

# THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST THOMAS, BRAMPTON, CHESTERFIELD.

England & Wales · Charity number 1138026

## Details

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**Other names** ST THOMAS' PCC, BRAMPTON

**Status** Registered

**Legal form** Other

**Registered** 2010-09-15

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

## Contact

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**Address** St. Thomas Church  
Chatsworth Road  
Chesterfield  
S40 3AW

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**Website** [www.stthomasbrampton.com](http://www.stthomasbrampton.com)

## Activities

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

**Activities:** Activities to advance the Christian faith

## Classification

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

## Geography

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

## Finances

| Period end | Income   | Expenditure | Assets | Employees |
|------------|----------|-------------|--------|-----------|
| 2024-12-31 | £384,256 | £215,221    | -      | -         |
| 2023-12-31 | £200,110 | £208,335    | -      | -         |
| 2022-12-31 | £225,885 | £200,410    | -      | -         |
| 2021-12-31 | £235,028 | £239,747    | -      | -         |
| 2020-12-31 | £229,400 | £243,465    | -      | -         |

## Trustees

| Name                       | Role  | Appointed  |
|----------------------------|-------|------------|
| Rev Gary James Weston      | Chair | 2022-04-04 |
| Andrew Smith               |       | 2024-04-28 |
| Anthony David Harry Witham |       | 2022-03-27 |
| Ben Widdowson              |       | 2017-04-02 |
| Carla Marie JACKSON        |       | 2022-03-27 |
| Charlotte Baldwin          |       | 2024-04-28 |
| Dr Rosemary Welch          |       | 2026-04-26 |
| Ingrid Louisa Raby         |       | 2022-03-27 |
| Joel Botham                |       | 2023-05-17 |
| KAREN DIANA RILEY LL.B     |       |            |
| Millie GUTHRIE             |       | 2017-04-02 |
| Sophie Heaton              |       | 2024-04-28 |

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# Accounts

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**2024 Annual Report and Accounts  
for the Parochial Church Council of  
Brampton St Thomas and St Mark.**

Registered Charity Number: 1138026

## **Introduction**

In this document, the Parochial Church Council (PCC) presents its annual report with the financial statements for the year ended 31 December 2024. The PCC is an unincorporated charity registered with the Charity Commission (charity number 1138026).

## **Aim and Purposes**

St Thomas and St Mark Parochial Church Council (PCC) has the responsibility of cooperating with the incumbent, in promoting in the ecclesiastical parish, the whole mission of the Church, pastoral, evangelistic, social and ecumenical. The PCC is also specifically responsible for the maintenance of the Church building and the St Thomas' Church Centre in conjunction with STB (Chesterfield) Ltd (STB) as laid out in the management agreement between the PCC and STB.

From the April 2024 the Parish of Brampton St Thomas and St Mark was formed through a Church of England Pastoral Measure which came into effect on 1 April 2024 with Brampton St Mark designated as a Chapel of Ease. STB (Chesterfield) Ltd currently oversee the building of St Mark on behalf of the PCC.

## **Objectives and Activities**

The PCC is committed to enabling as many people as possible to worship in our Parish and to become part of our church community. The PCC, alongside the incumbent, maintains an overview of worship in the parish. Our services and worship reflect who we are as the gathered people of God, as we look to put faith into practice.

When planning our activities for the year, we have considered the Charity Commission's guidance on public benefit and, specifically, the supplementary guidance on charities for the advancement of religion. In particular, we try to enable ordinary people to live out their faith as part of our parish community through:

- Worship and prayer; learning about the Gospel; and developing their knowledge and trust in Jesus.
- Provision of pastoral care for people living in the parish.
- Missionary and outreach work.

To enable this work it is important that we maintain the fabric of St Thomas' Church, the Church Centre. And St Mark's Church.

## **Achievements and Performance**

### ***Worship and prayer***

We continue to offer a range of services on Sunday's and over the course of the year that our community find both beneficial and spiritually fulfilling. Our current regular

pattern is of three services most Sunday's, a traditional liturgically based service at 9:15am and a more contemporary and less formal service at 10:45am which includes specific groups for children and a smaller informal gathering at 6pm. We also hold a monthly mid-week service of Morning Prayer at St Mark's and in September 2024 began holding a mid week said Communion Service at St Thomas.

In addition to these we hold a number of one-off services at Easter, for Remembrance Sunday and at Christmas, which are attended in greater numbers by those in our community, in 2024 we held some new events in the community during the month of December which were received well.

Over the last year we have seen an increase in numbers of those who are part of St Thomas' with 27 new people joining over the year, this has resulted in a small increase average weekly Sunday attendance.

As well as our regular services, we enable our community to celebrate and thank God at the milestones of the journey through life. Through baptisms and dedications we thank God for the gift of life, in marriage public vows are exchanged with God's blessing and through funeral services friends and family express their grief and give thanks for the life which is now complete in this world and to commend the person into God's keeping.

We have celebrated 11 baptisms, 4 dedications, 1 wedding and held 26 funerals in the year.

### ***Electoral Roll***

The Parish Electoral Roll, stands at 158. We are required to prepare a new Electoral Roll for APCM in April 2025 and therefore expect the number on the roll to change.

### ***Church groups & activities***

Throughout the year we have run several regular activities. A number of these are focused on families and those under 18 and include Tots' Time, Kids' Club and a Family Café all of which have seen growth over the year.

We also hold one off activities through the year, which this year have included a Fun Day, a Light Trail as an alternative for Halloween, as well as a number of community events held in the centre.

We also hold regular groups which connect with adults in the Church and across our community. Our Knit & Natter group meets weekly in the Church Centre and our Men's Football group plays weekly at the local sports centre. Thom's Blokes is a group for men that meets monthly for talks, outings and social gatherings and Thom's Golden Folks meets twice a month for talks and social gatherings or a meal.

A number of Church House Groups have also continued to meet through the year for bible study, prayer and support.

### ***Mission and evangelism***

Mission and evangelism are significant parts of our calling as a Church. We encourage every member of the Church to live in a way which demonstrates God's love for those they meet on a daily basis. Alongside this we hold a number of events throughout the year which focus on sharing the good news of Jesus, these include our Christmas and Easter services as well as one off events such as the Pancake Party held in February.

We continue to support local, national and international organisations who demonstrate the love of God to people either in word or action. The PCC continues to follow the biblical ethos of tithing with 10% of St Thomas' unrestricted donations being transferred into the World Mission Fund each year. The distribution of this fund is administered by the Mission Support Committee.

During 2024 our main partnerships were with Tearfund, Open Doors, New Wine, Home For Good, Hope House and the Gates Arts Group.

The main beneficiaries, with donations of £1,000 or more, during 2024 were:

- Gates Art Group
- Hope House
- New Wine
- Open Doors
- Tearfund

Our parish magazine, Ploughshare, is published six times a year and is available on the Church website. Subscribers can also pay a small fee to receive a hard copy.

### ***St Thomas' Church Centre***

Our Centre continues to be a vital part of our mission and ministry with many of our church ministries using the building to hold activities on a weekly basis. The Centre is also used widely by a variety of community groups and organisations.

The Coffee Shop continues to remain a popular meeting place for those within the community, with many regulars who appreciate the warm welcome they receive. It is also well used by many of our Church members using the Coffee Bar as a place to connect with family and friends.

The Centre is managed by STB (Chesterfield) Ltd, a subsidiary company of the PCC, and is overseen by a Board of Directors who are Mark Hoare, Phil Bird, Alex Quinton, Ingrid Raby and Gary Weston with Beth Robson-Smith and Becky Botham also attending meetings. We thank them for all the hard work and dedication they put into the Centre and its running. We are also grateful to all the staff, volunteers and paid, who work hard to make the centre run smoothly.

Over the past 12 months the Centre Staff and volunteers have worked hard to hold several well received events such as the Advent Market. It has provided a fantastic space for many of our church groups.

In terms of the finances, the accountants are currently working on the year end accounts and will be updated during March 2025. However the Board members are aware that the next few years will be challenging for the Centre due to the impact of the rise in minimum wage.

### ***Pastoral care and community support***

Some members of our parish are unable to attend church due to sickness or age. We have a pastoral team who either make contact with or visit those who we are aware need pastoral care. Throughout 2024 we have regularly visited Chatsworth Lodge to take communion service. Revd Ian Aldersley (PTO) has also regularly visited both Chatsworth Lodge and Brookholme Care Home to support their residence.

We also continued to support Chesterfield Foodbank and St Thomas' Baby Basics Fund, which is part of the Baby Basics UK initiative, a project that supports vulnerable new mothers by providing a free Moses basket starter pack and other essential items to mothers/families who are struggling to meet the financial and practical burden of looking after a new baby. This fund works on a referral basis from local health and social care professionals.

Our thanks go to Charlotte Baldwin and the wider team for all the work they have put into Baby Basics over the year.

### ***Volunteers***

We would like to thank all the volunteers who work so hard in our Church and Centre from those that take on practical tasks from maintenance, washing up or cleaning as well as those who serve on the many teams that enable our worship on a Sunday, our under 18's ministry or the many groups that meet on a regular basis. Church works best when each of us contribute to its life and ministry and we are hugely grateful to everyone who gives up their valuable time to be involved.

### ***Deanery Synod***

Two Deanery Synod representatives sit on the PCC. This provides the PCC with an important link between the parish and the wider structures of the Church and the Diocese. The Reverend Daniel Cooke continues to serve as our Area Dean and has conducted a visit to the Parish during 2024 on behalf of the Archdeacon.

## **Financial Review**

The financial statements show that total income exceeded expenditure by £183,370 in 2024 (2023 £8,225 deficit). Excluding a one-off large legacy of £160,962 there would have been a surplus from normal activities of £22,408. Where possible, expenditure was made from designated and restricted funds to maintain our unrestricted reserves.

£183,744 was spent from unrestricted funds during 2024 (2023 £177,113) to provide the ministry of the parish. The two most significant categories of expenditure are our contribution to the Derby Diocesan Common Fund, which largely provides the stipends and housing for the clergy, and staff costs.

STB (Chesterfield) Ltd has continued to run the Centre and associated Coffee Bar. During the year it has followed the principal, as far as possible, of making a third of the space in the Centre available to St Thomas' Church, and two thirds available for Community and Commercial lettings. The year end accounts are due by the end of April 2025 and indications are that accounts will balance this year.

## **Reserves Policy**

It is PCC policy to try to maintain a balance of free reserves to cover at least three months' planned expenditure. It is held to smooth out fluctuations in cash flows and to help cover emergencies. The PCC defines free reserves as unrestricted net current assets excluding any amounts owed by subsidiary companies since this money is not considered to be readily available.

Based on the approved 2025 expenditure budget, the amount required to meet the reserves policy is £44,226. The balance of the free reserves at 31 December 2024 stands at £189,341 (2023 £25,743). This is significantly above the PCC's target level and is due entirely to the large legacy receivable by the church of £160,962. Without this legacy the free reserves would have been £28,379 which would have been below the PCC's target level. The legacy gives the PCC the ability to raise free reserves to meet the target of covering three months planned expenditure and to designate the rest for future development projects.

In addition, at 31 December 2024, a total cash balance of £88,597 was held in designated and restricted funds to meet the costs of development, repairs and maintenance of St Thomas' (£30,000 designated and £38,341 restricted) and the Centre (£20,256).

## **Structure Governance and Management**

The PCC is a corporate body established by the Church of England and operates under the Parochial Church Council (Powers) Measure 1956. The PCC is a registered charity and all members of the PCC are charity trustees.

The method of appointment of PCC members is set out in the Church Representation Rules. PCC members can either be ex-officio through their role or elected. All members of our congregations who are on the electoral rolls of the churches are able to vote and stand for election to the PCC.

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

There are a number of committees in church, each dealing with a particular aspect of parish life, and all are responsible to the PCC.

The PCC met 6 times during the year for scheduled meetings.

Along with their regular review of finances, policies and the order of the buildings and grounds, the PCC has had a strong focus on how we can be more effective missionally as well continuing to look at Discipleship and Community.

## **Administrative Information**

### ***Full name of the PCC***

The Parochial Church Council of the Ecclesiastical Parish of St Thomas, Brampton,  
Chesterfield

### ***Principal and correspondence address***

St Thomas' Church  
Church Office  
Chatsworth Road  
Brampton  
Chesterfield  
S40 3AW

### ***Charity registration number***

1138026

### ***General contact***

|                  |                           |
|------------------|---------------------------|
| Mrs Becky Botham | Parish Operations Manager |
|------------------|---------------------------|

### ***Independent examiner***

Paul Davis CPFA  
Avocado Accounting  
6 Lilac Grove  
Heath  
Chesterfield  
Derbyshire  
S44 5QZ

## **Membership of the PCC** *(see note 1 below)*

### ***Clerks in Holy Orders (beneficed or licensed to the Parish)*** *(see note 2 below)*

|                         |            |
|-------------------------|------------|
| Reverend Gary Weston    | Ex-officio |
| Reverend Josie Chamings | Ex-officio |

### ***Churchwardens*** *(members of the PCC by virtue of rules M15(1)(e) and M15(1)(g))* *(Parish Wardens elected annually, see note 3 below)*

|                |               |
|----------------|---------------|
| Millie Guthrie | Parish Warden |
| Tony Witham    | Parish Warden |

**Elected Diocesan Synod Members**

|             |                                  |
|-------------|----------------------------------|
| Joel Botham | 2024– 2027 (elected 3 July 2024) |
| Karen Riley | 2024– 2027 (elected 3 July 2024) |

**Elected Deanery Synod Members**

|               |                                   |
|---------------|-----------------------------------|
| Jenny Smedley | 2024–2026 (elected 28 April 2024) |
| Karen Riley   | 2023–2026                         |

**Ordinary Elected Members**

*(a maximum of fourteen members by virtue of rule M15(8)(c))*

|                   |                                   |
|-------------------|-----------------------------------|
| Mark Hoare        | 2022–2025                         |
| Carla Jackson     | 2022–2025                         |
| Ingrid Raby       | 2022–2025                         |
| Elizabeth Travis  | 2023–2025                         |
| Paul Benson       | 2023–2026                         |
| Ben Widdowson     | 2023–2026                         |
| Sue Ward          | 2023–2026                         |
| Claire Wood       | 2023–2026                         |
| Charlotte Baldwin | 2024–2027 (elected 28 April 2024) |
| Sophie Heaton     | 2024–2027 (elected 28 April 2024) |
| Andy Smith        | 2024–2027 (elected 28 April 2024) |

**Co-opted in her capacity as Parish Operations Manager & Safeguarding Officer**

Becky Botham (non-voting)

**PCC Secretary**

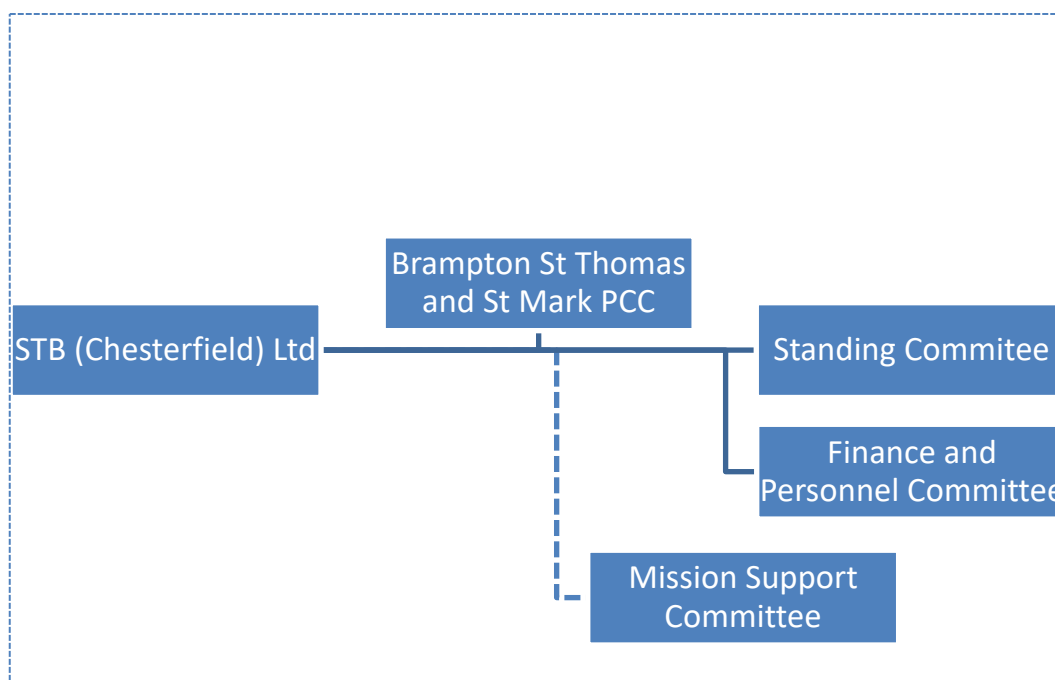
Sue Wheeler (non-voting) (until 1 July 2024)

Pete Raby (non-voting) (From 1 July 2024)

**Notes:**

1. All membership rules are in accordance with the Church Representation Rules 2020.
2. Churchwardens measure 2001 – provision 3, “Disqualification after six periods of office”. A meeting of parishioners (2009) resolved that this section shall not apply in this parish. This resolution may be revoked by a subsequent meeting of the parishioners.

## Organisation Structure



## Committees

### ***Standing Committee***

Chair: Reverend Gary Weston

Members: Millie Guthrie, Tony Witham, Ben Widdowson, Karen Riley and Carla Jackson and the PCC Secretary (to take minutes).

The committee is empowered to transact the business of the PCC between PCC meetings subject to any directions given by the PCC.

### ***Finance and Personnel sub-committee***

Chair: Reverend Gary Weston

Members: *Ben Widdowson, Paul Willis (until December 2024), Tony Witham, Claire Wood, Paul Benson* and the PCC Secretary (to take minutes).

To manage the parish accounts and to advise the PCC on all matters relating to the financial activities of the churches. To advise the PCC on all matters relating to employment issues, including, but not limited to, recruitment, development, terms & conditions and discipline.

### ***Mission Support Committee***

Chair: Reverend Gary Weston

Members: Charlotte Baldwin, Robin Dawson, Angela Wright.

To encourage, support, promote and manage St Thomas' support of the church's world mission partners and to seek ways to help St Thomas' engage in world and home mission.

## **Directors of subsidiary companies**

**STB (Chesterfield) Ltd** (Company Number 08146516)

Phil Bird

Mark Hoare

Alex Quinton

Ingrid Raby

Reverend Gary Weston

The Trustees' Annual Report was approved by the Parochial Church Council at its meeting on 3 March 2025 and signed on its behalf by Reverend Gary Weston.

# **Independent Examiner's Report**

## **To the members of the PCC of Brampton St Thomas and St Mark**

I report to the PCC members on my examination of the financial statements of the PCC for the year ended 31 December 2024 as set out in the pages of this report.

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

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

It is my responsibility to:

- Examine the accounts under section 145 of the Act;
- Follow the procedures laid down in the General Directions given by the Charity Commissioners section 145(5)(b) of the Act; and
- State whether particular matters have come to my attention

### **Basis of Independent Examiner's Statement**

My examination was carried out in accordance with the General Directions given by the Charity Commission.

An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from the management committee concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in a full audit, and consequently I do not express an audit opinion on the accounts

### **Independent Examiner's Statement**

In connection with my examination, no matters have come to my attention:

1. which give me reasonable cause to believe that in any material respect the requirements
  - to keep accounting records in accordance with section 130 of the Act; or
  - to prepare accounts which accord with these accounting records have not been met; and comply with the requirements of the Charities Act
2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



Paul Davis CPFA  
avocado accounting

**Date: 28/02/2025**

## Brampton St Thomas and St Mark

### STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 DECEMBER 2024

| Note                                            | Unrestricted<br>Funds<br>£ | Designated<br>Funds<br>£ | Restricted<br>Funds<br>£ | Total 2024<br>£ | Total 2023<br>£ |
|-------------------------------------------------|----------------------------|--------------------------|--------------------------|-----------------|-----------------|
| <b>INCOME</b>                                   |                            |                          |                          |                 |                 |
| Voluntary income 2a                             | 341,919                    | 2,826                    | 12,056                   | <b>356,801</b>  | 180,122         |
| Activities for generating funds 2b              | 782                        | 5,300                    | 274                      | <b>6,356</b>    | 1,885           |
| Income from church activities 2c                | 20,701                     | -                        | 60                       | <b>20,761</b>   | 18,103          |
| Investment income                               | -                          | 338                      | -                        | <b>338</b>      | -               |
| <b>TOTAL INCOME</b>                             | <b>363,402</b>             | <b>8,464</b>             | <b>12,390</b>            | <b>384,256</b>  | 200,110         |
| <b>EXPENDITURE</b>                              |                            |                          |                          |                 |                 |
| Missionary & charitable giving 3a               | 1,026                      | 12,750                   | -                        | <b>13,776</b>   | 17,765          |
| Church activities 3b                            | 183,744                    | 5,767                    | 11,934                   | <b>201,445</b>  | 190,570         |
| <b>TOTAL EXPENDITURE</b>                        | <b>184,770</b>             | <b>18,517</b>            | <b>11,934</b>            | <b>215,221</b>  | 208,335         |
| <b>Net Income / (Expenditure)</b>               | <b>178,632</b>             | <b>(10,053)</b>          | <b>456</b>               | <b>169,035</b>  | (8,225)         |
| Merger of St. Marks Church at Net Book Value 12 | -                          | 14,335                   | -                        | <b>14,335</b>   | (1)             |
| <b>Net Income/Expenditure after merger</b>      | <b>178,632</b>             | <b>4,282</b>             | <b>456</b>               | <b>183,370</b>  | (8,226)         |
| <b>Transfer between funds</b> 6                 | (13,850)                   | 14,545                   | (695)                    | -               | -               |
| <b>NET MOVEMENT IN FUNDS</b>                    | <b>164,782</b>             | <b>18,827</b>            | <b>(239)</b>             | <b>183,370</b>  | (8,226)         |
| <b>Total funds brought forward</b> 10           | 25,743                     | 48,391                   | 74,944                   | 149,078         | 157,304         |
| <b>Total funds carried forward</b>              | <b>190,525</b>             | <b>67,218</b>            | <b>74,705</b>            | <b>332,448</b>  | 149,078         |

# ST THOMAS' BRAMPTON BALANCE SHEET AS AT 31 DECEMBER 2024

|                                                  | Note  | 2024<br>£      | 2023<br>£ |
|--------------------------------------------------|-------|----------------|-----------|
| <b>Fixed Assets:</b>                             |       |                |           |
| Tangible fixed assets                            | 7a    | 12,609         | 19,044    |
| Investments in wholly-owned subsidiary companies | 7b    | 1              | 1         |
| <b>Total fixed assets</b>                        |       | <b>12,610</b>  | 19,045    |
| <b>Current Assets:</b>                           |       |                |           |
| Debtors                                          | 8     | 167,995        | 4,848     |
| Short term deposits                              |       | 10,188         | 10,188    |
| Cash at bank and in hand                         |       | 148,852        | 124,377   |
| <b>Total current assets</b>                      |       | <b>327,035</b> | 139,413   |
| <b>Current Liabilities:</b>                      |       |                |           |
| Amounts falling due within one year              | 9     | (7,197)        | (9,380)   |
| <b>Net Current Assets</b>                        |       | <b>319,838</b> | 130,033   |
| <b>Total Assets less Current Liabilities</b>     |       | <b>332,448</b> | 149,078   |
| Amounts falling due after one year               |       | -              | -         |
| <b>Net Assets</b>                                |       | <b>332,448</b> | 149,078   |
| <b>Funds:</b>                                    |       |                |           |
| Unrestricted                                     | 10    | 190,525        | 25,743    |
| Designated                                       | 10,11 | 67,218         | 48,391    |
| Restricted                                       | 10,11 | 74,705         | 74,944    |
| <b>Total</b>                                     |       | <b>332,448</b> | 149,078   |

Approved by the Parochial Church Council on 3 March 2025 and signed on its behalf by Reverend Gary Weston.

The notes on pages 15 to 23 form part of these financial statements.

## **ST THOMAS' BRAMPTON**

### **Notes to the financial statements for the year ended 31 December 2024**

#### **1: Accounting Policies**

The PCC is a public benefit entity within the meaning of Financial Reporting Standard 102. The financial statements have been prepared under the Charities Act 2011 and in accordance with the Church Accounting Regulations 2006 governing the individual accounts of PCCs, and with the Regulations' "true and fair" provisions, together with applicable accounting standards and the Statement of Recommended Practice, Accounting and Reporting by Charities (SORP(FRS102)). The financial statements have been prepared under the historical cost convention and on a going concern basis as, in the view of the PCC members, the PCC will be able to meet its debts as they fall due over a period of at least 12 months from the date of the signing of these financial statements.

#### **Basis of preparation**

The aggregate gross income of the PCC and its wholly-owned subsidiary company, STB (Chesterfield) Ltd, is less than £1 million. The PCC has therefore taken advantage of the exception relating to the requirement to prepare group accounts provided in the Charities Act 2011 and SI 2008/629.

These financial statements include all transactions, assets and liabilities for which the PCC is responsible in law. They do not include the accounts of Church groups that owe their main affiliation to another body or those that are informal gatherings of Church members.

#### **Assets**

##### **Consecrated and benefice property**

In so far as consecrated and benefice property of any kind is excluded from the statutory definition of 'charity' by Section 10(2) (a) and (c) of the Charities Act 2011, such assets are not capitalised in these financial statements.

In simpler terms, these financial statements only include property that is owned by the PCC.

Clergy housing is owned by Derby Diocese and is capitalised in their financial statements. The freehold of the Church buildings, the churchyards and St Thomas' Church centre vests in the incumbent (who is the temporary custodian), rather than the PCC, so their values are not included in these accounts. However, it is the responsibility of the PCC to maintain these properties and any expenditure on maintenance is written off as incurred.

##### **Moveable church furnishings**

Moveable church furnishings held by the incumbent (the holder of the Church of England parochial charge or benefice) and Churchwardens on special trust for the PCC,

and which require a faculty for disposal, are accounted for as inalienable property unless consecrated. In this case, the items are not capitalised, but they are listed in the Church's inventory which can be inspected at any reasonable time. All expenditure incurred on these items at any time has been written off.

### **Tangible fixed assets for use by the charity**

These items are capitalised if they can be used for more than one year, and cost at least £500. They are valued at cost or else, for gifts in kind, at a reasonable estimate of their open market value on receipt.

Depreciation is calculated to write off the capitalised cost of other fixed assets, less their currently anticipated residual fair value, over their estimated useful lives as follows:

- Fixtures and fittings      20 years
- Computers / technology   3 years

Depreciation on fixed assets of £7,652 has been charged in these financial statements (2023 £3,809).

### **Investments**

The shares held by the PCC in its wholly-owned subsidiary companies are shown at their nominal value.

### **Short term deposits**

These are cash deposits held at the Chesterfield and North Derbyshire Credit Union.

### **Funds**

#### **Unrestricted funds**

These represent the funds of the PCC that are not subject to any restrictions regarding their use and are available for application on the general purposes of the PCC. Funds designated for a particular purpose by the PCC are also unrestricted. particular purpose by the PCC are also unrestricted.

#### **Restricted funds**

These are income funds that must be spent on restricted purposes and details of the funds held are shown in the notes to the accounts.

### **Income**

#### **Voluntary donations**

Gift Aid donations, other planned giving, gifts on plate and sundry donations are recognised when received by or on behalf of the PCC.

Income tax recoverable on Gift Aid donations is recognised when the income is received. Legacies to the PCC are accounted for as soon as the PCC is notified of its legal entitlement, the amount is quantifiable and its ultimate receipt by the PCC is reasonably certain.

**2a: Voluntary income**

|                      | Unrestricted<br>Funds<br>£ | Designated<br>Funds<br>£ | Restricted<br>Funds<br>£ | Total<br>Funds<br>2024<br>£ | Total Funds<br>2023<br>£ |
|----------------------|----------------------------|--------------------------|--------------------------|-----------------------------|--------------------------|
| Planned giving       | 140,639                    | 686                      | 11,041                   | <b>152,366</b>              | 143,054                  |
| Sundry donations     | 974                        | -                        | 202                      | <b>1,176</b>                | 48                       |
| Open plate donations | 5,017                      | 2,140                    | 34                       | <b>7,191</b>                | 2,783                    |
| Tax recoverable      | 34,327                     | -                        | (21)                     | <b>34,306</b>               | 29,407                   |
| Grant                | -                          | -                        | 800                      | <b>800</b>                  | 4,830                    |
| Legacies             | 160,962                    | -                        | -                        | -                           | -                        |
| <b>TOTAL</b>         | <b>341,919</b>             | <b>2,826</b>             | <b>12,056</b>            | <b>356,801</b>              | 180,122                  |

Restricted grant income of £800 was received during the year, being £800 for the work of Baby Basics (2023 £3,000 for the work of Baby Basics, £1,030 for the incremental cost of providing Warm Spaces and £800 for a replacement piano). An unrestricted legacy of £160,962 was receivable in the year (2023 £nil).

**2b: Activities for generating funds**

|                     | Unrestricted<br>Funds<br>£ | Designated<br>Funds<br>£ | Restricted<br>Funds<br>£ | Total<br>Funds<br>2024 | Total Funds<br>2023<br>£ |
|---------------------|----------------------------|--------------------------|--------------------------|------------------------|--------------------------|
| Fund raising events | 312                        | -                        | 274                      | 586                    | 565                      |
| Letting of rooms    | 470                        | 5,300                    | -                        | <b>5,770</b>           | 1,320                    |
| <b>TOTAL</b>        | <b>782</b>                 | <b>5,300</b>             | <b>274</b>               | <b>6,356</b>           | 1,885                    |

**2c: Income from Church activities**

|                                           | Unrestricted<br>Funds<br>£ | Designated<br>Funds<br>£ | Restricted<br>Funds<br>£ | Total<br>Funds<br>2024<br>£ | Total Funds<br>2023<br>£ |
|-------------------------------------------|----------------------------|--------------------------|--------------------------|-----------------------------|--------------------------|
| Fees for weddings /funerals               | 5,151                      | -                        | -                        | <b>5,151</b>                | 3,422                    |
| Book and magazine sales                   | 236                        | -                        | 60                       | <b>296</b>                  | 287                      |
| Income from other church group activities | 15,314                     | -                        | -                        | <b>15,314</b>               | 14,394                   |

|              |               |          |           |               |        |
|--------------|---------------|----------|-----------|---------------|--------|
| <b>TOTAL</b> | <b>20,701</b> | <b>-</b> | <b>60</b> | <b>20,761</b> | 18,103 |
|--------------|---------------|----------|-----------|---------------|--------|

### 3a: Missionary and charitable giving

|                                         | <b>Unrestricted<br/>Funds<br/>£</b> | <b>Designated<br/>Funds<br/>£</b> | <b>Restricted<br/>Funds<br/>£</b> | <b>Total<br/>Funds<br/>2024<br/>£</b> | <b>Total Funds<br/>2023<br/>£</b> |
|-----------------------------------------|-------------------------------------|-----------------------------------|-----------------------------------|---------------------------------------|-----------------------------------|
| Overseas missionary societies:          |                                     |                                   |                                   |                                       |                                   |
| Open Doors                              | -                                   | 1,500                             | -                                 | <b>1,500</b>                          | 850                               |
| - CSW                                   | -                                   | -                                 | -                                 | -                                     | 1,525                             |
| - CMS                                   | -                                   | -                                 | -                                 | -                                     | 1,645                             |
| Overseas relief / development agencies: |                                     |                                   |                                   |                                       |                                   |
| - Tearfund                              | -                                   | 3,000                             | -                                 | <b>3,000</b>                          | 3,478                             |
| Other overseas giving                   | -                                   | 250                               | -                                 | <b>250</b>                            | 500                               |
| Home missions and others:               |                                     |                                   |                                   |                                       |                                   |
| - Gates Arts Group                      | -                                   | 1,500                             | -                                 | <b>1,500</b>                          | 1,100                             |
| - Hope House                            | 50                                  | 2,000                             | -                                 | <b>2,050</b>                          | 1,500                             |
| - New Wine                              | -                                   | 1,500                             | -                                 | <b>1,500</b>                          | 850                               |
| - Home for Good                         | -                                   | 1,500                             | -                                 | <b>1,500</b>                          | 850                               |
| - Embers                                | -                                   | 500                               | -                                 | <b>500</b>                            | 250                               |
| - North Derbyshire<br>Refugee Support   | -                                   | 500                               | -                                 | <b>500</b>                            | 250                               |
| - CVM                                   | -                                   | -                                 | -                                 | -                                     | 2,375                             |
| - Other home giving                     | 976                                 | 500                               | -                                 | <b>1,476</b>                          | 4,032                             |
| <b>TOTAL</b>                            | <b>1,026</b>                        | <b>12,750</b>                     | <b>-</b>                          | <b>13,776</b>                         | 17,765                            |

### 3b: Expenditure on Church activities

|                       | <b>Unrestricted<br/>Funds<br/>£</b> | <b>Designated<br/>Funds<br/>£</b> | <b>Restricted<br/>Funds<br/>£</b> | <b>Total<br/>Funds<br/>2024<br/>£</b> | <b>Total Funds<br/>2023<br/>£</b> |
|-----------------------|-------------------------------------|-----------------------------------|-----------------------------------|---------------------------------------|-----------------------------------|
| Common Fund           | 65,475                              | -                                 | -                                 | <b>65,475</b>                         | 65,475                            |
| Ministry expenses     | 6,751                               | -                                 | 803                               | <b>7,554</b>                          | 4,215                             |
| Children / Youth work | 33,744                              | -                                 | -                                 | <b>33,744</b>                         | 32,787                            |

|                                               |                |              |               |                |         |
|-----------------------------------------------|----------------|--------------|---------------|----------------|---------|
| Cost of running other Church group activities | 13,968         | -            | -             | <b>13,968</b>  | 14,541  |
| Parish training & mission                     | 170            | -            | 2,798         | <b>2,968</b>   | 3,170   |
| Church running expenses                       | 20,633         | 5,134        | -             | <b>25,767</b>  | 22,931  |
| Church maintenance                            | 950            | 114          | -             | <b>1,064</b>   | 2,184   |
| Upkeep of services                            | 4,751          | 72           | 7,645         | <b>12,468</b>  | 9,222   |
| Upkeep of churchyard                          | 4,062          | 316          | -             | <b>4,378</b>   | 4,892   |
| Church administration                         | 32,598         | 131          | -             | <b>32,729</b>  | 29,327  |
| Parish magazine / books                       | 354            | -            | -             | <b>354</b>     | 403     |
| Upkeep of Church centre                       | 288            | -            | 688           | <b>976</b>     | 1,423   |
| <b>TOTAL</b>                                  | <b>183,744</b> | <b>5,767</b> | <b>11,934</b> | <b>201,445</b> | 190,570 |

Included in the costs of Church administration is the fee of £350 (2023 £1,350) payable to the PCC's Independent Examiner for the examination of the financial statements.

#### 4: Staff costs

The PCC employs a number of people to support the ministry and administration of the parish. Details of the costs of these employees is shown below. The PCC also pays for the services of a Church cleaner and a gardener.

The PCC does not pay the salaries of the clergy directly but pays towards these costs through the contribution to the Common Fund.

|                             | <b>2024</b>   | <b>£</b>      | <b>2023</b>   | <b>£</b>      |
|-----------------------------|---------------|---------------|---------------|---------------|
| Wages and salaries          |               | 55,785        |               | 52,111        |
| Pension costs               |               | 1,479         |               | 1,775         |
| <b>TOTAL</b>                |               | <b>57,264</b> |               | <b>53,886</b> |
|                             | <b>Number</b> |               | <b>Number</b> |               |
| Average number of employees |               | 3             |               | 3             |

During the year the PCC employed individuals in the following roles, with all employment contracts being part-time with the exception of the 0-18 Director:

- Parish Operations Manager

- Parish Administration Assistant
- 0-18 Director

No employee was paid in excess of £60,000 in either year.

Relief from £4,169 of employer's national insurance contributions was provided under the HMRC Employment Allowance Scheme (2023 £3,613).

## 5: Related party transactions

Brams Landscapes, a business owned by the husband of Mrs Jenny Smedley who is a member of the PCC, was paid £3,600 for the maintenance of the churchyard at St Thomas' (2023 £2,900).

No payments or expenses were paid to any other PCC member, persons closely connected or related parties.

