

Registered number
1142709

The PCC of the Ecclesiastical Parish of Caverswall
Stoke on Trent

Report and Financial Statements

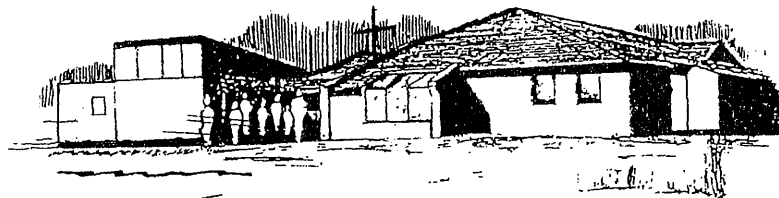
For the Year Ended

31 December 2023

The PCC of the Ecclesiastical Parish of Caverswall

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TRUSTEES ANNUAL REPORT & FINANCIAL STATEMENTS

**FOR
THE PAROCHIAL CHURCH COUNCIL
OF THE ECCLESIASTICAL
PARISH OF CAVERSWALL
STOKE-ON-TRENT**

Charity Reference Number 1142709

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

The PCC of the Ecclesiastical Parish of Caverswall

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INTRODUCTION: The Parochial Church Council of the Ecclesiastical Parish of Caverswall is responsible for the whole mission of its two Churches; St. Peter's and St. Andrew's.

St. Peter's Church is situated in the village of Caverswall in the Staffordshire Moorlands. It is a pretty, medieval Church building, enlarged and adapted over the centuries, with a written record of Incumbents dating back to 1230. It is popular for Weddings and Baptisms, seats approximately 160 people, and has a small kitchen and toilet area and a bell tower that was restored in 2008.

St. Andrew's Church is located in Weston Coyney, Stoke-on-Trent and was built and dedicated in 1984, with the aim of serving the communities there, within whose boundaries the Church is situated. It is a modern building, with a seating capacity of approximately 200 people. Within the building is also a Centre which comprises a hall, large kitchen, toilet facilities and a smaller kitchen, plus a number of smaller rooms and office space. The Parish Office is based there, and the Centre and small rooms are hired by local Community groups and are in almost constant use throughout the week.

St. Peter's and St. Andrew's Churches hold separate worship services most Sunday mornings, but they also operate closely as a Parish Community and have many shared events and activities, and administrative arrangements. They work together with All Saints Church (the Parish of Dilhorne) as a United Benefice, with one Incumbent for the three Churches. The Benefice is in the Cheadle Deanery, the Archdeaconry of Stoke-upon-Trent, and the Diocese of Lichfield (Church of England).

TAR Vicars' Report 2023

It was with great sadness that we, alongside all other Churches in the country and around the world, had to announce the death of Her Majesty, Queen Elizabeth II in September 2022. We were able to gather to watch the funeral, and later, the Coronation of King Charles on a large projection screen at both St. Andrew's and at All Saints, Dilhorne. And, for those who were able to attend, it felt right to gather for these national moments which were primarily Christian services, and it made these significant events in the nation's life even more so by being together.

Funerals still seem to be a big feature of parish life here, with many more taking place than had been the yearly average before Covid. Sadly, we have had a number of much younger people to help family and friends say goodbye to, but I am especially grateful to all the church family who serve at all our funeral services who help those attending feel welcomed and cared for in the midst of such sadness. Whether Churchwardens or Vergers and musicians, and others, there is an atmosphere of real care for all those attending that has been frequently commented on. A new bereavement group is providing support and space to talk about loss and memories, which is proving important for those that attend.

There have been many happier gatherings, worship is still very much a living commitment of the majority of those who attend our Churches, and 5th Sundays especially, that step outside our more normal worship patterns, have seen testimonies and the 'divine miracles' of spontaneous contributions from people that have been so obviously Spirit driven, that the hairs on the back of my neck have stood up for pretty well all of the worship. I hope that that freedom in worship will grow in the years ahead!

In last years' TAR report, I had said about the target I had set myself to see at least four new families come to join the Church. I'm pretty certain that target has been met, because new families and a number of individuals have grown to love what Church is about, and attend regularly, but I/we cannot be complacent, as getting new people to grow in that commitment is still an ongoing challenge here.

Other Highlights included...

The Vinesong Concert and Ministry Event... The team from Vinesong, who are internationally recognised for their performances, and more importantly their leading of Spirit filled worship and ministry came to St. Andrew's. The evening was a real blessing to all who came from across the town. We hope that there will be opportunities for a return visit soon.

Uttoxeter Brass Band Concert... One of the great gatherings this year was a concert with the Uttoxeter Brass Band, helping to raise money for our part of the Food Bank system in Stoke. It was a great evening of Film theme tunes, and raised considerable funds to help us top up supplies for specific needs at the Food Bank, and the team do not need to worry about getting all they need. We are hoping the Band will come to lead an evening of Carol Singing towards Christmas in 2024, but I'm sure it will be an ongoing relationship with this wonderful group of musicians.

Worship Album... I had brought with me lots of worship song recordings that I had recorded for Covid Lockdown services in my last parish. With the help of a good number of the Church family here, and over a number of recording opportunities, we created an album of contemporary worship songs given away for donations to the St. Peter's Clock Repair Fund. It is a good album, and will have a life beyond the clock repairs!

Film Night... Just before Christmas we had a big screen showing of the Muppets, Christmas Carol... Again a great success for all ages, putting us in the mood for Christmas!

