



# Trustees' Annual Report for the period

Period start date		Period end date	
<b>From</b>	1st January 2022	<b>To</b>	31st December 2022

## Section A Reference and administration details

**Charity name**

PARK END PRESBYTERIAN CHURCH, CARDIFF

**Other names charity is known by**

**Registered charity number (if any)**

1138189

**Charity's principal address**

Llandennis Road

Cyncoed

Cardiff

**Postcode**

CF23 6EG

### Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Rev Owen John Batstone	Chairman and Minister		
2	Diane Robbins			
3	Christopher John Sirrell	Treasurer		
4	Jan Tucker			
5	Tony Williams			
6	Frances Olwen Sirrell			
7	Robert Webb			
8	Keith Harold Daw			
9	Nick Perry			
10	Iris Taylor		Retired 31.10.2022	
11	Beryl Wensley		Retired 31.10.2022	
12	Michael John Franklin		Died 24.07.2022	
13	Dr. David Ian Williams			
14	Joan Goodfellow		Retired 31.10.2022	
15	Charles Robert Tucker			
16	Josephine Ann Perry			
	See attached Schedule			

**Names of the trustees for the charity, if any, (for example, any custodian trustees)**

Name	Dates acted if not for whole year

**Names and addresses of advisers (Optional information)**

Type of adviser	Name	Address

**Name of chief executive or names of senior staff members (Optional information)**

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## Section B Structure, governance and management

**Description of the charity's trusts**

Type of governing document (eg. trust deed, constitution)	Constitution dated 4 <sup>th</sup> July 2010
How the charity is constituted (eg. trust, association, company)	Church trust
Trustee selection methods (eg. appointed by, elected by)	In accordance with the rules of the Presbyterian Church of Wales

**Additional governance issues (Optional information)**

You **may choose** to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

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## Section C

## Objectives and activities

**Summary of the objects of the charity set out in its governing document**

To advance the Christian faith in accordance with the objects of the Presbyterian Church of Wales as set out in the Rules which includes serving our community through practical activity

**Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)**

The Elders are committed to ensuring that that Church is a worshipping and serving Christian community in our local area. The Elders are concerned to ensure that the activities that occur within the building and beyond are effective in promoting the values and principles of the Christian faith. We aim to incorporate as wide as possible an expression of activities from regular worship and praise and prayer to Bible Study and community service.

We have considered the Commission's guidance on public benefit and in particular, the specific guidance on charities for the advancement of religion.

We try to ensure that there are opportunities for everyone with whom we have contact to understand the implications of the Christian faith and to live it out and practice it in the world in their ordinary lives.

We focus on worship and prayer, learning about the Gospel and the teaching of the Bible in general and helping people learn the implications of living the Christian life. We provide pastoral care for those who seek it and attempt to reach out in mission and service to any who do not yet understand what the Christian faith is.

**Additional details of objectives and activities (Optional information)**

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

## Section D

## Achievements and performance

### *Leadership Team*

During the past year we enhanced the leadership team with the appointment of Phil Jenkins as an Assistant Minister. An experienced leader, he has been able to strengthen the leadership capabilities of the church and provide specific support in pastoral care and the Worship and Teaching programme. Throughout 2022 the Minister, Rev. Owen Batstone, Phil Jenkins and elders have ensured continuity of the delivery of the aims of the church's ministry with the appropriate stipulated support of the Presbyterian Church of Wales (PCW), throughout the variable restrictions on work imposed by Covid restriction. We have used technology and phone contact to ensure the pastoral care, worship, teaching, mission, and community support work continued.

Wherever safe and permissible we have restarted face to face meetings, within the restrictions allowed by the Welsh Government, whilst continuing to supplement with the use of Zoom or YouTube channels to enable those unwell or shielding to join us. Risk assessments for all meetings have been updated as appropriate. This included restarting our all age weekly meeting programme and the commencement of a new Church Bible Course. Each group leader has completed necessary risk assessments and room allocation and time slots have been arranged to ensure accommodation is clean, well ventilated and large enough for groups. Groups do not overlap and therefore do not need to use shared entrances. Rooms are not reused within 48 hours and the cleaning schedule has been strengthened. Changes to restrictions and consequent changes to our programme, have been dealt with promptly. When possible, anticipatory plans were in place whenever the Covid impact on the community (and therefore suspected changes in Welsh restrictions) made this appear necessary. The Minister, assistant minister and small group of Elders manage the more day to day running of the church, whilst reporting to the full group using the monthly meetings. These are held in person with appropriate distancing, with the addition of the Zoom facility for those who wish to join remotely. The Church continues to be supported by the Rev Wayne Adams of PCW. We continue to communicate with our members and community through a regular e-newsletter supplemented by communication at our services (in person and online) and in our Social media pages. When a vote for trustee business is required, we have used an online voting tool supported by phone conversations for those that are not online. This has ensured participation in decision making by the committee and Elders has been high. The team has completed the necessary risk assessments for the Presbyterian Church for any activities and has ensured content has been shared widely in the denomination.