## 6: Analysis of transfer between funds

In line with the biblical ethos of tithing, the PCC has maintained its tradition of transferring 10% of the amount received by St Thomas' from unrestricted giving to the Mission Support designated fund for missionary and charitable giving during the following year. Having considered its reserves position at 31 December 2024, the PCC has not transferred the associated Gift Aid on the tithe for 2024. Other transfers were made from restricted funds to unrestricted funds covering costs borne by the latter £25 Baby Basics and £670 Children's works transferred to the respective restricted funds

|                                  | <b>Unrestricted<br/>Funds<br/>£</b> | <b>Designated<br/>Funds<br/>£</b> | <b>Restricted<br/>Funds<br/>£</b> | <b>Total<br/>£</b> |
|----------------------------------|-------------------------------------|-----------------------------------|-----------------------------------|--------------------|
| Missionary and charitable giving | (14,545)                            | 14,545                            | -                                 | -                  |
| Baby Basics                      | 25                                  | -                                 | (25)                              | -                  |
| Children's work                  | 670                                 | -                                 | (670)                             | -                  |
| <b>TOTAL</b>                     | <b>(13,850)</b>                     | <b>14,545</b>                     | <b>(695)</b>                      | <b>-</b>           |

## 7a: Tangible fixed assets – church equipment

|                     | <b>Sound technology<br/>£</b> |
|---------------------|-------------------------------|
| Cost                |                               |
| At 1 January 2024   | 22,853                        |
| Additions at cost   | 1,217                         |
| At 31 December 2024 | <b>24,070</b>                 |
|                     |                               |

|                     |               |
|---------------------|---------------|
| Depreciation        |               |
| At 1 January 2024   | 3,809         |
| Charge for the year | 7,652         |
| At 31 December 2024 | <b>11,461</b> |
|                     |               |
| Net book value      |               |
| At 31 December 2024 | <b>12,609</b> |
| At 31 December 2023 | 19,044        |

A new sound / visual system was purchased for the Church in July 2023. The cost of this fixed asset will be depreciated over 3 years. In 2024 further additions were made with an electric drum kit and outdoor PA system.

### 7b: Investments

|                                             | <b>2024</b> | <b>2023</b> |
|---------------------------------------------|-------------|-------------|
| STB (Chesterfield) Ltd – one ordinary share | 1           | 1           |
| <b>TOTAL</b>                                | <b>1</b>    | <b>1</b>    |

STB (Chesterfield) Ltd is the company that runs the St Thomas' coffee shop and manages room bookings on behalf of the PCC.

### 8: Debtors

|                        | <b>2024<br/>£</b> | <b>2023<br/>£</b> |
|------------------------|-------------------|-------------------|
| Income tax recoverable | 1,946             | 582               |
| Other debtors          | 161,053           | -                 |
| Prepayments            | 4,996             | 4,266             |
| <b>TOTAL</b>           | <b>167,995</b>    | <b>4,848</b>      |

### 9: Liabilities

|          | <b>2024<br/>£</b> | <b>2023<br/>£</b> |
|----------|-------------------|-------------------|
| Accruals | 5,434             | 6,984             |

|                                  |              |              |
|----------------------------------|--------------|--------------|
| Creditors for goods and services | 1,763        | 2,396        |
| <b>TOTAL</b>                     | <b>7,197</b> | <b>9,380</b> |

## 10: Analysis of net assets by fund

|                       | <b>Unrestricted<br/>Funds<br/>£</b> | <b>Designated<br/>Funds<br/>£</b> | <b>Restricted<br/>Funds<br/>£</b> | <b>Total<br/>Funds<br/>2024<br/>£</b> | <b>Total Funds<br/>2023<br/>£</b> |
|-----------------------|-------------------------------------|-----------------------------------|-----------------------------------|---------------------------------------|-----------------------------------|
| Fixed assets          | 1,184                               | -                                 | 11,426                            | <b>12,610</b>                         | 19,045                            |
| Current assets        | 195,922                             | 67,332                            | 63,781                            | <b>327,035</b>                        | 139,413                           |
| Current liabilities   | (6,581)                             | (114)                             | (502)                             | <b>(7,197)</b>                        | (9,380)                           |
| Long term liabilities | -                                   | -                                 | -                                 | -                                     | -                                 |
| <b>TOTAL</b>          | <b>190,525</b>                      | <b>67,218</b>                     | <b>74,705</b>                     | <b>332,448</b>                        | 149,078                           |

## 11: Fund details

### Unrestricted funds

These comprise the general funds of the Church and include the nominal value of its investments in a subsidiary company.

### Designated funds

These are funds set aside from the general funds by the PCC for a specific purpose. During 2024 there were three funds designated by the PCC.

The Mission Support Fund, previously known as the World Mission Fund, is used to hold and administer the 10% of St Thomas' unrestricted income from donors set aside by the PCC for its own missionary and charitable donations.

The Maintenance Fund was created by the PCC in 2023 to hold money set aside to cover the costs of undertaking required repairs and maintenance to the Church premises, including items identified in the 2023 Quinquennial Report.

In 2024 following the merger of St. Thomas, Brampton and St. Marks, Brampton the PCC created a designated fund for the St. Marks income, expenditure and net assets in order to keep track of the costs of St. Mark's post merger.

|                                 | <b>Balance 1<br/>January<br/>£</b> | <b>Merged<br/>Assets</b> | <b>Incoming<br/>resources<sup>1</sup><br/>£</b> | <b>Resources used</b> | <b>Balance 31<br/>December<br/>£</b> |
|---------------------------------|------------------------------------|--------------------------|-------------------------------------------------|-----------------------|--------------------------------------|
| St Thomas' Mission Support Fund | 18,391                             | -                        | 14,545                                          | (12,000)              | <b>20,936</b>                        |
| St Thomas' Maintenance Fund     | 30,000                             | -                        | -                                               | -                     | <b>30,000</b>                        |
| St Mark's, Brampton             | -                                  | 14,335                   | 8,464                                           | (6,517)               | <b>16,282</b>                        |

|  |               |               |               |                 |               |
|--|---------------|---------------|---------------|-----------------|---------------|
|  | <b>48,391</b> | <b>14,335</b> | <b>23,009</b> | <b>(18,517)</b> | <b>67,218</b> |
|--|---------------|---------------|---------------|-----------------|---------------|

1. For amounts transferred from unrestricted funds, see note 6 for details.

### Restricted funds

These hold monies given, collected or donated for a specific purpose and the value of any fixed assets purchased with those monies.

|                                    | <b>Balance 1<br/>January<br/>£</b> | <b>Incoming<br/>resources<br/>£</b> | <b>Resources<br/>used<br/>£</b> | <b>Balance 31<br/>December<br/>£</b> |
|------------------------------------|------------------------------------|-------------------------------------|---------------------------------|--------------------------------------|
| <b>St Thomas' Restricted Funds</b> |                                    |                                     |                                 |                                      |
| Church Centre Fund                 | 20,704                             | 240                                 | (688)                           | <b>20,256</b>                        |
| Development Fund                   | 37,809                             | 8,150                               | (7,618)                         | <b>38,341</b>                        |
| Children's Work Fund               | 20                                 | 1,850                               | (1,473)                         | <b>397</b>                           |
| Organ Fund                         | 1,070                              | 20                                  | -                               | <b>1,090</b>                         |
| Sound Fund                         | 850                                | -                                   | (27)                            | <b>823</b>                           |
| Community Fund                     | 773                                | 150                                 | (127)                           | <b>796</b>                           |
| Intern Fund                        | 11,131                             | -                                   | -                               | <b>11,131</b>                        |
| Baby Basics Fund                   | 2,350                              | 2,063                               | (2,779)                         | <b>1,634</b>                         |
| Missional Activity Fund            | 237                                | -                                   | -                               | <b>237</b>                           |
| <b>Total</b>                       | <b>74,944</b>                      | <b>12,473</b>                       | <b>(12,712)</b>                 | <b>74,705</b>                        |

## **12: Merger of St. Mark's, Brampton with St. Thomas, Brampton**

On the 27th March 2024, the Church Commissioners agreed to a union of Benefices and Parishes between St. Thomas, Brampton and St. Mark, Brampton effective on 1st April 2024. According to the documentation, the new parish name is the "Parish of Brampton St. Thomas and St. Mark" and the new Benefice name is the "Benefice of Brampton St. Thomas and St. Mark". The accounts of St. Mark, Brampton have been merged into these 2024 accounts at the operational date of 1st April 2024 at a Net Book Value of £14,335.



**2024 Annual Report and Accounts  
for the Parochial Church Council of  
Brampton St Thomas and St Mark.**

Registered Charity Number: 1138026

## **Introduction**

In this document, the Parochial Church Council (PCC) presents its annual report with the financial statements for the year ended 31 December 2024. The PCC is an unincorporated charity registered with the Charity Commission (charity number 1138026).

## **Aim and Purposes**

St Thomas and St Mark Parochial Church Council (PCC) has the responsibility of cooperating with the incumbent, in promoting in the ecclesiastical parish, the whole mission of the Church, pastoral, evangelistic, social and ecumenical. The PCC is also specifically responsible for the maintenance of the Church building and the St Thomas' Church Centre in conjunction with STB (Chesterfield) Ltd (STB) as laid out in the management agreement between the PCC and STB.

From the April 2024 the Parish of Brampton St Thomas and St Mark was formed through a Church of England Pastoral Measure which came into effect on 1 April 2024 with Brampton St Mark designated as a Chapel of Ease. STB (Chesterfield) Ltd currently oversee the building of St Mark on behalf of the PCC.

## **Objectives and Activities**

The PCC is committed to enabling as many people as possible to worship in our Parish and to become part of our church community. The PCC, alongside the incumbent, maintains an overview of worship in the parish. Our services and worship reflect who we are as the gathered people of God, as we look to put faith into practice.

When planning our activities for the year, we have considered the Charity Commission's guidance on public benefit and, specifically, the supplementary guidance on charities for the advancement of religion. In particular, we try to enable ordinary people to live out their faith as part of our parish community through:

- Worship and prayer; learning about the Gospel; and developing their knowledge and trust in Jesus.
- Provision of pastoral care for people living in the parish.
- Missionary and outreach work.

To enable this work it is important that we maintain the fabric of St Thomas' Church, the Church Centre. And St Mark's Church.

## **Achievements and Performance**

### ***Worship and prayer***

We continue to offer a range of services on Sunday's and over the course of the year that our community find both beneficial and spiritually fulfilling. Our current regular

pattern is of three services most Sunday's, a traditional liturgically based service at 9:15am and a more contemporary and less formal service at 10:45am which includes specific groups for children and a smaller informal gathering at 6pm. We also hold a monthly mid-week service of Morning Prayer at St Mark's and in September 2024 began holding a mid week said Communion Service at St Thomas.

In addition to these we hold a number of one-off services at Easter, for Remembrance Sunday and at Christmas, which are attended in greater numbers by those in our community, in 2024 we held some new events in the community during the month of December which were received well.

Over the last year we have seen an increase in numbers of those who are part of St Thomas' with 27 new people joining over the year, this has resulted in a small increase average weekly Sunday attendance.

As well as our regular services, we enable our community to celebrate and thank God at the milestones of the journey through life. Through baptisms and dedications we thank God for the gift of life, in marriage public vows are exchanged with God's blessing and through funeral services friends and family express their grief and give thanks for the life which is now complete in this world and to commend the person into God's keeping.

We have celebrated 11 baptisms, 4 dedications, 1 wedding and held 26 funerals in the year.

### ***Electoral Roll***

The Parish Electoral Roll, stands at 158. We are required to prepare a new Electoral Roll for APCM in April 2025 and therefore expect the number on the roll to change.

### ***Church groups & activities***

Throughout the year we have run several regular activities. A number of these are focused on families and those under 18 and include Tots' Time, Kids' Club and a Family Café all of which have seen growth over the year.

We also hold one off activities through the year, which this year have included a Fun Day, a Light Trail as an alternative for Halloween, as well as a number of community events held in the centre.

We also hold regular groups which connect with adults in the Church and across our community. Our Knit & Natter group meets weekly in the Church Centre and our Men's Football group plays weekly at the local sports centre. Thom's Blokes is a group for men that meets monthly for talks, outings and social gatherings and Thom's Golden Folks meets twice a month for talks and social gatherings or a meal.

A number of Church House Groups have also continued to meet through the year for bible study, prayer and support.

### ***Mission and evangelism***

Mission and evangelism are significant parts of our calling as a Church. We encourage every member of the Church to live in a way which demonstrates God's love for those they meet on a daily basis. Alongside this we hold a number of events throughout the year which focus on sharing the good news of Jesus, these include our Christmas and Easter services as well as one off events such as the Pancake Party held in February.

We continue to support local, national and international organisations who demonstrate the love of God to people either in word or action. The PCC continues to follow the biblical ethos of tithing with 10% of St Thomas' unrestricted donations being transferred into the World Mission Fund each year. The distribution of this fund is administered by the Mission Support Committee.

During 2024 our main partnerships were with Tearfund, Open Doors, New Wine, Home For Good, Hope House and the Gates Arts Group.

The main beneficiaries, with donations of £1,000 or more, during 2024 were:

- Gates Art Group
- Hope House
- New Wine
- Open Doors
- Tearfund

Our parish magazine, Ploughshare, is published six times a year and is available on the Church website. Subscribers can also pay a small fee to receive a hard copy.

### ***St Thomas' Church Centre***

Our Centre continues to be a vital part of our mission and ministry with many of our church ministries using the building to hold activities on a weekly basis. The Centre is also used widely by a variety of community groups and organisations.

The Coffee Shop continues to remain a popular meeting place for those within the community, with many regulars who appreciate the warm welcome they receive. It is also well used by many of our Church members using the Coffee Bar as a place to connect with family and friends.

The Centre is managed by STB (Chesterfield) Ltd, a subsidiary company of the PCC, and is overseen by a Board of Directors who are Mark Hoare, Phil Bird, Alex Quinton, Ingrid Raby and Gary Weston with Beth Robson-Smith and Becky Botham also attending meetings. We thank them for all the hard work and dedication they put into the Centre and its running. We are also grateful to all the staff, volunteers and paid, who work hard to make the centre run smoothly.

Over the past 12 months the Centre Staff and volunteers have worked hard to hold several well received events such as the Advent Market. It has provided a fantastic space for many of our church groups.

In terms of the finances, the accountants are currently working on the year end accounts and will be updated during March 2025. However the Board members are aware that the next few years will be challenging for the Centre due to the impact of the rise in minimum wage.

### ***Pastoral care and community support***

Some members of our parish are unable to attend church due to sickness or age. We have a pastoral team who either make contact with or visit those who we are aware need pastoral care. Throughout 2024 we have regularly visited Chatsworth Lodge to take communion service. Revd Ian Aldersley (PTO) has also regularly visited both Chatsworth Lodge and Brookholme Care Home to support their residence.

We also continued to support Chesterfield Foodbank and St Thomas' Baby Basics Fund, which is part of the Baby Basics UK initiative, a project that supports vulnerable new mothers by providing a free Moses basket starter pack and other essential items to mothers/families who are struggling to meet the financial and practical burden of looking after a new baby. This fund works on a referral basis from local health and social care professionals.

Our thanks go to Charlotte Baldwin and the wider team for all the work they have put into Baby Basics over the year.

### ***Volunteers***

We would like to thank all the volunteers who work so hard in our Church and Centre from those that take on practical tasks from maintenance, washing up or cleaning as well as those who serve on the many teams that enable our worship on a Sunday, our under 18's ministry or the many groups that meet on a regular basis. Church works best when each of us contribute to its life and ministry and we are hugely grateful to everyone who gives up their valuable time to be involved.

### ***Deanery Synod***

Two Deanery Synod representatives sit on the PCC. This provides the PCC with an important link between the parish and the wider structures of the Church and the Diocese. The Reverend Daniel Cooke continues to serve as our Area Dean and has conducted a visit to the Parish during 2024 on behalf of the Archdeacon.

## **Financial Review**

The financial statements show that total income exceeded expenditure by £183,370 in 2024 (2023 £8,225 deficit). Excluding a one-off large legacy of £160,962 there would have been a surplus from normal activities of £22,408. Where possible, expenditure was made from designated and restricted funds to maintain our unrestricted reserves.

£183,744 was spent from unrestricted funds during 2024 (2023 £177,113) to provide the ministry of the parish. The two most significant categories of expenditure are our contribution to the Derby Diocesan Common Fund, which largely provides the stipends and housing for the clergy, and staff costs.

STB (Chesterfield) Ltd has continued to run the Centre and associated Coffee Bar. During the year it has followed the principal, as far as possible, of making a third of the space in the Centre available to St Thomas' Church, and two thirds available for Community and Commercial lettings. The year end accounts are due by the end of April 2025 and indications are that accounts will balance this year.

## **Reserves Policy**

It is PCC policy to try to maintain a balance of free reserves to cover at least three months' planned expenditure. It is held to smooth out fluctuations in cash flows and to help cover emergencies. The PCC defines free reserves as unrestricted net current assets excluding any amounts owed by subsidiary companies since this money is not considered to be readily available.

Based on the approved 2025 expenditure budget, the amount required to meet the reserves policy is £44,226. The balance of the free reserves at 31 December 2024 stands at £189,341 (2023 £25,743). This is significantly above the PCC's target level and is due entirely to the large legacy receivable by the church of £160,962. Without this legacy the free reserves would have been £28,379 which would have been below the PCC's target level. The legacy gives the PCC the ability to raise free reserves to meet the target of covering three months planned expenditure and to designate the rest for future development projects.

In addition, at 31 December 2024, a total cash balance of £88,597 was held in designated and restricted funds to meet the costs of development, repairs and maintenance of St Thomas' (£30,000 designated and £38,341 restricted) and the Centre (£20,256).

## **Structure Governance and Management**

The PCC is a corporate body established by the Church of England and operates under the Parochial Church Council (Powers) Measure 1956. The PCC is a registered charity and all members of the PCC are charity trustees.

The method of appointment of PCC members is set out in the Church Representation Rules. PCC members can either be ex-officio through their role or elected. All members of our congregations who are on the electoral rolls of the churches are able to vote and stand for election to the PCC.

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

There are a number of committees in church, each dealing with a particular aspect of parish life, and all are responsible to the PCC.

The PCC met 6 times during the year for scheduled meetings.

Along with their regular review of finances, policies and the order of the buildings and grounds, the PCC has had a strong focus on how we can be more effective missionally as well continuing to look at Discipleship and Community.

## **Administrative Information**

### ***Full name of the PCC***

The Parochial Church Council of the Ecclesiastical Parish of St Thomas, Brampton,  
Chesterfield

### ***Principal and correspondence address***

St Thomas' Church  
Church Office  
Chatsworth Road  
Brampton  
Chesterfield  
S40 3AW

### ***Charity registration number***

1138026

### ***General contact***

|                  |                           |
|------------------|---------------------------|
| Mrs Becky Botham | Parish Operations Manager |
|------------------|---------------------------|

### ***Independent examiner***

Paul Davis CPFA  
Avocado Accounting  
6 Lilac Grove  
Heath  
Chesterfield  
Derbyshire  
S44 5QZ

## **Membership of the PCC** *(see note 1 below)*

### ***Clerks in Holy Orders (beneficed or licensed to the Parish)*** *(see note 2 below)*

|                         |            |
|-------------------------|------------|
| Reverend Gary Weston    | Ex-officio |
| Reverend Josie Chamings | Ex-officio |

### ***Churchwardens*** *(members of the PCC by virtue of rules M15(1)(e) and M15(1)(g))* *(Parish Wardens elected annually, see note 3 below)*

|                |               |
|----------------|---------------|
| Millie Guthrie | Parish Warden |
| Tony Witham    | Parish Warden |

**Elected Diocesan Synod Members**

|             |                                  |
|-------------|----------------------------------|
| Joel Botham | 2024– 2027 (elected 3 July 2024) |
| Karen Riley | 2024– 2027 (elected 3 July 2024) |

**Elected Deanery Synod Members**

|               |                                   |
|---------------|-----------------------------------|
| Jenny Smedley | 2024–2026 (elected 28 April 2024) |
| Karen Riley   | 2023–2026                         |

**Ordinary Elected Members**

*(a maximum of fourteen members by virtue of rule M15(8)(c))*

|                   |                                   |
|-------------------|-----------------------------------|
| Mark Hoare        | 2022–2025                         |
| Carla Jackson     | 2022–2025                         |
| Ingrid Raby       | 2022–2025                         |
| Elizabeth Travis  | 2023–2025                         |
| Paul Benson       | 2023–2026                         |
| Ben Widdowson     | 2023–2026                         |
| Sue Ward          | 2023–2026                         |
| Claire Wood       | 2023–2026                         |
| Charlotte Baldwin | 2024–2027 (elected 28 April 2024) |
| Sophie Heaton     | 2024–2027 (elected 28 April 2024) |
| Andy Smith        | 2024–2027 (elected 28 April 2024) |

**Co-opted in her capacity as Parish Operations Manager & Safeguarding Officer**

Becky Botham (non-voting)

**PCC Secretary**

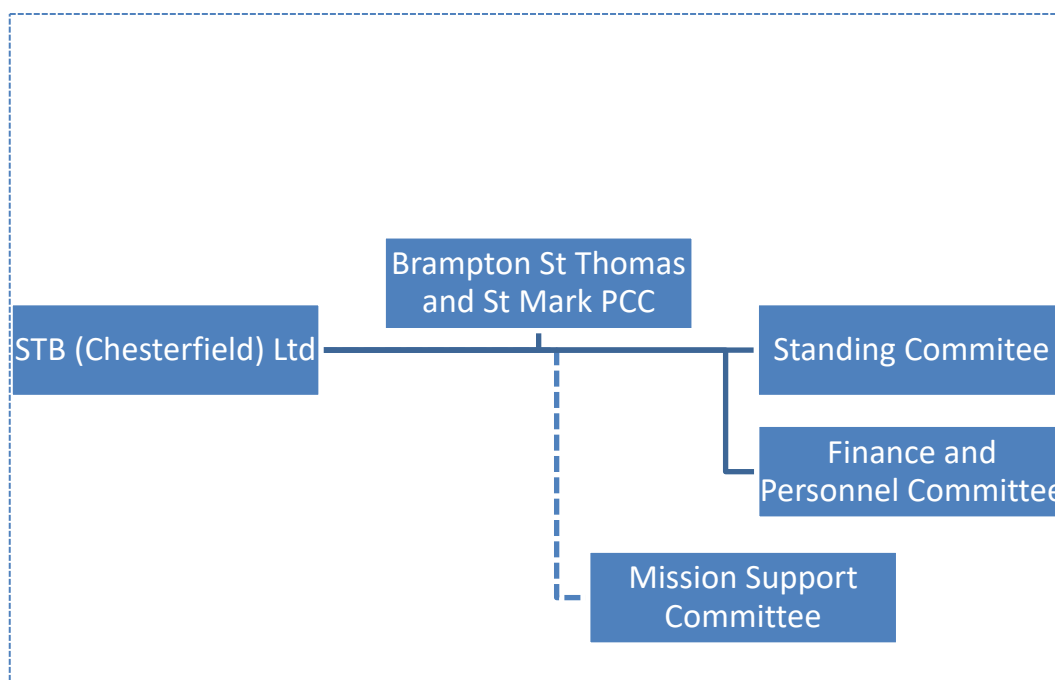
Sue Wheeler (non-voting) (until 1 July 2024)

Pete Raby (non-voting) (From 1 July 2024)

**Notes:**

1. All membership rules are in accordance with the Church Representation Rules 2020.
2. Churchwardens measure 2001 – provision 3, “Disqualification after six periods of office”. A meeting of parishioners (2009) resolved that this section shall not apply in this parish. This resolution may be revoked by a subsequent meeting of the parishioners.

## Organisation Structure



## Committees

### ***Standing Committee***

Chair: Reverend Gary Weston

Members: Millie Guthrie, Tony Witham, Ben Widdowson, Karen Riley and Carla Jackson and the PCC Secretary (to take minutes).

The committee is empowered to transact the business of the PCC between PCC meetings subject to any directions given by the PCC.

### ***Finance and Personnel sub-committee***

Chair: Reverend Gary Weston

Members: *Ben Widdowson, Paul Willis (until December 2024), Tony Witham, Claire Wood, Paul Benson* and the PCC Secretary (to take minutes).

To manage the parish accounts and to advise the PCC on all matters relating to the financial activities of the churches. To advise the PCC on all matters relating to employment issues, including, but not limited to, recruitment, development, terms & conditions and discipline.

### ***Mission Support Committee***

Chair: Reverend Gary Weston

Members: Charlotte Baldwin, Robin Dawson, Angela Wright.

To encourage, support, promote and manage St Thomas' support of the church's world mission partners and to seek ways to help St Thomas' engage in world and home mission.

## **Directors of subsidiary companies**

**STB (Chesterfield) Ltd** (Company Number 08146516)

Phil Bird

Mark Hoare

Alex Quinton

Ingrid Raby

Reverend Gary Weston

The Trustees' Annual Report was approved by the Parochial Church Council at its meeting on 3 March 2025 and signed on its behalf by Reverend Gary Weston.

# **Independent Examiner's Report**

## **To the members of the PCC of Brampton St Thomas and St Mark**

I report to the PCC members on my examination of the financial statements of the PCC for the year ended 31 December 2024 as set out in the pages of this report.

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

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

It is my responsibility to:

- Examine the accounts under section 145 of the Act;
- Follow the procedures laid down in the General Directions given by the Charity Commissioners section 145(5)(b) of the Act; and
- State whether particular matters have come to my attention

### **Basis of Independent Examiner's Statement**

My examination was carried out in accordance with the General Directions given by the Charity Commission.

An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from the management committee concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in a full audit, and consequently I do not express an audit opinion on the accounts

### **Independent Examiner's Statement**

In connection with my examination, no matters have come to my attention:

1. which give me reasonable cause to believe that in any material respect the requirements
  - to keep accounting records in accordance with section 130 of the Act; or
  - to prepare accounts which accord with these accounting records have not been met; and comply with the requirements of the Charities Act
2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



Paul Davis CPFA  
avocado accounting

**Date: 28/02/2025**

## Brampton St Thomas and St Mark

### STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 DECEMBER 2024

| Note                                            | Unrestricted<br>Funds<br>£ | Designated<br>Funds<br>£ | Restricted<br>Funds<br>£ | Total 2024<br>£ | Total 2023<br>£ |
|-------------------------------------------------|----------------------------|--------------------------|--------------------------|-----------------|-----------------|
| <b>INCOME</b>                                   |                            |                          |                          |                 |                 |
| Voluntary income 2a                             | 341,919                    | 2,826                    | 12,056                   | <b>356,801</b>  | 180,122         |
| Activities for generating funds 2b              | 782                        | 5,300                    | 274                      | <b>6,356</b>    | 1,885           |
| Income from church activities 2c                | 20,701                     | -                        | 60                       | <b>20,761</b>   | 18,103          |
| Investment income                               | -                          | 338                      | -                        | <b>338</b>      | -               |
| <b>TOTAL INCOME</b>                             | <b>363,402</b>             | <b>8,464</b>             | <b>12,390</b>            | <b>384,256</b>  | 200,110         |
| <b>EXPENDITURE</b>                              |                            |                          |                          |                 |                 |
| Missionary & charitable giving 3a               | 1,026                      | 12,750                   | -                        | <b>13,776</b>   | 17,765          |
| Church activities 3b                            | 183,744                    | 5,767                    | 11,934                   | <b>201,445</b>  | 190,570         |
| <b>TOTAL EXPENDITURE</b>                        | <b>184,770</b>             | <b>18,517</b>            | <b>11,934</b>            | <b>215,221</b>  | 208,335         |
| <b>Net Income / (Expenditure)</b>               | <b>178,632</b>             | <b>(10,053)</b>          | <b>456</b>               | <b>169,035</b>  | (8,225)         |
| Merger of St. Marks Church at Net Book Value 12 | -                          | 14,335                   | -                        | <b>14,335</b>   | (1)             |
| <b>Net Income/Expenditure after merger</b>      | <b>178,632</b>             | <b>4,282</b>             | <b>456</b>               | <b>183,370</b>  | (8,226)         |
| <b>Transfer between funds</b> 6                 | (13,850)                   | 14,545                   | (695)                    | -               | -               |
| <b>NET MOVEMENT IN FUNDS</b>                    | <b>164,782</b>             | <b>18,827</b>            | <b>(239)</b>             | <b>183,370</b>  | (8,226)         |
| <b>Total funds brought forward</b> 10           | 25,743                     | 48,391                   | 74,944                   | 149,078         | 157,304         |
| <b>Total funds carried forward</b>              | <b>190,525</b>             | <b>67,218</b>            | <b>74,705</b>            | <b>332,448</b>  | 149,078         |

# ST THOMAS' BRAMPTON BALANCE SHEET AS AT 31 DECEMBER 2024

|                                                  | Note  | 2024<br>£      | 2023<br>£ |
|--------------------------------------------------|-------|----------------|-----------|
| <b>Fixed Assets:</b>                             |       |                |           |
| Tangible fixed assets                            | 7a    | 12,609         | 19,044    |
| Investments in wholly-owned subsidiary companies | 7b    | 1              | 1         |
| <b>Total fixed assets</b>                        |       | <b>12,610</b>  | 19,045    |
| <b>Current Assets:</b>                           |       |                |           |
| Debtors                                          | 8     | 167,995        | 4,848     |
| Short term deposits                              |       | 10,188         | 10,188    |
| Cash at bank and in hand                         |       | 148,852        | 124,377   |
| <b>Total current assets</b>                      |       | <b>327,035</b> | 139,413   |
| <b>Current Liabilities:</b>                      |       |                |           |
| Amounts falling due within one year              | 9     | (7,197)        | (9,380)   |
| <b>Net Current Assets</b>                        |       | <b>319,838</b> | 130,033   |
| <b>Total Assets less Current Liabilities</b>     |       | <b>332,448</b> | 149,078   |
| Amounts falling due after one year               |       | -              | -         |
| <b>Net Assets</b>                                |       | <b>332,448</b> | 149,078   |
| <b>Funds:</b>                                    |       |                |           |
| Unrestricted                                     | 10    | 190,525        | 25,743    |
| Designated                                       | 10,11 | 67,218         | 48,391    |
| Restricted                                       | 10,11 | 74,705         | 74,944    |
| <b>Total</b>                                     |       | <b>332,448</b> | 149,078   |

Approved by the Parochial Church Council on 3 March 2025 and signed on its behalf by Reverend Gary Weston.

The notes on pages 15 to 23 form part of these financial statements.

## **ST THOMAS' BRAMPTON**

### **Notes to the financial statements for the year ended 31 December 2024**

#### **1: Accounting Policies**

The PCC is a public benefit entity within the meaning of Financial Reporting Standard 102. The financial statements have been prepared under the Charities Act 2011 and in accordance with the Church Accounting Regulations 2006 governing the individual accounts of PCCs, and with the Regulations' "true and fair" provisions, together with applicable accounting standards and the Statement of Recommended Practice, Accounting and Reporting by Charities (SORP(FRS102)). The financial statements have been prepared under the historical cost convention and on a going concern basis as, in the view of the PCC members, the PCC will be able to meet its debts as they fall due over a period of at least 12 months from the date of the signing of these financial statements.

#### **Basis of preparation**

The aggregate gross income of the PCC and its wholly-owned subsidiary company, STB (Chesterfield) Ltd, is less than £1 million. The PCC has therefore taken advantage of the exception relating to the requirement to prepare group accounts provided in the Charities Act 2011 and SI 2008/629.

These financial statements include all transactions, assets and liabilities for which the PCC is responsible in law. They do not include the accounts of Church groups that owe their main affiliation to another body or those that are informal gatherings of Church members.

#### **Assets**

##### **Consecrated and benefice property**

In so far as consecrated and benefice property of any kind is excluded from the statutory definition of 'charity' by Section 10(2) (a) and (c) of the Charities Act 2011, such assets are not capitalised in these financial statements.

In simpler terms, these financial statements only include property that is owned by the PCC.

Clergy housing is owned by Derby Diocese and is capitalised in their financial statements. The freehold of the Church buildings, the churchyards and St Thomas' Church centre vests in the incumbent (who is the temporary custodian), rather than the PCC, so their values are not included in these accounts. However, it is the responsibility of the PCC to maintain these properties and any expenditure on maintenance is written off as incurred.

##### **Moveable church furnishings**

Moveable church furnishings held by the incumbent (the holder of the Church of England parochial charge or benefice) and Churchwardens on special trust for the PCC,

and which require a faculty for disposal, are accounted for as inalienable property unless consecrated. In this case, the items are not capitalised, but they are listed in the Church's inventory which can be inspected at any reasonable time. All expenditure incurred on these items at any time has been written off.

### **Tangible fixed assets for use by the charity**

These items are capitalised if they can be used for more than one year, and cost at least £500. They are valued at cost or else, for gifts in kind, at a reasonable estimate of their open market value on receipt.

Depreciation is calculated to write off the capitalised cost of other fixed assets, less their currently anticipated residual fair value, over their estimated useful lives as follows:

- Fixtures and fittings      20 years
- Computers / technology   3 years

Depreciation on fixed assets of £7,652 has been charged in these financial statements (2023 £3,809).

### **Investments**

The shares held by the PCC in its wholly-owned subsidiary companies are shown at their nominal value.

### **Short term deposits**

These are cash deposits held at the Chesterfield and North Derbyshire Credit Union.

## **Funds**

### **Unrestricted funds**

These represent the funds of the PCC that are not subject to any restrictions regarding their use and are available for application on the general purposes of the PCC. Funds designated for a particular purpose by the PCC are also unrestricted. particular purpose by the PCC are also unrestricted.

### **Restricted funds**

These are income funds that must be spent on restricted purposes and details of the funds held are shown in the notes to the accounts.

## **Income**

### **Voluntary donations**

Gift Aid donations, other planned giving, gifts on plate and sundry donations are recognised when received by or on behalf of the PCC.

Income tax recoverable on Gift Aid donations is recognised when the income is received. Legacies to the PCC are accounted for as soon as the PCC is notified of its legal entitlement, the amount is quantifiable and its ultimate receipt by the PCC is reasonably certain.

**2a: Voluntary income**

|                      | <b>Unrestricted<br/>Funds<br/>£</b> | <b>Designated<br/>Funds<br/>£</b> | <b>Restricted<br/>Funds<br/>£</b> | <b>Total<br/>Funds<br/>2024<br/>£</b> | <b>Total Funds<br/>2023<br/>£</b> |
|----------------------|-------------------------------------|-----------------------------------|-----------------------------------|---------------------------------------|-----------------------------------|
| Planned giving       | 140,639                             | 686                               | 11,041                            | <b>152,366</b>                        | 143,054                           |
| Sundry donations     | 974                                 | -                                 | 202                               | <b>1,176</b>                          | 48                                |
| Open plate donations | 5,017                               | 2,140                             | 34                                | <b>7,191</b>                          | 2,783                             |
| Tax recoverable      | 34,327                              | -                                 | (21)                              | <b>34,306</b>                         | 29,407                            |
| Grant                | -                                   | -                                 | 800                               | <b>800</b>                            | 4,830                             |
| Legacies             | 160,962                             | -                                 | -                                 | -                                     | -                                 |
| <b>TOTAL</b>         | <b>341,919</b>                      | <b>2,826</b>                      | <b>12,056</b>                     | <b>356,801</b>                        | 180,122                           |

Restricted grant income of £800 was received during the year, being £800 for the work of Baby Basics (2023 £3,000 for the work of Baby Basics, £1,030 for the incremental cost of providing Warm Spaces and £800 for a replacement piano). An unrestricted legacy of £160,962 was receivable in the year (2023 £nil).

