



St James'
(Hope) Church
Salford M6 8EJ

Trustees Annual Report

And

Financial Accounts 2024

TRUSTEES ANNUAL REPORT FOR 2024

It is pleasing to report that the Financial Accounts (as verified by our Independent Examiner Bronwyn Roby) show that whereas total income to St James (Hope) Church during the calendar year of 2024 was £52,992, total expenditure during the same period was £51,039 resulting in a surplus of £1,953. This result was achieved because of the substantial revenue obtained from the hiring out of the Community Hall. The Trustees express their gratitude to the small team of people whose dedication has made this result possible.

2024 was a year of progress with the Community Hall and in the strengthening of our relationship with Salford Elim Church. Salford Elim's contributions to church life both in practical and financial terms cannot be underestimated in maintaining the viability of the congregation of St James (Hope) Church.

Points to highlight from the Financial Accounts include:

- Direct giving from church members was down from £9,462 to £8,961, a 5% reduction whereas most general expenses were showing an increase in costs.
- Salford Elim Church contributed £3,888 towards the income of the church and paid £2,296 towards shared energy costs.
- Giving to charitable causes, mainly funded by donations received from after service refreshments, was up from £600 to £856.
- Community Hall income from hire fees exceeded £20k compared to £12k in the previous year.
- Church building and grounds maintenance costs were down from £12,263 in 2023 to £7,284 in 2024. However, a major building expense will be incurred during 2025 for which grant funding has been awarded due to the actions of our Churchwarden.
- We honoured our commitment to the Diocese and paid our 2024 Parish Share of £13,440 in full (a figure of £13,186 is shown in the financial accounts as we received an encouragement scheme discount of £254).
- A continued cause for concern is the affordability of the cost of insurance. The premiums charged by Ecclesiastical Insurance, already at £690 per month during 2024, are increasing to £725 per month from January 2025.
- St James (Hope) Church continues to support the community by providing a base for the Uniformed Organisations (Brownies/Rainbows) and the Olive Branch Hub to meet on a weekly basis.

We pay tribute to the work of the members of the clergy and PCC members who also act as Trustees for Charity number 11348222.

Tony Wood

Treasurer On behalf of the Board Of Trustees

REPORT OF THE INDEPENDENT EXAMINER

The Treasurer for the PCC at St James (Hope) Church maintains the following accounting records:

Manual Weekly Record Book

Computerised Accounts

Bank Statements for all accounts

Folders of vouchers to support expenditure

Cheque counterfoils and paying in stubs

Financial controls in operation:

All cheques to be signed by two from a total of four authorised signatories

Cash collections are checked by the Churchwardens and Treasurer

Preparation of accounts:

A full bank reconciliation was carried out on all operating accounts

Bank deposits checked with cash book entries

Expenditure vouchers checked with bank and cash books

B Roby

Bronwen Roby ACCA
41 Wilderswood Close,
Whittle le Woods,
Chorley PR6 7SH

Telephone: 07773 768 210

ST JAMES CHURCH HOPE: FINANCIAL ACCOUNTS FOR 2024

Note	INCOME	2023		2024	
		£	£	£	£
1.	Planned Giving				
	Gift Aid	6,347.65		6,269.50	
	Non Gift Aid	1,804.20		1,822.90	
	Collections	1,145.25		780.55	
	Digital Giving	<u>165.00</u>		<u>88.71</u>	
			9,462.10		8,961.66
2.	Tax Refunds (Gift Aid & GASDS)		3,434.21		2,777.39
3.	Donations & Other Income				
	Gift Aided	100.00		128.20	
	Non Gift Aided	20.00		209.00	
	Gift Day	561.00		541.00	
4.	Salford Elim's Contributions	7,580.00		3,888.00	
	Salford Elim Shared Expenses	<u>2,042.51</u>		<u>2,296.30</u>	
			10,303.51		7,062.50
5.	Charitable Giving Received		700.50		716.86
6.	Community Hall Income				
	Regular Hire	6,585.00		8,573.35	
	Occasional Hire	5,620.00		11,510.00	
	Hall Booking Deposits	50.00		200.00	
	Hall Refurbishment Fund	<u>2,523.74</u>		<u>235.00</u>	
			14,778.74		20,518.35
7.	Car Park Hire		12,000.00		12,000.00
8.	Fees		2,011.00		906.00
9.	Grants/Legacies		330.00		0.00
10.	Insurance Claims		2,630.00		0.00
11.	Sundry Income		<u>0.00</u>		<u>50.00</u>
	Sub-total		55,650.06		52,992.76
	Transfer from Reserves		<u>8,800.00</u>		<u>0.00</u>
	Total Income		<u>64,450.06</u>		<u>52,992.76</u>

