

**Trustee Report and Annual Accounts for  
2022**

**for**

**St Andrews Church, Clevedon**

**and**

**St Andrews Church Centre**

**and**

**Clevedon United Benefice**

**Charity Number : 1138431**

# **Parochial Church Council.      St. Andrews Church, Clevedon. BS21 7UE**

## **Management and Trustee Report 2022**

### **Aims and Purposes.**

St Andrews Church has the responsibility of co-operating with the Incumbent. The Rev Trevor Cranshaw in promoting in ecclesiastical parish, the whole mission of the Church, pastoral, evangelistic, social and ecumenical. The PCC is also responsible for the St Andrews Church Centre building.

### **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 parish community at St. Andrews. The PCC maintains an overview of worship and strives to put faith into practice through prayer and scripture, music and sacrament. We have considered the Commission's guidance on public benefit and, in particular, the supplementary guidance on charities for the advancement of religion.

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

- Worship and prayer, learning about the gospel; and developing their knowledge and trust in Jesus.
- Pastoral care for church members and people living in the Parish.
- Missionary and outreach work.

The fabric of our Church Centre is maintained to a high standard and this enables wide use for a number of activities in the area.

### **Achievements and Performance.**

A Sunday morning service is provided each week, which ranges from the more formal Holy Communion service to a more relaxed family worship service to cater for different preferences. Other special services take place at Christian festival times such as Christmas and Easter. Services are led by clergy, readers and trained lay members.

Regular study is undertaken during the week by homegroups.

Communion is regularly taken to those people who are unable to get to church.

The Electoral Roll is 116 people with average attendance of 48 at Sunday morning services.

St Andrews is a member of 'Churches together in Clevedon' and takes part jointly with other churches in the town to fund and stage local events for both residents and visitors.

The Parish actively supports the local primary school, providing hot cross buns for every pupil at Easter and books to each leaver at the end of the school year.

The church has eight bells and an active team of bellringers.

### **Structure and Governance.**

The PCC consists of 12 representatives who act as Trustees. This group meets about 10 times each year to consider management issues.

An annual meeting is held each year where members are elected to various offices and positions, and progress is reviewed.

The church is a registered with the Charity Commission. Its registration reference is 1138431.

It also has representatives on the Portishead Deanery Synod.

Other groups support mission and outreach activities.  
Homegroups meet during the week to study a number of subjects.  
Both the Church and Centre are fully insured.

### **Management and Administration**

The Church and Church Centre are located in Church Close, off Old Church Road, Clevedon, BS21 7UE. The original church dates back to around 1180, and has Clergy listed from 1330. The church building is normally open to visitors during the week.

The Vicarage and church office are located at 10c Coleridge Road, Clevedon. BS21 7TB. Contact details are available on the website, - [www.standrews-clevedon.org.uk](http://www.standrews-clevedon.org.uk) and can be found using an internet search.

The Church Centre was built in 1986, and has been modernised and expanded. It is used by a number of groups each week, and can be booked by the community for private use.

Pastoral Care and member support is organised by a PCC member.

### **Financial Review.**

PCC members receive quarterly reports on income and expenditure, and the parish is financially self sufficient. Annual reports are presented to the Annual General Meeting in April or May, and are published in a separate document. Church of England returns are made each year. The parish give 10% of its annual giving income to external missions, and supports other approved activities. Our mission giving amounted to £6,000 from church income during 2022. The parish benefits from two trusts for Buildings and Churchyard upkeep.

There are two further legacies which support its work. These are The Emly Trust Fund and the Brimacombe Fund. Reserves amount to around one year's expenditure.

The church Centre is separately run and its income is sufficient to cover day to day expenditure and provide for future developments.

Surplus funds are deposited and invested with the CBF Church of England Funds, and other financial organisations.

The church provides a candle stand for visitors where any donations received are given to support St Peters Hospice, to promote work in the wider community. Other events are run from time to time in support of local charities.

### **Activities.**

Many outreach activities take place in the Church Centre each week. It is used by both religious and secular organisations.