**2b: Activities for generating funds**

|                     | <b>Unrestricted<br/>Funds<br/>£</b> | <b>Designated<br/>Funds<br/>£</b> | <b>Restricted<br/>Funds<br/>£</b> | <b>Total<br/>Funds<br/>2024</b> | <b>Total Funds<br/>2023<br/>£</b> |
|---------------------|-------------------------------------|-----------------------------------|-----------------------------------|---------------------------------|-----------------------------------|
| Fund raising events | 312                                 | -                                 | 274                               | 586                             | 565                               |
| Letting of rooms    | 470                                 | 5,300                             | -                                 | <b>5,770</b>                    | 1,320                             |
| <b>TOTAL</b>        | <b>782</b>                          | <b>5,300</b>                      | <b>274</b>                        | <b>6,356</b>                    | 1,885                             |

**2c: Income from Church activities**

|                                           | <b>Unrestricted<br/>Funds<br/>£</b> | <b>Designated<br/>Funds<br/>£</b> | <b>Restricted<br/>Funds<br/>£</b> | <b>Total<br/>Funds<br/>2024<br/>£</b> | <b>Total Funds<br/>2023<br/>£</b> |
|-------------------------------------------|-------------------------------------|-----------------------------------|-----------------------------------|---------------------------------------|-----------------------------------|
| Fees for weddings /funerals               | 5,151                               | -                                 | -                                 | <b>5,151</b>                          | 3,422                             |
| Book and magazine sales                   | 236                                 | -                                 | 60                                | <b>296</b>                            | 287                               |
| Income from other church group activities | 15,314                              | -                                 | -                                 | <b>15,314</b>                         | 14,394                            |

|              |               |          |           |               |        |
|--------------|---------------|----------|-----------|---------------|--------|
| <b>TOTAL</b> | <b>20,701</b> | <b>-</b> | <b>60</b> | <b>20,761</b> | 18,103 |
|--------------|---------------|----------|-----------|---------------|--------|

### 3a: Missionary and charitable giving

|                                         | <b>Unrestricted<br/>Funds<br/>£</b> | <b>Designated<br/>Funds<br/>£</b> | <b>Restricted<br/>Funds<br/>£</b> | <b>Total<br/>Funds<br/>2024<br/>£</b> | <b>Total Funds<br/>2023<br/>£</b> |
|-----------------------------------------|-------------------------------------|-----------------------------------|-----------------------------------|---------------------------------------|-----------------------------------|
| Overseas missionary societies:          |                                     |                                   |                                   |                                       |                                   |
| Open Doors                              | -                                   | 1,500                             | -                                 | <b>1,500</b>                          | 850                               |
| - CSW                                   | -                                   | -                                 | -                                 | -                                     | 1,525                             |
| - CMS                                   | -                                   | -                                 | -                                 | -                                     | 1,645                             |
| Overseas relief / development agencies: |                                     |                                   |                                   |                                       |                                   |
| - Tearfund                              | -                                   | 3,000                             | -                                 | <b>3,000</b>                          | 3,478                             |
| Other overseas giving                   | -                                   | 250                               | -                                 | <b>250</b>                            | 500                               |
| Home missions and others:               |                                     |                                   |                                   |                                       |                                   |
| - Gates Arts Group                      | -                                   | 1,500                             | -                                 | <b>1,500</b>                          | 1,100                             |
| - Hope House                            | 50                                  | 2,000                             | -                                 | <b>2,050</b>                          | 1,500                             |
| - New Wine                              | -                                   | 1,500                             | -                                 | <b>1,500</b>                          | 850                               |
| - Home for Good                         | -                                   | 1,500                             | -                                 | <b>1,500</b>                          | 850                               |
| - Embers                                | -                                   | 500                               | -                                 | <b>500</b>                            | 250                               |
| - North Derbyshire<br>Refugee Support   | -                                   | 500                               | -                                 | <b>500</b>                            | 250                               |
| - CVM                                   | -                                   | -                                 | -                                 | -                                     | 2,375                             |
| - Other home giving                     | 976                                 | 500                               | -                                 | <b>1,476</b>                          | 4,032                             |
| <b>TOTAL</b>                            | <b>1,026</b>                        | <b>12,750</b>                     | <b>-</b>                          | <b>13,776</b>                         | 17,765                            |

### 3b: Expenditure on Church activities

|                       | <b>Unrestricted<br/>Funds<br/>£</b> | <b>Designated<br/>Funds<br/>£</b> | <b>Restricted<br/>Funds<br/>£</b> | <b>Total<br/>Funds<br/>2024<br/>£</b> | <b>Total Funds<br/>2023<br/>£</b> |
|-----------------------|-------------------------------------|-----------------------------------|-----------------------------------|---------------------------------------|-----------------------------------|
| Common Fund           | 65,475                              | -                                 | -                                 | <b>65,475</b>                         | 65,475                            |
| Ministry expenses     | 6,751                               | -                                 | 803                               | <b>7,554</b>                          | 4,215                             |
| Children / Youth work | 33,744                              | -                                 | -                                 | <b>33,744</b>                         | 32,787                            |

|                                               |                |              |               |                |         |
|-----------------------------------------------|----------------|--------------|---------------|----------------|---------|
| Cost of running other Church group activities | 13,968         | -            | -             | <b>13,968</b>  | 14,541  |
| Parish training & mission                     | 170            | -            | 2,798         | <b>2,968</b>   | 3,170   |
| Church running expenses                       | 20,633         | 5,134        | -             | <b>25,767</b>  | 22,931  |
| Church maintenance                            | 950            | 114          | -             | <b>1,064</b>   | 2,184   |
| Upkeep of services                            | 4,751          | 72           | 7,645         | <b>12,468</b>  | 9,222   |
| Upkeep of churchyard                          | 4,062          | 316          | -             | <b>4,378</b>   | 4,892   |
| Church administration                         | 32,598         | 131          | -             | <b>32,729</b>  | 29,327  |
| Parish magazine / books                       | 354            | -            | -             | <b>354</b>     | 403     |
| Upkeep of Church centre                       | 288            | -            | 688           | <b>976</b>     | 1,423   |
| <b>TOTAL</b>                                  | <b>183,744</b> | <b>5,767</b> | <b>11,934</b> | <b>201,445</b> | 190,570 |

Included in the costs of Church administration is the fee of £350 (2023 £1,350) payable to the PCC's Independent Examiner for the examination of the financial statements.

#### 4: Staff costs

The PCC employs a number of people to support the ministry and administration of the parish. Details of the costs of these employees is shown below. The PCC also pays for the services of a Church cleaner and a gardener.

The PCC does not pay the salaries of the clergy directly but pays towards these costs through the contribution to the Common Fund.

|                             | <b>2024</b>   | <b>£</b>      | <b>2023</b>   | <b>£</b>      |
|-----------------------------|---------------|---------------|---------------|---------------|
| Wages and salaries          |               | 55,785        |               | 52,111        |
| Pension costs               |               | 1,479         |               | 1,775         |
| <b>TOTAL</b>                |               | <b>57,264</b> |               | <b>53,886</b> |
|                             | <b>Number</b> |               | <b>Number</b> |               |
| Average number of employees |               | 3             |               | 3             |

During the year the PCC employed individuals in the following roles, with all employment contracts being part-time with the exception of the 0-18 Director:

- Parish Operations Manager

- Parish Administration Assistant
- 0-18 Director

No employee was paid in excess of £60,000 in either year.

Relief from £4,169 of employer's national insurance contributions was provided under the HMRC Employment Allowance Scheme (2023 £3,613).

## 5: Related party transactions

Brams Landscapes, a business owned by the husband of Mrs Jenny Smedley who is a member of the PCC, was paid £3,600 for the maintenance of the churchyard at St Thomas' (2023 £2,900).

No payments or expenses were paid to any other PCC member, persons closely connected or related parties.

## 6: Analysis of transfer between funds

In line with the biblical ethos of tithing, the PCC has maintained its tradition of transferring 10% of the amount received by St Thomas' from unrestricted giving to the Mission Support designated fund for missionary and charitable giving during the following year. Having considered its reserves position at 31 December 2024, the PCC has not transferred the associated Gift Aid on the tithe for 2024. Other transfers were made from restricted funds to unrestricted funds covering costs borne by the latter £25 Baby Basics and £670 Children's works transferred to the respective restricted funds

|                                  | <b>Unrestricted<br/>Funds<br/>£</b> | <b>Designated<br/>Funds<br/>£</b> | <b>Restricted<br/>Funds<br/>£</b> | <b>Total<br/>£</b> |
|----------------------------------|-------------------------------------|-----------------------------------|-----------------------------------|--------------------|
| Missionary and charitable giving | (14,545)                            | 14,545                            | -                                 | -                  |
| Baby Basics                      | 25                                  | -                                 | (25)                              | -                  |
| Children's work                  | 670                                 | -                                 | (670)                             | -                  |
| <b>TOTAL</b>                     | <b>(13,850)</b>                     | <b>14,545</b>                     | <b>(695)</b>                      | <b>-</b>           |

## 7a: Tangible fixed assets – church equipment

|                     | <b>Sound technology<br/>£</b> |
|---------------------|-------------------------------|
| Cost                |                               |
| At 1 January 2024   | 22,853                        |
| Additions at cost   | 1,217                         |
| At 31 December 2024 | <b>24,070</b>                 |
|                     |                               |

|                     |               |
|---------------------|---------------|
| Depreciation        |               |
| At 1 January 2024   | 3,809         |
| Charge for the year | 7,652         |
| At 31 December 2024 | <b>11,461</b> |
|                     |               |
| Net book value      |               |
| At 31 December 2024 | <b>12,609</b> |
| At 31 December 2023 | 19,044        |

A new sound / visual system was purchased for the Church in July 2023. The cost of this fixed asset will be depreciated over 3 years. In 2024 further additions were made with an electric drum kit and outdoor PA system.

### 7b: Investments

|                                             | <b>2024</b> | <b>2023</b> |
|---------------------------------------------|-------------|-------------|
| STB (Chesterfield) Ltd – one ordinary share | 1           | 1           |
| <b>TOTAL</b>                                | <b>1</b>    | <b>1</b>    |

STB (Chesterfield) Ltd is the company that runs the St Thomas' coffee shop and manages room bookings on behalf of the PCC.

### 8: Debtors

|                        | <b>2024<br/>£</b> | <b>2023<br/>£</b> |
|------------------------|-------------------|-------------------|
| Income tax recoverable | 1,946             | 582               |
| Other debtors          | 161,053           | -                 |
| Prepayments            | 4,996             | 4,266             |
| <b>TOTAL</b>           | <b>167,995</b>    | <b>4,848</b>      |

### 9: Liabilities

|          | <b>2024<br/>£</b> | <b>2023<br/>£</b> |
|----------|-------------------|-------------------|
| Accruals | 5,434             | 6,984             |

|                                  |              |              |
|----------------------------------|--------------|--------------|
| Creditors for goods and services | 1,763        | 2,396        |
| <b>TOTAL</b>                     | <b>7,197</b> | <b>9,380</b> |

## 10: Analysis of net assets by fund

|                       | <b>Unrestricted<br/>Funds<br/>£</b> | <b>Designated<br/>Funds<br/>£</b> | <b>Restricted<br/>Funds<br/>£</b> | <b>Total<br/>Funds<br/>2024<br/>£</b> | <b>Total Funds<br/>2023<br/>£</b> |
|-----------------------|-------------------------------------|-----------------------------------|-----------------------------------|---------------------------------------|-----------------------------------|
| Fixed assets          | 1,184                               | -                                 | 11,426                            | <b>12,610</b>                         | 19,045                            |
| Current assets        | 195,922                             | 67,332                            | 63,781                            | <b>327,035</b>                        | 139,413                           |
| Current liabilities   | (6,581)                             | (114)                             | (502)                             | <b>(7,197)</b>                        | (9,380)                           |
| Long term liabilities | -                                   | -                                 | -                                 | -                                     | -                                 |
| <b>TOTAL</b>          | <b>190,525</b>                      | <b>67,218</b>                     | <b>74,705</b>                     | <b>332,448</b>                        | 149,078                           |

## 11: Fund details

### Unrestricted funds

These comprise the general funds of the Church and include the nominal value of its investments in a subsidiary company.

### Designated funds

These are funds set aside from the general funds by the PCC for a specific purpose. During 2024 there were three funds designated by the PCC.

The Mission Support Fund, previously known as the World Mission Fund, is used to hold and administer the 10% of St Thomas' unrestricted income from donors set aside by the PCC for its own missionary and charitable donations.

The Maintenance Fund was created by the PCC in 2023 to hold money set aside to cover the costs of undertaking required repairs and maintenance to the Church premises, including items identified in the 2023 Quinquennial Report.

In 2024 following the merger of St. Thomas, Brampton and St. Marks, Brampton the PCC created a designated fund for the St. Marks income, expenditure and net assets in order to keep track of the costs of St. Mark's post merger.

|                                 | <b>Balance 1<br/>January<br/>£</b> | <b>Merged<br/>Assets</b> | <b>Incoming<br/>resources<sup>1</sup><br/>£</b> | <b>Resources used</b> | <b>Balance 31<br/>December<br/>£</b> |
|---------------------------------|------------------------------------|--------------------------|-------------------------------------------------|-----------------------|--------------------------------------|
| St Thomas' Mission Support Fund | 18,391                             | -                        | 14,545                                          | (12,000)              | <b>20,936</b>                        |
| St Thomas' Maintenance Fund     | 30,000                             | -                        | -                                               | -                     | <b>30,000</b>                        |
| St Mark's, Brampton             | -                                  | 14,335                   | 8,464                                           | (6,517)               | <b>16,282</b>                        |

|  |               |               |               |                 |               |
|--|---------------|---------------|---------------|-----------------|---------------|
|  | <b>48,391</b> | <b>14,335</b> | <b>23,009</b> | <b>(18,517)</b> | <b>67,218</b> |
|--|---------------|---------------|---------------|-----------------|---------------|

1. For amounts transferred from unrestricted funds, see note 6 for details.

### Restricted funds

These hold monies given, collected or donated for a specific purpose and the value of any fixed assets purchased with those monies.

|                                    | <b>Balance 1<br/>January<br/>£</b> | <b>Incoming<br/>resources<br/>£</b> | <b>Resources<br/>used<br/>£</b> | <b>Balance 31<br/>December<br/>£</b> |
|------------------------------------|------------------------------------|-------------------------------------|---------------------------------|--------------------------------------|
| <b>St Thomas' Restricted Funds</b> |                                    |                                     |                                 |                                      |
| Church Centre Fund                 | 20,704                             | 240                                 | (688)                           | <b>20,256</b>                        |
| Development Fund                   | 37,809                             | 8,150                               | (7,618)                         | <b>38,341</b>                        |
| Children's Work Fund               | 20                                 | 1,850                               | (1,473)                         | <b>397</b>                           |
| Organ Fund                         | 1,070                              | 20                                  | -                               | <b>1,090</b>                         |
| Sound Fund                         | 850                                | -                                   | (27)                            | <b>823</b>                           |
| Community Fund                     | 773                                | 150                                 | (127)                           | <b>796</b>                           |
| Intern Fund                        | 11,131                             | -                                   | -                               | <b>11,131</b>                        |
| Baby Basics Fund                   | 2,350                              | 2,063                               | (2,779)                         | <b>1,634</b>                         |
| Missional Activity Fund            | 237                                | -                                   | -                               | <b>237</b>                           |
| <b>Total</b>                       | <b>74,944</b>                      | <b>12,473</b>                       | <b>(12,712)</b>                 | <b>74,705</b>                        |

## **12: Merger of St. Mark's, Brampton with St. Thomas, Brampton**

On the 27th March 2024, the Church Commissioners agreed to a union of Benefices and Parishes between St. Thomas, Brampton and St. Mark, Brampton effective on 1st April 2024. According to the documentation, the new parish name is the "Parish of Brampton St. Thomas and St. Mark" and the new Benefice name is the "Benefice of Brampton St. Thomas and St. Mark". The accounts of St. Mark, Brampton have been merged into these 2024 accounts at the operational date of 1st April 2024 at a Net Book Value of £14,335.

## **Independent Examiner's Report**

### **To the members of the PCC of Brampton St Thomas and St Mark**

I report to the PCC members on my examination of the financial statements of the PCC for the year ended 31 December 2024 as set out in the pages of this report.

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

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

It is my responsibility to:

- Examine the accounts under section 145 of the Act;
- Follow the procedures laid down in the General Directions given by the Charity Commissioners section 145(5)(b) of the Act; and
- State whether particular matters have come to my attention

### **Basis of Independent Examiner's Statement**

My examination was carried out in accordance with the General Directions given by the Charity Commission.

An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from the management committee concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in a full audit, and consequently I do not express an audit opinion on the accounts

### **Independent Examiner's Statement**

In connection with my examination, no matters have come to my attention:

1. which give me reasonable cause to believe that in any material respect the requirements
  - to keep accounting records in accordance with section 130 of the Act; or
  - to prepare accounts which accord with these accounting records have not been met; and comply with the requirements of the Charities Act
2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



Paul Davis CPFA  
avocado accounting

Date: 28/02/2025

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# Accounts

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**2023 Annual Report and Accounts  
for the Parochial Church Council of  
St Thomas Church, Brampton**

## **Introduction**

In this document, the Parochial Church Council (PCC) presents its annual report with the financial statements for the year ended 31 December 2023. The PCC is an unincorporated charity registered with the Charity Commission (charity number 1138026).

## **Aim and Purposes**

St Thomas Parochial Church Council (PCC) has the responsibility of cooperating with the incumbent, Reverend Gary Weston, in promoting in the ecclesiastical parish, the whole mission of the Church, pastoral, evangelistic, social and ecumenical. The PCC is also specifically responsible for the maintenance of the Church building and the St Thomas' Church Centre in conjunction with STB (Chesterfield) Ltd (STB) as laid out in the management agreement between the PCC and STB.

## **Objectives and Activities**

The PCC is committed to enabling as many people as possible to worship at our Church and to become part of our church community. The PCC, alongside the incumbent, maintains an overview of worship in the parish. Our services and worship reflect who we are as the gathered people of God, as we look to put faith into practice.

When planning our activities for the year, we have considered the Charity Commission's guidance on public benefit and, specifically, the supplementary guidance on charities for the advancement of religion. In particular, we try to enable ordinary people to live out their faith as part of our parish community through:

- Worship and prayer; learning about the Gospel; and developing their knowledge and trust in Jesus.
- Provision of pastoral care for people living in the parish.
- Missionary and outreach work.

To enable this work, it is important that we maintain the fabric of St Thomas' Church and the Church Centre.

## **Achievements and Performance**

### ***Worship and prayer***

We continue to offer a range of services on Sundays and over the course of the year that our community find both beneficial and spiritually fulfilling. Our current regular pattern is of three services most Sundays which are a traditional liturgically based service at 9:15am; a more contemporary and less formal service at 10:45am which includes specific groups for families; and a smaller informal gathering at 6pm which has had a strong prayer focus during the year.

In addition to these we hold a number of one-off services at Easter, for Remembrance Sunday and at Christmas, which are attended in greater numbers by those in our community.

Over the last year we have seen an increase in numbers of those who are part of St Thomas' with 45 new people joining over the year. However, the annual October count indicated that the regularity with which people join us on a Sunday has dropped slightly. We saw a significant increase of those that attended services at Christmas in 2023 in part due to the addition of the Coffee, Cake and Carols service which had a more contemporary feel, as well as the fact that we hosted the Derbyshire Police Carol Service this year.

As well as our regular services, we enable our community to celebrate and thank God at the milestones of the journey through life. Through baptisms and dedications, we thank God for the gift of life; in marriage services, public vows are exchanged with God's blessing; and through funeral services, friends and family express their grief and give thanks for the life which is now complete in this world and to commend the person into God's keeping.

We have celebrated 3 baptisms, 4 dedications, 1 wedding and held 15 funerals in the year.

### ***Electoral Roll***

The Parish Electoral Roll stands at 162. This will be updated and reviewed before our Annual Parochial Church Meeting (APCM) in April 2024.

### ***Church groups and activities***

Throughout the year we have run several regular activities. A number of these are focused on families and those under 18 and include Tots' Time and Kids' Club which meet weekly during term time. During the year we have also seen a Family Café established on a weekly basis. Our Sunday evening youth provision ended at the end of 2023 and new ways for our young people to connect are being explored.

We also hold one off activities through the year, which this year have included a Fun Day as well as a number of community events held in the Church Centre.

We also hold regular groups which connect with adults in the Church and across our community. Our Knit & Natter group meets weekly in the Church Centre and our Men's Football group plays weekly at the local sports centre. Thom's Blokes is a group for men that meets monthly for talks, outings and social gatherings and Thom's Golden Folks

meets twice a month for talks and social gatherings or a meal. Thom's Golden Folks also held a successful 'holiday at home' in August.

A number of Church House Groups have also continued to meet through the year for bible study, prayer and support.

### ***Mission and evangelism***

Mission and evangelism are significant parts of our calling as a Church. We encourage every member of the Church to live in a way which demonstrates God's love for those they meet on a daily basis. Alongside this we hold a number of events throughout the year which focus on sharing the good news of Jesus. These include our Christmas and Easter services as well as one-off events such as the Pancake Party held in February, the Light Trail held on 31 October and a Holiday Club held at Easter.

We continue to support local, national and international organisations which demonstrate the love of God to people either in word or action. The PCC continues to follow the biblical ethos of tithing with 10% of St Thomas' unrestricted donations being transferred into the World Mission Fund each year. The distribution of this fund is administered by the Mission Support Committee.

During 2023 there was a review of the Mission Partnerships we support, and our main partnerships are now Tearfund, Open Doors, New Wine, Home For Good, Hope House and the Gates Arts Group.

The main beneficiaries, with donations of £1,000 or more, during 2023 were:

- Christian Solidarity Worldwide (CSW)
- Christian Mission Society (CMS)
- Tearfund
- Christian Vision for Men (CVM)
- Gates Art Group
- Hope House

Our parish magazine, Ploughshare, is published six times a year and is available on the Church website. Subscribers can also pay a small fee to receive a hard copy.

### ***St Thomas' Church Centre***

Our Centre continues to be a vital part of our mission and ministry with many of our Church ministries using the building to hold activities on a weekly basis. The Centre is also used widely by a variety of community groups and organisations.

The Coffee Shop continues to remain a popular meeting place for those within the community, with many regulars who appreciate the warm welcome they receive. It is also well used by many of our Church members using the Coffee Bar as a place to connect with family and friends.

The Centre is managed by STB (Chesterfield) Ltd, a subsidiary company of the PCC, and is overseen by a Board of Directors who are Mark Hoare, Phil Bird, Alex Quinton, Ingrid Raby and Gary Weston, with Beth Robson-Smith and Becky Botham also attending meetings. We thank them for all the hard work and dedication they put into the Centre and its running. We are also grateful to all the staff, volunteers and paid, who work hard to make the centre run smoothly.

Over the past 12 months the Centre staff and volunteers have worked hard to hold a number of well received events such as the Festive Market and Community Day, and have provided a fantastic space for our Church groups. Throughout the year we have been trialling Saturday opening to allow the Centre to reach additional parts of the community. The Saturday openings have covered costs and have provided a fantastic service.

Alongside the main Church, the Centre has upgraded its televisions and has improved decoration in the coffee bar to increase our capabilities which have been used most recently in the Alpha course.

### ***Pastoral care and community support***

Some members of our parish are unable to attend Church due to sickness or age. We have a pastoral team who either make contact with or visit those who we are aware need pastoral care. Throughout 2023 we have regularly visited both Chatsworth Lodge and Brookholme Care Home.

We also continued to support St Thomas' Baby Basics Fund, which is part of the Baby Basics UK initiative, a project that supports vulnerable new mothers by providing a free Moses basket starter pack and other essential items to mothers / families who are struggling to meet the financial and practical burdens of looking after a new baby. This fund works on a referral basis from local health and social care professionals.

Our thanks go to Charlotte Baldwin and Jane Simmonds for all the work they have put into Baby Basics over the year.

## **Volunteers**

We would like to thank all the volunteers who work so hard in our Church and Centre – from those that take on practical tasks from maintenance, washing up or cleaning, as well as those who serve on the many teams that enable our worship on a Sunday, our under 18s ministry or the many groups that meet on a regular basis. Church works best when each of us contribute to its life and ministry, and we are hugely grateful to everyone who gives up their valuable time to be involved.

## **Deanery Synod**

Two Deanery Synod representatives sit on the PCC. This provides the PCC with an important link between the parish and the wider structures of the Church and the Diocese. The Reverend Daniel Cooke continues to serve as our Area Dean and has conducted a visit to St Thomas' during 2023 on behalf of the Archdeacon.

## **Financial Review**

The financial statements show that total expenditure exceeded income by £8,225 in 2023 (2022 £25,475 surplus). Where possible, expenditure was made from designated and restricted funds to maintain our unrestricted reserves.

£177,113 was spent from unrestricted funds during 2023 (2022 £172,881) to provide the ministry of the parish. The two most significant categories of expenditure are our contribution to the Derby Diocesan Common Fund, which largely provides the stipends and housing for the clergy, and staff costs. As for households in our community, our energy costs continue to be a concern.

STB (Chesterfield) Ltd has continued to run the Centre and associated Coffee Bar. During the year it has followed the principle, as far as possible, of making a third of the space in the Centre available to St Thomas' Church, and two thirds available for Community and Commercial lettings. The year end accounts for STB are due by the end of April 2024 and indications are that there will be a small profit which they will retain in order to build up sufficient funds to cover the cost of replacement equipment.

STB (Hope House) Ltd was dissolved on 25 April 2023. The running of Hope House is now undertaken through a separate company, Hope House (Chesterfield) Ltd, which is also a registered charity (charity number 1183254). This company is not connected to the PCC.

## **Reserves Policy**

It is PCC policy to try to maintain a balance of free reserves to cover at least three months' planned expenditure. It is held to smooth out fluctuations in cash flows and to help cover emergencies. The PCC defines free reserves as unrestricted net current

assets excluding any amounts owed by subsidiary companies since this money is not considered to be readily available.

Based on the approved 2024 expenditure budget, the amount required to meet the reserves policy is £47,549. The balance of the free reserves at 31 December 2023 stands at £25,743 (2022 £64,898). This is significantly below the PCC's target level and the PCC are currently considering ways to address the shortfall.

In addition, at 31 December 2023, a total cash balance of £69,580 was held in designated and restricted funds to meet the costs of development, repairs and maintenance of St Thomas' (£30,000 designated and £18,765 restricted) and the Centre (£20,815). Capital expenditure of nearly £23,000 was incurred from the St Thomas' restricted fund during 2023 for the replacement of the audio-visual system.

Details of the balances and movements on these and the other restricted funds can be found in note 11 to the financial statements.

## **Structure Governance and Management**

The PCC is a corporate body established by the Church of England and operates under the Parochial Church Council (Powers) Measure 1956. The PCC is a registered charity and all members of the PCC are charity trustees.

The method of appointment of PCC members is set out in the Church Representation Rules. PCC members can either be ex-officio through their role or elected. All members of our congregations who are on the electoral rolls of the churches are able to vote and stand for election to the PCC.

The PCC members are responsible for making decisions on all matters of general concern and importance to the parish including deciding on how the funds of the PCC are to be spent. New members receive a booklet into the workings of the PCC. There are a number of committees in Church, each dealing with a particular aspect of parish life, and all are responsible to the PCC.

The PCC met 6 times during the year for scheduled meetings with an average attendance of 73%.

Along with their regular review of finances, policies and the order of the buildings and grounds, the PCC focused specifically on its own purpose and how it serves the wider Church; the purpose and vision for the Church; worship and services post-pandemic; mission and outreach; and the impact of the potential pastoral reorganisation to include the Parish of Brampton, St Mark.

## **Administrative Information**

### ***Full name of the PCC***

The Parochial Church Council of the Ecclesiastical Parish of St Thomas, Brampton, Chesterfield

### ***Principal and correspondence address***

St Thomas' Church  
Church Office  
Chatsworth Road  
Brampton  
Chesterfield  
S40 3AW

### ***Charity registration number***

1138026

### ***General contact***

Mrs Becky Botham

Parish Operations Manager

### ***Independent examiner***

Howard Freeman BSc (Hons) FCA CTA  
Shorts  
2 Ashgate Road  
Chesterfield  
S40 4AA

## **Membership of the PCC** *(see note 1 below)*

### ***Clerks in Holy Orders (beneficed or licensed to the Parish)*** *(see note 2 below)*

Reverend Gary Weston

Ex-officio

Reverend Josie Chamings

Ex-officio (from 2 July 2023)

### ***Churchwardens*** *(members of the PCC by virtue of rules M15(1)(e) and M15(1)(g))* *(Parish Wardens elected annually, see note 2 below)*

Millie Guthrie

Parish Warden

Tony Witham

Parish Warden

**Readers licensed to the Parish** (ex-officio until the APCM on 17 May 2023)

|             |            |
|-------------|------------|
| Martin Cox  | Ex-officio |
| Tim Wheeler | Ex-officio |

**Elected Deanery Synod Members**

|                 |                                              |
|-----------------|----------------------------------------------|
| Millie Guthrie  | 2020–2023 (to 17 May 2023)                   |
| Stuart Robinson | 2020–2023 (to 17 May 2023)                   |
| Ben Widdowson   | 2020–2023 (to 17 May 2023)                   |
| Jenny Smedley   | 2020–2024 (as Diocesan Synod representative) |
| Karen Riley     | 2023–2026                                    |

**Ordinary Elected Members**

*(a maximum of fourteen members by virtue of rule M15(8)(c))*

|                  |                                 |
|------------------|---------------------------------|
| Lindsay Leteve   | 2020–2023 (to 17 May 2023)      |
| Diane Boothby    | 2021–2024                       |
| Robin Dawson     | 2021–2024                       |
| Phil Bird        | 2022–2024                       |
| Mark Hoare       | 2022–2025                       |
| Carla Jackson    | 2022–2025                       |
| Ingrid Raby      | 2022–2025                       |
| Martin Cox       | 2023–2024 (elected 17 May 2023) |
| Elizabeth Travis | 2023–2025 (elected 17 May 2023) |
| Paul Benson      | 2023–2026 (elected 17 May 2023) |
| Sue Ward         | 2023–2026 (elected 17 May 2023) |
| Ben Widdowson    | 2023–2026 (elected 17 May 2023) |
| Claire Wood      | 2023–2026                       |

**Co-opted in her capacity as Parish Operations Manager & Safeguarding Officer**

Becky Botham (non-voting)

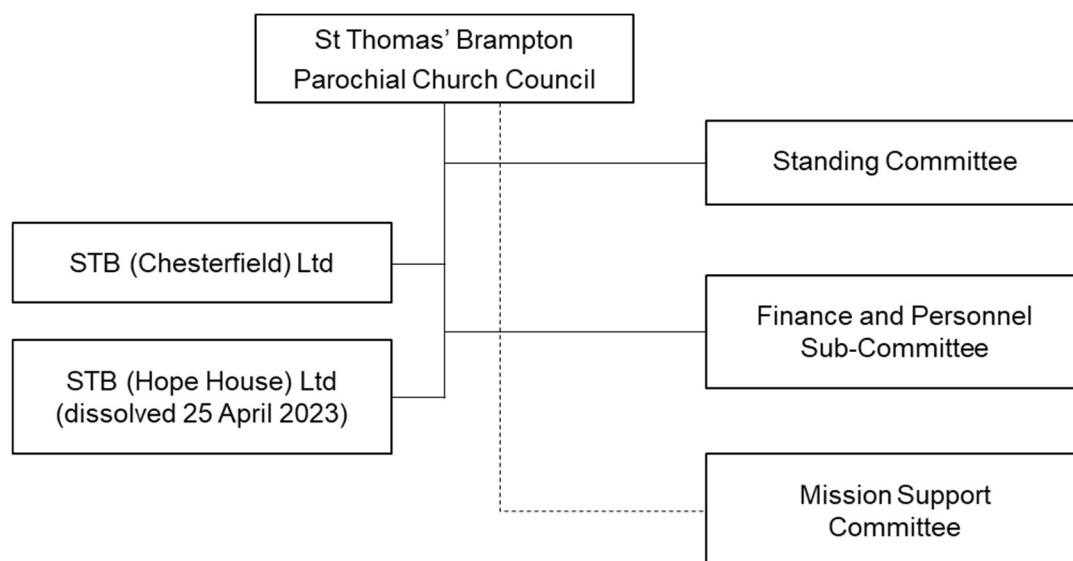
**PCC Secretary**

Sue Wheeler (non-voting)

Notes:

1. All membership rules are in accordance with the Church Representation Rules 2020.
2. Churchwardens measure 2001 – provision 3, “Disqualification after six periods of office”. A meeting of parishioners (2009) resolved that this section shall not apply in this parish. This resolution may be revoked by a subsequent meeting of the parishioners.

## Organisation Structure



## Committees

### ***Standing Committee***

Chair: Reverend Gary Weston

Members: Millie Guthrie, Tony Witham, Ben Widdowson, Karen Riley, Claire Wood and Sue Wheeler (PCC Secretary – to take minutes).

The committee is empowered to transact the business of the PCC between PCC meetings subject to any directions given by the PCC.

### ***Finance and Personnel sub-committee***

Chair: Reverend Gary Weston

Members: *Ben Widdowson, Paul Willis, Tony Witham, Sue Ward, Mark Hoare and Sue Wheeler (PCC Secretary – to take minutes).*

To manage the parish accounts and to advise the PCC on all matters relating to the financial activities of the churches. To advise the PCC on all matters relating to employment issues, including, but not limited to, recruitment, development, terms & conditions and discipline.

### ***Mission Support Committee***

Chair: Reverend Gary Weston

Members: Charlotte Baldwin (from April 2023), Robin Dawson, Betty Frost (until October 2023), Anne Hewitt, Ann Small, John Small and Angela Wright.

To encourage, support, promote and manage St Thomas' support of the Church's world mission partners and to seek ways to help St Thomas' engage in world and home mission.

## **Directors of subsidiary companies**

**STB (Chesterfield) Ltd** (Company Number 08146516)

Phil Bird

Mark Hoare

Alex Quinton

Ingrid Raby

Reverend Gary Weston

**STB (Hope House) Ltd** (Company Number 09194559)

Directors to 25 April 2023 when the company was dissolved:

Reverend Canon Matt Barnes

Mark Hoare

Karen Riley

Andrew Travis

The Trustees' Annual Report was approved by the Parochial Church Council at its meeting on 4 March 2024 and signed on its behalf by Reverend Gary Weston.

## **Independent Examiner's Report**

### **To the members of the PCC of St Thomas' Brampton**

I report on the accounts of the PCC for the year ended 31 December 2023, which are set out on pages 13 to 26, in respect of an examination carried out in accordance with the Church Accounting Regulations 2006 (the Regulations) and section 145 of the Charities Act 2011 (the Charities Act).

### **Respective responsibilities of Members and examiners**

As members of the PCC, you are responsible for the preparation of the financial statements. You consider that an audit is not required for this year under section 144 of the Charities Act and that an independent examination is needed.

It is my responsibility to you:

- 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 134 (5) (b) of the Charities Act), and
- to state whether particular matters have come to my attention.

### **Basis of Independent Examiner's Report**

My examination was carried out in accordance with the General Directions given by the Charity Commissioners under Section 43 (7) (b) of the Charities Act and to be found in the Church Guidance, 2006 edition. That examination includes a review of the accounting records kept by the PCC and a comparison of the accounts with those records. It also includes considering any unusual items or disclosures in the financial statement and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently I do not express an opinion on the view given by the accounts.

### **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 41 of the Charities Act; and
  - to prepare financial statements which accord with the accounting records; and
  - comply with the requirements of the Charities Act and the Regulationshave 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.

**Howard Freeman BSc (Hons) FCA CTA**

**4 March 2024**

# ST THOMAS' BRAMPTON

## STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 DECEMBER 2023

|                                                    | Note | Unrestricted<br>Funds<br>£ | Designated<br>Funds<br>£ | Restricted<br>Funds<br>£ | Total<br>2023<br>£ | Total<br>2022<br>£ |
|----------------------------------------------------|------|----------------------------|--------------------------|--------------------------|--------------------|--------------------|
| <b>INCOME</b>                                      |      |                            |                          |                          |                    |                    |
| Voluntary income                                   | 2a   | 162,002                    | -                        | 18,120                   | <b>180,122</b>     | 195,677            |
| Activities for generating funds                    | 2b   | 1,320                      | 90                       | 475                      | <b>1,885</b>       | 10,837             |
| Income from church activities                      | 2c   | 17,959                     | -                        | 144                      | <b>18,103</b>      | 19,371             |
| <b>TOTAL INCOME</b>                                |      | <b>181,281</b>             | <b>90</b>                | <b>18,739</b>            | <b>200,110</b>     | 225,885            |
| <b>EXPENDITURE</b>                                 |      |                            |                          |                          |                    |                    |
| Missionary & charitable giving                     | 3a   | 1,092                      | 16,673                   | -                        | <b>17,765</b>      | 15,370             |
| Church activities                                  | 3b   | 176,021                    | -                        | 14,549                   | <b>190,570</b>     | 184,795            |
| Raising funds                                      | 3c   | -                          | -                        | -                        | <b>-</b>           | 245                |
| <b>TOTAL EXPENDITURE</b>                           |      | <b>177,113</b>             | <b>16,673</b>            | <b>14,549</b>            | <b>208,335</b>     | 200,410            |
| <b>Net Income / (Expenditure)</b>                  |      | <b>4,168</b>               | <b>(16,583)</b>          | <b>4,190</b>             | <b>(8,225)</b>     | 25,475             |
| Write off of investment in STB (Hope House) Ltd    | 7a   | (1)                        | -                        | -                        | <b>(1)</b>         | -                  |
| Transfer of House for Duty to St John's Walton     |      | -                          | -                        | -                        | <b>-</b>           | (248,000)          |
| Removal of St Peter's net assets at 1 October 2022 |      | -                          | -                        | -                        | <b>-</b>           | (19,136)           |
| <b>Transfer between funds</b>                      | 6    | (43,325)                   | 43,030                   | 295                      | <b>-</b>           | -                  |
| <b>Net movement in funds</b>                       |      | <b>(39,158)</b>            | <b>26,447</b>            | <b>4,485</b>             | <b>(8,226)</b>     | (241,661)          |
| <b>Total funds brought forward</b>                 | 11   | 64,901                     | 21,944                   | 70,459                   | 157,304            | 398,965            |
| <b>Total funds carried forward</b>                 |      | <b>25,743</b>              | <b>48,391</b>            | <b>74,944</b>            | <b>149,078</b>     | 157,304            |

# ST THOMAS' BRAMPTON

## BALANCE SHEET AS AT 31 DECEMBER 2023

|                                                  | Note | 2023<br>£      | 2022<br>£ |
|--------------------------------------------------|------|----------------|-----------|
| <b>Fixed Assets:</b>                             |      |                |           |
| Tangible fixed assets                            | 7a   | <b>19,044</b>  | -         |
| Investments in wholly-owned subsidiary companies | 7b   | <b>1</b>       | 2         |
| <b>Total fixed assets</b>                        |      | <b>19,045</b>  | 2         |
| <b>Current Assets:</b>                           |      |                |           |
| Debtors                                          | 8    | <b>4,848</b>   | 4,153     |
| Short term deposits                              |      | <b>10,188</b>  | 10,188    |
| Cash at bank and in hand                         |      | <b>124,377</b> | 152,632   |
| <b>Total current assets</b>                      |      | <b>139,413</b> | 166,973   |
| <b>Current Liabilities:</b>                      |      |                |           |
| Amounts falling due within one year              | 9    | <b>(9,380)</b> | (9,671)   |
| <b>Net Current Assets</b>                        |      | <b>130,033</b> | 157,302   |
| <b>Total Assets less Current Liabilities</b>     |      | <b>149,078</b> | 157,304   |
| Amounts falling due after one year               |      | -              | -         |
| <b>Net Assets</b>                                |      | <b>149,078</b> | 157,304   |
| <b>Funds:</b>                                    |      |                |           |
| Unrestricted                                     | 11   | <b>25,743</b>  | 64,901    |
| Designated                                       | 11   | <b>48,391</b>  | 21,944    |
| Restricted                                       | 11   | <b>74,944</b>  | 70,459    |
| <b>Total</b>                                     |      | <b>149,078</b> | 157,304   |

Approved by the Parochial Church Council on 4 March 2024 and signed on its behalf by Reverend Gary Weston.

