ Churchyard Trusts Capital (E) fund	–	–	11,756	11,756	13,322
	Total Investment Fixed Assets	55,935	266,000	11,756	333,691	299,822

<sup>1</sup> The investment freehold land and buildings comprise 3 Poplar Avenue (estimated value obtained from the Zoopla property website), and a field off Boneham's Lane near Milords Farm (estimated value provided by the tenant based on the current value of agricultural land in the locality).

<sup>2</sup> The holdings in CBF investment account are 568 shares. They are held by the diocese as custodian trustees of various Churchyard Trusts.

<sup>3</sup> The other securities are valued at nominal value. The CBF shares and other securities are held by the diocese as custodian trustees of various Churchyard Trusts.

**St Mary's Lutterworth PCC**  
**Notes to the Financial Statements (continued)**  
**For the year ending 31 December 2022**

		Unre- stricted Funds £	Re- stricted Funds £	Endow- ment Funds £	TOTAL FUNDS	
					2022 £	2021 £
8(c)	Current Assets					
	▪ General fund	69,077	–	–	69,077	11,824
	▪ General Reserve (D) fund	66,586	–	–	66,586	65,781
	▪ Buildings (D) fund	622	–	–	622	1,281
	▪ Events (D) fund	199	–	–	199	(4)
	▪ Flower (D) fund	577	–	–	577	523
	▪ Parsonage (D) fund	302	–	–	302	1,052
	▪ Ruth Gee Improvements (D) fund	37,140	–	–	37,140	39,813
	▪ Ruth Gee Ministry Support (D) fund	–	–	–	–	2,745
	▪ Bell (R) fund	–	5,461	–	5,461	5,331
	▪ Buildings (R) fund	–	64	–	64	64
	▪ Buildings Improvement (R) fund	–	1,115	–	1,115	5,183
	▪ Churchyard Trusts Revenue (R) fund	–	1,799	–	1,799	1,798
	▪ Covid Crisis Action (R) fund	–	2,881	–	2,881	5,955
	▪ Foodbank (R) fund	–	131,091	–	131,091	77,289
	▪ Freeman (R) fund	–	55	–	55	55
	▪ Hardship (R) fund	–	6,227	–	6,227	6,176
	▪ Information Technology (R) fund	–	144	–	144	360
	▪ Ministry Staff (R) fund	–	3,730	–	3,730	2,215
	▪ Mission and Charity (R) fund	–	255	–	255	141
	▪ Organ (R) fund	–	11,276	–	11,276	10,136
	▪ Churchyard Trusts Capital (E) fund	–	–	1,468	1,468	1,468
	Total current assets	174,502	164,098	1,468	340,068	239,185
8(d)	Current Liabilities					
	▪ General fund	6,175	–	–	6,175	5,198
	▪ Buildings (D) fund	–	–	–	–	625
	▪ Parsonage (D) fund	302	–	–	302	–
	▪ Ruth Gee Ministry Support (D) fund	–	–	–	–	1,406
	▪ Foodbank (R) fund	–	806	–	806	823
	▪ Hardship (R) fund	–	–	–	–	10
	▪ Ministry Staff (R) fund	–	74	–	74	705
	▪ Mission and Charity (R) fund	–	255	–	255	141
	Total Current Liabilities	6,476	1,134	–	7,611	8,908
8(e)	Fund Balances					
	▪ General fund	62,902	–	–	62,902	6,625
	▪ General Reserve (D) fund	66,586	–	–	66,586	65,781
	▪ Buildings (D) fund	622	–	–	622	656
	▪ Events (D) fund <sup>1</sup>	199	–	–	199	(4)
	▪ Flower (D) fund	577	–	–	577	523
	▪ Parsonage (D) fund	–	–	–	–	1,052
	▪ Ruth Gee Improvements (D) fund	37,140	–	–	37,140	39,813
	▪ Ruth Gee Ministry Support (D) fund	–	–	–	–	1,339
	▪ Unrestricted Property (D) fund	117,728	–	–	117,728	112,076
	▪ Assistant Minister (R) fund	–	–	–	–	–
	▪ Avon Swift Administrator (R) fund	–	–	–	–	–

<sup>1</sup> The Events (D) fund was in deficit at the end of 2021. This was due to having paid deposits for the 2022 Parish Weekend Away and Youth Weekend Away.

