

# THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF BURCHETTS GREEN

England & Wales - Charity number 1137069

## Details

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**Other names** BURCHETTS GREEN PCC

**Status** Registered

**Legal form** Previously excepted

**Registered** 2010-07-26

**Register** [View on the Charity Commission register](#)

## Contact

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**Address** Parish Office  
Soltau Centre  
Henley Road  
Maidenhead  
Berkshire  
SL6 6QW

**Phone** 01628820077

**Email** [office@burchettsgreenparish.org](mailto:office@burchettsgreenparish.org)

**Website** [www.burchettsgreenparish.org](http://www.burchettsgreenparish.org)

## Activities

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

**Activities:** The objective of the charity is defined by the Parochial Church Council (Powers) Measure 1956 as 'to co-operate with the minister in promoting in the parish the whole mission of the Church, pastoral, evangelistic, social and ecumenical'. The charity operates principally, but is not confined to, the parish of Burchetts Green, Berkshire.

## Classification

- **How:** Makes Grants To Organisations, Provides Human Resources, Provides Buildings/facilities/open Space
- **What:** Religious Activities
- **Who:** The General Public/mankind

## Geography

- **Area of benefit:** UNDEFINED. IN PRACTICE, LOCAL.
- Windsor And Maidenhead

## Finances

Period end	Income	Expenditure	Assets	Employees
2024-12-31	£129,665	£144,533	-	-
2023-12-31	£158,214	£153,610	-	-
2022-12-31	£109,412	£159,347	-	-
2021-12-31	£106,991	£144,396	-	-
2020-12-31	£112,736	£133,913	-	-

## Trustees

Name	Role	Appointed
<b>Rev Tom Charles Etherton</b>	Chair	2022-02-01
CAPTAIN Tom Dobinson BSc, MBA		
FIONA MARRITT FIELDHOUSE		
JENNIFER MARY ROBINSON		
Jane Smith		2017-04-30
Joleen Louise Newton		2019-04-28
Maria Quantrill		2020-10-18
REV TINA MOLYNEUX		2012-03-21
ROSALIND MARGARET BENTLEY		2017-04-30
Richard Charles Moores		2013-04-25
Timothy Bowler		2020-10-18

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# Accounts

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Charity Registration No. 1137069

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH  
OF BURCHETTS GREEN IN DIOCESE OF OXFORD**

**(St. Mary the Virgin - Hurley, St James the Less - Stubbings & St. John  
the Evangelist - Littlewick Green)**

**ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS**

**FOR THE YEAR ENDED 31 DECEMBER 2024**

# THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF BURCHETTS GREEN IN DIOCESE OF OXFORD

## LEGAL AND ADMINISTRATIVE INFORMATION

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<b>Incumbent</b>	Revd Tom Etherton
<b>Current trustees</b>	Rosalind Bentley Jane Smith Richard Moores Jenny Robinson Tom Dobinson Fiona Fieldhouse Joleen Newton Tim Bowler
<b>Acting treasurer</b>	Paul Fagan
<b>Charity number</b>	1137069
<b>Principal address</b>	Burchetts Green Parish Office The Soltau Centre, St James the Less Church Henley Road, Stubbings MAIDENHEAD SL6 6QW
<b>Independent examiner</b>	Craufurd Hale Audit Services Limited C/O Craufurd Hale Group Ground Floor, Arena Court Crown Lane MAIDENHEAD SL6 8QZ
<b>Bankers</b>	Lloyds TSB 45 High Street MAIDENHEAD SL6 1JS

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# THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF BURCHETTS GREEN IN DIOCESE OF OXFORD

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# THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF BURCHETTS GREEN IN DIOCESE OF OXFORD

## TRUSTEES REPORT

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

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The Parochial Church Council (PCC) presents its annual report and financial statements for the year ended 31 December 2024.

The financial statements have been prepared in accordance with the Church (Accounts and Reports) Regulations 2008, the Charities Act 2011, and the Statement of Recommended Practice by Charities SORP (FRS102), as well as The PCC (Powers) Measure 1956, The Church Representation Rules, and the Church Accounting Regulations 2006.

#### **Objectives and activities**

The objectives of the PCC are defined by the Parochial Church Council (Powers) Measure 1956 as to co-operate with the minister in promoting in the parish the whole mission of the Church, pastoral, evangelistic, social and ecumenical. The PCC is committed to enabling as many people as possible to worship at our churches and to become part of the Parish community. The PCC regularly reviews the worship throughout the Parish and considers how services can involve the many groups that live within the Parish.

When planning our activities for the year, the incumbent and the PCC have considered the Charity Commission's guidance on public benefit and, in particular, the specific guidance on charities for the advancement of religion.

We try to enable ordinary people to live out their faith as part of our Parish community through:

- the provision of regular public worship that is open to all;
- the provision of sacred space for personal prayer and contemplation;
- the provision of pastoral work including the visiting of the sick, the elderly and the bereaved;
- teaching the Christian faith through sermons, informal groups, children's meetings and links with local schools;
- the promotion of the Christian faith through various events for the elderly, parents and toddlers and other special needs groups organised by the PCC and through the distribution of the Parish magazine and through the website;
- the support of other charities involved in Christian outreach and development.

The PCC continued their work from the prior year at looking in detail at its pattern of worship services with a view to making changes aimed at growing congregations and improving accessibility for families with children. For further details of our activities during the year please consult the APCM Report booklet which can be obtained from the Parish Office.

# THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF BURCHETTS GREEN IN DIOCESE OF OXFORD

## TRUSTEES REPORT (CONTINUED)

**FOR THE YEAR ENDED 31 DECEMBER 2024**

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### Financial review

The Parish saw an overall net outgoing of resources of £14,868 in 2024 (against a net increase of £4,604 in 2023) before revaluation of investments. This included a deficit of £1,529 in unrestricted funds, and £13,339 in restricted funds compared with an increase of £12,816 in unrestricted funds and a deficit of £8,212 in restricted funds during 2023.

Total income during 2024 was £129,665, a reduction of £28,549 versus last year. This was driven by decreases in Voluntary Income (-£7,114), income from Church Activities (-£27,656), and Income from Investments (-£1,049); while Income from Fundraising increased (+£7,270). However, in the same period Parish expenditure was lower than 2023 at £144,533, through savings in Church Activities of £11,184 and an increase in cost of Fundraising (£2,107). Explanation of these results requires a deeper dive into each element of Parish activities.

Voluntary Income grew marginally in 2024 (ref: note 2; page 11), but a generous donation in 2023 impacted the year-on-year comparison. There was a healthy increase in Cash Collections (+36%), especially through card reader donations. The Parochial Church Council (PCC) promoted a shift to the new online Parish Giving Scheme (as notified at last year's APCM), which proved successful with 75% of planned donations now through this route and will continue to promote this actively. The Parish Giving scheme automates collection of Gift Aid, significantly reducing administration for the Parish.

Income from Church Activities was similarly impacted year-on-year by proceeds from an Insurance claim in 2023 at the Soltau Centre (ref: note 3; page 12). And Parochial Fees were lower due to fewer weddings than 2023 (-£8,276). This was partially offset by a 40% higher contribution from Hurley Church Estates (the Parish benefits considerably from the support of Hurley Church Estates to maintain St Marys, for which the PCC is very grateful). The PCC anticipates improvement next year, given 2025 wedding bookings already received.

Fundraising Income (ref: note 4; page 12) increased 38% during 2024 driven mainly by more social events (e.g., Snowdrop Day, Music on a Summers Evening, the Comedy Club) and the new Music and Arts Festival. Fundraising remains a key focus for the PCC, and we thank all our Volunteers who work hard to achieve this. Necessarily the cost of fundraising increased too (ref: note 6; page 13), primarily for the new Festival which cleared a tidy positive margin - a great result in its first year. Church Hall lettings were stable, and opportunity exists to leverage the Soltau Centre and Priory room even more in 2025. Income from investments (ref: note 5; page 13) reduced through liquidation of an old Cambridge and Counties investment to simplify administration, and liquidation of the CBF fund towards key maintenance projects.

Expenditure on Church Activities reduced by £11,184 (-7%). The largest cost category, representing 49% of Church Activities, were Church Running Costs (£68,136), which increased by £17,010 versus 2023. This was due to necessary maintenance projects in all three churches, including: replacement of the AV systems in St Marys and St James, a new carpet in the Soltau centre, and repairs to the Lych gate at St Johns. Hurley costs were 100% offset by contribution from Hurley Church Estates; the AV work at St James was funded by proceeds from the 200 club and the CBF fund; and the work at St Johns was funded out of restricted funds. The increase in Church Running Costs was more than offset by the year-on-year reduction due to the Insurance works at Stubbings in 2023 (ref: note 7; page 14).

The Parish Share represents the second most significant cost category (31%) totalling £43,910 (2023: £43,171). For 2023 the Trustees decided (with Deanery agreement) not to pay the full quota to protect against a deficit in unrestricted reserves. This decision was continued in 2024, and Parish unrestricted reserves at 31 December 2024, maintained a surplus position of £9,248 (2023: £11,413).

All other cost categories were generally unchanged and given the economic environment and inflationary challenges during 2024, the steps taken by the Trustees to contain running costs appear effective, as example, installing smart readers in all churches, and moving to LED lighting to reduce electricity costs.

The PCC thanks everyone who has supported the Parish with their generosity despite such challenging times; and despite more recent evidence of decreasing inflation rates. We continue to take a cautious view by closely monitoring the Parish cashflow position each month. We are especially grateful to all the volunteers within our Parish who are vitally important to providing the services we offer to the community.

# THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF BURCHETTS GREEN IN DIOCESE OF OXFORD

## TRUSTEES REPORT (CONTINUED)

**FOR THE YEAR ENDED 31 DECEMBER 2024**

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### Structure, governance and management

The PCC is a corporate body established by the Church of England Its governing documents are the Parochial Church Council (Powers) Measure 1956 as amended and the Church Representation Rules 2006. It is a charity registered with the Charity Commission under register number 1137069. The parish is part of the Windsor and Maidenhead Deanery, which is within the Diocese of Oxford of the Church of England.

The Parish office address is Burchetts Green Parish Office, The Soltau Centre, St James the Less Church, Henley Road, Stubbings, Maidenhead, Berks SL6 6QW.

The following persons have served as members (trustees) of the PCC during the year and up to the date this report was approved, unless otherwise stated:

Incumbent	Revd Tom Etherton #	
Lay Chairperson	Jane Smith	
Churchwarden	Jane Smith #	Hurley
Churchwarden	Richard Moores #	Littlewick Green
Churchwarden	Jenny Robinson	Littlewick Green
Churchwarden	Tim Bowler #	Stubbings
Deanery Synod Representative	Tom Dobinson	
Elected member	Fiona Fieldhouse	
Elected member	Joleen Newton	
Elected member	Rosalind Bentley	
Assistant Curate	Revd Tina Molyneux (Co-opted member) *	
Safeguarding officer	Jane Holmes *	
Acting treasurer	Paul Fagan *	

# Identifies current member of the finance committee. Vanessa Evans and Sue Wilkins also form part of the Finance Committee.

\* identifies those members of the PCC who are not Trustees.

PCC members are recruited in a number of ways. The clergy, churchwardens and the treasurer are members by virtue of their office Deanery Synod representatives are elected by the annual parochial church meeting (APCM) and hold office for three years. Other members of the PCC are elected annually at the APCM.

New PCC members are given assistance by the churchwardens and other PCC members to enable them to carry out their role effectively.

The PCC makes all decisions corporately except that the Finance Committee has delegated powers to make decisions between PCC meetings subject to keeping the PCC informed as fully as necessary. This places focus on managing our financial affairs.

# THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF BURCHETTS GREEN IN DIOCESE OF OXFORD

## TRUSTEES REPORT (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2024

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### Statement of PCC responsibilities

The PCC is responsible for all parish finance, its management and control, including the appointment of a treasurer. Members of the PCC are responsible for keeping accounting records, which disclose with reasonable accuracy the financial position of the PCC and which enable them to ascertain the financial position of the PCC and ensure that the financial statements comply with the Church (Accounts and Reports) Regulations 2008, the Charities Act 2011, the Statement of Recommended Practice by Charities SORP(FRS102), the PCC (Powers) Measure 1956, the Church Representation Rules, and the Church Accounting Regulations 2006. The PCC is also responsible for safeguarding the charity's assets and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities. The PCC is also required to ensure that the financial statements are examined by an independent examiner or auditor prior to presentation to the Annual Parochial Church Meeting.

The law applicable to charities in England and Wales requires the PCC to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the Parish and of the incoming resources and application of resources of the Parish for that year.

In preparing these financial statements, in addition to the above, the PCC are required to:

- select suitable accounting policies and then apply them consistently;
- make judgements and estimates that are reasonable and prudent;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

Approved by the PCC and signed on its behalf by:

*Jane Smith - 07 Nov. 2025*

Jane Smith, Lay Chairperson  
Trustee

Date: .....

# THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF BURCHETTS GREEN IN DIOCESE OF OXFORD

## INDEPENDENT EXAMINER'S REPORT

### TO THE PCC OF THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF BURCHETTS GREEN IN DIOCESE OF OXFORD

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I report to the PCC on my examination of the financial statements of The Parochial Church Council of The Ecclesiastical Parish of Burchetts Green in Diocese of Oxford (the Parish) for the year ended 31 December 2024.

#### **Responsibilities and basis of report**

As the PCC of the Parish you are responsible for the preparation of the financial statements in accordance with the requirements of the Charities Act 2011 (the 2011 Act).

I report in respect of my examination of the Parish's financial statements carried out under section 145 of the 2011 Act. In carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

#### **Independent examiner's statement**

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:

- 1 accounting records were not kept in respect of the Parish as required by section 130 of the 2011 Act; or
- 2 the financial statements do not accord with those records; or
- 3 the financial statements do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a true and fair view which is not a matter considered as part of an independent examination.

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



Christopher Rayner FCA  
**for and on behalf of Craufurd Hale Audit Services Limited**

C/O Craufurd Hale Group  
Ground Floor, Arena Court  
Crown Lane  
MAIDENHEAD  
SL6 8QZ

Dated: 7 NOVEMBER 2025

# THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF BURCHETTS GREEN IN DIOCESE OF OXFORD

## STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31 DECEMBER 2024

	Notes	Unrestricted funds 2024 £	Restricted funds 2024 £	Total Unrestricted funds 2024 £	Restricted funds 2023 £	Total 2023 £
<b>Income from:</b>						
Voluntary income	2	69,884	870	70,754	75,755	77,868
Income from church activities	3	31,233	-	31,233	14	58,889
Activities for generating funds	4	24,041	2,114	26,155	1,799	18,885
Income from investments	5	174	1,349	1,523	1,405	2,572
<b>Total income</b>		<b>125,332</b>	<b>4,333</b>	<b>129,665</b>	<b>152,883</b>	<b>158,214</b>
<b>Expenditure on:</b>						
Raising funds	6	4,250	1,080	5,330	1,279	3,223
Church activities	7	122,611	16,592	139,203	12,264	150,387
<b>Total resources expended</b>		<b>126,861</b>	<b>17,672</b>	<b>144,533</b>	<b>140,067</b>	<b>153,610</b>
<b>Net incoming resources before net gains/(losses) on investments</b>						
		(1,529)	(13,339)	(14,868)	12,816	4,604
Net gains/(losses) on investments	12	-	911	911	1,383	2,489
<b>Net (outgoing)/incoming resources before transfers</b>						
		(1,529)	(12,428)	(13,957)	13,922	7,093
Gross transfers between funds		(636)	636	-	-	-
<b>Net movement in funds</b>		<b>(2,165)</b>	<b>(11,792)</b>	<b>(13,957)</b>	<b>13,922</b>	<b>7,093</b>
Fund balances at 1 January 2024		11,413	112,037	123,450	(2,509)	116,357
<b>Fund balances at 31 December 2024</b>		<b>9,248</b>	<b>100,245</b>	<b>109,493</b>	<b>112,037</b>	<b>123,450</b>

The statement of financial activities includes all gains and losses recognised in the year.

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH  
OF BURCHETTS GREEN IN DIOCESE OF OXFORD**

**BALANCE SHEET**

**AS AT 31 DECEMBER 2024**

	Notes	2024		2023	
		£	£	£	£
<b>Fixed assets</b>					
Tangible assets	14		26,875		33,904
Investments	15		35,051		40,933
			<u>61,926</u>		<u>74,837</u>
<b>Current assets</b>					
Stocks	16	-		1,672	
Debtors	17	20,323		22,290	
Cash at bank and in hand		31,443		30,733	
			<u>51,766</u>	<u>54,695</u>	
<b>Creditors: amounts falling due within one year</b>	18	(4,199)		(6,082)	
<b>Net current assets</b>			<u>47,567</u>		<u>48,613</u>
<b>Total assets less current liabilities</b>			<u>109,493</u>		<u>123,450</u>
<b>Income funds</b>					
Restricted funds	19		100,245		112,037
<u>Unrestricted funds</u>					
Designated funds	20	-		-	
General unrestricted funds	20	9,248		11,413	
			<u>9,248</u>	<u>11,413</u>	
			<u>109,493</u>		<u>123,450</u>

The financial statements were approved by the PCC on .....7 November 2025

*Jane Smith*  
Jane Smith, Lay Chairperson  
Trustee

# THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF BURCHETTS GREEN IN DIOCESE OF OXFORD

## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2024

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### 1 Accounting policies

#### 1.1 Accounting convention

The financial statements have been prepared in accordance with the Church (Accounts and Reports) Regulations 2008, the Charities Act 2011, and the Statement of Recommended Practice by Charities SORP (FRS102), as well as The PCC (Powers) Measure 1956, The Church Representation Rules, and the Church Accounting Regulations 2006.

Although the total income of the PCC is below £250,000, the PCC has decided to present accounts on the accruals basis.

The financial statements are prepared in sterling, which is the functional currency of the Parish. Monetary amounts in these financial statements are rounded to the nearest £.

The financial statements have been prepared under the historical cost convention, modified to include investments at fair value. The principal accounting policies adopted are set out below.

#### 1.2 Going concern

At the time of approving the financial statements, the PCC have a reasonable expectation that the Parish has adequate resources to continue in operational existence for the foreseeable future. This is on the following basis:

- Agreement of the reduction of the contribution to the Parish Share from the Deanery;
- Continued contribution from Henley Church Estates;
- Restricted funding available for known future refurbishment works. The Trustees are confident that there is funding available to cover these costs.

Based on the above, the PCC continue to adopt the going concern basis of accounting in preparing the financial statements.

#### 1.3 Charitable funds

Unrestricted funds are available for use at the discretion of the trustees for the general objectives of the church.

Designated funds are unrestricted funds that have been set aside by the PCC for a particular purpose.

Restricted funds are subject to specific conditions by donors as to how they may be used. The cost of raising and administering such funds are charged against those specific funds. The purposes and uses of the restricted funds are set out in the notes to the financial statements.

# THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF BURCHETTS GREEN IN DIOCESE OF OXFORD

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2024

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### 1 Accounting policies

(Continued)

#### 1.4 Income

Income is recognised when the Parish is legally entitled to it after any performance conditions have been met, the amounts can be measured reliably, and it is probable that income will be received.

Collections are recognised when received or on behalf of the PCC. Planned giving is recognised only when received.

Grants are recognised as soon as the PCC becomes aware of its legal entitlement and the amount due can be reliably estimated and is probable.

When incoming resources have related expenditure (as with fundraising income) the incoming resources and all related resources expended are accounted for gross in the SOFA.

Gifts in kind are accounted for at a reasonable estimate of their value to the church or the amount actually realised. Gifts in kind for use by the church are included in the SOFA as incoming resources when receivable.

Rental income from letting the Church Hall is accounted for when it falls due.

Dividends and interest are accounted for when receivable and includes any recoverable tax.

Realised gains are accounted for on assets held for the church's own use and are taken into account at the time of sale.

Cash donations are recognised on receipt. Other donations are recognised once the Parish has been notified of the donation, unless performance conditions require deferral of the amount. Income tax recoverable in relation to donations received under Gift Aid is recognised at the time of the donation.

Legacies are recognised on receipt or otherwise if the Parish has been notified of an impending distribution, the amount is known, and receipt is expected. If the amount is not known, the legacy is treated as a contingent asset.

#### 1.5 Expenditure

Expenditure is recognised once there is a legal or constructive obligation to transfer economic benefit to a third party, it is probable that a transfer of economic benefits will be required in settlement, and the amount of the obligation can be measured reliably.