A toddler group is run by volunteers each week, providing childrens play and Christian teaching.

Social events are normally held at the centre, which has the benefit of a safe external play area for children.

The church centre provides a Christmas lunch for some 60 local people on Christmas day each year.

# PARISH OF CLEVEDON ST ANDREW

Financial Statement for the year ended 31st December 2022

## Summary of all Funds

	B/F 2021 £	Receipts £	Payments £	Balance	C/F 2023 £
General Fund	6,133.58	83,290.48	74,278.43	9,012.05	15,145.63
Emly Trust	23,316.49	9,291.96	12,161.10	-2,869.14	20,447.35
<b>Designated Funds</b>					
Building & Fabric	21,955.13	4,580.00	967.40	3,612.60	25,567.73
Brimacombe Fund	20,888.53	4,358.52	4,594.92	-236.40	20,652.13
Glebe Fund	2,194.74	231.10	268.17	-37.07	2,157.67
Church Centre	9,374.47	22,845.62	15,746.17	7,099.45	16,473.92
<b>Restricted Funds</b>					
Badcock Trust	21,405.76	7,737.00	-	7,737.00	29,142.76
Churchyard Trust	9,861.06	757.36	34.49	722.87	10,583.93
	115,129.76	133,092.04	108,050.68	25,041.36	140,171.12

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	Bank Balances at 31st Dec 2022		£
Church accounts	HSBC	Current account	9,551.88
	NATWEST	Current account	2,115.76
		Reserve account	47,029.56
	CCLA	Deposit Account	5,000.00
	CCLA	Investments	60,000.00
Church Centre	NATWEST	Current account	3,187.65
Church Centre		Reserve account	13,286.27
	TOTAL BALANCES		140,171.12

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**General Fund Receipts and Payments Account.**

<b>Receipts</b>		<b>2021</b>	<b>2022</b>
		£	£
M	Bankers Orders	41,055.00	39,239.00
M	Parish Envelopes	6,052.00	5,349.60
M	Cash Collections	1,093.52	3,942.51
M	Tax Recovered	11,494.95	11,551.09
	Donations	510.00	5,315.26
	Investment Interest	609.14	777.99
	Fees	8,502.00	10,283.00
	Sundries	150.00	932.03
	Bellringers	280.00	700.00
	Filming		3,450.00
	Diocese energy grant		1,250.00
	N Somt Warm welcome grant		500.00
<b>Total receipts</b>		<b>69,746.61</b>	<b>83,290.48</b>
<b>Payments</b>		<b>2021</b>	<b>2022</b>
		£	£
	Parish Share	56,302.08	56,302.56
	United Benefice	7,200.00	7,200.00
	Insurance	1,679.55	1,784.58
	Electricity and Oil	115.00	3,008.34
	Grounds maintenance	771.00	801.00
	Misc and Sundry payments	2,733.72	4,461.95
	Bellringers	280.00	720.00
<b>Total payments</b>		<b>69,081.35</b>	<b>74,278.43</b>
<b>Balance of General Fund.</b>			
Balance brought Forward		5,468.32	6,133.58
Surplus for year		665.26	9,012.05
Balance carried forward		6,133.58	15,145.63

**M** ( Included to calculate misson payments )

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### Emly Trust Fund Receipts and Payments.

(investment funds received. (From sale of 23 Turner Way))

		£	£
<b>Receipts</b>	Investment income	8,773.30	
	Interest	518.66	
	<b>Total Receipts</b>		9,291.96
<b>Payments</b>	Music & Organ	6,161.10	
	Missions	6,000.00	
	<b>Total Payments</b>		12,161.10
	<b>Balance for year</b>	-	2,869.14

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### Building & Fabric Fund Receipts and Payments.