ST JAMES CHURCH HOPE: FINANCIAL ACCOUNTS FOR 2024 (Continued)

Note	EXPENDITURE	2023		2024	
		£	£	£	£
	Church Costs				
12.	Building Maintenance	9,237.91		2,652.93	
13.	Grounds Maintenance	1,140.00		2,746.05	
14.	Church Cleaning Costs	<u>1,885.00</u>		<u>1,885.00</u>	
			12,262.91		7,283.98
	Utilities				
	Electricity for church	726.19		760.44	
	Gas for church	3,219.97		3,273.20	
15.	Water	<u>0.00</u>		<u>0.00</u>	
			3,946.16		4,033.64
16.	Insurance		8,018.61		8,290.62
	Upkeep Of Services		559.93		535.19
17.	Costs of music		1,200.00		1,200.00
	Clergy Expenses		129.48		346.41
18.	Diocesan Parish Share		12,441.75		13,186.21
5.	Charitable Giving Paid Out		600.50		856.42
	Community Hall Costs				
19.	Expenses	176.96		186.32	
	Electricity for hall	899.48		962.68	
	Gas for hall	1,428.18		1,403.87	
	Water	1,067.23		1,126.46	
14.	Hall Cleaning Costs	2,298.90		2,527.63	
20.	Hall Maintenance	1,166.04		1,604.36	
21.	Hall Refurbishment Fund	<u>13,970.60</u>		<u>4,336.00</u>	
			21,007.39		12,147.32
22.	Vicarage (Shared Costs)				
	Expenses	1,352.71		1,420.50	
	Water Rates	<u>517.77</u>		<u>394.64</u>	
					1,870.48
			1,815.14		
	Fees paid over to Diocese		1,040.00		584.00
23.	Printing & Stationary		544.77		760.81
	Sundry Expenses		<u>2.78</u>		<u>0.00</u>
	Sub-total		63,624.74		51,039.74
	Transfer To Reserves		<u>0.00</u>		<u>5,000.00</u>
	Total Expenditure		<u>63,624.74</u>		<u>56,039.74</u>

It is noted that if the transfers from or to church reserves are excluded then:

The difference of expenditure over income in 2023 was a loss of £7,984.68

The difference of income over expenditure in 2024 was a gain of £1,953.02

ASSETS AND NOTES

Total Assets		2024	
Bank Current Account			
Opening balance at bank 01/01/2024		£	6,224.35
+ Income received in 2024		<u>£52,992.76</u>	
Total of the above		£59,217.11	
Expenditure paid out during 2024	£51,039.74		
+ Transfer to Church Reserves	<u>£ 5,000.00</u>		
Sub-total	£56,039.74		
*Cheques issued but not presented	<u>-£ 1,390.55</u>	<u>£54,649.19</u>	
Closing balance at the bank at 31/12/24		£	4,567.94
Less Cheques issued but not presented by 31/12/24	-	<u>£ 1,390.55</u>	£3,177.39
Dormant Community Hall Account			
Opening balance at bank 01/01/2024		£	78.65
Closing balance at the bank at 31/12/24		<u>£ 78.65</u>	£ 78.65
(No transactions during the year)			
CBF CHURCH OF ENGLAND DEPOSIT FUND (Church Reserve Fund)			
Opening balance as at 01/01/2024		£	5,073.27
		+ Transfer in £	5,000.00
+ Interest received during the year		<u>£ 368.53</u>	
Closing balance as at 31/12/24		<u>£ 10,441.80</u>	<u>£10,441.80</u>
TOTAL ASSETS AS AT 31/12/2024			£13,697.82

This increase of £2,321.55 in Total Net Assets to a figure of £13,697.82 compared with the 2023 result of £11,376.27 reflects the trading gain of £1,953.02 during 2024 plus £368.53 received in interest on the amount in the Church Reserve Fund

