

Charity Reg No: 1140018

PAROCHIAL CHURCH COUNCIL OF ST. PETER, HARBORNE

FINANCIAL ACCOUNTS

YEAR ENDED 31 DECEMBER 2022

PAROCHIAL CHURCH COUNCIL OF ST. PETER, HARBORNE

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FINANCIAL ACCOUNTS 2022

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**TRUSTEES' REPORT**

The trustees presents their annual report and the financial accounts for the year ended 31 December 2022.

**ADMINISTRATIVE INFORMATION**

St Peter's Church is situated on Old Church Road, Harborne, Birmingham, B17 0BB. It is part of the Diocese of Birmingham within the Church of England. The PCC is a body corporate (PCC Powers Measure 1956, Church Representation Rules 2006) and a charity registered with the Charity Commission no 1140018.

This is the list of PCC Trustees who have served during the year for which the accounts are being reported, January to December 2022.

**Ex-Officio Members of the Parochial Church Council**

**PARISH PRIEST AND CHAIR**

Revd. Canon Kate Stowe (Canon from 25-09-2022)

**CURATE**

Revd. Charlotte Gibson (ordained Priest from 25-06-2022)

**LAY READERS**

Mr. Keith Whitehead (retired at APCM on 22-05-2022)

Mr. Pete Brayshaw (approved at APCM on 22-05-2022)

Dr. Diane Reeves (approved at APCM on 22-05-2022; Parish Safeguarding Co-ordinator)

**CHURCHWARDENS**

Dr. E. Susan Lister (re-appointed on 22-05-2022)

Mr. Christopher Hargreaves (re-appointed on 22-05-2022)

**TREASURER**

Ms. Michelle Lynch (resigned on 22-05-2022)

Mr. Sidney Werrin (elected to PCC 2020; Data Compliance Officer from 21-04-2021; appointed Treasurer on 22-05-2022)

**SECRETARY**

Dr. Maggie Davies (co-opted on 22-05-2022)

**Elected Members of the Parochial Church Council**

**DEANERY SYNOD REPRESENTATIVES**

Mrs. Laura Murcott (resigned on 30-06-2022)

Mrs. Pauline Philpot

Ms. Julia Howl

Mrs. Janice Willcox

**ELECTED MEMBERS**

Mrs. Anne Collins (appointed on 22-05-2022)

Mrs. Caroline Swain (appointed on 22-05-2022)

Mrs. Sarah Clarke

Mrs. Diana Phillips

Mrs. Nicky James (appointed on 22-05-2022)

Dr. Kate Blyth (appointed on 22-05-2022)

Mr. Eamon Mooney (appointed on 22-05-2022)

Ms. Valerie Bell (appointed on 22-05-2022)

Mr. Mark Temple (appointed on 22-05-2022)

Mr Mike Abraham (appointed on 22-05-2022)

## **PAROCHIAL CHURCH COUNCIL OF ST. PETER, HARBORNE**

### **TRUSTEES' REPORT**

#### **Public Benefit**

The PCC confirm that they have complied with the duty in section 4 of the Charities Act 2006 to have due regard to the public benefit guidance published by the Charities' Commission in determining the activities undertaken by the church.

#### **Aims and Purposes**

St. Peter's Parochial Church Council (PCC) has the responsibility, in cooperation with the incumbent, of promoting the whole mission of the Church, pastoral, evangelistic, social and ecumenical in the ecclesiastical parish. The PCC is also specifically responsible for the maintenance and management of the Church Hall and other assets of the church in Harborne.

St. Peter's has a clear mission statement, a commitment to encouraging and enabling as many people as possible to worship in our church, and the intention to develop our worship, prayer, pastoral care and outreach service to the community. Our services and worship put faith into practice through prayer, scripture, music and sacrament. Maintenance of the church and hall buildings is important to facilitate this.

#### **Mission Statement**

*Growing in Love, Deepening Faith,  
Working for God, Welcoming All*

#### **Achievements and Performance**

At the start of 2022, restrictions on social gatherings and church practices due to the Covid pandemic were still in place, with mask wearing and social distancing recommended. Fortunately, these eased during the first few months and Revd. Canon Kate Stowe and the PCC worked hard to keep abreast of the gradual relaxation so that many of our church services and activities were able to return to normal.