Open Doors Events at St. Peter's... A number of events through the summer, and a one-off running up to Christmas were full of community members as well as Church members. So much joy filled energy goes into making these the success they are and I am so grateful to the teams and individuals that make them happen.

Morning Coffee... Continue to be an ongoing success. A good number of people are now regulars from both within the Church family, and from the broader community. I still thrill at the number of people committed to making these gatherings a success, and especially the cake makers who make sure there is plenty of choice.

Catch-up Baptisms... We had hoped that once we had worked through the waiting list, utilising these group baptism events, we would then see families come to the family service for individual baptisms. But the waiting list, if anything, has increased again, and we have had to plan more Sunday afternoon baptisms through into the year ahead.

Sermon Series... Again I am immensely thrilled with the effort our three Readers put into preparing to lead services, and especially to preach. We work for most of the year with sermon series, but cut back into the Lectionary Readings for Lent and Advent. We have had series looking at the Psalms, a series looking at where Jesus confronts the world, and a series looking at the work of the Holy Spirit. The Church family here respond so powerfully to sermons, and that encourages us as preachers to struggle with the Word to give a prayerful, and hopefully inspired, message.

Alpha Course... The second Alpha Course in my time as Vicar has again been a real success both numerically, but more importantly through peoples' response to the course material! We had people who had attended the previous year's Alpha, and a good number of new people as well, and it leads to a great interaction of debate and conversation.

School Assemblies... A number of schools have again been into St. Andrew's for curriculum visits and assemblies. And I have been into several schools within the parish to conduct assemblies and speak on various requested themes. These contacts continues to grow. We also had requests from the two Church schools to run communion services for the school family, which we did. We provided crusty bread and grapes for the children, and bread and wine for staff and adults who came to share. I had not been asked to do such a service before, but they were wonderful, and had the real sense of sharing the feast at the Lord 's Table. We already have dates for the year ahead which I look forward to.

My ongoing prayer is that all three churches in my care presently grow to have a sustainable future, but that can only come through having a working commitment from the whole Church family to look for, and work for growth; to see discipleship grow in us as the existing Church family, and to see a growth in new disciples who come to see our Churches as the place they worship and grow in the Gospel. That is still a big ask, because working for growth, and for new members of a Church, sometimes requires sacrifice over what we are 'comfortable with' if Church were just for us.

**Trustees' Annual Report
For the Year ended 31st December 2023**

**The Parochial Church Council of the Ecclesiastical
Parish of Caverswall, Stoke-on-Trent
Charity Reference Number 1142709**

1. REFERENCE AND ADMINISTRATION DETAILS

- a) Charity Name:** The Parochial Church Council of the Ecclesiastical Parish of Caverswall, Stoke-on-Trent, Charity Reference Number 1142709 (Registered July 2011).
- b) Key Contacts and Address:** Revd Mike Newbon, Mrs Christine Lomax and Mrs Elizabeth Beardmore, Churchwardens, C/o The Parish Office, St. Andrew's Church & Centre, 375 Weston Road, Weston Coyney, Stoke-on-Trent, ST3 6HB

Parish Office: Tel.: 01782 312570. Email: caverswall382@btinternet.com.
Web-site: www.allsaintsstandrewsstpeters.chessck.co.uk

c) Current PCC Members:

	Trustee name	Office (if any)	Dates acted if not for whole year
1	Revd Mike Newbon	Vicar (Ex officio)	
2	Elizabeth Beardmore	Co-Vice-Chair, Churchwarden, Standing Committee Member, also Elected Lay Representative	
3	Christine Lomax	Co-Vice-Chair, Churchwarden, Standing Committee Member, also Elected Lay Representative	
4	David Beardmore	Local Lay Minister (Permission to Officiate) Elected Lay Representative	
5	Terry Bagguley	Local Lay Minister (Permission to Officiate), Deanery Synod Representative (Ex-officio)	
6	Janette Wilkinson	Deanery Synod Representative (Ex-officio)	
7	Yvonne Bagguley	Elected Lay Representative, Treasurer, Standing Committee Member, Gift Aid Secretary	
8	Trevor Barnacle	Elected Lay Representative, Treasurer Assistant, Standing Committee Member	
9	Helen Cartlidge	Elected Lay Representative	
10	June Bunn	Elected Lay Representative	
11	Maureen Virgo	Deanery Synod Representative (Ex-Officio)	

12	Gillian Fullwood	Elected Lay Representative Safeguarding Coordinator	
13	Katrina Fitzpatrick	Elected Lay Representative	Resigned in 2023
14	Joy Hall	Elected Lay Representative Safeguarding Assistant	
15	Alan Hawkins	Elected Lay Representative	
16	Mary Hull	Elected Lay Representative	
17	Mike Lomax	Elected Lay Representative	
18	Josie Podmore	Local lay Minister and Ex-Officio	
19	Vanessa Collis	Elected Lay Representative PCC Secretary	

d) Name and Address of Bankers & Independent Examiner: Caverswall PCC holds its business current account with Lloyds Bank plc, Fountain Square, Hanley, Stoke-on-Trent. A holding business current account is also held with Natwest Bank, Market Street, Longton, Stoke-on-Trent, which is used for the receipt of wedding, funeral and burial fees, which are then allocated monthly to the relevant parties (Lichfield Diocesan Board of Finance, Caverswall PCC or Dilhorne PCC). Two investment accounts are also held with the Church of England Central Board of Finance (CBF). The Independent Examiner for Caverswall PCC is BK Plus Chartered Certified Accountants, Stoke-on-Trent.

e) Name of Incumbent in Charge: The Reverend Mike Newbon was licensed as Vicar in February 2022.