**St Mary's Lutterworth PCC**  
**Notes to the Financial Statements (continued)**  
**For the year ending 31 December 2022**

		Unre- stricted Funds £	Re- stricted Funds £	Endow- ment Funds £	TOTAL FUNDS	
					2022 £	2021 £
8(e)	Fund Balances (continued)					
	▪ Bell (R) fund	–	5,461	–	5,461	5,331
	▪ Buildings (R) fund	–	64	–	64	64
	▪ Buildings Improvement (R) fund	–	1,115	–	1,115	5,183
	▪ CGC Property (R) fund	–	17,207	–	17,207	17,424
	▪ Chaplaincy (R) fund	–	–	–	–	–
	▪ Churchyard Maintenance (R) fund	–	–	–	–	–
	▪ Churchyard Trusts Revenue (R) fund	–	1,799	–	1,799	1,798
	▪ Covid Crisis Action (R) fund	–	2,881	–	2,881	5,955
	▪ Foodbank (R) fund	–	130,285	–	130,285	76,465
	▪ Freeman (R) fund	–	55	–	55	55
	▪ Hardship (R) fund	–	6,227	–	6,227	6,166
	▪ Information Technology (R) fund	–	144	–	144	741
	▪ Ministry Staff (R) fund	–	3,657	–	3,657	1,510
	▪ Mission and Charity (R) fund	–	–	–	–	–
	▪ Organ (R) fund	–	11,276	–	11,276	10,136
	▪ Parsonage (R) fund	–	–	–	–	–
	▪ Poplar Avenue Property (R) fund	–	266,000	–	266,000	237,000
	▪ Churchyard Trusts Capital (E) fund	–	–	13,223	13,223	14,789
	Total Fund Balances	285,754	446,171	13,223	745,148	610,480

**9 DEBTORS**

				2022 £		2021 £
	Income tax recoverable <sup>1</sup>			12,881		13,076
	Prepayments			5,102		6,754
	Other Debtors			3,440		5,214
				21,424		25,045

**10 LIABILITIES FALLING DUE WITHIN ONE YEAR**

				2022 £		2021 £
	Deferred income - Bond for 3 Poplar Ave.			–		625
	Creditors for goods and services			4,893		4,907
	Other Creditors			2,718		3,377
				7,611		8,908

<sup>1</sup> One claim (for the year 2020) was made in 2021, with £14,066 recovered. One claim (for the year 2021) was made and received in 2022, with £12,933 recovered.

**St Mary's Lutterworth PCC**  
**Notes to the Financial Statements (continued)**  
**For the year ending 31 December 2022**

**11 GRANTS POLICY AND RECIPIENTS**

The collections at certain services are announced as being for specific missions or charities. The PCC also occasionally receives donations earmarked for specific missions or charities. All such funds are sent to the specified recipient.

In 2018 the PCC started a 3-year commitment to support two missionary families in Africa and Spain, through the Crosslinks organisation. This has been extended three more years to 2023

In 2022 two members of the church began training for overseas mission. The PCC is supporting them financially during their training period, which is currently expected to be two years.

From time to time the PCC organises or hosts events to raise funds for specific missions or charities.

From time to time the PCC makes grants to specific missions or charities, in response to requests for donations.

From time to time the PCC makes grants to individuals, to assist in cases of hardship, using funds given for that purpose.

Recipients are detailed below.

**Recipients**

			2022 £		2021 £
	Community of the Tree of Life		–		100
	Crosslinks Milsom		3,000		3,000
	Crosslinks Moody		3,000		3,000
	Sam & Bianca Duffin (Mission Training)		7,300		–
	UFM Worldwide – Kairos (Ukraine refugees)		3,441		–
	Leicester DG Bell Restoration Fund		25		25
	Individuals (Social Need)		20		260
			<u>16,786</u>		<u>6,385</u>

**12 SOCIAL ACTION**

As well as the charitable giving described above, the PCC operates a Foodbank affiliated with the Trussell Trust. Grants are paid to the national charity to assist with their work in providing the central support for this activity.

In 2020, the PCC set up teams to assist people who were shielding or sheltering with shopping etc. While most of these clients repaid the PCC for their shopping, in a few cases it was paid for by the PCC as a grant. The teams were disbanded the second half of 2021.

**Recipients**

			2022 £		2021 £
	The Trussell Trust <sup>1</sup>		–		360
	Covid Crisis Team clients		–		108
			<u>–</u>		<u>468</u>

<sup>1</sup> In 2020, the Trussell Trust waived their fee to assist foodbanks during the Corona Virus pandemic. The fee we paid in 2021 was refunded in 2022, recorded in the accounts as a grant from them, and no fee was paid in 2022.

**St Mary's Lutterworth PCC**  
**Notes to the Financial Statements (continued)**  
**For the year ending 31 December 2022**

**13 FUND DETAILS**

**The restricted funds** comprise:-

The Assistant Minister (R) fund. This consists of funds given for the purpose of employing an Assistant Minister. In 2021 the Youth Minister's role was expanded to Assistant Minister for youth and administration. The residue of the fund was spent and the fund is now closed.