NOTES - Income

1. Planned Giving covers regular donations given via standing order or weekly envelopes. Collections are the cash given on the open plate and now we have the opportunity for digital giving using a contactless card machine. We are thankful for the support of church members who continue to honour their planned giving commitments.
2. Tax Refunds is the money recovered from HMRC on all gift aided donations. The government now allows us to claim a tax refund against small cash donations under the Gift Aid Small Donations Scheme. This includes some of the weekly envelopes which are not Gift Aided, cash given on the plate and other donations.
3. Gift Day and Donations are not counted as Planned Giving as they are one-off donations but these can still be included under the Gift Aid Reclaim Scheme.
4. Salford Elim Church contributed £3,888 for the use of the church building (having generously project led and covered half the costs of refurbishing the Community Hall in 2023, there was no charge for the use of the hall). They also paid £2,296 towards shared utility costs
5. Charitable Giving is presented as the total giving received from both after service refreshments and additional contributions approved by the PCC. Payments out were £100 to Rowley Projects, £100 to Christian Aid, £100 to Kanzi Kibera Friends, £230 to The Children's Society, £226.42 to St Ann's Hospice (in conjunction with Salford Elim Church) and £100 to Salford Food Parcels foodbank. This was in addition to £564 given directly to them from the joint Harvest Festival Service which did not go through the church accounts.
6. Community Hall income comes from the hire of the Community Hall to both regular and occasional users.
7. The church receives an income from being able to hire out the car park to the NHS. This is at a fixed fee of £1000 per month billed quarterly at £3,000 per quarter equivalent to £12,000 in a full year.
8. Fees cover monies received for occasional services such as weddings and funerals. Only a portion of these fees can be retained for use by the PCC. The remainder is passed on to the Diocese; please see 'Fees paid over to Diocese' under Expenditure.
9. We received a grant of £330 from the Diocese towards increased energy costs during 2023; this grant was not repeated in 2024.
10. £2,630 in income for 2023 was received from an insurance claim relating to emergency remedial work in the toilet area of the Community Hall. There were no insurance claims during 2024.

11. Sundry Income of £50 was a contribution towards the cost of Easter Flowers.

NOTES - Expenditure

12. Building maintenance costs include boiler service and repairs of £600, improvement of the sink and water heater in the vestry £550, intruder alarm contract £540 plus £950 spent on gutters and other repair work.
13. Grounds maintenance relates to the cost of grass cutting and upkeep of the garden areas. The higher costs in 2024 reflects that some expense from 2023 was not invoiced for until 2024 plus a focus on an autumn clean-up by friends from Salford Elim Church.
14. Cleaning costs are recorded separately for the church and for the hall. The cleaner's wages costs are normally shared equally between the two whereas the cost of cleaning materials is charged to the hall including toilet and kitchen requirements. The higher costs for the hall reflect extra support provided for the cleaning of the hall after weekend hire.
15. As little water is used in church itself, all the costs for water are allocated to the hall.
16. As mentioned in the opening statement, the cost of insurance premiums charged by Ecclesiastical Insurance are soon to be over £700 per month.
17. Costs of music covers a monthly fee paid out to our organist who generously donates much of this fee back to the church.
18. The Parish Share requirement of £13,440 was paid in full (a figure of £13186 is shown in the financial accounts as we received an encouragement scheme discount of £254).
19. Community Hall Expenses includes payment to Salford City Council for an extra waste bin.
20. Community Hall Maintenance includes electrical work carried out in the hall plus the cost of the CCTV contract.
21. Major refurbishment work was carried out on the gable end of the Community Hall at a cost of £4,000.
22. Amounts shown under Vicarage are our share of the costs for the Incumbent's residence, where some costs are shared with St John's Pendlebury.
23. Printing & Stationery includes the cost of the maintenance contract for the photocopier and the cost of ink cartridges.

INDEPENDENT EXAMINER'S REPORT TO THE PCC OF ST JAMES, HOPE FOR THE YEAR ENDED 31st DECEMBER 2024

This report on the financial statements of the PCC for the year ended 31st December 2024, which are set out on pages 2 to 5, is in respect of an examination carried out in accordance with the Church Accounting Regulations 2006 ("the Regulations") and S.145 of the Charities Act 2011 ("the Act").

Respective responsibilities of trustees and examiner

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

It is my responsibility to:

- examine the accounts (under section 145 of the Act)
- to follow the procedures laid down in the General Directions given by the Charity Commissioners (under section 145(5)(b) of the Act); and
- to state whether particular matters have come to my attention

Basis of this report

My examination was carried out in accordance with General Directions given by the Charity Commission under section 145(5)(b) of the Act and to be found in the Church Guidance, 2006 edition. 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 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 accounts.

Independent Examiners Statement

In the course of my examination, no matter has come to my attention

1. which gives me reasonable cause to believe that in any material respect the trustees have not met the requirements to ensure that:
 - ☐ proper accounting records are kept (in accordance with section 130 of the Act); and
 - ☐ accounts are prepared which agree with the accounting records and comply with the accounting requirements of the Act; or
2. to which, in my opinion, attention should be drawn in order to enable proper understanding of the accounts to be reached

Signed *B Roby*

Name: Bronwen Roby ACCA

Date: 27/02/2025

Address: 41 Wilderswood Close, Whittle Le Woods, Chorley PR6 7SH