

# **Christ Church Cheltenham**

## **Annual Report and Financial Statements Of the Parochial Church Council**

**For the year ended  
31 December 2022**

## ANNUAL REPORT ON THE YEAR 2022

### Aims and Purposes

Christ Church PCC has the responsibility of co-operating with the incumbent in promoting in the ecclesiastical parish the whole mission of the church: pastoral, evangelical, social and ecumenical. It also has responsibility for the maintenance of the parish church and its ancillary buildings.

### Objectives and Activities

Every Anglican parish church is by definition a charity. This charity exists to take the good news of Jesus Christ to the communities of Christ Church Cheltenham. The church is called to make disciples of Jesus, connecting them with God, being community together and showing compassion to others.

### Achievements and Performance

There were 202 members on the updated Electoral Roll presented at the APCM in 2022 (2021: 199). During 2022 we had 285 Easter communicants (2021: 140) and 160 Christmas communicants (2021: 180).

### Financial Review

The accounts for the year show that during 2022 there was a deficit of income minus expenditure, after gains and losses of £34,458 (2021: surplus of £126,264).

The PCC funds consist of unrestricted funds, including general funds and designated funds, and restricted funds. Designated funds are monies set aside for a particular purpose by the PCC, a decision which they can reverse. The use of restricted funds has been prescribed by the donor and is irreversible.

During the year the designated funds were:

Fabric Fund (no balances or transactions during the year)	To provide for the maintenance of the church buildings.
Youth Work	To support the provision of youth and children's work at Christ Church.

Development (Des) Fund	To provide for repairs, development and re-decoration of the church buildings.
------------------------	--

The restricted funds were:

Special Appeals	To support missions and charities.
Miss Milne Fund	To provide for lighting the church tower.
Development (Rest) Fund (no balances or transactions during the year)	To provide for repairs, development and re-decoration of the church buildings.
Friendship Club	To provide a mid-week meal and social activities for its members.
Playgroup	To provide a pre-school play group facility in the church halls.

### **Reserves Policy**

Unrestricted reserves are held to help manage short term adverse fluctuations in income or expenditure.

The PCC has a policy of aiming to hold available cash reserves, i.e. excluding those backed by tangible assets or which are designated or restricted, in the range from £25,000 to £75,000.

Available cash reserves at 31 December 2022 were £45,279, which is slightly below the midpoint of the range of the PCC policy (2021: £75,123).

### **Structure, Governance and Management**

The PCC is supported by the following structure of committees, each of which reports into the PCC.

#### **Standing Committee**

Membership: Incumbent, Lay Vice Chair, Churchwardens, Treasurer, Secretary. PCC may appoint other members to the Standing Committee as it sees fit.

40% of the members must be present for any business to be transacted.

Remit: Assist the chair of the PCC in setting the agenda for PCC meetings, oversee the practical application of PCC decisions.

### **Finance Committee**

Membership: Incumbent, Lay Vice Chair, Churchwardens, Treasurer, Secretary. PCC may appoint other members to the Standing Committee as it sees fit.

40% of the members must be present for any business to be transacted.

Remit: Assist the Treasurer in developing the annual budget, monitor financial performance and risks.

### **Fabric Committee**

Membership: One Churchwarden, 3 PCC members. Other members may be co-opted as the committee sees fit.

Remit: Assist the churchwardens in ensuring the care of the goods, fabric and ornaments of the church, church grounds and other church property. Ensure compliance with all appropriate Health & Safety legislation.

### **Worship & Ministry Committee**

Membership: Incumbent, 3 PCC members. Other members may be co-opted as the committee sees fit.

Remit: Consider the provision of services of Worship at Christ Church, encourage the prayer life of the church and lead and encourage the creation and growth of small groups.

### **Evangelism Committee**

Membership: 3 PCC members. Other members may be co-opted as the committee sees fit.

Remit: Identify the places where God is working and recommend ways in which Christ's ministry can be exercised in our church and community by all the members of Christ Church. Lead and encourage the creation and growth of regular evangelistic opportunities, organise and deliver nurture and evangelistic courses (such as Alpha or Emmaus), as well as training events and courses in the area of outreach.

