

**Trustees Annual Report and Financial Statements
of the Parochial Church Council of St Bartholomew's Church,
Arborfield**

for the year ended 31 December 2023

Trustees Annual Report

The Parochial Church Council (PCC) presents its Annual Report for the year ended 31 December 2023.

Reference and administrative information

The PCC is registered with the Charity Commission as The Parochial Church Council of the Ecclesiastical Parish of St Bartholomew's, Arborfield, registration number 1146779.

The correspondence address of the Church is The Rectory, Church Lane, Arborfield, Berkshire RG2 9HZ.

The Trustees, members of the PCC who have served from 1 January 2023 until the date this report was approved (or as indicated) are:

Minister	Rev Piers Bickersteth (Chair) (until 18/2/24)
Assoc. Minister	Rev Andrew Kearns (Chair)
Churchwardens	Joseph Brown Adedayo Ajibola (until 26/4/23) Lynn McBurnie (from 26/4/23)
Deanery Synod reps	Gillian Kaiser (until 26/4/23) Poppy Brown Anthony Pollock
Elected members	Alison Caldwell Patricia Fryer Ian Hollamby Mark McDonnell Hannah Schuster (until 26/4/23) Felicity Singh Jonathan Green (from 26/4/23) Alex Kershaw (From 26/4/23)

Bankers	Barclays Bank PLC
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Independent Examiner	Lisa Darby FCA
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Structure, governance and management

The PCC is a corporate body established by the Church of England and operates under the Parochial Church Council (Powers) Measure 1956.

The appointment of PCC members is governed by, and set out in, the Church Representation Rules. The Trustees, members of the PCC, are either elected by the Annual Parochial Church Meeting or are co-opted onto the PCC and hold office for 3 years.

Objectives and activities

The principal purpose of St Bartholomew's Church, Arborfield is the promotion of the Gospel of our Lord Jesus Christ, according to the doctrines and practices of the Church of England. The objectives of the PCC are defined by the Parochial Church Council (Powers) Measure 1956 as "to co-operate with the minister in promoting in the ecclesiastical parish the whole mission of the Church – pastoral, evangelistic, social and ecumenical."

The trustees confirm that they have given due consideration to the Charity Commission's published guidance on the operation of public benefit.

Achievements and performance

Our aim as a Church is to honour the Lord Jesus Christ in all that we do. By his grace we are seeking to grow in our knowledge of him, our love for him and our obedience to him. We are also seeking to proclaim the gospel of Jesus Christ to others as well, both by reaching out to others ourselves and by supporting mission partners in the UK and overseas. During 2023 we supported the following: OMF, Christian Community Action (CCA), Open Doors and Crosslinks, along with a post-grad member of the church family working as a ministry trainee with a church in Southampton.

Our Sunday services are the focus for our life as a Church as we gather to listen to the Word of God being read and preached, and as we respond to him in prayer and praise. This is also a vital time for us to grow as a fellowship and refreshments after the service provide the opportunity for relationships to build. It is our assumption, however, that our life as a Church should overflow into our daily lives and our growth groups continue to provide a natural context for relationships to develop whereby people can serve and encourage one another further.

Church at the Green marked its sixth birthday in March 2023 and continues to give thanks to God for all that He continues to do in establishing and keeping the church family, as well as building our relationships with neighbours who continue to move into the new housing locally. Piers Bickersteth continues in his role as rector of the benefice as well as leading the ministry at CTG.

Andy Kearns continues his role as Associate minister, based at Arborfield.

During the year the Electoral Roll was revised in accordance with Church of England practice and the number currently on the Roll is 119.

Most of the charity's activities are undertaken by volunteers and the charity could not operate effectively without their efforts. In planning the activities, the PCC has applied the guidance on public benefit issued by the Charity Commission.

Financial review

Our Lord, continues to be very kind to us with Andy Kearns our Associate minister continuing to lead us with support from Piers. Sadly for us Piers announced his retirement and left in February 2024.

