

Church of England

**Parochial Church Council
Of the Ecclesiastical Parish of
Chalfont St. Peter**

**Annual Report and Accounts
For the year ending 31st December 2023**

Registered Charity No 1146043

Church Office
Parish Church Hall
Church Lane
Chalfont St. Peter
Buckinghamshire
SL9 9RJ

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The Parochial Church Council of the Ecclesiastical Parish of Chalfont St. Peter

Trustees' Report for the year ending 31st December 2023

The Trustees present their report with the financial statements of the Charity for the year ended 31st December 2023. The Trustees have adopted the provisions of the Accounting and reporting by Charities Statement of Recommended Practice applicable to Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1st January 2019).

This report by your Parochial Church Council for our Annual Parochial Church Meeting (APCM) is prepared as the formal report required to be submitted to the Charity Commission for the year ended 31st December 2023. It is presented for approval by the APCM.

1.0 OBJECTIVES AND ACTIVITIES

Chalfont St. Peter Parochial Church Council (the PCC) has the responsibility of co-operating with the Incumbent in promoting in the ecclesiastical parish, the whole mission of the Church, pastoral, social and ecumenical. This includes maintaining the Parish Churches of St. Peter, All Saints' Church Oval Way, the Church Halls at the Parish Church and All Saints' and The Parsonage.

The PCC is committed to our Parish vision to be "A Christ-like Church", to "Encounter God, Encourage Others and Engage Our World" and to "see a sustained growth in God's Kingdom; people coming to faith in our community. A revised Mission Action Plan was adopted by the PCC in March 2018. This will be reviewed when a new Minister is appointed.

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

- Worship and prayer, learning about the Gospel and developing their knowledge and trust in Jesus.
- Provision of pastoral care for people living in the Parish.
- Missionary and outreach work, including in Schools, Care Homes and other local activities as well as supporting work within the Diocese and mission abroad e.g. through making collections and grants.

2.0 Achievement and Performance

2.1 Overview

The very difficult situation reported in last year's Annual Report continued into the New Year. In January The Bishop of Oxford presided at a service to start the rarely used process of an Episcopal Visitation to the Parish. This was requested by the Parish at an Extraordinary Parochial Church Meeting held in July 2022 and the Bishop intended to close the process with a service at the end of April.

Three commissaries were appointed by the Bishop and they held over a hundred interviews with parishioners and other interested parties at neutral locations during late February and March. With the interviews under way on 10th March the sole Churchwarden resigned due to stress with the agreement of the Bishop. Later in March the Vicar went on sick leave with the intention of returning by Easter.

In fact he was not able to do so and with only one NSM available the Parish was very grateful to Clergy from the Deanery and outside to preside at services especially over Holy Week and Easter.

The Bishop received the Commissaries Report in April and against the normal practice refused to share the findings with the Parish and the closing service was delayed due to the absence of the Vicar and in fact was not held during the year.

In the continuing absence of the Vicar the Lay Chairman presided at the Annual Meetings and two new Churchwardens were elected. At the APCM members were concerned at the lack of conclusion to the Episcopal Visitation and the prospects for the Parish. The uncertainty continued until it was announced that the Vicar would resign with effect from 31st July.

On 1st August the Parish entered Vacancy and the Bishop of Oxford advised the Revd Wendy Graham that she could resume full duties in the Parish. This was warmly welcomed by the congregations of our three Churches and she and Revd Jennifer Locke presided at most of the Services in the Parish with some help from the Associate Archdeacon and local Clergy. Mrs Ann Ralph gave valuable assistance with ensuring the continuation of the 9.30am Family Service. Further help was available from September when the Revd Adrian Manning returned to the Parish after helping in another Parish and he moved into 67 Fieldway as a temporary measure due to a failed house move.

Very gradually some members returned to worshipping in the Parish but many were wary to do so and some still are. The Parish Finances continue to cause concern and many are reluctant to restore their giving to the Stewardship Scheme.

In December the Bishop of Oxford restored the Permission to Officiate (PTO) to the Revd Jim King. This again was warmly welcomed by the Parish and many considered its withdrawal completely unwarranted. Jim and Sheila were then able to resume their work at the Family Service and there was an encouraging attendance at the Carol Service on Christmas Eve.

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When the Vicarage was vacated the Parochial Church Council could set their minds to the replacement of the Vicar perhaps by an Interim Minister while the Parish recovered. They decided to have a Consultation Process to gather parishioners' views of the future operation of the Parish and this commenced in February 2024.

The work of the Parish has continued with the loyal support given by our Organists, Choir, Sidesmen, Sacristans, Bellringers, Flower Arrangers, Cleaners and others who continued with their duties during this difficult time. Dr Michael Baxendine has led the PCC as Lay Chairman with Nicholas Thompson as Secretary. We are very grateful to Peter Flory who answered our call to the Deanery for help as acting PCC Treasurer. He has been assisted by Mrs Ann Ralph who competently works as book keeper. There is a great need for some to resume their former duties and for new people to step forward to undertake the many jobs required in the operation of the Parish. A great debt is also owed to Mrs Samantha Carter our Parish Administrator who has dealt with a heavy workload with great skill and good humour throughout the year.

There is also a need to resume the many activities which flourished in the past and to resume our inclusion in Village Affairs such as participating in Feast Day.

In addition several members of our congregation served as Governors of Chalfont St Peter Church of England Academy during the year. Sadly in October the death occurred of Tim Mears a long serving Governor and PCC member.

2.2 The Vicar

As stated above the Vicar went on sick leave in March 2023 and did not return to his duties until his resignation on 31st July to undertake a period of reflection and further theological study. He and his family remained in the Vicarage with Diocesan approval until 20th December.

On 1st August the Parish became in Vacancy and, in accordance with the usual practice, the Area Dean and the Churchwardens (John Harwood and Matthew Locke) became Sequestrators of the Parish

2.3 Religious Activities- Provision of Services

2.3.1. Policy The PCC is committed to enabling and encouraging as many people as possible to worship in our three churches, the associated halls, in local schools and elsewhere in the Community such as Care Homes.