2. STRUCTURE, GOVERNANCE AND MANAGEMENT

- a) PCC's Constitution:** The Parochial Church Council is a corporate body established by the Church of England. The PCC operates under the Parochial Church Council Powers Measure (1956) as amended, and Church Representation Rules that came into effect on 2 January 1957.
- b) Public Benefit Statement:** Trustees (PCC Members) of the Charity are aware of the Charity Commission's guidance on public benefit in The Advancement of Religion for the Public Benefit and have had regard to it in their administration of the Charity. The trustees believe that, by promoting the work of the Church of England in the Ecclesiastical Parish of Caverswall, it helps to promote the whole mission of the Church (pastoral, evangelistic, social and ecumenical) more effectively, within the Ecclesiastical Parish, and that in doing so it provides a benefit to the public by:
- Providing facilities of public worship, pastoral care and spiritual, moral and intellectual development, both for its members and for anyone who wishes to benefit from what the Church offers; and
 - Promoting Christian values and service by members of the Church in and to their communities, to the benefit of individuals and society as a whole.

- c) **How trustees (PCC members) are appointed:** Trustees are elected or appointed, in accordance with the Church Representation Rules 2011.
- d) **How we induct and train new trustees:** New members are normally supported by the Vicar, Churchwardens and PCC members.
- e) **Sub-committees:** Although no finance meetings took place in 2023, monthly management accounts were prepared and reviewed by members of the Finance Team throughout the year. The full PCC met 4 times during the year. The required Standing Committee, for emergency decisions, is in place and comprises of the Vicar, the two Churchwardens, and two other members from the PCC. This group did not meet but liaised 3 times in 2023.

Risk Management: Risk Management is an item that is continually under review, and matters which are regularly considered and for which policies are in place, include:

- First Aid
- Fire Safety and Evacuation (including fire drills)
- Food Hygiene
- Health and Safety
- Lone Working
- PAT Testing and Electrical Inspection
- f) • Quinquennial Inspection
- Risk Assessment (for Church activities and events)
- Safeguarding
- Security
- Condition of Hire for St Andrews Church Centre
- Data Protection (GDPR)

The Parish of Caverswall is insured with Ecclesiastical Insurance Office PLC, which provides full cover for the two Churches.

In terms of the management of risk, a CCTV System is in place and maintained at St. Andrew's Church, and the building has annual inspections of fire extinguishers. A security alarm system is also in place.

St. Peter's Church also has annual inspections of fire extinguishers, and has a security alarm system, which includes an independent roof alarm.

Safeguarding is under constant review, and Confidential Declarations and Disclosure and Barring Service (DBS) applications were made for volunteers who required these as part of their role. Safeguarding training (to the appropriate level) is also required where necessary. Decisions on who should complete a Confidential Declaration, have a DBS check or undertake safeguarding training and at what level, are made in accordance with the Churches' Safeguarding Policy, which is based on guidelines issued by the Diocese of Lichfield. The Benefice Safeguarding Policy was reviewed and updated in September 2019, and adopted across the Benefice. The PCC believe that they have fulfilled their duty under section 5 of the Safeguarding and Clergy Discipline Measure 2016

(duty to have due regard to House of Bishops' guidance on safeguarding children and vulnerable adults).

3. OBJECTIVES AND ACTIVITIES

- a) **Summary of the Objects of the Charity:** The PCC is committed to enabling as many people as possible to worship in our churches, and to become part of our parish communities in Caverswall and Weston Coyney. The PCC maintains an overview of worship throughout the Parish and makes suggestions on how our services can involve the many groups that live within our Parish. In our services and worship, we aim to put faith into practice through prayer and scripture, music and sacrament, word and deed.
- b) **Vision Statement, Vision Aims & Mission Action Plan:** Vision Statement, Vision Aims & Mission Action Plan: The Vision Statement for the Benefice is 'Attracting the Community to Jesus', which we consider in the context of the diocesan (Lichfield) focus on the three themes of Discipleship, Vocation and Evangelism.
- c) **Employees:** A Parish Administrator Ms Gemma Hall (15 hours/week) and a cleaner, Mrs Brenda Colclough (12 hours/week) are employed by the Parish.
- d) **Contribution of volunteers:** The Churches are served by a large team of volunteers who are vital to the mission and activities. These include:
- Bible Readers
 - Buildings Maintenance Team
 - Cards made by Pauline Powell and Gill Till, sales of which go to church funds
 - Cemetery Working Party
 - Churchwardens
 - Flower Arrangers
 - 'Foodbank' Team
 - Intercessors
 - 'Ladies Fellowship' leaders
 - Lay Eucharistic Ministers
 - Lay Service Leaders
 - Local lay ministers
 - Licensed Lay Reader
 - Life-group leaders
 - Musicians
 - 'Open Doors' Team
 - PCC Members, including Treasurer and Secretary
 - Prayer Team
 - Refreshments Teams
 - Service Facilitators
 - Sidespersons
 - St Peter's Church School Foundation Governors and volunteers
 - Welcomers

- Voluntary Vergers

The Churches are also reliant upon the generosity of the Church community, in financially supporting the Churches and their activities.