#### **Worship and Prayer**

For the first part of the year, some services, prayer and study groups and gatherings remained online via Zoom, including Friday and Sunday evening prayer. By the end of January, booking to attend Sunday morning services was no longer required, and throughout February and March, Sung Evensong returned on Sunday evenings once a month, supplemented by a combined service for local churches, The Well, held at the University of Birmingham Chaplaincy. Lent groups were held online, but Palm Sunday and Holy Week services were able to take place freely in church, and the congregation could again enjoy refreshments in the church hall after Sunday morning services. The 8am Holy Communion was held monthly until April, when it returned weekly. Mid-week Holy Communion moved from the church hall back into church in May, and on Trinity Sunday (June 12th), the Common Cup, the chalice, was again allowed in church for people to take the wine as well as the bread.

Junior Church resumed gatherings in the hall before joining the Sunday morning Communion in church, with All Age church services on the first Sunday of each month. They held two outdoor services on the Bishop's paddock in July before taking a break over the summer holidays. By this time, special services such as the Peteride Parade returned, the offertory plate was once again circulated during services, and access to the church side chapel and pigeonholes was restored, making it easier to accommodate and keep in touch with the congregation.

From September, Sung Evensong resumed each Sunday except for the first of the month. Services for All Souls' and Remembrance were well-attended, the latter as a Parade service in church followed by the laying of wreaths around the War Memorial in the churchyard. All the usual Advent and Christmas services – Advent Carols, Christingle, Nine Lessons and Carols, Christmas Eve Crib service, Community Carols, Midnight Mass and Christmas Day Communion also attracted good congregations, demonstrating the joy that people felt as being back in church and their need to be there. During 2022, there were 7 children baptised, 4 couples married and 14 funerals held in church. A further 4 funerals were held at crematoria and 7 interments of ashes in St. Peter's churchyard took place. There was a phased return of regular services in church for St. Peter's Primary School children.

All the Clergy, Readers, Wardens, Junior Church team and the other volunteers who enable worship to take place worked tirelessly to cope with the constantly changing situation throughout the year, and carrying out Risk Assessment for in-person services and events became part of regular PCC to ensure compliance with all Health & Safety and Safeguarding regulations. The retirement of the Vergers in April has left the church without regular care, and while many of the duties have been covered by the Churchwardens, volunteers, servers and assistants, it would be of enormous help to have the Verger post filled. Despite widely advertising this, no one has come forward.

A revised Church Electoral Roll was presented at the APCM in May with 174 names, approximately half of whom reside outside of the parish. This represents a fall of approximately 20 since the pandemic, and a decline of 26% over the last 5 years. Regular adult congregational attendance has also fallen by 14 in the last year and by 35% over the last 5 years, based on Church of England Statistics for Mission data. These trends are the inevitable consequence of the pandemic years which impacted so badly on gatherings and led to the demise of several older congregation members, along with the overall secularisation of the nation. Despite this, the attendance of children at church has been better maintained, no doubt linked to the continued wish for church support for places at St. Peter's CofE Primary School. The Trustees are well aware of all these trends and are looking to develop ways of bringing people to church and an understanding of faith. These include consideration of allowing young children to take Communion. The high attendance in church at special services – Christmas, Easter, Remembrance – encourages us going forward.

TRUSTEES' REPORTThe Church Building, Fabric, Grounds, the Church Hall and Properties

The gradual return to pre-pandemic use of church and hall from the beginning of 2022 has been managed with care and caution. Works to the church included regular servicing of the tower clock, lightning conductor, alarm system and fire appliances, and repairs to tower lighting. The contractors who completed nave ceiling repairs in 2021 were called in to shut small windows at the roof level of the valley gutters to stop the ingress of pigeons! With a Quinquennial Inspection due in 2023, the Trustees expect significant repairs to the 14<sup>th</sup> century tower stonework to be identified along with other items and are cognisant of the fact that there will be considerable costs attached. All recommendations of the Q1 report will be discussed in depth by the PCC in order to plan a schedule of works and funding.

