

# THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST PETER'S, TOTON

England & Wales · Charity number 1136356

## Details

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Other names	ST PETER'S PCC, TOTON
Status	Registered
Legal form	Previously excepted
Registered	2010-06-15
Register	<a href="#">View on the Charity Commission register</a>

## Contact

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Address	St. Peters Church 83 High Road Toton Nottingham NG9 6EN
Phone	01159462357
Email	<a href="mailto:contact@totonchurches.org">contact@totonchurches.org</a>
Website	<a href="http://www.totonchurches.org">www.totonchurches.org</a>

## Activities

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**Objects:** Promoting in the ecclesiastical parish the whole mission of the Church.

**Activities:** St. Peter's is a Church of England Parish Church and provides church services, pastoral care and open youth work in the local community

## Classification

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- **How:** Makes Grants To Organisations, Provides Buildings/facilities/open Space, Provides Services
- **What:** General Charitable Purposes, Religious Activities
- **Who:** Children/young People, Elderly/old People, Other Charities Or Voluntary Bodies, The General Public/mankind

## Geography

- **Area of benefit:** UNDEFINED. IN PRACTICE, LOCAL.
- Nottinghamshire

## Finances

Period end	Income	Expenditure	Assets	Employees
2024-12-31	£124,586	£128,741	-	-
2023-12-31	£91,090	£91,777	-	-
2022-12-31	£94,672	£89,054	-	-
2021-12-31	£81,147	£79,433	-	-
2020-12-31	£85,742	£91,278	-	-

## Trustees

Name	Role	Appointed
ANDREW ROBERT PEARSON		
Bruce David Spencer		2020-10-01
Christine Margaret Drewry		2021-05-31
Elizabeth Margaret McBrayne		2018-09-18
Gillian Vera Dann		2018-04-25
Hazel Treadway		2020-10-01
Irene Smith		2017-04-26
James Phillip Briggs		2017-04-26
Julie Fiona Houghton		2022-04-27
KEITH MURRAY		
Louise Spencer		2020-10-01
Michael Cartwright		2018-04-24
Michelle Greenberry		2014-10-01
Peter Lowman		2020-10-01
ROBERT ARTHUR MEWES BSC FRICS		
Rachel Louise Day		2022-04-27



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# Accounts

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St. Peter's Church  
Toton

Annual Report  
and  
Financial Statement

Year ended 31<sup>st</sup> December 2024

## **St. Peter's Church**

83 High Road, Toton, Nottingham, NG9 6EN

## **The Parish Church of St. Peter's Toton**

Toton is situated on the Nottinghamshire and Derbyshire border, in the Diocese of Southwell and Nottingham. St. Peter's Church was built in 1954. The Parish of Toton was formed in 2001, St Peter's previously being part of the Parish of Attenborough.

Toton is a suburban, residential area of mixed housing which is mainly owner-occupied. The area has seen a considerable increase in housing in recent years and has therefore become a dormitory area where employment levels are high and most of the available employment lies outside Toton.

The population of Toton numbers towards 8000 individuals and is part of the Borough of Broxtowe (there being no parish council).

## **Charitable status and related trusts and charities**

The PCC is a registered charity, registration number 1136356.

## **Bankers, Legal Advisors and Independent Examiners**

Bankers	NatWest 51 Market Place Long Eaton Nottingham NG10 1JP
Church Architect	Kerry Banner Allan Joyce Architects Ltd 16-20 Bath Street Nottingham NG1 1DF
Independent Examiner	Gary Stephenson 21 Gwenbrook Road Beeston Nottingham NG9 4AZ

## **Aim and Purposes**

St Peter's Parochial Church Council (PCC) has the responsibility of co-operating with the Incumbent in promoting in the parish the whole mission of the Church, pastoral, evangelistic, social and ecumenical.

The PCC's purpose statement is "Seeing lives transformed through faith in Christ."

## **Objectives and Activities**

The vision of St Peter's Church, Toton is to be a Christ-centred family, present in Toton and beyond, and a place of welcome and belonging.

Within that vision, St Peter's values are:

- Sharing God's love openly;
- Worshipping wholeheartedly;
- Inviting actively;
- Serving generously; and
- Praying persistently.

In order to pursue these objectives, we offer a wide range of services within the community of Toton, both independently and through our partnership with Toton Methodist Church under a Churches Together agreement.

## **Wider Deanery and Diocesan links**

St Peter's has 3 lay representatives who are active on the Nottingham Deanery Synod, and there are links with neighbouring parishes. Relationships are positive and supportive.

## **Structure, Governance and Management**

The method of appointment of PCC members is set out in the Church Representation Rules. At St. Peter's the membership of the PCC consists of the Incumbent (our vicar), Churchwardens, the Reader, and lay members elected to the Deanery Synod and to the PCC by those members of the congregation who are on the electoral roll of the church. All members of our congregations are encouraged to register on the Electoral Roll and stand for election to the PCC.

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

The PCC delegates responsibility for the day to day running of the Church to an elected Leadership Team, comprising the Incumbent, Churchwardens, and four elected members of the church. The Leadership Team is responsible to the PCC and reports back to them regularly.

To co-ordinate the areas of joint working between the PCC and Toton Methodist Church, the two churches jointly appoint an Enabling Group comprising the ministers and nominated members of each church.

### **PCC members and officers**

Rev Jess Savill	(Vicar and Chair)
James Phillip Briggs	(Lay Vice-Chair; Churchwarden)
Rachel Louise Day	(Churchwarden)
Andrew Robert Pearson	(PCC Secretary)
Michelle Jacqueline Greenberry	(Reader and Deanery Synod Representative)
George Brian Stanley	(Treasurer and Deanery Synod representative)
Christine Margaret Drewry	(Deanery Synod Representative)

### Lay elected members:

Michael Cartwright	
Elizabeth Margaret McBrayne	
Hazel Treadway	
Arthur Robert Mewes	
Keith Murray	(until April 2024)
Julie Fiona Houghton	
Jane Butler	
Geraldine Lewis	
Christine Key	(April 2024 onwards)
Ricky Ruperalia	(April 2024 onwards)

Irene Smith

(April 2024 onwards)

**The Leadership Team** meets twice a month and aims to provide spiritual and practical leadership for St Peter's Church. It consists of the Vicar and Churchwardens alongside four elected members.

Jess Savill

James Briggs

Rachel Day

Andrew Pearson

Jane Butler

Chris Drewry

Michelle Greenberry (until July 2024)

Elizabeth McBrayne (from July 2024)

Lay people are involved in the ministry of Toton Churches in many roles including prayer ministry, pastoral work, working with children and youth, working with seniors, music and worship and supporting Sunday services. These groups are reviewed and supported by the Leadership Team and the PCC receives reports of their activities as required and at the Annual General Meeting.

### **Electoral Roll figures**

There were 109 members on the electoral roll at the end of 2024, down by 1 from the previous figure of 110 at the end of 2023.

### **Finance**

We are grateful to Brian Stanley our Treasurer, and to Jamie Briggs our Assistant Treasurer. The 2024 Financial Statement and notes form part of this Report.

The PCC continues to grapple with costs rising faster than receipts. In that financial climate, the PCC was forced to significantly reduce the tithe to other charities - currently the Church Pastoral Aid Society, Church Mission Society and HOPE Nottingham – from its usual level of 10% to 2.5%.

The final instalment of 2023's Parish Share (amounting to £4,942) did not leave the bank account until 2<sup>nd</sup> January 2024. This led to an artificially high figure for payments in 2024 as a whole. However, even adjusting for that, payments still exceeded receipts by around £3,000. The PCC has again paid its allocated Parish Share in full (our contribution towards the ministry costs and other support costs of the Church of England in our diocese), but only by further depleting its reserves.

In ordinary times it is the PCC's policy to maintain, as a reserve, a balance of unrestricted funds equal to at least 3 months unrestricted payments, equivalent to circa £21,000, to cover emergency situations. At the beginning of 2024 reserves were already low (at around £10,000); and a continued income deficit eroded that further to around £6,500.

The following assets are recognised but not necessarily valued in the Statement of Assets and Liabilities: movable church furnishings held by the Churchwardens on special trust for the PCC and which require a faculty for disposal.

### **Premises**

A group meets quarterly, primarily to organise the maintenance and upkeep of the church and centre buildings.

There is a rolling five-year plan to maintain and repair the church and centre. Records of fabric and fixtures have been examined and all accounted for.

### **Review of 2024**

As a church, St Peter's exists to give glory to God, to advance His Kingdom, to support Christians in their discipleship, and to spread the Gospel. In the more secular language of the Charities Act, our core purpose is the advancement of the Christian religion for the public benefit.

The PCC has had regard to the Charity Commission guidance on the public benefit requirement.

While everything that the PCC does is intended to promote those aims, some examples of activities in 2024 to illustrate this include:

- Regular worship services in a range of styles, intended to meet the spiritual needs of Christians from diverse backgrounds and whether new to faith or well-established, including two weekly services (one traditional and one more contemporary); a monthly informal service for all ages (see below); and a monthly Messy Church,

delivered in partnership with Toton Methodist Church, with a particular focus on engaging children and families.

- Seasonal community outreach activities, such as an Easter event with a trail on Manor Park, and Christmas events such as Carols Around the Tree and Christingle services, which were warmly received and very well attended by significant numbers outside of our normal Sunday congregations.
- Initiatives intended specifically to help those unfamiliar with the Christian faith learn more about it, in particular through Alpha.
- Gathered and individual prayer, including monthly “Days of Encounter” where a range of prayer activities and sessions are offered for the church community and wider public.
- Activities intended to meet the pastoral and practical needs of the public, including our Renew Wellbeing cafes (offering a safe space to speak about struggles with mental health) and Toton Helpful Hub (offering practical support, particularly with shopping, for those in our community who are unable to easily leave their homes).

Work to discern a new vision for the church was completed in 2024, leading to the vision and values listed under “objectives and activities” above. The PCC then moved to communicating that vision to the wider church. A focus for the PCC going forward will be to move from vision to strategy, reviewing where we are currently effective in pursuing our vision and living out our values. This may mean existing activities need to change or new areas of ministry need to be introduced.

One significant change introduced in 2024 was to discontinue our long-running monthly service for all ages (known as “Worship for Everyone”) in order to replace this with a 4pm informal service. This service is specifically intended for those who might not feel comfortable in a more traditional church service, with targeted provision for different age groups as well as a time of gathered worship. The move to an afternoon slot also reflected a concern that many local families attend sport clubs or similar activities on a Sunday morning; an afternoon service may therefore be more likely to meet the needs of those families.

The PCC remains absolutely committed to Safeguarding Children and Vulnerable Adults in line with Church of England and Diocesan policies and procedures, including Safer Recruitment and Training. The PCC has complied with the duty under section 5 of the Safeguarding and Clergy Discipline Measure 2016 (duty to have regard to House of Bishops’ guidance on safeguarding children and vulnerable adults).

Approved by the PCC on 11<sup>th</sup> March 2025 and signed on its behalf by  
Revd Jess Savill (Incumbent and PCC Chair)



**Independent examiner's report to the PCC of Toton St Peter's** (regd charity 1136356)

I report to the trustees on my examination of the accounts of Toton St Peter's (the Charity) for the year ended 31 December 2024.

**Responsibilities and basis of report**

As the trustees of the Charity 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 2011 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**

I confirm that I am qualified to undertake the examination because the Charity's gross income did not exceed £250,000 and I hold a Diploma in Charity Accounting.

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

- accounting records were not kept in respect of the Charity as required by section 130 of the Act; or
- the accounts do not accord with those records; or
- the accounts do not comply with the accounting 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.