(funds received for building restoration and maintenance purposes only)

		£	£
<b>Receipts</b>	Bankers Orders	2,520.00	
	Donations & bequest	740.50	
	Gift Aid Tax Recovered	777.50	
	Interest	542.00	
	<b>Total Receipts</b>		4,580.00
<b>Payments</b>	Bank charges	55.00	
	Vestry cupboards	180.00	
	Repairs to roofs	355.50	
	Repairs to door locks	126.10	
	Repairs to lights	184.80	
	Lightening Conductor test	66.00	
	<b>Total Payments</b>		967.40
	<b>Balance for year</b>		3,612.60

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### Badcock Trust

( funds for maintenance of certain graves with surplus available for Church Buildings)

		£	£
<b>Receipts</b>	Income and Interest	7,737.00	
	<b>Total Receipts</b>		7,737.00
<b>Payments</b>	NIL	-	-
	<b>Total Payments</b>		-
	<b>Balance for year</b>		7,737.00

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### Brimacombe Fund

( Supporting outreach + evangelism - Includes Support for Mr D Raymond)

		£	£
<b>Receipts</b>	Income and Interest	4,358.52	
	<b>Total Receipts</b>		4,358.52
<b>Payments</b>	D Raymond (Mission support)	1,200.00	
	M Elton school books & Hot X buns	262.93	
	Defibulator fixing	155.70	
	Sustainable Clevedon	250.00	
	Childrens materials	13.49	
	N Wylie gift	20.00	
	AED Facility	2,692.80	
	<b>Total Payments</b>		4,594.92
	<b>Balance for year</b>	-	236.40

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### Restricted Funds

( these funds can only be used for the purposes specified by the original donor or the Charity Commission in the case of an agreed change of purpose.)

<b>Badcock Trust</b>	( for maintenance of certain graves with surplus available for Church Buildings)
<b>Churchyard Trust</b>	( funds held for care and maintenance of certain graves/churchyard)

### Designated Funds

( These funds have been designated by the PCC for the following uses )

<b>Building Fund</b>	( maintenance of church buildings and fabric )
<b>Brimacombe Fund</b>	( Supporting outreach + evangelism - Includes Support for Mr D Raymond)
<b>Church Centre</b>	( funds for the operation of the Church Centre )

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### Payments to Others during the year

	(Emly Trust fund)	
<b>Mission</b>	Andrew House	1,500.00
<b>Mission</b>	Wycliffe Bible Translators	1,500.00
<b>Mission</b>	St Anthony's Nursery	1,500.00
<b>Mission</b>	CPAS Falcon Camps	500.00
<b>Mission</b>	Y.M.C.A.	500.00
<b>Mission</b>	Mothers' Union	500.00
	<b>Total</b>	<b>6,000.00</b>
	(Brimacombe Fund)	
<b>Annual</b>	Mr D Raymond - Wycliffe support	1,200.00
	<b>Total</b>	<b>7,200.00</b>

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### General Fund

### Sundry Payments

Bank charges	60.40
Weekly Envelopes	65.21
Christmas activities	173.44
Licences (Music and Websites)	1,061.17
Fire Protection	207.21
5 Yr Electrical testing	480.00
CTIC	409.33
Coronation Jubilee events	518.39
Communion wine	52.10
Flowers	22.70
Bottled water	34.97
Warm Welcome (trans to Centre)	500.00
Filming income (trans to Centre)	600.00
Childrens Soc -christingle donations	277.03
<b>Total</b>	<b>4,461.95</b>

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**St Andrews Church Centre 2022**  
**Receipts and Payments**

Receipts	2021	2022	Payments	2021	2022
Long Term Hires	591.60	7904.77	Cleaning + Services	5639.28	5,758.31
Casual Hires	3375.16	9537.09	Utilities (Gas Elec Water Int)	1490.94	3,807.80
Donations (Various)	513.58	30.00	Insurance	1004.02	1,044.82
Coffee/breakfast donations		380.00	Consumables	162.31	293.28
Cake + Craft		40.95	Repairs + Improvements	950.00	857.98
Gordano Leg Club	2000.00		Alarms	238.00	228.00
Gideons	200.00		Sundry Items	151.95	81.45
Clevedon Literary Soc		100.00	Admin & Postage		66.09
Warm Welcome		1400.00	Warm Welcome		181.20
Total Income	6,680.34	19,392.81	Total Payments	9,636.50	12,318.93
			Balance on year	- 2,956.16	7,073.88
	6,680.34	19,392.81		6,680.34	19,392.81