Regular maintenance of the Church Hall included checks to the electrical, fire alarm and drainage systems. A major item discussed and planned throughout 2022 was the replacement of the original Crittall-type windows in the Hall by UPV double-glazed units. The first stage of this – complete replacement of all rear windows to the Hall – was approved by the end of the year with the work due to take place in 2023 out of term time when the building is not in regular use. Plans will be made for the front windows to be replaced in due course, all this work being paid for from restricted investment funds. Also ongoing throughout the year was planning for installation of solar panels on the roof of the Church Hall. This has involved discussions with energy consultants and the Diocese to assess feasibility and regulatory requirements. Members of the St. Peter's Greener Group are taking this forward on behalf of the PCC Trustees. This is all part of the bigger picture to aim for net carbon zero by the end of 2030 in line with the Church of England target.

An important focus for both church and hall buildings during 2022 has been accessibility. An audit was carried out with advice from the Diocesan Disability advisor, and this identified several areas where improvements could be made – e.g. wheelchair accessibility through doors and aisles, floor levelling, signage, space for prams etc., hearing loop check. The PCC has asked a small task group to review what can be done and make recommendations, having carried out a consultation with the congregation, and this is ongoing.

Both properties let by the PCC have been tenanted throughout 2022 providing much needed income and required some maintenance work, including replacement of the garage roof at 21 Vicarage Road. The Trustees acknowledge the contribution that the rental income makes to our overall finances.

Service to the Community and the Provision of Pastoral Care

In February 2022, the PCC met with congregation members to discuss a "Transforming Churches Action Plan" to identify areas for development and action. To enable one of three key aspirations from this meeting – care for the community – arrangements were made for a Pastoral team to be trained by the Diocese of Birmingham and eventually commissioned for work in the parish alongside the clergy. Members of the congregation were invited to a taster session and a group was signed up to start the training course in the new year. Meanwhile, the clergy maintained pastoral home visits with house-bound church members and attended the sick in hospital.

Under the Diocesan "People & Places" initiative, the Trustees had several discussions about forming an Oversight group with other local churches and, in September, passed a resolution which went to the Warley & Edgbaston Deanery identifying 4 neighbouring churches that St. Peter's could join with to enable closer working.

Families of those whose funerals were held during the year were invited to attend the 'In Memoriam' service at the time of All Souls. The "Remembering Brief Lives" service was held in church by the Chaplains of the Birmingham Women's Hospital for those who have suffered child loss.

Mission and Outreach

Communications with the congregation and the wider community were maintained by emailing the weekly pew sheet to those on the Electoral Roll. This was changed in November 2022 when a new website became live allowing people to sign up to receive the weekly sheet on request. The website and Facebook pages continued to disseminate information about services and activities to the wider community, and printed cards were delivered to the parish at Lent and Christmas. The parish magazine continued as an important means of outreach, providing information and news from St. Peter's, the Birmingham Diocese and the wider CoFE, along with spiritual reflection.

Our regular giving in kind to a local mother and baby charity, Karis Baby Bank, to the Quinton Foodbank, and to the Link to Hope Christmas shoebox appeal continued. In March, a collection was held for the Red Cross Ukraine fund following the outbreak of war there, and Christian Aid Week was promoted across the parish in May.

**TRUSTEES' REPORT****Ecumenical Relationships**

The clergy met regularly with their ecumenical counterparts for fellowship and mutual support. This has led to the development of good relationships. In addition, the regular Women's Theology meetings welcome a number of Roman Catholic friends, some of whom also participated in services in Holy Week at St. Peter's.

**Financial Review**

Total income for the year 2022 was 16% lower than the previous year. This was mainly due to the receipt of a significant VAT return (£51,144) in 2021. Stewardship giving by all methods – regular envelopes, one-off Gift Aid envelopes, Parish Giving Scheme, Standing Orders and cash – actually held up well compared to 2021. Reflecting the fact that church was back in more normal use, together with the return of the offertory plate, cash collections recovered considerably (£4,262 vs. £1,550). A campaign to promote giving was held in church in the summer, encouraging people to sign up to the Parish Giving Scheme for regular giving. Sadly, this did not yield any significant increase in donors, and the Trustees remain focused on how to foster the notion of generosity by giving. Donations were boosted by contactless giving using a device trialled through the CotP Giving Team. The Trustees are still probing different contactless means of payment that will work in a large old church building without Wi-fi. We are indebted to Lou Bayliss, Generous Giving Lead at the Birmingham Diocese, who has been instrumental in helping the PCC with much of this work. Fundraising also remains one area that we could develop further.