All costs have been directly attributed to the various categories within the SOFA.

Any general support costs have been allocated across activity cost categories on a basis consistent with the use of resources based on an allocation of actual costs.

As the church is not VAT registered, all expenditure is shown inclusive of VAT.

Governance costs include the cost of the preparation of the annual accounts, the independent examination, the cost of PCC meetings and the legal cost of advice on governance or constitutional matters.

Grants and charitable giving are accounted when paid over or when awarded. If the award creates a binding obligation on the PCC, provided that there are no conditions to be met relating to the grant which remain in the control of the church.

Parish share is accounted for when paid.

# THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF BURCHETTS GREEN IN DIOCESE OF OXFORD

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2024

### 1 Accounting policies

(Continued)

#### 1.6 Tangible fixed assets

All capital expenditure in excess of £5,000 for a single item or a group of similar items, is capitalised. Tangible fixed assets are initially measured at cost and subsequently measured at cost, net of depreciation.

Depreciation is recognised so as to write off the cost of assets over their useful lives on the following bases:

Land and buildings	over 10 years straight line
Fixtures and fittings	over 8 years straight line

The gain or loss arising on the disposal of an asset is determined as the difference between the sale proceeds and the carrying value of the asset, and is recognised in the statement of financial activities.

#### 1.7 Fixed asset investments

Fixed asset investments are initially measured at transaction price excluding transaction costs, and are subsequently measured at fair value at each reporting date. Changes in fair value are shown under other recognised gains/(losses) section of the SOFA. Transaction costs are expensed as incurred.

#### 1.8 Impairment of fixed assets

At each reporting end date, the Parish reviews the carrying amounts of its tangible assets to determine whether there is any indication that those assets have suffered an impairment loss. If any such indication exists, the recoverable amount of the asset is estimated in order to determine the extent of the impairment loss (if any).

#### 1.9 Stocks

Stocks are stated at the lower of cost and estimated selling price less costs to complete and sell.

Net realisable value is the estimated selling price less all estimated costs of completion and costs to be incurred in marketing, selling and distribution.

#### 1.10 Cash and cash equivalents

Cash and cash equivalents represents cash in hand and deposits held at call with banks.

#### 1.11 Financial instruments

The Parish has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instruments Issues' of FRS 102 to all of its financial instruments.

Financial instruments are recognised in the Parish's balance sheet when the Parish becomes party to the contractual provisions of the instrument.

##### **Basic financial assets**

Basic financial assets, which include debtors and cash and bank balances, are measured at transaction price including transaction costs. Financial assets are classified as receivable within one year and are not amortised.

##### **Basic financial liabilities**

Basic financial liabilities, including creditors are recognised at transaction price. Financial liabilities are classified as payable within one year and are not amortised.

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of operations from suppliers. Amounts payable are classified as current liabilities as payment is due within one year or less.

# THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF BURCHETTS GREEN IN DIOCESE OF OXFORD

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2024

### 1 Accounting policies

(Continued)

#### *Derecognition of financial liabilities*

Financial liabilities are derecognised when the Parish's contractual obligations expire or are discharged or cancelled.

#### 1.12 Taxation

The Parochial Church Council of the Ecclesiastical Parish of Burchetts Green as a charity is not liable for assessment to tax on its income and gains to the extent that they are applied to its charitable objectives.

### 2 Voluntary income

	Unrestricted funds	Restricted funds	Total Unrestricted funds	Restricted funds	Total
	2024	2024	2024	2023	2023
	£	£	£	£	£
Tax - efficient planned giving	38,972	120	39,092	39,629	39,870
Collections of loose cash at services	15,430	650	16,080	11,999	12,821
Other individual donations	6,360	100	6,460	14,820	14,870
Grants	1,916	-	1,916	1,856	1,856
Legacies	2,000	-	2,000	-	1,000
Special collections	206	-	206	-	-
Tax recoverable	5,000	-	5,000	7,451	7,451
	<u>69,884</u>	<u>870</u>	<u>70,754</u>	<u>75,755</u>	<u>77,868</u>

Other individual donations have decreased to £6,460 (2023: £14,870) due to a kind large one off donation of £10,000 received in the prior year.

# THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF BURCHETTS GREEN IN DIOCESE OF OXFORD

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

### FOR THE YEAR ENDED 31 DECEMBER 2024

#### 3 Church activities

	Unrestricted 2024 £	Restricted 2024 £	Total Unrestricted 2024 £	Restricted 2023 £	Total 2023 £
Parochial fees, fees for weddings and funerals	11,440	-	11,440	19,716	19,716
Hurley Church Estates **	19,612	-	19,612	14,040	14,040
Insurance claim **	-	-	-	25,092	25,092
Sundry income	181	-	181	27	41
	<u>31,233</u>	<u>-</u>	<u>31,233</u>	<u>14</u>	<u>58,889</u>

\*\* relates to money received and treated as designated income as detailed in note 20.

The income received from Hurley Church Estates is treated as designated income and represents a grant towards the costs for the upkeep of St Mary's and for maintaining the historic building and maintaining a Church presence for the benefit of the Hurley community.

The insurance claim income is also treated as designated income and has been spent on the works undertaken at the Soltau Centre due to the damage to the kitchen and toilet area.

#### 4 Activities for generating funds

	Unrestricted funds 2024 £	Restricted funds 2024 £	Total Unrestricted funds 2024 £	Restricted funds 2023 £	Total 2023 £
Social events during the year	6,766	-	6,766	2,457	2,457
Hurley Village Fete	-	-	-	500	500
200 Club	-	2,114	2,114	-	1,799
Traidcraft sales	-	-	-	355	355
Hurley Music and Arts Festival	6,432	-	6,432	2,649	2,649
Church hall letting	10,843	-	10,843	11,125	11,125
	<u>24,041</u>	<u>2,114</u>	<u>26,155</u>	<u>17,086</u>	<u>18,885</u>

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH  
OF BURCHETTS GREEN IN DIOCESE OF OXFORD**

**NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)**

**FOR THE YEAR ENDED 31 DECEMBER 2024**

**5 Income from investments**

	Unrestricted funds	Restricted funds	Total Unrestricted funds	Restricted funds	Total
	2024 £	2024 £	2024 £	2023 £	2023 £
Interest receivable	174	1,349	1,523	1,167	2,572
	<u>174</u>	<u>1,349</u>	<u>1,523</u>	<u>1,167</u>	<u>2,572</u>

Interest received represents interest received from the following sources:

	2024 £	2023 £
CBF Investment Fund	991	1,308
COIF Investment Fund	109	97
CCLA Fund	358	283
Cambridge and Counties Account	-	772
Lloyds Business Savings Account	65	112
	<u>1,523</u>	<u>2,572</u>

**6 Expenditure on raising funds**

	Unrestricted funds	Restricted funds	Total Unrestricted funds	Restricted funds	Total
	2024 £	2024 £	2024 £	2023 £	2023 £
Social events during the year	500	-	500	61	61
200 Club (prizes)	-	1,080	1,080	-	1,279
Traidcraft cost of sales	-	-	-	210	210
Hurley Music and Arts Festival	3,750	-	3,750	1,673	1,673
	<u>4,250</u>	<u>1,080</u>	<u>5,330</u>	<u>1,944</u>	<u>3,223</u>

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH  
OF BURCHETTS GREEN IN DIOCESE OF OXFORD**

**NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)**

**FOR THE YEAR ENDED 31 DECEMBER 2024**

**7 Expenditure on Church activities**

	Unrestricted 2024 £	Restricted 2024 £	Total Unrestricted 2024 £	Restricted 2023 £	Total 2023 £
Staff costs (note 11)	11,001	-	11,001	10,288	10,288
Diocesan quota	43,910	-	43,910	43,171	43,171
Church running costs	57,337	10,799	68,136	44,637	51,108
Clergy expenses	990	-	990	1,534	1,534
Bibles and books	35	-	35	270	270
Bank charges	260	-	260	249	249
Printing, stationery, postage & computer	2,511	-	2,511	1,339	1,339
Depreciation expense	1,236	5,793	7,029	1,236	7,029
Parish fees payable	1,210	-	1,210	5,561	5,561
Legal and professional fees	-	-	-	344	344
Insurance claim works	-	-	-	25,092	25,092
Other costs	1,396	-	1,396	673	673
Donations made	745	-	745	1,449	1,449
	<u>120,631</u>	<u>16,592</u>	<u>137,223</u>	<u>12,264</u>	<u>148,107</u>
Governance costs (see note 8)	1,980	-	1,980	-	2,280
	<u>122,611</u>	<u>16,592</u>	<u>139,203</u>	<u>12,264</u>	<u>150,387</u>

**8 Support and governance costs**

	Support costs £	Governance costs £	2024 £	Support costs £	Governance costs £	2023 £
Independent examinations fees	-	1,020	1,020	-	1,020	1,020
Accountancy fees	-	960	960	-	1,260	1,260
	<u>-</u>	<u>1,980</u>	<u>1,980</u>	<u>-</u>	<u>2,280</u>	<u>2,280</u>
Allocated to Church activities	-	1,980	1,980	-	2,280	2,280

# THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF BURCHETTS GREEN IN DIOCESE OF OXFORD

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

### FOR THE YEAR ENDED 31 DECEMBER 2024

<b>9</b>	<b>Net movement in funds</b>	<b>2024</b>	<b>2023</b>
		<b>£</b>	<b>£</b>

The net movement in funds is stated after charging/(crediting):

Fees payable for the independent examination of the charity's financial statements	1,980	2,280
Depreciation of owned tangible fixed assets	7,029	7,029
	<u>          </u>	<u>          </u>

#### 10 Trustee remuneration and expenses

3 PCC members (2023: 3) were reimbursed total expenses of £1,801 (2023: £2,204), for the year covering travel costs, cleaning costs and various other out-of-pocket expenses. No members of the PCC received any remuneration for their work on PCC. There were no disclosable transactions in respect of PCC members, persons closely connected with them or any other related parties.

#### 11 Employees

The average monthly number of employees during the year was:

	<b>2024</b>	<b>2023</b>
	<b>Number</b>	<b>Number</b>
	1	1
	<u>          </u>	<u>          </u>

<b>Employment costs</b>	<b>2024</b>	<b>2023</b>
	<b>£</b>	<b>£</b>

Wages and salaries	11,001	10,288
	<u>          </u>	<u>          </u>

The pay increase was agreed by the PCC at a general meeting.

There were no employees whose annual remuneration was more than £60,000.

#### 12 Net gains/(losses) on investments

	<b>Restricted funds</b>	<b>Unrestricted funds</b>	<b>Restricted funds</b>	<b>Total</b>
	<b>2024</b>	<b>2023</b>	<b>2023</b>	<b>2023</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
Revaluation of investments	784	1,106	1,383	2,489
Gain/(loss) on sale of investments	127	-	-	-
	<u>          </u>	<u>          </u>	<u>          </u>	<u>          </u>
	911	1,106	1,383	2,489
	<u>          </u>	<u>          </u>	<u>          </u>	<u>          </u>

# THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF BURCHETTS GREEN IN DIOCESE OF OXFORD

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2024

### 12 Net gains/(losses) on investments

(Continued)

The net gain on the investment of £784 (2023: £2,489), as detailed within note 15, is due to the improved general market conditions compared to the prior year.

During the year the trustees made the decision to sell 239 of its CCLA Investment Fund shares (formerly known as the COIF Investment Fund) for a consideration of £4,827 resulting in a net gain on sale of £84. No shares were held at the balance sheet date with respect to this investment fund.

The trustees also made the decision to sell 85 shares held in the CCLA investment fund (formerly known as the CBF Investment Fund) for a consideration of £1,967 resulting in a net gain on sale of £43. 1,516 shares were still held at the balance sheet date.

### 13 Taxation

The charity is exempt from taxation on its activities because all its income is applied for charitable purposes.

### 14 Tangible fixed assets

	Land & buildings £	Fixtures and fittings £	Total £
<b>Cost</b>			
At 1 January 2024	50,687	13,227	63,914
At 31 December 2024	50,687	13,227	63,914
<b>Depreciation and impairment</b>			
At 1 January 2024	21,724	8,286	30,010
Depreciation charged in the year	5,793	1,236	7,029
At 31 December 2024	27,517	9,522	37,039
<b>Balance sheet value</b>			
At 31 December 2024	23,170	3,705	26,875
At 31 December 2023	28,963	4,941	33,904

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH  
OF BURCHETTS GREEN IN DIOCESE OF OXFORD**

**NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)**

**FOR THE YEAR ENDED 31 DECEMBER 2024**

**15 Fixed asset investments**

	<b>Unlisted investments £</b>
<b>Cost or valuation</b>	
At 1 January 2024	40,933
Valuation changes	784
Disposals	(6,666)
At 31 December 2024	<u>35,051</u>
<b>Balance Sheet value</b>	
At 31 December 2024	<u>35,051</u>
At 31 December 2023	<u>40,933</u>

	<b>Income 2024 £</b>	<b>Valuation 2024 £</b>	<b>Valuation 2023 £</b>
Investments at fair value represents:			
COIF Charities Investment Fund	109	-	4,743
CBF Investment Fund	991	35,051	36,190
	<u>1,100</u>	<u>35,051</u>	<u>40,933</u>

**16 Stocks**

	<b>2024 £</b>	<b>2023 £</b>
Raw materials and consumables	-	1,672
	<u>-</u>	<u>1,672</u>

**17 Debtors**

	<b>2024 £</b>	<b>2023 £</b>
<b>Amounts falling due within one year:</b>		
Trade debtors	2,275	741
Sundry debtors	3,043	3,660
Prepayments	6,005	6,438
Accrued income - Gift Aid	9,000	11,451
	<u>20,323</u>	<u>22,290</u>

Accrued income - Gift Aid of £9,000 (2023: £11,451): included in accrued income in the prior year were amounts received in February 2024 totalling £7,451. The current year represents an amount accrued of £9,000 (2023:£4,000) to account for the estimated additional Gift Aid yet to be claimed for donations received before 31 December 2024.

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH  
OF BURCHETTS GREEN IN DIOCESE OF OXFORD**

**NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)**

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

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<b>18 Creditors: amounts falling due within one year</b>	<b>2024</b>	<b>2023</b>
	<b>£</b>	<b>£</b>
Other creditors and accruals	3,999	5,882
Deposits held	200	200
	<u>4,199</u>	<u>6,082</u>

# THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF BURCHETTS GREEN IN DIOCESE OF OXFORD

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2024

### 19 Summary of Fund movements

The income funds of the charity include unrestricted, designated and restricted funds comprising the following unexpended balances of donations and grants held on trust for specific purposes, other than the Littlewick cabin fund which represents the cost of the asset less depreciation:

	Balance at 1 January 2023	Movement in funds					Movement in funds					Balance at 31 December 2024
		£	Incoming resources	Resources expended	Transfer of gains and losses	Balance at 1 January 2024	Incoming resources	Resources expended	Transfers	Gains and losses	£	
Hurley - flower fund	296	5	-	-	5	306	5	-	-	4	315	
Hurley - Boucicault Fund	101	2	-	-	2	105	2	-	-	1	108	
Hurley - historic Hurley fund	238	4	-	-	4	246	4	-	-	3	253	
Hurley - fabric & organ fund	4,716	82	(1,385)	81	3,494	59	-	-	-	40	3,593	
Hurley - special projects	9,882	172	-	169	10,223	173	-	-	-	118	10,514	
Hurley Church	10,000	174	-	170	10,344	175	-	-	-	118	10,637	
Hurley - Pastoral Care	1,057	18	-	18	1,093	19	-	-	-	12	1,124	
Littlewick - flower fund	450	72	(442)	8	88	-	(197)	108	1	-		
Littlewick - bells fund	179	3	-	3	185	3	-	-	2	190		
Littlewick - fabric fund	1,026	18	-	18	1,062	19	-	-	12	1,093		
Littlewick - special projects	8,035	1,481	(3,426)	138	6,228	976	(3,685)	-	71	3,590		
Littlewick - cabin	38,192	-	(5,793)	-	32,399	-	(5,793)	-	-	-		
Stubbings - 200 Club	11,664	2,724	(1,279)	200	13,309	2,339	(6,297)	-	152	9,503		
Stubbings - fabric & organ fund	6,022	105	-	103	6,230	106	-	-	71	6,407		
Stubbings - flower fund	657	11	(18)	11	661	11	-	-	8	680		
Stubbings - sound system	1,120	20	-	19	1,159	20	(1,700)	528	13	21		
Stubbings - special projects	25,231	440	(1,200)	434	24,905	422	-	-	285	25,612		
	<u>118,866</u>	<u>5,331</u>	<u>(13,543)</u>	<u>1,383</u>	<u>112,037</u>	<u>4,333</u>	<u>(17,672)</u>	<u>(636)</u>	<u>911</u>	<u>100,245</u>		

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF BURCHETTS GREEN IN  
DIOCESE OF OXFORD**

**NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)  
FOR THE YEAR ENDED 31 DECEMBER 2024**

**20 Unrestricted funds**

The unrestricted funds of the charity comprise the unexpended balances of donations and grants which are not subject to specific conditions by donors and grantors as to how they may be used. These include designated funds which have been set aside out of unrestricted funds by the trustees for specific purposes.

	At 1 January 2024	Incoming resources	Resources expended	Transfers	Gains and losses	At 31 December 2024
	£	£	£	£	£	£
General Fund	11,413	100,720	(106,486)	(636)	-	5,011
Hurley Church Estates Fund (Designated)	-	19,612	(19,612)	-	-	-
General funds	-	5,000	(763)	-	-	4,237
	<u>11,413</u>	<u>125,332</u>	<u>(126,861)</u>	<u>(636)</u>	<u>-</u>	<u>9,248</u>

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH  
OF BURCHETTS GREEN IN DIOCESE OF OXFORD**

**NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)**

**FOR THE YEAR ENDED 31 DECEMBER 2024**

**21 Analysis of net assets between funds**

	Unrestricted funds	Restricted funds	Total Unrestricted funds	Restricted funds	Total
	2024	2024	2024	2023	2023
	£	£	£	£	£
Fund balances at 31 December 2024 are represented by:					
Tangible assets	3,705	23,170	26,875	1,505	33,904
Investments	-	35,051	35,051	-	40,933
Current assets/(liabilities)	5,543	42,024	47,567	9,908	48,613
	<u>9,248</u>	<u>100,245</u>	<u>109,493</u>	<u>11,413</u>	<u>123,450</u>

**22 Related party transactions**

During the year the Parish incurred costs for which Hurley Church Estates, an entity in which two of the trustees of the Parish are also trustees, provided grants totalling £19,612 (2023: £14,040).

There were no other disclosable related party transactions during the year (2023 - none).

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# Accounts

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Charity Registration No. 1137069

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH  
OF BURCHETTS GREEN IN DIOCESE OF OXFORD**

**(St. Mary the Virgin - Hurley, St James the Less - Stubbings & St. John  
the Evangelist - Littlewick Green)**

**ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS**

**FOR THE YEAR ENDED 31 DECEMBER 2023**

# THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF BURCHETTS GREEN IN DIOCESE OF OXFORD

## LEGAL AND ADMINISTRATIVE INFORMATION

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<b>Incumbent</b>	Revd Tom Etherton
<b>Current trustees</b>	Rosalind Bentley Revd Tina Molyneux Jane Smith Richard Moores Jenny Robinson Tom Dobinson Fiona Fieldhouse Joleen Newton Tim Bowler Maria Quantrill
<b>Acting treasurer</b>	Paul Fagan
<b>Charity number</b>	1137069
<b>Principal address</b>	Burchetts Green Parish Office The Soltau Centre, St James the Less Church Henley Road, Stubbings MAIDENHEAD SL6 6QW
<b>Independent examiner</b>	Craufurd Hale Audit Services Limited C/O Craufurd Hale Group Ground Floor, Arena Court Crown Lane MAIDENHEAD SL6 8QZ
<b>Bankers</b>	Lloyds TSB 45 High Street MAIDENHEAD SL6 1JS

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# THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF BURCHETTS GREEN IN DIOCESE OF OXFORD

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# THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF BURCHETTS GREEN IN DIOCESE OF OXFORD

## TRUSTEES REPORT

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

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The Parochial Church Council (PCC) presents its annual report and financial statements for the year ended 31 December 2023.

The financial statements have been prepared in accordance with the Church (Accounts and Reports) Regulations 2008, the Charities Act 2011, and the Statement of Recommended Practice by Charities SORP (FRS102), as well as The PCC (Powers) Measure 1956, The Church Representation Rules, and the Church Accounting Regulations 2006.