During the year the Church income was £126,342 (a decrease of £91,675 from 2022) and Church expenditure was £126,027 (last year £108,840 (an increase of £17,187 from 2022)).

We have made mortgage repayments of £24,167.73 (£13,157.90 Capital Repayments and £10,991.23 Interest Repayments) to Methodist Chapel Aid limited towards last year's loan of £250,000 for the refurbishment of School House.

The total cash balances at 31 December 2023 were £69,117, all of which is unrestricted. There is also £102,228 invested in a 120 day notice investment fund (£1,674 of these funds are restricted)

We are still in the planning stages of creating a new car parking area next to the church hall to improve the safety of church visitors. This is estimated to cost around £40,000 and we have so far spent £7,187 of this on the planning application.

Reserves

The reserves policy of the charity is to hold cash reserves which equate to a minimum of 2 months income at all times. For the 2023 year end this would require approximately £21,000 of cash reserve. The unrestricted immediately accessible cash held at the year end was £69,117, so the trustees are confident their reserve policy has been complied with.

Quinquennial Inspection

The quinquennial inspection was carried out in August 2020. There are several cracks in the masonry around the church which are being actively monitored with crack gauges. It is not yet clear if and when repairs will be required. There is a church working party which will be ensuring the required inspections and repairs are completed.

Heating

The engineer for the boiler has indicated that it is near end of life. An energy audit earlier in the year recommended that we replace the boiler with under pew heaters at an estimated cost of £17,000.

Going concern

The Charity is reliant on the support of voluntary donations to enable it to continue operating. The trustees believe that support will continue and that the Charity will continue to operate.

Responsibilities of trustees

Charity law requires the PCC to prepare financial statements for each accounting year which record the receipts and payments of the charity for the year.

The PCC is responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and enable us to ensure that the financial statements comply with the Charities Act 2011.

We also have a responsibility to safeguard the assets of the charity and to take reasonable steps to prevent fraud or any other irregularities.

With regard to the PCC's obligations to safeguard children and vulnerable adults, the members of the PCC confirm that they have complied with their duties under section 5 of the Safeguarding and Clergy Discipline Measure 2016.

Approved by the Parochial Church Council on 18 March 2024, and signed on its behalf by:

Andrew Kearns

Patricia Fryer

Rev Andrew Kearns
Chairman

Patricia Fryer
Treasurer

INDEPENDENT EXAMINER'S REPORT
TO THE TRUSTEES OF
PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF
ST. BARTHOLOMEW'S, ARBORFIELD

I report to the trustees on my examination of the accounts of the Parochial Church Council of the Ecclesiastical Parish of St. Bartholomew's, Arborfield ('the charity') for the year ended 31 December 2023 on pages 6 to 9 following.

Responsibilities and basis of report

As the trustees of the charity, the members of the PCC are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the 2011 Act').

I report in respect of my examination of the charity's accounts 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 2011 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 accordance with section 130 of the 2011 Act; or
2. the accounts do not accord with the accounting records.

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

Lisa Darby

Lisa Darby FCA

Stewardship
1 Lamb's Passage
LONDON
EC1Y 8AB

Date: 25 March 2024

PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST. BARTHOLOMEW'S, ARBORFIELD