Letting of the church hall yielded a significant increase in income over last year (£33,171 vs. £22,982) as the pandemic receded allowing more use of the premises, and rental from the two let properties again provided a substantial amount (£26,035). Together, letting of the hall and properties generate 30% of our total income. Fees from weddings and funerals also recovered compared to 2021.

The investment funds held by St. Peter's continued to enable building works and repairs to be carried out to both church and hall, whilst generating significant dividends that contribute 9% of our total income. While the sum received as legacies was less than in 2021 (£2,300 vs. £10,000), we were grateful for a grant of £5,665 from the Diocese of Birmingham towards the increased costs of utilities.

Expenditure in 2022 was 13% higher than last year. Trustees voted to increase the discretionary element of our Common Fund contribution to the diocese, which increased the total amount to £75,000. Clergy expenses increase in line with the numbers of people – 3 clergy, 4 Lay Readers. Utility bills increased by 34% over the year due to the global effects of supply and demand, and the war in Ukraine that started in February. Church running expenses also increased by 25% as the building was in greater use than in 2021. Overall, repair and maintenance costs were similar to last year.

Wages costs were only slightly higher over the year in line with approved staff pay increases and the cessation of vergier honorarium payment. Parish administrative costs were on a par with the previous year. The repayment of half of the Bounce Back Loan in 2021 considerably reduced this liability and by the end of 2022, the outstanding debt has declined to £12,462.

The PCC will continue to monitor the financial position closely going forward. The Trustees are very grateful to Michelle Lynch who stood down as Treasurer at the Annual Meeting in May, and to Sid Wernin who took over from her. Thanks also go to the Finance & Fundraising Committee for regular oversight of our finances, and to the PCC Secretary for helping to prepare financial reports.

**Reserves Policy**

It is the policy of St Peter's Harborne to hold in reserves the equivalent of six months' general running costs and an additional three months' salary costs. It is also our policy to hold an amount for likely building works arising from the last and next quinquennial inspections as recommended by the Church Architect. This policy is reviewed annually.

**TRUSTEES' REPORT**

**Structure, Governance and Management**

The method of appointment of PCC members at the Annual Parochial Church Meeting (APCM) in April is set out in the Church Representation Rules. At St. Peter's, membership of the PCC consists of the Parish Priest, churchwardens, lay readers and members elected to Deanery Synod and the PCC by those of the congregation who are on the electoral roll of the church. All who attend services regularly are encouraged to register on the Electoral Roll and stand for election to the PCC. 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.

Nine business meetings of the PCC were held between January and December 2022, two on Zoom but the rest in person. The Annual Meeting in May was held in church. An induction session was held in December to explain PCC governance and procedures. Meetings discussed recommendations from our five Committees: -

- Pastoral
- Junior Church
- Building, Fabric, Grounds and Hall (the Hall Management Committee was merged with the BFG in September because of overlap of their remits)
- Finance & Fundraising
- Social

In addition, a Communications group and a Greener St. Peter group reported to the Trustees on publicity and 'green' issues respectively.

Regular business items included arrangements for worship and pastoral care, taking account of risk assessment and safeguarding in order to comply with our legal obligations to the congregation, parish, Church of England and Charity Commission. Finances were reviewed at each meeting and policies [Health & Safety, Safeguarding, Reserves etc.] reviewed at last once during the year. All Trustees are thanked for their contribution over the year and we also wish to thank all the volunteers who help to make St. Peter's such a welcoming, active and supportive Christian community.

The PCC has complied with its duty under section 5 of the Safeguarding and Clergy Discipline Measure 2016 to have due regard to House of Bishops' guidance on safeguarding children and vulnerable adults. The Safeguarding policies and procedures were reviewed and approved by PCC in March 2022, with an emphasis on training. Thanks go to Diane Reeves as Parish Safeguarding Co-ordinator and to Jo Werrin, Parish Administrator, for organising DBS checks, which are required for all PCC members as Charity Trustees responsible for activities that include young children.