Gary Stephenson, DChA, MSc  
7 April 2025

21 Gwenbrook Road, Beeston  
Nottingham, NG9 4AZ

**FINANCIAL STATEMENT  
FOR THE YEAR ENDED  
31<sup>st</sup> DECEMBER 2024**



**PAROCHIAL CHURCH COUNCIL  
of  
ST. PETER'S  
TOTON**

registered charity 1136356

Parochial Church Council of St Peter's, Toton

**ACCOUNTS FOR THE YEAR ENDED 31 DECEMBER 2024**

<b>Receipts and Payments Accounts</b>	Notes	Unrestricted Funds £	Restricted Funds £	<b>Total 2024</b> £	Total 2023
<b>Receipts</b>					
Voluntary Income	4a	91,121.44	23,905.51	<b>115,026.95</b>	85,025.40
Income from Church Activities	4b	6,280.17	307.00	<b>6,587.17</b>	4,607.70
Investment Income	4c	160.61	-	<b>160.61</b>	113.62
Other Income	4d	167.99	2,642.80	<b>2,810.79</b>	1,343.42
<b>Total Receipts</b>		<b>97,730.21</b>	<b>26,855.31</b>	<b>124,585.52</b>	91,090.14
<b>Payments</b>					
Diocesan Parish Share	*	67,186.00	-	<b>67,186.00</b>	54,362.00
Church Activities	5a	23,623.98	6,892.59	<b>30,516.57</b>	21,218.61
Church Management & Administration	5b	14,294.39	1,457.90	<b>15,752.29</b>	14,860.08
Other	5c	742.98	14,543.40	<b>15,286.38</b>	1,337.15
<b>Total Payments</b>		<b>105,847.35</b>	<b>22,893.89</b>	<b>128,741.24</b>	91,777.84
<b>Receipts less payments</b>		<b>(8,117.14)</b>	<b>3,961.42</b>	<b>(4,155.72)</b>	<b>(687.70)</b>
Cash at hand & in bank 01 Jan 2024		14,814.85	3,198.43	<b>18,013.28</b>	18,700.98
Cash at hand & in bank 31 Dec 2024		6,697.71	7,159.85	<b>13,857.56</b>	18,013.28
<b>Difference</b>		<b>(8,117.14)</b>	<b>3,961.42</b>	<b>(4,155.72)</b>	<b>(687.70)</b>

<b>Statement of Assets and Liabilities</b>	Notes	Unrestricted Funds £	Restricted Funds £	<b>Total 2024</b> £	Total 2023 £
<b>Cash Funds</b>					
Petty Cash	6	20.53	-	<b>20.53</b>	20.53
Bank Current Account		5,851.77	-	<b>5,851.77</b>	11,824.41
Bank Reserve Account 1		495.87	7,159.85	<b>7,655.72</b>	3,934.47
Bank Reserve Account 2		329.54	-	<b>329.54</b>	2,233.87
		<b>6,697.71</b>	<b>7,159.85</b>	<b>13,857.56</b>	18,013.28

The attached notes form part of these financial statements.

\*The last monthly instalment of Parish Share for 2023, amounting to £4,942, did not debit our accounts until 2<sup>nd</sup> January 2024. This made the 2023 Parish Share figure artificially low, and the 2024 Parish Share figure – as well as payments generally – artificially high.

# Parochial Church Council of St Peter's, Toton

## Notes to the Financial Statements

### 1. General

The financial statements have been prepared in accordance with the Church Accounting Regulations 2006, using the Receipts & Payments basis.

### 2. Funds

*Restricted Funds* represent funds given to the PCC for a specific purpose, including grants received for a specific object. These funds may only be expended for the specific purpose 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 general funds which can be used for PCC ordinary purposes.

### 3. Movement in Restricted Funds

The balance brought forward has been calculated on the Receipts & Payments basis.

	Balance b/f	Receipts	Payments	Balance c/f
	£	£	£	£
TM for Staff Salaries	0.00	1,457.90	1,457.90	0.00
Network	784.40	0.00	0.00	784.40
Toton Churches Weekend	408.76	307	463.6	252.16
Toton Helpful Hub	455.40	1,549.96	1,972.76	32.60
Renew Wellbeing Café	470.89	50	70.64	450.25
Children, Youth and Families fund	1,078.98	2,690.45	2,175.32	1,594.11
SNDBF Grant for Children, Youth and Families work	0.00	8,300.00	4,253.67	4046.33
AV Equipment Replacement fund	0.00	12,500.00	12,500.00	0.00
<b>TOTAL:</b>	<b>3,198.43</b>	<b>26,855.31</b>	<b>22,893.89</b>	<b>7,159.85</b>

Parochial Church Council of St Peter's, Toton

<b>4 Receipts Analysis</b>	Notes	Unrestricted Funds £	Restricted Funds £	<b>Total 2024</b> £	Total 2023 £
<b>4a Voluntary Income</b>					
Planned Giving:					
Gift Aid Donations		52,748.00	49.45	<b>52,797.45</b>	48,891.00
Income Tax Recovered		14,282.78	-	<b>14,282.78</b>	13,737.02
Non Gift Aided Donations		16,048.00	722.27	<b>16,770.27</b>	14,309.89
Plate (including card donations)		1,370.06	-	<b>1,370.06</b>	1,345.57
Grants		-	8,350.00	<b>8,350.00</b>	2,000.00
Legacies		500.00	-	<b>500.00</b>	-
Toton Methodist Staff Contributions	7	-	1,457.90	<b>1,457.90</b>	1,707.91
Sundry Donations		6,172.60	13,325.89	<b>19,498.49</b>	3,034.01
		91,121.44	23,905.51	<b>115,026.95</b>	85,025.40
<b>4b Income from Church Activities</b>					
Room Hire		5,281.00	-	<b>5,281.00</b>	2,438.40
Photocopying		255.00	-	<b>255.00</b>	271.12
Banns, Weddings and Funerals	8	248.00	-	<b>248.00</b>	694.34
Church Event Receipts		496.17	307.00	<b>803.17</b>	1,203.84
		6,280.17	307.00	<b>6,587.17</b>	4,607.70
<b>4c Investment Income</b>					
Income from Bank Accounts		160.61	-	<b>160.61</b>	113.62
		160.61	-	<b>160.61</b>	113.62
<b>4d Other Income</b>					
Toton Helpful Hub		-	1,549.96	<b>1,549.96</b>	363.61
Children and Young Peoples Clubs		-	1,092.84	<b>1,092.84</b>	827.85
Other		167.99		<b>167.99</b>	151.96
		167.99	2,642.80	<b>2,810.79</b>	1,343.42
<b>Gross Receipts</b>		<b>97,730.21</b>	<b>26,855.31</b>	<b>124,585.52</b>	<b>91,090.14</b>

Parochial Church Council of St Peter's, Toton

<b>5 Payments Analysis</b>	Notes	Unrestricted Funds £	Restricted Funds £	Total 2024 £	Total 2023 £
<b>5a Church Activities</b>					
Missionary & Charitable Giving	(a)	1,811.24	-	<b>1,811.24</b>	5,574.03
Utilities		5,240.23	-	<b>5,240.23</b>	7,279.55
Insurances		1,237.10	-	<b>1,237.10</b>	1,217.13
Licences		962.17	-	<b>962.17</b>	1,046.24
Maintenance & Repair		11,405.63	-	<b>11,405.63</b>	1,168.24
Services & Ministry Costs		551.44	-	<b>551.44</b>	668.07
Clergy Expenses and reimbursements for church activities		1,234.77	-	<b>1,234.77</b>	675.65
Children and Youth Work		-	6,428.99	<b>6,428.99</b>	1,523.72
Discipleship		24.98	-	<b>24.98</b>	291.89
Network		-	-	-	-
Publicity		438.72	-	<b>438.72</b>	71.33
Church Event Costs		717.70	463.60	<b>1,181.30</b>	1,504.76
Sundry		-	-	-	198.00
		<b>23,623.98</b>	<b>6,892.59</b>	<b>30,516.57</b>	<b>21,218.61</b>
<b>5b Church Management/Administration</b>					
Staff Costs	7	10,562.87	1,457.90	<b>12,020.77</b>	10,828.04
Office Costs		3,657.72	-	<b>3,657.72</b>	3,796.20
Cleaning Products		73.80	-	<b>73.80</b>	235.84
		<b>14,294.39</b>	<b>1,457.90</b>	<b>15,752.29</b>	<b>14,860.08</b>
<b>5c Other</b>					
Toton Helpful Hub		-	1,972.76	<b>1,972.76</b>	271.08
Renew Wellbeing Café		113.47	70.64	<b>184.11</b>	178.44
AV Equipment Replacement		-	12,500.00	<b>12,500.00</b>	-
Covid-19 Community Support		-	-	-	657.70
Other		629.51	-	<b>629.51</b>	229.93
		<b>742.98</b>	<b>14,543.40</b>	<b>15,286.38</b>	<b>1,337.15</b>
<b>Gross Payments (not including Parish Share)</b>					
		<b>38,661.35</b>	<b>22,893.89</b>	<b>61,555.24</b>	<b>37,415.84</b>

- (a) St Peter's PCC policy is normally to pay a tithe equivalent to 10% of unrestricted donations received to Christian charitable causes. However, due to a significant income deficit in 2024 it proved necessary to pay a significantly reduced tithe. As in previous years, this tithe has been divided equally between three charities: Hope Nottingham, the Church Pastoral Aid Society and the Church Mission Society.

## Parochial Church Council of St Peter's, Toton

### 6. Petty Cash

This figure comprises the closing balance of petty cash held in the church office, no petty cash having been spent in 2024.

### 7. Toton Methodist Staff Contributions & Staff Salaries/Costs

£1,457.90 was received towards the cost of the shared administrator employed by St. Peter's PCC on behalf of both St Peter's and Toton Methodist churches. These monies have been placed in separate restricted funds as these monies may not be used for general expenditure.

### 8. Banns, Weddings and Funerals

This relates to the amount of fees received by the PCC after the removal of fees payable towards the Diocesan Board of Finance and disbursements.

### 9. Funds outside the responsibility of the PCC

Funds are handled related to the activities of St Peter's Church, but outside the direct responsibility of the PCC. These fall into two categories:

#### *Fees Payable towards the Diocesan Board of Finance*

The PCC acts as agent in respect of some fees, arising from marriages (including Banns of Marriage) and funerals, which are payable towards the Diocesan Board of Finance.

#### *Collections on behalf of charities*

Charitable collections were made during the course of the year on behalf of: Tearfund; Care for the Family; the Children's Society; and Hope Nottingham.

Approved by the PCC on 11<sup>th</sup> March 2025 and signed on its behalf by  
Rev. Jess Savill (Incumbent)



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# Accounts

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St. Peter's Church  
Toton

Annual Report  
and  
Financial Statement

Year ended 31<sup>st</sup> December 2023



## **St. Peter's Church**

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Toton is a suburban, residential area of mixed housing which is mainly owner-occupied. The area has seen a considerable increase in housing in recent years and has therefore become a dormitory area where employment levels are high and most of the available employment lies outside Toton.

The population of Toton numbers towards 8000 individuals and is part of the Borough of Broxtowe (there being no parish council).

### **Charitable status and related trusts and charities**

The PCC is a registered Charity, registration number 1136356.

### **Bankers, Legal Advisors and Independent Examiners**

Bankers	NatWest 51 Market Place Long Eaton Nottingham NG10 1JP
Church Architect	Graeme Renton, trading as Graeme Renton Architecture 5 Barratt Lane Attenborough Nottingham NG9 5AD
Independent Examiner	Gary Stephenson 21 Gwenbrook Road Beeston Nottingham NG9 4AZ

## **Aim and Purposes**

St Peter's Parochial Church Council (PCC) has the responsibility of co-operating with the Incumbent in promoting in the parish the whole mission of the Church, pastoral, evangelistic, social and ecumenical.

The PCC's purpose statement is "Seeing lives transformed through faith in Christ."

## **Objectives and Activities**

At St Peter's Church, Toton we seek to:

- Meet with God
- Value People
- Share Jesus
- Grow Spiritually
- Serve Others

In order to pursue these objectives, we offer a wide range of services within the community of Toton, both independently and through our partnership with Toton Methodist Church under a Churches Together agreement, known as "Toton Churches."

## **Wider Deanery and Diocesan links**

St Peter's has 3 lay representatives who are active on the Nottingham Deanery Synod, and there are links with neighbouring parishes. Relationships are positive and supportive.

## **Structure, Governance and Management**

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The PCC delegates responsibility for the day to day running of the Church to an elected Leadership Team, comprising the Incumbent, Churchwardens, and four elected members of

the church. The Leadership Team is responsible to the PCC and reports back to them regularly.

The PCC also appoints, in conjunction with Toton Methodist Church, a number of coordinators each leading a different aspect of the churches' life and mission. This pattern of joint working with Toton Methodist Church is overseen by an Enabling Group comprising the ministers and nominated members of each church.

### **PCC members and officers**

Rev Jess Savill	(Vicar and Chair)
Andrew Robert Pearson	(Churchwarden and Lay Vice-Chair to August 2023; PCC Secretary from April 2023 onwards)
James Phillip Briggs	(Lay Vice-Chair, September 2023 onwards; Churchwarden)
Rachel Louise Day	(Churchwarden, September 2023 onwards)
Michelle Jacqueline Greenberry	(Reader and Deanery Synod Representative)
Irene Elizabeth Smith	(PCC Secretary to April 2023)
George Brian Stanley	(Treasurer and Deanery Synod representative)
Christine Margaret Drewry	(Deanery Synod Representative)
Eva Zhang	(Treasurer, July 2023 onwards)

### *Lay elected members:*

Gillian Vera Dann (to April 2023)  
Peter Lowman (to April 2023)  
Bruce David Spencer (to April 2023)  
Louise Spencer (to April 2023)  
Michael Cartwright  
Elizabeth Margaret McBrayne

Hazel Treadway

Arthur Robert Mewes

Keith Murray

Julie Fiona Houghton

Jane Butler (April 2023 onwards)

Geraldine Lewis (April 2023 onwards)

**The Leadership Team** meets twice a month and aims to provide spiritual and practical leadership for St Peter's Church. It consists of the Vicar and Churchwardens alongside four elected members.