The notes on pages 15 to 26 form part of these financial statements.

## **ST THOMAS' BRAMPTON**

### **Notes to the financial statements for the year ended 31 December 2023**

#### **1: Accounting Policies**

The PCC is a public benefit entity within the meaning of Financial Reporting Standard 102. The financial statements have been prepared under the Charities Act 2011 and in accordance with the Church Accounting Regulations 2006 governing the individual accounts of PCCs, and with the Regulations' "true and fair" provisions, together with applicable accounting standards and the Statement of Recommended Practice, Accounting and Reporting by Charities (SORP(FRS102)).

The financial statements have been prepared under the historical cost convention and on a going concern basis as, in the view of the PCC members, the PCC will be able to meet its debts as they fall due over a period of at least 12 months from the date of the signing of these financial statements.

#### **Basis of preparation**

The aggregate gross income of the PCC and its wholly-owned subsidiary company, STB (Chesterfield) Ltd, is less than £1 million. The PCC has therefore taken advantage of the exception relating to the requirement to prepare group accounts provided in the Charities Act 2011 and SI 2008/629.

These financial statements include all transactions, assets and liabilities for which the PCC is responsible in law. They do not include the accounts of Church groups that owe their main affiliation to another body or those that are informal gatherings of Church members.

#### **Assets**

##### **Consecrated and benefice property**

In so far as consecrated and benefice property of any kind is excluded from the statutory definition of 'charity' by Section 10(2) (a) and (c) of the Charities Act 2011, such assets are not capitalised in these financial statements.

In simpler terms, these financial statements only include property that is owned by the PCC. Clergy housing is owned by Derby Diocese and is capitalised in their financial statements.

The freehold of the Church buildings, the churchyards and St Thomas' Church centre vests in the incumbent (who is the temporary custodian), rather than the PCC, so their values are not included in these accounts. However, it is the responsibility of the PCC to maintain these properties and any expenditure on maintenance is written off as incurred.

### **Moveable church furnishings**

Moveable church furnishings held by the incumbent (the holder of the Church of England parochial charge or benefice) and Churchwardens on special trust for the PCC, and which require a faculty for disposal, are accounted for as inalienable property unless consecrated. In this case, the items are not capitalised, but they are listed in the Church's inventory which can be inspected at any reasonable time.

All expenditure incurred on these items at any time has been written off.

### **Tangible fixed assets for use by the charity**

These items are capitalised if they can be used for more than one year, and cost at least £1,000. They are valued at cost or else, for gifts in kind, at a reasonable estimate of their open market value on receipt.

Depreciation is calculated to write off the capitalised cost of other fixed assets, less their currently anticipated residual fair value, over their estimated useful lives as follows:

- Fixtures and fittings 20 years
- Computers / technology 3 years

Depreciation on fixed assets of £3,809 has been charged in these financial statements (2022 £nil).

### **Investments**

The shares held by the PCC in its wholly-owned subsidiary companies are shown at their nominal value.

### **Short term deposits**

These are cash deposits held at the Chesterfield and North Derbyshire Credit Union.

## **Funds**

### **Unrestricted funds**

These represent the funds of the PCC that are not subject to any restrictions regarding their use and are available for application on the general purposes of the PCC. Funds designated for a particular purpose by the PCC are also unrestricted.

### **Restricted funds**

These are income funds that must be spent on restricted purposes and details of the funds held are shown in the notes to the accounts.

## **Income**

### **Voluntary donations**

Gift Aid donations, other planned giving, gifts on plate and sundry donations are recognised when received by or on behalf of the PCC.

Income tax recoverable on Gift Aid donations is recognised when the income is received. Legacies to the PCC are accounted for as soon as the PCC is notified of its legal entitlement, the amount is quantifiable and its ultimate receipt by the PCC is reasonably certain.

### **Other Income**

Income from the sales of books and magazines is accounted for gross, before any related costs have been deducted. Income from the letting of the Church premises is recognised when due. Parochial fees due to the PCC for weddings, funerals etc. are accounted for on an event-by-event basis. Income from fundraising events and other Church activities is recognised when received.

## **Expenditure**

### **Grants for Mission**

Grants and donations for mission are accounted for when paid over, or when awarded, if that award creates a binding obligation on the PCC.

All other expenditure is accounted for when due.

### **Staff Pension Arrangements**

All eligible PCC employees are enrolled in the NEST Pension Scheme, a defined contribution pension scheme set up by the government.

## 2a: Voluntary income

|                         | Unrestricted<br>Funds<br>£ | Designated<br>Funds<br>£ | Restricted<br>Funds<br>£ | Total<br>Funds<br>2023<br>£ | Total<br>Funds<br>2022<br>£ |
|-------------------------|----------------------------|--------------------------|--------------------------|-----------------------------|-----------------------------|
| Planned giving          | 130,154                    | -                        | 12,900                   | <b>143,054</b>              | 152,875                     |
| Sundry donations        | 32                         | -                        | 16                       | <b>48</b>                   | 1,071                       |
| Open plate<br>donations | 2,638                      | -                        | 145                      | <b>2,783</b>                | 3,946                       |
| Tax recoverable         | 29,178                     | -                        | 229                      | <b>29,407</b>               | 33,818                      |
| Grant                   | -                          | -                        | 4,830                    | <b>4,830</b>                | 3,467                       |
| Legacies                | -                          | -                        | -                        | -                           | 500                         |
| <b>TOTAL</b>            | <b>162,002</b>             | -                        | <b>18,120</b>            | <b>180,122</b>              | 195,677                     |

Restricted grant income of £4,830 was received during the year, being £3,000 for the work of Baby Basics, £1,030 for the incremental cost of providing Warm Spaces and £800 for a replacement piano (2022 an energy grant of £1,167 was received plus restricted grant income of £2,300, being £1,000 for the work of Baby Basics, £500 to help the parish celebrate the late Queen's Platinum Jubilee and £800 towards maintaining the churchyard at St Peter's).

## 2b: Activities for generating funds

|                                           | Unrestricted<br>Funds<br>£ | Designated<br>Funds<br>£ | Restricted<br>Funds<br>£ | Total<br>Funds<br>2023<br>£ | Total<br>Funds<br>2022<br>£ |
|-------------------------------------------|----------------------------|--------------------------|--------------------------|-----------------------------|-----------------------------|
| Fund raising events                       | -                          | 90                       | 475                      | <b>565</b>                  | 153                         |
| Letting of rooms                          | 1,320                      | -                        | -                        | <b>1,320</b>                | 1,376                       |
| Rent – temporary let<br>of house for duty | -                          | -                        | -                        | -                           | 9,308                       |
| <b>TOTAL</b>                              | <b>1,320</b>               | <b>90</b>                | <b>475</b>               | <b>1,885</b>                | 10,837                      |

## 2c: Income from Church activities

|                                           | <b>Unrestricted<br/>Funds<br/>£</b> | <b>Designated<br/>Funds<br/>£</b> | <b>Restricted<br/>Funds<br/>£</b> | <b>Total<br/>Funds<br/>2023<br/>£</b> | <b>Total<br/>Funds<br/>2022<br/>£</b> |
|-------------------------------------------|-------------------------------------|-----------------------------------|-----------------------------------|---------------------------------------|---------------------------------------|
| Fees for weddings / funerals              | 3,422                               | -                                 | -                                 | <b>3,422</b>                          | 6,161                                 |
| Book and magazine sales                   | 143                                 | -                                 | 144                               | <b>287</b>                            | 343                                   |
| Income from other church group activities | 14,394                              | -                                 | -                                 | <b>14,394</b>                         | 12,867                                |
| <b>TOTAL</b>                              | <b>17,959</b>                       | <b>-</b>                          | <b>144</b>                        | <b>18,103</b>                         | 19,371                                |

## 3a: Missionary and charitable giving

|                                         | <b>Unrestricted<br/>Funds<br/>£</b> | <b>Designated<br/>Funds<br/>£</b> | <b>Restricted<br/>Funds<br/>£</b> | <b>Total<br/>Funds<br/>2023<br/>£</b> | <b>Total<br/>Funds<br/>2022<br/>£</b> |
|-----------------------------------------|-------------------------------------|-----------------------------------|-----------------------------------|---------------------------------------|---------------------------------------|
| Overseas missionary societies:          |                                     |                                   |                                   |                                       |                                       |
| - CSW                                   | -                                   | 1,525                             | -                                 | <b>1,525</b>                          | 2,515                                 |
| - CMS                                   | -                                   | 1,645                             | -                                 | <b>1,645</b>                          | 2,640                                 |
| - Other overseas missionary societies   | 60                                  | 850                               | -                                 | <b>910</b>                            | 335                                   |
| Overseas relief / development agencies: |                                     |                                   |                                   |                                       |                                       |
| - Tearfund                              | -                                   | 3,478                             | -                                 | <b>3,478</b>                          | 2,515                                 |
| Other overseas giving                   | -                                   | 500                               | -                                 | <b>500</b>                            | 650                                   |
| Home missions and others:               |                                     |                                   |                                   |                                       |                                       |
| - Church on the Bus                     | 200                                 | 500                               | -                                 | <b>700</b>                            | 1,050                                 |
| - CVM                                   | -                                   | 2,375                             | -                                 | <b>2,375</b>                          | 2,540                                 |
| - Gates Arts Group                      | -                                   | 1,100                             | -                                 | <b>1,100</b>                          | 1,000                                 |
| - Hope House                            | -                                   | 1,500                             | -                                 | <b>1,500</b>                          | 800                                   |
| - Other home giving                     | 832                                 | 3,200                             | -                                 | <b>4,032</b>                          | 1,325                                 |
| <b>TOTAL</b>                            | <b>1,092</b>                        | <b>16,673</b>                     | <b>-</b>                          | <b>17,765</b>                         | 15,370                                |

### 3b: Expenditure on Church activities

|                                               | <b>Unrestricted<br/>Funds<br/>£</b> | <b>Designated<br/>Funds<br/>£</b> | <b>Restricted<br/>Funds<br/>£</b> | <b>Total<br/>Funds<br/>2023<br/>£</b> | <b>Total<br/>Funds<br/>2022<br/>£</b> |
|-----------------------------------------------|-------------------------------------|-----------------------------------|-----------------------------------|---------------------------------------|---------------------------------------|
| Common Fund                                   | 65,475                              | -                                 | -                                 | <b>65,475</b>                         | 74,864                                |
| Ministry expenses                             | 4,215                               | -                                 | -                                 | <b>4,215</b>                          | 2,108                                 |
| Children / Youth work                         | 28,528                              | -                                 | 4,259                             | <b>32,787</b>                         | 27,152                                |
| Cost of running other Church group activities | 13,748                              | -                                 | 793                               | <b>14,541</b>                         | 10,486                                |
| Parish training & mission                     | 250                                 | -                                 | 2,920                             | <b>3,170</b>                          | 5,728                                 |
| Church running expenses                       | 22,931                              | -                                 | -                                 | <b>22,931</b>                         | 17,092                                |
| Church maintenance                            | 2,184                               | -                                 | -                                 | <b>2,184</b>                          | 1,075                                 |
| Upkeep of services                            | 3,978                               | -                                 | 5,244                             | <b>9,222</b>                          | 4,045                                 |
| Upkeep of churchyard                          | 4,892                               | -                                 | -                                 | <b>4,892</b>                          | 4,951                                 |
| Church administration                         | 29,327                              | -                                 | -                                 | <b>29,327</b>                         | 30,250                                |
| Parish magazine / books                       | 403                                 | -                                 | -                                 | <b>403</b>                            | 335                                   |
| Upkeep of Church centre                       | 90                                  | -                                 | 1,333                             | <b>1,423</b>                          | 6,283                                 |
| Upkeep of House for duty                      | -                                   | -                                 | -                                 | <b>-</b>                              | 426                                   |
| <b>TOTAL</b>                                  | <b>176,021</b>                      | <b>-</b>                          | <b>14,549</b>                     | <b>190,570</b>                        | 184,795                               |

Included in the costs of Church administration is the fee of £1,320 (2022 £1,260) payable to the PCC's Independent Examiner for the examination of the financial statements.

### 3c: Expenditure on raising funds

|                   | <b>Unrestricted<br/>Funds<br/>£</b> | <b>Designated<br/>Funds<br/>£</b> | <b>Restricted<br/>Funds<br/>£</b> | <b>Total<br/>Funds<br/>2023<br/>£</b> | <b>Total<br/>Funds<br/>2022<br/>£</b> |
|-------------------|-------------------------------------|-----------------------------------|-----------------------------------|---------------------------------------|---------------------------------------|
| Cost of appeals   | -                                   | -                                 | -                                 | -                                     | -                                     |
| Fundraising costs | -                                   | -                                 | -                                 | -                                     | 245                                   |
| <b>TOTAL</b>      | -                                   | -                                 | -                                 | -                                     | 245                                   |

### 4: Staff costs

The PCC employs a number of people to support the ministry and administration of the parish. Details of the costs of these employees is shown below. The PCC also pays for the services of a Church cleaner and a gardener.

The PCC does not pay the salaries of the clergy directly but pays towards these costs through the contribution to the Common Fund.

|                    | <b>2023<br/>£</b> | <b>2022<br/>£</b> |
|--------------------|-------------------|-------------------|
| Wages and salaries | 52,111            | 46,058            |
| Pension costs      | 1,775             | 1,548             |
| <b>TOTAL</b>       | <b>53,886</b>     | <b>47,606</b>     |

|                             | <b>Number</b> | <b>Number</b> |
|-----------------------------|---------------|---------------|
| Average number of employees | 3             | 3             |

During the year the PCC employed individuals in the following roles, with all employment contracts being part-time with the exception of the 0-18 Director:

- Parish Operations Manager
- Parish Administration Assistant
- 0-18 Director

No employee was paid in excess of £60,000 in either year.

Relief from £3,613 of employer's national insurance contributions was provided under the HMRC Employment Allowance Scheme (2022 £2,898).

## **5: Related party transactions**

Mrs Julie Sparks was a member of the PCC and was paid £7,368 for her role as Parish Assistant in 2022. She was no longer a member of the PCC in 2023.

Brams Landscapes, a business owned by the husband of Mrs Jenny Smedley who is a member of the PCC, was paid £2,900 for the maintenance of the churchyard at St Thomas' (2022 £2,400).

Mick Boothby, the husband of Mrs Diane Boothby who is a member of the PCC, was paid £20 (2022 £nil) for work performed on the Church building.

No payments or expenses were paid to any other PCC member, persons closely connected or related parties.

## **6: Analysis of transfer between funds**

In line with the biblical ethos of tithing, the PCC has maintained its tradition of transferring 10% of the amount received by St Thomas' from unrestricted giving to the Mission Support designated fund for missionary and charitable giving during the following year. Having considered its reserves position at 31 December 2023, the PCC has not transferred the associated Gift Aid on the tithe for 2023.

The Maintenance Fund was created by the PCC in 2023 to hold money set aside to cover the costs of undertaking required repairs and maintenance to the Church premises, including items identified in the 2023 Quinquennial Report. £30,000 was transferred into this fund in June 2023.

During the year, the Mission Support Committee has donated £250 from its designated fund to the work of Baby Basics. This donation is held in the Baby Basics restricted fund until used.

When weddings are held in St Thomas' and the couple being married wish to have the organ played at the service, they pay the organist's fee plus an additional amount of £45 to the PCC which goes towards the upkeep of the organ. This amount is held in the Organ restricted fund. During 2023, one wedding was held where the organ was played.

|                                  | <b>Unrestricted<br/>Funds<br/>£</b> | <b>Designated<br/>Funds<br/>£</b> | <b>Restricted<br/>Funds<br/>£</b> | <b>Total<br/>£</b> |
|----------------------------------|-------------------------------------|-----------------------------------|-----------------------------------|--------------------|
| Missionary and charitable giving | (13,280)                            | 13,280                            | -                                 | -                  |
| Maintenance of Church buildings  | (30,000)                            | 30,000                            | -                                 | -                  |
| Donation to Baby Basics          | -                                   | (250)                             | 250                               | -                  |
| Organ Fund contribution          | (45)                                | -                                 | 45                                | -                  |
| <b>TOTAL</b>                     | <b>(43,325)</b>                     | <b>43,030</b>                     | <b>295</b>                        | <b>-</b>           |

#### **7a: Tangible fixed assets – church equipment**

|                     | <b>Sound<br/>technology<br/>£</b> |
|---------------------|-----------------------------------|
| Cost                |                                   |
| At 1 January 2023   | -                                 |
| Additions at cost   | 22,853                            |
| At 31 December 2023 | <b>22,853</b>                     |
|                     |                                   |
| Depreciation        |                                   |
| At 1 January 2023   | -                                 |
| Charge for the year | 3,809                             |
| At 31 December 2023 | <b>3,809</b>                      |
|                     |                                   |
| Net book value      |                                   |
| At 31 December 2023 | <b>19,044</b>                     |
| At 31 December 2022 | -                                 |

A new sound / visual system was purchased for the Church in July 2023. The cost of this fixed asset will be depreciated over 3 years.

## 7b: Investments in wholly-owned subsidiary companies

|                                             | <b>2023</b><br><b>£</b> | <b>2022</b><br><b>£</b> |
|---------------------------------------------|-------------------------|-------------------------|
| STB (Chesterfield) Ltd – one ordinary share | 1                       | 1                       |
| STB (Hope House) Ltd – one ordinary share   | -                       | 1                       |
| <b>TOTAL</b>                                | <b>1</b>                | <b>2</b>                |

STB (Chesterfield) Ltd is the company that runs the St Thomas' coffee shop and manages room bookings on behalf of the PCC.

STB (Hope House) Ltd is the company that was set up to support the provision of safe and fair living accommodation for the homeless with an offer of additional services to clients trying to re-engage with normal society. The company was dissolved on 25 April 2023. The nominal value of the share has been written off.

## 8: Debtors

|                        | <b>2023</b><br><b>£</b> | <b>2022</b><br><b>£</b> |
|------------------------|-------------------------|-------------------------|
| Income tax recoverable | 582                     | 854                     |
| Other debtors          | -                       | 111                     |
| Prepayments            | 4,266                   | 3,188                   |
| <b>TOTAL</b>           | <b>4,848</b>            | <b>4,153</b>            |

## 9: Liabilities falling due within one year

|                                  | <b>2023</b><br><b>£</b> | <b>2022</b><br><b>£</b> |
|----------------------------------|-------------------------|-------------------------|
| Accruals                         | 8,202                   | 9,190                   |
| Creditors for goods and services | 1,178                   | 481                     |
| <b>TOTAL</b>                     | <b>9,380</b>            | <b>9,671</b>            |

## 10: Analysis of net assets by fund

|                       | <b>Unrestricted<br/>Funds<br/>£</b> | <b>Designated<br/>Funds<br/>£</b> | <b>Restricted<br/>Funds<br/>£</b> | <b>Total<br/>Funds<br/>2023<br/>£</b> | <b>Total<br/>Funds<br/>2022<br/>£</b> |
|-----------------------|-------------------------------------|-----------------------------------|-----------------------------------|---------------------------------------|---------------------------------------|
| Fixed assets          | 1                                   | -                                 | 19,044                            | <b>19,045</b>                         | 2                                     |
| Current assets        | 35,010                              | 48,391                            | 56,012                            | <b>139,413</b>                        | 166,973                               |
| Current liabilities   | (9,268)                             | -                                 | (112)                             | <b>(9,380)</b>                        | (9,671)                               |
| Long term liabilities | -                                   | -                                 | -                                 | -                                     | -                                     |
| <b>TOTAL</b>          | <b>25,743</b>                       | <b>48,391</b>                     | <b>74,944</b>                     | <b>149,078</b>                        | 157,304                               |

## 11: Fund details

### Unrestricted funds

These comprise the general funds of the Church and include the nominal value of its investments in subsidiary companies.

### Designated funds

These are funds set aside from the general funds by the PCC for a specific purpose. During 2023 there were two funds designated by the PCC.

The Mission Support Fund, previously known as the World Mission Fund, is used to hold and administer the 10% of St Thomas' unrestricted income from donors set aside by the PCC for its own missionary and charitable donations.

The Maintenance Fund was created by the PCC in 2023 to hold money set aside to cover the costs of undertaking required repairs and maintenance to the Church premises, including items identified in the 2023 Quinquennial Report.

|                                 | <b>Balance<br/>1 January<br/>£</b> | <b>Incoming<br/>resources<sup>1</sup><br/>£</b> | <b>Resources<br/>used<br/>£</b> | <b>Balance 31<br/>December<br/>£</b> |
|---------------------------------|------------------------------------|-------------------------------------------------|---------------------------------|--------------------------------------|
| St Thomas' Mission Support Fund | 21,944                             | 13,370                                          | 16,923 <sup>2</sup>             | <b>18,391</b>                        |
| St Thomas' Maintenance Fund     | -                                  | 30,000                                          | -                               | <b>30,000</b>                        |
|                                 | <b>21,944</b>                      | <b>43,370</b>                                   | <b>16,923</b>                   | <b>48,391</b>                        |

1. For amounts transferred from unrestricted funds, see note 6 for details.

2. Includes £250 transferred to Baby Basics Fund. See note 6 for details.

### Restricted funds

These hold monies given, collected or donated for a specific purpose and the value of any fixed assets purchased with those monies.

|                                    | <b>Balance<br/>1 January<br/>£</b> | <b>Incoming<br/>resources<br/>£</b> | <b>Resources<br/>used<br/>£</b> | <b>Balance 31<br/>December<br/>£</b> |
|------------------------------------|------------------------------------|-------------------------------------|---------------------------------|--------------------------------------|
| <b>St Thomas' Restricted Funds</b> |                                    |                                     |                                 |                                      |
| Church Centre Fund                 | 10,826                             | 11,211                              | 1,333                           | <b>20,704</b>                        |
| Development Fund                   | 41,623                             | 600                                 | 4,414                           | <b>37,809</b>                        |
| Children's Work Fund               | 4,259                              | 20                                  | 4,259                           | <b>20</b>                            |
| Organ Fund                         | 1,025                              | 45 <sup>1</sup>                     | -                               | <b>1,070</b>                         |
| Sound Fund                         | -                                  | 1,679                               | 829                             | <b>850</b>                           |
| Community Fund                     | 928                                | 144                                 | 299                             | <b>773</b>                           |
| Intern Fund                        | 11,131                             | -                                   | -                               | <b>11,131</b>                        |
| Baby Basics Fund                   | 655                                | 4,305 <sup>2</sup>                  | 2,610                           | <b>2,350</b>                         |
| Missional Activity Fund            | -                                  | 1,030                               | 793                             | <b>237</b>                           |
| More Than A Day Fund               | 12                                 | -                                   | 12 <sup>3</sup>                 | <b>-</b>                             |
| <b>Total</b>                       | <b>70,459</b>                      | <b>19,034</b>                       | <b>14,549</b>                   | <b>74,944</b>                        |

1. Amount transferred from unrestricted fund. See note 6 for details.

2. Amount includes £250 transferred from the Mission Support Fund. See note 6 for details.

3. Amount repaid to Derbyshire Voluntary Action in February 2023.

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# Accounts

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**2022 Annual Report and Accounts  
for the Parochial Church Council of  
St Thomas Church, Brampton**

## **Introduction**

In this document, the Parochial Church Council (PCC) presents its annual report with the financial statements for the year ended 31 December 2022. The PCC is an unincorporated charity registered with the Charity Commission (charity number 1138026).

## **Aim and Purposes**

St Thomas Parochial Church Council (PCC) has the responsibility of cooperating with the incumbent, in promoting in the ecclesiastical parish, the whole mission of the Church, pastoral, evangelistic, social and ecumenical. The PCC is also specifically responsible for the maintenance of the Church building and the St Thomas' Church Centre in conjunction with STB (Chesterfield) Ltd (STB) as laid out in the management agreement between the PCC and STB.

Up until October 2022, the PCC also held responsibility for St Peter's Holymoorside. From this date responsibility for St Peter's was passed on to St John's Walton through a Church of England Pastoral Measure which came into effect on 1 October 2022.

## **Objectives and Activities**

The PCC is committed to enabling as many people as possible to worship at our church and to become part of our church community. The PCC, alongside the incumbent, maintains an overview of worship in the parish. Our services and worship reflect who we are as the gathered people of God, as we look to put faith into practice.

When planning our activities for the year, we have considered the Charity Commission's guidance on public benefit and, specifically, the supplementary guidance on charities for the advancement of religion. In particular, we try to enable ordinary people to live out their faith as part of our parish community through:

- Worship and prayer; learning about the Gospel; and developing their knowledge and trust in Jesus.
- Provision of pastoral care for people living in the parish.
- Missionary and outreach work.

To enable this work it is important that we maintain the fabric of St Thomas' Church and the Church Centre.

## **Achievements and Performance**

### ***Worship and prayer***

2022 has continued to be a time of transition for our Worship following the pandemic.

At the beginning of the year the Church met for two concurrent service at 10:30am. One in the Church building which was liturgically based but alternated between a formal and less formal style. A second in the Church Centre which had an intergenerational focus. The 6pm service continued using a more reflective style.

Following the appointment of our new incumbent in April 2022 there was a period of reflection that resulted in us moving to two morning services in September 2022, a traditional liturgically based service at 9:15am and a more contemporary and less formal service at 10:45am incorporating ministry for those wishing to learn in an intergenerational way. The change in the pattern of the service has seen an increase in those attending worship on a weekly basis. It was agreed that this service pattern would be reviewed after six months.

St Peter's continued to hold regular Sunday morning services during this time with the church building also being open for private prayer.

We have celebrated 9 baptisms and 2 weddings and held 11 funerals (7 at St Thomas' and 4 at St Peter's) in the year.

### ***Electoral Roll***

The Parish Electoral Roll, as updated in March 2022, lists 259 parishioners of whom 226 are members of St Thomas', and 33 of St Peter's. This will be further updated in May 2023 to reflect those who have left the Church or stopped attending post pandemic.

### ***Church groups & activities***

Throughout the year we have run several regular activities. A number of these are focused on families and those under 18 and include Tots' Time and Kids' Club, which is a new after school group for children which started in September 2022, and Youth which meet weekly during term time. We also hold one off activities through the year, which this year have included a Fun Day to celebrate the Platinum Jubilee of Elizabeth II, and a parent café to support parents whose children started school for the first time in September.

We also hold regular groups which connect with adults in the Church and across our community. Our Knit & Natter group meets weekly in the Church Centre and our Men's Football group plays weekly at the local sports centre. Thom's Blokes is a group for men that meets monthly for talks, outings and social gatherings and Thom's Golden Folks meets twice a month for talks and social gatherings or a meal.

A number of Church House Groups have also continued to meet through the year for bible study, prayer and support.

### ***Mission and evangelism***

Mission and evangelism are significant parts of our calling as a Church. We encourage every member of the Church to live in a way which demonstrates God's love for those they meet on a daily basis. Alongside this we hold a number of events throughout the year which focus on sharing the good news of Jesus, these include our Christmas and Easter services as well as one off events such as the Light Trail held on 31 October. This year included opening the Church building as a focal point for the community during the mourning period for the late Queen.

We continue to support local, national and international organisations who demonstrate the love of God to people either in word or action. The PCC continues to follow the biblical ethos of tithing with 10% of St Thomas' unrestricted donations being transferred into the World Mission Fund each year. Depending on the reserves position at the year end, the PCC will also transfer to the World Mission Fund the associated Gift Aid on the tithe. The distribution of this fund is administered by the World Mission Committee. The main beneficiaries, with donations of £1,000 or more, during 2022 were:

- Christian Solidarity Worldwide (CSW)
- Christian Mission Society (CMS)
- Tearfund
- Church on the Bus
- Christian Vision for Men (CVM)
- Gates Art Group

Our parish magazine, Ploughshare, is published six times a year and is available on the Church website. Subscribers can also pay a small fee to receive a hard copy. The number of those receiving Ploughshare has increased during 2022, including several members of St Mark's Church who we are working increasingly closely with.

### ***St Thomas' Church Centre***

Our Centre continues to be a vital part of our mission and ministry with many of our church ministries using the building to hold activities on a weekly basis. The Centre is also used widely by a variety of community groups and organisations.

The Coffee Shop continues to remain a popular meeting place for those within in the community, with many regulars who appreciate the warm welcome they receive. It is also well used by many of our Church members using the Coffee Bar as a place to connect with family and friends.

This year the Centre has also been able to hold events such as the Advent Market and the popular Christmas lunches.

The Centre is managed by STB (Chesterfield) Ltd, a subsidiary company of the PCC. Both the STB Directors' and the Centre have seen changes in personnel this year. Ian Simmons, Julie Barton and Janet Bradbury stood down as Directors. We thank them for all the hard work and dedication they put into the Centre particularly through the difficulties of the pandemic. Ingrid Raby, Alex Quinton and Reverend Gary Weston became Directors for STB (Chesterfield) Ltd in September 2022. Janet Bradbury also retired from her position in the Centre in August and we thank her for all she contributed in her role. Holly Robinson joined the staff of the Centre as Coffee Bar Supervisor, and we are thankful for all she has contributed in her first few months in this role.

### ***Pastoral care and community support***

Some members of our parish are unable to attend church due to sickness or age. During the year we have started to re-establish a pastoral team who either contact or visit those who have requested it. In December 2022 we also started to visit Chatsworth Lodge and Brookholme Care Home, after a break due to COVID. It is anticipated that regular contact with both care homes will build during 2023.

St Thomas' Community Fund continued to provide local people in need with one-off financial assistance. In 2022, the fund has been used to purchase mattresses and bedding, a washing machine and two stair gates for local households as well as providing financial support for the "Lunch on Jesus" hosted at Whittington Moor Methodist Church on Christmas Day.

We also continued to support St Thomas' Baby Basics Fund, which is part of the Baby Basics UK initiative, a project that supports vulnerable new mothers by providing a free Moses basket starter pack and other essential items to mothers / families who are struggling to meet the financial and practical burden of looking after a new baby. This fund works on a referral basis from local health and social care professionals.

Our thanks go to Jane Simmonds for all the work she has put into both the Community Fund and Baby Basics over the year.

### ***Volunteers***

We would like to thank all the volunteers who work so hard in our Church and Centre from those that take on practical tasks from maintenance, washing up or cleaning as well as those who serve on the many teams that enable our worship on a Sunday, our under 18's ministry or the many groups that meet on a regular basis. Church works best when each of us contribute to its life and ministry and we are hugely grateful to everyone who gives up their valuable time to be involved.

### ***Deanery Synod***

Five Deanery Synod representatives sit on the PCC. This provides the PCC with an important link between the parish and the wider structures of the Church and the Diocese. In May 2022 our Area Dean Reverend Karen Hamblin was appointed Archdeacon of East Derbyshire. The Reverend Daniel Cooke was subsequently appointed as Area Dean.

### ***Ecumenical relationships***

The church is a member of Churches Together in Chesterfield. Many of the normal joint activities of this group have not restarted since the pandemic but they are hopeful for 2023. Sue Wheeler will represent St Thomas' on the Inter Faith Group when these meetings recommence post-pandemic.

### **Financial Review**

A pastoral reorganisation scheme was enacted on 1 October 2022 which saw St Peter's Holymoorside become part of the neighbouring parish of St John's Walton. Therefore, these financial statements include the financial activities of St Peter's Holymoorside up to 30 September 2022.

The financial statements show that total income exceeded expenditure by £25,475 in 2022 (2021 £4,719 deficit). Where possible, expenditure was made from designated and restricted funds to maintain our unrestricted reserves.

£172,881 was spent from unrestricted funds during 2022 (2021 £221,050) to provide the ministry of the parish. This expenditure includes £74,864 contribution to the Derby Diocesan Common Fund which largely provides the stipends and housing for the clergy. This amount is significantly less than in previous years (2021 £102,108) after a decision by the PCC that the amount paid needed to reflect the drop in attendance during the year and the impact the pandemic had on our finances. Our staff costs during the year were also reduced to £47,606 (2021 £67,122) but our overall energy costs have more than doubled since October 2022. In an effort to minimise the impact of the gas price increase on heating our large and uninsulated Church building, our Sunday services have been held in the Centre in the first months of 2023.

STB (Chesterfield) Ltd has continued to run the Centre and associated Coffee Bar. 2022 has seen a return to more typical opening hours and levels of letting. During the year it has returned to the principal, as far as possible, of making a third of the space in the Centre available to St Thomas' Church, and two thirds available for Community and Commercial lettings. Overall, the company made a profit of around £7,400 in 2022 which they will retain in order to build up sufficient funds to cover the cost of replacement equipment.

STB (Hope House) Ltd was largely dormant during 2022. However, there was one significant transaction during the year. In August 2022 the final diocesan loan repayment of £2,000 was made on behalf of the PCC (see note 9). It is anticipated that STB (Hope House) will be wound up in 2023 as the running of Hope House is now undertaken through a separate company, Hope House (Chesterfield) Ltd, which is also a registered charity (charity number 1183254). The company commenced trading in April 2021. The company is not connected to the PCC.

### **Reserves Policy**

It is PCC policy to try to maintain a balance of free reserves to cover at least three months' planned expenditure. It is held to smooth out fluctuations in cash flows and to help cover emergencies. The PCC defines free reserves as unrestricted net current assets excluding any amounts owed by subsidiary companies since this money is not considered to be readily available.

Based on the approved 2023 expenditure budget, the amount required to meet the reserves policy is £44,286. The balance of the free reserves at 31 December 2022 stands at £64,898 (2021 £56,251). This is above the PCC's target level.

In addition, at 31 December 2022, a total balance of £52,449 was held in restricted funds to meet the costs of development, repairs and maintenance of St Thomas' (£41,623) and the Centre (£10,826). Expenditure from the St Thomas' restricted fund will be incurred during 2023 for the replacement of the audio-visual system.

Details of the balances and movements on these and the other restricted funds can be found in note 11 to the financial statements.

### **Structure Governance and Management**

The PCC is a corporate body established by the Church of England and operates under the Parochial Church Council (Powers) Measure 1956. The PCC is a registered charity and all members of the PCC are charity trustees.

The method of appointment of PCC members is set out in the Church Representation Rules. PCC members can either be ex-officio through their role or elected. All members of our congregations who are on the electoral rolls of the churches are able to vote and stand for election to the PCC.

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

There are a number of committees in church, each dealing with a particular aspect of parish life, and all are responsible to the PCC.

The PCC met 8 times during the year for scheduled meetings (by video-conference for the January meeting and in person for the remaining meetings) and once for an extraordinary meeting (by video-conference in March) with an average level of attendance of 66%.

Along with their regular review of finances, policies and the order of the buildings and grounds, the PCC focused especially on the purpose and vision for the church, worship and services post-pandemic, mission and outreach, and the impact of the pastoral reorganisation.