4. ACHIEVEMENTS AND PERFORMANCE

a) Regular Worship Services and Average Sunday Attendance:

The Benefice commenced the year with a four-week pattern as shown below, with the fifth week services available for special community initiatives. For advent the 10-o clock services took place at St Andrew's Church on each Sunday. There was an 8.00am BCP Service AT St Andrew's Church, on Good Friday there was An Hour at The Cross for St Peter's Church and the Agape Supper took place at St Andrew's Church at 6.30pm for Maundy Thursday.

1 st Sunday	St Peter's	
2 nd Sunday	St Andrew's	All age worship
3 rd Sunday	All Saints	
4 th Sunday	St Andrew's	
5 th Sunday		Individual churches to decide upon a service/activity

ST PETER'S CHURCH	Adult	Child Under 16
Average Sunday Attendance 2023	47	2
	Adult	Child Under 16
Worshipping Community 2023	65	5

Services at both St Peter's and St Andrew's included Holy Communion and Service of the Word, with All-Age services at the latter.

ST ANDREW'S CHURCH	Adult	Child Under 16
Average Sunday Attendance 2023	60	4
	Adult	Child Under 16
Worshipping Community 2023	69	5

St Peter's hosted a Remembrance service which was incorporated into a 10.00 am Sunday service.

Attendance at key seasonal services included:

EASTER	St Peter's	St Andrew's
Easter Eve/Day Attendance	0	30
Easter Eve/Day Communicants	0	30

CHRISTMAS	St Peter's	St Andrew's
Christmas Eve/Day Attendance	76	49
Christmas Eve/Day Communicants	57	47
Carol Service Attendance	112A 10C	75A 36C
School Carol Service	65A 170C	50A 472C

Easter Day saw an 8.00am Book of Common Prayer Holy Communion at St Andrew's.

The St. Peter's Carol Service was very well received and children from St Peter's school, together with a community choir, made it a joyous occasion. Mulled wine and mince pies were as welcome as ever!

St Peter's hosted an 11.30pm Christmas Eve communion service. The Christingle Service/ Carol Service at St Andrew's on Christmas Eve was a very happy event and well attended.

Both churches hosted School Carol Services, St Andrew's attendances being particularly high because three different schools were involved.

- b) Life Events - Policies and Statistics:** The Occasional Offices (Baptisms, Marriages and Funerals) are a significant part of the ministry of the Churches, especially St Peter's, and they are an important way in which the Church serves its community. Our policies with regard to access to occasional offices are:

Baptism: We welcome baptism requests from parent's resident within the Ecclesiastical Parish, or who have a connection with St Peter's or St Andrew's Church, and adults who wish themselves to be baptised. All candidates (or their parents in the case of a child) are required to attend Baptism Preparation, which is usually two sessions over two weekday evenings. Dates for Thanksgiving (in the case of a child) and Baptism are offered during Preparation, and confirmed after completion. Child candidates are required to have at least two Godparents, who must themselves have been baptised. Adult candidates may wish to have a Sponsor. In the case of baptism for a child or young person under the age of 18, consent is required from all those with parental responsibility.

Marriages: In order to qualify for marriage by Banns in the Parish, and in accordance with the legal requirements for marriage in the Church of England, both bride and groom must be British or EEA citizens. In addition, at least one must have an existing connection with Caverswall (or Dilhorne Parish, combined due to its operating as a United Benefice with a Bishop's Instrument in place for the three Churches) under the Marriage Measures Act 2008. If the couple are not resident in the Parish, a certificate of banns reading will also be required from their local Parish Church. Further advice is sought from Church of England guidelines and the Diocese with regard to other legalities, for instance,

where a common or special licence may be required. If either of the couple have been previously married, they must complete and return the Church of England's 'Marriage in Church after Divorce' document, for the Vicar's consideration.

Funerals: Funerals at the Churches, Crematorium or graveside are usually referred to the Parish by the Funeral Directors assisting the family, at which point the details regarding the deceased are confirmed with the Benefice Office. At the heart of all of this was the need to support mourners at the most challenging of times, and the loving care of Reverend Mike Newbon and our Lay Ministers Terry Bagguley and David Beardmore.

Burials: The Parish has an open Churchyard in Caverswall, which also contains a Garden of Remembrance section. If a person lived outside the Parish at the date of death and is not on the Electoral Role, they can be buried into an existing family grave if there is space, but not into a new space in either the Churchyard or Garden of Remembrance. The only exception is if the person was resident in a care or nursing home outside of the Parish at the date of death, but immediately prior to moving there, they were resident in the Parish.

The Summary Statistics for Occasional Offices during 2023 were as follows:

2023 Statistics Summary	St. Peter's	St. Andrew's
Baptisms	13	3
Thanksgivings	0	0
Confirmations	0	1
Marriages	7	0
Funerals in Church	22	1
Full Funeral at Crematorium or Cemetery	5	0
Civic Service	0	0

c) Mission through community activities, groups and events:

'Caverswall Bell Ringers' at St Peter's: a weekly practice and fellowship group for bell ringers of all ages and abilities, from Caverswall and elsewhere; St. Peter's also usually hosts a number of Bell Ringing events and visitors during the year. Our new very experienced member Bernie, is training our new ringers for which we are very grateful.