2.3.2 Organisation

The Ministry Team during the year consisted of:-

Revd John Goodman Vicar until 31st July
Revd Jennifer Locke Non Stipendiary Minister with PTO
Revd Wendy Graham Non Stipendiary Minister with PTO-resumed full duties August
Revd James King CBE Non Stipendiary Minister with PTO-resumed duties December
Revd Adrian Manning Non Stipendiary Minister with PTO-returned September

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We are also very grateful to Revd Chris Bull (Associate Archdeacon of Buckingham) and other local Clergy who presided at Services when required.

2.3.3

Regular Services

Sunday

8.00am	Holy Communion	All Saints'
9.30am	Family Service- "The Font"	Parish Church Hall
11.00am	Sung Eucharist	Parish Church
4.00pm	Evensong (Holy Communion 4 th Sunday)	St. Paul's

There is a Sung Eucharist at All Saints' on the first Sunday of the Month.

A popular service "Tea and Hymns" is held in the Parish Church Hall on the second Sunday of the month.

The Wednesday morning service of Holy Communion was not held during the year.

Services were also held on a regular basis in some of the Care Homes in our Parish.

The aim of the Parish is to provide services for as many people as possible to enable them to worship in a style they prefer.

Outreach

The weekly Newsletter is circulated each week by e-mail with printed copies available in the Churches and Church Office.

The monthly Fairtrade Coffee Mornings continued on the first Wednesday of the month and were well attended. Each month a Charity was supported by proceeds of the coffee mornings supplemented by donations left in baskets after each Church Service in the three churches. The allocation of charities was organised by Sheila Johnson and Mary Webster.

Events were held in support of the Children's Society

The Parish and many members continued to support Compassion UK with monthly donations for the children sponsored by them.

Boxes were provided in each Church for the collection of food and other items to be passed each week to a foodbank.

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A number of Church members served as Governors of the Chalfont St Peter Church of England Academy with Revd Jim King as Chairman.

Pastoral Care

There was a continuing need for pastoral care for those suffering bereavement, depression and anxiety as well as health and financial problems. Revd Wendy Graham, Revd Jim King and Revd Jennifer Locke spent many hours with those in need.

Pastoral Offices

Baptisms	3
Marriage	1
Funerals in Church	16
Service at Crematorium	8
Burial of ashes from funeral elsewhere	1

2.4 The General Public/Mankind –makes grants to organisations

2.4.1. Policy

In previous years the PCC gave 10% of specified income to various charities. This was suspended in 2020 due to circumstances and it has not been possible to resume such payments. A grant was made to the RBL Poppy Appeal supported by donations.

Performance

As usual the gift of a Bible was made to all those leaving our Academy to move to secondary education.

2.5 Provides Buildings/Facilities/Open Spaces

2.5.1. Policy

The PCC aims to maintain all buildings within its care to a high standard and meeting the needs of all users.

2.5.2. Performance

Open Doors

The Parish Church is open for private prayer on Monday, Wednesday and Friday mornings at the same time as the Office is open. All Saints' Church is also open on Wednesday and Friday mornings. In the longer term we would ideally like to open every weekday utilising volunteers.

General

Maintenance and servicing of fire equipment, servicing and certification of gas and oil boilers and like items continued and is recorded centrally in the Parish Office and electronically. A limited programme of works was undertaken with a view to carrying out essential work to minimise the financial deficit. A significant amount of generally preventive

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maintenance recommended in the Quinquennial Report remains to be balanced against available funds.

All Saints' Parsonage

The house continued to be let to the same third party tenant.

67 Fieldway

The house was let during the year and the tenant moved out in September and as stated above the house was let to Revd Adrian and Becky Manning.

The Vicarage

This is not a PCC property but when the Goodman family vacated the property on 20th December the Churchwardens made regular visits to the house until it was let in March 2024 by the Diocese on a short term agreement pending the appointment of a new Incumbent.

3.FINANCIAL REVIEW.

3.1 Financial position: The accompanying financial statements have been prepared in accordance with the accounting policies set out in note 1 to the accounts and comply with the charity's trust deed, the Charities Act 2011 and "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102)" (as amended for accounting periods commencing from 1 January 2019). The PCC is a Public Benefit Entity as defined by FRS 102.

Overview: Overall, the year ended with an increase in funds of £53,934.91, comprising:

	2023	2022
Operating surplus/(deficit)	13,493.15	-58,615
Grants received	9,024.00	41,474
Unrealised Gains /(losses) on Investments	13,496.06	-16,637
Increase in Insurer's Property Valuations	17,921.70	375,945
CHANGE IN FUNDS	53,934.91	342,167

Total income was £136,952.79 (2022: £190,339). Both planned giving and collections decreased compared to 2022.

Income from lettings of Church Halls was £39,682 (2022: £42,035), and of the Parsonage £23,640 (2022: £21,446).

Grants were received of £9,000 from the Curate's Endowment Fund (2022: £39,425)

Other Investments performed satisfactorily and no significant change to the portfolio is planned.

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The book values of the properties (Parish Church Hall, All Saints' Hall and The Parsonage) reflects a small increase in the insured property values over the year. The Finance Committee has discussed the current validity of the values of all its properties and will seek for them all to be revalued with more appropriate indices in 2024.

Curate's Endowment Fund: While not part of the PCC Charity, the Curate's Endowment Fund (CEF) exists to support the mission of the PCC and grants to the PCC were again made to maintain its operations.

3.2 Budget Forecasting: Budgeting for the year broadly assumed continuation of income/ expenditure as the previous year but was made uncertain by the unresolved issues within the Parish.

Within this climate, and remembering that both the Parsonage and the CEF house at 67 Field Way are currently providing crucial income, along with hall rentals provision for additional team-members, e.g., families' minister, curate, assistant administrator is unlikely to be made without drawing down from investments.