Reserve Account			Current Account		
B/Fwd from 2021	£	8,260.70	B/Fwd from 2021	£	1,113.77
Add Income	£	25.57	Add Income	£	19,392.81
Transfer from Current	£	5,000.00	Deduct payments	-£	12,318.93
			Trans to reserve	-£	5,000.00
C/Fwd to 2023	£	13,286.27	C/Fwd to 2023	£	3,187.65

Reserve Account income :-  
Bank Interest                      £        25.57

		Bank Accounts	
Current a/c	£	1,113.77	£ 3,187.65
Reserve a/c	£	8,260.70	£ 13,286.27
Totals	£	9,374.47	£ 16,473.92

Ray Witty  
Treasurer

*R. Witty*

Eric Holdsworth  
Chairperson

*E. Holdsworth*

*I have examined the 2022 records of St Andrew's Church Centre and have obtained the necessary explanations to enable me to state that the accounts accurately reflect the transactions that have taken place during the year ended 31<sup>st</sup> December 2022*

*[Signature]*

27/3/2023

*Roger Barnoll*



**Benefice of St Andrew and St Peter, Clevedon**  
**Receipts and Payments Account for the Year ended 31st December 2022**

	2021	2021	2022	2022
<b>General Receipts</b>		<b>Totals</b>		<b>Totals</b>
St Andrews	7,200.00		7,200.00	
St Peters	1,800.00		1,800.00	
Sundry Receipts			296.80	
<b>Parish Receipts</b>		<b>9,000.00</b>		<b>9,296.80</b>
<b>General Payments</b>				
Office salary	4,680.00		4,680.00	
Office expenses	254.68		69.78	
Printing costs	813.39		1,211.85	
Office Elec, Gas & Water	460.82		704.37	
Office Insurance	349.37		344.38	
Telephone /broadband	937.67		1,156.26	
Clergy support costs	890.79		144.00	
Transfers/Flowers			348.00	
<b>Total Payments</b>		<b>8,386.72</b>		<b>8,658.64</b>

<b>Fees Received</b>		<b>17,531.00</b>		<b>20,212.00</b>
St Andrews	8,782.00		10,983.00	
St Peters			139.00	
Diocese	6,803.00		6,730.00	
Other Clergy	112.00		132.00	
Funeral travel	519.00		314.00	
Organists/Musicians/Vergers	915.00		1,740.00	
Fees Refunded			172.00	
Pre-paid fees (2021/2022)	400.00			
<b>Fees Paid</b>		<b>17,531.00</b>		<b>20,210.00</b>

<b>Total Receipts.</b>	<b>£ 26,531.00</b>	<b>£ 29,508.80</b>
<b>Total Payments</b>	<b>£ 25,917.72</b>	<b>£ 28,868.64</b>
<b>Receipts less Payments</b>	<b>£ 613.28</b>	<b>£ 640.16</b>

**Receipts + Payments Account**

B/Fwd 2021	£ 1,920.04
Receipts 2022	£ 29,508.80
Payments 2022	£ 28,868.64
C/Fwd 2023	£ 2,560.20

**Summary of Assets and Liabilities at 31st December 2022**

<b>Receipts + Payments Account</b>	<b>£ 2,560.20</b>	<b>Bank Stmt 31/12/22</b>	<b>£ 3,031.55</b>
		<b>Less transfer to St A</b>	<b>-£ 471.35</b>
<b>Total Funds</b>	<b>£ 2,560.20</b>	<b>Bank actual</b>	<b>£ 2,560.20</b>

**Independent Examiners Statement**

I have examined the 2022 records of the Benefice of St Andrew and St Peter, Clevedon and have obtained the necessary explanations to enable me to state the accounts accurately reflect the transactions that have taken place during the year ended 31st December 2022..