Jess Savill

James Briggs

Andrew Pearson

Michelle Greenberry

Jane Butler

Chris Drewry

Irene Smith (until July 2023)

Rachel Day (from September 2023)

Lay people are involved in the ministry of Toton Churches in many roles including prayer ministry, pastoral work, working with children and youth, working with seniors, music and worship and supporting Sunday services. These groups are reviewed and supported by the Leadership Team and the PCC receives reports of their activities as required and at the Annual General Meeting.

### **Electoral Roll figures**

There were 110 members on the electoral roll at the end of 2023, up by 7 from the previous figure of 103 at the end of 2022.

### **Finance**

We are grateful to Brian Stanley and Eva Zhang our Treasurers, and to Jamie Briggs our Assistant Treasurer. The 2023 Financial Statement and notes form part of this Report.

The PCC has struggled financially in 2023, largely due to high energy costs. These were partly offset by a grant from the Diocese, but even with that support the PCC was forced to cut a number of outgoings. In particular, while the PCC normally tithes 10% of the church's voluntary income to other charities – currently the Church Pastoral Aid Society, Church Mission Society and HOPE Nottingham – in 2023 it was necessary to cut this figure to 5% with further cuts expected in 2024.

The closing balance of the church accounts is artificially high, as the final instalment of 2023's Parish Share (amounting to £4,942) did not leave the bank account until 2<sup>nd</sup> January. While the financial statements shows unrestricted receipts as slightly greater than payments, therefore, it would be more accurate to say that there was an income shortfall of £4,900 in 2023. The PCC was therefore able to pay its allocated Parish Share in full (our contribution towards the ministry costs and other support costs of the Church of England in our diocese), but only by drawing on reserves.

In ordinary times it is the PCC's policy to maintain, as a reserve, a balance of unrestricted funds equal to at least 3 months unrestricted payments, equivalent to circa £21,000, to cover emergency situations. By the end of 2023 the reserves figure – already reduced by the financial challenges of recent years - was around £10,000.

The following assets are recognised but not necessarily valued in the Statement of Assets and Liabilities: movable church furnishings held by the Churchwardens on special trust for the PCC and which require a faculty for disposal.

### **Premises**

A group meets quarterly, primarily to organise the maintenance and upkeep of the church and centre buildings.

There is a rolling five-year plan to maintain and repair the church and centre. Records of fabric and fixtures have been examined and all accounted for.

## Review of 2023

Having welcomed our new vicar, Reverend Jess Savill, at the end of 2022, 2023 was a time of reassessing what was currently in place and trialling new ways to serve God and our community. The PCC has, in particular, spent this time exploring what our priorities are for the coming years and developing a vision for the future.

Although the work to develop a vision was not completed at the end of 2023, there were a number of changes introduced in 2023. One of the areas identified as being in need of development was corporate prayer. To address this, the church introduced “Days of Encounter:” one day a month when a series of prayer activities were offered in the church building throughout the day, culminating in an evening service of prayer and worship. These events have been well attended, including by some people who were not previously part of our worshipping community.

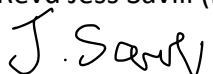
St Peter’s continued to offer a range of worship services, catering to the needs of new and established Christians; and to organise a program of Bible studies for small groups to explore Christian themes. We again offered Alpha – a course to enable those interested in doing so to learn more about the core issues in Christianity – and saw a number of people either come to faith for the first time or reconnect with God.

Through the Renew Wellbeing Café and our Helpful Hub initiatives, we continued to meet needs in our community – the former offering a safe space to speak about struggles with mental health, and the latter providing practical support, particularly with shopping, for those who are unable to easily leave their homes.

The PCC has had regard to the Charity Commission guidance on the public benefit requirement.

The PCC remains absolutely committed to Safeguarding Children and Vulnerable Adults in line with Church of England and Diocesan policies and procedures, including Safer Recruitment and Training. The PCC has complied with the duty under section 5 of the Safeguarding and Clergy Discipline Measure 2016 (duty to have regard to House of Bishops’ guidance on safeguarding children and vulnerable adults).

Approved by the PCC on 13<sup>th</sup> March 2024 and signed on its behalf by  
Revd Jess Savill (incumbent and PCC chair)

  
.....

**Independent examiner's report to the PCC of Toton St Peter's** (regd charity 1136356)

I report to the trustees on my examination of the accounts of Toton St Peter's (the Charity) for the year ended 31 December 2023.

**Responsibilities and basis of report**

As the trustees of the Charity 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 2011 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**

I confirm that I am qualified to undertake the examination because the Charity's gross income did not exceed £250,000 and I hold a Diploma in Charity Accounting.

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

- accounting records were not kept in respect of the Charity as required by section 130 of the Act; or
- the accounts do not accord with those records; or
- the accounts do not comply with the accounting 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.



Gary Stephenson, DChA, MSc  
8 April 2024

21 Gwenbrook Road, Beeston  
Nottingham, NG9 4AZ

**FINANCIAL STATEMENT  
FOR THE YEAR ENDED  
31<sup>st</sup> DECEMBER 2023**

**PAROCHIAL CHURCH COUNCIL  
of  
ST. PETER'S  
TOTON**

registered charity 1136356

Parochial Church Council of St Peter's, Toton

**ACCOUNTS FOR THE YEAR ENDED 31 DECEMBER 2023**

<b>Receipts and Payments Accounts</b>	Notes	Unrestricted Funds £	Restricted Funds £	<b>Total 2023 £</b>	Total 2022 £
<b>Receipts</b>					
Voluntary Income	4a	80,492.59	4,532.81	<b>85,025.40</b>	87,837.88
Income from Church Activities	4b	4,282.70	325.00	<b>4,607.70</b>	3,920.22
Investment Income	4c	113.62	-	<b>113.62</b>	22.31
Other Income	4d	151.96	1,191.46	<b>1,343.42</b>	2,891.60
<b>Total Receipts</b>		<b>85,040.87</b>	<b>6,049.27</b>	<b>91,090.14</b>	94,672.01
<b>Payments</b>					
Diocesan Parish Share		54,362.00	-	<b>54,362.00</b>	54,336.00
Church Activities	5a	17,264.89	3,953.72	<b>21,218.61</b>	20,152.30
Church Management & Administration	5b	13,152.17	1,707.91	<b>14,860.08</b>	11,660.90
Other	5c	229.93	1,107.22	<b>1,337.15</b>	2,905.65
<b>Total Payments</b>		<b>85,008.99</b>	<b>6,768.85</b>	<b>91,777.84</b>	89,054.85
<b>Receipts less payments</b>		<b>31.88</b>	<b>(719.58)</b>	<b>(687.70)</b>	<b>5,617.16</b>
Cash at hand & in bank 01 Jan 2023		14,782.97	3,918.01	<b>18,700.98</b>	13,083.82
Cash at hand & in bank 31 Dec 2023		14,814.85	3,198.43	<b>18,013.28</b>	18,700.98
<b>Difference</b>		<b>31.88</b>	<b>(719.58)</b>	<b>(687.70)</b>	<b>5,617.16</b>

<b>Statement of Assets and Liabilities</b>	Notes	Unrestricted Funds £	Restricted Funds £	<b>Total 2023 £</b>	Total 2022 £
<b>Cash Funds</b>					
Petty Cash		20.53	-	<b>20.53</b>	20.53
Bank Current Account		11,824.41	-	<b>11,824.41</b>	9,702.64
Bank Reserve Account 1		736.04	3,198.43	<b>3,934.47</b>	4,395.44
Bank Reserve Account 2		2,233.87	-	<b>2,233.87</b>	4,582.37
		<b>14,814.85</b>	<b>3,198.43</b>	<b>18,013.28</b>	18,700.98

The attached notes form part of these financial statements.

## Parochial Church Council of St Peter's, Toton

### **Notes to the Financial Statements**

#### **1. General**

The financial statements have been prepared in accordance with the Church Accounting Regulations 2006, using the Receipts & Payments basis.

#### **2. Funds**

*Restricted Funds* represent funds given to the PCC for a specific purpose, including grants received for a specific object. These funds may only be expended for the specific purpose 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 general funds which can be used for PCC ordinary purposes.

#### **3. Movement in Restricted Funds**

The balance brought forward has been calculated on the Receipts & Payments basis.

	<b>Balance b/f</b>	<b>Receipts</b>	<b>Payments</b>	<b>Balance c/f</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
TM for Staff Salaries	0.00	1707.91	1,707.91	0.00
Network	784.40	0.00	0.00	784.40
Toton Churches Weekend	513.76	325.00	430.00	408.76
Toton Helpful Hub	362.87	363.61	271.08	455.40
COVID-19 Community Support Fund	657.70	0.00	657.70	0.00
Renew Wellbeing Café	649.33	0.00	178.44	470.89
Children and Families fund	1249.95	1652.75	1,523.72	1,078.98
Southwell DBF Grant (Grant for energy costs)	0.00	2,000.00	2,000.00	0.00
<b>TOTAL:</b>	<b>3,918.01</b>	<b>6,049.27</b>	<b>6,768.85</b>	<b>3,198.43</b>

Parochial Church Council of St Peter's, Toton

<b>4 Receipts Analysis</b>	Notes	Unrestricted Funds £	Restricted Funds £	<b>Total 2023</b> £	Total 2022 £
<b>4a Voluntary Income</b>					
Planned Giving:					
Gift Aid Donations		48,716.00	175.00	<b>48,891.00</b>	48,732.72
Income Tax Recovered		13,737.02	-	<b>13,737.02</b>	16,027.93
Non Gift Aided Donations		13,744.00	565.89	<b>14,309.89</b>	10,884.69
Plate (including card donations)		1,345.57	-	<b>1,345.57</b>	1,621.34
Grants		-	2,000.00	<b>2,000.00</b>	-
Legacies		-	-	-	5,000.00
Toton Methodist Staff Contributions		-	1,707.91	<b>1,707.91</b>	1,084.20
Sundry Donations		2,950.00	84.01	<b>3,034.01</b>	4,487.27
		80,492.59	4,532.81	<b>85,025.40</b>	87,838.15
<b>4b Income from Church Activities</b>					
Room Hire		2,438.40	-	<b>2,438.40</b>	3,179.56
Photocopying		271.12	-	<b>271.12</b>	245.66
Banns, Weddings and Funerals		694.34	-	<b>694.34</b>	495.00
Church Event Receipts		878.84	325.00	<b>1,203.84</b>	-
		4,282.70	325.00	<b>4,607.70</b>	3,920.22
<b>4c Investment Income</b>					
Income from Bank Accounts		113.62	-	<b>113.62</b>	22.31
		113.62	-	<b>113.62</b>	22.31
<b>4d Other Income</b>					
Toton Helpful Hub		-	363.61	<b>363.61</b>	1,362.49
Children and Young Peoples Clubs		-	827.85	<b>827.85</b>	990.00
Other		151.96	-	<b>151.96</b>	539.11
		151.96	1,191.46	<b>1,343.42</b>	2,891.60
<b>Gross Receipts</b>		<b>85,040.87</b>	<b>6,049.27</b>	<b>91,090.14</b>	<b>94,672.28</b>

Parochial Church Council of St Peter's, Toton

<b>5 Payments Analysis</b>	Notes	Unrestricted Funds £	Restricted Funds £	Total 2023 £	Total 2022 £
<b>5a Church Activities</b>					
Missionary & Charitable Giving	(a)	5,574.03	-	<b>5,574.03</b>	6,511.35
Utilities		5,279.55	2,000.00	<b>7,279.55</b>	2,410.90
Insurances		1,217.13	-	<b>1,217.13</b>	1,139.89
Licences		1,046.24	-	<b>1,046.24</b>	629.17
Maintenance & Repair		1,168.24	-	<b>1,168.24</b>	5,207.65
Services & Ministry Costs		668.07	-	<b>668.07</b>	451.89
Clergy Expenses		675.65	-	<b>675.65</b>	699.71
Children and Youth Work		-	1,523.72	<b>1,523.72</b>	1,514.77
Discipleship		291.89	-	<b>291.89</b>	224.85
Network		-	-	-	50.00
Publicity		71.33	-	<b>71.33</b>	595.18
Church Event Costs		1,074.76	430.00	<b>1,504.76</b>	446.94
Sundry		198.00	-	<b>198.00</b>	270.00
		17,264.89	3,953.72	<b>21,218.61</b>	20,152.30
<b>5b Church Management/Administration</b>					
Staff Costs		9,120.13	1,707.91	<b>10,828.04</b>	9,090.46
Office Costs		3,796.20	-	<b>3,796.20</b>	2,511.81
Cleaning Products		235.84	-	<b>235.84</b>	58.63
		13,152.17	1,707.91	<b>14,860.08</b>	11,660.90
<b>5c Other</b>					
Toton Helpful Hub		-	271.08	<b>271.08</b>	1,774.72
Renew Wellbeing Café		-	178.44	<b>178.44</b>	375.14
Holiday Zone			-	-	398.49
Covid-19 Community Support			657.70	<b>657.70</b>	-
Other		229.93	-	<b>229.93</b>	357.30
		229.93	1,107.22	<b>1,337.15</b>	2,905.65
<b>Gross Payments (not including Parish Share)</b>					
		30,646.99	6,768.85	<b>37,415.84</b>	34,718.85

- (a) St Peter's PCC policy is normally to pay a tithe equivalent to 10% of unrestricted donations received to Christian charitable causes. However, due to a significant income deficit in 2023 it proved necessary to pay a significantly reduced tithe. As in previous years, this tithe has been divided equally between three charities: Hope Nottingham, the Church Pastoral Aid Society and the Church Mission Society.