3.3 Staff Salaries and Pensions: Operation of the pensions scheme introduced in 2015 has continued smoothly. Our administrator's salary was reviewed in the year to reflect increased responsibilities.

3.4 Reserves Policy: The PCC budgets over the long term to use its income in the pursuit of its charitable activities.

The PCC continues to consider the appropriate level of reserves, seeking to balance the long-term ability to sustain ministry in the Parish with the short-term operational requirements.

3.5 Risk Policy: Through the Finance Sub-Committee, the PCC assesses risks to its affairs.

Fabric is regularly assessed, routine certification maintained, and Quinquennial inspections will take place in 2024. Safeguarding matters and governance are given a high priority. The primary operational risk is that of being unable to provide the services and pastoral care to which we are committed because of lack of personnel. The PCC, advised by the Archdeacon, continually reviews the situation.

3.6 Parish Share: A partial payment of the Parish Share to the value of £13,398.58 was made in 2023. The PCC made the decision to withhold the balance of the Parish Share due to the charity's very poor operational state.

4. STRUCTURE, GOVERNANCE AND MANAGEMENT

4.1 Organisational Structure

The PCC had the following Sub-Committees during the year:- Standing Committee, Finance Committee, Fabric Committee and a non-executive Data Governance Group.

A Team meeting comprising Clergy and the Administrator met regularly

4.2 Membership

Everyone is welcome to attend our regular services. Registering on the Electoral Roll confers the rights set out by the Church of England including attendance and participation in the APCM. The current number on the roll is 152.

4.3 PCC

The method of appointment is set out in the Church Representation Rules.

A schedule of members during the year is shown in Section 5. All those who attend services are encouraged to join the Electoral Roll and stand for election to the PCC.

Each year the first meeting of the PCC includes training for new members and a reminder of the responsibilities of existing members as Trustees of the Charity. Further information is available to members on the Diocesan website and training courses are available for Officers.

The PCC met 8 times during the year.

4.4 Deanery Synod

In addition to the Clergy we are entitled to three seats on the Amersham Deanery Synod. These members are ex-officio on the PCC and provide a useful link between the Parish and the wider Church.

4.5 Safeguarding

Formal Obligation

The PCC complied with the duty under Section 5 of the Safeguarding and Clergy Discipline Measure 2016 (duty to have due regard to the House of Bishops guidance on safeguarding children and vulnerable adults) .

Following the resignation of Mrs Wilson it has not been possible to appoint a Parish Safeguarding Officer but contact numbers are displayed in each Church and Hall.

Safer Recruitment and people management

The Parish registered with Parish Safeguarding Dashboards in 2021. This is an online system that helps parishes to ensure that they are complying with statutory requirements and Church of England policies.

The Parish ensures that DBS checks are made every three years on all PCC members and all those people dealing with children and vulnerable adults. All necessary checks have been

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made during the year and regular reports are made to the PCC. The Deanery Safeguarding Officer has checked our procedures and was satisfied with them.

Handling of complaints made.

There were no safeguarding incidents reported to the PCC in this period and the concerns raised last year regarding the Vicar diminished as indicated above.

4.6 GDPR

There were no compliance issues and registration with the Information Commissioner was renewed.

4.7 Information Technology

The support function with Beyond Networks was not renewed and an alternative provider was appointed as a less degree of oversight was thought necessary.

4.8 Treasurer

Following the resignation of Mrs Alex Rice we are grateful to Mr Peter Flory for undertaking this role while a replacement is sought.

4.9 Independent Examiner

Caladine Ltd have been appointed for this year- see Section 5

4.10 Verger

As reported last year Mr Grenville Dixie resigned and a replacement has not yet been found.

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5.0 ADMINISTRATIVE INFORMATION

5.1 PCC MEMBERS WHO SERVED AT ANY TIME FROM 1ST JANUARY to 31ST DECEMBER 2023

Ex-officio Revd John Goodman Vicar Chairman Resigned 31st July 2023

Mrs Lorraine Hardy Churchwarden Resigned March 2023
Mr John Harwood Churchwarden Elected May 2023
Mr Matthew Locke Churchwarden Elected May 2023

Deanery Synod Mrs Ann Geary to May 2023
Mrs Mary Webster re-elected May 2023
Mrs Sheila King elected May 2023
Mr Nicholas Thompson elected May 2023 PCC Secretary

Elected Members

Elected 2020

Mr Grenville Dixie
Mrs Meriel Garnham
Mrs Sheila Johnson
Mrs Ann Middleton

Elected 2021

Dr Michael Baxendine Vice Chairman
Mr John Harwood elected Churchwarden May 2023

Elected 2022

Mrs Paddy Hague (2 year term)
Mr Kenneth Hodgson (2 year term)
Mr Timothy Mears (deceased October 2023)
Mrs Jessica Redman

Elected 2023

Mrs Ann Geary
Mrs Ann Middleton

Co-opted Members

Revd Wendy Graham
Revd James King

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5.2 Sub Committees

From 1st January 2023

Standing Committee

Revd John Goodman	Dr Michael Baxendine
Mrs Lorraine Hardy	Mrs Ann Geary

Finance Committee

Vicar	Dr Michael Baxendine	Mrs Paddy Hague
Mr John Harwood	Mr Kenneth Hodgson	Mrs Jessica Redman
Mr Nicholas Thompson		

From 31st May 2023

Standing Committee

Dr Michael Baxendine	Revd Wendy Graham
Mr John Harwood	Mr Matthew Locke
Mr Nicholas Thompson	

Finance & Fabric Committee

Dr Michael Baxendine	Revd James King	Mr Peter Flory
Mr Matthew Locke	Mr John Harwood	Mrs Ann Middleton
Mrs Jessica Redman	Mr Kenneth Hodgson	

(Revd John Goodman was ex-officio a member of both Committees but was on sick leave until his resignation on 31st July).