'Foodbank Distribution Centre' at St. Andrew's: the tenth year of working with Stoke on Trent Foodbank, as a Distribution Centre operating on Friday afternoons throughout the year. The Distribution Centre normally feeds approximately 1800 people each year which equates to feeding 35 people each week. We currently have 17 active volunteers who work on a rota basis. While most of the volunteers are drawn from across the three churches in the United Benefice, some are non-church goers from the surrounding area.

'Open Doors' at St Peter's: Summer 2023 marked the tenth season of Open Doors at St. Peter's. We had lots of wonderful comments from visitors. The cakes and refreshments were plentiful and delicious, and this year, courtesy of Mike and Ali Newbon, we offered "proper" coffee from their coffee machine. It is impossible to count the number of visitors at these events, but they proved extremely popular. We welcomed Olcote Animal Sanctuary who brought along their Miniature Shetland Ponies and sheep. They proved very popular with adults and children alike.

'Bereavement Friendship Group': Meets at St Andrew's on the first Monday of the month 10.30-12.00pm, in conjunction with the Beth Johnson Foundation. A friendly and caring support group for those who have been bereaved.

'Railway Club' at St Andrew's: meeting Monday night's 7.30 - 9.30pm, a social group for train enthusiasts with two club layouts in 'n' and '00' gauge. Contact Phil Hull or the Church Wardens for further information. Railway club had their first Open Event which was a great success, they also always help with any fayre which takes place within St Andrew's Church when raising funds.

- d) **Courses, study groups etc.:** The Church has three 'Life Groups' in which members of the Church Community meet throughout the year in small groups in people's homes, or at St Andrew's Church and via zoom. Very much fellowship groups, they feature Bible study and prayer and are an encouragement to those who attend.

An Alpha Course also started in the Autumn and attracted 40 plus people on some occasions

- e) **School links:** There is a particularly strong link between the Parish of Caverswall, and St Peter's (CofE) Primary School, which is located in Caverswall Village. The Vicar, plus several members of the Church community are Foundation Governors at the school, and they hold a majority of votes on the Governing Body. Several other members of the Church community (from both St Peter's and St Andrew's) go into the school to help including listening to the children read. The pupils at the school enjoy leading special services at the church.

St Andrew's Church has good links with the four local primary schools in Weston Coyney (Parkhall Academy, Crescent Academy, Weston Coyney (Infant and Junior) Academy), who all visit St Andrew's for occasional end-of-term services, Special events and educational visits.

- f) **Centre Lettings:** St Andrew's with St Peter's Pre-School use the building on weekdays during term time. Weight Watchers, Rainbows and the Model Railway Club continued to meet throughout the year. Parent & Toddler Group, run by Hazel Beardmore and Josie Podmore on behalf St Andrew's on a Thursday afternoon 1-2pm.

g) Other External Contacts

The Parish Office maintains links with local funeral directors, and with memorial masons. The Caverswall Bell Ringers have strong links with the local and National Association of Change Ringers.

- h) Communication:** : Communication regarding the Churches and their events and services take place mainly through weekly notice sheets, monthly and periodic posters, and flyers which are displayed in and around the church Buildings. Notifications of upcoming services and events are also regularly Posted on our Church Facebook pages and on our newly updated website.

5. FINANCIAL REVIEW

The Treasury team (Yvonne Bagguley, Treasurer and Trevor Barnacle, Treasurer Assistant) ensure that the charity keeps proper accounts and they review its financial performance. They draw up and review budget and monthly management accounts to ensure robust and effective financial controls. They regularly report the state of financial matters to the Finance Committee and at PCC meetings, and liaise with the Independent Examiner in producing the End-of-Year Accounts.

- a) Account Summary and Reference** The detailed results for the year are disclosed in the Statement of Financial Activities.

The total unrestricted Incoming resources for the year were £94,070 (2022: £95,952). Of this, income from planned giving was £42,623 (2022: £44,761). Collections made at all services (open plate) totalled £5,660 (2022: £5,728) Various donations totalled £2,987 (2022: £2,599) There was no gift day appeal during 2023 or 2022. The gift aid tax recoverable on all applicable receipts totalled £9,735 (2022: £10,400). Fees retained by the parish from weddings and funerals amounted to £15,438 (2022: £14,583). Special events income £674 (2022: £790) includes receipts from Christmas greetings £150, CD's £115 and Morning Coffee £409. The gross amount of income from centre lettings was £11,253 (2022: £11,891)

The total resources expended from Unrestricted Funds was £76,766 (2022: £84,439), of which the Diocesan Common Fund contribution amounted to £29,374 (2022: £40,090). The church property costs include the allocated expense of the centre which totalled £8,361 (2022: £7,222)

The Parish's giving for the year to Christian Charitable Works amounted to £2,960 (2022: £2,301). In addition to this amount, £1,715 (2022: £1,222) was paid from special collections and appeals.

The net incoming funds for the year on Unrestricted Funds totalled £17,304 (2022: £11,513) increasing the balance carried forward at 31 December 2023 to £72,611 (2022: £55,307).

Restricted incoming resources totalled £25,757 (2022: £11,475) and are analysed in the notes to the accounts, Note 2. Included in donations is the amount of £4,838 which has been given by the family of the late Beryl Ball for Parish Community and Outreach. The grant receipt of £9,500 was for the disabled toilet project. Special events income £3,796 (2022: £1,312) includes Christmas Fayre etc £2,279, Open Doors £1,094 and sale of Cards £423

Restricted outgoing resources totalled £17,583 (2022: £6,447) and are analysed in the notes to the accounts, Note 3. The repairs and maintenance total £6,231 Includes St Peter's replacements lights £3,491, St Andrew's painting, cladding and roof repairs £1,770.