The Avon Swift Administrator (R) fund. This consists of funds provided by the nearby Avon Swift benefice to cover the costs of our employing an administrator on their behalf. The arrangement ended in 2020, and the fund was closed in 2021.

The Bell (R) fund. This consists of funds given for the purpose of maintaining the Church Bells.

The Buildings (R) fund. This consists of old funds held for the purpose of maintaining the Church Properties (3 Poplar Avenue and the Church Gate Centre), and for maintaining and improving Church Facilities.

The Buildings Improvement (R) fund. This consists of funds raised for the purpose of major improvements to the Church and Church Gate Centre.

The CGC Property (R) fund. This represents that part of the value of the Church Gate Centre which was bought using funds released through the sale of the old Church Hall

The Chaplaincy (R) fund. This consists of funds received for the purpose of supporting the Chaplain in Lutterworth College. Use of this fund was discontinued in 2020 when the Chaplain was directly employed by the College.

The Churchyard Maintenance (R) fund. This consists of funds received by grant and donation for the purpose of maintaining the churchyard

The Churchyard Trusts Revenue (R) fund. This consists of accumulated income from the Churchyard Trusts Capital (E) fund, to be used for maintenance of the churchyard.

The Covid Crisis Action (R) fund. This consists of funds received by grant for the purpose of supporting people sheltering and shielding during the Covid19 pandemic.

The Foodbank (R) fund. This consists of funds raised for the purpose of setting up and running the Lutterworth and Villages Foodbank

The Freeman (R) fund. This consists of funds given for the purpose of re-gilding the letters and figures and heraldic arms on and generally maintaining in good order and condition the "Freeman" tablet in the chancel of the Church.

The Hardship (R) fund. This consists of funds given to assist in cases of hardship. It was formed in 2012 on the closure of two small local charities for the poor, and subsequently augmented by other donations.

The Information Technology (R) fund. This consists of funds given for the purpose of providing computing, communications and multimedia equipment for the Church.

The Ministry Staff (R) fund. This consists of funds raised for the purpose of employing paid staff in the Church's various ministries, including but not limited to Assistant, Children and Families, and Youth work.

The Mission and Charity (R) fund. This consists of funds raised through collections at particular services, and by appeal or donation, specifically to be given to missions and charities.

The Organ (R) fund. This consists of funds given for the purpose of maintaining and restoring the Church Organ.

**St Mary's Lutterworth PCC**  
**Notes to the Financial Statements (continued)**  
**For the year ending 31 December 2022**

**The restricted funds** comprise (continued):-

The Parsonage (R) fund. This consisted of funds irrevocably designated by the PCC, and formerly augmented by the diocese, for the purpose of maintaining the decoration of the Parsonage House (Rectory). This fund was maintained for each parish by the Diocesan Parsonages Board, but during 2000 the fund was transferred to the parishes<sup>1</sup>. In 2021 the fund was closed and its balance was transferred to the Parsonage (D) fund.

The Poplar Avenue Property (R) fund. This represents the value of 3 Poplar Avenue, since it was originally purchased as a Curate's House, using the proceeds of the sale of Havelock House, which had been given to the PCC as a Curate's House

**The endowment fund** comprises:-

The Churchyard Trusts Capital (E) fund. This is a collection of small trusts the income of which is to be used for the maintenance of the churchyard. This fund is held by the diocese, and the income from it is paid into the Churchyard Trusts Revenue (R) fund.

**The unrestricted funds** comprise the General fund, and the following **designated funds**:-

The General Reserve (D) fund. This consists of funds set aside by the PCC as a reserve to cover various contingencies as detailed in the Reserves Policy

The Buildings (D) fund. This consists of funds designated by the PCC from the General fund, for the upkeep of the various buildings.

The Events (D) fund. Some events organised by the PCC (such as Parish Weekends Away) involve significant income and expenditure, but are largely self-financing, or are for fund-raising purposes but have related costs.. Sometimes the income and expenditure may be in different years. This fund is used to separate such monies from routine income and expenditure, with any surplus or shortfall transferred to or from the general fund.

The Flower (D) fund. This consists of funds designated by the PCC from the General fund, for the purpose of buying flowers to decorate the Church, including donations for Easter Lilies

The Parsonage (D) fund. This consists of funds designated by the PCC, for the purpose of maintaining the decoration of the Parsonage House (Rectory) and providing for minor repairs and maintenance. This fund was opened in 2021 by transfer of the balance of the Parsonage (R) fund on its closure

The Ruth Gee Improvements (D) fund. This consists (initially) of half the legacy received from Ruth Gee, designated by the PCC for the purpose of improving facilities in the Church.