Signed

Date 27/3/2023

## **Notes to the Financial Statement for the year ended 31<sup>st</sup> December 2022.**

### **Accounting Policies.**

The financial statements of the Parochial Church Council have been prepared in accordance with the Church Accounting Regulations 2006 using the Receipts and Payments basis.

### **Funds.**

General Funds represent the funds of the Parochial Church Council that are not subject to any restriction regarding their use and are available for application to the general purposes of the Parochial Church Council.

The accounts include all transactions, assets and liabilities for which the Parochial Church Council can be held responsible. They do not include accounts of any other church groups that owe affiliation to another body, nor those that are informal gatherings of church members.

Subject to the above, receipts and payments include income and expenditure when irrevocably paid.

### **Statement of Assets and Liabilities.**

The following assets are recognised but not valued in the Statement of Assets and Liabilities:

Moveable church furnishings held by the churchwardens on trust for the Parochial Church Council and which require a faculty for disposal.

Land and buildings held on behalf of the Parochial Church Council.

Other fixtures, fittings and office equipment where the Parochial Church Council is free to dispose of such assets without faculty and where the original cost exceeds £1,000.

Amounts owing from the Inland Revenue where a formal claim has been made.

Any other amounts owing to the Parochial Church Council including Church Centre lettings and insurance claims.

Legacies where formal notification of entitlement and amount has been received at 31<sup>st</sup> December by the Parochial Church Council.

Investments held beneficially by the Parochial Church Council.

Closing bank balances are shown in the Statement of Assets and Liabilities.

The following liabilities are recognised in the Statement of Assets and Liabilities:

Any loan or overdraft advanced to the Parochial Church Council.

Any arrears of the Parish Share payment to the Diocese of Bath and Wells.

Creditors for goods and services where the supply has been received and invoiced by 31<sup>st</sup> December.

### **St Andrews Church Centre.**

The accounts of St Andrews Church Centre are relative to the activities of the Parochial Church Council, the Church Centre Committee is a sub-committee of the Parochial Church Council and has certain powers to act on a day to day basis through its officers.

Receipt and Payments accounts, having been independently examined, form part of this report.

### Investments.

**EMLY TRUST.** (Managed by the Diocese of Bath & Wells)  
(investment of the net proceeds of sale of 23, Turner Way, Clevedon).

Original amount invested.(2004)	£193,503
Value at 31 <sup>st</sup> December 2022	£294,764 (Bid price)

### CCLA Managed funds, invested by the PCC.

Total currently invested	£60,000
Value at 31 <sup>st</sup> December 2022	£86,303 (Bid price)

### Debtors.

Approximately £ 2,500, is due from the Inland Revenue in respect of Gift Aid tax refunds for the period 1<sup>st</sup> October to 31<sup>st</sup> December.

### Current Liabilities.

There are no current Liabilities.

### Other assets.

Freehold land and buildings known as St Andrews Church Centre together with all fixtures and fittings contained therein.

Land adjoining St Andrews Church, known as 'The Glebe' which is currently open to the community.

Land opposite the Church Centre known locally as the 'Sheep field'.

These accounts were approved by the Parochial Church Council at its March 2023 meeting.

Signed on behalf of the Parochial Church Council.



Trevor Cranshaw ( Chairman )



Ray Witty ( Parish Treasurer )



# Independent Examiner's Report to the members / trustees of St Andrew's Church, Clevedon, Parochial Church Council

I report on the accounts for the year ended 31<sup>st</sup> December 2022.

## Respective responsibilities of the Trustees and Independent Examiner

The charity's trustees consider that an audit is not required for this year under section 144(2) of the charities act 2011 (the 2011 act) and that an independent examination is needed.

It is my responsibility to

- examine the accounts under section 145 of the 2011 act;
- follow the procedures laid down in the General Directions given by the Charity Commissioners section 145(5)(b) of the 2011 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, 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 me to believe that in any material respect the requirements
  - *To keep accounting records in accordance with s.130 of the 2011 act; or*
  - *To prepare accounts which accord with these accounting records have not been met*Or
2. To which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Roger Carroll  
10 St John's Avenue  
Clevedon



Dated 28/3/2023