

**St. Peter's Church
Toton**

**Annual Report
and
Financial Statement**

Year ended 31st 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 15th 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', with a horizontal line underneath.

**FINANCIAL STATEMENT
FOR THE YEAR ENDED
31st 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

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

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

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	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

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

Parochial Church Council of St Peter's, Toton

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

- (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 31st 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 15th March 2023 and signed on its behalf by
Rev. Jess Savill (Incumbent)



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