## Parochial Church Council of St Peter's, Toton

### **6. Petty Cash**

This figure comprises the closing balance of petty cash held in the church office, no petty cash having been spent in 2023.

### **7. Toton Methodist Staff Contributions & Staff Salaries/Costs**

£1,707.91 was received towards the cost of the shared administrator employed by St. Peter's PCC on behalf of Toton Churches. These monies have been placed in separate restricted funds as these monies may not be used for general expenditure.

### **8. Banns, Weddings and Funerals**

This relates to the amount of fees received by the PCC after the removal of fees payable towards the Diocesan Board of Finance and disbursements.

### **9. Funds outside the responsibility of the PCC**

Funds are handled related to the activities of St Peter's Church, but outside the direct responsibility of the PCC. These include fees payable towards the Diocesan Board of Finance for the payment of stipends.


#### *Fees Payable towards the Diocesan Board of Finance*

The PCC acts as agent in respect of some fees, arising from marriages (including Banns of Marriage) and funerals, which are payable towards the Diocesan Board of Finance for the payment of stipends.

#### *Collections on behalf of charities*

Charitable collections were made during the course of the year on behalf of: Tearfund; Care for the Family; the Children's Society; and Hope Nottingham.

Approved by the PCC on 24<sup>th</sup> March 2024 and signed on its behalf by  
Rev. Jess Savill (Incumbent)



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# Accounts

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**St. Peter's Church**

**Toton**

**Annual Report**

**and**

**Financial Statement**

**Year ended 31<sup>st</sup> December 2022**



## **St. Peter's Church**

83 High Road, Toton, Nottingham, NG9 6EN

### **The Parish Church of St. Peter's Toton**

Toton is situated on the Nottinghamshire and Derbyshire border, in the Diocese of Southwell and Nottingham. St. Peter's Church was built in 1954. The Parish of Toton was formed in 2001, St Peter's previously being part of the Parish of Attenborough.

Toton is a suburban, residential area of mixed housing which is mainly owner-occupied. The area has seen a considerable increase in housing in recent years and has therefore become a dormitory area where employment levels are high and most of the available employment lies outside Toton.

The population of Toton numbers towards 8000 individuals and is part of the Borough of Broxtowe (there being no parish council).

### **Charitable status and related trusts and charities**

The PCC is a registered Charity, registration number 1136356.

### **Bankers, Legal Advisors and Independent Examiners**

Bankers	NatWest 51 Market Place Long Eaton Nottingham NG10 1JP
Church Architect	Graeme Renton, trading as Graeme Renton Architecture 5 Barratt Lane Attenborough Nottingham NG9 5AD
Independent Examiner	Gary Stephenson 21 Gwenbrook Road Beeston Nottingham NG9 4AZ

## **Aim and Purposes**

St Peter's Parochial Church Council (PCC) has the responsibility of co-operating with the Incumbent in promoting in the parish the whole mission of the Church, pastoral, evangelistic, social and ecumenical.

The PCC's purpose statement is "Seeing lives transformed through faith in Christ."

## **Objectives and Activities**

At St Peter's Church, Toton we seek to:

- Meet with God
- Value People
- Share Jesus
- Grow Spiritually
- Serve Others

In order to pursue these objectives, we offer a wide range of services within the community of Toton, both independently and through our partnership with Toton Methodist Church under a Churches Together agreement, known as "Toton Churches."

## **Wider Deanery and Diocesan links**

St Peter's has 3 lay representatives who are active on the Nottingham Deanery Synod, and there are links with neighbouring parishes. Relationships are positive and supportive.

## **Structure, Governance and Management**

The method of appointment of PCC members is set out in the Church Representation Rules. At St. Peter's the membership of the PCC consists of the Incumbent (our vicar), Churchwardens, the Reader, and lay members elected to the Deanery Synod and to the PCC by those members of the congregation who are on the electoral roll of the church. All members of our congregations are encouraged to register on the Electoral Roll and stand for election to the PCC.

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

The PCC delegates responsibility for the day to day running of the Church to an elected Leadership Team, comprising the Incumbent, Churchwardens, and four elected members of the church. The Leadership Team is responsible to the PCC and reports back to them regularly.

The PCC also appoints, in conjunction with Toton Methodist Church, a number of coordinators each leading a different aspect of the churches' life and mission. This pattern of joint working with Toton Methodist Church is overseen by an Enabling Group comprising the ministers and nominated members of each church.

### **PCC members and officers**

Rev Jess Savill	(Vicar and Chair from October 2022 onwards)
Andrew Robert Pearson	(Churchwarden and Lay Vice-Chair)
James Phillip Briggs	(Churchwarden)
Michelle Jacqueline Greenberry	(Reader and Deanery Synod Representative)
Irene Elizabeth Smith	(PCC Secretary)
George Brian Stanley	(Treasurer and Deanery Synod representative)
Christine Margaret Drewry	(Deanery Synod Representative)

### **Lay elected members:**

Jane Butler	(until April 2022)
Geraldine Lewis	(until April 2022)
Michael Cartwright	
Elizabeth Margaret McBrayne	
Gillian Vera Dann	
Hazel Treadway	
Peter Lowman	
Bruce David Spencer	
Louise Spencer	

Arthur Robert Mewes

Keith Murray

Rachel Louise Day (from April 2022)

Julie Fiona Houghton (from April 2022)

**The Leadership Team** meets twice a month and aims to provide spiritual and practical leadership for St Peter's Church. It consists of the Vicar and Churchwardens alongside four elected members.

Jess Savill (from October 2022)

James Briggs

Andrew Pearson

Irene Smith

Michelle Greenberry

Jane Butler

Chris Drewry

Lay people are involved in the ministry of Toton Churches in many roles including prayer ministry, pastoral work, working with children and youth, working with seniors, music and worship and supporting Sunday services. These groups are reviewed and supported by the Leadership Team and the PCC receives reports of their activities as required and at the Annual General Meeting.

### **Electoral Roll figures**

There were 103 members on the electoral roll at the end of 2022, up by 3 from the previous figure of 100 at the end of 2021.

### **Finance**

We are grateful to Brian Stanley our Treasurer, and to Jamie Briggs our Assistant Treasurer. The 2022 Financial Statement and notes form part of this Report.

The PCC is beginning to recover financially for the difficulties faced during the Covid-19 pandemic. In 2022, as in previous years, it paid its allocated Parish Share in full (our contribution towards the ministry costs and other support costs of the Church of England in

our diocese). The PCC also continues to tithe 10% of the church's voluntary income to other charities – with this sum currently being divided equally between the Church Pastoral Aid Society, Church Mission Society and HOPE Nottingham.

In ordinary times it is the PCC's policy to maintain, as a reserve, a balance of unrestricted funds equal to at least 3 months unrestricted payments, equivalent to circa £21,000, to cover emergency situations. At the end of 2021 the reserves figure was just over £7,000, having been significantly reduced during the pandemic and other recent financial challenges; accounting for the final instalment of tithe that had not left the account at the end of the year, the reserve figure at the end of the 2022 was around £12,000. This is a noticeable improvement, but continued careful stewardship of the PCC's funds will be needed to rebuild reserves.

The following assets are recognised but not necessarily valued in the Statement of Assets and Liabilities: movable church furnishings held by the Churchwardens on special trust for the PCC and which require a faculty for disposal.

### **Premises**

A group meets quarterly, primarily to organise the maintenance and upkeep of the church and centre buildings.

There is a rolling five-year plan to maintain and repair the church and centre. Records of fabric and fixtures have been examined and all accounted for.

### **Review of 2022**

The church began 2022 in vacancy, as we continued prayerfully seeking the person God was calling to lead St Peter's into a new season of serving the people of Toton. We were delighted to welcome Reverend Jess Savill as our new vicar at the end of October 2022, at a service of institution conducted by the Bishop of Sherwood, the Right Reverend Dr Andrew Emerton, and Jess then wasted no time in getting involved with every aspect of church life from her very first day in office.

Throughout 2022 the PCC has continued to serve the people of Toton. At the heart of St Peter's role is gathered worship, which continued to provide for a range of different worship styles and to both new and established Christians. A range of discipleship opportunities helped encourage and develop participants in their understanding of and engagement with the Christian faith; and in September we were able to offer a face to face Alpha for the first time since the pandemic, through which we were delighted to see a number of non-Christians coming to faith in Christ for the first time.

While our core charitable purpose is the advancement of the Christian religion, the PCC also exists to serve the needs of the people living in the parish of Toton in more practical ways. One example is the Renew Wellbeing cafe, which was started in 2021 but flourished in 2022, providing a safe space and opportunities for prayer for (in particular) those struggling with their mental health. Another example is the Toton Helpful Hub which is run by the church, providing practical support to the community with a focus on those with reduced mobility.

The PCC has had regard to the Charity Commission guidance on the public benefit requirement.

The PCC remains absolutely committed to Safeguarding Children and Vulnerable Adults in line with Church of England and Diocesan policies and procedures, including Safer Recruitment and Training. The PCC has complied with the duty under section 5 of the Safeguarding and Clergy Discipline Measure 2016 (duty to have regard to House of Bishops' guidance on safeguarding children and vulnerable adults).

Approved by the PCC on 15<sup>th</sup> March 2023 and signed on its behalf by  
Revd Jess Savill (incumbent and PCC chair)

A handwritten signature in black ink, appearing to read 'J. Savill', written over a dotted line.

**FINANCIAL STATEMENT  
FOR THE YEAR ENDED  
31<sup>st</sup> DECEMBER 2022**

**PAROCHIAL CHURCH COUNCIL  
of  
ST. PETER'S  
TOTON**

registered charity 1136356

Parochial Church Council of St Peter's, Toton

**ACCOUNTS FOR THE YEAR ENDED 31 DECEMBER 2022**

<b>Receipts and Payments Accounts</b>	Notes	Unrestricted Funds £	Restricted Funds £	<b>Total 2022 £</b>	Total 2021 £
<b>Receipts</b>					
Voluntary Income	4a	85,913.27	1,924.61	<b>87,837.88</b>	76,943.92
Income from Church Activities	4b	3,920.22	-	<b>3,920.22</b>	1,241.34
Investment Income	4c	22.31	-	<b>22.31</b>	0.42
Other Income	4d	1,179.11	1,712.49	<b>2,891.60</b>	2,961.65
<b>Total Receipts</b>		<b>91,034.91</b>	<b>3,637.10</b>	<b>94,672.01</b>	<b>81,147.33</b>
<b>Payments</b>					
Diocesan Parish Share		54,336.00	-	<b>54,336.00</b>	52,140.00
Church Activities	5a	18,245.51	1,906.79	<b>20,152.30</b>	13,431.14
Church Management & Administration	5b	10,576.70	1,084.20	<b>11,660.90</b>	10,733.27
Other	5c	357.30	2,548.35	<b>2,905.65</b>	3,129.22
<b>Total Payments</b>		<b>83,515.51</b>	<b>5,539.34</b>	<b>89,054.85</b>	<b>79,433.63</b>
<b>Receipts less payments</b>		<b>7,519.40</b>	<b>(1,902.24)</b>	<b>5,617.16</b>	<b>1,713.70</b>
Cash at hand & in bank 01 Jan 2021		7,263.57	5,820.25	<b>13,083.82</b>	11,370.12
Cash at hand & in bank 31 Dec 2021		14,782.97	3,918.01	<b>18,700.98</b>	13,083.82
<b>Difference</b>		<b>7,519.40</b>	<b>(1,902.24)</b>	<b>18,700.98</b>	<b>1,713.70</b>

<b>Statement of Assets and Liabilities</b>	Notes	Unrestricted Funds £	Restricted Funds £	<b>Total 2022 £</b>	Total 2021 £
<b>Cash Funds</b>					
Petty Cash		20.53	-	<b>20.53</b>	50.68
Bank Current Account		9702.64	-	<b>9,702.64</b>	7,347.14
Bank Reserve Account 1		469.44	3,926.00	<b>4,395.44</b>	5,678.54
Bank Reserve Account 2		4582.37	-	<b>4,582.37</b>	7.46
		<b>14,782.97</b>	<b>3,926.00</b>	<b>18,700.98</b>	<b>13,083.82</b>

The attached notes form part of these financial statements.