**Responsibilities of the members of the PCC**

The members of the P.C.C. are required under the Charities Act 1993 to prepare financial statements for each financial year which give a true and fair view of the Church's financial activities during the year and of its financial position at the end of the year. In preparing financial statements giving a true and fair view, the members of the P.C.C. should follow best practice and:

- select suitable accounting policies and apply them consistently
- make judgements and estimates that are reasonable and prudent
- state whether applicable accounting standards and statements of recommended practice have been followed, subject to any departures disclosed and explained in the financial statements
- prepare the financial statements on a going concern basis unless it is inappropriate to presume that the charity will continue in operation

The members of the P.C.C. are responsible for keeping accounting records which disclose with reasonable accuracy the financial position of the Church and which enable them to ensure that the financial statements comply with applicable law and regulations. They are also responsible for safeguarding the assets of the Church and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

By order of the PCC, Revd. Canon Kate Stowe

*K Stowe*  
9 June 2023

**INDEPENDENT EXAMINER'S REPORT TO**

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**THE PAROCHIAL CHURCH COUNCIL OF ST. PETER, HARBORNE**

**Independent Examiner's Report to the members of Parochial Church Council of St Peter, Harborne**  
I report to the members on my examination of the accounts of The Parochial Church Council of St Peter, Harborne for the year ended 31 December 2022.

**Respective responsibilities of the Members and Independent Examiner**

As members of the charity, the members of the PCC are responsible for the preparation of the accounts. They 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, 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 opinion as to whether the accounts present a 'true and fair view' and the report is limited by those matters in the statement below

**Independent Examiner's Statement**

In connection with the examination no matter has 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 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



James Cruise ACA, FCCA, BSc (Econ) Hons  
For and on behalf of JW Hinks LLP  
Chartered Accountants and Registered Auditors  
19 Highfield Road  
Edgbaston  
Birmingham  
West Midlands  
B15 3BH

9<sup>th</sup> June 2023



**PAROCHIAL CHURCH COUNCIL OF ST. PETER, HARBORNE**

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**STATEMENT OF FINANCIAL ACTIVITIES**

**YEAR ENDED 31 DECEMBER 2022**

	Note	Unrestricted funds £	Designated funds £	Restricted Funds £	TOTAL 2022 £	TOTAL 2021 £
<b>INCOMING RESOURCES</b>						
Incoming resources from donors	2a	82,063	0	0	82,063	81,097
Other voluntary incoming resources	2b	15,848	0	0	15,848	25,125
Income from charitable and ancillary trading	2c	82,621	0	0	82,621	112,402
Income from investments	2d	257	6,176	11,805	18,238	16,764
<b>TOTAL INCOMING RESOURCES</b>		<b>180,790</b>	<b>6,176</b>	<b>11,805</b>	<b>198,770</b>	<b>235,388</b>
<b>RESOURCES USED</b>						
Grants and donations	3a	1,795	0	0	1,795	372
Activities directly relating to the work of the church	3b	128,514	0	4,210	132,724	118,253
Fund-raising and publicity	3c	0	0	0	0	0
Maintenance of investment properties	3d	7,057	0	0	7,057	2,037
Church management and administration	3e	26,221	0	0	26,221	27,413
<b>TOTAL RESOURCES USED</b>		<b>163,587</b>	<b>0</b>	<b>4,210</b>	<b>167,797</b>	<b>148,075</b>
<b>NET INCOMING RESOURCES</b>		<b>17,203</b>	<b>6,176</b>	<b>7,595</b>	<b>30,973</b>	<b>87,313</b>
Balances at 1 January 2022		1,209,760	244,692	527,183	1,981,635	1,809,157
Transfers between funds		67,702	-9,022	-58,681	0	0
Unrealised gains / (losses) on investments		0	-26,458	-53,684	-80,143	85,165
Realised gains / (losses) on investments		0	0	0	0	0
<b>Balances at 31 December 2022</b>		<b>1,294,665</b>	<b>215,388</b>	<b>422,413</b>	<b>1,932,465</b>	<b>1,981,635</b>

**PAROCHIAL CHURCH COUNCIL OF ST. PETER, HARBORNE**

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**BALANCE SHEET – 31 DECEMBER 2022**