The expenditure on the Disabled Toilet project at the 31st December was £9,037 All restricted incoming and outgoing resources allocated to the various restricted funds are disclosed in the notes to the accounts, Note 8.

- b) Policy on Reserves:** The PCC wish to maintain a balance of unrestricted funds which equates to at least one month's unrestricted payments, or no less than £10,000, to cover emergency situations that may arise from time to time. It is the policy of the PCC to invest surplus funds as they see fit.
- c) Members' Responsibility for the Financial Statements:** Charity law requires members to prepare financial statements for each financial period, which give a true and fair view of the state of affairs of the PCC and of the surplus or deficit for that period. In preparing those financial statements, the members are required to:
- i. Select suitable accounting policies and apply them consistently;
 - ii. Observe the methods and principles in the Charities Statement of Recommended Particulars (SORP);
 - iii. Make judgements and estimates that are reasonable and prudent;
 - iv. State whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements;
 - v. Prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue to operate.

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

6. TRUSTEES DECLARATION

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

Signed on behalf of the charity's trustees:

**Reverend Mike Newbon
Chair of Trustees
Dated: 31 March 2024**

**Independent Examiner's Report to the trustees of
The PCC of the Ecclesiastical Parish of Caverswall**

I report to the trustees on my examination of the accounts of The PCC of the Ecclesiastical Parish of Caverswall (the Trust) for the year ended 31 December 2023, which are set out on pages 17 to 25.

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 all 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 giving me cause to believe that in any material respect:

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

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

K R Salt (FCCA)
BK Plus Limited
Chartered Certified Accountants
Adventure Place
Hanley
Stoke on Trent
ST1 3AF

Dated : 8th April 2024

The PCC of the Ecclesiastical Parish of Caverswall
Statement of Financial Activities
for the year ended 31 December 2023

	Notes	Unrestricted Funds £	Restricted Funds £	2023 Total £	2022 Total £
Incoming resources					
Donations & Legacies	2a	61,005	20,416	81,421	70,608
Charitable Activities	2b	15,438	-	15,438	14,723
Other Trading Activities	2c	12,143	3,796	15,939	14,324
Income from Investments	2d	1,805	1,483	3,288	705
Other Income Resources	2e	3,679	62	3,741	7,067
<i>Total incoming resources</i>		<u>94,070</u>	<u>25,757</u>	<u>119,827</u>	<u>107,427</u>
Resources expended					
Fundraising Costs		172	267	439	181
Mission Giving & Donations		2,960	1,715	4,675	3,523
Church Activities	3a	32,394	-	32,394	44,522
Church Expenses	3b	26,038	6,564	32,602	27,899
Management & Administration	3c	15,202	-	15,202	14,761
Church Building Facility Improvements	3d	-	9,037	9,037	-
<i>Total resources expended</i>		<u>76,766</u>	<u>17,583</u>	<u>94,349</u>	<u>90,886</u>
<i>Net (outgoing) / incoming resources before transfers</i>		17,304	8,174	25,478	16,541
Transfers					
Gross transfers between funds	8	-	-	-	-
<i>Net movement in funds</i>		<u>17,304</u>	<u>8,174</u>	<u>25,478</u>	<u>16,541</u>
Reconciliation of funds					
Total funds brought forward		55,307	49,854	105,161	88,620
<i>Total funds carried forward</i>		<u>72,611</u>	<u>58,028</u>	<u>130,639</u>	<u>105,161</u>

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

The notes on pages 19 to 25 form part of these accounts.

The PCC of the Ecclesiastical Parish of Caverswall
Balance Sheet
as at 31 December 2023

	Notes	2023 £	2022 £
Fixed assets for use by the charity			
Tangible assets	5	1,056	142
<i>Total fixed assets</i>		<u>1,056</u>	<u>142</u>
Current assets			
Stock of goods for resale		80	102
Debtors and prepayments	6	9,360	6,765
Balance at bank		47,880	48,214
Balances at Central Board of Finance		76,604	54,344
Cash in hand		1,747	662
<i>Total current assets</i>		<u>135,671</u>	<u>110,087</u>
Liabilities			
Creditors: amounts falling due within one year	7	6,088	5,068
<i>Net current assets</i>		<u>129,583</u>	<u>105,019</u>
<i>Total assets less current liabilities</i>		<u>130,639</u>	<u>105,161</u>
Creditors: amounts falling due after more than one year		-	-
<i>Net assets</i>		<u><u>130,639</u></u>	<u><u>105,161</u></u>
The funds of the charity:			
Restricted income funds	8	58,028	49,854
Unrestricted income funds			
General funds	9	72,611	55,307
<i>Total charity funds</i>		<u><u>130,639</u></u>	<u><u>105,161</u></u>

The financial statements were approved by the trustees on the date shown below and signed on their behalf by:

Rev. M. Newbon

Date: 31st March 2024

The PCC of the Ecclesiastical Parish of Caverswall
Notes to the Financial Statements
for the year ended 31 December 2023

1 Accounting policies

Basis of preparation of accounts

The accounts (financial statements) have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant note(s) to these accounts. The financial statements have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued on 16 July 2014 and the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102) and the Charities Act 2011.