# Parochial Church Council of St Peter's, Toton

## **Notes to the Financial Statements**

### **1. General**

The financial statements have been prepared in accordance with the Church Accounting Regulations 2006, using the Receipts & Payments basis.

### **2. Funds**

*Restricted Funds* represent funds given to the PCC for a specific purpose, including grants received for a specific object. These funds may only be expended for the specific purpose 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 general funds which can be used for PCC ordinary purposes.

### **3. Movement in Restricted Funds**

The balance brought forward has been calculated on the Receipts & Payments basis.

	<b>Balance b/f</b>	<b>Receipts</b>	<b>Payments</b>	<b>Balance c/f</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
TM for Staff Salaries	0.00	1084.20	1084.20	0.00
Network	834.40	0.00	50.00	784.40
Toton Churches Weekend	513.76	0.00	0.00	513.76
Toton Helpful Hub	775.10	1362.49	1774.72	362.87
Holiday Zone	342.75	55.74	398.49	0.00
COVID-19 Community Support Fund	657.70	0.00	0.00	657.70
Renew Wellbeing Café	1024.47	0.00	375.14	649.33
Children and Families fund	672.07	1434.67	856.79	1249.95
Tesco Bags of Help Scheme (Grant for catering facilities)	1000.00	0.00	1000.00	0.00

Parochial Church Council of St Peter's, Toton

<b>4 Receipts Analysis</b>	Notes	Unrestricted Funds £	Restricted Funds £	<b>Total 2022</b> £	Total 2021 £
<b>4a Voluntary Income</b>					
Planned Giving:					
Gift Aid Donations		48,708.00	24.72	<b>48,732.72</b>	48,471.07
Income Tax Recovered		16,027.93	-	<b>16,027.93</b>	8,403.39
Non Gift Aided Donations		10,069.00	815.69	<b>10,884.69</b>	12,408.00
Plate (including card donations)		1,621.34	-	<b>1,621.34</b>	644.93
Grants		-	-	-	1,650.00
Legacies		5,000.00	-	<b>5,000.00</b>	-
Toton Methodist Staff Contributions		-	1,084.20	<b>1,084.20</b>	959.26
Sundry Donations		4,487.00	-	<b>4,407.27</b>	4,963.96
		<b>85,913.27</b>	<b>1,924.61</b>	<b>87,837.88</b>	<b>76,943.92</b>
<b>4b Income from Church Activities</b>					
Room Hire		3,179.56	-	<b>3,179.56</b>	672.72
Photocopying		245.66	-	<b>245.66</b>	178.08
Banns, Weddings and Funerals		495.00	-	<b>495.00</b>	292.00
Church Event Receipts		-	-	-	98.54
		<b>3,920.22</b>	<b>-</b>	<b>3,920.22</b>	<b>1,241.34</b>
<b>4c Investment Income</b>					
Income from Bank Accounts		22.31	-	<b>22.31</b>	0.42
		<b>22.31</b>	<b>-</b>	<b>22.31</b>	<b>0.42</b>
<b>4d Other Income</b>					
Toton Helpful Hub		-	1,362.49	<b>1,362.49</b>	242.62
COVID-19 Community Support		-	-	-	2,603.50
Children and Young Peoples Clubs		640.00	350.00	<b>990.00</b>	-
Other		539.11	-	<b>539.11</b>	115.53
		<b>1,179.11</b>	<b>1,712.49</b>	<b>2,891.60</b>	<b>2,961.65</b>
<b>Gross Receipts</b>		<b>91,034.91</b>	<b>3,637.10</b>	<b>94,672.01</b>	<b>81,147.33</b>

Parochial Church Council of St Peter's, Toton

<b>5 Payments Analysis</b>	Notes	Unrestricted Funds £	Restricted Funds £	Total 2022 £	Total 2021 £
<b>5a Church Activities</b>					
Missionary & Charitable Giving	(a)	6,511.35	-	<b>6,511.35</b>	5,220.00
Utilities		2,410.90	-	<b>2,410.90</b>	1,458.88
Insurances		1,139.89	-	<b>1,139.89</b>	1,098.03
Licences		629.17	-	<b>629.17</b>	605.58
Maintenance & Repair		4,207.65	1,000.00	<b>5,207.65</b>	3,235.88
Services & Ministry Costs		451.89	-	<b>451.89</b>	425.49
Clergy Expenses		699.71	-	<b>699.71</b>	325.16
Children and Youth Work		657.98	856.79	<b>1,514.77</b>	300.99
Discipleship		224.85	-	<b>224.85</b>	219.30
Network		-	50.00	<b>50.00</b>	50.00
Publicity		595.18	-	<b>595.18</b>	171.42
Church Event Costs		446.94	-	<b>446.94</b>	320.41
Sundry		270.00	-	<b>270.00</b>	-
		<b>18,245.51</b>	<b>1,906.79</b>	<b>20,152.30</b>	<b>13,431.14</b>
<b>5b Church Management/Administration</b>					
Staff Costs		8,006.26	1,084.20	<b>9,090.46</b>	6,822.40
Office Costs		2,511.81	-	<b>2,511.81</b>	3,765.97
Cleaning Products		58.63	-	<b>58.63</b>	144.90
		<b>10,576.70</b>	<b>1,084.20</b>	<b>11,660.90</b>	<b>10,733.27</b>
<b>5c Other</b>					
Toton Helpful Hub		-	1,774.72	<b>1,774.72</b>	377.69
Renew Wellbeing Café		-	375.14	<b>375.14</b>	117.54
Holiday Zone			398.49	<b>398.49</b>	-
Covid-19 Community Support					2,208.00
Other		357.30	-	<b>357.30</b>	418.00
		<b>357.30</b>	<b>2,548.35</b>	<b>2,905.65</b>	<b>3,121.23</b>
<b>Gross Payments (not including Parish Share)</b>		<b>29,179.51</b>	<b>5,539.34</b>	<b>34,718.85</b>	<b>27,479.18</b>

- (a) St Peter's PCC policy is to pay a tithe equivalent to 10% of unrestricted donations received to Christian charitable causes. However, the final quarter's payment had not left the bank account at 31<sup>st</sup> December and this figure is therefore artificially low. As in previous years, this tithe has been divided equally between three charities: Hope Nottingham, the Church Pastoral Aid Society and the Church Mission Society.

## Parochial Church Council of St Peter's, Toton

### **6. Petty Cash**

This figure comprises the closing balance of petty cash held in the church office, and a £5 float held by the children and young people's groups.

The opening balance of office petty cash was £45.68. A total of £30.15 was spent on stamps and envelopes leaving a closing balance of £15.53.

### **7. Toton Methodist Staff Contributions & Staff Salaries/Costs**

£1,084.20 was received towards the cost of the shared administrator employed by St. Peter's PCC on behalf of Toton Churches. These monies have been placed in separate restricted funds as these monies may not be used for general expenditure.

### **8. Banns, Weddings and Funerals**

This relates to the amount of fees received by the PCC after the removal of fees payable towards the Diocesan Board of Finance and disbursements.

### **9. Funds outside the responsibility of the PCC**

Funds are handled related to the activities of St Peter's Church, but outside the direct responsibility of the PCC. These include fees payable towards the Diocesan Board of Finance for the payment of stipends.

#### *Fees Payable towards the Diocesan Board of Finance*

The PCC acts as agent in respect of some fees, arising from marriages (including Banns of Marriage) and funerals, which are payable towards the Diocesan Board of Finance for the payment of stipends.

#### *Collections on behalf of charities*

Charitable collections were made during the course of the year on behalf of: Tearfund; Care for the Family; the Children's Society; Hope Nottingham; the Bishop of Southwell and Nottingham's Discretionary Fund; and the DEC Ukraine Humanitarian Appeal.

Approved by the PCC on 15<sup>th</sup> March 2023 and signed on its behalf by  
Rev. Jess Savill (Incumbent)



J. Savill

**Independent examiner's report to the PCC of Toton St Peter's** (regd charity 1136356)

I report to the trustees on my examination of the accounts of Toton St Peter's (the Charity) for the year ended 31 December 2022.

**Responsibilities and basis of report**

As the trustees of the Charity 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 2011 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**

I confirm that I am qualified to undertake the examination because the Charity's gross income did not exceed £250,000 and I hold a Diploma in Charity Accounting.

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

- accounting records were not kept in respect of the Charity as required by section 130 of the Act; or
- the accounts do not accord with those records; or
- the accounts do not comply with the accounting 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.



Gary Stephenson, DChA, MSc  
27 March 2023

21 Gwenbrook Road, Beeston  
Nottingham, NG9 4AZ

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# Accounts

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**St. Peter's Church  
Toton**

**Annual Report  
and  
Financial Statement**

**Year ended 31<sup>st</sup> December 2021**



## **St. Peter's Church**

83 High Road, Toton, Nottingham, NG9 6EN

### **The Parish Church of St. Peter's Toton**

Toton is situated on the Nottinghamshire and Derbyshire border, in the Diocese of Southwell and Nottingham. St. Peter's Church was built in 1954. The Parish of Toton was formed in 2001, St Peter's previously being part of the Parish of Attenborough.

Toton is a suburban, residential area of mixed housing which is mainly owner-occupied. The area has seen a considerable increase in housing in recent years and has therefore become a dormitory area where employment levels are high and most of the available employment lies outside Toton.

The population of Toton numbers towards 8000 individuals and is part of the Borough of Broxtowe (there being no parish council).

### **Charitable status and related trusts and charities**

The PCC is a registered Charity, registration number 1136356.

### **Bankers, Legal Advisors and Independent Examiners**

Bankers	NatWest 51 Market Place Long Eaton Nottingham NG10 1JP
Church Architect	Graeme Renton, trading as Graeme Renton Architecture 5 Barratt Lane Attenborough Nottingham NG9 5AD
Independent Examiner	Gary Stephenson 21 Gwenbrook Road Beeston Nottingham NG9 4AZ

## **Aim and Purposes**

In ordinary times St Peter's Parochial Church Council (PCC) has the responsibility of co-operating with the Incumbent in promoting in the parish the whole mission of the Church, pastoral, evangelistic, social and ecumenical.

Following the retirement of Reverend Colin Bourne at the end of May 2021, there is presently no Incumbent and the PCC is solely responsible, with the support of the wider Diocese, for promoting the mission of the Church in Toton.

The PCC's purpose statement is "Seeing lives transformed through faith in Christ."

## **Objectives and Activities**

At St Peter's Church, Toton we seek to:

- Meet with God
- Value People
- Share Jesus
- Grow spiritually
- Serve Others

In order to pursue these objectives, we offer a wide range of services within the community of Toton, both independently and through our partnership with Toton Methodist Church under a Churches Together agreement, known as "Toton Churches."

## **Wider Deanery and Diocesan links**

St Peter's has 3 lay representatives who are active on the Nottingham Deanery Synod, and there are links with neighbouring parishes. Relationships are positive and supportive.

## **Structure, Governance and Management**

The method of appointment of PCC members is set out in the Church Representation Rules. At St. Peter's the membership of the PCC consists of the Incumbent (our vicar) until May 2021, Churchwardens, the Reader, and lay members elected to the Deanery Synod and to the PCC by those members of the congregation who are on the electoral roll of the church. All members of our congregations are encouraged to register on the Electoral Roll and stand for election to the PCC.

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

The PCC delegates responsibility for the day to day running of the Church to an elected Leadership Team, comprising the Incumbent, Churchwardens, and four elected members of the church. The Leadership Team is responsible to the PCC and reports back to them regularly.

The PCC also appoints, in conjunction with Toton Methodist Church, a number of coordinators each leading a different aspect of the churches' life and mission. This pattern of joint working with Toton Methodist Church is overseen by an Enabling Group comprising the ministers and nominated members of each church.

