

St. Peter's Church  
Toton

Annual Report  
and  
Financial Statement

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



## **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)
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.

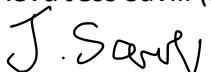
Through the Renew Wellbeing Café and our Helpful Hub initiatives, we continued to meet needs in our community – the former offering a safe space to speak about struggles with mental health, and the latter providing practical support, particularly with shopping, for those who are unable to easily leave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

  
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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 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>	<b>Notes</b>	<b>Unrestricted Funds £</b>	<b>Restricted Funds £</b>	<b>Total 2023 £</b>	<b>Total 2022 £</b>
<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>	<b>94,672.01</b>
<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>	<b>89,054.85</b>
<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>	<b>Notes</b>	<b>Unrestricted Funds £</b>	<b>Restricted Funds £</b>	<b>Total 2023 £</b>	<b>Total 2022 £</b>
<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>	<b>18,700.98</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.

	Balance b/f £	Receipts £	Payments £	Balance c/f £
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</b>					
<b>(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.

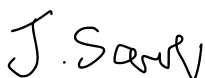
#### *Fees Payable towards the Diocesan Board of Finance*

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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