5.3 Correspondence Address

Church Office

Parish Church Hall

Church Lane

Chalfont St Peter

Buckinghamshire

SL9 9RJ

Telephone No. 01753 880067

e-mail office@csp.church

Registered Charity No. is 1146043

St Peter's Church is situated in High St, Chalfont St. Peter SL9 9RA

All Saints' Church is situated in Oval Way, Chalfont St. Peter SL9 5PZ

St Paul's Church, Horn Hill is situated in Rickmansworth Lane, Horn Hill, Chalfont St. Peter, SL9 0RG

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5.4 Relevant Organisations

Bankers

Barclays Bank UK plc
Leicester
LE87 2BB

Insurers

Ecclesiastical Insurance Office plc
Benefact House
2000 Pioneer Avenue
Gloucester Business Park
Brockworth
Gloucester
GL3 4AW

Independent Examiner

Caladine Ltd
Chantry House
22 Upperton Road
Eastbourne
East Sussex
BN21 1PF

5.5 Connected Charity

Charity No 1093547 Chalfont St. Peter Curate's Endowment Fund

6.0 Acknowledgments and Approval

As noted above in the overview, the PCC takes this opportunity to record our sincere thanks to our Non-Stipendiary Clergy and all those who have carried out their duties through the difficult period and have been joined by those who have taken part in the recovery process in so many ways- Our Administrator, Sacristans, Organists, Choir, Bellringers, Flower Arrangers, cleaners and all those who carry out tasks (often unnoticed) to keep the Parish operating.

The trustees annual report was approved by the Parochial Church Council on 23/04/2024 and signed on behalf of the Trustees by:-

Position *Lay Chair*

Signature *DM Barendse*

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**Independent Examiner's report to the trustees of the Parochial Church Council of the
Ecclesiastical Parish of Chalfont St Peter**

I report to the Charity Trustees on my examination of the accounts of the Parochial Church Council of The Ecclesiastical Parish of Chalfont St Peter (the Church) for the year ended 31 December 2023.

Responsibilities and basis of report

As the charity's trustees 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 as carried out under section 145 of the 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.

Your attention is drawn to the fact that the charity has prepared financial statements in accordance with 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) in preference to the Accounting and Reporting by Charities: Statement of Recommended Practice issued on 1 April 2005 which is referred to in the extant regulations but has now been withdrawn.

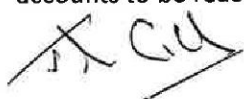
I understand that this has been done in order for financial statements to provide a true and fair view in accordance with Generally Accepted Accounting Practice effective for reporting periods beginning on or after 1 January 2015.

Independent Examiner's statement

I have completed my examination. I confirm that no 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 Church 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 Report) 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; or

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.



John Caladine FCCA CTA FCIE
Caladine Ltd
Chantry House,
22 Upperton Road,
Eastbourne,
East Sussex,
BN21 1BF

Date: 10 May 2024

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STATEMENT OF FINANCIAL ACTIVITIES

	Note	Unrestricted Funds £	Designated Funds £	Restricted Funds £	Endowment Funds £	Total Funds 2023 £	Unrestricted Funds £	Designated Funds £	Restricted Funds £	Endowment Funds £	Total Funds 2022 £
Income from:											
<i>Incoming resources from donors</i>	2(a)	49,427.83	0.00	4,355.26	0.00	53,783.09	60,158.00	0.00	2,126.00	0.00	62,284.00
<i>Other voluntary incoming resources</i>	2(b)	618.60	0.00	0.00	0.00	618.60	892.00	0.00	12.00	0.00	904.00
<i>Income from charitable and ancillary trading</i>	2(c)	67,852.22	0.00	692.48	0.00	68,544.70	76,125.00	0.00	887.00	0.00	77,012.00
<i>Other ordinary incoming resources</i>	2(d)	9,024.00	2,000.00	0.00	0.00	11,024.00	46,774.00	0.00	0.00	0.00	46,774.00
<i>Income from investments</i>	2(e)	2,982.40	0.00	0.00	0.00	2,982.40	3,365.00	0.00	0.00	0.00	3,365.00
Total Income from:		129,905.05	2,000.00	5,047.74	0.00	136,952.79	187,314.00	0.00	3,025.00	0.00	190,339.00
Expenditure on:											
<i>Grants</i>	3(a)	1,341.13	0.00	3,817.74	0.00	5,158.87	1,845.00	0.00	3,029.00	0.00	4,874.00
<i>Activities directly relating to the work of the church</i>	3(b)	92,080.89	0.00	1,230.00	0.00	93,310.89	186,533.00	0.00	0.00	0.00	186,533.00
<i>Costs of generating funds</i>	3(c)	15,840.03	0.00	125.85	0.00	15,965.88	15,859.00	0.00	213.00	0.00	16,072.00
Total Expenditure on:		109,262.05	0.00	5,173.59	0.00	114,435.64	204,237.00	0.00	3,242.00	0.00	207,479.00
Net Income/ (Expenditure) Resources before Transfer		20,643.00	2,000.00	-125.85	0.00	22,517.15	-16,923.00	0.00	-217.00	0.00	-17,140.00
<i>Unrealised gains/losses on investments</i>		12,795.23	0.00	0.00	700.83	13,496.06	-15,657.00	0.00	0.00	-980.00	-16,637.00
Net Income/ (Expenditure)		33,438.23	2,000.00	-125.85	700.83	36,013.21	-32,580.00	0.00	-217.00	-980.00	-33,777.00
<i>Other recognised gains/losses</i>		32,463.70	0.00	0.00	-14,542.00	17,921.70	280,909.00	0.00	0.00	95,036.00	375,945.00
Transfers											
<i>Gross Transfer between Funds - In</i>		0.00	0.00	10,000.00	0.00	10,000.00	0.00	0.00	0.00	0.00	0.00
<i>Gross Transfer between Funds - Out</i>		-10,000.00	0.00	0.00	0.00	-10,000.00	0.00	0.00	0.00	0.00	0.00
Net movement in Funds		55,901.93	2,000.00	9,874.15	-13,841.17	53,934.91	248,329.00	0.00	-217.00	94,056.00	342,168.00
Reconciliation of Funds											
Total Funds Brought Forward		1,681,250.36	0.00	783.00	530,079.63	2,212,112.99	1,432,921.00	0.00	1,000.00	436,024.00	1,869,945.00
Total Funds Carried Forward		1,737,152.29	2,000.00	10,657.15	516,238.46	2,266,047.90	1,681,250.00	0.00	783.00	530,080.00	2,212,113.00