RECEIPTS AND PAYMENTS ACCOUNT
FOR THE YEAR ENDED 31 DECEMBER 2023

	Notes	General Funds £	Restricted Funds £	Designated Funds £	Endowment Funds £	2023 £	2022 £
Income receipts							
Voluntary receipts	2(a)	114,806	60	-	-	114,866	209,109
Church activities	2(b)	9,049	-	70	-	9,119	8,778
Investment income	2(c)	2,227	10	-	120	2,357	130
Insurance claim		-	-	-	-	-	-
Total receipts		<u>126,082</u>	<u>70</u>	<u>70</u>	<u>120</u>	<u>126,342</u>	<u>218,016</u>
Payments							
Church activities	3(a)	34,127	49	-	496	34,672	31,002
Ministry costs	3(b)	44,856	-	-	-	44,856	47,717
Mission and charitable gifts	3(c)	14,894	249	-	-	15,143	8,332
		<u>93,877</u>	<u>299</u>	<u>-</u>	<u>496</u>	<u>94,672</u>	<u>87,051</u>
School House refurbishment		-	-	-	-	-	-
Car Park building work		7,187	-	-	-	7,187	-
Purchase of fixed assets		-	-	-	-	-	1,085
Loan repayments		13,177	-	-	10,991	24,168	20,704
Total payments		<u>114,242</u>	<u>299</u>	<u>-</u>	<u>11,487</u>	<u>126,027</u>	<u>108,840</u>
Net of receipts / (payments) before transfers		11,840	(229)	70	(11,367)	314	109,176
Transfers between funds		(11,670)	303	-	11,367	-	-
Net movement in funds		<u>170</u>	<u>74</u>	<u>70</u>	<u>-</u>	<u>314</u>	<u>109,176</u>
Cash funds as at last year end		82,234	1,600	87,197	-	171,031	61,855
Cash funds at this year end	A	<u>82,404</u>	<u>1,674</u>	<u>87,267</u>	<u>-</u>	<u>171,345</u>	<u>171,031</u>

The notes on pages 8-9 form part of these accounts.

PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST. BARTHOLOMEW'S, ARBORFIELD

STATEMENT OF ASSETS AND LIABILITIES

FOR THE YEAR ENDED 31 DECEMBER 2023

	General funds £	Restricted funds £	Designated funds £	Endowment funds £	2023 £	2022 £
A Cash funds						
Cash at bank with immediate access	69,117	-	-	-	69,117	171,031
Unit Trust Account - Investment	13,287	1,674	87,267	-	102,228	
	<u>82,404</u>	<u>1,674</u>	<u>87,267</u>	<u>-</u>	<u>171,345</u>	<u>171,031</u>
B Other monetary assets						
Gift aid due to charity	2,557	-	-	-	2,557	16,688
Prepayment	2,075	-	-	-	2,075	1,882
Other debtors	-	-	-	-	-	5,831
	<u>4,632</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>4,632</u>	<u>22,520</u>
Total current assets	<u>87,036</u>	<u>1,674</u>	<u>87,267</u>	<u>-</u>	<u>175,977</u>	<u>193,550</u>
C Liabilities						
Falling due within one year						
Diocesan Board of Finance	852	-	-	-	852	-
Accounts payable	730	-	-	-	730	-
Grant obligations	-	-	-	-	-	5,500
Fee for Independent Examination	1,500	-	-	-	1,500	1,440
Other creditors	351	-	-	-	351	
	<u>3,433</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>3,433</u>	<u>6,940</u>
Total net current assets	<u>83,603</u>	<u>1,674</u>	<u>87,267</u>	<u>-</u>	<u>172,544</u>	<u>186,610</u>
D Assets and secured liabilities retained for charity's own use						
School House used as clergy accommodation (2021 valuation by Haslams, Chartered Surveyors)	-	-	-	750,000	750,000	750,000
Church Hall sliding partitions	11,034	-	-	-	11,034	11,034
	<u>11,034</u>	<u>-</u>	<u>-</u>	<u>750,000</u>	<u>761,034</u>	<u>761,034</u>
Liabilities secured on School House						
Loan payments falling due within less than one year	-	-	-	13,158	13,158	13,158
Loan payments falling due after one year	-	-	-	210,526	210,526	223,684
	<u>-</u>	<u>-</u>	<u>-</u>	<u>223,684</u>	<u>223,684</u>	<u>236,842</u>
Total assets less secured liabilities	<u>11,034</u>	<u>-</u>	<u>-</u>	<u>526,316</u>	<u>537,350</u>	<u>524,192</u>

School House is held under an endowment trust deed dated 1st December 1871 for the education of the children of Arborfield and Barkham in the principles of the Church of England at the Coombs Primary School. It is occupied as a residence by the church's associate minister for this purpose. The rent saved from renting accommodation for the church's associate minister from a third party will fund the loan repayments. There is therefore no additional liability on the PCC arising from this arrangement.