#### **Objectives and activities**

The objectives of the PCC are defined by the Parochial Church Council (Powers) Measure 1956 as 'to co-operate with the minister in promoting in the parish the whole mission of the Church, pastoral, evangelistic, social and ecumenical. The PCC is committed to enabling as many people as possible to worship at our churches and to become part of the Parish community. The PCC regularly reviews the worship throughout the Parish and considers how services can involve the many groups that live within the Parish.

When planning our activities for the year, the incumbent and the PCC have considered the Charity Commission's guidance on public benefit and, in particular, the specific guidance on charities for the advancement of religion.

We try to enable ordinary people to live out their faith as part of our Parish community through:

- the provision of regular public worship that is open to all;
- the provision of sacred space for personal prayer and contemplation;
- the provision of pastoral work including the visiting of the sick, the elderly and the bereaved;
- teaching the Christian faith through sermons, informal groups, children's meetings and links with local schools;
- the promotion of the Christian faith through various events for the elderly, parents and toddlers and other special needs groups organised by the PCC and through the distribution of the Parish magazine and through the website;
- the support of other charities involved in Christian outreach and development.

The PCC continued their work from the prior year at looking in detail at its pattern of worship services with a view to making changes aimed at growing congregations and improving accessibility for families with children. For further details of our activities during the year please consult the APCM Report booklet which can be obtained from the Parish Office.

# THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF BURCHETTS GREEN IN DIOCESE OF OXFORD

## TRUSTEES REPORT (CONTINUED)

**FOR THE YEAR ENDED 31 DECEMBER 2023**

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### **Financial review**

The result for the year has been an overall net incoming of resources of £4,604 (2022: net outgoing resources of £49,935) before revaluation of investments. There was a surplus of £13,922 on the general fund, (2022: deficit £50,162), and a deficit on the restricted funds of £6,829 (2022: deficit £3,735).

We have seen our voluntary income increase this year by 19.9% to £77,868 (2022: £64,955) largely helped by a kind one off donation of £10,000 and also the continued increase in the card reader donations.

The Trustees are also grateful for the grants provided by Hurley Church Estates and for their continued support to help reduce the Parish burden for maintaining St Mary's.

The Trustees are continuing to take action with existing givers to increase regular giving aligned to the current cost of living, and to encourage a change to Just Giving; and ways to give have been made more visible on Parish notice boards. The Trustees intend to extend this Giving initiative during 2024 to the wider community.

Income from Church activities, excluding the insurance claim of £25,092, has increased by 30% mainly due to an increase in income from weddings and funerals. We are hopeful this will continue to increase in the following year. Included within church activities, as detailed in note 3, is an insurance claim of £25,092 received for the works undertaken at the Soltau Centre due to the damage to the Kitchen and Toilet area.

The largest individual cost continued to be the Church running costs which totalled £51,108, a decrease of 9.9% compared to the prior year. Steps continue to be taken by the Trustees to reduce these costs, for example, smart readers being installed in all churches and a move to LED lighting to help reduce the electricity costs. The Parish Share was also a significant cost which totalled £43,171 (2022: £73,843). A decision was made by the Trustees, supported and confirmed by the Deanery, not to pay the full amount for the year ended 31 December 2023 to ensure that the Parish had sufficient funds to pay their costs as and when they fell due. This has proved to be a sensible decision as if we had paid the full amount, our unrestricted reserves would be in deficit. As a result of this decision, the unrestricted reserves, at 31 December 2023, are now in a surplus position of £11,413 compared to a deficit position in the prior year of £2,509.

We are thankful to the people that have supported our Parish through their generosity during such difficult times. Despite evidence that inflation rates are decreasing, we continue to take a cautious view. The PCC continue to take steps to help mitigate this impact and they continue to closely monitor the cashflow position of the Parish. We are very grateful for the support of the people within our Parish who are vitally important to the services we offer to the community.

# THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF BURCHETTS GREEN IN DIOCESE OF OXFORD

## TRUSTEES REPORT (CONTINUED)

**FOR THE YEAR ENDED 31 DECEMBER 2023**

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### Structure, governance and management

The PCC is a corporate body established by the Church of England Its governing documents are the Parochial Church Council (Powers) Measure 1956 as amended and the Church Representation Rules 2006. It is a charity registered with the Charity Commission under register number 1137069. The parish is part of the Windsor and Maidenhead Deanery, which is within the Diocese of Oxford of the Church of England.

The Parish office address is Burchetts Green Parish Office, The Soltau Centre, St James the Less Church, Henley Road, Stubbings, Maidenhead, Berks SL6 6QW.

The following persons have served as members (trustees) of the PCC during the year and up to the date this report was approved, unless otherwise stated:

Incumbent	Revd Tom Etherton #	
Assistant Curate	Revd Tina Molyneux (Co-opted member)	
Lay Chairperson	Jane Smith	
Churchwarden	Jane Smith #	Hurley
Churchwarden	Richard Moores #	Littlewick Green
Churchwarden	Jenny Robinson	Littlewick Green
Churchwarden	Tim Bowler #	Stubbings
Deanery Synod Representative	Tom Dobinson	
Elected member	Fiona Fieldhouse	
Elected member	Joleen Newton	
Elected member	Rosalind Bentley	
Elected member	Maria Quantrill	
Safeguarding officer	Jane Holmes	
Acting treasurer	Paul Fagan	

# Identifies current member of the finance committee. Vanessa Evans and Sue Wilkins also form part of the Finance Committee.

PCC members are recruited in a number of ways. The clergy, churchwardens and the treasurer are members by virtue of their office Deanery Synod representatives are elected by the annual parochial church meeting (APCM) and hold office for three years. Other members of the PCC are elected annually at the APCM.

New PCC members are given assistance by the churchwardens and other PCC members to enable them to carry out their role effectively.

The PCC makes all decisions corporately except that the Finance Committee has delegated powers to make decisions between PCC meetings subject to keeping the PCC informed as fully as necessary. This places focus on managing our financial affairs.

# THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF BURCHETTS GREEN IN DIOCESE OF OXFORD

## TRUSTEES REPORT (CONTINUED)

**FOR THE YEAR ENDED 31 DECEMBER 2023**

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### Statement of PCC responsibilities

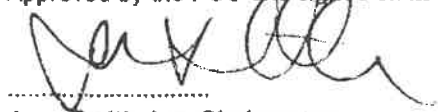
The PCC is responsible for all parish finance, its management and control, including the appointment of a treasurer. Members of the PCC are responsible for keeping accounting records, which disclose with reasonable accuracy the financial position of the PCC and which enable them to ascertain the financial position of the PCC and ensure that the financial statements comply with the Church (Accounts and Reports) Regulations 2008, the Charities Act 2011, the Statement of Recommended Practice by Charities SORP(FRS102), the PCC (Powers) Measure 1956, the Church Representation Rules, and the Church Accounting Regulations 2006. The PCC is also responsible for safeguarding the charity's assets and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities. The PCC is also required to ensure that the financial statements are examined by an independent examiner or auditor prior to presentation to the Annual Parochial Church Meeting.

The law applicable to charities in England and Wales requires the PCC to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the Parish and of the incoming resources and application of resources of the Parish for that year.

In preparing these financial statements, in addition to the above, the PCC are required to:

- select suitable accounting policies and then apply them consistently;
- make judgements and estimates that are reasonable and prudent;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

Approved by the PCC and signed on its behalf by:



Jane Smith, Lay Chairperson  
Trustee

Date: 24 MAY 2024

# THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF BURCHETTS GREEN IN DIOCESE OF OXFORD

## INDEPENDENT EXAMINER'S REPORT

### TO THE PCC OF THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF BURCHETTS GREEN IN DIOCESE OF OXFORD

---

I report to the PCC on my examination of the financial statements of The Parochial Church Council of The Ecclesiastical Parish of Burchetts Green in Diocese of Oxford (the Parish) for the year ended 31 December 2023.

#### **Responsibilities and basis of report**

As the PCC of the Parish you are responsible for the preparation of the financial statements in accordance with the requirements of the Charities Act 2011 (the 2011 Act).

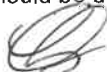
I report in respect of my examination of the Parish's financial statements carried out under section 145 of the 2011 Act. In carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

#### **Independent examiner's statement**

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:

- 1 accounting records were not kept in respect of the Parish as required by section 130 of the 2011 Act; or
- 2 the financial statements do not accord with those records; or
- 3 the financial statements do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a true and fair view which is not a matter considered as part of an independent examination.

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



Christopher Rayner FCA

**for and on behalf of Craufurd Hale Audit Services Limited**

C/O Craufurd Hale Group  
Ground Floor, Arena Court  
Crown Lane  
MAIDENHEAD  
SL6 8QZ

Dated: 2 JULY 2024

# THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF BURCHETTS GREEN IN DIOCESE OF OXFORD

## STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31 DECEMBER 2023

	Notes	Unrestricted funds 2023 £	Restricted funds 2023 £	Total Unrestricted funds 2023 £	Restricted funds 2022 £	Total 2022 £
<b>Income from:</b>						
Voluntary income	2	75,755	2,113	77,868	53,306	64,955
Income from church activities	3	58,875	14	58,889	-	25,923
Activities for generating funds	4	17,086	1,799	18,885	2,064	17,229
Income from investments	5	1,167	1,405	2,572	-	1,305
<b>Total income</b>		<b>152,883</b>	<b>5,331</b>	<b>158,214</b>	<b>13,713</b>	<b>109,412</b>
<b>Expenditure on:</b>						
Raising funds	6	1,944	1,279	3,223	988	2,041
Church activities	7	138,123	12,264	150,387	14,477	157,306
<b>Total resources expended</b>		<b>140,067</b>	<b>13,543</b>	<b>153,610</b>	<b>15,530</b>	<b>159,347</b>
<b>Net incoming resources before net gains/(losses) on investments</b>		<b>12,816</b>	<b>(8,212)</b>	<b>4,604</b>	<b>(1,817)</b>	<b>(49,935)</b>
Net gains/(losses) on investments	11	1,106	1,383	2,489	-	(3,962)
Gross transfers between funds		-	-	-	1,918	(1,918)
<b>Net movement in funds</b>		<b>13,922</b>	<b>(6,829)</b>	<b>7,093</b>	<b>(3,735)</b>	<b>(53,897)</b>
Fund balances at 1 January 2023		(2,509)	118,866	116,357	47,653	170,254
<b>Fund balances at 31 December 2023</b>		<b>11,413</b>	<b>112,037</b>	<b>123,450</b>	<b>(2,509)</b>	<b>116,357</b>

The statement of financial activities includes all gains and losses recognised in the year.

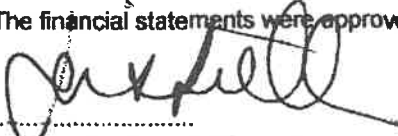
**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH  
OF BURCHETTS GREEN IN DIOCESE OF OXFORD**

**BALANCE SHEET**

**AS AT 31 DECEMBER 2023**

	Notes	2023 £	£	2022 £	£
<b>Fixed assets</b>					
Tangible assets	13		33,904		40,933
Investments	14		40,933		38,444
			<u>74,837</u>		<u>79,377</u>
<b>Current assets</b>					
Stocks	15	1,672		1,471	
Debtors	16	22,290		11,033	
Cash at bank and in hand		30,733		39,410	
			<u>54,695</u>	<u>51,914</u>	
<b>Creditors: amounts falling due within one year</b>	17	(6,082)		(14,934)	
<b>Net current assets</b>			<u>48,613</u>		<u>36,980</u>
<b>Total assets less current liabilities</b>			<u>123,450</u>		<u>116,357</u>
<b>Income funds</b>					
Restricted funds	18		112,037		118,866
<u>Unrestricted funds</u>					
Designated funds	19	-			
General unrestricted funds	19	11,413		(2,509)	
			<u>11,413</u>	<u>(2,509)</u>	
			<u>123,450</u>	<u>116,357</u>	

The financial statements were approved by the PCC on 24 MAY 2024

  
Jane Smith, Lay Chairperson  
Trustee

# THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF BURCHETTS GREEN IN DIOCESE OF OXFORD

## NOTES TO THE FINANCIAL STATEMENTS

*FOR THE YEAR ENDED 31 DECEMBER 2023*

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### **1 Accounting policies**

#### **1.1 Accounting convention**

The financial statements have been prepared in accordance with the Church (Accounts and Reports) Regulations 2008, the Charities Act 2011, and the Statement of Recommended Practice by Charities SORP (FRS102), as well as The PCC (Powers) Measure 1956, The Church Representation Rules, and the Church Accounting Regulations 2006.

Although the total income of the PCC is below £250,000, the PCC has decided to present accounts on the accruals basis.

The financial statements are prepared in sterling, which is the functional currency of the Parish. Monetary amounts in these financial statements are rounded to the nearest £.

The financial statements have been prepared under the historical cost convention, modified to include investments at fair value. The principal accounting policies adopted are set out below.

#### **1.2 Going concern**

At the time of approving the financial statements, the PCC have a reasonable expectation that the Parish has adequate resources to continue in operational existence for the foreseeable future. This is on the following basis:

- Agreement of the reduction of the contribution to the Parish Share from the Deanery;
- Continued contribution from Henley Church Estates;
- Restricted funding available for known future refurbishment works. The Trustees are confident that there is funding available to cover these costs.

Based on the above, the PCC continue to adopt the going concern basis of accounting in preparing the financial statements.

#### **1.3 Charitable funds**

Unrestricted funds are available for use at the discretion of the trustees for the general objectives of the church.

Designated funds are unrestricted funds that have been set aside by the PCC for a particular purpose.

Restricted funds are subject to specific conditions by donors as to how they may be used. The cost of raising and administering such funds are charged against those specific funds. The purposes and uses of the restricted funds are set out in the notes to the financial statements.

# THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF BURCHETTS GREEN IN DIOCESE OF OXFORD

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2023

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### 1 Accounting policies

(Continued)

#### 1.4 Income

Income is recognised when the Parish is legally entitled to it after any performance conditions have been met, the amounts can be measured reliably, and it is probable that income will be received.

Collections are recognised when received or on behalf of the PCC. Planned giving is recognised only when received.

Grants are recognised as soon as the PCC becomes aware of its legal entitlement and the amount due can be reliably estimated and is probable.

When incoming resources have related expenditure (as with fundraising income) the incoming resources and all related resources expended are accounted for gross in the SOFA.

Gifts in kind are accounted for at a reasonable estimate of their value to the church or the amount actually realised. Gifts in kind for use by the church are included in the SOFA as incoming resources when receivable.

Rental income from letting the Church Hall is accounted for when it falls due.

Dividends and interest are accounted for when receivable and includes any recoverable tax.

Realised gains are accounted for on assets held for the church's own use and are taken into account at the time of sale.

Cash donations are recognised on receipt. Other donations are recognised once the Parish has been notified of the donation, unless performance conditions require deferral of the amount. Income tax recoverable in relation to donations received under Gift Aid is recognised at the time of the donation.

Legacies are recognised on receipt or otherwise if the Parish has been notified of an impending distribution, the amount is known, and receipt is expected. If the amount is not known, the legacy is treated as a contingent asset.

#### 1.5 Expenditure

Expenditure is recognised once there is a legal or constructive obligation to transfer economic benefit to a third party, it is probable that a transfer of economic benefits will be required in settlement, and the amount of the obligation can be measured reliably.

All costs have been directly attributed to the various categories within the SOFA.

Any general support costs have been allocated across activity cost categories on a basis consistent with the use of resources based on an allocation of actual costs.

As the church is not VAT registered, all expenditure is shown inclusive of VAT.

Governance costs include the cost of the preparation of the annual accounts, the independent examination, the cost of PCC meetings and the legal cost of advice on governance or constitutional matters.

Grants and charitable giving are accounted when paid over or when awarded. If the award creates a binding obligation on the PCC, provided that there are no conditions to be met relating to the grant which remain in the control of the church.

Parish share is accounted for when paid.

# THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF BURCHETTS GREEN IN DIOCESE OF OXFORD

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2023

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### 1 Accounting policies (Continued)

#### 1.6 Tangible fixed assets

All capital expenditure in excess of £5,000 for a single item or a group of similar items, is capitalised. Tangible fixed assets are initially measured at cost and subsequently measured at cost, net of depreciation.

Depreciation is recognised so as to write off the cost of assets over their useful lives on the following bases:

Land and buildings	over 10 years straight line
Fixtures and fittings	over 8 years straight line

The gain or loss arising on the disposal of an asset is determined as the difference between the sale proceeds and the carrying value of the asset, and is recognised in the statement of financial activities.

#### 1.7 Fixed asset investments

Fixed asset investments are initially measured at transaction price excluding transaction costs, and are subsequently measured at fair value at each reporting date. Changes in fair value are shown under other recognised gains/(losses) section of the SOFA. Transaction costs are expensed as incurred.

#### 1.8 Impairment of fixed assets

At each reporting end date, the Parish reviews the carrying amounts of its tangible assets to determine whether there is any indication that those assets have suffered an impairment loss. If any such indication exists, the recoverable amount of the asset is estimated in order to determine the extent of the impairment loss (if any).

#### 1.9 Stocks

Stocks are stated at the lower of cost and estimated selling price less costs to complete and sell.

Net realisable value is the estimated selling price less all estimated costs of completion and costs to be incurred in marketing, selling and distribution.

#### 1.10 Cash and cash equivalents

Cash and cash equivalents represents cash in hand and deposits held at call with banks.

#### 1.11 Financial instruments

The Parish has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instruments Issues' of FRS 102 to all of its financial instruments.

Financial instruments are recognised in the Parish's balance sheet when the Parish becomes party to the contractual provisions of the instrument.

##### **Basic financial assets**

Basic financial assets, which include debtors and cash and bank balances, are measured at transaction price including transaction costs. Financial assets are classified as receivable within one year and are not amortised.

##### **Basic financial liabilities**

Basic financial liabilities, including creditors are recognised at transaction price. Financial liabilities are classified as payable within one year and are not amortised.

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of operations from suppliers. Amounts payable are classified as current liabilities as payment is due within one year or less.

# THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF BURCHETTS GREEN IN DIOCESE OF OXFORD

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2023

### 1 Accounting policies

(Continued)

#### *Derecognition of financial liabilities*

Financial liabilities are derecognised when the Parish's contractual obligations expire or are discharged or cancelled.

#### 1.12 Taxation

The Parochial Church Council of the Ecclesiastical Parish of Burchetts Green as a charity is not liable for assessment to tax on its income and gains to the extent that they are applied to its charitable objectives.

### 2 Voluntary income

	Unrestricted funds	Restricted funds	Total Unrestricted funds	Restricted funds	Total
	2023	2023	2023	2022	2022
	£	£	£	£	£
Tax - efficient planned giving (excl. tax)	39,629	241	39,870	28,767	39,127
Collections of loose cash at services	11,999	822	12,821	8,477	8,656
Other individual donations	14,820	50	14,870	4,203	4,313
Grants	1,856	-	1,856	1,667	2,667
Legacies	-	1,000	1,000	-	-
Tax recoverable	7,451	-	7,451	10,192	10,192
	<u>75,755</u>	<u>2,113</u>	<u>77,868</u>	<u>53,306</u>	<u>64,955</u>

Other individual donations have increased to £14,870 (2022: £8,656) due to a kind large one off donation of £10,000.

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH  
OF BURCHETTS GREEN IN DIOCESE OF OXFORD**

**NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)**

**FOR THE YEAR ENDED 31 DECEMBER 2023**

**3 Church activities**

	Unrestricted 2023 £	Restricted 2023 £	Total Unrestricted 2023 £	2022 £	Restricted 2022 £	Total 2022 £
Parochial fees, fees for weddings and funerals	19,716	-	19,716	13,939	-	13,939
Hurley Church Estates **	14,040	-	14,040	11,979	-	11,979
Insurance claim **	25,092	-	25,092	-	-	-
Sundry income	27	14	41	5	-	5
	<u>58,875</u>	<u>14</u>	<u>58,889</u>	<u>25,923</u>	<u>-</u>	<u>25,923</u>

\*\* relates to money received and treated as designated income as detailed in note 19.

The income received from Hurley Church Estates is treated as designated income and represents a grant towards the costs for the upkeep of St Mary's and for maintaining the historic building and maintaining a Church presence for the benefit of the Hurley community.

The insurance claim income is also treated as designated income and has been spent on the works undertaken at the Soltau Centre due to the damage to the kitchen and toilet area.