	Note	2022		2021	
		£	£	£	£
<b>FIXED ASSETS</b>					
Tangible assets	5	1,230,762		1,231,722	
Investment assets	5	<u>607,589</u>		<u>687,732</u>	
			1,838,351		1,919,454
<b>CURRENT ASSETS</b>					
Short term deposits		44,088		32,277	
Cash at bank and in hand		69,721		54,370	
Other debtors		<u>557</u>		<u>696</u>	
		<u>114,367</u>		<u>87,343</u>	
<b>CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR</b>					
Sundry creditors		1,200		1,200	
Accrued expenses		1,590		1,500	
Bank loan		<u>5,000</u>		<u>5,000</u>	
		<u>7,790</u>		<u>7,700</u>	
<b>NET CURRENT ASSETS</b>			<u>106,577</u>		<u>79,643</u>
<b>CREDITORS: AMOUNTS FALLING DUE IN MORE THAN ONE YEAR:</b>					
Bank loan			12,462		17,462
<b>NET ASSETS</b>			<u>1,932,465</u>		<u>1,981,635</u>
<b>FUNDS</b>					
Designated	6		215,388		244,692
Unrestricted			1,294,665		1,209,760
Restricted			<u>422,413</u>		<u>527,183</u>
	7		<u>1,932,465</u>		<u>1,981,635</u>

The financial statements have been prepared in accordance with FRS102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland."

Approved by the Parochial Church Council on

9<sup>th</sup> June 2023

and signed on its behalf by:

 (Churchwarden)

C.E. HARGREAVES

 (Treasurer)

S.J. WERRIN

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 DECEMBER 2022

I. ACCOUNTING POLICIES

The financial statements have been prepared in accordance with the Church Accounting Regulations together with applicable accounting standards.

The financial statements have been prepared under the historical cost convention, except for the valuation of investment assets on an accruals basis.

(a) Funds

Restricted funds represent (a) income from trusts or endowments which may be expended only on those restricted objects provided in the terms of the trust or bequest, and (b) donations or grants received for a specific object or invited by the PCC for a specific object. The funds may only be expended on the specific object for which they were given. Any balance remaining unspent at the end of each year must be carried forward as a balance on that fund. The PCC does not usually invest separately for each fund.

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

The accounts include all transactions, assets and liabilities for which the P.C.C. is responsible in law. They do not include the accounts of church groups that owe their main affiliation to another body nor those that are informal gatherings of Church members.

(b) Incoming resources

(i)

Voluntary income and capital sources

Collections are recognised when received by or on behalf of the P.C.C.

Planned giving receivable under covenant is recognised only when received.

Income tax recoverable on covenants or gift aid donations is recognised when the income is recognised.

Grants and legacies to the P.C.C. are accounted for as soon as the P.C.C. is notified of its legal entitlement and the amount due.

Funds raised by fete and similar events are accounted for gross.

Sales of the magazine are accounted for gross.

(ii) Other ordinary income

Rental income from the letting of church premises is recognised when the rental is due.

(iii) Gains and losses on investments

Realised gains or losses are recognised when investments are sold.

**NOTES TO THE FINANCIAL STATEMENTS**

**YEAR ENDED 31 DECEMBER 2022**

**1. ACCOUNTING POLICIES continued**

**(c) Resources used**

**(i) Grants**

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

**(ii) Activities directly relating to the work of the Church**

The diocesan quota is accounted for when payable. Any quota unpaid at 31 December is provided for in these accounts as an operational (though not a legal) liability and is shown as a creditor in the balance sheet.

**(d) Fixed assets**

**(i) Consecrated land and buildings and movable church furnishings**

Consecrated and beneficial property is excluded from the accounts by S.96(2) of the Charities Act 1993.

No value is placed on movable church furnishings held by the churchwardens on special trust for the P.C.C. and which require a faculty for disposal since the P.C.C. considers this to be inalienable property. All expenditure incurred during the year on consecrated or benefice buildings and movable church furnishings, whether maintenance or improvement, is written off as expenditure in the SOFA and separately disclosed.

**(ii) Other fixed assets**

Depreciation on office equipment is charged at 25% on net book value.

**(iii) Investments**

Investments are stated at market value.

**(iv) Investment properties**

Investment properties are revalued annually and the aggregate surplus or deficit is transferred to reserves. No depreciation is provided in respect of investment properties; this constitutes a departure from the statutory rules requiring fixed assets to be depreciated over their economic useful lives and is necessary to enable the financial statements to give a true and fair view. Depreciation is only one of many factors reflected in the annual valuation and the amount which might otherwise have been shown cannot be separately identified or quantified.