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BALANCE SHEET

	Note	Unrestricted £	Designated £	Restricted £	Endowment £	2023 £	2022 £
Fixed assets							
Tangible assets	4	1,577,668.48			508,153.00	2,085,821.48	2,068,112.00
Investments							
CBF Investment Income Fund		96,244.78			8,085.46	104,330.24	95,287.00
CBF Investment Accumulation Fund		39,652.95				39,652.95	35,200.00
		<u>1,713,566.21</u>	<u>0.00</u>	<u>0.00</u>	<u>516,238.46</u>	<u>2,229,804.67</u>	<u>2,198,599.00</u>
Current assets							
Debtors							
Trade debtors		5,812.52				5,812.52	1,981.00
Tax						0.00	2,407.00
Prepayments						0.00	442.00
		<u>5,812.52</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>5,812.52</u>	<u>4,830.00</u>
Cash at bank and in hand							
Current Accounts at bank		22,207.35	2,000.00	10,657.15		34,864.50	12,489.00
Deposit Accounts at bank		5,883.99				5,883.99	
Petty Cash Imprest		27.73				27.73	
		<u>28,119.07</u>	<u>2,000.00</u>	<u>10,657.15</u>	<u>0.00</u>	<u>40,776.22</u>	<u>15,647.00</u>
		<u>33,931.59</u>	<u>2,000.00</u>	<u>10,657.15</u>	<u>0.00</u>	<u>46,588.74</u>	<u>20,477.00</u>
Liabilities							
Creditors: Amounts falling due in one year							
Trade creditors		10,074.26				10,074.26	4,578.00
Other creditors		271.25				271.25	2,385.00
		<u>10,345.51</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>10,345.51</u>	<u>6,963.00</u>
Net current assets		<u>23,586.08</u>	<u>2,000.00</u>	<u>10,657.15</u>	<u>0.00</u>	<u>36,243.23</u>	<u>13,514.00</u>
Total assets less current liabilities		<u>1,737,152.29</u>	<u>2,000.00</u>	<u>10,657.15</u>	<u>516,238.46</u>	<u>2,266,047.90</u>	<u>2,212,113.00</u>
Total net assets		<u>1,737,152.29</u>	<u>2,000.00</u>	<u>10,657.15</u>	<u>516,238.46</u>	<u>2,266,047.90</u>	<u>2,212,113.00</u>
Represented by							
General Fund		1,737,152.29	0.00	0.00	0.00	1,737,152.29	1,681,250.00
St Paul's Upkeep Fund		0.00	2,000.00	0.00	0.00	2,000.00	0.00
Oval Way Parsonage Building		0.00	0.00	0.00	508,153.00	508,153.00	522,695.00
Aldworth-Wood Trust		0.00	0.00	0.00	8,085.46	8,085.46	7,385.00
Connie Hardy - Children's Society		0.00	0.00	657.15	0.00	657.15	783.00
Baker Legacy		0.00	0.00	10,000.00	0.00	10,000.00	0.00
Specified		0.00	0.00	0.00	0.00	0.00	0.00
Funds of the church	5	<u>1,737,152.29</u>	<u>2,000.00</u>	<u>10,657.15</u>	<u>516,238.46</u>	<u>2,266,047.90</u>	<u>2,212,113.00</u>

NOTES TO THE FINANCIAL STATEMENTS

NOTE 1: ACCOUNTING POLICIES

BASIS OF PREPARING THE FINANCIAL STATEMENTS

The financial statements have been prepared in accordance with the PCC's constitution, the Charities Act 2011 and "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)" (as amended for accounting periods commencing from 1 January 2019). The PCC is a Public Benefit Entity as defined by FRS 102.

The financial statements are prepared in sterling, which is the functional currency of the PCC.

The financial statements have been prepared under the historical cost convention, modified to include the revaluation of freehold properties and to include investment properties and certain financial instruments at fair value. The principal accounting policies adopted are set out below.

INCOME

Income is recognised when the PCC is legally entitled to it after any performance conditions have been met, the amounts can be measured reliably, and it is probable that income will be received.

Cash donations are recognised on receipt. Other donations are recognised once the PCC has been notified of the donation unless performance conditions require deferral of the amount. Income tax recoverable in relation to donations received under Gift Aid or GASDS is recognised at the time of the donation.

Legacies are recognised on receipt or otherwise if the PCC has been notified of an impending distribution, the amount is known, and receipt is expected. If the amount is not known, the legacy is treated as a contingent asset.

EXPENDITURE

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 and with any amount unpaid at 31 December provided for as an operational (though not a legal) liability.

GOING CONCERN

At the time of approving the financial statements, the trustees have a reasonable expectation that the PCC has adequate resources to continue in operational existence for the foreseeable future. Thus, the trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

Endowment funds are subject to specific conditions by donors that the capital must be maintained by the PCC.

**ANNUAL REPORT & FINANCIAL ACCOUNTS OF CHALFONT ST. PETER'S PAROCHIAL CHURCH COUNCIL
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TANGIBLE FIXED ASSETS

Tangible fixed assets (excluding property) are initially measured at cost and subsequently depreciated. Depreciation is recognised so as to write off the cost or valuation of assets less their residual values over their useful lives.

The gain or loss arising on the disposal of an asset is determined as the difference between the sale proceeds and the carrying value of the asset and is recognised in net income/(expenditure) for the year.

Consecrated and beneficed property of any kind is excluded from the financial statements by s.96(2)(a) of the Charities Act 2011.