The trust constitutes a public benefit entity as defined by FRS 102

Fund accounting

Restricted funds comprise two elements:-

- a) Income from trusts or endowments which may be expended only on those restricted objects provided in the terms of the trust or bequest
- 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. Where there is no separate investment, interest is apportioned to individual funds on an average balance basis.

Unrestricted funds are income funds which are to be spent on the PCC's general purpose.

Incoming resources

Planned giving, collections and donations are recognised when received. Tax refunds are recognised when the incoming resource to which they relate is received. Grants and Legacies are accounted for when the PCC is legally entitled to the amounts due. Dividends are accounted for when receivable, interest is accrued. All other income is recognised when it is receivable. All incoming resources are accounted for gross.

Resources expended

Grants and donations are accounted for when paid over, or when awarded, if that award creates a binding obligation on the PCC. The diocesan parish share is accounted for when due. Amounts received specifically for mission are dealt with as restricted funds. All other expenditure is generally recognized when it is incurred and is accounted for gross.

The PCC of the Ecclesiastical Parish of Caverswall
Notes to the Financial Statements
for the year ended 31 December 2023

Tangible fixed assets

Consecrated and benefice property of any kind is excluded from the accounts by S.10(2)(a)&(c) of the Charities Act 2011.

Moveable church furnishings held by the Vicar and Churchwardens on special trust for the PCC and which require a faculty for disposal, are inalienable property, listed in the Church's inventory, which can be inspected (at any reasonable time). For anything acquired prior to 2000 there is insufficient cost information available and therefore such assets are not valued in the financial statements.

Items acquired since 1 January 2000 have been capitalised and depreciated in the accounts over their currently anticipated useful life on a straight-line basis at the following rates.

Church Equipment	20% straight line basis
Office Equipment	20% straight line basis
Furniture & Fittings	15% straight line basis
Garden Equipment	15% straight line basis

The PCC of the Ecclesiastical Parish of Caverswall
Notes to the Financial Statements
for the year ended 31 December 2023

2 Incoming resources

2a Donations and Legacies	Unrestricted £	Restricted £	2023 £	2022 £
Planned giving:				
Gift aid donations	29,368	968	30,336	31,828
Other planned giving	13,255	1,320	14,575	13,053
Collections (open plate) at all services	5,660	-	5,660	5,728
Sundry donations	2,987	5,986	8,973	3,347
Gift aid recoverable	9,735	312	10,047	10,430
Grants	-	9,500	9,500	-
Legacies	-	-	-	5,000
Other voluntary receipts including special appeals	-	2,330	2,330	1,222
	<u>61,005</u>	<u>20,416</u>	<u>81,421</u>	<u>70,608</u>
2b Charitable Activities	Unrestricted £	Restricted £	2023 £	2022 £
Fees received	18,323	-	18,323	17,653
Less: paid out	(2,885)	-	(2,885)	(3,070)
	<u>15,438</u>	<u>-</u>	<u>15,438</u>	<u>14,583</u>
Church course receipts	-	-	-	140
	<u>15,438</u>	<u>-</u>	<u>15,438</u>	<u>14,723</u>
2c Other Trading Activities	Unrestricted £	Restricted £	2023 £	2022 £
Special events	674	3,796	4,470	2,102
Printing and photocopying	216	-	216	331
Centre lettings	11,253	-	11,253	11,891
	<u>12,143</u>	<u>3,796</u>	<u>15,939</u>	<u>14,324</u>
2d Income from Investments	Unrestricted £	Restricted £	2023 £	2022 £
CBF interest	1,805	1,483	3,288	705
2e Other incoming resources	Unrestricted £	Restricted £	2023 £	2022 £
Contribution to parish expenses:				
All Saints Dilhorne	3,666	-	3,666	3,029
Miscellaneous	13	62	75	1,463
Vicarage decorating scheme claim	-	-	-	1,960
Insurance claim	-	-	-	615
	<u>3,679</u>	<u>62</u>	<u>3,741</u>	<u>7,067</u>

The PCC of the Ecclesiastical Parish of Caverswall
Notes to the Financial Statements
for the year ended 31 December 2023

3 Resources Expended

3a Church Activities	Unrestricted	Restricted	2023	2022
	£	£	£	£
Diocesan common fund	29,374	-	29,374	40,090
Clergy expenses	3,020	-	3,020	1,531
Vicarage upkeep	-	-	-	2,901
	<u>32,394</u>	<u>-</u>	<u>32,394</u>	<u>44,522</u>
3b Church Expenses	Unrestricted	Restricted	2023	2022
	£	£	£	£
Church celebration expenses	392	333	725	1,225
Church courses	383	-	383	356
Upkeep of services	298	-	298	166
Advertising	96	-	96	82
Church property costs:				
Insurances	4,149	-	4,149	3,819
Repairs and maintenance	2,456	6,231	8,687	3,992
Gas and electricity	6,166	-	6,166	5,526
Cleaning materials	1,822	-	1,822	1,787
Cleaner's wages	6,708	-	6,708	6,140
Sundries	615	-	615	900
Depreciation	406	-	406	229
Churchyard expenses	2,547	-	2,547	3,677
	<u>26,038</u>	<u>6,564</u>	<u>32,602</u>	<u>27,899</u>
3c Management and Administration	Unrestricted	Restricted	2023	2022
	£	£	£	£
Secretarial salary and pension	9,177	-	9,177	8,134
Telephone and internet costs	1,152	-	1,152	1,190
Bank charges	411	-	411	438
Equipment leasing	1,051	-	1,051	1,132
Printing, stationery and postages	1,530	-	1,530	1,827
Payroll fees	227	-	227	204
Accountancy fees	1,066	-	1,066	960
Gifts	123	-	123	343
Sundries	25	-	25	111
Subscriptions	440	-	440	422
	<u>15,202</u>	<u>-</u>	<u>15,202</u>	<u>14,761</u>
3d Church building facility improvements	Unrestricted	Restricted	2023	2022
	£	£	£	£
Disabled toilet	-	9,037	9,037	-
	<u>-</u>	<u>9,037</u>	<u>9,037</u>	<u>-</u>