**4 Activities for generating funds**

	Unrestricted funds 2023 £	Restricted funds 2023 £	Total Unrestricted funds 2023 £	2022 £	Restricted funds 2022 £	Total 2022 £
Social events during the year	2,457	-	2,457	1,519	-	1,519
Hurley Village Fete	500	-	500	-	-	-
200 Club	-	1,799	1,799	-	2,064	2,064
Traidcraft sales	355	-	355	2,233	-	2,233
Church fetes etc	-	-	-	491	-	491
Hurley Music and Arts Festival	2,649	-	2,649	-	-	-
Church hall letting	11,125	-	11,125	10,922	-	10,922
	<u>17,086</u>	<u>1,799</u>	<u>18,885</u>	<u>15,165</u>	<u>2,064</u>	<u>17,229</u>

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH  
OF BURCHETTS GREEN IN DIOCESE OF OXFORD**

**NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)**

**FOR THE YEAR ENDED 31 DECEMBER 2023**

**5 Income from investments**

	Unrestricted funds	Restricted funds	Total Unrestricted funds	
	2023 £	2023 £	2023 £	2022 £
Interest receivable	1,167	1,405	2,572	1,305
	<u>1,167</u>	<u>1,405</u>	<u>2,572</u>	<u>1,305</u>

Interest received represents interest received from the following sources:

	2023 £	2022 £
CBF Investment Fund	1,308	1,171
COIF Investment Fund	97	130
CCLA Fund	283	-
Cambridge and Counties Account	772	-
Lloyds Business Savings Account	112	4
	<u>2,572</u>	<u>1,305</u>

**6 Expenditure on raising funds**

	Unrestricted funds	Restricted funds	Total Unrestricted funds		Restricted funds	Total
	2023 £	2023 £	2023 £	2022 £	2022 £	2022 £
Social events during the year	61	-	61	360	-	360
200 Club (prizes)	-	1,279	1,279	-	785	785
L G Sunday School Cabin costs	-	-	-	-	268	268
Traidcraft cost of sales	210	-	210	628	-	628
Hurley Music and Arts Festival	1,673	-	1,673	-	-	-
	<u>1,944</u>	<u>1,279</u>	<u>3,223</u>	<u>988</u>	<u>1,053</u>	<u>2,041</u>

# THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF BURCHETTS GREEN IN DIOCESE OF OXFORD

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2023

### 7 Expenditure on Church activities

	Unrestricted 2023 £	Restricted 2023 £	Total 2023 £	Unrestricted 2022 £	Restricted 2022 £	Total 2022 £
Staff costs (note 10)	10,288	-	10,288	8,270	-	8,270
Diocesan quota	43,171	-	43,171	73,843	-	73,843
Church running costs	44,637	6,471	51,108	48,049	8,684	56,733
Clergy expenses	1,534	-	1,534	629	-	629
Bibles and books	270	-	270	733	-	733
Bank charges	249	-	249	581	-	581
Printing, stationery, postage & computer	1,339	-	1,339	963	-	963
Depreciation expense	1,236	5,793	7,029	1,236	5,793	7,029
Parish fees payable	5,561	-	5,561	2,456	-	2,456
Legal and professional fees	344	-	344	2,516	-	2,516
Insurance claim works	25,092	-	25,092	-	-	-
Other costs	673	-	673	254	-	254
Donations made	1,449	-	1,449	719	-	719
	<u>135,843</u>	<u>12,264</u>	<u>148,107</u>	<u>140,249</u>	<u>14,477</u>	<u>154,726</u>
Governance costs (see note 8)	2,280	-	2,280	2,580	-	2,580
	<u>138,123</u>	<u>12,264</u>	<u>150,387</u>	<u>142,829</u>	<u>14,477</u>	<u>157,306</u>

### 8 Support and governance costs

	Support costs £	Governance costs £	2023 £	Support costs £	Governance costs £	2022 £
Independent examinations fees	-	1,020	1,020	-	1,020	1,020
Accountancy fees	-	1,260	1,260	-	1,560	1,560
	<u>-</u>	<u>2,280</u>	<u>2,280</u>	<u>-</u>	<u>2,580</u>	<u>2,580</u>
Allocated to Church activities	-	2,280	2,280	-	2,580	2,580

# THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF BURCHETTS GREEN IN DIOCESE OF OXFORD

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2023

### 9 Trustee remuneration and expenses

3 PCC members (2022: 4) were reimbursed total expenses of £2,204 (2022: £2,848), for the year covering travel costs, cleaning costs and various other out-of-pocket expenses. No members of the PCC received any remuneration for their work on PCC. There were no disclosable transactions in respect of PCC members, persons closely connected with them or any other related parties.

### 10 Employees

The average monthly number of employees during the year was:

	2023 Number	2022 Number
	1	1
	<u>1</u>	<u>1</u>
<b>Employment costs</b>	<b>2023</b>	<b>2022</b>
	<b>£</b>	<b>£</b>
Wages and salaries	10,288	8,270
	<u>10,288</u>	<u>8,270</u>

The pay increase was agreed by the PCC at a general meeting.

There were no employees whose annual remuneration was more than £60,000.

### 11 Net gains/(losses) on investments

	Unrestricted funds	Restricted funds	Total Unrestricted funds	
	2023 £	2023 £	2023 £	2022 £
Revaluation of investments	1,106	1,383	2,489	(3,962)
	<u>1,106</u>	<u>1,383</u>	<u>2,489</u>	<u>(3,962)</u>

The net gain on the investment, as detailed within note 14, is due to the improved general market conditions compared to the prior year.

### 12 Taxation

The charity is exempt from taxation on its activities because all its income is applied for charitable purposes.

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH  
OF BURCHETTS GREEN IN DIOCESE OF OXFORD**

**NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)**

**FOR THE YEAR ENDED 31 DECEMBER 2023**

13 Tangible fixed assets	Land & buildings £	Fixtures and fittings £	Total £
<b>Cost</b>			
At 1 January 2023	50,687	13,227	63,914
At 31 December 2023	50,687	13,227	63,914
<b>Depreciation and impairment</b>			
At 1 January 2023	15,931	7,050	22,981
Depreciation charged in the year	5,793	1,236	7,029
At 31 December 2023	21,724	8,286	30,010
<b>Balance sheet value</b>			
At 31 December 2023	28,963	4,941	33,904
At 31 December 2022	34,756	6,177	40,933

# THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF BURCHETTS GREEN IN DIOCESE OF OXFORD

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2023

### 14 Fixed asset investments

	Unlisted investments £
<b>Cost or valuation</b>	
At 1 January 2023	38,444
Valuation changes	2,489
	<u>40,933</u>
At 31 December 2023	40,933
<b>Balance Sheet value</b>	
At 31 December 2023	<u>40,933</u>
At 31 December 2022	<u>38,444</u>

	Income 2023 £	Valuation 2023 £	Valuation 2022 £
Investments at fair value represents:			
COIF Charities Investment Fund	97	4,743	4,457
CBF Investment Fund	1,308	36,190	33,987
	<u>1,405</u>	<u>40,933</u>	<u>38,444</u>

### 15 Stocks

	2023 £	2022 £
Raw materials and consumables	<u>1,672</u>	<u>1,471</u>

### 16 Debtors

	2023 £	2022 £
<b>Amounts falling due within one year:</b>		
Trade debtors	741	799
Sundry debtors	3,660	695
Prepayments	6,438	5,539
Accrued income - Gift Aid	11,451	4,000
	<u>22,290</u>	<u>11,033</u>

Accrued income - Gift Aid of £11,451 represents the amounts received in February 2024 totalling £7,451 and an additional amount accrued of £4,000 to account for the estimated additional Gift Aid yet to be claimed for donations received before 31 December 2023.

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH  
OF BURCHETTS GREEN IN DIOCESE OF OXFORD**

**NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)  
FOR THE YEAR ENDED 31 DECEMBER 2023**

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<b>17 Creditors: amounts falling due within one year</b>	<b>2023</b>	<b>2022</b>
	<b>£</b>	<b>£</b>
Trade creditors	-	1,036
Other creditors and accruals	5,882	13,698
Deposits held	200	200
	<u>6,082</u>	<u>14,934</u>

Included in accruals in the prior year was an amount due from 2022 of £6,154 with respect to the Parish Share. This was subsequently paid on 13 March 2023.

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF BURCHETTS GREEN IN  
DIOCESE OF OXFORD**

**NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)  
FOR THE YEAR ENDED 31 DECEMBER 2023**

**18 Summary of Fund movements**

The income funds of the charity include unrestricted, designated and restricted funds comprising the following unexpended balances of donations and grants held on trust for specific purposes, other than the Littlewick cabin fund which represents the cost of the asset less depreciation:

	Movement in funds		Movement in funds		Movement in funds		Movement in funds		Movement in funds		Movement in funds			
	Balance at 1 January 2022	Incoming resources	Resources expended	Transfer of interest	Transfer of gains and losses	Balance at 1 January 2023	Incoming resources	Resources expended	Gains and losses	Balance at 31 December 2023	Incoming resources	Resources expended	Gains and losses	Balance at 31 December 2023
	£	£	£	£	£	£	£	£	£	£	£	£	£	£
Hurley - flower fund	301	-	-	2	(7)	296	5	-	5	306				
Hurley - Boucault Fund	102	-	-	1	(2)	101	2	-	2	105				
Hurley - historic Hurley fund	242	-	-	2	(6)	238	4	-	4	246				
Hurley - fabric & organ fund	4,791	-	-	37	(112)	4,716	82	(1,385)	81	3,494				
Hurley - special projects	10,039	-	-	77	(234)	9,882	172	-	169	10,223				
Hurley Church	-	10,000	-	-	-	10,000	174	-	170	10,344				
Hurley - Pastoral Care	1,074	-	-	8	(25)	1,057	18	-	18	1,093				
Littlewick - flower fund	759	289	(586)	6	(18)	450	72	(442)	8	88				
Littlewick - bells fund	182	-	-	1	(4)	179	3	-	3	185				
Littlewick - fabric fund	27	1,000	-	-	(1)	1,026	18	-	18	1,062				
Littlewick - special projects	15,720	361	(7,800)	120	(366)	8,035	1,481	(3,426)	138	6,228				
Littlewick - cabin	44,956	-	(6,061)	344	(1,047)	38,192	-	(5,793)	-	32,399				
Stubbings - 200 Club	10,551	2,063	(785)	81	(246)	11,664	2,724	(1,279)	200	13,309				
Stubbings - fabric & organ fund	6,117	-	-	47	(142)	6,022	105	-	103	6,230				
Stubbings - flower fund	668	-	-	5	(16)	657	11	(18)	11	661				
Stubbings - sound system	1,137	-	-	9	(26)	1,120	20	-	19	1,159				
Stubbings - special projects	25,935	-	(298)	198	(604)	25,231	440	(1,200)	434	24,905				
	<u>122,601</u>	<u>13,713</u>	<u>(15,530)</u>	<u>938</u>	<u>(2,856)</u>	<u>118,866</u>	<u>5,331</u>	<u>(13,543)</u>	<u>1,383</u>	<u>112,037</u>				

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF BURCHETTS GREEN IN  
DIOCESE OF OXFORD**

**NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)  
FOR THE YEAR ENDED 31 DECEMBER 2023**

**19 Unrestricted funds**

The unrestricted funds of the charity comprise the unexpended balances of donations and grants which are not subject to specific conditions by donors and grantors as to how they may be used. These include designated funds which have been set aside out of unrestricted funds by the trustees for specific purposes.

	At 1 January 2023	Incoming resources	Resources expended	Transfers	Gains and losses	At 31 December 2023
	£	£	£	£	£	£
General Fund	(2,509)	113,751	(100,935)	-	1,106	11,413
Hurley Church Estates Fund (Designated)	-	14,040	(14,040)	-	-	-
Insurance claim (Designated)	-	25,092	(25,092)	-	-	-
	<u>(2,509)</u>	<u>152,883</u>	<u>(140,067)</u>	<u>-</u>	<u>1,106</u>	<u>11,413</u>

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH  
OF BURCHETTS GREEN IN DIOCESE OF OXFORD**

**NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)**

**FOR THE YEAR ENDED 31 DECEMBER 2023**

**20 Analysis of net assets between funds**

	Unrestricted funds	Restricted funds	Total Unrestricted funds	Restricted funds	Total
	2023	2023	2023	2022	2022
	£	£	£	£	£
Fund balances at 31 December 2023 are represented by:					
Tangible assets	1,505	32,399	33,904	6,177	40,933
Investments	-	40,933	40,933	-	38,444
Current assets/(liabilities)	9,908	38,705	48,613	(8,686)	36,980
	<u>11,413</u>	<u>112,037</u>	<u>123,450</u>	<u>(2,509)</u>	<u>118,866</u>
	<u><u>11,413</u></u>	<u><u>112,037</u></u>	<u><u>123,450</u></u>	<u><u>(2,509)</u></u>	<u><u>118,866</u></u>

**21 Related party transactions**

During the year the Parish incurred costs for which Hurley Church Estates, an entity in which two of the trustees of the Parish are also trustees, provided grants totalling £14,040 (2022: £11,979).

There were no other disclosable related party transactions during the year (2022 - none).

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# Accounts

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**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH  
OF BURCHETTS GREEN IN DIOCESE OF OXFORD**

**(St. Mary the Virgin - Hurley, St James the Less - Stubbings & St. John  
the Evangelist - Littlewick Green)**

**ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS**

**FOR THE YEAR ENDED 31 DECEMBER 2022**

# THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF BURCHETTS GREEN IN DIOCESE OF OXFORD

## LEGAL AND ADMINISTRATIVE INFORMATION

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<b>Incumbent</b>	Revd Tom Etherton
<b>Current trustees</b>	Rosalind Bentley Jane Smith Richard Moores Jenny Robinson Tom Dobinson Fiona Fieldhouse Joleen Newton Tim Bowler Maria Quantrill
<b>Acting treasurer</b>	Paul Fagan
<b>Charity number</b>	1137069
<b>Principal address</b>	Burchetts Green Parish Office The Soltau Centre, St James the Less Church Henley Road, Stubbings MAIDENHEAD SL6 6QW
<b>Independent examiner</b>	Craufurd Hale Audit Services Limited C/O Craufurd Hale Group Ground Floor, Arena Court Crown Lane MAIDENHEAD SL6 8QZ
<b>Bankers</b>	Lloyds TSB 45 High Street MAIDENHEAD SL6 1JS

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# THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF BURCHETTS GREEN IN DIOCESE OF OXFORD

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Trustees report	1 - 4
Independent examiner's report	5
Statement of financial activities	6
Balance sheet	7
Notes to the financial statements	8 - 19

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# THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF BURCHETTS GREEN IN DIOCESE OF OXFORD

## TRUSTEES REPORT

### FOR THE YEAR ENDED 31 DECEMBER 2022

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The Parochial Church Council (PCC) presents its annual report and financial statements for the year ended 31 December 2022.

The financial statements have been prepared in accordance with the Church (Accounts and Reports) Regulations 2008, the Charities Act 2011, and the Statement of Recommended Practice by Charities SORP (FRS102), as well as The PCC (Powers) Measure 1956, The Church Representation Rules, and the Church Accounting Regulations 2006.

#### Objectives and activities

The objectives of the PCC are defined by the Parochial Church Council (Powers) Measure 1956 as 'to co-operate with the minister in promoting in the parish the whole mission of the Church, pastoral, evangelistic, social and ecumenical. The PCC is committed to enabling as many people as possible to worship at our churches and to become part of the parish community. The PCC regularly reviews the worship throughout the parish and considers how services can involve the many groups that live within the parish.

When planning our activities for the year, the incumbent and the PCC have considered the Charity Commission's guidance on public benefit and, in particular, the specific guidance on charities for the advancement of religion.

We try to enable ordinary people to live out their faith as part of our parish community through:

- the provision of regular public worship that is open to all;
- the provision of sacred space for personal prayer and contemplation;
- the provision of pastoral work including the visiting of the sick, the elderly and the bereaved;
- teaching the Christian faith through sermons, informal groups, children's meetings and links with local schools;
- the promotion of the Christian faith through various events for the elderly, parents and toddlers and other special needs groups organised by the PCC and through the distribution of the parish magazine and through the website;
- the support of other charities involved in Christian outreach and development.

The PCC continued their work from the prior year at looking in detail at its pattern of worship services with a view to making changes aimed at growing congregations and improving accessibility for families with children. For further details of our activities during the year please consult the APCM Report booklet which can be obtained from the Parish Office.

#### Financial review

The result for the year has been an overall net outgoing of resources of £49,935 (2021: £37,405) before revaluation of investments. There was a deficit of £50,162 on the general fund, (2021: deficit £33,799), and a deficit on the restricted funds of £3,735 (2021: deficit £1,926).

We have seen our voluntary income increase this year by 16.7% to £64,955 (2021: £55,655) which has been helped by the increase in the card reader donations.

Income from church activities has decreased by 25%. We are hopeful this will increase in the following year.

The largest individual cost continued to be the Parish Share which totalled £73,843 (2021: £71,018) We are pleased to say that we were able to pay our contribution in full.

Church running costs have increased by 36.3% to £56,733 (2021: £41,622). This includes costs of £7,800 for some much needed stone repair work at Littlewick which were paid from the special projects fund. We anticipate church running costs to increase in the following year due to the increase in our utility costs.

We are thankful to the people that have supported our Parish through their generosity during such difficult times. We do anticipate further difficult times ahead as we enter a period of higher costs, in particular with respect to our gas and electricity costs, as a result of the cost of living crises. The board have taken steps to help mitigate this impact and they continue to closely monitor the cashflow position of the Parish. The continued support of the people within our Parish is vitally important to the services we offer to the community.

# THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF BURCHETTS GREEN IN DIOCESE OF OXFORD

## TRUSTEES REPORT (CONTINUED)

### FOR THE YEAR ENDED 31 DECEMBER 2022

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The PCC as at 31 December 2022, had negative unrestricted reserves of £2,509. This was a result of the continued impact COVID had on the Parish, loss of income and increase in utility costs. We are currently working on increasing our donations through a campaign around giving to the church along with trying to minimise our extraneous expenditure. As an example, the repairs to St John's stonework's were funded through the restricted special project funds to reduce the impact on unrestricted funds. The unrestricted reserves as at 31 March 2023 were no longer negative and show positive reserves in excess of £10,000 as a consequence of the actions we have taken.

#### Structure, governance and management

The PCC is a corporate body established by the Church of England Its governing documents are the Parochial Church Council (Powers) Measure 1956 as amended and the Church Representation Rules 2006. It is a charity registered with the Charity Commission under register number 1137069. The parish is part of the Windsor and Maidenhead Deanery, which is within the Diocese of Oxford of the Church of England.

The Parish office address is Burchetts Green Parish Office, The Soltau Centre, St James the Less Church, Henley Road, Stubbings, Maidenhead, Berks SL6 6QW.

The following persons have served as members (trustees) of the PCC during the year and up to the date this report was approved, unless otherwise stated:

Incumbent	Revd Tom Etherton #	
Assistant Curate	Revd Tina Molyneux (Co-opted member)	
Lay Chairperson	Jane Smith	
Churchwarden	Jane Smith #	Hurley
Churchwarden	Richard Moores #	Littlewick Green
Churchwarden	Jenny Robinson	Littlewick Green
Churchwarden	Tim Bowler #	Stubbings
Deanery Synod Representative	Tom Dobinson	
Elected member	Fiona Fieldhouse	
Elected member	Joleen Newton	
Elected member	Maria Quantrill	
Safeguarding officer	Jane Holmes	
Acting treasurer	Paul Fagan	

# Identifies current member of the finance committee

# THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF BURCHETTS GREEN IN DIOCESE OF OXFORD

## TRUSTEES REPORT (CONTINUED)

**FOR THE YEAR ENDED 31 DECEMBER 2022**

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PCC members are recruited in a number of ways. The clergy, churchwardens and the treasurer are members by virtue of their office. Deanery Synod representatives are elected by the annual parochial church meeting (APCM) and hold office for three years. Other members of the PCC are elected annually at the APCM.

New PCC members are given assistance by the churchwardens and other PCC members to enable them to carry out their role effectively.

The PCC makes all decisions corporately except that the Standing Committee has delegated powers to make decisions between PCC meetings subject to keeping the PCC informed as fully as necessary.