Moveable church furnishing held by the Vicar and Churchwardens on special trust for the PCC, and which require a faculty for disposal, are accounted as inalienable property unless consecrated. For inalienable property 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 financial statements over their currently anticipated useful economic life (initially 20 years) on a straight-line basis.

All expenditure incurred during the year on consecrated or beneficed buildings and moveable church furnishings acquired before 2000, whether maintenance or improvement, is written off as expenditure in the SOFA and separately disclosed.

Equipment used within the church premises is depreciated on a straight-line basis over 4 years. Individual items of equipment are reviewed individually to determine if they should be capitalised or expensed to the profit and loss account.

Buildings are held at revalued amount, based on insurance valuations (see note 12). The trustees see this as a reasonable proxy to their replacement cost and no depreciation is charged on these assets.

TAXATION

The charity is exempt from tax on its charitable activities.

FUND ACCOUNTING

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes. Details are shown on the Balance Sheet.

Endowment funds can only be used for the purposes stipulated within the objects of the endowment. Details are shown on the Balance Sheet.

Grant funding of activity comprised for church overseas £1,278.39 (£1,243 in 2022), for home mission and other church £1,560.17 (£1,282 in 2022) and for Secular Charities £2,320.31 (£2,349 in 2022).

The freehold and buildings comprise the Parsonage at Oval Way, Chalfont St Peter and two church halls. All three properties were last formally revalued at their insurance valuations as of 31 December 2019 and resulting increases totalling £781,739 were added to the accounts in 2020. The revaluations were undertaken on behalf of Ecclesiastical Insurance by their surveyor Mr Mike Deane BA(Hons), Dip CII, Tech IOSH and will be repeated in 2024.

**ANNUAL REPORT & FINANCIAL ACCOUNTS OF CHALFONT ST. PETER'S PAROCHIAL CHURCH COUNCIL
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Ecclesiastical Insurance have advised an index-linked increase in the insured value of The Parsonage of 2.1% for the year 2023, which has been reflected in the accounts and the same % uplift has been applied to the valuation of the two church halls.

Fixed asset investments are initially measured at transaction price excluding transaction costs and are subsequently measured at fair value at each reporting date. Changes in fair value are recognised in net income/(expenditure) for the year. Transaction costs are expended as incurred.

**ANNUAL REPORT & FINANCIAL ACCOUNTS OF CHALFONT ST. PETER'S PAROCHIAL CHURCH COUNCIL
FOR THE YEAR ENDED 31ST DECEMBER 2023**

NOTE2: INCOME

	Unrestricted Funds £	Designated Funds £	Restricted Funds £	Endowment Funds £	Total Funds	
					2023 £	2022 £
2 Income From:						
2(a) Incoming resources from donors						
Income from Individuals						
Planned Giving	34,348.25				34,348.25	41,458.00
Collections	5,522.97		4,355.26		9,878.23	9,548.00
Gift Aid Refund	9,556.61				9,556.61	11,278.00
GASDS					0.00	0.00
	<u>49,427.83</u>	<u>0.00</u>	<u>4,355.26</u>	<u>0.00</u>	<u>53,783.09</u>	<u>62,284.00</u>
2(b) Other voluntary incoming resources						
Donations	618.60				618.60	904.00
	<u>618.60</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>618.60</u>	<u>904.00</u>
2(c) Income from charitable and ancillary trading						
Lettings of Church Halls	39,682.22				39,682.22	42,035.00
Letting of Parsonage	23,640.00				23,640.00	21,446.00
Private hire of church	980.00				980.00	870.00
Fees from Occasional Offices	3,495.00				3,495.00	11,744.00
Fund Raising Events			692.48		692.48	887.00
Other	55.00				55.00	30.00
	<u>67,852.22</u>	<u>0.00</u>	<u>692.48</u>	<u>0.00</u>	<u>68,544.70</u>	<u>77,012.00</u>
2(d) Other ordinary incoming resources						
Legacies		2,000.00			2,000.00	5,300.00
Grant from Curate Endowment's Fund	9,000.00				9,000.00	39,425.00
Energy Grant from Diocesan Board of Finance					0.00	2,049.00
Grant from Revd George Gleed Fund	24.00				24.00	0.00
	<u>9,024.00</u>	<u>2,000.00</u>	<u>0.00</u>	<u>0.00</u>	<u>11,024.00</u>	<u>46,774.00</u>
2(e) Income from investments						
Dividends Received & Bank Interest	2,982.40				2,982.40	3,365.00
	<u>2,982.40</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>2,982.40</u>	<u>3,365.00</u>
Total Income from:	<u>129,905.05</u>	<u>2,000.00</u>	<u>5,047.74</u>	<u>0.00</u>	<u>136,952.79</u>	<u>190,339.00</u>

**ANNUAL REPORT & FINANCIAL ACCOUNTS OF CHALFONT ST. PETER'S PAROCHIAL CHURCH COUNCIL
FOR THE YEAR ENDED 31ST DECEMBER 2023**