**(e) Current assets**

Amounts owing to the P.C.C. at 31 December 2022 in respect of fees, rents or other income are shown as debtors less provision for amounts that may prove uncollectible.

Short-term deposits include cash held on deposit either with CDF Church of England Funds or at the bank.

## PAROCHIAL CHURCH COUNCIL OF ST. PETER, HARBORNE

## NOTES TO THE FINANCIAL STATEMENTS

## YEAR ENDED 31 DECEMBER 2022

## 2 INCOMING RESOURCES

	Unrestricted funds £	Designated funds £	Restricted funds £	TOTAL FUNDS	
				2022 £	2021 £
2a Incoming resources from donors:					
Planned giving:					
Stewardship	60,385	0	0	60,385	60,732
Income tax recoverable on gift aid	17,417	0	0	17,417	18,815
Collections (open plate)	4,262	0	0	4,262	1,550
	82,063	0	0	82,063	81,097
Other voluntary incoming resources:					
Donations and legacies	10,183	0	0	10,183	24,543
Electricity grant	5,665	0	0	5,665	0
Fund-raising events	0	0	0	0	582
	15,848	0	0	15,848	25,125
Income from charitable and ancillary trading:					
Fees - weddings and funerals	14,738	0	0	14,738	10,211
Property letting	26,035	0	0	26,035	24,303
Hall hire	33,171	0	0	33,171	22,982
Magazines	2,014	0	0	2,014	1,815
Sundry income	6,663	0	0	6,663	53,091
	82,621	0	0	82,621	112,402
Income from investments:					
Dividends and interest	257	6,176	11,805	18,238	16,764
	257	6,176	11,805	18,238	16,764
<b>TOTAL INCOMING RESOURCES</b>	<b>180,790</b>	<b>6,176</b>	<b>11,805</b>	<b>198,771</b>	<b>235,388</b>

## NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 DECEMBER 2022

## 3 RESOURCES USED

	Unrestricted funds £	Designated funds £	Restricted funds £	TOTAL FUNDS 2022      2021 £      £	
3a Grants					
Missionary and charitable giving:					
Home missions and other church societies	1,795	0	0	1,795	372
3b Activities directly relating to the work of the church:					
Ministry - diocesan quota	75,000	0	0	75,000	70,000
Clergy expenses	1,495	0	0	1,495	795
Church maintenance	11,917	0	4,210	16,127	3,538
Church - running expenses	16,630	0	0	16,630	12,223
Organist and choir	2,549	0	0	2,549	1,623
Wedding & Funerals	6,423	0	0	6,423	3,004
Church hall running costs	14,517	0	0	14,517	26,797
Sundry expenses	-17	0	0	-17	273
	128,514	0	4,210	132,724	118,253
3c Fund-raising and publicity:					
Cost of fund - raising events	0	0	0	0	0
3d Maintenance of investment properties:					
Repairs and renewals	6,170	0	0	6,170	1,210
Insurance costs	887	0	0	887	827
	7,057	0	0	7,057	2,037
3e Church management and administration:					
Administration:					
Wages and salaries	19,199	0	0	19,199	18,769
Printing, stationery and other office expenses	3,109	0	0	3,109	4,923
Depreciation	960	0	0	960	1,281
Bank charges	792	0	0	792	539
Accountancy costs	2,161	0	0	2,161	1,901
	26,221	0	0	26,221	27,413
<b>TOTAL RESOURCES USED</b>	<b>163,587</b>	<b>0</b>	<b>4,210</b>	<b>167,797</b>	<b>148,075</b>

**PAROCHIAL CHURCH COUNCIL OF ST. PETER, HARBORNE**

**NOTES TO THE FINANCIAL STATEMENTS**

**YEAR ENDED 31 DECEMBER 2022**

<b>4 STAFF COSTS</b>	<b>2022</b>	<b>2021</b>
	<b>£</b>	<b>£</b>
Wages and salaries	18,480	17,119
Social security costs	0	565
Employer pension costs	719	1,085
	<u>19,199</u>	<u>18,769</u>

During the year the P.C.C. employed a parish administrator and a director of music, none of whom earned £60,000 or more per annum.