The PCC is responsible for all parish finance, its management and control, including the appointment of a treasurer. Members of the PCC are responsible for keeping accounting records, which disclose with reasonable accuracy the financial position of the PCC and which enable them to ascertain the financial position of the PCC and ensure that the financial statements comply with the Church (Accounts and Reports) Regulations 2008, the Charities Act 2011, the Statement of Recommended Practice by Charities SORP(FRS102), the PCC (Powers) Measure 1956, the Church Representation Rules, and the Church Accounting Regulations 2006. The PCC is also responsible for safeguarding the charity's assets and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities. The PCC is also required to ensure that the financial statements are examined by an independent examiner or auditor prior to presentation to the Annual Parochial Church Meeting.

### **Statement of PCC responsibilities**

The PCC are responsible for preparing the Trustees Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities in England and Wales requires the PCC to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the Parish and of the incoming resources and application of resources of the Parish for that year.

In preparing these financial statements, the PCC are required to:

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

The PCC are responsible for keeping sufficient accounting records that disclose with reasonable accuracy at any time the financial position of the Parish and enable them to ensure that the financial statements comply with the Charities Act 2011, the Charity (Accounts and Reports) Regulations 2008 and the provisions of the trust deed. They are also responsible for safeguarding the assets of the Parish and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

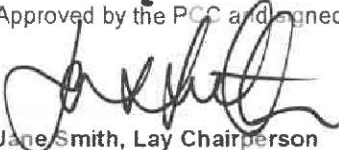
**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH  
OF BURCHETTS GREEN IN DIOCESE OF OXFORD**

**TRUSTEES REPORT (CONTINUED)**

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

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Approved by the PCC and signed on its behalf by:



Jane Smith, Lay Chairperson  
Trustee

Date: *10<sup>th</sup> May 2023*

# THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF BURCHETTS GREEN IN DIOCESE OF OXFORD

## INDEPENDENT EXAMINER'S REPORT

### TO THE PCC OF THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF BURCHETTS GREEN IN DIOCESE OF OXFORD

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I report to the PCC on my examination of the financial statements of The Parochial Church Council of The Ecclesiastical Parish of Burchetts Green in Diocese of Oxford (the Parish) for the year ended 31 December 2022.

#### Responsibilities and basis of report

As the PCC of the Parish you are responsible for the preparation of the financial statements in accordance with the requirements of the Charities Act 2011 (the 2011 Act).

I report in respect of my examination of the Parish's financial statements carried out under section 145 of the 2011 Act. In carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

#### Independent examiner's statement


Your attention is drawn to the fact that the charity has prepared financial statements in accordance with Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) in preference to the Accounting and Reporting by Charities: Statement of Recommended Practice issued on 1 April 2005 which is referred to in the extant regulations but has now been withdrawn.

I understand that this has been done in order for financial statements to provide a true and fair view in accordance with Generally Accepted Accounting Practice effective for reporting periods beginning on or after 1 January 2015.

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:

- 1 accounting records were not kept in respect of the Parish as required by section 130 of the 2011 Act; or
- 2 the financial statements do not accord with those records; or
- 3 the financial statements do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a true and fair view which is not a matter considered as part of an independent examination.

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



Christopher Rayner FCA

for and on behalf of Craufurd Hale Audit Services Limited

C/O Craufurd Hale Group  
Ground Floor, Arena Court  
Crown Lane  
MAIDENHEAD  
SL6 8QZ

Dated: 17 JULY 2023

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH  
OF BURCHETTS GREEN IN DIOCESE OF OXFORD**

**STATEMENT OF FINANCIAL ACTIVITIES  
INCLUDING INCOME AND EXPENDITURE ACCOUNT**

**FOR THE YEAR ENDED 31 DECEMBER 2022**

	Notes	Unrestricted funds 2022 £	Restricted funds 2022 £	Total 2022 £	Unrestricted funds 2021 £	Restricted funds 2021 £	Total 2021 £
<b>Income from:</b>							
Voluntary income	2	53,306	11,649	64,955	53,474	2,191	55,665
Income from church activities	3	25,923	-	25,923	34,569	229	34,798
Activities for generating funds	4	15,165	2,064	17,229	12,736	1,897	14,633
Income from investments	5	1,305	-	1,305	1,895	-	1,895
<b>Total income</b>		<u>95,699</u>	<u>13,713</u>	<u>109,412</u>	<u>102,674</u>	<u>4,317</u>	<u>106,991</u>
<b>Expenditure on:</b>							
Raising funds	6	988	1,053	2,041	3,856	1,019	4,875
Church activities	7	142,829	14,477	157,306	133,280	6,241	139,521
<b>Total resources expended</b>		<u>143,817</u>	<u>15,530</u>	<u>159,347</u>	<u>137,136</u>	<u>7,260</u>	<u>144,396</u>
Net gains/(losses) on investments	11	(3,962)	-	(3,962)	1,680	-	1,680
<b>Net outgoing resources before transfers</b>		<u>(52,080)</u>	<u>(1,817)</u>	<u>(53,897)</u>	<u>(32,782)</u>	<u>(2,943)</u>	<u>(35,725)</u>
Gross transfers between funds		1,918	(1,918)	-	(1,017)	1,017	-
<b>Net movement in funds</b>		<u>(50,162)</u>	<u>(3,735)</u>	<u>(53,897)</u>	<u>(33,799)</u>	<u>(1,926)</u>	<u>(35,725)</u>
Fund balances at 1 January 2022		<u>47,653</u>	<u>122,601</u>	<u>170,254</u>	<u>81,452</u>	<u>124,527</u>	<u>205,979</u>
<b>Fund balances at 31 December 2022</b>		<u><u>(2,509)</u></u>	<u><u>118,866</u></u>	<u><u>116,357</u></u>	<u><u>47,653</u></u>	<u><u>122,601</u></u>	<u><u>170,254</u></u>

The statement of financial activities includes all gains and losses recognised in the year.

All income and expenditure derive from continuing activities.

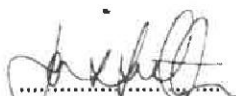
**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH  
OF BURCHETTS GREEN IN DIOCESE OF OXFORD**

**BALANCE SHEET**

**AS AT 31 DECEMBER 2022**

	Notes	2022		2021	
		£	£	£	£
<b>Fixed assets</b>					
Tangible assets	12		40,933		47,962
Investments	13		38,444		42,406
			<u>79,377</u>		<u>90,368</u>
<b>Current assets</b>					
Stocks	14	1,471		319	
Debtors	15	11,033		20,063	
Cash at bank and in hand		39,410		71,538	
		<u>51,914</u>		<u>91,920</u>	
<b>Creditors: amounts falling due within one year</b>	16	<u>(14,934)</u>		<u>(12,034)</u>	
Net current assets			<u>36,980</u>		<u>79,886</u>
<b>Total assets less current liabilities</b>			<u><u>116,357</u></u>		<u><u>170,254</u></u>
<b>Income funds</b>					
Restricted funds	18		118,866		122,601
Unrestricted funds			(2,509)		47,653
			<u>116,357</u>		<u>170,254</u>

The financial statements were approved by the PCC on 10th May 2023



Jane Smith, Lay Chairperson  
Trustee

# THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF BURCHETTS GREEN IN DIOCESE OF OXFORD

## NOTES TO THE FINANCIAL STATEMENTS

**FOR THE YEAR ENDED 31 DECEMBER 2022**

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### **1 Accounting policies**

#### **1.1 Accounting convention**

The financial statements have been prepared in accordance with the Church (Accounts and Reports) Regulations 2008, the Charities Act 2011, and the Statement of Recommended Practice by Charities SORP (FRS102), as well as The PCC (Powers) Measure 1956, The Church Representation Rules, and the Church Accounting Regulations 2006.

Although the total income of the PCC is below £250,000, the PCC has decided to present accounts on the accruals basis.

The financial statements are prepared in sterling, which is the functional currency of the Parish. Monetary amounts in these financial statements are rounded to the nearest £.

The financial statements have been prepared under the historical cost convention, modified to include investments at fair value. The principal accounting policies adopted are set out below.

#### **1.2 Going concern**

At the time of approving the financial statements, the PCC have a reasonable expectation that the Parish has adequate resources to continue in operational existence for the foreseeable future. Thus the PCC continue to adopt the going concern basis of accounting in preparing the financial statements.

#### **1.3 Charitable funds**

Unrestricted funds are available for use at the discretion of the trustees for the general objectives of the church.

Designated funds are unrestricted funds that have been set aside by the PCC for a particular purpose.

Restricted funds are subject to specific conditions by donors as to how they may be used. The cost of raising and administering such funds are charged against those specific funds. The purposes and uses of the restricted funds are set out in the notes to the financial statements.

Endowment funds are subject to specific conditions by donors that the capital must be maintained by the Parish.

# THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF BURCHETTS GREEN IN DIOCESE OF OXFORD

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

### FOR THE YEAR ENDED 31 DECEMBER 2022

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#### 1 Accounting policies

(Continued)

##### 1.4 Income

Income is recognised when the Parish is legally entitled to it after any performance conditions have been met, the amounts can be measured reliably, and it is probable that income will be received.

Collections are recognised when received or on behalf of the PCC. Planned giving is recognised only when received.

Grants and legacies are recognised as soon as the PCC becomes aware of its legal entitlement and the amount due can be reliably estimated and is probable.

Income tax recoverable on gift aid donations is accounted for when the gift is received, not when the tax refund is received.

When incoming resources have related expenditure (as with fundraising income) the incoming resources and all related resources expended are accounted for gross in the SOFA.

Gifts in kind are accounted for at a reasonable estimate of their value to the church or the amount actually realised. Gifts in kind for use by the church are included in the SOFA as incoming resources when receivable.

Rental income from letting the Church Hall is accounted for when it falls due.

Dividends and interest are accounted for when receivable and includes any recoverable tax.

Realised gains are accounted for on assets held for the church's own use and are taken into account at the time of sale.

Cash donations are recognised on receipt. Other donations are recognised once the Parish has been notified of the donation, unless performance conditions require deferral of the amount. Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

Legacies are recognised on receipt or otherwise if the Parish has been notified of an impending distribution, the amount is known, and receipt is expected. If the amount is not known, the legacy is treated as a contingent asset.

# THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF BURCHETTS GREEN IN DIOCESE OF OXFORD

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2022

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### 1 Accounting policies

(Continued)

#### 1.5 Expenditure

Expenditure is recognised once there is a legal or constructive obligation to transfer economic benefit to a third party, it is probable that a transfer of economic benefits will be required in settlement, and the amount of the obligation can be measured reliably.

All costs have been directly attributed to the various categories within the SOFA.

Any general support costs have been allocated across activity cost categories on a basis consistent with the use of resources based on an allocation of actual costs.

As the church is not VAT registered, all expenditure is shown inclusive of VAT.

Governance costs include the cost of the preparation of the annual accounts, the independent examination, the cost of PCC meetings and the legal cost of advice on governance or constitutional matters.

Grants and charitable giving are accounted when paid over or when awarded. If the award creates a binding obligation on the PCC, provided that there are no conditions to be met relating to the grant which remain in the control of the church.

Parish share is accounted for when paid except that any Parish Share unpaid at the end of the financial year is provided for in the accounts as a constructive obligation, although not a liability, and is included in the balance sheet as a liability.

#### 1.6 Tangible fixed assets

All capital expenditure in excess of £5,000 for a single item or a group of similar items, is capitalised. Tangible fixed assets are initially measured at cost and subsequently measured at cost, net of depreciation.

Depreciation is recognised so as to write off the cost of assets over their useful lives on the following bases:

Land and buildings	over 10 years straight line
Fixtures and fittings	over 8 years straight line

The gain or loss arising on the disposal of an asset is determined as the difference between the sale proceeds and the carrying value of the asset, and is recognised in the statement of financial activities.

#### 1.7 Fixed asset investments

Fixed asset investments are initially measured at transaction price excluding transaction costs, and are subsequently measured at fair value at each reporting date. Changes in fair value are shown under other recognised gains/(losses) section of the SOFA. Transaction costs are expensed as incurred.

#### 1.8 Impairment of fixed assets

At each reporting end date, the Parish reviews the carrying amounts of its tangible assets to determine whether there is any indication that those assets have suffered an impairment loss. If any such indication exists, the recoverable amount of the asset is estimated in order to determine the extent of the impairment loss (if any).

#### 1.9 Stocks

Stocks are stated at the lower of cost and estimated selling price less costs to complete and sell.

Net realisable value is the estimated selling price less all estimated costs of completion and costs to be incurred in marketing, selling and distribution.

# THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF BURCHETTS GREEN IN DIOCESE OF OXFORD

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2022

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### 1 Accounting policies

(Continued)

#### 1.10 Cash and cash equivalents

Cash and cash equivalents represents cash in hand and deposits held at call with banks.

#### 1.11 Financial instruments

The Parish has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instruments Issues' of FRS 102 to all of its financial instruments.

Financial instruments are recognised in the Parish's balance sheet when the Parish becomes party to the contractual provisions of the instrument.

##### **Basic financial assets**

Basic financial assets, which include debtors and cash and bank balances, are measured at transaction price including transaction costs. Financial assets are classified as receivable within one year and are not amortised.

##### **Basic financial liabilities**

Basic financial liabilities, including creditors are recognised at transaction price. Financial liabilities are classified as payable within one year and are not amortised.

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of operations from suppliers. Amounts payable are classified as current liabilities as payment is due within one year or less.

##### **Derecognition of financial liabilities**

Financial liabilities are derecognised when the Parish's contractual obligations expire or are discharged or cancelled.

#### 1.12 Taxation

The Parochial Church Council of the Ecclesiastical Parish of Burchetts Green as a charity is not liable for assessment to tax on its income and gains to the extent that they are applied to its charitable objectives.

#### 1.13 Retirement benefits

Payments to defined contribution retirement benefit schemes are charged as an expense as they fall due.

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH  
OF BURCHETTS GREEN IN DIOCESE OF OXFORD**

**NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)**

**FOR THE YEAR ENDED 31 DECEMBER 2022**

**4 Activities for generating funds**

	Unrestricted funds	Restricted funds	Total Unrestricted funds	Restricted funds	Total
	2022	2022	2022	2021	2021
	£	£	£	£	£
Social events during the year	1,519	-	1,519	105	105
200 Club	-	2,064	2,064	-	1,897
Traidcraft sales	2,233	-	2,233	4,698	4,698
Church fetes etc	491	-	491	-	-
Church hall letting	10,922	-	10,922	7,933	7,933
Other trading activities	15,165	2,064	17,229	12,736	14,633

**5 Income from investments**

	Unrestricted funds	Unrestricted funds
	2022	2021
	£	£
Interest receivable	1,305	1,895

**6 Raising funds**

	Unrestricted funds	Restricted funds	Total Unrestricted funds	Restricted funds	Total
	2022	2022	2022	2021	2021
	£	£	£	£	£
Social events during the year	360	-	360	-	-
200 Club (prizes)	-	785	785	-	1,019
L G Sunday School Cabin costs	-	268	268	116	116
Traidcraft cost of sales	628	-	628	3,740	3,740
	988	1,053	2,041	3,856	4,875

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH  
OF BURCHETTS GREEN IN DIOCESE OF OXFORD**

**NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)**

**FOR THE YEAR ENDED 31 DECEMBER 2022**

**7 Charitable activities**

	Unrestricted 2022 £	Restricted 2022 £	Total 2022 £	Unrestricted 2021 £	Restricted 2021 £	Total 2021 £
Staff costs	8,270	-	8,270	5,034	-	5,034
Diocesan quota	73,843	-	73,843	71,018	-	71,018
Church running costs	48,049	8,684	56,733	40,490	1,132	41,622
Clergy expenses	629	-	629	1,979	-	1,979
Training, books, sundry, subscriptions	733	-	733	1,420	-	1,420
Bank charges	581	-	581	759	-	759
Printing, stationery, postage & computer	963	-	963	1,866	40	1,906
Depreciation expense	1,236	5,793	7,029	1,236	5,069	6,305
Parish fees payable	2,456	-	2,456	4,368	-	4,368
Legal and professional fees	2,516	-	2,516	3,310	-	3,310
Other costs	254	-	254	-	-	-
Donations made	719	-	719	-	-	-
	<u>140,249</u>	<u>14,477</u>	<u>154,726</u>	<u>131,480</u>	<u>6,241</u>	<u>137,721</u>
Share of governance costs (see note 8)	2,580	-	2,580	1,800	-	1,800
	<u>142,829</u>	<u>14,477</u>	<u>157,306</u>	<u>133,280</u>	<u>6,241</u>	<u>139,521</u>

**8 Support costs**

	Support costs £	Governance costs £	2022 £	Support costs £	Governance costs £	2021 £
Independent examinations fees	-	1,020	1,020	-	1,020	1,020
Accountancy fees	-	1,560	1,560	-	780	780
	<u>-</u>	<u>2,580</u>	<u>2,580</u>	<u>-</u>	<u>1,800</u>	<u>1,800</u>
Analysed between Charitable activities	-	2,580	2,580	-	1,800	1,800
	<u>-</u>	<u>2,580</u>	<u>2,580</u>	<u>-</u>	<u>1,800</u>	<u>1,800</u>

**9 Trustee remuneration and expenses**

4 PCC members (2021: 6) were reimbursed total expenses of £2,848 (2021: £1,983), for the year covering travel costs, cleaning and various other out-of-pocket expenses. No members of the PCC received any remuneration for their work on PCC. There were no disclosable transactions in respect of PCC members, persons closely connected with them or any other related parties.

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH  
OF BURCHETTS GREEN IN DIOCESE OF OXFORD**

**NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)**

**FOR THE YEAR ENDED 31 DECEMBER 2022**

**10 Employees**

The average monthly number of employees during the year was:

	<b>2022 Number</b>	<b>2021 Number</b>
	1	1
	<u>1</u>	<u>1</u>
<b>Employment costs</b>	<b>2022 £</b>	<b>2021 £</b>
Wages and salaries	8,270	2,682
Other pension costs	-	2,352
	<u>8,270</u>	<u>5,034</u>

There were no employees whose annual remuneration was more than £60,000.

**11 Net gains/(losses) on investments**

	<b>Unrestricted funds 2022 £</b>	<b>Unrestricted funds 2021 £</b>
Revaluation of investments	(3,962)	1,680
	<u>(3,962)</u>	<u>1,680</u>

**12 Tangible fixed assets**

	<b>Land &amp; buildings £</b>	<b>Fixtures and fittings £</b>	<b>Total £</b>
<b>Cost</b>			
At 1 January 2022	50,687	13,227	63,914
At 31 December 2022	<u>50,687</u>	<u>13,227</u>	<u>63,914</u>
<b>Depreciation and impairment</b>			
At 1 January 2022	10,138	5,814	15,952
Depreciation charged in the year	5,793	1,236	7,029
At 31 December 2022	<u>15,931</u>	<u>7,050</u>	<u>22,981</u>
<b>Carrying amount</b>			
At 31 December 2022	<u>34,756</u>	<u>6,177</u>	<u>40,933</u>
At 31 December 2021	<u>40,549</u>	<u>7,413</u>	<u>47,962</u>

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH  
OF BURCHETTS GREEN IN DIOCESE OF OXFORD**

**NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)**

**FOR THE YEAR ENDED 31 DECEMBER 2022**

**13 Fixed asset investments**

	<b>Unlisted investments £</b>
<b>Cost or valuation</b>	
At 1 January 2022	42,406
Valuation changes	(3,962)
	<u>38,444</u>
At 31 December 2022	38,444
<b>Carrying amount</b>	
At 31 December 2022	<u>38,444</u>
At 31 December 2021	<u>42,406</u>

	<b>Income 2022 £</b>	<b>Valuation 2022 £</b>	<b>Valuation 2021 £</b>
Investments at fair value comprise:			
COIF Charities Investment Fund	130	4,457	4,915
CBF Investment Fund	1,172	33,987	37,491
	<u>1,302</u>	<u>38,444</u>	<u>42,406</u>

**14 Stocks**

	<b>2022 £</b>	<b>2021 £</b>
Raw materials and consumables	1,471	319
	<u>1,471</u>	<u>319</u>

**15 Debtors**

	<b>2022 £</b>	<b>2021 £</b>
<b>Amounts falling due within one year:</b>		
Trade debtors	799	10,572
Sundry debtors	695	276
Prepayments	5,539	5,215
Accrued income - Gift Aid	4,000	4,000
	<u>11,033</u>	<u>20,063</u>

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH  
OF BURCHETTS GREEN IN DIOCESE OF OXFORD**

**NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)**

**FOR THE YEAR ENDED 31 DECEMBER 2022**

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**16 Creditors: amounts falling due within one year**

	<b>2022</b>	<b>2021</b>
	<b>£</b>	<b>£</b>
Trade creditors	1,036	2,603
Other creditors and accruals	13,698	9,231
Deposits held	200	200
	<u>14,934</u>	<u>12,034</u>

**17 Retirement benefit schemes**

The Parish contributes to a defined contribution pension scheme for all qualifying employees. The assets of the scheme are held separately from those of the Parish in an independently administered fund.