## **Administrative Information**

### ***Full name of the PCC***

The Parochial Church Council of the Ecclesiastical Parish of St Thomas, Brampton, Chesterfield

### ***Principal and correspondence address***

St Thomas' Church  
Church Office  
Chatsworth Road  
Brampton  
Chesterfield  
S40 3AW

### ***Charity registration number***

1138026

### ***General contact***

Mrs Becky Botham

Parish Operations Manager

### ***Independent examiner***

Howard Freeman BSc (Hons) FCA CTA  
Shorts  
2 Ashgate Road  
Chesterfield  
S40 4AA

## **Membership of the PCC** *(see note 1 below)*

### **Clerks in Holy Orders (beneficed or licensed to the Parish)** *(see note 2 below)*

Reverend Gary Weston                      Ex-officio (Licensed on 3 April 2022)

### **Churchwardens** *(members of the PCC by virtue of rules M15(1)(e) and M15(1)(g))* *(Parish Wardens elected annually, see note 3 below)*

|                  |                                          |
|------------------|------------------------------------------|
| Philip Bird      | Parish Warden (to 27 March 2022)         |
| Millie Guthrie   | Parish Warden                            |
| Tony Witham      | Parish Warden (elected 27 March 2022)    |
| Diana Hinchliffe | Deputy Parish Warden (to 1 October 2022) |

### **Readers licensed to the Parish**

|              |                                    |
|--------------|------------------------------------|
| Martin Cox   | Ex-officio                         |
| Alison Wells | Ex-officio (until 27 January 2023) |
| Tim Wheeler  | Ex-officio                         |

### **Elected Deanery Synod Members**

|                 |                   |            |           |
|-----------------|-------------------|------------|-----------|
| Millie Guthrie  | Deanery Synod Rep | St Thomas' | 2020-2023 |
| Karen Riley     | Deanery Synod Rep | St Thomas' | 2020-2023 |
| Stuart Robinson | Deanery Synod Rep | St Thomas' | 2020-2023 |
| Jenny Smedley   | Deanery Synod Rep | St Thomas' | 2020-2023 |
| Ben Widdowson   | Deanery Synod Rep | St Thomas' | 2020-2023 |

### **Ordinary Elected Members**

*(a maximum of fourteen members by virtue of rule M15(8)(c))*

|                  |                                      |
|------------------|--------------------------------------|
| Lindsay Leteve   | 2020-2023                            |
| Julie Sparks     | 2020-2023 (resigned 28 January 2023) |
| Claire Wood      | 2020-2023                            |
| Mark Wood        | 2021-2022 (to 27 March 2022)         |
| Diane Boothby    | 2021-2024 (elected 25 April 2021)    |
| Robin Dawson     | 2021-2024 (elected 25 April 2021)    |
| William Galloway | 2021-2024 (resigned 27 March 2022)   |
| Phil Bird        | 2022-2024 (elected 27 March 2022)    |
| Mark Hoare       | 2022-2025 (elected 27 March 2022)    |
| Carla Jackson    | 2022-2025 (elected 27 March 2022)    |
| Ingrid Raby      | 2022-2025 (elected 27 March 2022)    |

### **Co-opted in her capacity as Parish Operations Manager & Safeguarding Officer**

Becky Botham (non-voting)

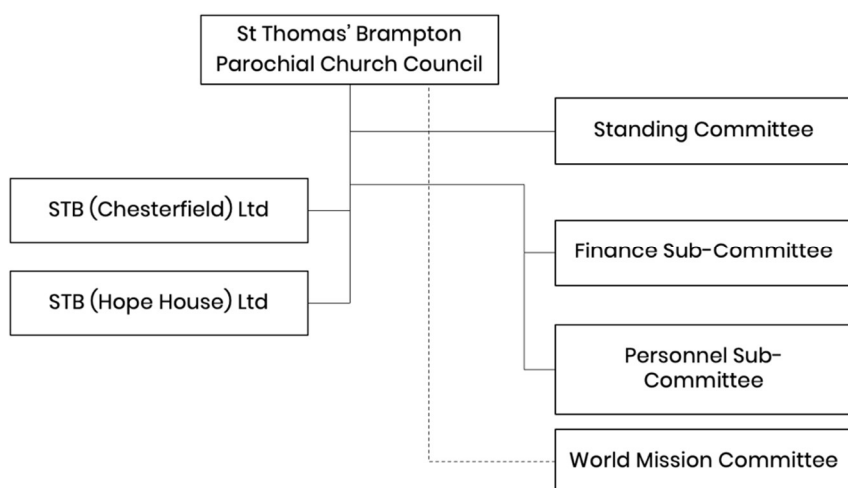
## **PCC Secretary**

Sue Wheeler (non-voting)

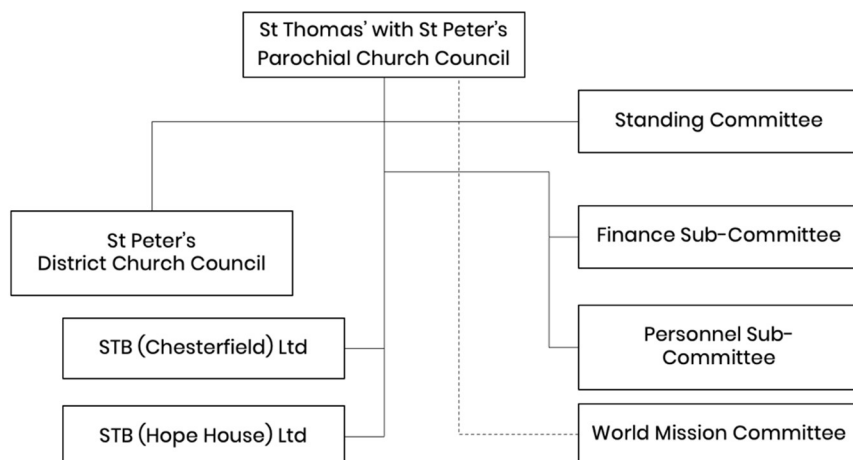
### Notes:

1. All membership rules are in accordance with the Church Representation Rules 2020.
2. Reverend Alison Cox (retired) has Permission to Officiate in the Parish but is not an ex-officio member of the PCC.
3. Churchwardens measure 2001 – provision 3, “Disqualification after six periods of office”. A meeting of parishioners (2009) resolved that this section shall not apply in this parish. This resolution may be revoked by a subsequent meeting of the parishioners.

## **Organisation Structure from 1 October 2022**



## **Organisation structure to 30 September 2022**



## **Committees**

### ***Standing Committee***

Chair: Reverend Gary Weston

The committee is empowered to transact the business of the PCC between PCC meetings subject to any directions given by the PCC.

### ***St Peter's District Church Council***

Chair: Reverend Nick Green (Vicar at St John's, Walton)

To offer practical leadership, to deliver the objectives identified in the Mission Action Plan, to monitor and maintain the health of the church and to advise the PCC of any relevant concern.

### ***Finance sub-committee***

Chair: Reverend Gary Weston

To manage the parish accounts and to advise the PCC on all matters relating to the financial activities of the churches.

### ***Personnel sub-committee***

Chair: Reverend Gary Weston

To advise the PCC on all matters relating to employment issues, including, but not limited to, recruitment, development, terms & conditions and discipline.

### ***World Mission Committee***

Chair: John Small

To encourage, support, promote and manage St Thomas' support of the church's world mission partners and to seek ways to help St Thomas' engage in world and home mission.

## **Directors of subsidiary companies**

**STB (Chesterfield) Ltd** (Company Number 08146516)

Julie Barton (resigned 31 August 2022)

Phil Bird

Janet Bradbury (resigned 31 August 2022)

Mark Hoare

Alex Quinton (appointed 1 September 2022)

Ingrid Raby (appointed 1 September 2022)

Ian Simmons (resigned 31 January 2022)

Reverend Gary Weston (appointed 1 September 2022)

**STB (*Hope House*) Ltd** (Company Number 09194559)

Reverend Canon Matt Barnes

Mark Hoare

Karen Riley

Andrew Travis

The Trustees' Annual Report was approved by the Parochial Church Council at its meeting on 6 March 2023 and signed on its behalf by Rev Gary Weston.

## **Independent Examiner's Report**

### **To the members of the PCC of St Thomas' Brampton**

I report on the accounts of the PCC for the year ended 31 December 2022, which are set out on pages 14 to 26, in respect of an examination carried out in accordance with the Church Accounting Regulations 2006 (The Regulations) and section 145 of The Charities Act 2011.

### **Respective responsibilities of Members and examiners**

As members of the PCC, you are responsible for the preparation of the financial statements. You consider that an audit is not required for this year under section 144 of the Charities Act 2011 (Charities Act) and that an independent examination is needed.

It is my responsibility to you:

- 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 134 (5) (b) of the Charities Act), and
- to state whether particular matters have come to my attention.

### **Basis of Independent Examiner's Report**

My examination was carried out in accordance with the General Directions given by the Charity Commissioners under Section 43 (7) (b) of the Act and to be found in the Church Guidance, 2006 edition. That examination includes a review of the accounting records kept by the PCC and a comparison of the accounts with those records. It also includes considering any unusual items or disclosures in the financial statement and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently I do not express an opinion on the view given by the accounts.

### **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 41 of the Act; and
  - to prepare financial statements which accord with the accounting records; and
  - comply with the requirements of the Act and the Regulationshave 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.

**Howard Freeman BSc (Hons) FCA CTA**

**19 April 2023**

**ST THOMAS' BRAMPTON with ST PETER'S HOLYMOORSIDE**

**STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 DECEMBER 2022**

|                                                                     | <b>Note</b> | <b>Unrestricted<br/>Funds<br/>£</b> | <b>Designated<br/>funds<br/>£</b> | <b>Restricted<br/>Funds<br/>£</b> | <b>Total<br/>2022<br/>£</b> | <b>Total<br/>2021<br/>£</b> |
|---------------------------------------------------------------------|-------------|-------------------------------------|-----------------------------------|-----------------------------------|-----------------------------|-----------------------------|
| <b>INCOME</b>                                                       |             |                                     |                                   |                                   |                             |                             |
| Voluntary income                                                    | 2a          | 185,387                             | -                                 | 10,290                            | <b>195,677</b>              | 208,501                     |
| Activities for generating funds                                     | 2b          | 10,784                              | -                                 | 53                                | <b>10,837</b>               | 10,735                      |
| Income from church activities                                       | 2c          | 19,195                              | -                                 | 176                               | <b>19,371</b>               | 15,792                      |
| <b>TOTAL INCOME</b>                                                 |             | <b>215,366</b>                      | <b>-</b>                          | <b>10,519</b>                     | <b>225,885</b>              | 235,028                     |
| <b>EXPENDITURE</b>                                                  |             |                                     |                                   |                                   |                             |                             |
| Missionary & charitable giving                                      | 3a          | 235                                 | 15,135                            | -                                 | <b>15,370</b>               | 18,697                      |
| Church activities                                                   | 3b          | 172,881                             | 30                                | 11,884                            | <b>184,795</b>              | 221,050                     |
| Raising funds                                                       | 3c          | -                                   | -                                 | 245                               | <b>245</b>                  | -                           |
| <b>TOTAL EXPENDITURE</b>                                            |             | <b>173,116</b>                      | <b>15,165</b>                     | <b>12,129</b>                     | <b>200,410</b>              | 239,747                     |
| <b>Net Income / (Expenditure)</b>                                   |             | <b>42,250</b>                       | <b>(15,165)</b>                   | <b>(1,610)</b>                    | <b>25,475</b>               | (4,719)                     |
| <b>Transfer between funds</b>                                       | 6           | (17,290)                            | 17,000                            | 290                               | -                           | -                           |
| <b>Impact of pastoral reorganisation, enacted on 1 October 2022</b> |             |                                     |                                   |                                   |                             |                             |
| Transfer of House for Duty to St John's Walton                      |             | (248,000)                           | -                                 | -                                 | <b>(248,000)</b>            | -                           |
| Removal of St Peter's net assets at 1 October 2022                  |             | (18,312)                            | -                                 | (824)                             | <b>(19,136)</b>             | -                           |
| <b>Net movement in funds</b>                                        |             | <b>(241,352)</b>                    | <b>1,835</b>                      | <b>(2,144)</b>                    | <b>(241,661)</b>            | (4,719)                     |
| <b>Total funds brought forward</b>                                  | 11          | 306,253                             | 20,109                            | 72,603                            | 398,965                     | 403,684                     |
| <b>Total funds carried forward</b>                                  |             | <b>64,901</b>                       | <b>21,944</b>                     | <b>70,459</b>                     | <b>157,304</b>              | 398,965                     |

**ST THOMAS' BRAMPTON with ST PETER'S HOLYMOORSIDE**

**BALANCE SHEET AS AT 31 DECEMBER 2022**

|                                                 | <b>Note</b> | <b>2022<br/>£</b> | <b>2021<br/>£</b> |
|-------------------------------------------------|-------------|-------------------|-------------------|
| <b>Fixed Assets:</b>                            |             |                   |                   |
| Tangible fixed assets                           | 7a          | -                 | 248,000           |
| Investment in wholly-owned subsidiary companies | 7b          | 2                 | 2                 |
| <b>Total fixed assets</b>                       |             | <b>2</b>          | 248,002           |
| <b>Current Assets:</b>                          |             |                   |                   |
| Debtors                                         | 8           | <b>4,153</b>      | 8,546             |
| Short term deposits                             |             | <b>10,188</b>     | 10,188            |
| Cash at bank and in hand                        |             | <b>152,632</b>    | 140,110           |
| <b>Total current assets</b>                     |             | <b>166,973</b>    | 158,844           |
| <b>Current Liabilities:</b>                     |             |                   |                   |
| Amounts falling due within one year             | 9           | <b>(9,671)</b>    | (7,881)           |
| <b>Net Current Assets</b>                       |             | <b>157,302</b>    | 150,963           |
| <b>Total Assets less Current Liabilities</b>    |             | <b>157,304</b>    | 398,965           |
| Amounts falling due after one year              |             | -                 | -                 |
| <b>Net Assets</b>                               |             | <b>157,304</b>    | 398,965           |
| <b>Funds:</b>                                   |             |                   |                   |
| Unrestricted                                    | 11          | <b>64,901</b>     | 306,253           |
| Designated                                      | 11          | <b>21,944</b>     | 20,109            |
| Restricted                                      | 11          | <b>70,459</b>     | 72,603            |
| <b>Total</b>                                    |             | <b>157,304</b>    | 398,965           |

Approved by the Parochial Church Council on 6 March 2023 and signed on its behalf by Reverend Gary Weston.

The notes on pages 16 to 26 form part of these financial statements.

## **ST THOMAS' BRAMPTON with ST PETER'S HOLYMOORSIDE**

### **Notes to the financial statements for the year ended 31 December 2022**

#### **1: Accounting Policies**

The PCC is a public benefit entity within the meaning of Financial Reporting Standard 102. The financial statements have been prepared under the Charities Act 2011 and in accordance with the Church Accounting Regulations 2006 governing the individual accounts of PCCs, and with the Regulations' "true and fair" provisions, together with applicable accounting standards and the Statement of Recommended Practice, Accounting and Reporting by Charities (SORP(FRS102)).

The financial statements have been prepared under the historical cost convention and on a going concern basis as, in the view of the PCC members, the PCC will be able to meet its debts as they fall due over a period of at least 12 months from the date of the signing of these financial statements.

#### **Basis of preparation**

The aggregate gross income of the PCC and its wholly-owned subsidiary companies, STB (Chesterfield) Ltd and STB (Hope House) Ltd, is less than £1 million. The PCC has therefore taken advantage of the exception relating to the requirement to prepare group accounts provided in the Charities Act 2011 and SI 2008/629.

These financial statements include all transactions, assets and liabilities for which the PCC is responsible in law. They do not include the accounts of church groups that owe their main affiliation to another body or those that are informal gatherings of church members.

#### **Assets**

##### **Consecrated and benefice property**

In so far as consecrated and benefice property of any kind is excluded from the statutory definition of 'charity' by Section 10(2) (a) and (c) of the Charities Act 2011, such assets are not capitalised in these financial statements.

In simpler terms, these financial statements only include property that is owned by the PCC. The one property owned by the PCC at 31 December 2021 was the House for Duty in Holymoorside. Ownership of this property transferred to St John's Walton as a result of the pastoral reorganisation on 1 October 2022. Other clergy housing is owned by Derby Diocese and is capitalised in their financial statements.

The freehold of the church buildings, the churchyards and St Thomas' church centre vests in the incumbent (who is the temporary custodian), rather than the PCC, so their values are not included in these accounts. However, it is the responsibility of the PCC to maintain these properties and any expenditure on maintenance is written off as incurred.

### **Moveable church furnishings**

Moveable church furnishings held by the incumbent (the holder of the Church of England parochial charge or benefice) and Churchwardens on special trust for the PCC, and which require a faculty for disposal, are accounted for as inalienable property unless consecrated. In this case, the items are not capitalised but they are listed in the church's inventory which can be inspected at any reasonable time.

All expenditure incurred on these items at any time has been written off.

### **Tangible fixed assets for use by the charity**

These items are capitalised if they can be used for more than one year, and cost at least £1,000. They are valued at cost or else, for gifts in kind, at a reasonable estimate of their open market value on receipt.

No depreciation is provided on the property held as a House for Duty, as its estimated residual value is not less than its carrying value and the remaining useful life of this property currently exceeds 50 years, so that any depreciation would be immaterial. An impairment review is carried out at each year end and any resultant loss identified included in expenditure for the year.

Depreciation is calculated to write off the capitalised cost of other fixed assets, less their currently anticipated residual fair value, over their estimated useful lives as follows:

- Fixtures and fittings 20 years
- Computers 3 years

No depreciation on fixed assets has been charged in these financial statements.

### **Investments**

The shares held by the PCC in its wholly-owned subsidiary companies are shown at their nominal value.

### **Short term deposits**

These are cash deposits held at the Chesterfield and North Derbyshire Credit Union.

## **Funds**

### **Unrestricted funds**

These represent the funds of the PCC that are not subject to any restrictions regarding their use and are available for application on the general purposes of the PCC. Funds designated for a particular purpose by the PCC are also unrestricted.

### **Restricted funds**

These are income funds that must be spent on restricted purposes and details of the funds held are shown in the notes to the accounts.

## **Income**

### **Voluntary donations**

Gift Aid donations, other planned giving, gifts on plate and sundry donations are recognised when received by or on behalf of the PCC.

Income tax recoverable on Gift Aid donations is recognised when the income is received. Legacies to the PCC are accounted for as soon as the PCC is notified of its legal entitlement, the amount is quantifiable and its ultimate receipt by the PCC is reasonably certain.

### **Other Income**

Income from the sales of books and magazines is accounted for gross, before any related costs have been deducted. Income from the letting of the church premises is recognised when due. Parochial fees due to the PCC for weddings, funerals etc. are accounted for on an event-by-event basis. Income from fundraising events and other church activities is recognised when received.

## **Expenditure**

### **Grants for Mission**

Grants and donations for mission are accounted for when paid over, or when awarded, if that award creates a binding obligation on the PCC.

All other expenditure is accounted for when due.

### **Staff Pension Arrangements**

All eligible PCC employees are enrolled in the NEST Pension Scheme, a defined contribution pension scheme set up by the government.

## 2a: Voluntary income

|                      | <b>Unrestricted<br/>Funds<br/>£</b> | <b>Designated<br/>funds<br/>£</b> | <b>Restricted<br/>Funds<br/>£</b> | <b>Total<br/>Funds<br/>2022<br/>£</b> | <b>Total<br/>Funds<br/>2021<br/>£</b> |
|----------------------|-------------------------------------|-----------------------------------|-----------------------------------|---------------------------------------|---------------------------------------|
| Planned giving       | 146,447                             | -                                 | 6,428                             | <b>152,875</b>                        | 163,176                               |
| Sundry donations     | 899                                 | -                                 | 172                               | <b>1,071</b>                          | 1,382                                 |
| Open plate donations | 3,740                               | -                                 | 206                               | <b>3,946</b>                          | 1,955                                 |
| Tax recoverable      | 32,634                              | -                                 | 1,184                             | <b>33,818</b>                         | 36,516                                |
| Grant                | 1,167                               | -                                 | 2,300                             | <b>3,467</b>                          | 5,472                                 |
| Legacies             | 500                                 | -                                 | -                                 | <b>500</b>                            | -                                     |
| <b>TOTAL</b>         | <b>185,387</b>                      | <b>-</b>                          | <b>10,290</b>                     | <b>195,677</b>                        | 208,501                               |

Restricted grant income of £2,300 was received during the year, being £1,000 for the work of Baby Basics, £500 to help the parish celebrate the late Queen's Platinum Jubilee and £800 towards maintaining the churchyard at St Peter's (2021 £1,000 was received for the work of Baby Basics and £3,810 for Time Together, a project established to combat loneliness in the parish). The unrestricted grant income of £1,167 was received from Derby Diocese as an Energy Grant (2021 £262 for our Knit & Natter group to maintain contact with its members during the pandemic and £400 towards the cost of maintaining the churchyard at St Peter's).

## 2b: Activities for generating funds

|                                        | <b>Unrestricted<br/>Funds<br/>£</b> | <b>Designated<br/>funds<br/>£</b> | <b>Restricted<br/>Funds<br/>£</b> | <b>Total<br/>Funds<br/>2022<br/>£</b> | <b>Total<br/>Funds<br/>2021<br/>£</b> |
|----------------------------------------|-------------------------------------|-----------------------------------|-----------------------------------|---------------------------------------|---------------------------------------|
| Fund raising events                    | 100                                 | -                                 | 53                                | <b>153</b>                            | -                                     |
| Letting of rooms                       | 1,376                               | -                                 | -                                 | <b>1,376</b>                          | 120                                   |
| Rent – temporary let of house for duty | 9,308                               | -                                 | -                                 | <b>9,308</b>                          | 10,615                                |
| <b>TOTAL</b>                           | <b>10,784</b>                       | <b>-</b>                          | <b>53</b>                         | <b>10,837</b>                         | 10,735                                |

## 2c: Income from church activities

|                                           | <b>Unrestricted<br/>Funds<br/>£</b> | <b>Designated<br/>funds<br/>£</b> | <b>Restricted<br/>Funds<br/>£</b> | <b>Total<br/>Funds<br/>2022<br/>£</b> | <b>Total<br/>Funds<br/>2021<br/>£</b> |
|-------------------------------------------|-------------------------------------|-----------------------------------|-----------------------------------|---------------------------------------|---------------------------------------|
| Fees for weddings / funerals              | 6,161                               | -                                 | -                                 | <b>6,161</b>                          | 9,874                                 |
| Book and magazine sales                   | 167                                 | -                                 | 176                               | <b>343</b>                            | 536                                   |
| Income from other church group activities | 12,867                              | -                                 | -                                 | <b>12,867</b>                         | 5,382                                 |
| <b>TOTAL</b>                              | <b>19,195</b>                       | <b>-</b>                          | <b>176</b>                        | <b>19,371</b>                         | 15,792                                |

## 3a: Missionary and charitable giving

|                                         | <b>Unrestricted<br/>Funds<br/>£</b> | <b>Designated<br/>funds<br/>£</b> | <b>Restricted<br/>Funds<br/>£</b> | <b>Total<br/>Funds<br/>2022<br/>£</b> | <b>Total<br/>Funds<br/>2021<br/>£</b> |
|-----------------------------------------|-------------------------------------|-----------------------------------|-----------------------------------|---------------------------------------|---------------------------------------|
| Overseas missionary societies:          |                                     |                                   |                                   |                                       |                                       |
| - CSW                                   | -                                   | 2,515                             | -                                 | <b>2,515</b>                          | 3,810                                 |
| - CMS                                   | -                                   | 2,640                             | -                                 | <b>2,640</b>                          | 2,550                                 |
| - Other overseas missionary societies   | 35                                  | 300                               | -                                 | <b>335</b>                            | 867                                   |
| Overseas relief / development agencies: |                                     |                                   |                                   |                                       |                                       |
| - Tearfund                              | -                                   | 2,515                             | -                                 | <b>2,515</b>                          | 3,810                                 |
| - Other agencies                        | -                                   | -                                 | -                                 | <b>-</b>                              | -                                     |
| Other overseas giving                   | -                                   | 650                               | -                                 | <b>650</b>                            | 800                                   |
| Home missions and others:               |                                     |                                   |                                   |                                       |                                       |
| - Church on the Bus                     | -                                   | 1,050                             | -                                 | <b>1,050</b>                          | 3,360                                 |
| - CVM                                   | -                                   | 2,540                             | -                                 | <b>2,540</b>                          | 2,550                                 |
| - Gates Arts Group                      | -                                   | 1,000                             | -                                 | <b>1,000</b>                          | 450                                   |
| - Other home giving                     | 200                                 | 1,925                             | -                                 | <b>2,125</b>                          | 500                                   |
| <b>TOTAL</b>                            | <b>235</b>                          | <b>15,135</b>                     | <b>-</b>                          | <b>15,370</b>                         | 18,697                                |

### 3b: Expenditure on church activities

|                                               | <b>Unrestricted<br/>Funds<br/>£</b> | <b>Designated<br/>funds<br/>£</b> | <b>Restricted<br/>Funds<br/>£</b> | <b>Total<br/>Funds<br/>2022<br/>£</b> | <b>Total<br/>Funds<br/>2021<br/>£</b> |
|-----------------------------------------------|-------------------------------------|-----------------------------------|-----------------------------------|---------------------------------------|---------------------------------------|
| Common Fund                                   | 74,864                              | -                                 | -                                 | <b>74,864</b>                         | 102,108                               |
| Ministry expenses                             | 2,108                               | -                                 | -                                 | <b>2,108</b>                          | 1,682                                 |
| Children / Youth work                         | 27,152                              | -                                 | -                                 | <b>27,152</b>                         | 26,408                                |
| Cost of running other church group activities | 10,486                              | -                                 | -                                 | <b>10,486</b>                         | 4,562                                 |
| Parish training & mission                     | 640                                 | -                                 | 5,088                             | <b>5,728</b>                          | 4,648                                 |
| Church running expenses                       | 17,092                              | -                                 | -                                 | <b>17,092</b>                         | 14,100                                |
| Church maintenance                            | 1,075                               | -                                 | -                                 | <b>1,075</b>                          | 4,936                                 |
| Upkeep of services                            | 3,349                               | -                                 | 696                               | <b>4,045</b>                          | 2,660                                 |
| Upkeep of churchyard                          | 4,610                               | -                                 | 341                               | <b>4,951</b>                          | 8,086                                 |
| Church administration                         | 30,220                              | 30                                | -                                 | <b>30,250</b>                         | 48,496                                |
| Parish magazine / books                       | 335                                 | -                                 | -                                 | <b>335</b>                            | 218                                   |
| Upkeep of church centre                       | 524                                 | -                                 | 5,759                             | <b>6,283</b>                          | 1,668                                 |
| Upkeep of House for Duty                      | 426                                 | -                                 | -                                 | <b>426</b>                            | 1,478                                 |
| <b>TOTAL</b>                                  | <b>172,881</b>                      | <b>30</b>                         | <b>11,884</b>                     | <b>184,795</b>                        | 221,050                               |

Included in the costs of church administration is the fee of £1,260 (2021 £1,200) payable to the PCC's Independent Examiner for the examination of the financial statements and £nil for accounting advice (2021 £432).

### 3c: Expenditure on raising funds

|                   | <b>Unrestricted<br/>Funds<br/>£</b> | <b>Designated<br/>funds<br/>£</b> | <b>Restricted<br/>Funds<br/>£</b> | <b>Total<br/>Funds<br/>2022<br/>£</b> | <b>Total<br/>Funds<br/>2021<br/>£</b> |
|-------------------|-------------------------------------|-----------------------------------|-----------------------------------|---------------------------------------|---------------------------------------|
| Cost of appeals   | -                                   | -                                 | -                                 | -                                     | -                                     |
| Fundraising costs | -                                   | -                                 | 245                               | <b>245</b>                            | -                                     |
| <b>TOTAL</b>      | -                                   | -                                 | <b>245</b>                        | <b>245</b>                            | -                                     |

### 4: Staff costs

The PCC employs a number of people to support the ministry and administration of the parish. Details of the costs of these employees is shown below. The PCC also pays for the services of a church cleaner and a gardener.

The PCC does not pay the salaries of the clergy directly but pays towards these costs through the contribution to the Common Fund.

|                           | <b>2022<br/>£</b> | <b>2021<br/>£</b> |
|---------------------------|-------------------|-------------------|
| Wages and salaries        | 46,058            | 63,954            |
| Statutory redundancy cost | -                 | 916               |
| Pension costs             | 1,548             | 2,252             |
| <b>TOTAL</b>              | <b>47,606</b>     | <b>67,122</b>     |

|                             | <b>Number</b> | <b>Number</b> |
|-----------------------------|---------------|---------------|
| Average number of employees | 3             | 5             |

During the year the PCC employed individuals in the following roles, with all employment contracts being part-time with the exception of the 0-18 Director:

- Parish Operations Manager
- Parish Administration Assistant
- 0-18 Director

No employee was paid in excess of £60,000 in either year.

Relief from £2,898 of employer's national insurance contributions was provided under the HMRC Employment Allowance Scheme (2021 £3,117).

## 5: Related party transactions

As the Parish Administration Assistant, Mrs Julie Sparks who was a member of the PCC was paid £7,368 (2021 £7,368).

Brams Landscapes, a business owned by the husband of Mrs Jenny Smedley who is a member of the PCC, was paid £2,400 for the maintenance of the churchyard at St Thomas' (2021 £4,560).

Mick Boothby, the husband of Mrs Diane Boothby who is a member of the PCC, was paid £nil (2021 £50) for work performed on the church building.

No payments or expenses were paid to any other PCC member, persons closely connected or related parties.

## 6: Analysis of transfer between funds

In line with the biblical ethos of tithing, the PCC has maintained its tradition of transferring 10% of the amount received by St Thomas' from unrestricted giving to the World Mission designated fund for missionary and charitable giving during the following year. Having considered its reserves position at 31 December 2022, the PCC has transferred the associated Gift Aid on the tithe for 2022.

During the year, the World Mission Committee has donated £200 from its designated fund to the work of Baby Basics. This donation is held in the Baby Basics restricted fund until used.

When weddings are held in St Thomas' and the couple being married wish to have the organ played at the service, they pay the organist's fee plus an additional amount of £45 to the PCC which goes towards the upkeep of the organ. This amount is held in the Organ restricted fund. During 2022, two weddings were held where the organ was played.

|                                  | <b>Unrestricted<br/>Funds<br/>£</b> | <b>Designated<br/>funds<br/>£</b> | <b>Restricted<br/>Funds<br/>£</b> | <b>Total<br/>£</b> |
|----------------------------------|-------------------------------------|-----------------------------------|-----------------------------------|--------------------|
| Missionary and charitable giving | (17,200)                            | 17,200                            | -                                 | -                  |
| Donation to Baby Basics          | -                                   | (200)                             | 200                               | -                  |
| Organ Fund contribution          | (90)                                | -                                 | 90                                | -                  |
| <b>TOTAL</b>                     | <b>(17,290)</b>                     | <b>17,000</b>                     | <b>290</b>                        | <b>-</b>           |

## 7a: Tangible fixed assets

|                                                                                     | <b>2022<br/>£</b> | <b>2021<br/>£</b> |
|-------------------------------------------------------------------------------------|-------------------|-------------------|
| Freehold land and buildings<br>Value at cost at 1 January 2022 and 31 December 2022 | -                 | 248,000           |
| <b>TOTAL</b>                                                                        | <b>-</b>          | <b>248,000</b>    |

Freehold land and buildings consist of a House for Duty, which is temporarily let. The Trust Deed under which this property is held states that the benefits of the property are for the parish in which it is situated. Following the pastoral reorganisation, the property falls within the parish of St John's Walton and therefore, from 1 October 2022, it is no longer a tangible fixed asset of St Thomas' Brampton.

## 7b: Investments in wholly-owned subsidiary companies

|                                             | <b>2022<br/>£</b> | <b>2021<br/>£</b> |
|---------------------------------------------|-------------------|-------------------|
| STB (Chesterfield) Ltd – one ordinary share | 1                 | 1                 |
| STB (Hope House) Ltd – one ordinary share   | 1                 | 1                 |
| <b>TOTAL</b>                                | <b>2</b>          | <b>2</b>          |

STB (Chesterfield) Ltd is the company that runs the St Thomas' coffee shop and manages room bookings on behalf of the PCC.

STB (Hope House) Ltd is the company that was set up to support the provision of safe and fair living accommodation for the homeless with an offer of additional services to clients trying to re-engage with normal society.

## 8: Debtors

|                              | <b>2022<br/>£</b> | <b>2021<br/>£</b> |
|------------------------------|-------------------|-------------------|
| Income tax recoverable       | 854               | 2,544             |
| Other debtors                | 111               | 576               |
| Prepayments                  | 3,188             | 3,426             |
| Loan to STB (Hope House) Ltd | -                 | 2,000             |
| <b>TOTAL</b>                 | <b>4,153</b>      | <b>8,546</b>      |

The loan to STB (Hope House) Ltd bore no interest and reflected the outstanding element of the diocesan loan for the Hope House project (see note 9).

## 9: Liabilities falling due within one year

|                                                   | <b>2022<br/>£</b> | <b>2021<br/>£</b> |
|---------------------------------------------------|-------------------|-------------------|
| Accruals                                          | 9,190             | 4,665             |
| Creditors for goods and services                  | 481               | 1,216             |
| Diocesan loan provided for the Hope House project | -                 | 2,000             |
| <b>TOTAL</b>                                      | <b>9,671</b>      | <b>7,881</b>      |

The diocesan loan bore no interest and was being repaid directly by STB (Hope House) Ltd. The final instalment of £2,000 was repaid in August 2022.

## 10: Analysis of net assets by fund

|                       | <b>Unrestricted<br/>Funds<br/>£</b> | <b>Designated<br/>funds<br/>£</b> | <b>Restricted<br/>Funds<br/>£</b> | <b>Total<br/>Funds<br/>2022<br/>£</b> | <b>Total<br/>Funds<br/>2021<br/>£</b> |
|-----------------------|-------------------------------------|-----------------------------------|-----------------------------------|---------------------------------------|---------------------------------------|
| Fixed assets          | 2                                   | -                                 | -                                 | <b>2</b>                              | 248,002                               |
| Current assets        | 74,570                              | 21,944                            | 70,459                            | <b>166,973</b>                        | 158,844                               |
| Current liabilities   | (9,671)                             | -                                 | -                                 | <b>(9,671)</b>                        | (7,881)                               |
| Long term liabilities | -                                   | -                                 | -                                 | -                                     | -                                     |
| <b>TOTAL</b>          | <b>64,901</b>                       | <b>21,944</b>                     | <b>70,459</b>                     | <b>157,304</b>                        | 398,965                               |

## 11: Fund details

### Unrestricted funds

These comprise the general funds of the church and include the nominal value of its investments in subsidiary companies. The comparative figure includes £248,000 of Fixed Assets, the cost of the property held as a House for Duty, ownership of which passed to St John's Walton when the pastoral reorganisation took effect on 1 October 2022.

### Designated funds

These are funds set aside from the general funds by the PCC for a specific purpose. During 2022 there was one fund designated by the PCC.

The World Mission Fund is used to hold and administer the 10% of St Thomas' unrestricted income from donors set aside by the PCC for its own missionary and charitable donations.

|                               | <b>Balance<br/>1 January<br/>£</b> | <b>Incoming<br/>resources<br/>£</b> | <b>Resources<br/>used<br/>£</b> | <b>Balance 31<br/>December<br/>£</b> |
|-------------------------------|------------------------------------|-------------------------------------|---------------------------------|--------------------------------------|
| St Thomas' World Mission Fund | 20,109                             | 17,200 <sup>1</sup>                 | 15,365 <sup>2</sup>             | <b>21,944</b>                        |

1. Amount transferred from unrestricted fund. See note 6 for details.

2. Includes £200 transferred to Baby Basics Fund. See note 6 for details.

### Restricted funds

These hold monies given, collected or donated for a specific purpose.

|                                    | <b>Balance<br/>1 January<br/>£</b> | <b>Incoming<br/>resources<br/>£</b> | <b>Resources<br/>used<br/>£</b> | <b>Balance 31<br/>December<br/>£</b> |
|------------------------------------|------------------------------------|-------------------------------------|---------------------------------|--------------------------------------|
| <b>St Thomas' Restricted Funds</b> |                                    |                                     |                                 |                                      |
| Church Centre Fund                 | 14,472                             | 2,112                               | 5,758                           | <b>10,826</b>                        |
| Development Fund                   | 41,023                             | 600                                 | -                               | <b>41,623</b>                        |
| Children's Work Fund               | 364                                | 4,125                               | 230                             | <b>4,259</b>                         |
| Organ Fund                         | 1,631                              | 90 <sup>1</sup>                     | 696                             | <b>1,025</b>                         |
| Community Fund                     | 1,052                              | 840                                 | 964                             | <b>928</b>                           |
| Intern Fund                        | 11,131                             | -                                   | -                               | <b>11,131</b>                        |
| Baby Basics Fund                   | 1,240                              | 1,742 <sup>2</sup>                  | 2,327                           | <b>655</b>                           |
| Time Together Fund                 | 1,079                              | -                                   | 1,079 <sup>3</sup>              | <b>-</b>                             |
| More Than A Day Fund               | -                                  | 500                                 | 488                             | <b>12</b>                            |
| <b>St Peter's Restricted Funds</b> |                                    |                                     |                                 |                                      |
| Memorial Garden Fund               | 611                                | -                                   | 611 <sup>4</sup>                | <b>-</b>                             |
| Churchyard Maintenance Fund        | -                                  | 800                                 | 800 <sup>4</sup>                | <b>-</b>                             |
| <b>Total</b>                       | <b>72,603</b>                      | <b>10,809</b>                       | <b>12,953</b>                   | <b>70,459</b>                        |

1. Amount transferred from unrestricted fund. See note 6 for details.

2. Amount includes £200 transferred from the World Mission Fund. See note 6 for details.

3. Amount repaid to Derbyshire Voluntary Action in February 2022 at the end of the Time Together project.

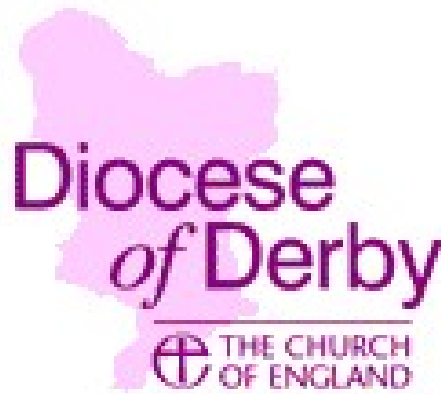
4. Amounts in St Peter's Restricted Funds no longer form part of St Thomas' Brampton financial statements from 1 October 2022. In the nine months to 1 October 2022, £121 was used for churchyard expenses from the Memorial Garden Fund, £220 for churchyard expenses and £245 for generating funds was used from the Churchyard Maintenance Fund.