#### **PCC members and officers**

Rev Colin Douglas Bourne	(Vicar and Chair to May 2021)
Andrew Robert Pearson	(Churchwarden and Lay Vice-Chair)
James Phillip Briggs	(Churchwarden)
Michelle Jacqueline Greenberry	(Reader; Deanery Synod Representative from May 2021)
Irene Elizabeth Smith	(PCC Secretary)
Chris Elizabeth Bourne	(Deanery Synod representative to May 2021)
George Brian Stanley	(Treasurer and Deanery Synod representative)
Christine Margaret Drewry	(Deanery Synod Representative from May 2021)

#### Lay elected members:

Jane Butler

Michael Cartwright

Elizabeth Margaret McBrayne

Geraldine Lewis

Gillian Vera Dann

Hazel Treadway

Peter Lowman

Bruce Spencer

Louise Spencer

Arthur Robert Mewes (from May 2021)

Keith Murray (from May 2021)

**The Leadership Team** meets twice a month and aims to provide spiritual and practical leadership for St Peter's Church. It consists of the Vicar and Churchwardens alongside four elected members (although there is currently one unfilled vacancy):

Colin Bourne (to May 2021)

James Briggs

Andrew Pearson

Irene Smith

Michelle Greenberry (from June 2021)

Jane Butler (from June 2021)

Gill Dann (to July 2021)

Lay people are involved in the ministry of Toton Churches in many roles including prayer ministry, pastoral work, working with children and youth, working with seniors, music and worship and supporting Sunday services. These groups are reviewed and supported by the Leadership Team and the PCC receives reports of their activities as required and at the Annual General Meeting.

### **Electoral Roll figures**

There were 100 members on the electoral roll at the end of 2021, down by 3 from the previous figure of 103 at the end of 2020.

### **Finance**

We are grateful to Brian Stanley our Treasurer, and to Jamie Briggs our Assistant Treasurer. The 2021 Financial Statement and notes form part of this Report.

As the country began to emerge from the COVID-19 pandemic in 2021, we were gradually able to restart lettings and cash donations – significant sources of income

which the PCC had been without in 2020. Our members continued to support the church with generous levels of regular giving and additional, occasional giving in response to the difficulties we were facing.

The PCC has paid its allocated Parish Share in full (our contribution towards the ministry costs and other support costs of the Church of England in our diocese). However, in order to do so, the PCC had to take the decision to reduce its level of support for other charities from the previous level – which was 10% of the Church's voluntary income – to 7.5%. As in previous years, this was divided equally between the Church Pastoral Aid Society, Church Mission Society and HOPE Nottingham.

It is the PCC's policy in ordinary times to maintain, as a reserve, a balance of unrestricted funds equal to at least 3 months unrestricted payments, equivalent to circa £21,000, to cover emergency situations. Recent years have required the PCC to draw significantly on its reserves, and we started 2020 with £8,000 available; thanks to the continued faithful support of our congregation, we ended 2021 with just over £7,000 of reserves intact. The PCC is optimistic that, with regular giving noticeably increased and the end of legal restrictions arising from the pandemic, it will be possible to build up the level of reserves again in 2022.

The following assets are recognised but not necessarily valued in the Statement of Assets and Liabilities: movable church furnishings held by the Churchwardens on special trust for the PCC and which require a faculty for disposal.

### **Premises**

A group meets quarterly, primarily to organise the maintenance and upkeep of the church and centre buildings. Under Church of England requirements the building is formally inspected every 5 years (the "Quinquennial Report"), and this took place in October 2021. The report included very positive feedback on how well-maintained the building was and there were no serious issues identified.

There is a rolling five-year plan to maintain and repair the church and centre. Records of fabric and fixtures have been examined and all accounted for.

### **Review of 2021**

The major change in the life of the church this year was the retirement of the Reverend Colin Bourne at the end of May 2021. The PCC was saddened to say farewell to our long-standing friend and Incumbent; and this was made all the more poignant by the reality that the restrictions necessitated by the pandemic meant Colin's final services had to be delivered online.

Moving into a time of vacancy meant that a number of lay volunteers have had to take on greater levels of responsibility, and the PCC is grateful to all within the parish who have risen to the occasion – as well as to the support of visiting ministers who have enabled us to continue offering services.

The PCC has also spent considerable time – with the welcome guidance of Archdeacon Phil Williams – in honest reflection on the areas where the PCC has been less effective in fulfilling its charitable purposes and furthering the kingdom of God in Toton. While celebrating the ways in which the PCC's work is flourishing – such as its work with children and families and with seniors – the PCC has acknowledged that there are gaps in its provision and that numerical growth has plateaued in recent years. The PCC has identified that the next Incumbent needs to drive change in these key areas, and has ended 2021 with a vision and excitement for a period of transformation and growth.

While the PCC has grappled with these issues, it has continued to serve the people of Toton in a range of ways. While we began the year with church services offered exclusively via Zoom, the gradual lifting of coronavirus restrictions meant that face-to-face services could resume – although the PCC has had to retain the flexibility to cancel or change plans at short notice in response to local COVID-19 numbers. We also continue to stream church services via Zoom for those unable to attend in person. The PCC has begun to offer a "Renew Wellbeing" café, providing a space particularly for those experiencing difficulties with their mental health to find a welcome and an opportunity for prayer where desired. The "Toton Helpful Hub" offered practical support to individuals, in particular by shopping for those whose mobility is reduced; an area of practical ministry which the PCC seeks to develop further in the future.

The PCC has had regard to the Charity Commission guidance on the public benefit requirement.

The PCC remains absolutely committed to Safeguarding Children and Vulnerable Adults in line with Church of England and Diocesan policies and procedures, including Safer Recruitment and Training. The PCC has complied with the duty under section 5 of the Safeguarding and Clergy Discipline Measure 2016 (duty to have regard to House of Bishops' guidance on safeguarding children and vulnerable adults).

Approved by the PCC on 16<sup>th</sup> March 2022 and signed on its behalf by  
Andrew Robert Pearson (lay chair in vacancy)

..AR Pearson.....



**FINANCIAL STATEMENT  
FOR THE YEAR ENDED  
31<sup>st</sup> DECEMBER 2021**

**PAROCHIAL CHURCH COUNCIL  
of  
ST. PETER'S  
TOTON**

registered charity 1136356

Parochial Church Council of St Peter's, Toton

**ACCOUNTS FOR THE YEAR ENDED 31 DECEMBER 2021**

<b>Receipts and Payments Accounts</b>	<b>Notes</b>	<b>Unrestricted Funds</b>	<b>Restricted Funds</b>	<b>Total 2021</b>	<b>Total 2020</b>
		£	£	£	£
<b>Receipts</b>					
Voluntary Income	4a	73,111.59	3,832.33	<b>76,943.92</b>	79,199.43
Income from Church Activities	4b	1,241.34	-	<b>1,241.34</b>	2,754.88
Investment Income	4c	0.42	-	<b>0.42</b>	9.37
Other Income	4d	115.53	2,846.12	<b>2,961.65</b>	3,779.19
<b>Total Receipts</b>		<b>74,468.88</b>	<b>6,678.45</b>	<b>81,147.33</b>	85,742.87
<b>Payments</b>					
Diocesan Parish Share		52,140.00	-	<b>52,140.00</b>	56,256.00
Church Activities	5a	13,330.14	101.00	<b>13,431.14</b>	18,882.68
Church Management & Administration	5b	9,774.01	959.26	<b>10,733.27</b>	11,915.75
Other	5c	418.00	2,711.22	<b>3,129.22</b>	4,224.03
<b>Total Payments</b>		<b>75,662.15</b>	<b>3,771.48</b>	<b>79,433.63</b>	91,278.46
<b>Receipts less payments</b>		<b>(1,193.27)</b>	<b>2,906.97</b>	<b>1,721.69</b>	<b>(5,535.59)</b>
Cash at hand & in bank 01 Jan 2021		8,456.84	2,913.28	<b>11,370.12</b>	16,905.69
Cash at hand & in bank 31 Dec 2021		7,263.57	5,820.25	<b>13,083.82</b>	11,370.10
<b>Difference</b>		<b>(1,193.27)</b>	<b>2,906.97</b>	<b>1,713.70</b>	<b>(5,535.59)</b>

<b>Statement of Assets and Liabilities</b>	<b>Notes</b>	<b>Unrestricted Funds</b>	<b>Restricted Funds</b>	<b>Total 2021</b>	<b>Total 2020</b>
		£	£	£	(amended) £
<b>Cash Funds</b>					
Petty Cash		50.68	-	<b>50.68</b>	50.68
Bank Current Account		7,205.43	141.71	<b>7,347.14</b>	8,815.86
Bank Reserve Account 1		-	5678.54	<b>5,678.54</b>	2,496.12
Bank Reserve Account 2		7.46	-	<b>7.46</b>	7.46
		<b>7,263.57</b>	<b>5,820.25</b>	<b>13,083.82</b>	11,370.12

The attached notes form part of these financial statements.

**Notes to the Financial Statements**

**1. General**

The financial statements have been prepared in accordance with the Church Accounting Regulations 2006, using the Receipts & Payments basis.

**2. Funds**

*Restricted Funds* represent funds given to the PCC for a specific purpose, including grants received for a specific object. These funds may only be expended for the specific purpose 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 general funds which can be used for PCC ordinary purposes.

**3. Movement in Restricted Funds**

The balance brought forward has been calculated on the Receipts & Payments basis.

	Balance b/f £	Receipts £	Payments £	Balance c/f £
TM for Staff Salaries	0.00	959.26	959.26	0.00
Network	884.40	0.00	50.00	834.40
Toton Churches Weekend	513.76	0.00	0.00	513.76
Toton Helpful Hub	910.17	242.62	377.69	775.10
Holiday Zone	342.75	0.00	0.00	342.75
COVID-19 Community Support Fund	262.20	2603.50	2208.00	657.70
Renew Wellbeing Café	0.00	1150.00	125.53	1024.47
Children and Families fund	0.00	723.07	51.00	672.07
Tesco Bags of Help Scheme (Grant for catering facilities)	0.00	1000.00	0.00	1000.00

Parochial Church Council of St Peter's, Toton

<b>4 Receipts Analysis</b>	Notes	Unrestricted Funds £	Restricted Funds £	Total 2021 £	Total 2020 £
<b>4a Voluntary Income</b>					
Planned Giving:					
Gift Aid Donations		47,341.00	1,130.07	<b>48,471.07</b>	43,945.00
Income Tax Recovered		8,385.39	18.00	<b>8,403.39</b>	13,145.08
Non Gift Aided Donations		12,333.00	75.00	<b>12,408.00</b>	14,077.00
Plate		644.93	-	<b>644.93</b>	591.01
Grants		-	1,650.00	<b>1,650.00</b>	1,000.00
Toton Methodist Staff Contributions			959.26	<b>959.26</b>	1,477.38
Sundry Donations		4,407.27		<b>4,407.27</b>	4,963.96
		<b>73,111.59</b>	<b>3,832.33</b>	<b>76,943.92</b>	<b>79,199.43</b>
<b>4b Income from Church Activities</b>					
Room Hire		672.72	-	<b>672.72</b>	2,041.42
Photocopying		178.08	-	<b>178.08</b>	103.46
Banns, Weddings and Funerals		292.00	-	<b>292.00</b>	610.00
Church Event Receipts		98.54	-	<b>98.54</b>	-
		<b>1,241.34</b>	<b>-</b>	<b>1,241.34</b>	<b>2,754.88</b>
<b>4c Investment Income</b>					
Income from Bank Accounts		0.42	-	<b>0.42</b>	9.37
		<b>0.42</b>	<b>-</b>	<b>0.42</b>	<b>9.37</b>
<b>4d Other Income</b>					
Toton Helpful Hub		-	242.62	<b>242.62</b>	-
COVID-19 Community Support		-	2,603.50	<b>2,603.50</b>	2,695.42
Children and Young Peoples Clubs		-	-	<b>-</b>	623.70
Other		115.53		<b>115.53</b>	460.07
		<b>115.53</b>	<b>2,846.12</b>	<b>2,961.65</b>	<b>3,779.19</b>
<b>Gross Receipts</b>		<b>74,468.88</b>	<b>6,678.45</b>	<b>81,147.33</b>	<b>85,742.87</b>

Parochial Church Council of St Peter's, Toton

<b>5 Payments Analysis</b>	Notes	Unrestricted Funds £	Restricted Funds £	<b>Total 2021</b> £	Total 2020 £
<b>5a Church Activities</b>					
Missionary & Charitable Giving	(a)	5,220.00	-	<b>5,220.00</b>	7,200.00
Utilities		1,458.88	-	<b>1,458.88</b>	1,906.82
Insurances		1,098.03	-	<b>1,098.03</b>	1,075.86
Licences		605.58	-	<b>605.58</b>	761.78
Maintenance & Repair		3,235.88	-	<b>3,235.88</b>	5,599.78
Services & Ministry Costs		425.49	-	<b>425.49</b>	338.74
Clergy Expenses		325.16	-	<b>325.16</b>	410.19
Children and Youth Work		249.99	51.00	<b>300.99</b>	889.75
Discipleship		219.30	-	<b>219.30</b>	118.01
Network		-	50.00	<b>50.00</b>	16.25
Publicity		171.42	-	<b>171.42</b>	203.75
Church Event Costs		320.41	-	<b>320.41</b>	242.95
Sundry		-	-	-	118.80
		<b>13,330.14</b>	<b>101.00</b>	<b>13,431.14</b>	<b>18,882.68</b>
<b>5b Church Management/Administration</b>					
Staff Costs		5,863.14	959.26	<b>6,822.40</b>	7,312.05
Office Costs		3,765.97	-	<b>3,765.97</b>	4,483.55
Cleaning Products		144.90	-	<b>144.90</b>	120.15
		<b>9,774.01</b>	<b>959.26</b>	<b>10,733.27</b>	<b>11,915.75</b>
<b>5c Other</b>					
Toton Helpful Hub		-	377.69	<b>377.69</b>	-
Renew Wellbeing Café		-	117.54	<b>117.54</b>	-
COVID-19 Community Support		-	2,208.00	<b>2,208.00</b>	3,433.22
Other		418.00	-	<b>418.00</b>	790.81
		<b>418.00</b>	<b>2,703.23</b>	<b>3,121.23</b>	<b>4,224.03</b>
<b>Gross Payments</b> <b>(not including Parish Share)</b>		<b>23,715.69</b>	<b>3,763.49</b>	<b>27,479.18</b>	<b>35,022.46</b>

- (a) St Peter's PCC policy has historically been to pay a tithe equivalent to 10% of unrestricted donations received to Christian charitable causes. In 2021, due to financial pressures resulting from the coronavirus pandemic, it was necessary to temporarily reduce this to 7.5%. As in previous years, this tithe has been divided equally between three charities: Hope Nottingham, the Church Pastoral Aid Society and the Church Mission Society.