### **Youth & Children's Committee** *(did not meet during the year)*

Membership: 3 PCC members, other members may be co-opted as the committee sees fit.

Remit: To work on behalf of all the youth & children of Christ Church to assist them in taking a full and active role in the life of the church, ensure that groups for children & youth are staffed by DBS checked adults, formulate additional ways to reach out to youth & children & their families in the parish. This may be done in conjunction with the Evangelism committee.

### **Environmental Committee**

Membership: Membership: 3 PCC members, other members may be co-opted as the committee sees fit.

Remit: Consider ways in which the church can reduce it's environmental impact. Recommend initiatives to encourage Christ Church to be carbon neutral.

### **Administrative Information:**

Members of the PCC are either ex-officio or elected at the Annual Parochial Church Meeting (APCM) in accordance with the Church Representation Rules. The PCC are, and are referred to elsewhere in this report as, the trustees.

During the year the following served as members of the PCC:

Vicar:	Rev Simon Heron
Curate:	Rev Eddie Carmichael (appointed 2021)
Wardens:	Barbara Lucas (retired 2022) Christopher Orwin-Henderson Philip Whitefield (appointed 2022)
Treasurer:	Philip Whitefield
Secretary:	Susan West
Deanery Synod representatives:	Ian Kirkwood (retiring 2023) Shirley Collins (resigned 2022)
Diocesan Synod representatives:	William Donaldson (retiring 2024)
Reader representative:	Amanda Thiselton (appointed 2022 resigned 2022)
Co-opted Members:	Tim Ingold (Director of Music) Rebecca Waite (Chair Environment Committee) Amanda Whitefield (Safeguarding officer)
Elected Members:	
Retired in 2022	Gail McHardie-Jones Sue Jenner Stephen Thiselton Tony White
Retiring in 2023	Jennie Crow Wendy Williams
Retiring in 2024	Baldwin Terera Nanu Afua Pierre Nicky Read Sian Green (appointed 2022)

Retiring in 2025	Pat Hopkins (appointed 2022) Gilly Jenkins (appointed 2022) Brian Jenner (appointed 2022) Martyn Young (appointed 2022)
------------------	--

Signed on behalf of the trustees

3 April 2023

\_\_\_\_\_  
Rev Simon Heron

## **VICAR'S REPORT**

It is my great pleasure to present to you the annual report of Christ Church Cheltenham for the year ending December 31st, 2022. This report is a reflection of the hard work and dedication of our parishioners, staff, and volunteers who have contributed to our mission of bringing the love of Christ to our community.

As we reflect on the past year, we are grateful for the many blessings we have received, despite the ongoing challenges of the pandemic. We have continued to adapt and innovate in order to continue to serve our community, and we are pleased of what we have accomplished.

Our worship services have been a source of comfort and strength for many throughout the pandemic. We have continued to hold in-person services, while also offering online services for those who are unable to attend in person. We have also expanded our outreach efforts to serve those who are most in need, providing food and other essential items including fresh food from the Christ Church pantry to those in our community who are struggling.

In addition to our regular worship services, we have also offered a variety of events throughout the year to engage our church community, as well as those who we serve. Lego club regularly sees more than twenty families meet to on Friday afternoons in term time, building relationships and providing a meeting place for families. Craft Club - the offshoot of our hugely appreciated Friendship Club, continues to grow. Using the baptistry at the back of our worship space works especially well and continues our aim to see our church building used more effectively.

Although we do have a deficit for this year, financially, we are in a stable position thanks to the generosity of our parishioners and supporters. We are grateful for the ongoing support of so many generous individuals which allows us to continue our important work.

Looking ahead, we are excited about the possibilities for the coming year. We acknowledge the ongoing challenge of looking after an historic building, but we are determined that we will continue to adapt and innovate as we work to bring the love of Christ to our community. We are committed to serving those who are most in need, and we will continue to expand our outreach efforts to meet the changing needs of our community.

Finally, I would like to express my gratitude to our staff, volunteers, and parishioners for their hard work and dedication throughout the year. It is through your efforts that we are able to accomplish our mission of bringing the love of Christ to our community. I am proud to be a part of this wonderful community, and I look forward to what we will accomplish together in the coming year.