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# Accounts

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**ST THOMAS' BRAMPTON  
ST PETER'S HOLYMOORSIDE**



**ACCOUNTS 2021  
ANNUAL REPORT  
AND  
FINANCIAL STATEMENTS  
OF THE  
PAROCHIAL CHURCH COUNCIL  
FOR THE YEAR ENDED 31 DECEMBER 2021**

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## **ST THOMAS' BRAMPTON with ST PETER'S HOLYMOORSIDE**

### **INTRODUCTION**

In this document, the Parochial Church Council (PCC) presents its annual report with the financial statements for the year ended 31 December 2021. The PCC is an unincorporated charity registered with the Charity Commission (charity number 1138026). The full name of the PCC on the Charity Commission register is The Parochial Church Council of the Ecclesiastical Parish of St Thomas, Brampton, Chesterfield but it will be referred to throughout this document as the PCC of St Thomas' Brampton with St Peter's Holymoorside.

The financial statements are presented in the prescribed manner in order to comply with the Charities Act 2011 and Church Accounting Regulations 2006. Accordingly:

1. The annual report outlining the activities of the PCC for the year is an integral part of the document.
2. The financial statements of the daughter church, St Peter's Holymoorside, are required to be consolidated with those of St Thomas'. However, while the annual report makes reference to the PCC's two subsidiary companies, their financial statements are not consolidated with those of St Thomas' and St Peter's Holymoorside. This is because the PCC has taken advantage of an exception relating to the requirement to prepare group accounts provided in the Charities Act 2011 and SI 2008/629.
3. The financial statements have been prepared on an accruals basis. This means that they take into account amounts owing to or by the PCC at the year end and are not limited to cash transactions.
4. The Statement of Financial Activities for the year ended 31 December 2021 is presented by fund type (unrestricted, designated, restricted and total funds) in columnar format showing income and expenditure in the appropriate fund column. The notes are presented in a similar format. Only total figures are shown for the prior year.

This document has been compiled in line with the guidance provided by the Church of England in the book "PCC Accountability: The Charities Act 2011 and the PCC (5<sup>th</sup> edition, incorporating the Statement of Recommended Practice 2015)". A copy of this book is held in the St Thomas' office if you would like to refer to it.

I hope the Annual Report and Financial Statements give you a good understanding of the overall financial position of St Thomas' Brampton with St Peter's Holymoorside at the end of last year, where money has come from during the year and where it has been spent to support the work of the parish. However, this document does not illustrate the financial activity and position separately of St Thomas' or St Peter's. If you require further information, please contact the treasurers of the two churches.

**Lindsay Leteve FCA,  
Parish Treasurer  
March 2022**

# **TRUSTEES' ANNUAL REPORT**

**FOR THE YEAR ENDED 31 DECEMBER 2021**

## **AIMS AND PURPOSE**

St Thomas' Brampton with St Peter's Holymoorside Parochial Church Council (PCC) has the responsibility for promoting the whole mission of the church, pastoral, evangelistic, social and ecumenical within the ecclesiastical parish. It also has overall responsibility for the District Church Council (DCC) of St Peter's Holymoorside.

## **VISION AND VALUES**

Our vision is to be a church of disciples making disciples who reach out in the love of Jesus to see lives transformed by him.

Our values are those of:

- **Welcome:** God welcomes us to come as we are. He is the loving Father who runs to the prodigal with a warm embrace. We want to welcome people as God welcomes us (Luke 15.20)
- **Worship:** Worship is our primary purpose and goes far beyond our Sunday gatherings. We want to show our passion for Jesus by loving him with all our heart, soul, mind and strength (Mark 12.30)
- **Belonging:** We have been created for relationship and therefore we do not have to travel a journey of discipleship alone. Jesus instigated the church to be first and foremost a family where people can find belonging, encouragement and support (1 Corinthians 12.27)
- **Growth:** God welcomes us as we are but doesn't leave us unchanged. Through the gift of the Spirit, we are empowered to become more like Jesus (2 Corinthians 3.18)
- **Mission:** Jesus gives his disciples a mission to go and make more disciples. As we embrace God's love for people, live out Spirit-led, Gospel-centred lives that share and care, we will see his kingdom advance (Matthew 28.19, Mark 12.31)

## **ACHIEVEMENT AND PERFORMANCE**

### **Vacancy**

The parish has been in Vacancy since September 2020, when the Rector of St Thomas' Brampton with St Peter's Holymoorside, Reverend Canon Matt Barnes was confirmed in his role as Director of Discipleship, Mission and Ministry for the Derby Diocese – a role to which he was seconded in April 2018. During this time of Vacancy, we have been blessed by the ministries of Reverend David Owens, Acting Rector until his departure in August 2021 to become Church Planting Curate at Preston Minster in the Diocese of Blackburn, and Reverend David Mouncer, Associate Minister until his retirement in September 2021. We would like to express our heartfelt thanks to them for all they have given to St Thomas' and the parish as a whole.

We would also like to express our gratitude to Reverend Alison Cox, a retired member of clergy who has supported us throughout the Vacancy and continues to support the Parish Wardens and St Thomas' in designing and leading our services, preaching and running study groups. Thanks also go to our Parish Wardens, Phil Bird and Millie Guthrie, and Area Dean, Reverend Canon Karen Hamblin, for shouldering the responsibility of running the church during the Vacancy.

We are delighted to report that our new Priest-in-Charge, Reverend Gary Weston, will be licensed at St Thomas' Brampton on 3 April 2022 and we look forward to welcoming him and his family.

## **Covenant with St John's Walton**

Under the covenant between St Thomas' Brampton and St John's Walton, signed in August 2019, Reverend Nick Green, the Vicar at St John's Walton is the minister in charge of St Peter's Holymoorside while St Thomas' continues to provide administrative support.

## **Pastoral reorganisation**

As part of a wider vision for the Deanery in which our parish falls, we are currently in a phase of pastoral reorganisation. The plans for this will see St Peter's Holymoorside become part of the neighbouring parish of St John's Walton and will bring the parishes of St Thomas' Brampton and St Mark's Brampton together to better serve the community of Brampton as a whole. Our new Priest-in-Charge, Reverend Gary Weston, will also be licensed as Assistant Curate (to be known as Associate Priest) for St Mark's Brampton. Our aim is to see transformed lives, growing church and community built up and strengthened.

## **Worship and prayer**

All are welcome to attend our regular services. When Covid-19 restrictions prevented us from gathering in person for public worship during the year, St Thomas' services and activities were available to watch online. Following the easing of Covid-19 restrictions in May 2021, St Thomas' has offered a variety of worship styles at one Sunday mid-morning service in the church building and a family service has been run in our centre or outdoors when weather permitted. There has been a more reflective style of worship at 6pm, through a mixture of online and in person gatherings. St Peter's has continued to hold regular Sunday morning services. The church buildings have also been open for private prayer. The Parish Electoral Roll, as updated in March 2022, lists 259 parishioners of whom 226 are members of St Thomas', and 33 of St Peter's.

During 2021, we held 15 funeral services in church (10 at St Thomas' and 5 at St Peter's). We were also delighted to hold 5 weddings in church (3 at St Thomas' and 2 at St Peter's) and 5 baptisms (2 at St Thomas' and 3 at St Peter's).

1 Thessalonians 5:17 tells us to pray continually. 2021 has seen the creation of a prayer walk in the church grounds at St Thomas' and many of us have benefited from gatherings in our woodland church. We have continued to focus on the need to pray to help us draw close to God and bring situations and the world to Him to transform. During the time of Vacancy, particularly as we advertised for and prepared to interview candidates, we held a season of prayer covering 100 days. This included a weekly meeting in person and an online gathering, as well as individual prayer following a set daily pattern.

Small groups are an important part of church life to many people. Most groups meet weekly in the homes of members. By providing a more relaxed, informal and open environment, group members can explore their faith and grow friendships in a deeper way than is possible in a congregational setting. At St Thomas' we encourage the Willow Creek model of small group ministry to LOVE (engage with one another), LEARN (engage with the Scriptures), SERVE (engage in practical service) and REACH (engage in mission). Small group meetings continued during the pandemic, maintaining connections online, with phone meetings and sending cards to those without internet connections. Many groups are now beginning to meet in person.

## **Deanery Synod**

Five Deanery Synod representatives sit on the PCC. This provides the PCC with an important link between the parish and the wider structures of the Church of England.

## **Pastoral care and community support**

Some members of our parish are unable to attend church due to sickness or age. Members of the clergy and licensed distributors would normally be able to visit those church members who have requested it, to celebrate communion with them at home. During 2021, these visits have been curtailed due to the pandemic.

As part of the Time Together project, funded by Derbyshire Voluntary Action, volunteers have been making monthly 'doorstep visits' to individuals within the parish to help combat loneliness in a covid-safe way. The visiting volunteer has taken along takeaway hot drinks for themselves and members of the household, a 'postcard ponder' and a related gift. Derbyshire Voluntary Action also provided a grant to our Knit & Natter group to help with ongoing communication during the period when members weren't able to meet in person.

St Thomas' Community Fund was established to provide local people in need with one-off financial assistance. In 2021, the fund has been used to purchase several cots and a stair gate for local households as well as providing financial support for the "Lunch on Jesus" hosted at Whittington Moor Methodist Church on Christmas Day.

The Baby Basics Fund is part of the Baby Basics UK initiative, a project that supports vulnerable new mothers by providing a free Moses basket starter pack and other essential items to mothers / families who are struggling to meet the financial and practical burden of looking after a new baby. This fund works on a referral basis from local health and social care professionals.

## **Church group activities**

Tots' Time is held in term time on a weekly basis at St Thomas' and our Youth Group meets weekly for worship in term times and young people from that group have been involved in leading and supporting our worship during the Vacancy.

Our Knit & Natter group meets weekly in the church centre and our Men's Football group plays weekly at the local sports centre. Thom's Blokes is a group that meets monthly for talks, outings and social gatherings.

## **St Thomas' church centre**

Our church centre reached its 10<sup>th</sup> anniversary in 2021, a milestone that we weren't able to mark in any significant way due to the pandemic. The facilities and activities within the centre are managed by one of the PCC's subsidiary companies, STB (Chesterfield) Ltd. During 2021, the church centre continued to be our 'beacon to the community' by providing a warm welcome for church members and non-church members alike. The coffee shop remained popular and the meeting rooms hosted our church and many other groups – at least when Covid-19 restrictions permitted. The coffee shop and the group meetings were sorely missed when the centre had to remain closed.

## **Mission and evangelism**

The PCC continues to follow the biblical ethos of tithing with 10% of St Thomas' unrestricted donations being transferred into the World Mission Fund each year. Depending on the reserves position at the year end, the PCC will also transfer to the World Mission Fund the associated Gift Aid on the tithe. The distribution of this fund is administered by the World Mission Committee who take into account the views of the congregation in agreeing the main beneficiaries of this charitable giving.

The main beneficiaries during 2021 were:

- Christian Solidarity Worldwide (CSW)
- Christian Mission Society (CMS)
- Tearfund
- Church on the Bus
- Christian Vision for Men (CVM)

Our parish magazine, Ploughshare, was published throughout the year, although the February / March edition was only available electronically due to the continuing Covid-19 restrictions. These prevented us from delivering a hard copy to subscribers who are unable to access it electronically via email or through our website. However, we were able to deliver the subsequent 5 editions of the magazine. The December 2021 / January 2022 edition was the last Ploughshare edited by Marie Witham and a new editor has taken over for the February / March 2022 edition onwards. We would like to take this opportunity to express our thanks to all the people who have edited and distributed our parish magazine over the years.

### **Ecumenical relationships**

The church is a member of Churches Together in Chesterfield. Under normal circumstances we would have taken part in the annual Churches Together service and the Whit Walk but these, like so many other events in 2021, were again cancelled due to the pandemic. Sue Wheeler will represent St Thomas' on the Inter Faith Group when these meetings recommence post-pandemic.

### **FINANCIAL REVIEW**

The financial statements show that total expenditure exceeded total income by £4,719 in 2021. Where possible, expenditure was made from designated and restricted funds to maintain our unrestricted reserves.

£195,558 was spent from unrestricted funds during 2021 to provide the Christian ministry of the parish, with a further £17,014 spent from the designated fund for the 0-18 Director role. This expenditure includes £102,108 contribution to the Derby Diocesan Common Fund (an increase of 1.9% from the previous year) which largely provides the stipends and housing for the clergy.

STB (Chesterfield) Ltd opened the coffee shop and meeting rooms when Covid-19 restrictions permitted, during another year that was extremely difficult for all businesses operating in the hospitality sector. They continued to obtain financial support from the government's furlough scheme where possible. The coffee shop has opened on weekdays since 17 May 2021 but remained closed to the public at weekends since these openings did not cover their costs pre-pandemic. STB (Chesterfield) Ltd hosted an Advent Fair in November 2021 and, on behalf of St Thomas', presented two showings of the Polar Express in December 2021. Their three Christmas lunch days proved very popular and spaces sold out quickly. Overall, the company made a profit of around £3,000 in 2021 which they will retain in order to build up sufficient funds to cover the cost of replacement equipment.

STB (Hope House) Ltd was largely dormant during 2021. However, there were two significant transactions during the year. In February 2021 the annual diocesan loan repayment of £2,000 was made on behalf of the PCC. The repayment of the final instalment of this loan will be made in 2022 (see note 9a). In May 2021, a bank transfer of £10,000 was made to Hope House (Chesterfield) Ltd towards the capital costs of refurbishment of the property at 91-93 Derby Road, Chesterfield.

The running of Hope House is undertaken through a separate company, Hope House (Chesterfield) Ltd, which is also a registered charity (charity number 1183254). The company commenced trading in April 2021. The company is not connected to the PCC.

### **Reserves Policy**

It is PCC policy to try to maintain a balance of free reserves to cover at least three months' planned expenditure. It is held to smooth out fluctuations in cash flows and to help cover emergencies. The PCC defines free reserves as unrestricted net current assets excluding amounts owed by subsidiary companies since this money is not considered to be readily available.

Based on the approved 2022 expenditure budget, the amount required to meet the reserves policy is £49,000. The balance of the free reserves at 31 December 2021 stands at £56,251 (2020 £60,043 when adjusted for the remaining 0-18 Director designated fund). This is above the PCC's target level.

In addition, at 31 December 2021, a total balance of £55,495 was held in restricted funds to meet the costs of development, repairs and maintenance of St Thomas' (£41,023) and the church centre (£14,472). Expenditure from the St Thomas' restricted fund will be incurred during 2022 for the further stabilisation of the decorative ceiling of the church and from the church centre fund to replace one of the automatic door operators.

Details of the balances and movements on these and the other restricted funds can be found in note 11 to the financial statements.

## **STRUCTURE, GOVERNANCE AND MANAGEMENT**

The PCC is a corporate body established by the Church of England and operates under the Parochial Church Council (Powers) Measure 1956. The PCC is a registered charity and all members of the PCC are charity trustees.

The method of appointment of PCC members is set out in the Church Representation Rules. PCC members can either be ex-officio through their role or elected. All members of our congregations who are on the electoral rolls of the churches are able to vote and stand for election to the PCC.

The PCC members are responsible for making decisions on all matters of general concern and importance to the parish including deciding on how the funds of the PCC are to be spent. New members receive a booklet into the workings of the PCC. There are a number of committees in church, each dealing with a particular aspect of parish life, and all are responsible to the PCC.

The PCC met 4 times during the year for scheduled meetings (by video-conference for the March and June meetings and in person for the September and November meetings) and 4 times for extraordinary meetings (by video-conference in January and May, and in person in June and July) with an average level of attendance of 72%.

Along with their regular review of finances, policies and the order of the buildings and grounds, the PCC focused especially on the continuing effects of the pandemic and how the churches could reopen safely for public worship; the recruitment of a new Priest-in-Charge (including the drawing up of an appropriate Parish Profile) and the process of pastoral reorganisation between St Peter's Holymoorside and St John's Walton, and St Thomas' and St Mark's Brampton. In addition, the PCC spent a significant amount of time on seeking ways to address the financial constraints faced by St Thomas'. The difficult decision was taken to reduce the staff team through not filling two vacancies and making one role redundant.

## REFERENCE AND ADMINISTRATIVE INFORMATION

### Full name of the PCC

The Parochial Church Council of the Ecclesiastical Parish of St Thomas, Brampton, Chesterfield

### Principal and correspondence address

St Thomas' Church  
Church Office  
Chatsworth Road  
Brampton  
Chesterfield  
S40 3AW

### Charity registration number

1138026

### General contact

Mrs Becky Botham Parish Operations Manager

### Independent examiner

Howard Freeman BSc (Hons) FCA CTA  
Shorts  
2 Ashgate Road  
Chesterfield  
S40 4AA

### Membership of the PCC *(see note 1 below)*

### Clerks in Holy Orders (beneficed or licensed to the Parish) *(see note 2 below)*

|                        |                                  |
|------------------------|----------------------------------|
| Reverend David Owens   | Ex-officio (to 22 August 2021)   |
| Reverend David Mouncer | Ex-officio (to 5 September 2021) |

### Churchwardens *(members of the PCC by virtue of rules M15(1)(e) and M15(1)(g))* *(Parish Wardens elected annually, see note 3 below)*

|                  |                      |
|------------------|----------------------|
| Philip Bird      | Parish Warden        |
| Millie Guthrie   | Parish Warden        |
| Diana Hinchliffe | Deputy Parish Warden |

### Readers licensed to the Parish

*(currently no APCM 'limiting' resolution passed and so all Readers are entitled to attend)*

|              |            |
|--------------|------------|
| Martin Cox   | Ex-officio |
| Alison Wells | Ex-officio |
| Tim Wheeler  | Ex-officio |

### Elected General, Diocesan, Deanery Synod Members

|                 |                   |            |           |
|-----------------|-------------------|------------|-----------|
| Millie Guthrie  | Deanery Synod Rep | St Thomas' | 2020-2023 |
| Karen Riley     | Deanery Synod Rep | St Thomas' | 2020-2023 |
| Stuart Robinson | Deanery Synod Rep | St Thomas' | 2020-2023 |
| Jenny Smedley   | Deanery Synod Rep | St Thomas' | 2020-2023 |
| Ben Widdowson   | Deanery Synod Rep | St Thomas' | 2020-2023 |

### Ordinary Elected Members

*(a maximum of fourteen members by virtue of rule M15(8)(c))*

|                  |            |                              |
|------------------|------------|------------------------------|
| Kenneth Franklin | St Peter's | 2018-2021 (to 25 April 2021) |
| Pauline Kelshaw  | St Thomas' | 2018-2021 (to 25 April 2021) |

|                  |            |                                      |
|------------------|------------|--------------------------------------|
| Andrew Smith     | St Thomas' | 2018-2021 (to 25 April 2021)         |
| Mark Hoare       | St Thomas' | 2019-2022                            |
| Lindsay Leteve   | St Thomas' | 2020-2023                            |
| Julie Sparks     | St Thomas' | 2020-2023                            |
| Claire Wood      | St Thomas' | 2020-2023                            |
| Mark Wood        | St Thomas' | 2021-2022 (re-elected 25 April 2021) |
| Robin Dawson     | St Thomas' | 2021-2024 (elected 25 April 2021)    |
| Diane Boothby    | St Thomas' | 2021-2024 (elected 25 April 2021)    |
| William Galloway | St Thomas' | 2021-2024 (elected 25 April 2021)    |

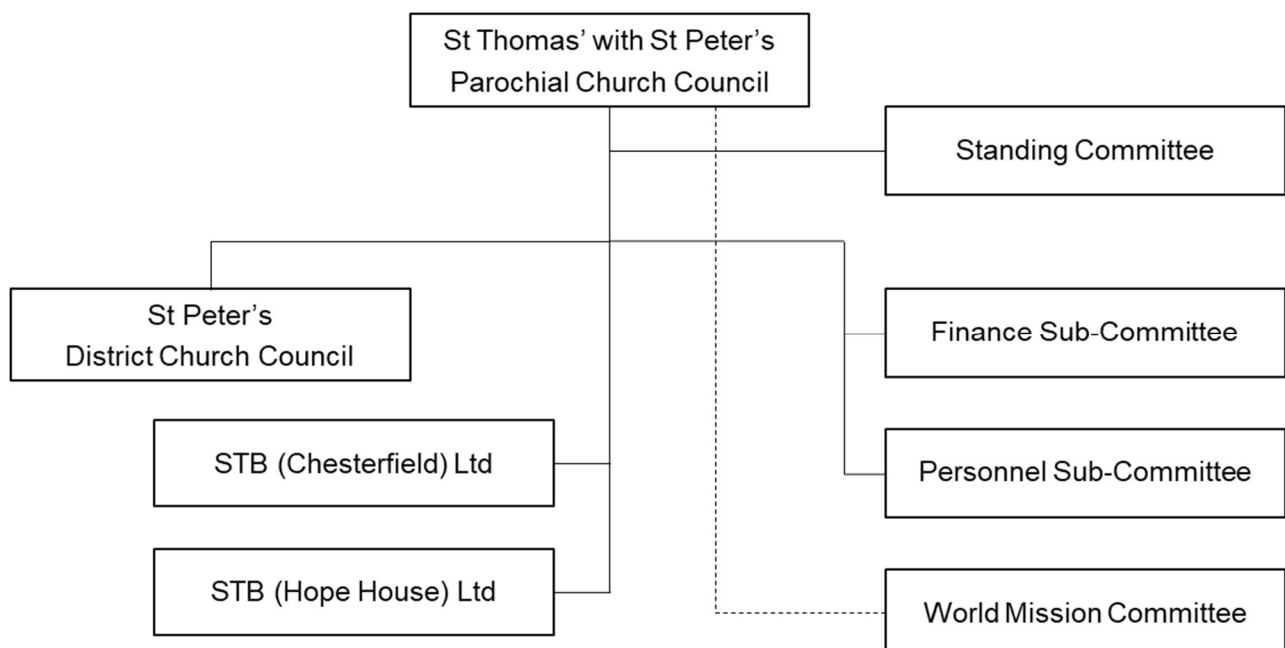
### **PCC Secretary**

Sue Wheeler (non-voting)

### Notes:

1. All membership rules are in accordance with the Church Representation Rules 2020.
2. Reverend Alison Cox (retired) has Permission to Officiate in the Parish but is not an ex-officio member of the PCC.
3. Churchwardens measure 2001 – provision 3, “Disqualification after six periods of office”. A meeting of parishioners (2009) resolved that this section shall not apply in this parish. This resolution may be revoked by a subsequent meeting of the parishioners.

### **Organisation Structure**



## **Committees**

### Standing Committee

Chair: Millie Guthrie (Parish Warden)

The committee is empowered to transact the business of the PCC between PCC meetings subject to any directions given by the PCC.

### St Peter's District Church Council

Chair: Reverend Nick Green (Vicar at St John's, Walton)

To offer practical leadership, to deliver the objectives identified in the Mission Action Plan, to monitor and maintain the health of the church and to advise the PCC of any relevant concern.

### Finance sub-committee

Chair: Lindsay Leteve (Parish Treasurer)

To manage the parish accounts and to advise the PCC on all matters relating to the financial activities of the churches.

### Personnel sub-committee

Chair: Phil Bird (Parish Warden)

To advise the PCC on all matters relating to employment issues, including, but not limited to, recruitment, development, terms & conditions and discipline.

### World Mission Committee

Acting Chair: John Small

To encourage, support, promote and manage St Thomas' support of the church's world mission partners and to seek ways to help St Thomas' engage in world and home mission.

## **Directors of subsidiary companies**

### STB (Chesterfield) Ltd (Company Number 08146516)

Julie Barton

Janet Bradbury

Ian Simmons (resigned 31 January 2022)

Phil Bird

Mark Hoare

Reverend David Owens (resigned 29 July 2021)

### STB (Hope House) Ltd (Company Number 09194559)

Reverend Canon Matt Barnes

Karen Riley

Mark Hoare

Andrew Travis

The Trustees' Annual Report was approved by the Parochial Church Council at its meeting on 7 March 2022 and signed on its behalf by Phil Bird and Millie Guthrie (Parish Wardens)

## **INDEPENDENT EXAMINER'S REPORT**

### **To the members of the PCC of St Thomas' Brampton with St Peter's Holymoorside**

I report on the accounts of the PCC for the year ended 31 December 2021, which are set out on pages 13 to 24, in respect of an examination carried out in accordance with the Church Accounting Regulations 2006 (The Regulations) and section 145 of The Charities Act 2011.

### **Respective responsibilities of Members and examiners**

As members of the PCC, you are responsible for the preparation of the financial statements. You consider that an audit is not required for this year under section 144 of the Charities Act 2011 (Charities Act) and that an independent examination is needed.

It is my responsibility to you:

- 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 134 (5) (b) of the Charities Act), and
- to state whether particular matters have come to my attention.

### **Basis of Independent Examiner's Report**

My examination was carried out in accordance with the General Directions given by the Charity Commissioners under Section 43 (7) (b) of the Act and to be found in the Church Guidance, 2006 edition. That examination includes a review of the accounting records kept by the PCC and a comparison of the accounts with those records. It also includes considering any unusual items or disclosures in the financial statement and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently I do not express an opinion on the view given by the accounts.

### **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 41 of the Act; and
  - to prepare financial statements which accord with the accounting records; and
  - comply with the requirements of the Act and the Regulationshave 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.

**Howard Freeman BSc (Hons) FCA CTA**  
**7 March 2022**

**ST THOMAS' BRAMPTON with ST PETER'S HOLYMOORSIDE**

**STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 DECEMBER 2021**

|                                    | <b>Note</b> | <b>Unrestricted<br/>Funds<br/>£</b> | <b>Designated<br/>funds<br/>£</b> | <b>Restricted<br/>Funds<br/>£</b> | <b>Total<br/>2021<br/>£</b> | <b>Total<br/>2020<br/>£</b> |
|------------------------------------|-------------|-------------------------------------|-----------------------------------|-----------------------------------|-----------------------------|-----------------------------|
| <b>INCOME</b>                      |             |                                     |                                   |                                   |                             |                             |
| Voluntary income                   | 2a          | 200,455                             | -                                 | 8,046                             | <b>208,501</b>              | 209,422                     |
| Activities for generating funds    | 2b          | 10,735                              | -                                 | -                                 | <b>10,735</b>               | 12,364                      |
| Income from church activities      | 2c          | 15,402                              | -                                 | 390                               | <b>15,792</b>               | 7,614                       |
| <b>TOTAL INCOME</b>                |             | <b>226,592</b>                      | <b>-</b>                          | <b>8,436</b>                      | <b>235,028</b>              | 229,400                     |
| <b>EXPENDITURE</b>                 |             |                                     |                                   |                                   |                             |                             |
| Missionary & charitable giving     | 3a          | 767                                 | 17,930                            | -                                 | <b>18,697</b>               | 15,320                      |
| Church activities                  | 3b          | 195,558                             | 17,014                            | 8,478                             | <b>221,050</b>              | 227,828                     |
| Raising funds                      | 3c          | -                                   | -                                 | -                                 | -                           | 317                         |
| <b>TOTAL EXPENDITURE</b>           |             | <b>196,325</b>                      | <b>34,944</b>                     | <b>8,478</b>                      | <b>239,747</b>              | 243,465                     |
| <b>Net Income / (Expenditure)</b>  |             | <b>30,267</b>                       | <b>(34,944)</b>                   | <b>(42)</b>                       | <b>(4,719)</b>              | (14,065)                    |
| <b>Transfer between funds</b>      | 6           | (19,045)                            | 14,600                            | 4,445                             | -                           | -                           |
| <b>Net movement in funds</b>       |             | <b>11,222</b>                       | <b>(20,344)</b>                   | <b>4,403</b>                      | <b>(4,719)</b>              | (14,065)                    |
| <b>Total funds brought forward</b> | 11          | 295,031                             | 40,453                            | 68,200                            | 403,684                     | 417,749                     |
| <b>Total funds carried forward</b> |             | <b>306,253</b>                      | <b>20,109</b>                     | <b>72,603</b>                     | <b>398,965</b>              | 403,684                     |

**ST THOMAS' BRAMPTON with ST PETER'S HOLYMOORSIDE**

**BALANCE SHEET AS AT 31 DECEMBER 2021**

|                                                 | <b>Note</b> | <b>2021<br/>£</b> | <b>2020<br/>£</b> |
|-------------------------------------------------|-------------|-------------------|-------------------|
| <b>Fixed Assets:</b>                            |             |                   |                   |
| Tangible fixed assets                           | 7a          | <b>248,000</b>    | 248,000           |
| Investment in wholly-owned subsidiary companies | 7b          | <b>2</b>          | 2                 |
| <b>Total fixed assets</b>                       |             | <b>248,002</b>    | 248,002           |
| <b>Current Assets:</b>                          |             |                   |                   |
| Debtors                                         | 8           | <b>8,546</b>      | 14,287            |
| Short term deposits                             |             | <b>10,188</b>     | 10,188            |
| Cash at bank and in hand                        |             | <b>140,110</b>    | 139,355           |
| <b>Total current assets</b>                     |             | <b>158,844</b>    | 163,830           |
| <b>Current Liabilities:</b>                     |             |                   |                   |
| Amounts falling due within one year             | 9a          | <b>(7,881)</b>    | (4,148)           |
| <b>Net Current Assets</b>                       |             | <b>150,963</b>    | 159,682           |
| <b>Total Assets less Current Liabilities</b>    |             | <b>398,965</b>    | 407,684           |
| Amounts falling due after one year              | 9b          | -                 | (4,000)           |
| <b>Net Assets</b>                               |             | <b>398,965</b>    | 403,684           |
| <b>Funds:</b>                                   |             |                   |                   |
| Unrestricted                                    | 11          | <b>306,253</b>    | 295,031           |
| Designated                                      | 11          | <b>20,109</b>     | 40,453            |
| Restricted                                      | 11          | <b>72,603</b>     | 68,200            |
| <b>Total</b>                                    |             | <b>398,965</b>    | 403,684           |

Approved by the Parochial Church Council on 7 March 2022 and signed on its behalf by Millie Guthrie and Phil Bird (Parish Wardens).

The notes on pages 15 to 24 form part of these financial statements.

## **ST THOMAS' BRAMPTON with ST PETER'S HOLYMOORSIDE**

### **Notes to the financial statements for the year ended 31 December 2021**

#### **1: Accounting Policies**

The PCC is a public benefit entity within the meaning of Financial Reporting Standard 102. The financial statements have been prepared under the Charities Act 2011 and in accordance with the Church Accounting Regulations 2006 governing the individual accounts of PCCs, and with the Regulations' "true and fair" provisions, together with applicable accounting standards and the Statement of Recommended Practice, Accounting and Reporting by Charities (SORP(FRS102)).

The financial statements have been prepared under the historical cost convention and on a going concern basis as, in the view of the PCC members, the PCC will be able to meet its debts as they fall due over a period of at least 12 months from the date of the signing of these financial statements.

#### **Basis of preparation**

The aggregate gross income of the PCC and its wholly-owned subsidiary companies, STB (Chesterfield) Ltd and STB (Hope House) Ltd, is less than £1 million. The PCC has therefore taken advantage of the exception relating to the requirement to prepare group accounts provided in the Charities Act 2011 and SI 2008/629.

These financial statements include all transactions, assets and liabilities for which the PCC is responsible in law. They do not include the accounts of church groups that owe their main affiliation to another body or those that are informal gatherings of church members.

#### **ASSETS**

##### **Consecrated and benefice property**

In so far as consecrated and benefice property of any kind is excluded from the statutory definition of 'charity' by Section 10(2) (a) and (c) of the Charities Act 2011, such assets are not capitalised in these financial statements.

In simpler terms, these financial statements only include property that is owned by the PCC. The one property owned by the PCC is the House for Duty in Holymoorside. Other clergy housing is owned by Derby Diocese and is capitalised in their financial statements.

The freehold of the church buildings, the churchyards and St Thomas' church centre vests in the incumbent (who is the temporary custodian), rather than the PCC, so their values are not included in these accounts. However, it is the responsibility of the PCC to maintain these properties and any expenditure on maintenance is written off as incurred.

##### **Moveable church furnishings**

Moveable church furnishings held by the incumbent (the holder of the Church of England parochial charge or benefice) and Churchwardens on special trust for the PCC, and which require a faculty for disposal, are accounted for as inalienable property unless consecrated. In this case, the items are not capitalised but they are listed in the church's inventory which can be inspected at any reasonable time.

All expenditure incurred on these items at any time has been written off.

### **Tangible fixed assets for use by the charity**

These items are capitalised if they can be used for more than one year, and cost at least £1,000. They are valued at cost or else, for gifts in kind, at a reasonable estimate of their open market value on receipt.

No depreciation is provided on the property held as a House for Duty, as its estimated residual value is not less than its carrying value and the remaining useful life of this property currently exceeds 50 years, so that any depreciation would be immaterial. An impairment review is carried out at each year end and any resultant loss identified included in expenditure for the year.

Depreciation is calculated to write off the capitalised cost of other fixed assets, less their currently anticipated residual fair value, over their estimated useful lives as follows:

- Fixtures and fittings    20 years
- Computers                3 years

No depreciation on fixed assets has been charged in these financial statements.

### **Investments**

The shares held by the PCC in its wholly-owned subsidiary companies are shown at their nominal value.

### **Short term deposits**

These are cash deposits held at the Chesterfield and North Derbyshire Credit Union.

## **FUNDS**

### **Unrestricted funds**

These represent the funds of the PCC that are not subject to any restrictions regarding their use and are available for application on the general purposes of the PCC. Funds designated for a particular purpose by the PCC are also unrestricted.

### **Restricted funds**

These are income funds that must be spent on restricted purposes and details of the funds held are shown in the notes to the accounts.

## **INCOME**

### **Voluntary donations**

Gift Aid donations, other planned giving, gifts on plate and sundry donations are recognised when received by or on behalf of the PCC.

Income tax recoverable on Gift Aid donations is recognised when the income is received.

Legacies to the PCC are accounted for as soon as the PCC is notified of its legal entitlement, the amount is quantifiable and its ultimate receipt by the PCC is reasonably certain.

### **Other Income**

Income from the sales of books and magazines is accounted for gross, before any related costs have been deducted. Income from the letting of the church premises is recognised when due. Parochial fees due to the PCC for weddings, funerals etc. are accounted for on an event-by-event basis. Income from fundraising events and other church activities is recognised when received.

## **EXPENDITURE**

### **Grants for Mission**

Grants and donations for mission are accounted for when paid over, or when awarded, if that award creates a binding obligation on the PCC.

All other expenditure is accounted for when due.

### **Staff Pension Arrangements**

Until 30 November 2021, St Thomas' Brampton PCC participated in the Pension Builder Scheme section of the Church Worker Pension Fund (CWPF) for lay staff. The CWPF is administered by the Church of England Pensions Board, which holds the CWPF assets separately from those of St Thomas' Brampton PCC and other participating employers.

The CWPF has two sections:

1. the Defined Benefits Scheme
2. the Pension Builder Scheme, which has two subsections:
  - a. a deferred annuity section known as Pension Builder Classic, and
  - b. a cash balance section known as Pension Builder 2014.

### **Pension Builder Scheme**

Both sections of the Pension Builder Scheme are classed as defined benefit schemes. St Thomas' Brampton PCC participated in the Pension Builder 2014 section.

Pension Builder 2014 is a cash balance scheme that provides a lump sum which members use to provide benefits at retirement. Pension contributions are recorded in an account for each member. Discretionary bonuses may be added before retirement depending on investment returns and other factors. The account plus any bonuses declared is payable, unreduced, from age 65.

There is no sub-division of assets between employers in each section of the Pension Builder Scheme.

The scheme is a multi-employer scheme as described in Section 28 of FRS 102. This is because it is not possible to attribute the Pension Builder Scheme's assets and liabilities to specific employers and means that contributions are accounted for as if the Scheme were a defined contribution scheme. The pensions costs charged to the SoFA in the year are contributions payable (2021 £1,818; 2020 £2,599).

A valuation of the Pension Builder Scheme is carried out once every three years. The most recent valuation was carried out as at 31 December 2019. The next valuation is due as at 31 December 2022.

For the Pension Builder 2014 section, the funding valuation revealed a surplus of £5.5m on the ongoing assumptions used. There is no requirement for deficit payments at the current time.