## Parochial Church Council of St Peter's, Toton

### **6. Petty Cash**

This figure comprises the closing balance of petty cash held in the church office, and a £5 float held by the children and young people's groups.

Largely as a result of the coronavirus pandemic and the increasing move away from cash, the opening and closing balances of office petty cash were both £45.68 with no movements during the year.

### **7. Toton Methodist Staff Contributions & Staff Salaries/Costs**

£959.26 was received towards the cost of the shared administrator employed by St. Peter's PCC on behalf of Toton Churches. These monies have been placed in separate restricted funds as these monies may not be used for general expenditure.

### **8. Banns, Weddings and Funerals**

This relates to the amount of fees received by the PCC after the removal of fees payable towards the Diocesan Board of Finance and disbursements.

### **9. Funds outside the responsibility of the PCC**

Funds are handled related to the activities of St Peter's Church, but outside the direct responsibility of the PCC. These include fees payable towards the Diocesan Board of Finance for the payment of stipends.

#### *Fees Payable towards the Diocesan Board of Finance*

The PCC acts as agent in respect of some fees, arising from marriages (including Banns of Marriage) and funerals, which are payable towards the Diocesan Board of Finance for the payment of stipends.

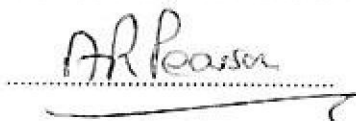
#### *Leaving collections*

The vicar Colin Bourne having retired during the year, a collection was made towards a leaving gift on his behalf. While the PCC facilitated the collection and held the monies, these do not form part of the PCC's charitable purposes and are excluded from the figures presented in these accounts.

#### *Collections on behalf of charities*

Unlike in previous years, no collections for charities were administered through the PCC's account. While some collections were organised for other charities by the PCC – including Unicef's Vaccinaid campaign and the Children's Society – these were set up in such a way that the payments went directly to the receiving charity rather than passing through the PCC accounts.

Approved by the PCC on 16<sup>th</sup> March 2022 and signed on its behalf by  
Andrew Robert Pearson (PCC Chairperson)



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**Independent examiner's report to the PCC of Toton St Peter's (regd charity 1136356)**

I report to the trustees on my examination of the accounts of Toton St Peter's (the Charity) for the year ended 31 December 2021.

**Responsibilities and basis of report**

As the trustees of the Charity 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 2011 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**

I confirm that I am qualified to undertake the examination because the Charity's gross income did not exceed £250,000 and I hold a Diploma in Charity Accounting.

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

- accounting records were not kept in respect of the Charity as required by section 130 of the Act; or
- the accounts do not accord with those records; or
- the accounts do not comply with the accounting 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.



Gary Stephenson, DChA, MSc  
23 March 2021

21 Gwenbrook Road, Beeston  
Nottingham, NG9 4AZ

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# Accounts

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**St. Peter's Church  
Toton**

**Annual Report  
and  
Financial Statement**

**Year ended 31<sup>st</sup> December 2020**



**St. Peter's Church**

83 High Road, Toton, Nottingham, NG9 6EN

**The Parish Church of St. Peter's Toton**

Toton is situated on the Nottinghamshire and Derbyshire border, in the Diocese of Southwell and Nottingham. St. Peter's Church was built in 1954. The Parish of Toton was formed in 2001, St Peter's previously being part of the Parish of Attenborough.

Toton is a suburban, residential area of mixed housing which is mainly owner-occupied. The area has seen a considerable increase in housing in recent years and has therefore become a dormitory area where employment levels are high and most of the available employment lies outside Toton.

The population of Toton numbers towards 8000 individuals and is part of the Borough of Broxtowe (there being no parish council).

**Charitable status and related trusts and charities**

The PCC became a registered Charity in 2010, registration number 1136356.

**Bankers, Legal Advisors and Independent Examiners**

Bankers	NatWest 51 Market Place Long Eaton Nottingham NG10 1JP
Church Architect	Graeme Renton, trading as Graeme Renton Architecture 5 Barratt Lane Attenborough Nottingham NG9 5AD
Independent Examiner	Gary Stephenson 21 Gwenbrook Road Beeston Nottingham NG9 4AZ

## **Aim and Purposes**

St Peter's Parochial Church Council (PCC) has the responsibility of co-operating with the Incumbent, Reverend Colin Bourne, in promoting in the parish the whole mission of the Church, pastoral, evangelistic, social and ecumenical.

The PCC's purpose statement is "Seeing lives transformed through faith in Christ."

## **Objectives and Activities**

At St Peter's Church, Toton we seek to:

- Meet with God
- Value People
- Share Jesus
- Grow spiritually
- Serve Others

In order to pursue these objectives, we offer a wide range of services within the community of Toton, both independently and through our partnership with Toton Methodist Church under a Churches Together agreement, known as "Toton Churches."

## **Wider Deanery and Diocesan links**

St Peter's clergy and our 3 lay representatives are active on the Nottingham Deanery Synod and there are links with neighbouring parishes. Relationships are positive and supportive. The Vicar serves as an elected member in the House of Clergy on the Diocesan Synod, is an elected member of the Bishop's Council and Area Dean of Nottingham South Deanery.

## **Structure, Governance and Management**

The method of appointment of PCC members is set out in the Church Representation Rules. At St. Peter's the membership of the PCC consists of the Incumbent (our vicar), Churchwardens, the Reader, and lay members elected to the Deanery Synod and to the PCC by those members of the congregation who are on the electoral roll of the church. All members of our congregations are encouraged to register on the Electoral Roll and stand for election to the PCC.

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

Given its wide responsibilities, the PCC appoints, in conjunction with Toton Methodist Church, a number of coordinators each leading a different aspect of the churches' life and mission. These coordinators are all responsible to the church councils and report back to them regularly with minutes of their decisions being received by the full PCC and discussed as necessary. The joint work with Toton Methodist Church is overseen by an Enabling Group comprising the ministers and nominated members of the Church Council.

### **PCC members and officers**

Rev Colin Douglas Bourne	(Vicar and Chair)
Andrew Robert Pearson	(Churchwarden and Lay Vice-Chair)
James Phillip Briggs	(Churchwarden)
Michelle Jacqueline Greenberry	(Reader)
Pauline Newport	(PCC Secretary and Deanery Synod representative to 28 <sup>th</sup> October 2020)
Irene Elizabeth Smith	(PCC Secretary from November 2020)
Chris Elizabeth Bourne	(Deanery Synod representative)
Morag Ball	(Deanery Synod representative to October 2020)
George Brian Stanley	(Treasurer and Deanery Synod representative from October 2020)

### **Lay elected members:**

George Brian Stanley	(Until election to Deanery Synod in October 2019)
Arthur Robert Mewes	(To October 2020)
Keith Murray	(To October 2020)
Lynne Pearson	(To October 2020)
Jane Butler	
Irene Elizabeth Smith	
Gillian Vera Dann	

Gillian Stone

Michael Cartwright

Ruth Kempson

Elizabeth Margaret McBrayne

Geraldine Lewis (From October 2020)

Hazel Treadway (From October 2020)

Peter Lowman (From October 2020)

Bruce Spencer (From October 2020)

Louise Spencer (From October 2020)

**The Leadership Team** meets twice a month and aims to provide spiritual and practical leadership for St Peter's Church. It consists of the Vicar and Churchwardens alongside four elected members:

Colin Bourne

James Briggs

Andrew Pearson

Irene Smith

Gill Dann

Lynne Pearson (to October 2020)

Gill Stone (to February 2020)

Lay people are involved in the ministry of Toton Churches in many roles including prayer ministry, pastoral work, working with children and youth, working with seniors, music and worship and supporting Sunday services. These groups are reviewed and supported by the Leadership Team and the PCC receives reports of their activities as required and at the Annual General Meeting.

### **Electoral Roll figures**

There were 103 members on the electoral roll at the end of 2020, down by 10 from the previous figure of 113 at the end of 2019.

### **Finance**

We are grateful to Brian Stanley our Treasurer, and to Jamie Briggs our Assistant Treasurer. The 2020 Financial Statement and notes form part of this Report.

Our income in 2020 was significantly impacted by the COVID-19 pandemic, with no lettings income and very few opportunities to take cash donations during services. However, the majority of our donors were already supporting the Church through Standing Orders, and this aspect of our income actually increased in 2020, signalling a remarkable commitment through this difficult time.

Despite these difficulties, we were still able to pay our Parish Share in full (our contribution towards the ministry costs and other support costs of the Church of England in our diocese). We were also able to continue with our previous policy of tithing 10% of the Church's voluntary income, which is shared equally between the Church Pastoral Aid Society, Church Mission Society and HOPE Nottingham.

It is the PCC's policy in ordinary times to maintain, as a reserve, a balance of unrestricted funds equal to at least 3 months unrestricted payments, equivalent to circa £21,000, to cover emergency situations. For reasons outlined in last year's report, we ended 2019 with our reserves reduced to £13,500; and the pandemic made it necessary to draw further on our reserves, leaving just £8,000 at the end of 2020. The PCC is grateful for the faithful support of our congregation, including a number of one-off donations above and beyond the members' planned giving, for enabling us to end the year with some reserves intact; but careful budgeting and prayerful action will be needed in 2021.

The following assets are recognised but not necessarily valued in the Statement of Assets and Liabilities: movable church furnishings held by the Churchwardens on special trust for the PCC and which require a faculty for disposal.

### **Premises**

A group meets quarterly, primarily to organise the maintenance and upkeep of the church and centre buildings. There is a rolling five-year plan to maintain and repair the church and centre. Records of fabric and fixtures have been examined and all accounted for.

### **Review of 2020**

2020 was a year of remarkable challenge, with the COVID-19 pandemic causing dramatic upheaval for all of our lives from March onwards. The closure of all religious buildings for lengthy periods in 2020 necessitated a fundamental change in our approach to gathered worship; we have introduced a weekly online church service through the Zoom platform, and have worked with our congregations to ensure everyone who wants to do so is able to join in that service.

This has been supplemented, in those times when it was safe and appropriate to offer it, with services in person in the church; these were open (subject to restrictions on numbers) to anyone who wished, but particularly targeted at those unable to join the services online. Other aspects of our ministry – including our "Connect Groups" providing fellowship and opportunities for Bible study in small groups, and our "Zone"

work with children and families – also moved online or outdoors as the needs of the group and the social distancing restrictions at any given time made appropriate.

While the pandemic meant that many of the community outreach activities we might have offered could not take place, or had to be substantially changed, it has also provided an impetus and opportunity to embrace new ways of serving the community. Under the direction of the PCC, St Peter's Church has partnered with the Nottinghamshire Coronavirus Community Support Hub to offer support and assistance to those in Toton and beyond who needed help at this time, in particular by collecting shopping and prescriptions for those who are self-isolating.

The church continued to give hope and encouragement in the community throughout a difficult time. One example of this was our "Advent Windows" community outreach event, where households throughout Toton were encouraged to decorate a window in their homes with a specific Christmas theme each weekend in Advent. The level of community engagement here was inspiring, with many people who would not consider themselves members of the church putting together a window and joining in.