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF BURCHETTS GREEN IN  
DIOCESE OF OXFORD**

**NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)  
FOR THE YEAR ENDED 31 DECEMBER 2022**

**18 Restricted funds**

The income funds of the charity include restricted funds comprising the following unexpended balances of donations and grants held on trust for specific purposes, other than the Littlewick cabin fund which represents the cost of the asset less depreciation:

	Balance at 1 January 2021		Movement in funds			Movement in funds			Balance at 31 December 2022			
	£	£	Incoming resources	Resources expended	Transfers	Balance at 1 January 2022	Incoming resources	Resources expended	Transfers	Revaluations, gains and losses	£	£
Hurley - flower fund	299	-	-	-	2	301	-	-	2	(7)	296	
Hurley - Boucault Fund	101	-	-	-	1	102	-	-	1	(2)	101	
Hurley - historic Hurley fund	240	-	-	-	2	242	-	-	2	(6)	238	
Hurley - fabric & organ fund	4,752	-	-	-	39	4,791	-	-	37	(112)	4,716	
Hurley - special projects	9,958	-	-	-	81	10,039	-	-	77	(234)	9,882	
Hurley Church	-	-	-	-	-	-	10,000	-	-	-	10,000	
Hurley - Pastoral Care	1,065	-	-	-	9	1,074	-	-	8	(25)	1,057	
Littlewick - flower fund	883	255	(386)	7	759	289	(586)	6	6	(18)	450	
Littlewick - bells fund	181	-	-	1	182	-	-	-	1	(4)	179	
Littlewick - fabric fund	27	-	-	-	27	1,000	-	-	-	(1)	1,026	
Littlewick - special projects	14,436	1,166	-	-	118	15,720	361	(7,800)	120	(366)	8,035	
Littlewick - cabin	49,722	-	(5,172)	406	44,956	-	(6,061)	344	344	(1,047)	38,192	
Stubbings - 200 Club	9,635	1,896	(1,059)	79	10,551	2,063	(785)	81	81	(246)	11,664	
Stubbings - fabric & organ fund	6,689	-	(627)	55	6,117	-	-	47	47	(142)	6,022	
Stubbings - flower fund	678	-	(16)	6	668	-	-	5	5	(16)	657	
Stubbings - sound system	1,128	-	-	9	1,137	-	-	-	9	(26)	1,120	
Stubbings - special projects	24,733	1,000	-	202	25,935	-	(298)	198	198	(604)	25,231	
	<u>124,527</u>	<u>4,317</u>	<u>(7,260)</u>	<u>1,017</u>	<u>122,601</u>	<u>13,713</u>	<u>(15,530)</u>	<u>938</u>	<u>(2,856)</u>		<u>118,866</u>	

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH  
OF BURCHETTS GREEN IN DIOCESE OF OXFORD**

**NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)**

**FOR THE YEAR ENDED 31 DECEMBER 2022**

**19 Analysis of net assets between funds**

	Unrestricted funds 2022 £	Restricted funds 2022 £	Total Unrestricted funds 2022 £	Restricted funds 2021 £	Total 2021 £
Fund balances at 31 December 2022 are represented by:					
Tangible assets	6,177	34,756	40,933	7,413	47,962
Investments	-	38,444	38,444	42,406	42,406
Current assets/(liabilities)	(8,686)	45,666	36,980	(2,166)	79,886
	<u>(2,509)</u>	<u>118,866</u>	<u>116,357</u>	<u>47,653</u>	<u>170,254</u>

**20 Related party transactions**

During the year the Parish incurred costs on behalf of Hurley Church Estates, an entity in which two of the trustees of the Parish are also trustees, totalling £11,979 (2021: £10,550). These costs have been recharged at cost to Hurley Church Estates.

There were no other disclosable related party transactions during the year (2021 - none).

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# Accounts

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**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH  
OF BURCHETTS GREEN IN DIOCESE OF OXFORD**

**(St. Mary the Virgin - Hurley, St James the Less - Stubbings & St. John  
the Evangelist - Littlewick Green)**

**ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS**

**FOR THE YEAR ENDED 31 DECEMBER 2021**

# THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF BURCHETTS GREEN IN DIOCESE OF OXFORD

## LEGAL AND ADMINISTRATIVE INFORMATION

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<b>Incumbent</b>	Revd Tom Etherton
<b>Current trustees</b>	Revd John Ainslie Revd Tina Molyneux Rosalind Bentley Jane Smith Richard Moores Jenny Robinson Mary Cooper Sue Harrington-Hill Tom Dobinson Fiona Fieldhouse Joleen Newton Tim Bowler Maria Quantrill Richard Curry
<b>Acting treasurer</b>	Paul Fagan
<b>Charity number</b>	1137069
<b>Principal address</b>	Burchetts Green Parish Office The Soltau Centre, St James the Less Church Henley Road, Stubbings MAIDENHEAD SL6 6QW
<b>Independent examiner</b>	Craufurd Hale Audit Services Limited C/O Craufurd Hale Group Ground Floor, Arena Court Crown Lane MAIDENHEAD SL6 8QZ
<b>Bankers</b>	Lloyds TSB 45 High Street MAIDENHEAD SL6 1JS

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# THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF BURCHETTS GREEN IN DIOCESE OF OXFORD

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# THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF BURCHETTS GREEN IN DIOCESE OF OXFORD

## TRUSTEES REPORT

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

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The Parochial Church Council (PCC) presents its annual report and financial statements for the year ended 31 December 2021.

The financial statements have been prepared in accordance with the Church (Accounts and Reports) Regulations 2008, the Charities Act 2011, and the Statement of Recommended Practice by Charities SORP (FRS102), as well as The PCC (Powers) Measure 1956, The Church Representation Rules, and the Church Accounting Regulations 2006.

#### **Objectives and activities**

The objectives of the PCC are defined by the Parochial Church Council (Powers) Measure 1956 as 'to co-operate with the minister in promoting in the parish the whole mission of the Church, pastoral, evangelistic, social and ecumenical. The PCC is committed to enabling as many people as possible to worship at our churches and to become part of the parish community. The PCC regularly reviews the worship throughout the parish and considers how services can involve the many groups that live within the parish.

When planning our activities for the year, the incumbent and the PCC have considered the Charity Commission's guidance on public benefit and, in particular, the specific guidance on charities for the advancement of religion.

We try to enable ordinary people to live out their faith as part of our parish community through:

- the provision of regular public worship that is open to all;
- the provision of sacred space for personal prayer and contemplation;
- the provision of pastoral work including the visiting of the sick, the elderly and the bereaved;
- teaching the Christian faith through sermons, informal groups, children's meetings and links with local schools;
- the promotion of the Christian faith through various events for the elderly, parents and toddlers and other special needs groups organised by the PCC and through the distribution of the parish magazine and through the website;
- the support of other charities involved in Christian outreach and development.

The PCC continued their work from the prior year at looking in detail at its pattern of worship services with a view to making changes aimed at growing congregations and improving accessibility for families with children. For further details of our activities during the year please consult the APCM Report booklet which can be obtained from the Parish Office.

#### **Achievements and performance**

##### **Financial review**

The result for the year has been an overall net outgoing of resources of £37,405 (2020: £21,177) before revaluation of investments. There was a deficit of £33,799 on the general fund, (2020: deficit £16,872), and a deficit on the restricted funds of £1,926 (2020: deficit £2,204). The restrictions on gatherings in churches and halls as a result of the pandemic continued to impact on the church's voluntary income with a fall in planned giving which was down 41% on the prior year. In the prior year some planned givers brought their 2021 forward into 2020 to help our cashflow. However income from church activities has increased by 37%. This includes parochial fees which have increased by 56%.

The largest individual cost continued to be the Parish Share which we were able to pay in full.

The PCC's reserves policy is to maintain between six and twelve months unrestricted income in unrestricted funds to allow for cashflow variations throughout the year and as a contingency for unexpected repair bills that can be large.

# THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF BURCHETTS GREEN IN DIOCESE OF OXFORD

## TRUSTEES REPORT (CONTINUED)

**FOR THE YEAR ENDED 31 DECEMBER 2021**

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### Structure, governance and management

The PCC is a corporate body established by the Church of England Its governing documents are the Parochial Church Council (Powers) Measure 1956 as amended and the Church Representation Rules 2006. It is a charity registered with the Charity Commission under register number 1137069. The parish is part of the Windsor and Maidenhead Deanery, which is within the Diocese of Oxford of the Church of England.

The Parish office address is Burchetts Green Parish Office, The Soltau Centre, St James the Less Church, Henley Road, Stubbings, Maidenhead, Berks SL6 6QW.

The following persons have served as members (trustees) of the PCC during the year and up to the date this report was approved, unless otherwise stated:

Incumbent	Revd Tom Etherton	
Associate minister	Revd John Ainslie # (co-opted to the PCC from 4 March 2021 until 30 June 2021. Ex officio member from 1 July 2021)	
Assistant Curate	Revd Tina Molyneux (Co-opted member)	
Vice Chair	Rosalind Bentley #	
Churchwarden	Jane Smith	Hurley
Churchwarden	Richard Moores #	Littlewick Green
Churchwarden	Jenny Robinson	Littlewick Green
Churchwarden	Mary Cooper	Stubbings
Churchwarden	Sue Harrington-Hill #	Stubbings
Deanery Synod Representative	Tom Dobinson	
Elected member	Fiona Fieldhouse	
Elected member	Joleen Newton	
Elected member	Hazel O'Connor (until 25 July 2021)	
Elected member	Tim Bowler	
Elected member	John Johnston (until 25 July 2021)	
Elected member	Maria Quantrill	
Elected member	Richard Curry (from 25 July 2021)	
Acting treasurer	Paul Fagan	

# Identifies current member of the standing committee

# THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF BURCHETTS GREEN IN DIOCESE OF OXFORD

## TRUSTEES REPORT (CONTINUED)

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

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PCC members are recruited in a number of ways. The clergy, churchwardens and the treasurer are members by virtue of their office. Deanery Synod representatives are elected by the annual parochial church meeting (APCM) and hold office for three years. Other members of the PCC are elected annually at the APCM.

New PCC members are given assistance by the churchwardens and other PCC members to enable them to carry out their role effectively.

The PCC makes all decisions corporately except that the Standing Committee has delegated powers to make decisions between PCC meetings subject to keeping the PCC informed as fully as necessary.

The PCC is responsible for all parish finance, its management and control, including the appointment of a treasurer. Members of the PCC are responsible for keeping accounting records, which disclose with reasonable accuracy the financial position of the PCC and which enable them to ascertain the financial position of the PCC and ensure that the financial statements comply with the Church (Accounts and Reports) Regulations 2008, the Charities Act 2011, the Statement of Recommended Practice by Charities SORP(FRS102), the PCC (Powers) Measure 1956, the Church Representation Rules, and the Church Accounting Regulations 2006. The PCC is also responsible for safeguarding the charity's assets and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities. The PCC is also required to ensure that the financial statements are examined by an independent examiner or auditor prior to presentation to the Annual Parochial Church Meeting.

#### **Statement of PCC responsibilities**

The PCC are responsible for preparing the Trustees Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities in England and Wales requires the PCC to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the Parish and of the incoming resources and application of resources of the Parish for that year.

In preparing these financial statements, the PCC are required to:

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

The PCC are responsible for keeping sufficient accounting records that disclose with reasonable accuracy at any time the financial position of the Parish and enable them to ensure that the financial statements comply with the Charities Act 2011, the Charity (Accounts and Reports) Regulations 2008 and the provisions of the trust deed. They are also responsible for safeguarding the assets of the Parish and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL  
PARISH OF BURCHETTS GREEN IN DIOCESE OF OXFORD**

**TRUSTEES REPORT (CONTINUED)**

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

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Approved by the PCC and signed on its behalf by:

*RMBentley*

**Mrs Rosalind Bentley, Lay Chairperson  
Trustee**

5 July 2022

# THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF BURCHETTS GREEN IN DIOCESE OF OXFORD

## INDEPENDENT EXAMINER'S REPORT

### TO THE PCC OF THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF BURCHETTS GREEN IN DIOCESE OF OXFORD

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I report to the PCC on my examination of the financial statements of The Parochial Church Council of The Ecclesiastical Parish of Burchetts Green in Diocese of Oxford (the Parish) for the year ended 31 December 2021.

#### **Responsibilities and basis of report**

As the PCC of the Parish you are responsible for the preparation of the financial statements in accordance with the requirements of the Charities Act 2011 (the 2011 Act).

I report in respect of my examination of the Parish's financial statements carried out under section 145 of the 2011 Act. In carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

#### **Independent examiner's statement**

Your attention is drawn to the fact that the charity has prepared financial statements in accordance with Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) in preference to the Accounting and Reporting by Charities: Statement of Recommended Practice issued on 1 April 2005 which is referred to in the extant regulations but has now been withdrawn.

I understand that this has been done in order for financial statements to provide a true and fair view in accordance with Generally Accepted Accounting Practice effective for reporting periods beginning on or after 1 January 2015.

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:

- 1 accounting records were not kept in respect of the Parish as required by section 130 of the 2011 Act; or
- 2 the financial statements do not accord with those records; or
- 3 the financial statements do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a true and fair view which is not a matter considered as part of an independent examination.

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



Paul Fagan FCCA  
for and on behalf of Craufurd Hale Audit Services Limited

C/O Craufurd Hale Group  
Ground Floor, Arena Court  
Crown Lane  
MAIDENHEAD  
SL6 8QZ

Dated: 20 July 2022

# THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF BURCHETTS GREEN IN DIOCESE OF OXFORD

## STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31 DECEMBER 2021

	Notes	Unrestricted funds 2021 £	Restricted funds 2021 £	Total Unrestricted funds 2021 £	Restricted funds 2020 £	Total 2020 £
<b>Income from:</b>						
Voluntary income	2	53,474	2,191	55,665	1,364	75,619
Income from church activities	3	42,502	229	42,731	185	31,091
Activities for generating funds	4	4,803	1,897	6,700	2,184	3,969
Income from investments	5	1,895	-	1,895	-	2,057
<b>Total income</b>		<b>102,674</b>	<b>4,317</b>	<b>106,991</b>	<b>3,733</b>	<b>112,736</b>
<b>Expenditure on:</b>						
Raising funds	6	3,856	1,019	4,875	1,092	2,795
Church activities	7	133,280	6,241	139,521	6,003	131,118
<b>Total resources expended</b>		<b>137,136</b>	<b>7,260</b>	<b>144,396</b>	<b>7,095</b>	<b>133,913</b>
Net gains/(losses) on investments	11	1,680	-	1,680	-	2,101
<b>Net outgoing resources before transfers</b>		<b>(32,782)</b>	<b>(2,943)</b>	<b>(35,725)</b>	<b>(3,362)</b>	<b>(19,076)</b>
Gross transfers between funds		(1,017)	1,017	-	1,158	-
<b>Net movement in funds</b>		<b>(33,799)</b>	<b>(1,926)</b>	<b>(35,725)</b>	<b>(2,204)</b>	<b>(19,076)</b>
Fund balances at 1 January 2021		81,452	124,527	205,979	126,731	225,055
<b>Fund balances at 31 December 2021</b>		<b>47,653</b>	<b>122,601</b>	<b>170,254</b>	<b>124,527</b>	<b>205,979</b>

The statement of financial activities includes all gains and losses recognised in the year.

All income and expenditure derive from continuing activities.

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL  
PARISH OF BURCHETTS GREEN IN DIOCESE OF OXFORD**

**BALANCE SHEET**

**AS AT 31 DECEMBER 2021**

	Notes	2021		2020	
		£	£	£	£
<b>Fixed assets</b>					
Tangible assets	12		47,962		54,267
Investments	13		42,406		40,726
			<u>90,368</u>		<u>94,993</u>
<b>Current assets</b>					
Stocks	14	319		551	
Debtors	15	20,063		16,655	
Cash at bank and in hand		71,538		110,610	
			<u>91,920</u>		<u>127,816</u>
<b>Creditors: amounts falling due within one year</b>	16	(12,034)		(16,830)	
<b>Net current assets</b>			<u>79,886</u>		<u>110,986</u>
<b>Total assets less current liabilities</b>			<u>170,254</u>		<u>205,979</u>
<b>Income funds</b>					
Restricted funds	18		122,601		124,527
Unrestricted funds			47,653		81,452
			<u>170,254</u>		<u>205,979</u>

The financial statements were approved by the PCC on 5 July 2022

*RMBentley*

Mrs Rosalind Bentley, Lay Chairperson  
Trustee

# THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF BURCHETTS GREEN IN DIOCESE OF OXFORD

## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2021

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### 1 Accounting policies

#### 1.1 Accounting convention

The financial statements have been prepared in accordance with the Church (Accounts and Reports) Regulations 2008, the Charities Act 2011, and the Statement of Recommended Practice by Charities SORP (FRS102), as well as The PCC (Powers) Measure 1956, The Church Representation Rules, and the Church Accounting Regulations 2006.

Although the total income of the PCC is below £250,000, the PCC has decided to present accounts on the accruals basis.

The financial statements have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a true and fair view. This departure has involved following the Statement of Recommended Practice for charities applying FRS 102 rather than the version of the Statement of Recommended Practice which is referred to in the Regulations but which has since been withdrawn.

The financial statements are prepared in sterling, which is the functional currency of the Parish. Monetary amounts in these financial statements are rounded to the nearest £.

The financial statements have been prepared under the historical cost convention, modified to include investments at fair value. The principal accounting policies adopted are set out below.

#### 1.2 Going concern

At the time of approving the financial statements, the PCC have a reasonable expectation that the Parish has adequate resources to continue in operational existence for the foreseeable future. Thus the PCC continue to adopt the going concern basis of accounting in preparing the financial statements.

#### 1.3 Charitable funds

Unrestricted funds are available for use at the discretion of the trustees for the general objectives of the church.

Designated funds are unrestricted funds that have been set aside by the PCC for a particular purpose.

Restricted funds are subject to specific conditions by donors as to how they may be used. The cost of raising and administering such funds are charged against those specific funds. The purposes and uses of the restricted funds are set out in the notes to the financial statements.

Endowment funds are subject to specific conditions by donors that the capital must be maintained by the Parish.

# THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF BURCHETTS GREEN IN DIOCESE OF OXFORD

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

*FOR THE YEAR ENDED 31 DECEMBER 2021*

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### 1 Accounting policies

(Continued)

#### 1.4 Income

Income is recognised when the Parish is legally entitled to it after any performance conditions have been met, the amounts can be measured reliably, and it is probable that income will be received.

Collections are recognised when received or on behalf of the PCC. Planned giving is recognised only when received.

Grants and legacies are recognised as soon as the PCC becomes aware of its legal entitlement and the amount due can be reliably estimated and is probable.

Income tax recoverable on gift aid donations is accounted for when the gift is received, not when the tax refund is received.

When incoming resources have related expenditure (as with fundraising income) the incoming resources and all related resources expended are accounted for gross in the SOFA.

Gifts in kind are accounted for at a reasonable estimate of their value to the church or the amount actually realised. Gifts in kind for use by the church are included in the SOFA as incoming resources when receivable.

Rental income from letting the Church Hall is accounted for when it falls due.

Dividends and interest are accounted for when receivable and includes any recoverable tax.

Realised gains are accounted for on assets held for the church's own use and are taken into account at the time of sale.

Cash donations are recognised on receipt. Other donations are recognised once the Parish has been notified of the donation, unless performance conditions require deferral of the amount. Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

Legacies are recognised on receipt or otherwise if the Parish has been notified of an impending distribution, the amount is known, and receipt is expected. If the amount is not known, the legacy is treated as a contingent asset.

# THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF BURCHETTS GREEN IN DIOCESE OF OXFORD

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2021

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### 1 Accounting policies

(Continued)

#### 1.5 Expenditure

Expenditure is recognised once there is a legal or constructive obligation to transfer economic benefit to a third party, it is probable that a transfer of economic benefits will be required in settlement, and the amount of the obligation can be measured reliably.

All costs have been directly attributed to the various categories within the SOFA.