The Ruth Gee Ministry Support (D) fund. This consists (initially) of half the legacy received from Ruth Gee, designated by the PCC for the purpose of supporting the ministry of the Church. This fund was exhausted and closed in 2022.

The Unrestricted Property (D) fund. This represents the value of property which does not have restrictions on it. It currently includes that part of the value of the Church Gate Centre which was bought using the Ruth Gee Ministry Support (D) fund, and the field off Boneham's Lane.

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<sup>1</sup> The covering letter with the cheque from the diocese allowed the fund to be de-restricted and used for any purpose, but the PCC continued to provide for decoration and minor repairs and maintenance of the Parsonage House

**St Mary's Lutterworth PCC**  
**Notes to the Financial Statements (continued)**  
**For the year ending 31 December 2022**

**14 FUNDS HANDLED BY THE PCC AS AGENT FOR THIRD PARTIES**

Fees due to the Diocesan Board of Finance are received by the PCC, and forwarded to the DBF after deducting amounts claimed by Readers and non-stipendiary Clergy. From time to time, other fees are received by the PCC and passed on to other PCCs in the area (usually Bitteswell and Cotesbach), or to the organist, vergers, etc. at weddings and funerals. Occasionally, the PCC acts as agent for other PCCs in the area, or for individuals, in the purchase of goods such as altar supplies and stationery. Although these funds do not come under the accounts of the PCC, they are recorded here for information.

			2022 £		2021 £
	<b>INCOMING RESOURCES</b>				
	Fees Due to DBF		7,365		8,330
	Local Fees (not PCC)		2,071		2,219
	Other Transit Fees		4,128		3,325
	Other Transit receipts (not fees)		1,749		1,366
	<b>TOTAL INCOMING RESOURCES</b>		<b>15,314</b>		<b>15,240</b>
	<b>RESOURCES EXPENDED</b>				
	DBF fees claimed by Readers etc.		1,967		792
	DBF fees to Diocese		5,398		7,538
	Local Fees (not PCC)		2,071		2,219
	Other Transit Fees		4,128		3,325
	Other Transit Payments (not fees)		1,749		1,366
	<b>TOTAL RESOURCES EXPENDED</b>		<b>15,314</b>		<b>15,240</b>
	<b>NET MOVEMENT IN FUNDS</b>		<b>–</b>		<b>–</b>
	<b>BALANCE BROUGHT FORWARD AT 1 JANUARY</b>		<b>–</b>		<b>–</b>
	<b>BALANCE CARRIED FORWARD AT 31 DECEMBER</b>		<b>–</b>		<b>–</b>
	<b>CURRENT ASSETS</b>				
	Debtors		1,686		1,021
	Cash and Bank Accounts		(1,671)		517
			<b>15</b>		<b>1,537</b>
	<b>LIABILITIES: AMOUNTS FALLING DUE WITHIN ONE YEAR</b>				
	Creditors		15		1,537
			<b>15</b>		<b>1,537</b>
	<b>NET ASSETS</b>		<b>–</b>		<b>–</b>

## **Independent Examiner's Report to the PCC of St. Mary's, Lutterworth**

This Report on the financial statements of the PCC for the year ended 31st December 2022, which are set out on pages 1 to 23, is in respect of an examination carried out in accordance with the Church Accounting Regulations 2006 ("the Regulations") and Section 132 of the Charities 2011 ("the Act").

### **Respective responsibilities of the PCC and the Examiner**

As members of the PCC you are responsible for the preparation of the financial statements; you consider that the audit requirements of the Regulations and Section 144(2) of the Act do not apply. It is my responsibility to issue this Report on those financial statements in accordance with the terms of Regulations.

### **Basis of Independent Examiner's Report**

My examination was carried out in accordance with the General Directions given by the Charity Commission. That examination includes a review of the accounting records kept by the PCC and a comparison of the accounts with those records. It also includes considering any unusual items or disclosures in the financial statements and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently I do not express an audit opinion on the view given by 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 keep accounting records in accordance with Section 130 of the Act; and
  - to prepare financial statements, which accord with the accounting records and comply with the requirements of the Act and the Regulations 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.

*CDexter*

Caroline Dexter BSc (Hons), FCA  
For And On Behalf of  
Barkers Accountants Limited  
Chartered Accountants and Statutory Auditors  
Street Ashton Farmhouse  
Stretton under Fosse  
Rugby  
Warwickshire  
CV23 0PH

29<sup>th</sup> March 2023