### *Worship and Prayer*

The return of Church services to the building in a COVID secure manner whilst maintaining an online broad

## Section D

## Achievements and performance

cast has meant that the form of the service has been slightly adapted. Congregational singing is still impacted by the requirement to wear masks and, the variety of contributors and musical instruments are restricted to a degree by the need for microphones and amplification. Similarly group work with Children and services requiring closer interactions such as communion have required more thought. The Trustees (Elders) remain committed to ensuring that there is a variety of expressions of Christian worship from traditional organ led worship to praise band choruses, from reflective and prayerful meditation to more exuberant and energetic praise. This year we have been able to use more live music lead by the Worship group supported by recorded music. We have invested in improved Audio visual technology to improve the quality of our broadcasts, improve engagement and enhance the congregational aspect of our services. We have developed and grown our media team. We celebrated Holy Communion outside again this year as a separate, walk in service when good weather permitted and also held an evening communion service in the Church prior to the most recent escalation in December 2022. We intend to restart this as the first step in restarting evening Sunday meetings as the restrictions are eased. We welcome all those of a Christian faith who wish to participate regardless of formal allegiance. Anyone who is unable to attend can be contacted and visited at home or in hospital, as regulations permit, by the Minister and the Elder who has pastoral charge of them. We work closely with the Hospital Chaplains. The Minister takes communion regularly to members who request it.

The weekly prayer meeting continues to meet face to face with an additional Zoom participation option, to pray, especially for those who have requested such support and to remember the needs of the world and our community. House groups have restarted socially distant meetings with some using remote access as an additional option. A weekly church bible group meets in the church with an online option and, a monthly bible hour for young people uses similar methods. We have also held a series of online shared meals around the feasts of the Bible, we have been joined in this by members of other churches. During the year we have welcomed a number of new members to the Church.

### *The Wider Community*

Despite the Church being restricted in our ability to meet in person for large parts of this year we have tried to ensure our message and online presence makes it clear we are available to serve and support the community. We have, when opportunities permit, dropped off gifts to the local community, and provided Gifts for disadvantaged Children at Christmas. We were able to hold a number of events over Christmas including community Carol singing in the Care Park. We have held a few specific Charity collections over the year. The Car Park Communion has been well attended by many from outside the Church membership and we have sought to provide comfort and support for those bereaved. There have been a number of new people who have connected with the Church output in its various forms over the past year, we have been approached for spiritual support and received positive feedback from individuals who have received benefit from some of our outreach. As we reopen our meetings we continue to ensure that the Church is both accessible to, and provides for, the practical and spiritual needs of our community.

We were pleased to start a regular weekly meeting for Children in addition to the young children work. The Trustees are concerned that such community youth and family work is important and must be built upon, not only for the long-term benefit of the church, but of the wider community. To that end the trustees are reviewing the possibility of growing the leadership team and reviewing groups offered and the need for increase in the Church leadership team for the church to continue this valued work.

## Section E

## Financial review

### **Brief statement of the charity's policy on reserves**

A reserve is kept to cover any contingencies or risks that may arise. The reserve at present stands at £11,587 but this will be increased to £12,000 which the trustees consider to be an adequate sum

### **Details of any funds materially in deficit**

None

### **Further financial review details (Optional information)**

## Section D Achievements and performance

You **may choose** to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

## Section F Other optional information

## Section G Declaration

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)	<i>O. J. Batstone</i>	<i>C. J. Sirrell</i>
Full name(s)	Rev. Owen John Batstone	Christopher John Sirrell
Position (eg Secretary, Chair, etc)	Chair	Treasurer
Date	22.02.2023	

**Names of the charity trustees who manage the charity**  
**Schedule of additional trustees**

	<b>Trustee name</b>	<b>Office (if any)</b>	<b>Dates acted if not for whole year</b>	<b>Name of person (or body) entitled to appoint trustee (if any)</b>
17	Josephine Ann Perry			
18	Andrew John Webb			
19	Susan Barbara Hawkins			
20	Richard Barrett			