Any general support costs have been allocated across activity cost categories on a basis consistent with the use of resources based on an allocation of actual costs.

As the church is not VAT registered, all expenditure is shown inclusive of VAT.

Governance costs include the cost of the preparation of the annual accounts, the independent examination, the cost of PCC meetings and the legal cost of advice on governance or constitutional matters.

Grants and charitable giving are accounted when paid over or when awarded. If the award creates a binding obligation on the PCC, provided that there are no conditions to be met relating to the grant which remain in the control of the church.

Parish share is accounted for when paid except that any Parish Share unpaid at the end of the financial year is provided for in the accounts as a constructive obligation, although not a liability, and is included in the balance sheet as a liability.

#### 1.6 Tangible fixed assets

All capital expenditure in excess of £5,000 for a single item or a group of similar items, is capitalised. Tangible fixed assets are initially measured at cost and subsequently measured at cost, net of depreciation.

Depreciation is recognised so as to write off the cost of assets over their useful lives on the following bases:

Land and buildings	over 10 years straight line
Fixtures and fittings	over 8 years straight line

The gain or loss arising on the disposal of an asset is determined as the difference between the sale proceeds and the carrying value of the asset, and is recognised in the statement of financial activities.

#### 1.7 Fixed asset investments

Fixed asset investments are initially measured at transaction price excluding transaction costs, and are subsequently measured at fair value at each reporting date. Changes in fair value are shown under other recognised gains/(losses) section of the SOFA. Transaction costs are expensed as incurred.

#### 1.8 Impairment of fixed assets

At each reporting end date, the Parish reviews the carrying amounts of its tangible assets to determine whether there is any indication that those assets have suffered an impairment loss. If any such indication exists, the recoverable amount of the asset is estimated in order to determine the extent of the impairment loss (if any).

#### 1.9 Stocks

Stocks are stated at the lower of cost and estimated selling price less costs to complete and sell.

Net realisable value is the estimated selling price less all estimated costs of completion and costs to be incurred in marketing, selling and distribution.

# THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF BURCHETTS GREEN IN DIOCESE OF OXFORD

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2021

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### 1 Accounting policies

(Continued)

#### 1.10 Cash and cash equivalents

Cash and cash equivalents represents cash in hand and deposits held at call with banks.

#### 1.11 Financial instruments

The Parish has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instruments Issues' of FRS 102 to all of its financial instruments.

Financial instruments are recognised in the Parish's balance sheet when the Parish becomes party to the contractual provisions of the instrument.

##### **Basic financial assets**

Basic financial assets, which include debtors and cash and bank balances, are measured at transaction price including transaction costs. Financial assets are classified as receivable within one year and are not amortised.

##### **Basic financial liabilities**

Basic financial liabilities, including creditors are recognised at transaction price. Financial liabilities are classified as payable within one year and are not amortised.

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of operations from suppliers. Amounts payable are classified as current liabilities as payment is due within one year or less.

##### **Derecognition of financial liabilities**

Financial liabilities are derecognised when the Parish's contractual obligations expire or are discharged or cancelled.

#### 1.12 Taxation

The Parochial Church Council of the Ecclesiastical Parish of Burchetts Green as a charity is not liable for assessment to tax on its income and gains to the extent that they are applied to its charitable objectives.

#### 1.13 Retirement benefits

Payments to defined contribution retirement benefit schemes are charged as an expense as they fall due.

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH  
OF BURCHETTS GREEN IN DIOCESE OF OXFORD**

**NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)**

**FOR THE YEAR ENDED 31 DECEMBER 2021**

**2 Voluntary income**

	Unrestricted funds	Restricted funds	Total Unrestricted funds	Restricted funds	Total
	2021 £	2021 £	2021 £	2020 £	2020 £
Tax - efficient planned giving (excl. tax)	30,656	340	30,996	51,330	52,536
Collections of loose cash at services	6,913	-	6,913	6,506	6,506
Other individual donations	7,227	1,851	9,078	5,670	5,828
Grants	1,856	-	1,856	-	-
Tax recoverable	6,822	-	6,822	10,749	10,749
		-		-	-
	<u>53,474</u>	<u>2,191</u>	<u>55,665</u>	<u>74,255</u>	<u>75,619</u>

**3 Charitable activities**

	Unrestricted 2021 £	Restricted 2021 £	Total Unrestricted 2021 £	Restricted 2020 £	Total 2020 £
Parochial fees	15,300	-	15,300	9,828	9,828
Hurley Church Estates	10,550	-	10,550	12,456	12,456
Magazines including adverts	-	-	-	843	843
Church hall letting	7,933	-	7,933	6,072	6,072
Sundry income	8,719	229	8,948	1,707	1,892
	<u>42,502</u>	<u>229</u>	<u>42,731</u>	<u>185</u>	<u>31,091</u>

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH  
OF BURCHETTS GREEN IN DIOCESE OF OXFORD**

**NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)**

**FOR THE YEAR ENDED 31 DECEMBER 2021**

**4 Activities for generating funds**

	Unrestricted funds	Restricted funds	Total Unrestricted funds	Restricted funds	Total
	2021	2021	2021	2020	2020
	£	£	£	£	£
Social events during the year	105	-	105	90	90
200 Club	-	1,897	1,897	-	2,184
Traidcraft sales	4,698	-	4,698	1,695	1,695
	<u>4,803</u>	<u>1,897</u>	<u>6,700</u>	<u>1,785</u>	<u>3,969</u>
Other trading activities	4,803	1,897	6,700	1,785	3,969
	<u>4,803</u>	<u>1,897</u>	<u>6,700</u>	<u>1,785</u>	<u>3,969</u>

**5 Income from investments**

	Unrestricted funds	Unrestricted funds
	2021	2020
	£	£
Interest receivable	1,895	2,057
	<u>1,895</u>	<u>2,057</u>

**6 Raising funds**

	Unrestricted funds	Restricted funds	Total Unrestricted funds	Restricted funds	Total
	2021	2021	2021	2020	2020
	£	£	£	£	£
Social events during the year	-	-	-	380	380
200 Club (prizes)	-	1,019	1,019	-	1,092
L G Sunday School Cabin costs	116	-	116	-	-
Traidcraft cost of sales	3,740	-	3,740	1,323	1,323
	<u>3,856</u>	<u>1,019</u>	<u>4,875</u>	<u>1,703</u>	<u>2,795</u>
	<u>3,856</u>	<u>1,019</u>	<u>4,875</u>	<u>1,703</u>	<u>2,795</u>

# THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF BURCHETTS GREEN IN DIOCESE OF OXFORD

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2021

### 7 Charitable activities

	Unrestricted 2021 £	Restricted 2021 £	Total Unrestricted 2021 £	Restricted 2020 £	Total 2020 £
Staff costs	5,034	-	5,034	10,290	10,290
Diocesan quota	71,018	-	71,018	71,018	71,018
Church running costs	40,490	1,132	41,622	36,741	37,039
Clergy expenses	1,979	-	1,979	1,552	1,552
Training, books, sundry, subscriptions	1,420	-	1,420	68	704
Bank charges	759	-	759	194	194
Printing, stationery, postage & computer	1,866	40	1,906	4,016	4,016
Depreciation expense	1,236	5,069	6,305	1,236	6,305
Parish fees payable	4,368	-	4,368	-	-
Legal and professional fees	3,310	-	3,310	-	-
	<u>131,480</u>	<u>6,241</u>	<u>137,721</u>	<u>6,003</u>	<u>131,118</u>
Share of governance costs (see note 8)	1,800	-	1,800	-	-
	<u>133,280</u>	<u>6,241</u>	<u>139,521</u>	<u>6,003</u>	<u>131,118</u>

### 8 Support costs

	Support costs £	Governance costs £	2021 £	Support costs £	Governance costs £	2020 £
Independent examinations fees	-	1,020	1,020	-	-	-
Accountancy fees	-	780	780	-	-	-
	<u>-</u>	<u>1,800</u>	<u>1,800</u>	<u>-</u>	<u>-</u>	<u>-</u>
Analysed between Charitable activities	-	1,800	1,800	-	-	-

### 9 Trustee remuneration and expenses

6 PCC members (2020: 5) were reimbursed total expenses of £1,983 (2020: £1,074), for the year covering travel costs, cleaning and various other out-of-pocket expenses. No members of the PCC received any remuneration for their work on PCC. There were no disclosable transactions in respect of PCC members, persons closely connected with them or any other related parties.

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH  
OF BURCHETTS GREEN IN DIOCESE OF OXFORD**

**NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)  
FOR THE YEAR ENDED 31 DECEMBER 2021**

**10 Employees**

The average monthly number of employees during the year was:

	<b>2021</b>	<b>2020</b>
	<b>Number</b>	<b>Number</b>
	1	1
	<u>1</u>	<u>1</u>
<b>Employment costs</b>	<b>2021</b>	<b>2020</b>
	<b>£</b>	<b>£</b>
Wages and salaries	2,682	8,400
Other pension costs	2,352	1,890
	<u>5,034</u>	<u>10,290</u>

There were no employees whose annual remuneration was more than £60,000.

**11 Net gains/(losses) on investments**

	<b>Unrestricted</b>	<b>Unrestricted</b>
	<b>funds</b>	<b>funds</b>
	<b>2021</b>	<b>2020</b>
	<b>£</b>	<b>£</b>
Revaluation of investments	1,680	2,101
	<u>1,680</u>	<u>2,101</u>

**12 Tangible fixed assets**

	<b>Land &amp; buildings</b>	<b>Fixtures and fittings</b>	<b>Total</b>
	<b>£</b>	<b>£</b>	<b>£</b>
<b>Cost</b>			
At 1 January 2021	50,687	13,227	63,914
At 31 December 2021	<u>50,687</u>	<u>13,227</u>	<u>63,914</u>
<b>Depreciation and impairment</b>			
At 1 January 2021	5,069	4,578	9,647
Depreciation charged in the year	5,069	1,236	6,305
At 31 December 2021	<u>10,138</u>	<u>5,814</u>	<u>15,952</u>
<b>Carrying amount</b>			
At 31 December 2021	<u>40,549</u>	<u>7,413</u>	<u>47,962</u>
At 31 December 2020	<u>45,618</u>	<u>8,649</u>	<u>54,267</u>

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH  
OF BURCHETTS GREEN IN DIOCESE OF OXFORD**

**NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)  
FOR THE YEAR ENDED 31 DECEMBER 2021**

**13 Fixed asset investments**

	<b>Unlisted investments £</b>
<b>Cost or valuation</b>	
At 1 January 2021	40,726
Valuation changes	1,680
At 31 December 2021	<u>42,406</u>
<b>Carrying amount</b>	
At 31 December 2021	<u>42,406</u>
At 31 December 2020	<u>40,726</u>

	<b>Income 2021 £</b>	<b>Valuation 2021 £</b>	<b>Valuation 2020 £</b>
Investments at fair value comprise:			
COIF Charities Investment Fund	126	4,915	4,362
CBF Investment Fund	1,062	37,491	36,364
	<u>1,188</u>	<u>42,406</u>	<u>40,726</u>

**14 Stocks**

	<b>2021 £</b>	<b>2020 £</b>
Raw materials and consumables	319	551
	<u>319</u>	<u>551</u>

**15 Debtors**

	<b>2021 £</b>	<b>2020 £</b>
<b>Amounts falling due within one year:</b>		
Trade debtors	10,572	-
Sundry debtors	276	2,554
Prepayments	5,215	5,101
Accrued income - Gift Aid	4,000	9,000
	<u>20,063</u>	<u>16,655</u>

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH  
OF BURCHETTS GREEN IN DIOCESE OF OXFORD**

**NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)  
FOR THE YEAR ENDED 31 DECEMBER 2021**

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**16 Creditors: amounts falling due within one year**

	2021	2020
	£	£
Trade creditors	2,603	-
Other creditors and accruals	9,231	16,630
Deposits held	200	200
	<u>12,034</u>	<u>16,830</u>

**17 Retirement benefit schemes**

The Parish contributes to a defined contribution pension scheme for all qualifying employees. The assets of the scheme are held separately from those of the Parish in an independently administered fund.

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF BURCHETTS GREEN IN  
DIOCESE OF OXFORD**

**NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)  
FOR THE YEAR ENDED 31 DECEMBER 2021**

**18 Restricted funds**

The income funds of the charity include restricted funds comprising the following unexpended balances of donations and grants held on trust for specific purposes:

	Balance at 1 January 2020	Movement in funds			Balance at 1 January 2021	Movement in funds			Balance at 31 December 2021
		Incoming resources	Resources expended	Transfers		Incoming resources	Resources expended	Transfers	
	£	£	£	£	£	£	£	£	
Hurley - flower fund	296	-	-	3	299	-	-	2	301
Hurley - Boucault Fund	100	-	-	1	101	-	-	1	102
Hurley - historic Hurley fund	238	-	-	2	240	-	-	2	242
Hurley - fabric & organ fund	4,709	-	-	43	4,752	-	-	39	4,791
Hurley - special projects	9,868	-	-	90	9,958	-	-	81	10,039
Hurley - Pastoral Care	1,055	-	-	10	1,065	-	-	9	1,074
Littlewick - flower fund	800	243	(167)	7	883	255	(386)	7	759
Littlewick - bells fund	179	-	-	2	181	-	-	1	182
Littlewick - fabric fund	27	-	-	-	27	-	-	-	27
Littlewick - special projects	14,020	686	(398)	128	14,436	1,166	-	118	15,720
Littlewick - cabin	54,634	-	(5,411)	499	49,722	-	(5,172)	406	44,956
Stubbings - 200 Club	8,466	2,184	(11,092)	77	9,635	1,896	(1,059)	79	10,551
Stubbings - fabric & organ fund	6,628	-	-	61	6,689	-	(627)	55	6,117
Stubbings - flower fund	699	-	(27)	6	678	-	(16)	6	668
Stubbings - sound system	1,118	-	-	10	1,128	-	-	9	1,137
Stubbings - special projects	23,894	620	-	219	24,733	1,000	-	202	25,935
	<u>126,731</u>	<u>3,733</u>	<u>(17,095)</u>	<u>1,158</u>	<u>124,527</u>	<u>4,317</u>	<u>(7,260)</u>	<u>1,017</u>	<u>122,601</u>

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH  
OF BURCHETTS GREEN IN DIOCESE OF OXFORD**

**NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)**

**FOR THE YEAR ENDED 31 DECEMBER 2021**

**19 Analysis of net assets between funds**

	Unrestricted funds 2021 £	Restricted funds 2021 £	Total Unrestricted funds 2021 £	Restricted funds 2020 £	Total 2020 £
Fund balances at 31 December 2021 are represented by:					
Tangible assets	7,413	40,549	47,962	8,649	54,267
Investments	42,406	-	42,406	-	40,726
Current assets/(liabilities)	(2,166)	82,052	79,886	78,909	110,986
	<u>47,653</u>	<u>122,601</u>	<u>170,254</u>	<u>81,452</u>	<u>205,979</u>

**20 Related party transactions**

There were no disclosable related party transactions during the year (2020 - none).

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# Accounts

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**The Parochial Church Council of the Ecclesiastical Parish of Burchetts Green  
in the Diocese of Oxford**

(Charities Commission Registered No. 1137069)

**(St. Mary the Virgin - Hurley, St. James the Less - Stubbings &  
St John the Evangelist - Littlewick Green)**

**Annual Report and Accounts  
of the Parochial Church Council  
for the year ended  
31 December 2020**

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Abbreviations:

PCC      Parochial Church Council  
SOFA     Statement of Financial Activities

**The Parochial Church Council of the Ecclesiastical Parish of Burchetts Green  
in the Diocese of Oxford**

(Charities Commission Registered No. 1137069)

**Trustees' Annual Report for the year ended 31 December 2020**

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The Parochial Church Council (PCC) presents its Annual Report for the year ended 31 December 2020

**Reference and administrative information**

The PCC is a corporate body established by the Church of England. Its governing documents are the Parochial Church Council (Powers) Measure 1956 as amended and the Church Representation Rules 2006. It is a charity registered with the Charity Commission under register number 1137069. The parish is part of the Windsor and Maidenhead Deanery, which is within the Diocese of Oxford of the Church of England

The Parish office address is Burchetts Green Parish Office, The Soltau Centre, St James the Less Church, Henley Road, Stubbings, Maidenhead, Berks. SL6 6QW

The following persons have served as members (trustees) of the PCC from 1st of January 2020 until the date this report was approved, unless otherwise stated.

Incumbent	The Reverend Keith Nichols, Vicar (retired April 2020)	
Associate Minister	Revd John Ainslie # (co-opted to the PCC from 4th March 2021 until 30 June 2021. Ex officio member from 1st July 2021)	
Assistant Curate	Revd Tina Molyneux (Co-opted member)	
Vice Chair	Rosalind Bentley # (Vice Chair from April 14th, 2020, previously an elected member)	
Churchwarden	Jane Smith	Hurley
Churchwarden	Richard Moores #	Littlewick Green
Churchwarden	Jenny Robinson	Littlewick Green
Churchwarden	Mary Cooper	Stubbings
Churchwarden	Sue Harrington-Hill #	Stubbings
Deanery Synod Representative	Tom Dobinson # **	
Deanery Synod Representative	Teresa Kennard, LLM (until 18th October 2020)	
Deanery Synod Representative	Elaine Mordaunt (until 18th October 2020)	
Elected Member	Fiona Fieldhouse	
Elected Member	Joleen Newton	
Elected Member	Hazel O'Connor (until 25th July 2021)	
Elected Member	Sally Gray (until 18th October 2020)	
Elected Member	Tim Bowler (from 18th October 2020)	
Elected Member	John Johnston (from 18th October 2020 until 25 July 2021)	
Elected Member	Maria Quantrill (from 18th October 2020)	
Elected Member	Richard Curry (from 25th July 2021)	

# identifies current member of the Standing Committee. \*\* identifies acting Treasurer

**Principal advisers:**

Bankers:	Lloyds TSB, 45 High Street, Maidenhead, Berkshire
Independent Examiner:	Colin C Evans, 25 Clarefield Drive, Maidenhead, Berkshire.

**Structure, governance and management**

PCC members are recruited in a number of ways. The clergy, churchwardens and the treasurer are members by virtue of their office. Deanery Synod representatives are elected by the annual parochial church meeting (APCM) and hold office for three years. Other members of the PCC are elected annually at the APCM.

New PCC members are given assistance by the churchwardens and other PCC members to enable them to carry out their role effectively.

The PCC makes all decisions corporately except that the Standing Committee has delegated powers to make decisions between PCC meetings subject to keeping the PCC informed as fully as necessary.

The PCC is responsible for all parish finance, its management and control, including the appointment of a treasurer. Members of the PCC are responsible for keeping accounting records, which disclose with reasonable accuracy the financial position of the PCC and which enable them to ascertain the financial position of the PCC and ensure that the financial statements comply with the Church (Accounts and Reports) Regulations 2008, the Charities Act 2011, the Statement of Recommended Practice by Charities SORP (FRS102), the PCC (Powers) Measure 1956, the Church Representation Rules, and the Church Accounting Regulations 2006. The PCC is also responsible for safeguarding the charity's assets and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities. The PCC is also required to ensure that the financial statements are examined by an independent examiner or auditor prior to presentation to the Annual Parochial Church Meeting.

# The Parochial Church Council of the Ecclesiastical Parish of Burchetts Green in the Diocese of Oxford

(Charities Commission Registered No. 1137069)

## Trustees' Annual Report for the year ended 31 December 2020

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In preparing the financial statements, the PCC are required to:

- \* Select suitable accounting policies and then apply them consistently.
- \* Make judgements and estimates that are reasonable and prudent.
- \* Follow applicable accounting standards and statements of recommended practice, subject to any material departures disclosed and explained in the financial statements.
- \* Prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will remain in operation.

The PCC's insurers reviewed all the PCC's properties during 2015 and the PCC are satisfied that adequate insurance cover is in place.

### Objectives, activities, achievements and performance

The objectives of the PCC are defined by the Parochial Church Council (Powers) Measure 1956 as 'to co-operate with the minister in promoting in the parish the whole mission of the Church, pastoral, evangelistic, social and ecumenical'. The PCC is committed to enabling as many people as possible to worship at our churches and to become part of the parish community. The PCC regularly reviews the worship throughout the parish and considers how services can involve the many groups that live within the parish. When planning our activities for the year, the incumbent and the PCC have considered the Charity Commission's guidance on public benefit and, in particular, the specific guidance on charities for the advancement of religion. We try to enable ordinary people to live out their faith as part of our parish community through:

- the provision of regular public worship that is open to all.
- the provision of sacred space for personal prayer and contemplation
- the provision of pastoral work including the visiting of the sick, the elderly and the bereaved.
- teaching the Christian faith through sermons, informal groups, children's meetings and links with local schools.
- the promotion of the Christian faith through various events for the elderly, parents and toddlers and other special needs groups organised by the PCC and through the distribution of the parish magazine and through the website.
- the support of other charities involved in Christian outreach and development.