The above loan which is secured on the School House is repayable in equal half yearly instalments and is repayable in full by 2041.

Consecrated property, beneficed property and moveable church furnishings which require a special faculty for disposal are excluded from the above list of charity assets.

The accounts were approved by the trustees and signed on their behalf by:

Andrew Kearns

Rev Andrew Kearns

Date: 18 March 2024

The notes on pages 8-9 form part of these accounts.

PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST. BARTHOLOMEW'S, ARBORFIELD

NOTES TO THE ACCOUNTS

FOR THE YEAR ENDED 31 DECEMBER 2023

1 Accounting policies

The accounts have been prepared on a receipts and payments basis and comprise a statement that shows the charity's receipts and payments, a statement that summarises the charity's assets and liabilities and related notes. The accountancy profession have determined that only accounts prepared in accordance with applicable accounting standards present a 'true and fair' view and, as these receipts and payments accounts have not (and cannot) be prepared in accordance with accounting standards, these accounts do not present (and are not intended to present) a 'true and fair' view of the charity's financial activities and state of affairs.

General funds are unrestricted funds which are available for use at the discretion of the PCC in furtherance of the general objectives of the charity. Designated funds comprise unrestricted funds that have been set aside by the PCC for particular purposes. Restricted funds are donations which are to be used in accordance with specific restrictions imposed by donors; they include donations received from appeals for specific activities or projects.

	General funds £	Restricted funds £	Designated funds £	Endowment funds £	Total 2023 £	Total 2022 £
2 a) Voluntary income						
Regular donations under gift aid	65,150	-	-	-	65,150	67,464
Other regular donations	16,040	-	-	-	16,040	11,897
Total regular receipts	81,190	-	-	-	81,190	79,361
One-off donations under gift aid	1,810	-	-	-	1,810	28,135
Other one-off donations	525	60	-	-	585	91,237
Collections	409	-	-	-	409	335
Total receipts from one-off donations	2,744	60	-	-	2,804	119,707
Gift aid reclaimed	30,872	-	-	-	30,872	10,041
	114,806	60	-	-	114,866	209,109
b) Church activities						
Clergy fees	3,212	-	-	-	3,212	5,706
Other activities and fees	5,837	-	70	-	5,907	3,072
	9,049	-	70	-	9,119	8,778
c) Investment income						
Rental Income	-	-	-	120	120	120
Dividends from CBF investment funds	2,227	10	-	-	2,237	10
	2,227	10	-	120	2,357	130
	General funds £	Restricted funds £	Designated funds £	Endowment funds £	Total 2023 £	Total 2022 £
3 a) Church activities						
Church @ the Green	-	-	-	-	-	-
Church running costs	12,950	-	-	-	12,950	12,429
Office cost and central costs	9,892	-	-	-	9,892	4,942
Insurance	4,150	-	-	496	4,646	4,206
Independent examination	1,968	-	-	-	1,968	1,978
School House utilities	-	-	-	-	-	1,603
Assigned fees	544	-	-	-	544	2,830
Other charitable activities	363	-	-	-	363	-
Other costs	4,260	49	-	-	4,309	3,015
	34,127	49	-	496	34,672	31,002
b) Ministry costs						
Associate Minister	39,378	-	-	-	39,378	40,258
Youth worker	4,479	-	-	-	4,479	4,234
Other ministry expenses	999	-	-	-	999	3,225
	44,856	-	-	-	44,856	47,717
c) Mission and charitable gifts						
Christian Community Action	2,500	-	-	-	2,500	1,500
South Central Gospel	500	-	-	-	500	1,000
Crosslinks	3,394	-	-	-	3,394	-
Open Doors	2,500	-	-	-	2,500	2,500
Church at the Green	5,500	-	-	-	5,500	-
Individuals	500	-	-	-	500	500
Bibles given to school leavers	-	249	-	-	249	332
	14,894	249	-	-	15,143	8,332

PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST. BARTHOLOMEW'S, ARBORFIELD

NOTES TO THE ACCOUNTS

FOR THE YEAR ENDED 31 DECEMBER 2023

4 Staff and trustees

The church has no direct employees. Its activities are carried out by volunteers and by staff employed by an independent charity (The Arborfield and Barkham Parish Churches Trust). Grants paid to that trust to meet these costs are included in the ministry section of note 3 above.

Included in the staff employed by that independent charity is Rev Andrew Kearns, who is a member of the PCC of Arborfield Church and hence a trustee. The Associate Minister costs shown in note 3b above represent the amounts paid to The Arborfield and Barkham Parish Churches Trust for provision of the services of Rev Andrew Kearns by that trust.

Rev Andrew Kearns and family received accommodation in the recently renovated School House during the year. The cost of this accommodation was covered by the PCC with a peppercorn rent of £10 pcm being paid by the minister.

Rev Andrew Kearns received a gift of £2,100 in the previous year: £600 grant for professional development and £1,500 gift for use in his 2023 sabbatical. No gifts were paid to him during 2023.

A close relative of trustee Patricia Fryer received a £500 grant towards a ministry apprentice programme, as permitted by the charity's governing document.

No other person connected with the PCC has been paid remuneration or other benefits from the funds of the PC, other than the direct reimbursement of expenses with no profit element.

5 Fund movements

	Opening balance £	Receipts £	Payments £	Transfers £	Closing balance £
General funds	<u>82,234</u>	<u>126,082</u>	<u>(114,242)</u>	<u>(11,670)</u>	<u>82,404</u>
Restricted funds:					
Bell fund	1,327	60	(49)	64	1,402
Women's Ministry fund	60	-	-	-	60
Ditchfield prize fund	212	10	(249)	239	212
Other nominated gifts	-	-	-	-	-
	<u>1,600</u>	<u>70</u>	<u>(299)</u>	<u>303</u>	<u>1,674</u>
Endowment funds:					
School House fund	-	120	(11,487)	11,367	-
	<u>-</u>	<u>120</u>	<u>(11,487)</u>	<u>11,367</u>	<u>-</u>
Designated funds:					
Women's Ministry fund	-	70	-	-	70
Sustain Ministry Legacy fund	87,197	-	-	-	87,197
	<u>87,197</u>	<u>70</u>	<u>-</u>	<u>-</u>	<u>87,267</u>
Total funds	<u>171,031</u>	<u>126,342</u>	<u>(126,027)</u>	<u>-</u>	<u>171,345</u>

The Bell fund relates to income and expenditure received and paid directly in relation to the Church bells and the bell ringing lessons.

The Women's Ministry fund relates to income, donations and costs that are in relation to the Women's ministry that the church runs.

The Ditchfield prize fund relates to income to be applied in providing one or more prizes for religious knowledge to one or more children in school every year.

The School House endowment fund has been created following the surrender of the lease of the School House. The School House is held in accordance with the terms of the original trust deed dated 1 December 1871.

The Sustain Ministry Legacy fund relates to a legacy gift received that will contribute towards the continued ministry running costs of the church. This includes such costs as Minister costs and children & youth ministry costs.

The transfer from the general fund into the Ditchfield prize fund is a contribution towards the purchase of bibles for school leavers.

The transfer from the general fund into the School House endowment fund is a contribution towards the mortgage repayment on the School House.

The transfer from the general fund into the Bell fund is a contribution towards the annual bell expenditure incurred during 2023.