The PCC of the Ecclesiastical Parish of Caverswall
Notes to the Financial Statements
for the year ended 31 December 2023

4 Staff Costs

	2023	2022
	£	£
Salaries:		
Cleaner	6,708	6,140
Secretarial	9,091	8,079
Employers Pension Contributions	86	55

5 Tangible fixed assets

	Church Equipment	Office Equipment £	Furniture & Fittings £	Garden Equipment £	Total £
Cost					
As at 1 January 2022	39,922	12,520	3,560	465	56,467
Additions	1,320	-	-	-	1,320
Disposals	-	-	-	-	-
At 31 December 2022	<u>41,242</u>	<u>12,520</u>	<u>3,560</u>	<u>465</u>	<u>57,787</u>
Accumulated depreciation					
As at 1 January 2022	39,885	12,505	3,470	465	56,325
Disposals	-	-	-	-	-
Charge for the year	301	15	90	-	406
At 31 December 2022	<u>40,186</u>	<u>12,520</u>	<u>3,560</u>	<u>465</u>	<u>56,731</u>
Net book value					
At 31 December 2022	<u>1,056</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>1,056</u>
As at 1 January 2022	<u>37</u>	<u>15</u>	<u>90</u>	<u>-</u>	<u>142</u>

6 Debtors: amounts falling due within one year

	2023	2022
	£	£
Gift Aid - General Fund	5,661	5,461
Gift Aid - Restricted Funds	263	23
Lettings	1,054	243
LDBF Vicarage Decorating Account	1,245	933
Tax & National Insurance recoverable	35	35
CBF Interest Due	1,027	-
Prepayments	75	70
	<u>9,360</u>	<u>6,765</u>

The PCC of the Ecclesiastical Parish of Caverswall
Notes to the Financial Statements
for the year ended 31 December 2023

7 Creditors: amounts falling due within one year	2023 £	2022 £
Parish expenses and accruals	5,153	4,018
Fees received in advance	855	970
Lettings received in advance	80	80
	<u>6,088</u>	<u>5,068</u>

8 Restricted funds

The movements on the restricted funds of the charity were as follows:

	2022 Balance £	Incoming resources £	Resources expended £	Transfers £	2023 Balance £
Specific Donations	-	1,614	1,614	-	-
Community fund - St Andrew's	212	121	333	-	-
Lay Worker Fund	2,386	219	-	-	2,605
Building Fund - St.Andrew's	6,009	3,079	2,294	-	6,794
Disabled Toilet Fund	-	9,506	9,037	-	469
General Fund - St.Peter's	5,000	91	3,491	-	1,600
Caverswall Parish Outreach & Community Fund	-	4,906	-	-	4,906
Restoration Fund - St.Peter's	35,768	5,148	713	-	40,203
Vicarage Fund	479	75	-	-	554
Food Bank Fund	-	998	101	-	897
	<u>49,854</u>	<u>25,757</u>	<u>17,583</u>	<u>-</u>	<u>58,028</u>

Transfers

No transfers between funds were made during the year.

9 Unrestricted funds

	2022 Balance £	Incoming resources £	Resources expended £	Transfers £	2023 Balance £
General fund	55,307	94,070	76,766	-	72,611
Total unrestricted funds	<u>55,307</u>	<u>94,070</u>	<u>76,766</u>	<u>-</u>	<u>72,611</u>

All funds are considered adequate to meet their intended purposes.

The PCC of the Ecclesiastical Parish of Caverswall
Notes to the Financial Statements
for the year ended 31 December 2023

10 Analysis of net assets between funds

	Unrestricted funds £	Restricted funds £	Total funds £
Fund balances as at 31 December 2023 are represented by:			
Tangible fixed assets	1,056	-	1,056
Stocks on hand	80	-	80
Debtors and prepayments	9,360	-	9,360
Bank Balances & CBF Deposits	66,456	58,028	124,484
Cash in Hand	1,747	-	1,747
Creditors:	-	-	-
Amounts falling due within one year	(6,088)	-	(6,088)
Amounts falling due in more than one year	-	-	-
Total net assets	<u>72,611</u>	<u>58,028</u>	<u>130,639</u>

11 Commitments

There were no commitments for capital expenditure at the year end.

At the year end the charity was committed to making the following payment under non-cancellable operating leases in the year to 31 December 2023. The future minimum lease payments are as follows:

	Plant & Other 2023 £	2022 £
Not later than one year	1,051	1,051
Later than one year and not later than five years	2,628	3,679
Later than five years	-	-
	<u>3,679</u>	<u>4,730</u>