During the year the P.C.C. began looking in detail at its pattern of worship services with a view to making changes aimed at growing congregations and improving accessibility for families with children. For further details of our activities during the year please consult the APCM Report booklet which can be obtained from the Parish Office.

### Financial review

The result for the year has been an overall net outgoing of resources of £21,177 (2019 net incoming £55,331), before revaluation of investments. The 2019 comparative figure is £50,687 higher than was reported last year as the PCC decided to capitalise the Littlewick Green Cabin as explained in note 2 to the accounts. There was a deficit of £18,973 on the general fund, (2019: deficit £6,412), and a deficit on the restricted funds of £2,204, (2019: surplus £61,743). The restrictions on gatherings in churches and halls as a result of the pandemic caused significant falls in most income streams with collections down 41%, parochial fees down 48%, Hall lettings down 64% and income from social events down 98%. The one positive on the income side was that planned giving rose 20% as some regular givers brought their 2021 giving into 2020 to help our cash flow. Although income was down significantly, costs only reduced 10%. The largest individual cost was the Parish Share which we were able to pay in full.

Following receipt of the invoice dated 17th March 2020, from Turners Plumbing and Heating, covering the plumbing works to the cabin, and once the funds had been transferred, we learnt that the invoice was false and that a scam had taken place. This was reported to the Action Fraud and to the Oxford Diocese. We settled with Turners and paid a further £1,600 representing 50% of the debt including some of their legal costs.

The PCC's reserves policy is to maintain between six and twelve months unrestricted income in unrestricted funds to allow for cashflow variations throughout the year and as a contingency for unexpected repair bills that can be large.

Approved by the PCC and signed on its behalf by:



Mrs Rosalind Bentley, Lay Chairperson

Date: 27 October 2021

**The Parochial Church Council of the Ecclesiastical Parish of Burchetts Green in the Diocese of Oxford**  
(Charities Commission Registered No. 1137069)

**Independent Examiner's Report for the year ended 31 December 2020**

This report on the accounts of the PCC for the year ended 31 December 2020, which are set out on pages 4 to 10, is in respect of an examination carried out in accordance with section 145 of the Charities Act 2011 ('the Act') and the Church Accounting Regulations 2006 ('the Regulations').

**Respective responsibilities of the PCC and the Examiner**

Members of the PCC are responsible for the preparation of the accounts. The PCC consider that an audit is not required for this year under section 144 of the Charities Act 2011 ("the Charities Act") and that an independent examination is needed. It is my responsibility to :- examine the accounts under section 145 of the Charities Act, to follow the procedures laid down in the General Directions given by the Charity Commission (under section 145(5)(b) of the Charities Act, and to state whether particular matters have come to my attention.

**Basis of Independent Examiner's statement**

My examination was carried out in accordance with General Directions given by the Charity Commission. That examination includes a review of the accounting records kept by the PCC and a comparison of the accounts presented with those records. It also includes considering any unusual items or disclosures in the accounts and seeking explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required by an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair' view and the report is limited to those matters set out in the statement below.

**Independent Examiner's statement**

In connection with my examination, no matter has come to my attention:

(1) which gives me reasonable cause to believe that in, any material respect, the requirements:

- to keep accounting records in accordance with section 130 of the Charities Act; and
  - to prepare accounts which accord with the accounting records and comply with the requirements of the Charities Act
- have not been met; or

(2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



Colin C Evans BA FCA  
Chartered Accountant  
25 Clarefield Drive  
Maidenhead  
Berkshire  
SL6 5DW

Date : 27 October 2021

**Trustees' Annual Report for the year ended 31 December 2020****Statement of financial activities**

<b>2019</b>		Notes	Unrestricted funds £	Restricted funds £	Total £
£					
	<b>Income &amp; Endowments</b>				
138,573	Voluntary income	<b>3a</b>	74,255	1,364	75,619
9,416	Activities for generating funds	<b>3b</b>	1,785	2,184	3,969
3,928	Income from investments	<b>3c</b>	2,057	-	2,057
52,930	Income from church activities	<b>3d</b>	30,906	185	31,091
<u>204,847</u>	<i>Total incoming resources</i>		<u>109,003</u>	<u>3,733</u>	<u>112,736</u>
	<b>Expenditure</b>				
145,845	Church Activities	<b>4a</b>	125,115	6,003	131,118
3,671	Raising funds	<b>4b</b>	1,703	1,092	2,795
<u>149,516</u>	<i>Total resources expended</i>		<u>126,818</u>	<u>7,095</u>	<u>133,913</u>
55,331	<i>Net incoming/(outgoing) resources before transfers</i>		(17,815)	(3,362)	(21,177)
-	<b>Gross transfers between funds</b>	<b>12</b>	(1,158)	1,158	-
<u>55,331</u>	<i>Net incoming/(outgoing) resources before other recognised gains/(losses)</i>		<u>(18,973)</u>	<u>(2,204)</u>	<u>(21,177)</u>
	<b>Other recognised gains/(losses)</b>				
6,531	Gains/(losses) on investment assets	<b>8</b>	2,101	-	2,101
<u>61,862</u>	<i>Net movement in funds</i>		<u>(16,872)</u>	<u>(2,204)</u>	<u>(19,076)</u>
163,193	<i>Total funds brought forward</i>		98,324	126,731	225,055
<u>225,055</u>	<i>Total funds carried forward</i>		<u>81,452</u>	<u>124,527</u>	<u>205,979</u>

**The Parochial Church Council of the Ecclesiastical Parish of Burchetts Green  
in the Diocese of Oxford**

(Charities Commission Registered No. 1137069)

**Trustees' Annual Report for the year ended 31 December 2020**

**Balance sheet as at 31 December 2020**

2019 £		Notes	Unrestricted/ Designated funds £	Restricted funds £	Total £
<b>Fixed assets</b>					
50,687	Tangible assets	7	8,649	45,618	54,267
38,625	Investments	8	40,726	-	40,726
<u>89,312</u>	<b>Total fixed assets</b>		<u>49,375</u>	<u>45,618</u>	<u>94,993</u>
<b>Current assets</b>					
24,891	Debtors and prepayments	9	16,655	-	16,655
492	Stock	10	551	-	551
165,892	Cash at bank and in hand		31,701	78,909	110,610
<u>191,275</u>	<b>Total current assets</b>		<u>48,907</u>	<u>78,909</u>	<u>127,816</u>
<b>Current liabilities</b>					
	Creditors and accruals: amounts falling due within one year				
55,532		11	16,830	-	16,830
<u>135,743</u>	<b>Net current assets</b>		<u>32,077</u>	<u>78,909</u>	<u>110,986</u>
-	<b>Non Current assets</b>		-	-	-
<u>225,055</u>	<b>Net assets</b>		<u>81,452</u>	<u>124,527</u>	<u>205,979</u>
<b>Funds of the parish</b>					
<b>Unrestricted funds</b>					
98,324	General fund	12	81,452		81,452
-	Designated fund	12	-	-	-
<u>98,324</u>			<u>81,452</u>	<u>-</u>	<u>81,452</u>
126,731	<b>Restricted funds</b>	12	-	124,527	124,527
<u>225,055</u>	<b>Total funds of the parish</b>		<u>81,452</u>	<u>124,527</u>	<u>205,979</u>

Approved by the Parochial Church Council on 27 October 2021

and signed on its behalf by:



Lay Chairperson  
Mrs Rosalind Bentley



Acting Treasurer  
Mr T Dobinson

# The Parochial Church Council of the Ecclesiastical Parish of Burchetts Green in the Diocese of Oxford

(Charities Commission Registered No. 1137069)

## Trustees' Annual Report for the year ended 31 December 2020

### Notes to the accounts

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#### 1 Basis of preparation

The financial statements have been prepared in accordance with the Church (Accounts and Reports) Regulations 2008, the Charities Act 2011, and the Statement of Recommended Practice by Charities SORP(FRS102), as well as The PCC (Powers) Measure 1956, The Church Representation Rules, and The Church Accounting Regulations 2006.

The accounts are drawn up under the historical cost convention as modified by the inclusion of investment assets at market value. The accounts include all transactions, assets and liabilities for which the PCC is responsible in law. These accounts do not include the accounts of church groups that owe their main affiliation to another body nor those that are informal gatherings of church members.

Although the total income of the PCC is below £250,000 the PCC has decided to present accounts on the accruals basis.

#### 2 Accounting policies

##### Funds

Unrestricted funds are general funds available for the general objectives of the church.

Designated funds are unrestricted funds that have been set aside by the PCC for particular purposes.

Restricted funds can only be used for the purposes for which they have been given, within the objectives of the church. The cost of raising and administering such funds are charged against those specific funds. Details of each fund is given in Note 12.

##### Incoming resources

All incoming resources are included in the SOFA when the church becomes legally entitled to the income and when the amount can be quantified with reasonable certainty.

Collections are recognised when received by or on behalf of the PCC. Planned giving is recognised only when received. Grants and legacies are recognised as soon as the PCC becomes aware of its legal entitlement and the amount due is quantifiable with reasonable certainty.

Income tax recoverable on gift aid donations is accounted for when the gift is received, not when the tax refund is received.

When incoming resources have related expenditure (as with fundraising income) the incoming resources and the related resources expended are accounted for gross in the SOFA.

Gifts in kind are accounted for at a reasonable estimate of their value to the church or the amount actually realised. Gifts in kind for use by the church are included in the SOFA as incoming resources when receivable.

Rental income from letting the Church Hall is accounted for when it falls due.

Dividends and interest are accounted for when receivable and include any recoverable tax.

Realised gains are accounted for on assets held for the church's own use are taken into account at the time of sale.

##### Resources expended

Expenditure is included on an accruals basis and is recognised when there is a legal or constructive obligation to pay for goods or services.

All costs have been directly attributed to the various categories within the SOFA.

Any general support costs have been allocated across activity cost categories on a basis consistent with the use of resources based on an allocation of actual costs.

As the church is not registered for VAT, all expenditure is shown inclusive of VAT.

Governance costs include the cost of the preparation of the annual accounts, the cost of PCC meetings and the legal cost of advice on governance or constitutional matters.

Grants and charitable giving are accounted for when paid over or when awarded, if the award creates a binding obligation on the PCC, provided that there are no conditions to be met relating to the grant which remain in the control of the church.

Parish Share is accounted for when paid except that any Parish Share unpaid at the end of the financial year is provided for in the accounts as a constructive obligation, although not a liability, and is included in the balance sheet as a liability.

##### Fixed assets

All capital expenditure in excess of £5,000 for a single item or a group of similar items, is capitalised. Depreciation is charged on a straight-line basis, based on the estimated useful life of the asset. Depreciation is charged when the asset becomes available for use and a full year of depreciation is charged in the first year.

In 2020 the PCC reviewed the fully depreciated fixed assets that had previously been reported on the balance sheet and decided that it would be better to only report those assets still in use. This is reflected in note 7 which shows the disposal of £23,917 of fully depreciated assets.

In 2021 the PCC decided to capitalise the Littlewick Green Cabin which had previously been expensed in the 2019 Accounts. The impact of this in 2019 is that the expenditure for raising funds in 2019 has been reduced by £50,687 and a corresponding amount has been added to fixed assets. No depreciation was charged for 2019 as the Cabin was not ready for use until 2020. The Cabin was completed in 2020 and a full year of depreciation (£5,069) has been charged to the 2020 accounts, based on an estimated useful life of 10 years.

In 2020 a new Sound System was purchased in Hurley. A full year of depreciation has been charged to the 2020 accounts, based on an estimated useful life of 8 years.

##### Investments

Investments are shown on 31 December at market value.

Both realised and unrealised gains are shown under 'other recognised gains/(losses)' section of the SOFA.

**The Parochial Church Council of the Ecclesiastical Parish of Burchetts Green in the Diocese of Oxford**

(Charities Commission Registered No. 1137069)

**Trustees' Annual Report for the year ended 31 December 2020**

**Notes to the accounts**

2019	<b>3 Income &amp; Endowments</b>	2020		
Total funds £		Unrestricted £	Restricted £	Total funds £
	<b>3a Voluntary income</b>			
	Recurring income:			
43,262	Tax - efficient planned giving (excl. tax)	51,330	1,206	52,536
11,039	Collections of loose cash at services	6,506	-	6,506
16,012	Other individual donations	5,670	158	5,828
1,067	Grants	-	-	-
11,982	Tax recoverable	10,749	-	10,749
83,362		74,255	1,364	75,619
	Non-recurring income:			
-	Legacies	-	-	-
55,211	Grant from LG Sunday School Trust for Cabin	-	-	-
-	Special appeals	-	-	-
138,573		74,255	1,364	75,619
	<b>3b Activities for generating funds</b>			
3,805	Social events during the year	90	-	90
2,374	200 Club	-	2,184	2,184
1,114	Hurley cream teas	-	-	-
2,123	Traidcraft sales	1,695	-	1,695
9,416		1,785	2,184	3,969
	<b>3c Income from Investments</b>			
3,928	Bank interest and dividends	2,057	-	2,057
3,928		2,057	-	2,057
	<b>3d Income from Church Activities</b>			
18,866	Parochial fees	9,828	-	9,828
13,843	Hurley Church Estates	12,456	-	12,456
2,278	Magazines including adverts	843	-	843
17,080	Church hall letting	6,072	-	6,072
550	Insurance claims	-	-	-
313	Sundry income	1,707	185	1,892
52,930		30,906	185	31,091
<b>204,847</b>	<b>Total Incoming Resources</b>	<b>109,003</b>	<b>3,733</b>	<b>112,736</b>

The Parochial Church Council of the Ecclesiastical Parish of Burchetts Green in the Diocese of Oxford  
(Charities Commission Registered No. 1137069)

Trustees' Annual Report for the year ended 31 December 2020

Notes to the accounts

2019		2020		
Total funds	4 Expenditure	Unrestricted	Restricted	Total funds
£		£	£	£
	<b>4a Church Activities</b>			
69,286	Diocesan quota	71,018	-	71,018
55,634	Church running costs	37,977	5,367	43,344
2,443	Clergy expenses	1,552	-	1,552
10,341	Salary & social security costs	10,290	-	10,290
3,250	Charitable donations	-	-	-
821	Training, books, sundry, subscriptions	68	636	704
211	Bank charges	194	-	194
3,859	Printing, stationery, postage & computer	4,016	-	4,016
-	Equipment expenses	-	-	-
-	Uninsured damage	-	-	-
<b>145,845</b>		<b>125,115</b>	<b>6,003</b>	<b>131,118</b>
	<b>4b Raising Funds</b>			
325	Social events during the year	380	-	380
1,197	200 Club (prizes)	-	1,092	1,092
1,572	Traidcraft cost of sales	1,323	-	1,323
577	L G Sunday School Cabin costs	-	-	-
<b>3,671</b>		<b>1,703</b>	<b>1,092</b>	<b>2,795</b>
<b>149,516</b>	<b>Total Resources Expended</b>	<b>126,818</b>	<b>7,095</b>	<b>133,913</b>

**5 Staff costs**

	2,020	2,019
	£	£
Wages and salaries	8,400	8,451
Contribution to staff pension fund	1,890	1,890
Employers National Insurance	-	-
	<b>10,290</b>	<b>10,341</b>

**6 Trustee remuneration and expenses**

5 PCC members (2019: 9) were reimbursed total expenses of £1,074 (2019: £4,594), for the year covering travel costs, cleaning and various other out-of-pocket expenses. No members of the PCC received any remuneration for their work on the PCC. There were no other disclosable transactions in respect of PCC members, persons closely connected with them or other related parties.

**7 Tangible fixed assets**

	Land & Buildings	Fixtures fittings & equipment	Total
	£	£	£
<b>Cost or valuation</b>			
At 1 January 2020	50,687	27,259	77,946
Additions	-	9,885	9,885
Disposals	-	(23,917)	(23,917)
At 31 December 2020	<b>50,687</b>	<b>13,227</b>	<b>63,914</b>
<b>Depreciation</b>			
At 1 January 2020	-	(27,259)	(27,259)
Charge for year	(5,069)	(1,236)	(6,305)
Accumulated depreciation on disposals	-	23,917	23,917
At 31 December 2020	<b>(5,069)</b>	<b>(4,578)</b>	<b>(9,647)</b>
<b>Net book value</b>			
At 1 January 2020	50,687	-	50,687
At 31 December 2020	<b>45,618</b>	<b>8,649</b>	<b>54,267</b>

The Parochial Church Council of the Ecclesiastical Parish of Burchetts Green in the Diocese of Oxford

(Charities Commission Registered No. 1137069)

Trustees' Annual Report for the year ended 31 December 2020

Notes to the accounts

8 Investment assets

Fixed asset investments

	£
Carrying (market) value on 1 January 2020	38,625
Add additions at cost/value	-
Less disposals at carrying value	-
Net gain/(loss) on revaluation	2,101
Carrying (market) value on 31 December 2020	<u>40,726</u>

Analysis of investments

	Income Y/e 31.12.20 £	Value as at 31.12.20 £
COIF Charities Investment Fund	124	4,362
CBF Investment Fund	1,019	36,364
	<u>1,143</u>	<u>40,726</u>

Material investment holdings

There are no material investment holdings.

9 Debtors and prepayments

	Amounts falling due within one year	
	2020	2019
	£	£
Prepayments	5,101	5,037
Sundry debtors	2,554	10,604
Accrued income - tax refund due	9,000	9,250
	<u>16,655</u>	<u>24,891</u>

No amounts were due in more than one year.

10 Stock

	2020	2019
	£	£
Stock of Traidcraft products for sale	<u>551</u>	<u>492</u>

11 Creditors and accruals

	2020 Unrestricted	2020 Restricted	Amounts falling due within one year	
			2020	2019
			£	£
Charitable giving	-	-	-	2,500
Deposits held	200	-	200	100
Other creditors & accruals	16,630	-	16,630	52,932
	<u>16,830</u>	<u>-</u>	<u>16,830</u>	<u>55,532</u>

No amounts were due after more than one year.

The Parochial Church Council of the Ecclesiastical Parish of Burchetts Green in the Diocese of  
Oxford

(Charities Commission Registered No. 1137069)

Trustees' Annual Report for the year ended 31 December 2020

Notes to the accounts

12 Summary of Fund Movements

	01.01.20	Income	(Expenditure)	Invest- ment Gains	Transfers		31.12.20
					Interest	Other	
	£	£	£	£	£	£	£
General Fund	98,324	96,547	(114,362)	2,101	(1,158)		81,452
Hurley Church Estates Fund (designated)	-	12,456	(12,456)				-
<b>Total Unrestricted Funds</b>	<b>98,324</b>	<b>109,003</b>	<b>(126,818)</b>	<b>2,101</b>	<b>(1,158)</b>	<b>-</b>	<b>81,452</b>
Hurley - flower fund	296				3		299
Hurley - Boucicault grave fund	100				1		101
Hurley - historic Hurley fund	238				2		240
Hurley - fabric & organ fund	4,709				43		4,752
Hurley - Special Projects	9,868				90		9,958
Hurley - Pastoral Care	1,055				10		1,065
Littlewick - flower fund	800	243	(167)		7		883
Littlewick - bells fund	179				2		181
Littlewick - fabric fund	26				-		26
Littlewick - Special Projects	14,020	686	(398)		128		14,436
Littlewick - Cabin	54,634		(5,411)		499		49,722
Stubbings - 200 Club	8,466	2,184	(1,092)		77		9,635
Stubbings - fabric & organ fund	6,628				61		6,689
Stubbings - flower fund	699		(27)		6		678
Stubbings - Sound system	1,118				10		1,128
Stubbings - Special Projects	23,894	620			219		24,733
<b>Total Restricted Funds</b>	<b>126,731</b>	<b>3,733</b>	<b>(7,095)</b>	<b>-</b>	<b>1,158</b>	<b>-</b>	<b>124,527</b>
<b>Total All Funds</b>	<b>225,055</b>	<b>112,736</b>	<b>(133,913)</b>	<b>2,101</b>	<b>-</b>	<b>-</b>	<b>205,979</b>

13 Other commitments

None