In Christ,

Rev Simon Heron  
March 2023



## STATEMENT OF FINANCIAL ACTIVITIES

	Note	Unrestricted Funds	Restricted Funds	Total 2022	Total 2021
		£	£	£	£
<b>Income and endowments from:</b>					
Collections, donations and gifts	2	110,025	150	110,175	126,685
Legacies		26,500	0	26,500	137,000
Investment income	3	779	1,053	1,832	17,295
Income from operating activities	4	38,128	120,268	158,396	126,277
Other voluntary income resources	5	2,648	0	2,648	6,651
<b>Total income</b>		<b>178,080</b>	<b>121,471</b>	<b>299,551</b>	<b>413,908</b>
<b>Expenditure on:</b>					
Activities relating directly to the work of the church	6	171,332	120,400	291,732	268,746
Mission and other charitable giving	7	11,803	2,143	13,946	7,670
Cost of fund-raising		0	0	0	0
Church management and administration		7,754		7,754	4,524
Development of church premises		9,053	661	9,714	1,086
Interest		0		0	0
Other costs		1,728	0	1,728	1,710
<b>Total expenditure</b>	8	<b>201,470</b>	<b>123,204</b>	<b>324,674</b>	<b>283,736</b>
Gains and losses on investments		-3,267	-6,068	-9,335	-3,909
<b>Net income before transfers</b>		<b>-26,657</b>	<b>-7,801</b>	<b>-34,458</b>	<b>126,263</b>
Transfers between funds		-2,533	2,533	0	0
<b>Net movement in funds</b>	9	<b>-29,190</b>	<b>-5,268</b>	<b>-34,458</b>	<b>126,263</b>
Fund balances brought forward at 1 January 2022		260,604	84,876	345,480	219,217
<b>Fund balances as at 31 December 2022</b>		<b>231,414</b>	<b>79,608</b>	<b>311,022</b>	<b>345,480</b>

The notes on pages 11 to 18 form part of these financial statements.

## BALANCE SHEET

	Note	2022	2021
		£	£
<b>Fixed Assets</b>			
Tangible assets	11	4,701	1,222
Investments	18	57,395	65,110
		<b>62,096</b>	<b>66,332</b>
<b>Current Assets</b>			
Debtors	12	12,018	146,303
Cash at bank and in hand	13	249,443	138,772
		<b>261,461</b>	<b>285,075</b>
<b>Creditors: Amounts falling due within one year</b>	14	<b>12,535</b>	<b>5,927</b>
<b>NET CURRENT ASSETS</b>		<b>248,926</b>	<b>279,148</b>
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>		<b>311,022</b>	<b>345,480</b>
<b>Creditors: Amounts falling due after one year</b>	14	<b>0</b>	<b>0</b>
<b>NET ASSETS</b>		<b>311,022</b>	<b>345,480</b>
<b>FUNDS</b>			
Restricted funds	15	79,608	84,876
Unrestricted funds		49,980	76,331
General funds		181,434	184,273
Designated funds	16	<b>311,022</b>	<b>345,480</b>

Approved by the trustees and signed on their behalf by:



Rev Simon Heron

3 April 2023

## STATEMENT OF TRUSTEES' RESPONSIBILITIES

The trustees are responsible for preparing the trustees' report and the financial statements in accordance with general applicable law and United Kingdom Accounting Standards (United Kingdom General Accepted Accounting Practice).

The law applicable to charities in England and Wales requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources of the charity for that period. In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgments and estimates that are reasonable and prudent;
- state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

The trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act 2011, the Charities (Accounts and Reports) Regulations 2015 and the provisions of the trust deed. They are also responsible for safekeeping the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Signed on behalf of the trustees



Rev Simon Heron

3 April 2023

## INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES

I report to the trustees on my examination of the accounts of the Parochial Church Council of Christ Church, Cheltenham for the year ended 31 December 2022 which are set out on pages 9 to 18.

### Responsibilities and basis of report

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

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

### Independent Examiner's Statement

Since the charity's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the Act. I confirm that I am qualified to undertake the examination because I am a member of the Association of Chartered Certified Accountants, which is one of the listed bodies.

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

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

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

Signed:



Date:

Ruth Herbert FCCA

5 April 2023