NOTE 3: EXPENDITURE

	Unrestricted Funds £	Designated Funds £	Restricted Funds £	Endowment Funds £	Total Funds	
					2023 £	2022 £
3 Expenditure on:						
3(a) Grants						
Chalfont St Peter Academy	739.13		565.00		1,304.13	1,169.00
Christian Aid			244.88		244.88	194.00
Compassion UK	352.00				352.00	361.00
Crisis			443.31		443.31	172.00
Food Bank					0.00	293.00
MacMillan			246.94		246.94	195.00
Mercy Ships					0.00	163.00
RNLI					0.00	254.00
The Children's Society					0.00	113.00
The Poppy Appeal	250.00				250.00	315.00
Traidcraft					0.00	132.00
Ukraine			280.13		280.13	1,129.00
Wateraid			276.38		276.38	219.00
MS Society			425.13		425.13	0.00
Fairtrade			153.74		153.74	0.00
Greenfingers			287.31		287.31	0.00
Sense			237.50		237.50	0.00
Urban Promise			256.04		256.04	0.00
Barnabus Aid			70.00		70.00	0.00
Street Kids			331.38		331.38	0.00
Williams Fund					0.00	165.00
	<u>1,341.13</u>	<u>0.00</u>	<u>3,817.74</u>	<u>0.00</u>	<u>5,158.87</u>	<u>4,874.00</u>
3(b) Activities directly relating to the work of the church						
Parish Share	13,398.58				13,398.58	82,077.00
Staff Payroll and Costs:-						
Children & Families' minister					0.00	15,120.00
Office (Admin. Manager & Outreach Manager)	18,932.08				18,932.08	16,356.00
Children & Families' Minister accommodation					0.00	10,432.00
Churches Running Costs	15,942.00				15,942.00	23,426.00
Management & Administration	14,199.79				14,199.79	13,558.00
Disbursement of Occasional Office fees			1,230.00		1,230.00	7,691.00
Churches maintenance	7,479.93				7,479.93	3,406.00
Church hall maintenance	4,744.95				4,744.95	853.00
Upkeep of Services	9,959.50				9,959.50	7,060.00
Churchyards maintenance	1,865.00				1,865.00	1,675.00
Clergy & Ministers' expenses	3,257.06				3,257.06	1,935.00
Parish Magazine expenditure					0.00	603.00
Training Costs, Mission & Education	70.00				70.00	109.00
Depreciation on All Saints Piano	212.00				212.00	212.00
Uncategorised Expenditure					0.00	20.00
Independent Examination Fee	2,020.00				2,020.00	2,000.00
	<u>92,080.89</u>	<u>0.00</u>	<u>1,230.00</u>	<u>0.00</u>	<u>93,310.89</u>	<u>186,533.00</u>
3(c) Costs of generating funds						
Fund Raising Events			125.85		125.85	432.00
Church Halls Running cost	13,621.82				13,621.82	12,182.00
Parsonage running costs	2,218.21				2,218.21	3,458.00
	<u>15,840.03</u>	<u>0.00</u>	<u>125.85</u>	<u>0.00</u>	<u>15,965.88</u>	<u>16,072.00</u>
Total Expenditure on:	<u>109,262.05</u>	<u>0.00</u>	<u>5,173.59</u>	<u>0.00</u>	<u>114,435.64</u>	<u>207,479.00</u>

**ANNUAL REPORT & FINANCIAL ACCOUNTS OF CHALFONT ST. PETER'S PAROCHIAL CHURCH COUNCIL
FOR THE YEAR ENDED 31ST DECEMBER 2023**

NOTE 4: FIXED ASSETS

	Buildings		Plant & Machinery	2023	2022
	£	£	£	£	£
FIXED ASSETS					
Cost or valuation					
At 1st January 2023					
Parsonage, Oval Way	522,695.00				
Parish Church Hall	1,016,073.00				
All Saints Church Hall	<u>528,916.00</u>				
		2,067,684.00		2,067,684.00	1,691,739.00
Revaluation					
Parsonage, Oval Way	-14,542.00				
Parish Church Hall	21,349.98				
All Saints Church Hall	<u>11,113.72</u>				
		17,921.70		17,921.70	375,945.00
All Saints Piano			4,250.00	4,250.00	4,250.00
Disposals		0.00		0.00	0.00
At 31st December 2023					
Parsonage, Oval Way	508,153.00				
Parish Church Hall	1,037,422.98				
All Saints Church Hall	<u>540,029.72</u>				
		<u>2,085,605.70</u>	<u>4,250.00</u>	<u>2,089,855.70</u>	<u>2,071,934.00</u>
Depreciation					
At 1st January 2023			3,822.22	3,822.22	3,610.22
Charge for the Year - All Saints Piano			212.00	212.00	212.00
Disposals			0.00	0.00	0.00
At 31st December 2023			4,034.22	4,034.22	3,822.22
Net Book Value					
At 31st December 2023					
		<u>2,085,605.70</u>	<u>215.78</u>	<u>2,085,821.48</u>	<u>2,068,111.78</u>
2023 Index Linked valuation	2.10	%			

**ANNUAL REPORT & FINANCIAL ACCOUNTS OF CHALFONT ST. PETER'S PAROCHIAL CHURCH COUNCIL
FOR THE YEAR ENDED 31ST DECEMBER 2023**

NOTE 5: FUND MOVEMENTS

	Opening Balances £	Income £	Expenditure £	Transfers £	Gains & Losses £	Closing Balances £
Unrestricted Funds						
General	1,681,250.36	129,905.05	109,262.05	-10,000.00	45,258.93	1,737,152.29
	<u>1,681,250.36</u>	<u>129,905.05</u>	<u>109,262.05</u>	<u>-10,000.00</u>	<u>45,258.93</u>	<u>1,737,152.29</u>
Designated Funds						
St. Paul's Upkeep Fund	0.00	2,000.00	0.00	0.00	0.00	2,000.00
	<u>0.00</u>	<u>2,000.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>2,000.00</u>
Restricted Funds						
Connie Hardy - Children's Society	783.00	0.00	125.85	0.00	0.00	657.15
Baker Legacy	0.00	0.00	0.00	10,000.00	0.00	10,000.00
Specified	0.00	5,047.74	5,047.74	0.00	0.00	0.00
	<u>783.00</u>	<u>5,047.74</u>	<u>5,173.59</u>	<u>10,000.00</u>	<u>0.00</u>	<u>10,657.15</u>
Endowment Funds						
Oval Way Parsonage Building	522,695.00	0.00	0.00	0.00	-14,542.00	508,153.00
Aldworth-Wood Trust	7,384.63	0.00	0.00	0.00	700.83	8,085.46
	<u>530,079.63</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>-13,841.17</u>	<u>516,238.46</u>
	<u>2,212,112.99</u>	<u>136,952.79</u>	<u>114,435.64</u>	<u>0.00</u>	<u>31,417.76</u>	<u>2,266,047.90</u>

NOTE 6: FUND DETAILS

Endowment Funds

Oval Way Parsonage Building

This building is on church land and was built using funds given to the PCC as an Endowment for the purpose of providing accommodation for the benefit of the PCC. The Endowment value brought forward in the accounts, (£522,695) represents the insurance valuation advised at renewal in February 2023.