**PARK END PRESBYTERIAN  
CHURCH OF WALES**

**End of Year Financial Statements**

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



## Receipts and Payments Account

	General funds	Designated funds	Restricted funds	Total funds	Prior year total funds
<b>Receipts</b>					
Donations and legacies	£79455.60	£22608.10	£4554.18	£106617.88	£103477.10
Income from charitable activities	—	£1000.80	—	£1000.80	£460.48
Other income	£30.54	£14662.83	£1081.95	£15775.32	£16718.38
<b>Total receipts</b>	<b>£79486.14</b>	<b>£38271.73</b>	<b>£5636.13</b>	<b>£123394.00</b>	<b>£120655.96</b>
<b>Payments</b>					
Expenditure on charitable activities	£87327.12	£3608.98	£5985.07	£96921.17	£81975.08
Other expenditure	£2105.06	£13462.07	£1.98	£15569.11	£18239.36
<b>Total payments</b>	<b>£89432.18</b>	<b>£17071.05</b>	<b>£5987.05</b>	<b>£112490.28</b>	<b>£100214.44</b>
<b>Surplus for the year</b>	<b>(£9946.04)</b>	<b>£21200.68</b>	<b>(£350.92)</b>	<b>£10903.72</b>	<b>£20441.52</b>
<b>Transfers</b>					
Gross transfers between funds - in	£50.00	£37957.25	£50.00	£38057.25	£191.02
Gross transfers between funds - out	(£50.00)	(£25174.42)	(£12832.83)	(£38057.25)	(£191.02)
<b>Excess of receipts over payments before other gains / losses</b>	<b>(£9946.04)</b>	<b>£33983.51</b>	<b>(£13133.75)</b>	<b>£10903.72</b>	<b>£20441.52</b>
<b>Net movement in funds after transfers</b>	<b>(£9946.04)</b>	<b>£33983.51</b>	<b>(£13133.75)</b>	<b>£10903.72</b>	<b>£20441.52</b>
<b>Total funds brought forward</b>	<b>£32467.19</b>	<b>£136406.04</b>	<b>£53343.80</b>	<b>£222217.03</b>	<b>£201775.51</b>
<b>Total funds carried forward</b>	<b>£22521.15</b>	<b>£170389.55</b>	<b>£40210.05</b>	<b>£233120.75</b>	<b>£222217.03</b>
<b>Represented by</b>					
<b>Unrestricted</b>					
General fund	£22521.15	—	—	£22521.15	£32467.19
<b>Designated</b>					
Building Fund	—	£20457.42	—	£20457.42	—
CAMEO 1	—	£14527.95	—	£14527.95	£2079.57
Capital Fund	—	£122193.47	—	£122193.47	£121836.04
Coffee Morning	—	£646.48	—	£646.48	£196.32
Junior Church	—	£84.03	—	£84.03	£84.03
Mothers & Toddlers	—	£892.35	—	£892.35	£860.57
Reserve	—	£11587.85	—	£11587.85	£11349.51
<b>Restricted</b>					
Benevolent Fund	—	—	£170.53	£170.53	£134.75
CAMEO 2	—	—	—	—	£12772.36
Mission	—	—	£2.74	£2.74	£1.53
Youth	—	—	£40036.78	£40036.78	£40435.16

## Balance Sheet

	Total funds	Prior year funds
<b>Current assets</b>		
Investments	£143523.34	£80821.29
Cash at bank and in hand	£92235.71	£141816.92
	<b>£235759.05</b>	<b>£222638.21</b>
<b>Liabilities</b>		
Creditors: Amounts falling due in one year	£2638.30	£421.18
	<b>£2638.30</b>	<b>£421.18</b>
<b>Net current assets less current liabilities</b>	<b>£233120.75</b>	<b>£222217.03</b>
<b>Total assets less current liabilities</b>	<b>£233120.75</b>	<b>£222217.03</b>
<b>Total net assets less liabilities</b>	<b>£233120.75</b>	<b>£222217.03</b>
<b>Represented by</b>		
<b>Unrestricted</b>		
General fund	£22521.15	£32467.19
<b>Designated</b>		
Capital Fund	£122193.47	£121836.04
Building Fund	£20457.42	—
Reserve	£11587.85	£11349.51
Survey costs	—	—
Junior Church	£84.03	£84.03
CAMEO 1	£14527.95	£2079.57
Coffee Morning	£646.48	£196.32
Mothers & Toddlers	£892.35	£860.57
<b>Restricted</b>		
Youth	£40036.78	£40435.16
Mission	£2.74	£1.53
Benevolent Fund	£170.53	£134.75
CAMEO 2	—	£12772.36
Agency collection	—	—
<b>Funds of the church</b>	<b>£233120.75</b>	<b>£222217.03</b>