During the year under review, members of the P.C.C. received reimbursement of expenses.

**5 FIXED ASSETS**

a) Tangible fixed assets

	<b>Land and Buildings £</b>	<b>Fixtures &amp; Equipment £</b>	<b>Total £</b>
<b>COST</b>			
At 1 January 2022	1,227,881	23,849	1,251,730
Additions	0	0	0
<b>At 31 December 2022</b>	<b>1,227,881</b>	<b>23,849</b>	<b>1,251,730</b>
<b>ACCUMULATED DEPRECIATION</b>			
At 1 January 2022	0	20,008	20,008
Charge for year	0	960	960
<b>At 31 December 2022</b>	<b>0</b>	<b>20,968</b>	<b>20,968</b>
<b>NET BOOK VALUE</b>			
At 31 December 2022	1,227,881	2,881	1,230,762
At 31 December 2021	1,227,881	3,841	1,231,722

Included within land and buildings are investment properties valued at £825,000 which are held for use in operating leases. The properties were valued by the Parochial Church Council on an open market basis at 31 December 2022.

b) Investments

Investments represent shares held in the CBF's Investment Fund.

## NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 DECEMBER 2022

## 6 FUND DETAILS

The restricted funds comprise the Fabric Fund, the Garden Fund, the Pickard Hall & Property Fund, the Incumbent Stipend Fund and the Exon Music Fund.

## Fund Movements - Restricted

	Fabric Fund	Garden Fund	Pickard Hall & Property Fund	Incumbent Stipend Fund	Exon Music Fund	Total Restricted
	£	£	£	£	£	£
Balance at 1 January 2022	364,197	1,956	146,530	14,500	0	527,183
Incoming resources	8,313	0	3,492	0	0	11,805
Resources expended	0	0	-4,210	0	0	-4,210
Investment gains/losses	-35,357	0	-15,187	-1,690	-1,450	-53,685
Transfers between funds	-90,043	0	-10,935	0	42,298	-58,681
Balance at 31 December 2022	<b>247,110</b>	<b>1,956</b>	<b>119,689</b>	<b>12,810</b>	<b>40,848</b>	<b>422,413</b>

## Fund Movements - Designated

	Fabric Fund	Pickard Hall & Property Fund	Total Designated
	£	£	£
Balance at 1 January 2022	160,736	83,956	244,692
Incoming resources	3,975	2,202	6,176
Resources expended	0	0	0
Investment gains/losses	-16,756	-9,702	-26,458
Transfers between funds	-9,407	385	-9,022
Balance at 31 December 2022	<b>138,548</b>	<b>76,841</b>	<b>215,389</b>

The Fabric fund represents accumulated donations and appeals for fabric maintenance of the church, which can only be spent for that purpose.

The Garden fund represents donations from parishioners for the maintenance and upkeep of the church hall garden.

The Pickard hall and property fund represents an original bequest and subsequent donations for the maintenance of the church hall and investment properties.

Incumbent stipend fund represents a fund set aside to contribute towards the cost of the vicar's stipend.

The Exon Music fund represents a fund established with donations to provide music support and enhance the liturgical tradition of St. Peter's and to promote the appreciation of Church music in the congregation.



**PAROCHIAL CHURCH COUNCIL OF ST. PETER, HARBORNE**

**NOTES TO THE FINANCIAL STATEMENTS**

**YEAR ENDED 31 DECEMBER 2022**

**7 ANALYSIS OF NET ASSETS BY FUND**

	Unrestricted funds £	Designated funds £	Restricted Funds £	Total £
Tangible assets	1,230,762	0	0	1,230,762
Investments	0	204,592	402,997	607,589
Current assets	84,155	10,796	19,416	114,367
Current liabilities	-7,790	0	0	-7,790
Long term liabilities	-12,462	0	0	-12,462
<b>Balance at 31 December 2022</b>	<b>1,294,665</b>	<b>215,388</b>	<b>422,413</b>	<b>1,932,465</b>

**8 EXAMINER'S FEES**

The examiner's fees charged in connection with the examination of the church's accounts for the year ended 31 December 2022 amounted to £1,590 (2021: £1,572).