Aldworth-Wood Trust

This fund represents the cumulation of various endowments and was last formalised by the Charity Commission Letter of Concurrence dated 01.09.2006. The funds are held in the Aldworth-Wood Trust and are held as investment in CCLA CBF Investment Fund and are available for the upkeep of St Paul's Church and Churchyard.

Designated Funds

St Paul's Upkeep Fund

This fund was created in response to a designated legacy gift for the upkeep of St Paul's Church and Churchyard

**ANNUAL REPORT & FINANCIAL ACCOUNTS OF CHALFONT ST. PETER'S PAROCHIAL CHURCH COUNCIL
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Restricted Funds

Connie Hardy – Children's Society

The fund was created by the legacy of Mrs Connie Hardy and is for the fund-raising expenses of the church's Children's Society Committee.

Baker Legacy

The fund was created from a legacy gift for upgrading the welcome area of the Parish Church. Funds were transferred from the General fund in 2023 correcting misallocation in 2020.

Specified

A transit fund for restricted giving and fundraising.

NOTE 7: RELATED PARTY DISCLOSURES

Donations received in the year from the PCC members and related parties via the bank totalled £10,663.00 (2022: £11,937). Cash donations made through the offerings are anonymous so cannot be analysed as to whether they have been donated by a Trustee. All donations received were without conditions.

Expenses reimbursed via the charity's expenses system in the year totalled £3,257.06 (2022: £1,935). This was for the clergy team, lay ministers and members of the staff team and relates to various costs such as mileage, accommodation, telephone, Internet, and postage.

Specific small items purchased by individuals for the PCC and charges were also reimbursed through payment requisitions. These items include miscellaneous cleaning consumables, sundry maintenance items, and flowers

NOTE 8: CONNECTED CHARITIES

Chalfont St Peter Curate's Fund (Charity Registration No: 1093547) is a connected charity.

NOTE 9: EMPLOYEE BENEFIT OBLIGATIONS

The PCC operates a defined contribution pension scheme. The assets of the scheme are held separately from those of the PCC. The contributions payable by the PCC are charged to the Statement of Financial Activities as they are incurred.

**ANNUAL REPORT & FINANCIAL ACCOUNTS OF CHALFONT ST. PETER'S PAROCHIAL CHURCH COUNCIL
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NOTE 10: PENSIONS

The Chalfont St Peter Parish Churches participates in the Pension Builder Scheme section of CWPF for lay staff. The Scheme is administered by the Church of England Pensions Board, which holds the assets of the schemes separately from those of the Employer and the other participating employers.

The Church Workers Pension Fund has a section known as the Defined Benefits Scheme, a deferred annuity section known as Pension Builder Classic and a cash balance section known as Pension Builder 2014. The Pension Builder Scheme of the Church Workers Pension Fund is made up of two sections, Pension Builder Classic and Pension Builder 2014, both of which are classed as defined benefit schemes.

Pension Builder Classic provides a pension for members for payment from retirement, accumulated from contributions paid and converted into a deferred annuity during employment based on terms set and reviewed by the Church of England Pensions Board from time to time. . Bonuses may also be declared, depending upon the investment returns and other factors.

Pension Builder 2014 is a cash balance scheme that provides a lump sum that members use to provide benefits at retirement. Pension contributions are recorded in an account for each member. This account may have bonuses added by the Board before retirement. The bonuses depend on investment experience and other factors. There is no requirement for the Board grant any bonuses. The account, plus any bonuses declared, is payable from members' Normal Pension Age.

There is no sub-division of assets between employers in each section of the Pension Builder Scheme.

The scheme is a multi-employer scheme as described in Section 28 of FRS 102 as it is not possible to attribute the Pension Builder Scheme's assets and liabilities to specific employers. This means that contributions are accounted for as if the Scheme were a defined contribution scheme. The pensions costs charged to the SoFA in the year are contributions payable by the employer of £924.00 (2022: £1,640).

A valuation of the Pension Builder Scheme is carried out once every three years. The most recent was carried out as at 31 December 2019.

The Pension Builder Classic section has an on-going recovery plan to address the deficit of £14.2m from the 2016 valuation. There is no requirement for deficit payments at the current time.

For the Pension Builder 2014 section, which is the relevant section for our employees, the valuation revealed a surplus of £5.5m on the ongoing assumptions used. There is no requirement for deficit payments at the current time.

The legal structure of the scheme is such that if another employer fails, Employer could become responsible for paying a share of that employer's pension liabilities.

**ANNUAL REPORT & FINANCIAL ACCOUNTS OF CHALFONT ST. PETER'S PAROCHIAL CHURCH COUNCIL
FOR THE YEAR ENDED 31ST DECEMBER 2023**

NOTE 11: STAFF COSTS

	2023	2022
	£	£
Wages & Salaries	17,266.16	29,820.00
Social security cost (after Employer Allowance)	741.92	0.00
Other pension cost paid by Employer	924.00	1,658.00
	<u>18,932.08</u>	<u>31,478.00</u>

No employees received remuneration of more than £60,000 (2022: none).

The number of employees during this period is 1 (2022: 3).

NOTE 12: EQUIPMENT LEASE

Minimum lease payments under non-cancellable operating

	2023	2022
	£	£
Within one year	3,672.00	2,136.00
Between one and five years	8,262.00	8,010.00
	<u>11,934.00</u>	<u>10,146.00</u>

The financial statements were approved by the Parochial Church Council on 23/04/2024 and signed on behalf of the Trustees by:-

Position *Lay Chair*

Signature *DM Baxendale*