## Statement of assets and liabilities

	General	Designated	Restricted	Endowment	This year	Last year
<b>Current assets - Cash at bank and in hand</b>						
General Account HSBC -	£22311.29	—	—	—	£22311.29	£29518.75
Capital Account HSBC -	—	£31627.55	—	—	£31627.55	£41014.75
Mission Account HSBC -	—	—	£2.74	—	£2.74	£1.53
Cheque Account HSBC -	£159.86	£646.48	£2858.83	—	£3665.17	£3504.37
Youth Account HSBC -	—	—	£20036.78	—	£20036.78	£40435.16
PCW Deposit Account - Reserve -	—	£11587.85	—	—	£11587.85	£11349.51
Junior Church Nat West -	—	£84.03	—	—	£84.03	£84.03
Mothers & Toddlers HSBC -	—	—	—	—	—	£860.57
P.E. CAMEO 1 HSBC -	—	£2920.30	—	—	£2920.30	£2079.57
CAMEO 3 JHB -	—	—	—	—	—	£12772.36
P.E.Coffee Morning -	—	—	—	—	—	£196.32
<b>Totals</b>	<b>£22471.15</b>	<b>£46866.21</b>	<b>£22898.35</b>	<b>—</b>	<b>£92235.71</b>	<b>£141816.92</b>
<b>Current assets - Investments</b>						
Hampshire Trust Bank -	—	£81023.34	—	—	£81023.34	£80821.29
Cambridge & Counties Bank (church) -	—	£30000.00	£20000.00	—	£50000.00	—
Cambridge and Counties (Cameo) -	—	£12500.00	—	—	£12500.00	—
<b>Totals</b>	<b>—</b>	<b>£123523.34</b>	<b>£20000.00</b>	<b>—</b>	<b>£143523.34</b>	<b>£80821.29</b>
<b>Liabilities - Agency accounts</b>						
Agency collections -	—	—	£2638.30	—	£2638.30	£421.18
<b>Totals</b>	<b>—</b>	<b>—</b>	<b>£2638.30</b>	<b>—</b>	<b>£2638.30</b>	<b>£421.18</b>

Grand total	<b>£22471.15</b>	<b>£170389.55</b>	<b>£40260.05</b>	<b>—</b>	<b>£233120.75</b>	<b>£222217.03</b>
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## Analysis of receipts and payments

	<b>Unrestricted</b>	<b>Designated</b>	<b>Restricted</b>	<b>Endowment</b>	<b>Total This year</b>	<b>Last year</b>
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### INCOME AND ENDOWMENTS

#### Donations and legacies

Offertory Members	£25744.96	—	—	—	£25744.96	£42176.18
Offertory Public	£4156.83	—	—	—	£4156.83	£1062.06
Standing Orders Members	£48512.00	—	—	—	£48512.00	£32509.50
Donations General	£1041.81	—	—	—	£1041.81	£671.70
Donations to Capital	—	£600.00	—	—	£600.00	£6200.00
Survey	—	—	—	—	—	£20.00
Mission	—	—	£377.93	—	£377.93	£290.00
Donations P.E.Youth Work	—	—	£3960.00	—	£3960.00	£4340.00
CAMEO	—	—	£10.47	—	£10.47	£3071.59
legacies	—	£22008.10	—	—	£22008.10	£13001.32
Benevolent collection	—	—	£205.78	—	£205.78	£134.75
<b>Total</b>	<b>£79455.60</b>	<b>£22608.10</b>	<b>£4554.18</b>	<b>—</b>	<b>£106617.88</b>	<b>£103477.10</b>

#### Income from charitable activities

Saturday Coffee Morning	—	£646.48	—	—	£646.48	£88.50
Mothers & Toddlers	—	£354.32	—	—	£354.32	£371.98
<b>Total</b>	<b>—</b>	<b>£1000.80</b>	<b>—</b>	<b>—</b>	<b>£1000.80</b>	<b>£460.48</b>