The legal structure of the scheme is such that if another employer fails, St Thomas' Brampton PCC could become responsible for paying a share of the failed employer's pension liabilities.

### **NEST Pension Scheme**

As noted above, the legal structure of the Pension Builder Scheme is such that if another employer fails, St Thomas' Brampton PCC could become responsible for paying a share of the employer's pension liabilities. To remove this risk and after negotiation with the remaining employee member of the CWPF, from 30 November 2021 St Thomas' Brampton PCC's participation in this Scheme ceased and all eligible PCC employees have been enrolled in the NEST Pension Scheme, a defined contribution pension scheme set up by the government.

Employer contributions to the NEST Pension Scheme during 2021 were £434 (2020 £nil).

## 2a: Voluntary income

|                      | Unrestricted Funds<br>£ | Designated funds<br>£ | Restricted Funds<br>£ | Total Funds<br>2021<br>£ | Total Funds<br>2020<br>£ |
|----------------------|-------------------------|-----------------------|-----------------------|--------------------------|--------------------------|
| Planned giving       | 160,750                 | -                     | 2,426                 | <b>163,176</b>           | 163,198                  |
| Sundry donations     | 1,240                   | -                     | 142                   | <b>1,382</b>             | 1,034                    |
| Open plate donations | 1,709                   | -                     | 246                   | <b>1,955</b>             | 1,735                    |
| Tax recoverable      | 36,094                  | -                     | 422                   | <b>36,516</b>            | 36,055                   |
| Grant                | 662                     | -                     | 4,810                 | <b>5,472</b>             | 2,400                    |
| Legacies             | -                       | -                     | -                     | -                        | 5,000                    |
| <b>TOTAL</b>         | <b>200,455</b>          | -                     | <b>8,046</b>          | <b>208,501</b>           | 209,422                  |

Restricted grant income of £4,810 was received during the year, being £1,000 for the work of Baby Basics and £3,810 for Time Together, a project established to combat loneliness in the parish (2020 £2,000 was received for the work of Baby Basics). The unrestricted grant income of £662 comprises £262 for our Knit & Natter group to maintain contact with its members during the pandemic and £400 (2020 £400) towards the cost of maintaining the churchyard at St Peter's.

## 2b: Activities for generating funds

|                                        | Unrestricted Funds<br>£ | Designated funds<br>£ | Restricted Funds<br>£ | Total Funds<br>2021<br>£ | Total Funds<br>2020<br>£ |
|----------------------------------------|-------------------------|-----------------------|-----------------------|--------------------------|--------------------------|
| Fund raising events                    | -                       | -                     | -                     | -                        | 364                      |
| Letting of rooms                       | 120                     | -                     | -                     | <b>120</b>               | 300                      |
| Rent – temporary let of house for duty | 10,615                  | -                     | -                     | <b>10,615</b>            | 11,700                   |
| <b>TOTAL</b>                           | <b>10,735</b>           | -                     | -                     | <b>10,735</b>            | 12,364                   |

## 2c: Income from church activities

|                                           | Unrestricted Funds<br>£ | Designated funds<br>£ | Restricted Funds<br>£ | Total Funds<br>2021<br>£ | Total Funds<br>2020<br>£ |
|-------------------------------------------|-------------------------|-----------------------|-----------------------|--------------------------|--------------------------|
| Fees for weddings / funerals              | 9,874                   | -                     | -                     | <b>9,874</b>             | 6,246                    |
| Book and magazine sales                   | 146                     | -                     | 390                   | <b>536</b>               | 352                      |
| Income from other church group activities | 5,382                   | -                     | -                     | <b>5,382</b>             | 1,016                    |
| <b>TOTAL</b>                              | <b>15,402</b>           | -                     | <b>390</b>            | <b>15,792</b>            | 7,614                    |

### 3a: Missionary and charitable giving

|                                         | Unrestricted Funds<br>£ | Designated funds<br>£ | Restricted Funds<br>£ | Total Funds<br>2021<br>£ | Total Funds<br>2020<br>£ |
|-----------------------------------------|-------------------------|-----------------------|-----------------------|--------------------------|--------------------------|
| Overseas missionary societies:          |                         |                       |                       |                          |                          |
| - CSW                                   | -                       | 3,810                 | -                     | <b>3,810</b>             | 2,545                    |
| - CMS                                   | -                       | 2,550                 | -                     | <b>2,550</b>             | 2,125                    |
| - Other overseas missionary societies   | 467                     | 400                   | -                     | <b>867</b>               | 750                      |
| Overseas relief / development agencies: |                         |                       |                       |                          |                          |
| - Tearfund                              | -                       | 3,810                 | -                     | <b>3,810</b>             | 2,545                    |
| - Other agencies                        | -                       | -                     | -                     | -                        | 420                      |
| Other overseas giving                   | -                       | 800                   | -                     | <b>800</b>               | 1,077                    |
| Home missions and others:               |                         |                       |                       |                          |                          |
| - Church on the Bus                     | -                       | 3,360                 | -                     | <b>3,360</b>             | 2,845                    |
| - CVM                                   | -                       | 2,550                 | -                     | <b>2,550</b>             | 1,825                    |
| - Other home giving                     | 300                     | 650                   | -                     | <b>950</b>               | 1,188                    |
| <b>TOTAL</b>                            | <b>767</b>              | <b>17,930</b>         | -                     | <b>18,697</b>            | 15,320                   |

### 3b: Expenditure on church activities

|                                               | Unrestricted Funds<br>£ | Designated funds<br>£ | Restricted Funds<br>£ | Total Funds<br>2021<br>£ | Total Funds<br>2020<br>£ |
|-----------------------------------------------|-------------------------|-----------------------|-----------------------|--------------------------|--------------------------|
| Common Fund                                   | 102,108                 | -                     | -                     | <b>102,108</b>           | 100,236                  |
| Ministry expenses                             | 1,682                   | -                     | -                     | <b>1,682</b>             | 1,561                    |
| Children / Youth work                         | 9,171                   | 17,014                | 223                   | <b>26,408</b>            | 26,409                   |
| Cost of running other church group activities | 4,562                   | -                     | -                     | <b>4,562</b>             | 1,125                    |
| Parish training & mission                     | 182                     | -                     | 4,466                 | <b>4,648</b>             | 4,734                    |
| Church running expenses                       | 13,800                  | -                     | 300                   | <b>14,100</b>            | 16,950                   |
| Church maintenance                            | 2,836                   | -                     | 2,100                 | <b>4,936</b>             | 2,524                    |
| Upkeep of services                            | 2,660                   | -                     | -                     | <b>2,660</b>             | 2,868                    |
| Upkeep of churchyard                          | 8,086                   | -                     | -                     | <b>8,086</b>             | 11,345                   |
| Church administration                         | 48,496                  | -                     | -                     | <b>48,496</b>            | 53,328                   |
| Parish magazine / books                       | 218                     | -                     | -                     | <b>218</b>               | 212                      |
| Upkeep of church centre                       | 279                     | -                     | 1,389                 | <b>1,668</b>             | 5,884                    |
| Upkeep of House for Duty                      | 1,478                   | -                     | -                     | <b>1,478</b>             | 652                      |
| <b>TOTAL</b>                                  | <b>195,558</b>          | <b>17,014</b>         | <b>8,478</b>          | <b>221,050</b>           | 227,828                  |

Included in the costs of church administration is the fee of £1,200 (2020 £300) payable to the PCC's Independent Examiner for the examination of the financial statements and £432 for accounting advice (2020 £nil).

### 3c: Expenditure on raising funds

|                   | <b>Unrestricted Funds<br/>£</b> | <b>Designated funds<br/>£</b> | <b>Restricted Funds<br/>£</b> | <b>Total Funds<br/>2021<br/>£</b> | <b>Total Funds<br/>2020<br/>£</b> |
|-------------------|---------------------------------|-------------------------------|-------------------------------|-----------------------------------|-----------------------------------|
| Cost of appeals   | -                               | -                             | -                             | -                                 | 317                               |
| Fundraising costs | -                               | -                             | -                             | -                                 | -                                 |
| <b>TOTAL</b>      | -                               | -                             | -                             | -                                 | 317                               |

### 4: Staff costs

The PCC employs a number of people to support the ministry and administration of the parish. Details of the costs of these employees is shown below. The PCC also pays for the services of a church cleaner and a gardener.

The PCC does not pay the salaries of the clergy directly but pays towards these costs through the contribution to the Common Fund.

|                           | <b>2021<br/>£</b> | <b>2020<br/>£</b> |
|---------------------------|-------------------|-------------------|
| Wages and salaries        | 63,954            | 71,412            |
| Statutory redundancy cost | 916               | -                 |
| Pension costs             | 2,252             | 2,599             |
| <b>TOTAL</b>              | <b>67,122</b>     | <b>74,011</b>     |

|                             | <b>Number</b> | <b>Number</b> |
|-----------------------------|---------------|---------------|
| Average number of employees | 5             | 6             |

During the year the PCC employed individuals in the following roles, with all employment contracts being part-time with the exception of the 0-18 Director:

- Parish Operations Manager
- Parish Administration Assistant
- Worship Pastor
- Communications Officer
- Community Worker
- 0-18 Director

The roles of Worship Pastor and Communications Officer became vacant in September 2021 and, due to financial constraints, these vacancies have not been filled. On the same basis, the role of Community Worker was made redundant on 31 October 2021.

No employee was paid in excess of £60,000.

Relief from £3,117 of employer's national insurance contributions was provided under the HMRC Employment Allowance Scheme (2020 £3,197).

## 5: Related party transactions

As the Parish Administration Assistant, Mrs Julie Sparks who is a member of the PCC was paid £7,368 (2020 £7,332).

Brams Landscapes, a business owned by the husband of Mrs Jenny Smedley who is a member of the PCC, was paid £4,560 for the maintenance of the churchyard at St Thomas' (2020 £4,560).

Mick Boothby, the husband of Mrs Diane Boothby, who was appointed to the PCC on 25 April 2021, was paid £50 for work performed on the church building.

No payments or expenses were paid to any other PCC member, persons closely connected or related parties.

## 6: Analysis of transfer between funds

In line with the biblical ethos of tithing, the PCC has maintained its tradition of transferring 10% of the amount received by St Thomas' from unrestricted giving to the World Mission designated fund for missionary and charitable giving during the following year. Having considered its reserves position at 31 December 2021, the PCC has not transferred the associated Gift Aid on the tithe for 2021.

In December 2021, STB (Chesterfield) Ltd repaid the loan of £4,000 made to them by the PCC in 2019. This loan was funded from monies raised through an appeal for voluntary donations specifically for the upkeep of the church centre and it has therefore been transferred to the Church Centre Fund.

During the year, the World Mission Committee has donated £400 from its designated fund to the work of Baby Basics. This donation is held in the Baby Basics restricted fund until used.

When weddings are held in St Thomas' and the couple being married wish to have the organ played at the service, they pay the organist's fee plus an additional amount of £45 to the PCC which goes towards the upkeep of the organ. This amount is held in the Organ restricted fund. During 2021, one wedding was held where the organ was played.

|                                  | <b>Unrestricted<br/>Funds<br/>£</b> | <b>Designated<br/>funds<br/>£</b> | <b>Restricted<br/>Funds<br/>£</b> | <b>Total<br/>£</b> |
|----------------------------------|-------------------------------------|-----------------------------------|-----------------------------------|--------------------|
| Missionary and charitable giving | (15,000)                            | 15,000                            | -                                 | -                  |
| Church Centre Fund               | (4,000)                             | -                                 | 4,000                             | -                  |
| Donation to Baby Basics          | -                                   | (400)                             | 400                               | -                  |
| Organ Fund contribution          | (45)                                | -                                 | 45                                | -                  |
| <b>TOTAL</b>                     | <b>(19,045)</b>                     | <b>14,600</b>                     | <b>4,445</b>                      | <b>-</b>           |

### 7a: Tangible fixed assets

|                                                                                     | 2021<br>£      | 2020<br>£      |
|-------------------------------------------------------------------------------------|----------------|----------------|
| Freehold land and buildings<br>Value at cost at 1 January 2021 and 31 December 2021 | 248,000        | 248,000        |
| <b>TOTAL</b>                                                                        | <b>248,000</b> | <b>248,000</b> |

Freehold land and buildings consist of a House for Duty, which is temporarily let.

### 7b: Investments in wholly-owned subsidiary companies

|                                             | 2021<br>£ | 2020<br>£ |
|---------------------------------------------|-----------|-----------|
| STB (Chesterfield) Ltd – one ordinary share | 1         | 1         |
| STB (Hope House) Ltd – one ordinary share   | 1         | 1         |
| <b>TOTAL</b>                                | <b>2</b>  | <b>2</b>  |

STB (Chesterfield) Ltd is the company that runs the St Thomas' coffee shop and manages room bookings on behalf of the PCC.

STB (Hope House) Ltd is the company that was set up to support the provision of safe and fair living accommodation for the homeless with an offer of additional services to clients trying to re-engage with normal society.

### 8: Debtors

|                                             | 2021<br>£    | 2020<br>£     |
|---------------------------------------------|--------------|---------------|
| Income tax recoverable                      | 2,544        | 2,367         |
| Other debtors                               | 576          | 225           |
| Prepayments                                 | 3,426        | 3,695         |
| Loan to STB (Chesterfield) Ltd – continuing | -            | 4,000         |
| Loan to STB (Hope House) Ltd                | 2,000        | 4,000         |
| <b>TOTAL</b>                                | <b>8,546</b> | <b>14,287</b> |

The loan to STB (Chesterfield) Ltd was repaid in December 2021.

The loan to STB (Hope House) Ltd bears no interest and reflects the outstanding element of the diocesan loan for the Hope House project (see note 9a).

### 9a: Liabilities falling due within one year

|                                                   | 2021<br>£    | 2020<br>£    |
|---------------------------------------------------|--------------|--------------|
| Accruals                                          | 4,665        | 1,725        |
| Creditors for goods and services                  | 1,216        | 2,423        |
| Diocesan loan provided for the Hope House project | 2,000        | -            |
| <b>TOTAL</b>                                      | <b>7,881</b> | <b>4,148</b> |

The diocesan loan bears no interest and is being repaid directly by STB (Hope House) Ltd. The final instalment of £2,000 will be repaid in 2022.

#### 9b: Liabilities falling due after one year

|                                                   | <b>2021<br/>£</b> | <b>2020<br/>£</b> |
|---------------------------------------------------|-------------------|-------------------|
| Diocesan loan provided for the Hope House project | -                 | 4,000             |
| <b>TOTAL</b>                                      | <b>-</b>          | <b>4,000</b>      |

#### 10: Analysis of net assets by fund

|                       | <b>Unrestricted<br/>Funds<br/>£</b> | <b>Designated<br/>funds<br/>£</b> | <b>Restricted<br/>Funds<br/>£</b> | <b>Total<br/>Funds<br/>2021<br/>£</b> | <b>Total<br/>Funds<br/>2020<br/>£</b> |
|-----------------------|-------------------------------------|-----------------------------------|-----------------------------------|---------------------------------------|---------------------------------------|
| Fixed assets          | 248,002                             | -                                 | -                                 | <b>248,002</b>                        | 248,002                               |
| Current assets        | 65,722                              | 20,109                            | 73,013                            | <b>158,844</b>                        | 163,830                               |
| Current liabilities   | (7,471)                             | -                                 | (410)                             | <b>(7,881)</b>                        | (4,148)                               |
| Long term liabilities | -                                   | -                                 | -                                 | -                                     | (4,000)                               |
| <b>TOTAL</b>          | <b>306,253</b>                      | <b>20,109</b>                     | <b>72,603</b>                     | <b>398,965</b>                        | 403,684                               |

#### 11: Fund details

##### Unrestricted funds

These comprise the general funds of the two churches, St Thomas' Brampton and St Peter's, Holymoorside, and includes £248,000 of Fixed Assets, the cost of the property held as a House for Duty, and the investments in subsidiary companies.

##### Designated funds

These are funds set aside from the general funds by the PCC for a specific purpose. During 2021 there were two funds designated by the PCC.

The Children / Family Director Fund was established on receipt of a legacy in 2019 for the purpose of supporting the role of Director to work with children and young people up to the age of 18. This fund was reduced to £nil during 2021.

The World Mission Fund is used to hold and administer the 10% of St Thomas' unrestricted income from donors set aside by the PCC for its own missionary and charitable donations.

|                               | <b>Balance<br/>1 January<br/>£</b> | <b>Incoming<br/>resources<br/>£</b> | <b>Resources<br/>used<br/>£</b> | <b>Balance 31<br/>December<br/>£</b> |
|-------------------------------|------------------------------------|-------------------------------------|---------------------------------|--------------------------------------|
| Children / Family Director    | 17,014                             | -                                   | 17,014                          | -                                    |
| St Thomas' World Mission Fund | 23,439                             | 15,000 <sup>1</sup>                 | 18,330 <sup>2</sup>             | <b>20,109</b>                        |
| <b>Total</b>                  | <b>40,453</b>                      | <b>15,000</b>                       | <b>35,344</b>                   | <b>20,109</b>                        |

1. Amount transferred from unrestricted fund. See note 6 for details.

2. Includes £400 transferred to Baby Basics Fund. See note 6 for details.

### Restricted funds

These hold monies given, collected or donated for a specific purpose.

|                                    | <b>Balance<br/>1 January<br/>£</b> | <b>Incoming<br/>resources<br/>£</b> | <b>Resources<br/>used<br/>£</b> | <b>Balance 31<br/>December<br/>£</b> |
|------------------------------------|------------------------------------|-------------------------------------|---------------------------------|--------------------------------------|
| <b>St Thomas' Restricted Funds</b> |                                    |                                     |                                 |                                      |
| Church Centre Fund                 | 9,675                              | 6,186 <sup>1</sup>                  | 1,389                           | <b>14,472</b>                        |
| Development Fund                   | 42,521                             | 602                                 | 2,100                           | <b>41,023</b>                        |
| Children's Work Fund               | 587                                | -                                   | 223                             | <b>364</b>                           |
| Organ Fund                         | 1,886                              | 45 <sup>2</sup>                     | 300                             | <b>1,631</b>                         |
| Community Fund                     | 788                                | 698                                 | 434                             | <b>1,052</b>                         |
| Intern Fund                        | 11,131                             | -                                   | -                               | <b>11,131</b>                        |
| Baby Basics Fund                   | 1,001                              | 1,540 <sup>3</sup>                  | 1,301                           | <b>1,240</b>                         |
| Time Together Fund                 | -                                  | 3,810                               | 2,731                           | <b>1,079</b>                         |
| <b>St Peter's Restricted Fund</b>  |                                    |                                     |                                 |                                      |
| Memorial Garden Fund               | 611                                | -                                   | -                               | <b>611</b>                           |
| <b>Total</b>                       | <b>68,200</b>                      | <b>12,881</b>                       | <b>8,478</b>                    | <b>72,603</b>                        |

1. Amount includes the £4,000 loan repaid by STB (Chesterfield) Ltd. See notes 6 and 8 for details.

2. Amount transferred from unrestricted fund. See note 6 for details.

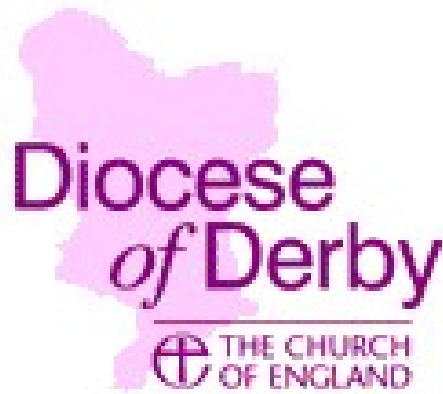
3. Amount includes £400 transferred from the World Mission Fund. See note 6 for details.

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# Accounts

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**ST THOMAS' BRAMPTON  
ST PETER'S HOLYMOORSIDE**



**ACCOUNTS 2020  
ANNUAL REPORT  
AND  
FINANCIAL STATEMENTS  
OF THE  
PAROCHIAL CHURCH COUNCIL  
FOR THE YEAR ENDED 31 DECEMBER 2020**

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## **ST THOMAS' BRAMPTON with ST PETER'S HOLYMOORSIDE**

### **INTRODUCTION**

In this document, the Parochial Church Council (PCC) presents its annual report with the financial statements for the year ended 31 December 2020. The PCC is an unincorporated charity registered with the Charity Commission (charity number 1138026).

The accounts are presented in the prescribed manner in order to comply with the Charities Act 2011 and Church Accounting Regulations 2006. Accordingly:

1. The annual report outlining the activities of the PCC for the year is an integral part of the document.
2. The financial statements of the daughter church, St Peter's, Holymoorside, are required to be consolidated with those of St Thomas'.
3. The financial statements have been prepared on an accruals basis. This means that they take into account amounts owing to or by the PCC at the year end and are not limited to cash transactions.
4. The current year financial statements are presented by fund type (unrestricted, designated, restricted and total funds) in columnar format showing income / expenditure and assets / liabilities in the appropriate fund column. Only total figures are shown for the prior year.

This document has been compiled in line with the guidance provided by the Church of England in the book "PCC Accountability: The Charities Act 2011 and the PCC (5<sup>th</sup> edition, incorporating the Statement of Recommended Practice 2015)". A copy of this book is held in the St Thomas' office if you would like to refer to it.

I would like to draw your attention to the fact that the accounts include prior year adjustments. Full details are provided in note 12 to the financial statements. The main purpose of these adjustments is to ensure that balances the PCC owe the Derby Diocese in relation to the Hope House project and are owed by their subsidiary companies are appropriately included in the financial statements.

I hope these accounts give you a good understanding of the overall financial position of St Thomas' Brampton with St Peter's Holymoorside at the end of last year, where money has come from during the year and where it has been spent to support the work of the parish. However, the accounts do not illustrate the financial activity and position separately of St Thomas' or St Peter's. If you require further information, please contact the treasurers of the two churches.

In the short time I have been Parish Treasurer, I have become increasingly aware of the hard work and dedication of those who held this role before me. I would particularly like to thank David Oldale for assisting me in my transition into the role during the severe constraints placed on us all during the Covid-19 pandemic.

In addition, I would like to thank Geoff Walker for acting as our Independent Examiner for many years. This will be the last year that he provides this service for us.

Lastly, I know that not everyone is as interested in or knowledgeable about financial statements as the accountants among us. However, if you would like to know more about these numbers or have a question you would like to ask, please don't hesitate to contact me. I will be delighted to explain as clearly as I can.

**Lindsay Leteve FCA, Parish Treasurer**

**March 2021**

# **TRUSTEES' ANNUAL REPORT**

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

### **AIMS AND PURPOSE**

St Thomas' Brampton with St Peter's Holymoorside Parochial Church Council (PCC) has the responsibility for working with the Acting Rector in promoting the whole mission of the church, pastoral, evangelistic, social and ecumenical within the ecclesiastical parish. It also has overall responsibility for the District Church Council (DCC) of St Peter's, Holymoorside.

### **VISION AND VALUES**

Our vision is to be a church of disciples making disciples who reach out in the love of Jesus to see lives transformed by him.

Our values are those of:

- **Welcome:** God welcomes us to come as we are. He is the loving Father who runs to the prodigal with a warm embrace. We want to welcome people as God welcomes us (Luke 15.20)
- **Worship:** Worship is our primary purpose and goes far beyond our Sunday gatherings. We want to show our passion for Jesus by loving him with all our heart, soul, mind and strength (Mark 12.30)
- **Belonging:** We have been created for relationship and therefore we do not have to travel a journey of discipleship alone. Jesus instigated the church to be first and foremost a family where people can find belonging, encouragement and support (1 Corinthians 12.27)
- **Growth:** God welcomes us as we are but doesn't leave us unchanged. Through the gift of the Spirit we are empowered to become more like Jesus (2 Corinthians 3.18)
- **Mission:** Jesus gives his disciples a mission to go and make more disciples. As we embrace God's love for people, live out Spirit-led, Gospel-centred lives that share and care, we will see his kingdom advance (Matthew 28.19, Mark 12.31)

### **ACHIEVEMENT AND PERFORMANCE**

#### **Vacancy**

In September 2020, the Rector of St Thomas' Brampton with St Peter's Holymoorside, Reverend Canon Matt Barnes was confirmed in his role as Director of Discipleship, Mission and Ministry for the Derby Diocese – a role to which he was seconded in April 2018. The parish is now officially in Vacancy (previously known as Interregnum). Our church wardens are drawing up a Parish Profile and we offer them our prayers and support in this important work.

#### **Covenant with St John's, Walton**

Under the covenant between St Thomas' and St John's Walton, signed in August 2019, Reverend Nick Green, the Vicar at St John's is the minister in charge of St Peter's, Holymoorside while St Thomas' continues to provide administrative support.

#### **Worship and Prayer**

All are welcome to attend our regular services. St Thomas' offers different worship styles at the 9:30am, 11am and 6pm services and St Peter's holds regular Sunday morning services. The church buildings have also been open for private prayer. The parish Electoral Roll, as updated in March 2020, lists 275 parishioners of whom 234 are members of St Thomas', and 41 of St Peter's.

2020 has been an exceptionally difficult year when, for much of the year, we have been unable to gather in person for public worship due to the Covid-19 pandemic. Online services started during the first lockdown with Church@Home. When our church buildings could be reopened, initially this was purely for private prayer and funerals. When we were able to gather again for public worship, our services were limited to a congregation size of 30 at St Thomas' and 20 at St Peter's to enable the necessary social distancing. Our thanks go to all who acted as stewards for private prayer and at our services for helping to keep us Covid-secure. Other online gatherings and streamed services have been provided on Sundays and during the week throughout the year since the pandemic started. Our thanks go to all the technologically-savvy people behind the scenes who have made this possible.

We held 14 funeral services in church during 2020 (11 at St Thomas' and 3 at St Peter's) with restrictions meaning that many services were only possible at the crematorium or cemetery.

### **Deanery Synod**

Five Deanery Synod representatives sit on the PCC. This provides the PCC with an important link between the parish and the wider structures of the Church.

### **Pastoral care**

Some members of our parish are unable to attend church due to sickness or age. Members of the clergy and licensed distributors have visited those church members who have requested it, to celebrate communion with them at home.

A community support scheme was set up at the start of the pandemic, to support people living alone, particularly those finding themselves without the support of friends and family nearby. For sustainability, the system was initially set up using the structures that were already established within church life, namely house groups and community groups, such as Knit & Natter and Thom's Blokes. Others who did not belong to such groups were brought into the scheme and supported by individual volunteers, as were members of our community who contacted the church for support. In the main, support consists of weekly phone calls (with some 'mutually agreed' variations), and others being supported in more practical ways such as shopping, collecting prescriptions and dog walking, though many of these arrangements have been made 'between friends', and not officially through the scheme.

In addition, the Community Support page that has been on the church website since April 2020 is regularly updated with information and contact details that we hope have been, and still are, of value during the pandemic. Our thanks go to Tony & Marie Witham and Jane Simmonds for all their work in this important area of support.

### **St Thomas' church centre**

During 2020, the church centre continued to be our 'beacon to the community' by providing a warm welcome for church members and non-church members alike. The coffee shop remained popular (and retained its 5-star hygiene rating) and the meeting rooms hosted our church and many other groups – at least when Covid-19 restrictions permitted. The coffee shop and the group meetings have been sorely missed when the centre has had to remain closed.

### **Mission and evangelism**

The PCC continues to follow the biblical ethos of tithing with 10% of St Thomas' unrestricted donations and the associated Gift Aid being transferred into the World Mission Fund each year. The distribution of this fund is administered by the World Mission Committee who take into account the views of the congregation in agreeing the main beneficiaries of this charitable giving.

The main beneficiaries during 2020 were:

- Christian Solidarity Worldwide (CSW)
- Christian Mission Society (CMS)
- Tearfund
- Church on the Bus
- Christian Vision for Men (CVM)

During the year, we provided financial support to Jackie Santos, one of our previous international interns, by contributing £300 to the funding of his tuition fees at Calvary College.

The publication of our parish magazine, Ploughshare, was affected by Covid-19 during 2020 with only 3 editions being produced. When restrictions permitted, we delivered the magazine to those subscribers who were unable to access it electronically via email or through our website.

### **Ecumenical relationships**

The church is a member of Churches Together in Chesterfield. Under normal circumstances we would have taken part in the annual Churches Together service and the Whit Walk but these, like so many other events in 2020, were cancelled due to the pandemic.

### **FINANCIAL REVIEW**

The accounts show that total expenditure exceeded total income by £14,065 in 2020. However, where possible, expenditure was made from designated and restricted funds to maintain our unrestricted reserves.

£186,605 was spent from unrestricted funds during 2020 to provide the Christian ministry of the parish, with a further £25,456 spent from the designated fund for the 0-18 Director role. This expenditure includes £100,236 contribution to the diocesan common fund (an increase of 1.9% from the previous year) which largely provides the stipends and housing for the clergy.

The closure of our church buildings has resulted in significant reduction in income from open plate donations. A stewardship campaign (TRIO – The Responsibility is Ours) was undertaken in both churches to encourage church family members to give regularly through bank transfer or the Parish Giving Scheme. Our thanks go to all our donors who continue to give so generously.

The majority of the expenditure from restricted funds related to a replacement boiler and new flooring in the ladies' toilet of the St Thomas' church centre and the completion of the memorial garden at St Peter's.

STB (Chesterfield) Ltd opened the coffee shop and meeting rooms when Covid-19 restrictions permitted, during a year that was extremely difficult for all businesses operating in the hospitality sector. They have obtained financial support from the government's furlough scheme and non-repayable grants. They have recovered most of their outstanding debts, with only a small amount of non-recoverable debt being written off, and have repaid the PCC the remaining £2,000 of their start up loan (see note 8). Overall, the company made a profit of around £1,000 which they will retain to put towards the future cost of replacement equipment.

STB (Hope House) Ltd has recorded several significant transactions during 2020, including repaying the diocesan loan instalment of £2,000 on behalf of the PCC in February 2020 (see note 9b), funding £66,000 towards the renovation of the property at 91-93 Derby Road, Chesterfield and recovering corporation tax of £6,386.

The running of Hope House will be undertaken through a separate company, Hope House (Chesterfield) Ltd, which is also a registered charity (charity number 1183254). This company is not connected to the PCC and, at 31 December 2020, had not yet commenced trading.

### **Reserves Policy**

It is PCC policy to try to maintain a balance of free reserves to cover at least three months' planned expenditure. It is held to smooth out fluctuations in cash flows and to help cover emergencies. The PCC defines free reserves as unrestricted net current assets excluding amounts owed by subsidiary companies since this money is not considered to be readily available.

Based on the 2021 expenditure budget, the amount required to meet the reserves policy is £49,000. The balance of the free reserves at 31 December 2020 was less than required by this policy at £43,029. However, when the amount set aside by the PCC for the funding of the 0-18 Director role is included with the free reserves, this balance stands at £60,043 (2019 restated £71,620). The PCC believes that ministry with children and young people is crucial to the health of the church and is seeking further funding to continue the important work in this area.

In addition, at 31 December 2020, a total balance of £52,196 was held in restricted funds to meet the costs of development, repairs and maintenance of St Thomas' (£42,521) and the church centre (£9,675). Expenditure from the St Thomas' restricted fund is likely to be required in the near future since the ceiling of the church is showing signs of water damage. Details of the balances on the other restricted funds can be found in note 11 to the financial statements.

## **STRUCTURE, GOVERNANCE AND MANAGEMENT**

The PCC is a corporate body established by the Church of England and operates under the Parochial Church Council (Powers) Measure 1956. The PCC is a registered charity and all members of the PCC are charity trustees.

The method of appointment of PCC members is set out in the Church Representation Rules. PCC members can either be ex-officio through their role or elected. All members of our congregations who are on the electoral rolls of the churches are able to vote and stand for election to the PCC.

The PCC members are responsible for making decisions on all matters of general concern and importance to the parish including deciding on how the funds of the PCC are to be spent. New members receive a booklet into the workings of the PCC. The PCC has a number of committees each dealing with a particular aspect of parish life. These committees are all responsible to the PCC.

The full PCC met 4 times during the year (in person for the March meeting, then by video-conference in June, September and December) with an average level of attendance of 75%.

A major topic of discussion throughout the year was the impact of the pandemic on our overall wellbeing – in our church, our church family and the wider parish. Our thanks go to Julie Barton for her diligence in completing the many necessary risk assessments for PCC review and approval.

Following the announcement in September of Matt Barnes' appointment to the diocesan role he had been seconded to in April 2018, the PCC discussed the process through which a new rector is to be appointed. Our thanks go to Carol Coslett, Archdeacon of Chesterfield, and Karen Hamblin, Area Dean, for their knowledgeable and helpful input to our discussions.

## ADMINISTRATIVE INFORMATION

### Membership of the PCC (see note 1 below)

#### Clerks in Holy Orders (beneficed or licensed to the Parish) (also see note 2 below)

|                              |            |
|------------------------------|------------|
| Reverend David Owens (Chair) | Ex-officio |
| Reverend David Mouncer       | Ex-officio |

#### Churchwardens

(Parish Wardens elected annually, see notes 3 and 4 below)

|                  |                      |
|------------------|----------------------|
| Philip Bird      | Parish Warden        |
| Millie Guthrie   | Parish Warden        |
| Diana Hinchliffe | Deputy Parish Warden |

#### Readers licensed to the Parish

(currently no APCM 'limiting' resolution passed and so all Readers are entitled to attend)

|               |            |
|---------------|------------|
| Martin Cox    | Ex-officio |
| Robin Dawson  | Ex-officio |
| Bill Galloway | Ex-officio |
| Alison Wells  | Ex-officio |
| Tim Wheeler   | Ex-officio |

#### Elected General, Diocesan, Deanery Synod Members

|                 |                   |            |           |
|-----------------|-------------------|------------|-----------|
| Millie Guthrie  | Deanery Synod Rep | St Thomas' | 2020-2023 |
| Karen Riley     | Deanery Synod Rep | St Thomas' | 2020-2023 |
| Stuart Robinson | Deanery Synod Rep | St Thomas' | 2020-2023 |
| Jenny Smedley   | Deanery Synod Rep | St Thomas' | 2020-2023 |
| Ben Widdowson   | Deanery Synod Rep | St Thomas' | 2020-2023 |

#### Safeguarding Officer and Electoral Roll Officer

(If not elected, these positions are ex-officio on the PCC)

|              |                         |
|--------------|-------------------------|
| Julie Barton | Ex-officio (non-voting) |
|--------------|-------------------------|

#### Ordinary Elected Members

(a maximum of fifteen members by virtue of rule 14(g), see note 5 below)

|                 |            |           |
|-----------------|------------|-----------|
| Pauline Kelshaw | St Thomas' | 2018-2021 |
| Andrew Smith    | St Thomas' | 2018-2021 |
| Mark Wood       | St Thomas' | 2018-2021 |
| Ken Franklin    | St Peter's | 2018-2021 |
| Mark Hoare      | St Thomas' | 2019-2022 |
| Lindsay Leteve  | St Thomas' | 2020-2023 |
| Julie Sparks    | St Thomas' | 2020-2023 |
| Claire Wood     | St Thomas' | 2020-2023 |

#### PCC Secretary

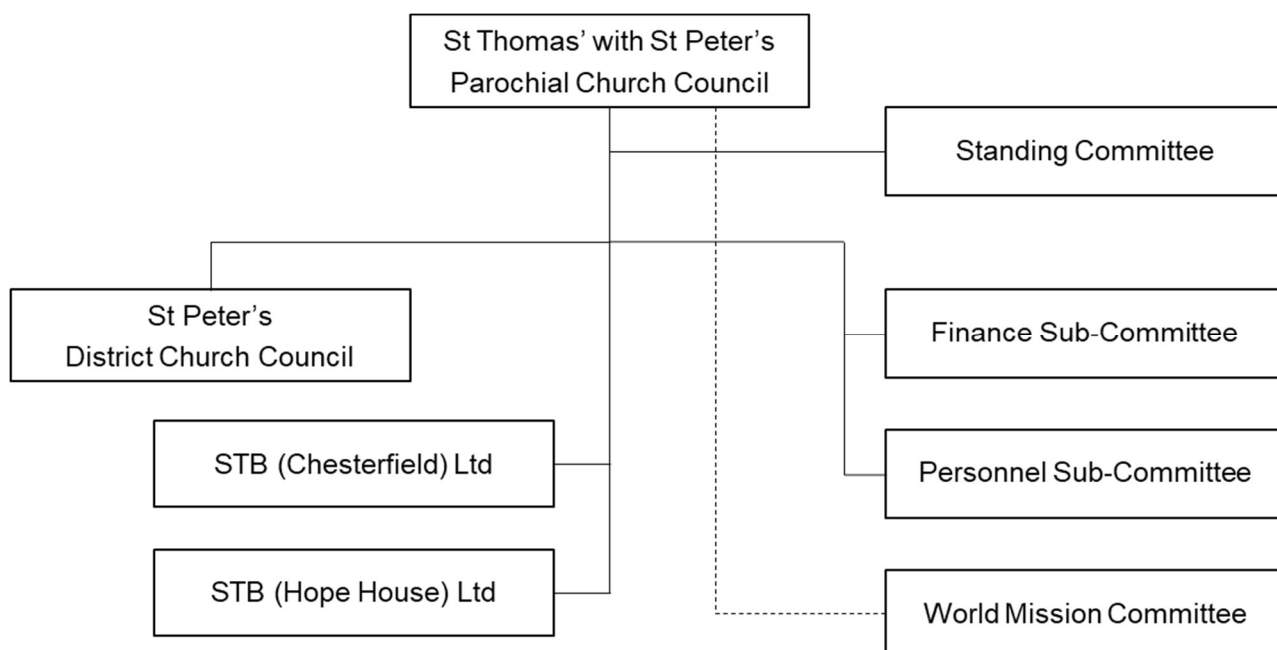
|                          |
|--------------------------|
| Sue Wheeler (non-voting) |
|--------------------------|

#### Notes:

1. All membership rules are currently in accordance with the Church Representation Rules 2011. The PCC is working towards compliance with the Church Representation Rules 2020.
2. Reverend Alison Cox (retired) has Permission to Officiate in the Parish but is not an ex-officio member of the PCC.