The PCC remains absolutely committed to Safeguarding Children and Vulnerable Adults in line with Church of England and Diocesan policies and procedures, including Safer Recruitment and Training. The PCC has complied with the duty under section 5 of the Safeguarding and Clergy Discipline Measure 2016 (duty to have regard to House of Bishops' guidance on safeguarding children and vulnerable adults).

Approved by the PCC on 17<sup>th</sup> March 2021 and signed on its behalf by

Rev'd Colin Bourne (PCC Chairperson)



**FINANCIAL STATEMENT  
FOR THE YEAR ENDED  
31<sup>st</sup> DECEMBER 2020**

**PAROCHIAL CHURCH COUNCIL  
of  
ST. PETER'S  
TOTON**

registered charity 1136356

Parochial Church Council of St Peter's, Toton

**ACCOUNTS FOR THE YEAR ENDED 31 DECEMBER 2020**

<b>Receipts and Payments Accounts</b>	Notes	Unrestricted Funds £	Restricted Funds £	<b>Total 2020</b> £	Total 2019 £
<b>Receipts</b>					
Voluntary Income	4a	76,705.58	2,493.85	<b>79,199.43</b>	93,657.59
Income from Church Activities	4b	2,754.88	-	<b>2,754.88</b>	5,211.04
Investment Income	4c	9.37	-	<b>9.37</b>	21.79
Other Income	4d	1,083.77	2,695.42	<b>3,779.19</b>	1,893.87
<b>Total Receipts</b>		<b>80,553.60</b>	<b>5,189.27</b>	<b>85,742.87</b>	100,784.29
<b>Payments</b>					
Diocesan Parish Share		56,256.00	-	<b>56,256.00</b>	60,000.00
Church Activities	5a	18,866.43	16.25	<b>18,882.68</b>	18,278.98
Church Management & Administration	5b	10,438.37	1,477.38	<b>11,915.75</b>	12,917.46
Other	5c	215.99	4,008.04	<b>4,224.03</b>	26,601.49
<b>Total Payments</b>		<b>85,776.79</b>	<b>5,501.67</b>	<b>91,278.46</b>	117,797.93
<b>Receipts less payments</b>		<b>(5,223.19)</b>	<b>(312.40)</b>	<b>(5,535.59)</b>	<b>(17,013.64)</b>
Cash at hand & in bank 01 Jan 2020		13,680.01	3,225.68	<b>16,905.69</b>	33,919.33
Cash at hand & in bank 31 Dec 2020		8,456.82	2,913.28	<b>11,370.10</b>	16,905.69
<b>Difference</b>		<b>(5,223.19)</b>	<b>(312.40)</b>	<b>(5,535.59)</b>	<b>(17,013.64)</b>

<b>Statement of Assets and Liabilities</b>	Notes	Unrestricted Funds £	Restricted Funds £	<b>Total 2020</b> £	Total 2019 £
<b>Cash Funds</b>					
Petty Cash		50.68	-	<b>50.68</b>	22.64
Bank Current Account		8,406.14	409.72	<b>8,815.86</b>	5,966.86
Bank Reserve Account 1		0	2,496.12	<b>2,496.12</b>	10,908.75
Bank Reserve Account 2		0	7.44	<b>7.44</b>	7.44
		<b>8,456.82</b>	<b>2,913.28</b>	<b>11,370.10</b>	16,905.69

The attached notes form part of these financial statements.

## Parochial Church Council of St Peter's, Toton

### Notes to the Financial Statements

#### 1. General

The financial statements have been prepared in accordance with the Church Accounting Regulations 2006, using the Receipts & Payments basis.

#### 2. Funds

*Restricted Funds* represent funds given to the PCC for a specific purpose, including grants received for a specific object. These funds may only be expended for the specific purpose 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 general funds which can be used for PCC ordinary purposes.

#### 3. Movement in Restricted Funds

The balance brought forward has been calculated on the Receipts & Payments basis.

		Balance b/f	Receipts	Payments	Balance c/f
		£	£	£	£
TM for Staff Salaries		0	1,477.38	1,477.38	0.00
Network		900.65	0.00	16.25	884.40
Toton Churches Weekend		513.76	0.00	0.00	513.76
Toton Concern		910.17	0.00	0.00	910.17
Holiday Zone		356.57	0.00	13.82	342.75
Children and Youth Clubs	(i)	544.53	0	544.53	0.00
Kitchen Fund		0	16.47	16.47	0.00
COVID-19 Community Support Fund	(ii)	0	3,695.42	3,433.22	262.20

#### Notes:

- (i) As noted in last year's accounts, all new receipts to the Children and Youth Clubs fund are now unrestricted following a change in policy regarding subscriptions notified to members in early 2019. These were previously operated on the basis that all subscriptions received were restricted to the work of these two clubs. The residual balance from previous years' subscriptions has now been spent, so that going forward these clubs will finance, and in turn be financed from, the church's general funds. It should also be noted that the Children and Youth Clubs fund opening balance incorporates £5.00 of cash in hand, this being the clubs' cash float; that £5 is not shown in the closing balance but is included in the unrestricted cash in hand figure, in line with the above change in policy.
- (ii) In response to the extraordinary impact of the COVID-19 pandemic, St Peter's Church established a community support initiative, primarily existing to help those who are self-isolating or otherwise unable to shop for food or collect prescriptions. This has been financed by a £1,000 grant from Nottinghamshire County Council. Where possible service users are asked to reimburse the Church for the expenses incurred in shopping on their behalf; not all users have been able to do so, however.

Parochial Church Council of St Peter's, Toton

<b>4 Receipts Analysis</b>	Notes	Unrestricted Funds £	Restricted Funds £	<b>Total 2020</b> £	Total 2019 £
<b>4a Voluntary Income</b>					
Planned Giving:					
Gift Aid Donations		43,945.00	-	<b>43,945.00</b>	51,515.00
Income Tax Recovered		13,145.08	-	<b>13,145.08</b>	13,859.23
Non Gift Aided Donations		14,060.53	16.47	<b>14,077.00</b>	18,682.20
Plate		591.01	-	<b>591.01</b>	2,234.60
Grants		-	1,000.00	<b>1,000.00</b>	2,500.00
Toton Methodist Staff Contributions		-	1,477.38	<b>1,477.38</b>	2,221.76
Sundry Donations		4,963.96	-	<b>4,963.96</b>	2,644.80
		<b>76,705.58</b>	<b>2,493.85</b>	<b>79,199.43</b>	<b>93,657.59</b>
<b>4b Income from Church Activities</b>					
Room Hire		2,041.42	-	<b>2,041.42</b>	4,493.94
Photocopying		103.46	-	<b>103.46</b>	174.09
Banns, Weddings and Funerals		610.00	-	<b>610.00</b>	297.00
Church Event Receipts		-	-	-	246.01
		<b>2,754.88</b>	<b>-</b>	<b>2,754.88</b>	<b>5,211.04</b>
<b>4c Investment Income</b>					
Income from Bank Accounts		9.37	-	<b>9.37</b>	21.79
		<b>9.37</b>	<b>-</b>	<b>9.37</b>	<b>21.79</b>
<b>4d Other Income</b>					
Toton Concern		-	-	-	155.00
COVID-19 Community Support		-	2,695.42	<b>2,695.42</b>	-
Children and Young Peoples Clubs		623.70	-	<b>623.70</b>	1,583.42
Other		460.07	-	<b>460.07</b>	155.45
		<b>1,083.77</b>	<b>2,695.42</b>	<b>3,779.19</b>	<b>1,893.87</b>
<b>Gross Receipts</b>		<b>80,553.60</b>	<b>5,189.27</b>	<b>85,742.87</b>	<b>100,784.29</b>

Parochial Church Council of St Peter's, Toton

<b>5 Payments Analysis</b>	Notes	Unrestricted Funds £	Restricted Funds £	Total 2020 £	Total 2019 (Corrected)
<b>5a Church Activities</b>					
Missionary & Charitable	(a)				8,465.94
Giving		7,200.00	-	<b>7,200.00</b>	
Utilities		1,906.82	-	<b>1,906.82</b>	2,380.94
Insurances		1,075.86	-	<b>1,075.86</b>	1,096.90
Licences		761.78	-	<b>761.78</b>	563.73
Maintenance & Repair		5,599.78	-	<b>5,599.78</b>	1,126.93
Services & Ministry Costs		338.74	-	<b>338.74</b>	574.14
Clergy Expenses		410.19	-	<b>410.19</b>	1,345.86
Children and Youth Work		889.75	-	<b>889.75</b>	741.41
Discipleship		118.01	-	<b>118.01</b>	50
Network		-	16.25	<b>16.25</b>	662.2
Publicity		203.75	-	<b>203.75</b>	218.65
Church Event Costs		242.95	-	<b>242.95</b>	1,052.28
Sundry		118.80	-	<b>118.80</b>	8,465.94
		<b>18,866.43</b>	<b>16.25</b>	<b>18,882.68</b>	<b>18,278.98</b>
<b>5b Church Management/Administration</b>					
Staff Costs		5,834.67	1,477.38	<b>7,312.05</b>	9,448.47
Office Costs		4,483.55	-	<b>4,483.55</b>	3,389.61
Cleaning Products		120.15	-	<b>120.15</b>	79.38
		<b>10,438.37</b>	<b>1,477.38</b>	<b>11,915.75</b>	<b>12,917.46</b>
<b>5c Other</b>					
Toton Concern		-	-	-	70.41
Holiday Zone		-	13.82	<b>13.82</b>	1,631.41
Youth Clubs		-	544.53	<b>544.53</b>	2,301.86
COVID-19 Community Support		-	3,433.22	<b>3,433.22</b>	-
Kitchen Refurbishment		-	16.47	<b>16.47</b>	22,565.35
Other		215.99	-	<b>215.99</b>	32.46
		<b>215.99</b>	<b>4,008.04</b>	<b>4,224.03</b>	<b>26,601.49</b>
<b>Gross Payments (not including Parish Share)</b>		<b>29,520.79</b>	<b>5,501.67</b>	<b>34,904.45</b>	<b>57,577.93</b>

- (a) St Peter's PCC policy is to pay a tithe equivalent to 10% of unrestricted donations received to Christian charitable causes. Currently this tithe is divided equally between three charities: Hope Nottingham, the Church Pastoral Aid Society and the Church Mission Society.

## Parochial Church Council of St Peter's, Toton

### **6. Petty Cash**

This figure comprises the closing balance of petty cash held in the church office, and a £5 float held by the children and young people's groups.

The opening balance of office petty cash was £17.64. During the year payments totalling £50 were drawn from the church's accounts to replenish this sum, and petty cash payments totalling £21.96 were made during the year, leaving a closing balance of £45.68.

### **7. Toton Methodist Staff Contributions & Staff Salaries/Costs**

£1,477.38 was received towards the cost of the shared administrator employed by St. Peter's PCC on behalf of Toton Churches. These monies have been placed in separate restricted funds as these monies may not be used for general expenditure.

### **8. Banns, Weddings and Funerals**

This relates to the amount of fees received by the PCC after the removal of fees payable towards the Diocesan Board of Finance and disbursements.

### **9. Funds outside the responsibility of the PCC**

Funds are handled related to the activities of St Peter's Church, but outside the direct responsibility of the PCC. These include fees payable towards the Diocesan Board of Finance for the payment of stipends.

#### *Fees Payable towards the Diocesan Board of Finance*

The PCC acts as agent in respect of some fees, arising from marriages (including Banns of Marriage) and funerals, which are payable towards the Diocesan Board of Finance for the payment of stipends.

#### *Collections on behalf of charities*

In early 2020, the Church held a charity fundraising evening on behalf of Tear Fund, raising the sum of £328.50. Later in the year, as events were held almost exclusively online, there was no need for the Church to act as an intermediary as donors could be referred directly to the charity's website – as happened, for example, with collections for the Children's Society during the Christmas period.

Approved by the PCC on 17<sup>th</sup> March 2021 and signed on its behalf by

Rev'd Colin Bourne (PCC Chairperson)



**Independent examiner's report to the PCC of Toton St Peter's** (regd charity 1136356)

I report to the trustees on my examination of the accounts of Toton St Peter's (the Charity) for the year ended 31 December 2020.

**Responsibilities and basis of report**

As the trustees of the Charity 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 2011 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**

I confirm that I am qualified to undertake the examination because the Charity's gross income did not exceed £250,000 and I hold a Diploma in Charity Accounting.

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

- accounting records were not kept in respect of the Charity as required by section 130 of the Act; or
- the accounts do not accord with those records; or
- the accounts do not comply with the accounting 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.



Gary Stephenson, DChA, MSc  
22 March 2020

21 Gwenbrook Road, Beeston  
Nottingham, NG9 4AZ