#### Other income

Interest Received	£30.54	£530.60	£46.95	—	£608.09	£428.28
Gift Aid Tax Refund	—	£14132.23	£1035.00	—	£15167.23	£16288.30
Miscellaneous	—	—	—	—	—	£1.80
<b>Total</b>	<b>£30.54</b>	<b>£14662.83</b>	<b>£1081.95</b>	<b>—</b>	<b>£15775.32</b>	<b>£16718.38</b>
<b>INCOME TOTAL</b>	<b>£79486.14</b>	<b>£38271.73</b>	<b>£5636.13</b>	<b>—</b>	<b>£123394.00</b>	<b>£120655.96</b>

### EXPENDITURE

#### Expenditure on charitable activities

P.E.Youth Work	—	—	£5415.07	—	£5415.07	£1200.00
Ministry	£5184.00	—	—	—	£5184.00	£5184.00
Visiting Ministers	£689.00	—	—	—	£689.00	£1119.00
Connexional Levy	£41170.00	—	—	—	£41170.00	£38246.25
Donations	£700.00	—	—	—	£700.00	£1030.00
Heat & Light	£7879.32	—	—	—	£7879.32	£6511.48
Water rates & Manse Council Tax	£3594.43	—	—	—	£3594.43	£3524.53
Repairs and Renewals	£1609.42	—	—	—	£1609.42	£907.39
Cleaning etc	£702.01	—	—	—	£702.01	£295.69
Printing stationery	£451.83	—	—	—	£451.83	£183.93

Telephone and broadband	£725.82	—	—	—	£725.82	£694.75
Insurance	£4656.56	—	—	—	£4656.56	£4346.49
Sundries	£818.01	—	—	—	£818.01	£832.01
Youth Club	—	£335.40	—	—	£335.40	(£2785.00)
Levies	£1937.71	—	—	—	£1937.71	£1837.25
PCW Mission	—	—	£400.00	—	£400.00	£329.00
Mothers & Toddlers	—	£322.54	—	—	£322.54	£245.00
CAMEO	—	£334.45	—	—	£334.45	£6502.75
Park End Coffee morning	—	£196.32	—	—	£196.32	—
Park End Administrator	£4572.75	—	—	—	£4572.75	£4158.96
Outreach	—	£2420.27	—	—	£2420.27	£578.42
Assistant worker	£12636.26	—	—	—	£12636.26	£7033.18
Ben Expenses	—	—	£170.00	—	£170.00	—
Total	£87327.12	£3608.98	£5985.07	—	£96921.17	£81975.08
<b>Other expenditure</b>						
Capital expenditure	—	£8743.07	—	—	£8743.07	£12999.36
Building Fund	—	£4717.00	—	—	£4717.00	£5240.00
Bank charges	£150.72	£2.00	£1.98	—	£154.70	—
Church Bus	£1954.34	—	—	—	£1954.34	—
Total	£2105.06	£13462.07	£1.98	—	£15569.11	£18239.36
<b>EXPENDITURE TOTAL</b>	<b>£89432.18</b>	<b>£17071.05</b>	<b>£5987.05</b>	<b>—</b>	<b>£112490.28</b>	<b>£100214.44</b>
<b>GRAND TOTAL</b>	<b>(£9946.04)</b>	<b>£21200.68</b>	<b>(£350.92)</b>	<b>—</b>	<b>£10903.72</b>	<b>£20441.52</b>

#### Notes:

- 1 The charity has the benefit of the following tangible assets:- church building, manse, furnishing and fittings in church, communion trays, etc., audio, visual and musical equipment, office and kitchen equipment.
- 2 Monies held in the Youth Account are to cover the cost of Youth Workers
- 3 The sum of £500 was donated to Andy Webb, a trustee, with the agreement of the trustees for his work with the homeless.

This report dated: 22<sup>nd</sup> February 2022

Signed: *CG Sirrell*  
Treasurer



Section A

Independent Examiner's Report

Report to the trustees/  
members of

Charity Name

PARK END PRESBYTERIAN CHURCH OF WALES, CARDIFF

On accounts for the year  
ended

31<sup>st</sup> December 2022

Charity no  
(if any)

1138189

Set out on pages

1-5

(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/12/2022.

Responsibilities and  
basis of report

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

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent  
examiner's statement

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

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records

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

Signed: *GC Payne*

Date: 16/2/2023

Name: Graham C. Payne

Relevant professional  
qualification(s) or body  
(if any):

F.C.A.

Address:

6 Rhydyphenau Close, Llanishen, Cardiff, CF14 0NF