3. Churchwardens measure 2001 – provision 3, “Disqualification after six periods of office”. A meeting of parishioners (2009) resolved that this section shall not apply in this parish. *It is noted that this resolution may be revoked by a subsequent meeting of the parishioners.*
4. Deputy warden ex-officio members by scheme as per Rule 18(4).
5. Ordinary members limited to 3 years of consecutive service with a minimum of a one-year break in office before eligible for re-election by scheme as per Rule 17.

## Organisation Structure



## Committees

### Standing Committee

Chair: Reverend David Owens (Acting Rector)

The committee is empowered to transact the business of the PCC between PCC meetings subject to any directions given by the PCC.

### St Peter's District Church Council

Chair: Reverend Nick Green (Vicar at St John's, Walton)

To offer practical leadership, to deliver the objectives identified in the Mission Action Plan, to monitor and maintain the health of the church and to advise the PCC of any relevant concern.

### Finance sub-committee

Chair: Lindsay Leteve (Parish Treasurer)

To manage the parish accounts and to advise the PCC on all matters relating to the financial activities of the churches.

### Personnel sub-committee

Chair: Reverend David Owens (Acting Rector)

To advise the PCC on all matters relating to employment issues, including, but not limited to, recruitment, development, terms & conditions and discipline.

### World Mission Committee

Chair: Reverend David Mouncer

To encourage, support, promote and manage St Thomas' support of the church's world mission partners and to seek ways to help St Thomas' engage in world and home mission.

## **Directors of subsidiary companies**

STB (Chesterfield) Ltd (Company Number 08146516)

|                      |             |
|----------------------|-------------|
| Julie Barton         | Phil Bird   |
| Janet Bradbury       | Mark Hoare  |
| Reverend David Owens | Ian Simmons |

STB (Hope House) Ltd (Company Number 09194559)

|                            |               |
|----------------------------|---------------|
| Reverend Canon Matt Barnes | Mark Hoare    |
| Karen Riley                | Andrew Travis |

Trustees' Annual Report approved by the Parochial Church Council on 1 March 2021 and signed on its behalf by the Reverend David Owens (PCC Chair)

## **INDEPENDENT EXAMINER'S REPORT**

### **To the PCC of St Thomas' Brampton with St Peter's Holymoorside**

I report on the accounts of the PCC for the year ended 31<sup>st</sup> December 2020, which are set out on pages 12 to 25, in respect of an examination carried out in accordance with the Church Accounting Regulations 2006 (The Regulations) and section 145 of The Charities Act 2011.

### **Respective responsibilities of Members and examiners**

As members of the PCC, you are responsible for the preparation of the financial statements. You consider that an audit is not required for this year under section 144 of the Charities Act 2011 (Charities Act) and that an independent examination is needed.

It is my responsibility to you:-

- 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 134 (5) (b) of the Charities Act), and
- to state whether particular matters have come to my attention.

### **Basis of Independent Examiner's Report**

My examination was carried out in accordance with the General Directions given by the Charity Commissioners under Section 43 (7) (b) of the Act and to be found in the Church Guidance, 2006 edition. That examination includes a review of the accounting records kept by the PCC and a comparison of the accounts with those records. It also includes considering any unusual items or disclosures in the financial statement and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently I do not express an opinion on the view given by the accounts.

### **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 41 of the Act; and
  - to prepare financial statements which accord with the accounting records; and
  - comply with the requirements of the Act and the Regulationshave 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.

**M. G. Walker FAIA, FMAAT**  
**19<sup>th</sup> February 2021**

**ST THOMAS' BRAMPTON with ST PETER'S HOLYMOORSIDE**

**STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 DECEMBER 2020**

|                                    | <b>Note</b> | <b>Unrestricted<br/>Funds<br/>£</b> | <b>Designated<br/>funds<br/>£</b> | <b>Restricted<br/>Funds<br/>£</b> | <b>Total<br/>2020<br/>£</b> | <b>Total<br/>2019<br/>(restated)<br/>£</b> |
|------------------------------------|-------------|-------------------------------------|-----------------------------------|-----------------------------------|-----------------------------|--------------------------------------------|
| <b>INCOME</b>                      |             |                                     |                                   |                                   |                             |                                            |
| Voluntary income                   | 2a          | 198,187                             | -                                 | 11,235                            | <b>209,422</b>              | 273,781                                    |
| Activities for generating funds    | 2b          | 12,000                              | -                                 | 364                               | <b>12,364</b>               | 6,684                                      |
| Income from church activities      | 2c          | 7,614                               | -                                 | -                                 | <b>7,614</b>                | 10,260                                     |
| <b>TOTAL INCOME</b>                |             | <b>217,801</b>                      | <b>-</b>                          | <b>11,599</b>                     | <b>229,400</b>              | 290,725                                    |
| <b>EXPENDITURE</b>                 |             |                                     |                                   |                                   |                             |                                            |
| Missionary & charitable giving     | 3a          | 600                                 | 14,720                            | -                                 | <b>15,320</b>               | 23,240                                     |
| Church activities                  | 3b          | 186,605                             | 25,456                            | 15,767                            | <b>227,828</b>              | 225,990                                    |
| Raising funds                      | 3c          | 317                                 | -                                 | -                                 | <b>317</b>                  | 926                                        |
| <b>TOTAL EXPENDITURE</b>           |             | <b>187,522</b>                      | <b>40,176</b>                     | <b>15,767</b>                     | <b>243,465</b>              | 250,156                                    |
| <b>Net Income / (Expenditure)</b>  |             | <b>30,279</b>                       | <b>(40,176)</b>                   | <b>(4,168)</b>                    | <b>(14,065)</b>             | 40,569                                     |
| <b>Transfer between funds</b>      | 6           | (18,400)                            | 18,400                            | -                                 | -                           | -                                          |
| <b>Net movement in funds</b>       |             | <b>11,879</b>                       | <b>(21,776)</b>                   | <b>(4,168)</b>                    | <b>(14,065)</b>             | 40,569                                     |
| <b>Total funds brought forward</b> | 11          | 283,152                             | 62,229                            | 72,368                            | 417,749                     | 377,180                                    |
| <b>Total funds carried forward</b> |             | <b>295,031</b>                      | <b>40,453</b>                     | <b>68,200</b>                     | <b>403,684</b>              | 417,749                                    |

**ST THOMAS' BRAMPTON with ST PETER'S HOLYMOORSIDE**

**BALANCE SHEET AS AT 31 DECEMBER 2020**

|                                                 | <b>Note</b> | <b>2020<br/>£</b> | <b>2019<br/>(restated)<br/>£</b> |
|-------------------------------------------------|-------------|-------------------|----------------------------------|
| <b>Fixed Assets:</b>                            |             |                   |                                  |
| Tangible fixed assets                           | 7a          | <b>248,000</b>    | 248,000                          |
| Investment in wholly-owned subsidiary companies | 7b          | <b>2</b>          | 2                                |
| <b>Total fixed assets</b>                       |             | <b>248,002</b>    | 248,002                          |
| <b>Current Assets:</b>                          |             |                   |                                  |
| Debtors                                         | 8           | <b>14,287</b>     | 17,583                           |
| Short term deposits                             |             | <b>10,188</b>     | 16,188                           |
| Cash at bank                                    |             | <b>139,355</b>    | 146,435                          |
| <b>Total current assets</b>                     |             | <b>163,830</b>    | 180,206                          |
| <b>Current Liabilities:</b>                     |             |                   |                                  |
| Amounts falling due within one year             | 9a          | <b>(4,148)</b>    | (4,459)                          |
| <b>Net Current Assets</b>                       |             | <b>159,682</b>    | 175,747                          |
| <b>Total Assets less Current Liabilities</b>    |             | <b>407,684</b>    | 423,749                          |
| Amounts falling due after one year              | 9b          | <b>(4,000)</b>    | (6,000)                          |
| <b>Net Assets</b>                               |             | <b>403,684</b>    | 417,749                          |
| <b>Funds:</b>                                   |             |                   |                                  |
| Unrestricted                                    | 11          | <b>295,031</b>    | 283,152                          |
| Designated                                      | 11          | <b>40,453</b>     | 62,229                           |
| Restricted                                      | 11          | <b>68,200</b>     | 72,368                           |
| <b>Total</b>                                    |             | <b>403,684</b>    | 417,749                          |

Approved by the Parochial Church Council on 1 March 2021 and signed on its behalf by the Reverend David Owens (PCC Chair)

The notes on pages 14 to 25 form part of these accounts.

## **ST THOMAS' BRAMPTON with ST PETER'S HOLYMOORSIDE**

### **Notes to the financial statements for the year ended 31 December 2020**

#### **1: Accounting Policies**

The PCC is a public benefit entity within the meaning of Financial Reporting Standard 102. The financial statements have been prepared under the Charities Act 2011 and in accordance with the Church Accounting Regulations 2006 governing the individual accounts of PCCs, and with the Regulations' "true and fair" provisions, together with applicable accounting standards and the Statement of Recommended Practice, Accounting and Reporting by Charities (SORP(FRS102)).

The financial statements have been prepared under the historical cost convention.

#### **Basis of preparation**

The aggregate gross income of the PCC and its wholly-owned subsidiary companies, STB (Chesterfield) Ltd and STB (Hope House) Ltd, is less than £1 million. The PCC has therefore taken advantage of the exception relating to the requirement to prepare group accounts provided in the Charities Act 2011 and SI 2008/629.

These financial statements include all transactions, assets and liabilities for which the PCC is responsible in law. They do not include the accounts of church groups that owe their main affiliation to another body or those that are informal gatherings of church members.

#### **Prior year adjustments**

The prior year figures have been restated mainly to include shareholdings in and balances held with the PCC's two wholly-owned subsidiary companies, STB (Chesterfield) Ltd and STB (Hope House) Ltd. Full details of the prior year adjustments are given in note 12. This note is a long and complex one and has been included as the last note to try to avoid confusing the reader of the financial statements.

#### **ASSETS**

##### **Consecrated and benefice property**

In so far as consecrated and benefice property of any kind is excluded from the statutory definition of 'charity' by Section 10(2) (a) and (c) of the Charities Act 2011, such assets are not capitalised in these financial statements.

In simpler terms, these financial statements only include property that is owned by the PCC. The one property owned by the PCC is the House for Duty in Holymoorside. Other clergy housing is owned by Derby Diocese and is capitalised in their financial statements.

The freehold of the church buildings, the churchyards and St Thomas' church centre vests in the incumbent (who is the temporary custodian), rather than the PCC, so their values are not included in these accounts. However, it is the responsibility of the PCC to maintain these properties and any expenditure on maintenance is written off as incurred.

##### **Moveable church furnishings**

Moveable church furnishings held by the Rector and Churchwardens on special trust for the PCC, and which require a faculty for disposal, are accounted for as inalienable property unless consecrated. In this case, the items are not capitalised but they are listed in the church's inventory which can be inspected at any reasonable time.

All expenditure incurred on these items at any time has been written off.

### **Tangible fixed assets for use by the charity**

These items are capitalised if they can be used for more than one year, and cost at least £1,000. They are valued at cost or else, for gifts in kind, at a reasonable estimate of their open market value on receipt.

No depreciation is provided on the property held as a House for Duty, as its estimated residual value is not less than its carrying value and the remaining useful life of this property currently exceeds 50 years, so that any depreciation would be immaterial. An impairment review is carried out at each year end and any resultant loss identified included in expenditure for the year.

Depreciation is calculated to write off the capitalised cost of other fixed assets, less their currently anticipated residual fair value, over their estimated useful lives as follows:

- Fixtures and fittings    20 years
- Computers                3 years

No depreciation on fixed assets has been charged in these financial statements.

### **Investments**

The shares held by the PCC in its wholly-owned subsidiary companies are shown at their nominal value.

### **Short term deposits**

These are cash deposits held at the Chesterfield and North Derbyshire Credit Union.

## **FUNDS**

### **Unrestricted funds**

These represent the funds of the PCC that are not subject to any restrictions regarding their use and are available for application on the general purposes of the PCC. Funds designated for a particular purpose by the PCC are also unrestricted.

### **Restricted funds**

These are income funds that must be spent on restricted purposes and details of the funds held are shown in the notes to the accounts.

## **INCOME**

### **Voluntary donations**

Gift Aid donations, other planned giving, gifts on plate and sundry donations are recognised when received by or on behalf of the PCC.

Income tax recoverable on Gift Aid donations is recognised when the income is received.

Legacies to the PCC are accounted for as soon as the PCC is notified of its legal entitlement, the amount is quantifiable and its ultimate receipt by the PCC is reasonably certain.

### **Other Income**

Income from the sales of books and magazines is accounted for gross, before any related costs have been deducted. Income from the letting of the church premises is recognised when due. Parochial fees due to the PCC for weddings, funerals etc. are accounted for on an event-by-event basis. Income from fundraising events and other church activities is recognised when received.

## **EXPENDITURE**

### **Grants for Mission**

Grants and donations for mission are accounted for when paid over, or when awarded, if that award creates a binding obligation on the PCC.

All other expenditure is accounted for when due.

### **Staff Pension Arrangements**

St Thomas' Brampton PCC participates in the Pension Builder Scheme section of the Church Workers' Pension Fund for lay staff. The Scheme is administered by the Church of England Pensions Board, which holds the assets of the schemes separately from those of the Employer and the other participating employers.

The Church Workers Pension Fund has a section known as the Defined Benefits Scheme, a deferred annuity section known as Pension Builder Classic and a cash balance section known as Pension Builder 2014.

### **Pension Builder Scheme**

The Pension Builder Scheme of the Church Workers' Pension Fund is made up of two sections, Pension Builder Classic and Pension Builder 2014, both of which are classed as defined benefit schemes. St Thomas' Brampton PCC participates in the Pension Builder 2014 section.

Pension Builder 2014 is a cash balance scheme that provides a lump sum that members use to provide benefits at retirement. Pension contributions are recorded in an account for each member. This account may have bonuses added by the Board before retirement. The bonuses depend on investment experience and other factors. There is no requirement for the Board to grant any bonuses. The account, plus any bonuses declared, is payable from members' Normal Pension Age.

There is no sub-division of assets between employers in each section of the Pension Builder Scheme.

The scheme is a multi-employer scheme as described in Section 28 of FRS 102. This is because it is not possible to attribute the Pension Scheme's assets and liabilities to specific employers and means that contributions are accounted for as if the scheme were a defined contribution scheme. The pensions costs charged to the SoFA in the year are contributions payable (2020 £2,599; 2019 £1,846).

A valuation of the Pension Builder Scheme is carried out once every three years. The most recent valuation was carried out as at 31 December 2016. A valuation as at 31 December 2019 was under way as at 31 December 2020.

For the Pension Builder 2014 section, the funding valuation revealed a surplus of £1.8m on the ongoing assumptions used. There is no requirement for deficit payments at the current time.

The legal structure of the scheme is such that if another employer fails, St Thomas' Brampton PCC could become responsible for paying a share of the employer's pension liabilities.

## 2a: Voluntary income

|                      | Unrestricted Funds<br>£ | Designated funds<br>£ | Restricted Funds<br>£ | Total Funds<br>2020<br>£ | Total Funds<br>2019<br>(restated)<br>£ |
|----------------------|-------------------------|-----------------------|-----------------------|--------------------------|----------------------------------------|
| Planned giving:      |                         |                       |                       |                          |                                        |
| - Gift Aid donations | 134,014                 | -                     | 2,254                 | <b>136,268</b>           | 141,111                                |
| - Tax recoverable    | 35,322                  | -                     | 733                   | <b>36,055</b>            | 37,047                                 |
| - Other              | 25,866                  | -                     | 1,064                 | <b>26,930</b>            | 22,232                                 |
| Sundry donations     | 850                     | -                     | 184                   | <b>1,034</b>             | 5,785                                  |
| Open plate donations | 1,735                   | -                     | -                     | <b>1,735</b>             | 6,364                                  |
| Grant                | 400                     | -                     | 2,000                 | <b>2,400</b>             | 400                                    |
| Legacies             | -                       | -                     | 5,000                 | <b>5,000</b>             | 60,842                                 |
| <b>TOTAL</b>         | <b>198,187</b>          | -                     | <b>11,235</b>         | <b>209,422</b>           | 273,781                                |

Restricted grant income of £2,000 was received during the year for the Baby Basics community work. The unrestricted grant income of £400 (2019 £400) was towards the cost of maintaining the churchyard at St Peter's.

## 2b: Activities for generating funds

|                                        | Unrestricted Funds<br>£ | Designated funds<br>£ | Restricted Funds<br>£ | Total Funds<br>2020<br>£ | Total Funds<br>2019<br>£ |
|----------------------------------------|-------------------------|-----------------------|-----------------------|--------------------------|--------------------------|
| Fund raising events                    | -                       | -                     | 364                   | <b>364</b>               | 2,204                    |
| Letting of rooms                       | 300                     | -                     | -                     | <b>300</b>               | -                        |
| Rent – temporary let of house for duty | 11,700                  | -                     | -                     | <b>11,700</b>            | 4,480                    |
| <b>TOTAL</b>                           | <b>12,000</b>           | -                     | <b>364</b>            | <b>12,364</b>            | 6,684                    |

## 2c: Income from church activities

|                                           | Unrestricted Funds<br>£ | Designated funds<br>£ | Restricted Funds<br>£ | Total Funds<br>2020<br>£ | Total Funds<br>2019<br>(restated)<br>£ |
|-------------------------------------------|-------------------------|-----------------------|-----------------------|--------------------------|----------------------------------------|
| Fees for weddings / funerals              | 6,246                   | -                     | -                     | <b>6,246</b>             | 7,635                                  |
| Book and magazine sales                   | 352                     | -                     | -                     | <b>352</b>               | 1,546                                  |
| Income from other church group activities | 1,016                   | -                     | -                     | <b>1,016</b>             | 1,079                                  |
| <b>TOTAL</b>                              | <b>7,614</b>            | -                     | -                     | <b>7,614</b>             | 10,260                                 |

### 3a: Missionary and charitable giving

|                                          | Unrestricted<br>Funds<br>£ | Designated<br>funds<br>£ | Restricted<br>Funds<br>£ | Total<br>Funds<br>2020<br>£ | Total<br>Funds<br>2019<br>(restated)<br>£ |
|------------------------------------------|----------------------------|--------------------------|--------------------------|-----------------------------|-------------------------------------------|
| Overseas missionary societies:           |                            |                          |                          |                             |                                           |
| - CSW                                    | -                          | 2,545                    | -                        | <b>2,545</b>                | 3,450                                     |
| - CMS                                    | -                          | 2,125                    | -                        | <b>2,125</b>                | 3,450                                     |
| - Other overseas<br>missionary societies | 300                        | 450                      | -                        | <b>750</b>                  | 750                                       |
| Overseas relief / development agencies:  |                            |                          |                          |                             |                                           |
| - Tearfund                               | -                          | 2,545                    | -                        | <b>2,545</b>                | 3,700                                     |
| - Other agencies                         | -                          | 420                      | -                        | <b>420</b>                  | 428                                       |
| Other overseas giving                    | -                          | 1,077                    |                          | <b>1,077</b>                | 600                                       |
| Home missions and others:                |                            |                          |                          |                             |                                           |
| - Church on the Bus                      | 300                        | 2,545                    | -                        | <b>2,845</b>                | 4,450                                     |
| - CVM                                    | -                          | 1,825                    | -                        | <b>1,825</b>                | 3,105                                     |
| - Other home giving                      | -                          | 1,188                    | -                        | <b>1,188</b>                | 3,307                                     |
| <b>TOTAL</b>                             | <b>600</b>                 | <b>14,720</b>            | -                        | <b>15,320</b>               | 23,240                                    |

### 3b: Expenditure on church activities

|                           | Unrestricted Funds<br>£ | Designated funds<br>£ | Restricted Funds<br>£ | Total Funds<br>2020<br>£ | Total Funds<br>2019<br>(restated)<br>£ |
|---------------------------|-------------------------|-----------------------|-----------------------|--------------------------|----------------------------------------|
| Common Fund               | 100,236                 | -                     | -                     | <b>100,236</b>           | 98,364                                 |
| Ministry expenses         | 1,561                   | -                     | -                     | <b>1,561</b>             | 2,720                                  |
| Children / Youth work     | 953                     | 25,456                | -                     | <b>26,409</b>            | 13,386                                 |
| Parish training & mission | 1,155                   | -                     | 4,704                 | <b>5,859</b>             | 3,719                                  |
| Church running expenses   | 16,290                  | -                     | 660                   | <b>16,950</b>            | 18,233                                 |
| Church maintenance        | 2,524                   | -                     | -                     | <b>2,524</b>             | 3,528                                  |
| Upkeep of services        | 2,549                   | -                     | 319                   | <b>2,868</b>             | 3,152                                  |
| Upkeep of churchyard      | 7,145                   | -                     | 4,200                 | <b>11,345</b>            | 5,869                                  |
| Church administration     | 53,328                  | -                     | -                     | <b>53,328</b>            | 59,041                                 |
| Parish magazine / books   | 212                     | -                     | -                     | <b>212</b>               | 1,450                                  |
| Upkeep of church centre   | -                       | -                     | 5,884                 | <b>5,884</b>             | 1,227                                  |
| Upkeep of House for Duty  | 652                     | -                     | -                     | <b>652</b>               | 4,689                                  |
| Development costs         | -                       | -                     | -                     | -                        | 10,612                                 |
| <b>TOTAL</b>              | <b>186,605</b>          | <b>25,456</b>         | <b>15,767</b>         | <b>227,828</b>           | 225,990                                |

Included in the costs of church administration is the fee of £300 (2019 £300) payable to the PCC's Independent Examiner for the examination of the financial statements.

### 3c: Expenditure on raising funds

|                   | Unrestricted Funds<br>£ | Designated funds<br>£ | Restricted Funds<br>£ | Total Funds<br>2020<br>£ | Total Funds<br>2019<br>£ |
|-------------------|-------------------------|-----------------------|-----------------------|--------------------------|--------------------------|
| Cost of appeals   | 317                     | -                     | -                     | <b>317</b>               | -                        |
| Fundraising costs | -                       | -                     | -                     | -                        | 926                      |
| <b>TOTAL</b>      | <b>317</b>              | -                     | -                     | <b>317</b>               | 926                      |

### 4: Staff costs

The PCC employs a number of people to support the ministry and administration of the parish. Details of the costs of these employees is shown below. The PCC also pays for the services of a church cleaner and a gardener.

The PCC does not pay the salaries of the clergy directly but pays towards these costs through the contribution to the Common Fund.

|                    | <b>2020<br/>£</b> | <b>2019<br/>£</b> |
|--------------------|-------------------|-------------------|
| Wages and salaries | 71,412            | 59,890            |
| Pension costs      | 2,599             | 1,846             |
| <b>TOTAL</b>       | <b>74,011</b>     | <b>61,736</b>     |

|                             | <b>Number</b> | <b>Number</b> |
|-----------------------------|---------------|---------------|
| Average number of employees | 6             | 6             |

The roles of these employees are shown below, with all employment contracts being part-time with the exception of the 0-18 Director:

- Parish Operations Manager
- Parish Administration Assistant
- Worship Pastor
- Communications Officer
- Community Worker
- 0-18 Director

No employee was paid in excess of £60,000.

Relief from £3,197 of employer's national insurance contributions was provided under the HMRC Employment Allowance Scheme (2019 £1,790).

## **5: Related party transactions**

As the Parish Administration Assistant, Mrs Julie Sparks, who was appointed a member of the PCC on 4 October 2020, was paid £7,332 (2019 £7,190).

Brams Landscapes, a business owned by the husband of Mrs Jenny Smedley who is a member of the PCC, was paid £4,560 for the maintenance of the churchyard at St Thomas' (2019 £2,280 when STB (Chesterfield) Ltd paid for half the cost of grounds maintenance under the management agreement between the PCC and the company at that time).

No other payments or expenses were paid to any other PCC member, persons closely connected or related parties.

## **6: Analysis of transfer between funds**

In line with the biblical ethos of tithing, the PCC has continued its tradition of transferring 10% of the amount received by St Thomas' from unrestricted planned giving and the associated tax recovery to the World Mission designated fund for missionary and charitable giving during the following year.

|                                  | <b>Unrestricted<br/>Funds<br/>£</b> | <b>Designated<br/>funds<br/>£</b> | <b>Total<br/>£</b> |
|----------------------------------|-------------------------------------|-----------------------------------|--------------------|
| Missionary and charitable giving | (18,400)                            | 18,400                            | -                  |

#### 7a: Tangible fixed assets

|                                                                                     | 2020<br>£      | 2019<br>£      |
|-------------------------------------------------------------------------------------|----------------|----------------|
| Freehold land and buildings<br>Value at cost at 1 January 2020 and 31 December 2020 | 248,000        | 248,000        |
| <b>TOTAL</b>                                                                        | <b>248,000</b> | <b>248,000</b> |

The freehold land and buildings consists of a House for Duty, which is temporarily let.

#### 7b: Investments in wholly-owned subsidiary companies

|                                             | 2020<br>£ | 2019<br>(restated)<br>£ |
|---------------------------------------------|-----------|-------------------------|
| STB (Chesterfield) Ltd – one ordinary share | 1         | 1                       |
| STB (Hope House) Ltd – one ordinary share   | 1         | 1                       |
| <b>TOTAL</b>                                | <b>2</b>  | <b>2</b>                |

STB (Chesterfield) Ltd is the company that runs the St Thomas' coffee shop and manages room bookings on behalf of the PCC.

STB (Hope House) Ltd is the company that was set up to support the provision of safe and fair living accommodation for the homeless with an offer of additional services to clients trying to reengage with normal society.

#### 8: Debtors

|                                             | 2020<br>£     | 2019<br>(restated)<br>£ |
|---------------------------------------------|---------------|-------------------------|
| Income tax recoverable                      | 2,367         | 2,744                   |
| Other debtors                               | 225           | -                       |
| Prepayments                                 | 3,695         | 2,839                   |
| Loan to STB (Chesterfield) Ltd – start up   | -             | 2,000                   |
| Loan to STB (Chesterfield) Ltd – continuing | 4,000         | 4,000                   |
| Loan to STB (Hope House) Ltd                | 4,000         | 6,000                   |
| <b>TOTAL</b>                                | <b>14,287</b> | <b>17,583</b>           |

The loans to STB (Chesterfield) Ltd bear no interest and have no fixed repayment term.

The loan to STB (Hope House) Ltd bears no interest and reflects the outstanding element of the diocesan loan for the Hope House project (see note 9b).

**9a: Liabilities falling due within one year**

|                                  | <b>2020<br/>£</b> | <b>2019<br/>(restated)<br/>£</b> |
|----------------------------------|-------------------|----------------------------------|
| Accruals                         | 1,725             | 2,688                            |
| Creditors for goods and services | 2,423             | 1,771                            |
| <b>TOTAL</b>                     | <b>4,148</b>      | <b>4,459</b>                     |

**9b: Liabilities falling due after one year**

|                                                   | <b>2020<br/>£</b> | <b>2019<br/>(restated)<br/>£</b> |
|---------------------------------------------------|-------------------|----------------------------------|
| Diocesan loan provided for the Hope House project | 4,000             | 6,000                            |
| <b>TOTAL</b>                                      | <b>4,000</b>      | <b>6,000</b>                     |

The diocesan loan bears no interest and is being repaid, to date directly by STB (Hope House) Ltd, in equal annual instalments of £2,000, with the final instalment falling due on 12 February 2022.

**10: Analysis of net assets by fund**

|                       | <b>Unrestricted<br/>Funds<br/>£</b> | <b>Designated<br/>funds<br/>£</b> | <b>Restricted<br/>Funds<br/>£</b> | <b>Total<br/>Funds<br/>2020<br/>£</b> | <b>Total<br/>Funds<br/>2019<br/>(restated)<br/>£</b> |
|-----------------------|-------------------------------------|-----------------------------------|-----------------------------------|---------------------------------------|------------------------------------------------------|
| Fixed Assets          | 248,002                             | -                                 | -                                 | <b>248,002</b>                        | 248,002                                              |
| Current Assets        | 55,097                              | 40,453                            | 68,280                            | <b>163,830</b>                        | 180,206                                              |
| Current Liabilities   | (4,068)                             | -                                 | (80)                              | <b>(4,148)</b>                        | (4,459)                                              |
| Long term liabilities | (4,000)                             | -                                 | -                                 | <b>(4,000)</b>                        | (6,000)                                              |
| <b>TOTAL</b>          | <b>295,031</b>                      | <b>40,453</b>                     | <b>68,200</b>                     | <b>403,684</b>                        | 417,749                                              |

**11: Fund details**Unrestricted funds

These comprise of the general funds of the two churches, St Thomas' Brampton and St Peter's, Holymoorside, but includes £248,000 Fixed Assets, the value of the property held as a House for Duty, and the investments in subsidiary companies.

Designated funds

These are funds set aside from the general funds by the PCC for a specific purpose. Currently there are two funds designated by the PCC.

The Children / Family Director Fund was established on receipt of a legacy in 2019 for the purpose of supporting the role of Director to work with children and young people up to the age of 18.

The World Mission Fund is used to hold and administer the 10% of St Thomas' unrestricted income from donors set aside by the PCC for its own missionary and charitable donations. This fund was previously disclosed as a Restricted Fund.

|                               | <b>Balance<br/>1 January<br/>(restated)<br/>£</b> | <b>Incoming<br/>resources<br/>£</b> | <b>Resources<br/>used<br/>£</b> | <b>Balance 31<br/>December<br/>£</b> |
|-------------------------------|---------------------------------------------------|-------------------------------------|---------------------------------|--------------------------------------|
| Children / Family Director    | 42,470                                            | -                                   | 25,456                          | <b>17,014</b>                        |
| St Thomas' World Mission Fund | 19,759                                            | 18,400 *                            | 14,720                          | <b>23,439</b>                        |
| <b>Total</b>                  | <b>62,229</b>                                     | <b>18,400</b>                       | <b>40,176</b>                   | <b>40,453</b>                        |

\* Amount transferred from unrestricted fund. See note 6 for details.

#### Restricted funds

These hold monies given, collected or donated for a specific purpose. At 31 December 2019, the St Thomas' Church Centre Fund was disclosed as a Designated Fund. However, monies in this fund were given specifically for the renovation and maintenance of the church centre and therefore this Fund has been restated as a Restricted Fund.

|                                    | <b>Balance<br/>1 January<br/>(restated)<br/>£</b> | <b>Incoming<br/>resources<br/>£</b> | <b>Resources<br/>used<br/>£</b> | <b>Balance 31<br/>December<br/>£</b> |
|------------------------------------|---------------------------------------------------|-------------------------------------|---------------------------------|--------------------------------------|
| <b>St Thomas' Restricted Funds</b> |                                                   |                                     |                                 |                                      |
| Church Centre Fund                 | 12,598                                            | 2,961                               | 5,884                           | <b>9,675</b>                         |
| Development Fund                   | 37,631                                            | 5,490                               | 600                             | <b>42,521</b>                        |
| Children's Work Fund               | 587                                               | -                                   | -                               | <b>587</b>                           |
| Organ Fund                         | 2,546                                             | -                                   | 660                             | <b>1,886</b>                         |
| Choir Fund                         | 319                                               | -                                   | 319                             | -                                    |
| Community Fund                     | 1,738                                             | 893                                 | 1,843                           | <b>788</b>                           |
| Intern Fund                        | 10,906                                            | 225                                 | -                               | <b>11,131</b>                        |
| Baby Basics Fund                   | 1,232                                             | 2,030                               | 2,261                           | <b>1,001</b>                         |
| <b>St Peter's Restricted Fund</b>  |                                                   |                                     |                                 |                                      |
| Memorial Garden Fund               | 4,811                                             | -                                   | 4,200                           | <b>611</b>                           |
| <b>Total</b>                       | <b>72,368</b>                                     | <b>11,599</b>                       | <b>15,767</b>                   | <b>68,200</b>                        |

## 12: Prior year adjustments

### Net assets brought forward at 1 January 2019

The net assets of £379,178 brought forward at 1 January 2019 in the published 2019 financial statements did not include the value of the shares in wholly-owned subsidiary companies or the balances on loans with, and relating to, these companies.

The effect of adjusting the brought forward net assets to include these items results in a reduction of £1,998 as shown below.

|                                                                                                | <b>Adjustment<br/>£</b> | <b>2019<br/>£</b> |
|------------------------------------------------------------------------------------------------|-------------------------|-------------------|
| Net assets brought forward at 1 January 2019 as published                                      |                         | 379,178           |
| <i>Increased by:</i>                                                                           |                         |                   |
| 1 ordinary share in STB (Chesterfield) Ltd – from 2012                                         | 1                       |                   |
| 1 ordinary share in STB (Hope House) Ltd – from 2014                                           | 1                       |                   |
| Outstanding start up loan to STB (Chesterfield) Ltd – from 2012                                | 2,000                   |                   |
| Outstanding start up loan to STB (Hope House) Ltd – from 2017                                  | 8,000                   |                   |
|                                                                                                |                         | 10,002            |
| <i>Decreased by:</i>                                                                           |                         |                   |
| Outstanding loan from Derby Diocese (Hope Project) – from 2017                                 | (8,000)                 |                   |
| Outstanding loan from STB (Chesterfield) Ltd for completion of Suite refurbishment – from 2018 | (4,000)                 |                   |
|                                                                                                |                         | (12,000)          |
| <b>Net assets brought forward at 1 January 2019 as restated</b>                                |                         | <b>377,180</b>    |

### Statement of Financial Activities (SoFA) 2019

The SoFA for 2019 has been adjusted to record transactions which were subject to query at the time of the publication of the financial statements and for an element of income that had been netted off against expenditure.

The effect of adjusting the income and expenditure to include these transactions results in an increase in total income of £3,439 and a reduction in expenditure of £6,921 as shown below.

|                                            | <b>Adjustment<br/>£</b> | <b>2019<br/>£</b> |
|--------------------------------------------|-------------------------|-------------------|
| Total income for 2019 as published         |                         | 287,286           |
| <i>Increased by:</i>                       |                         |                   |
| Gift Aid on donations to the Centre Appeal | 2,360                   |                   |
| Income from other church activities        | 1,079                   |                   |
|                                            |                         | 3,439             |
| <b>Total income for 2019 as restated</b>   |                         | <b>290,725</b>    |

|                                                                                   | <b>Adjustment<br/>£</b> | <b>2019<br/>£</b> |
|-----------------------------------------------------------------------------------|-------------------------|-------------------|
| Total expenditure "directly relating to work of the church" for 2019 as published |                         | 157,836           |
| Contribution to maintenance of church centre as published                         |                         | 8,000             |
| Total expenditure on church management / administration as published              |                         | 56,463            |
| Costs of development as published                                                 |                         | 10,612            |
| <b>Total</b>                                                                      |                         | <b>232,911</b>    |
| <i>Adjusted by:</i>                                                               |                         |                   |
| An increase in parish mission expenditure previously netted off with income       | 1,079                   |                   |
| Removal of 'contribution to maintenance'                                          | (8,000)                 |                   |
|                                                                                   |                         | (6,921)           |
| <b>Total expenditure on church activities as restated</b>                         |                         | <b>225,990</b>    |

The adjustments in income and expenditure for 2019, along with the adjusted net assets brought forward affect the net assets carried forward at 31 December 2019 as shown below.

|                                                       | <b>£</b> | <b>2019<br/>£</b> |
|-------------------------------------------------------|----------|-------------------|
| <i>Adjusted figures for 2019:</i>                     |          |                   |
| Total income for 2019 as restated                     |          | 290,725           |
| Missionary & charitable giving                        | 23,240   |                   |
| Expenditure on church activities as restated          | 225,990  |                   |
| Expenditure on raising funds                          | 926      |                   |
| Total expenditure for 2019                            |          | (250,156)         |
| Net income / (expenditure) for 2019                   |          | <b>40,569</b>     |
| Net assets brought forward at 1 January 2019          |          | 377,180           |
| <b>Net assets carried forward at 31 December 2019</b> |          | <b>417,749</b>    |