

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST MATTHEW, READING

England & Wales · Charity number 1148083

Details

Other names ST MATTHEW'S PCC, READING

Status Registered

Legal form Previously excepted

Registered 2012-07-13

Register [View on the Charity Commission register](#)

Contact

Address 205 Southcote Lane
Reading
RG30 3AX

Phone 01189547964

Email hello@st-matts.org.uk

Website <http://www.st-matts.org.uk>

Activities

Objects: PROMOTING IN THE ECCLESIASTICAL PARISH THE WHOLE MISSION OF THE CHURCH.

Activities: Regular public worship open to all. Providing sacred space for personal prayer. Pastoral work, including visiting the sick and bereaved. Teaching of Christianity through sermons, courses and small groups. Religious assemblies in schools. Promoting the whole mission of the Church through activities for senior citizens, young people, parents and toddlers and other special needs groups.

Classification

- **How:** Provides Buildings/facilities/open Space, Provides Services
- **What:** Religious Activities
- **Who:** Children/young People, Elderly/old People, People With Disabilities, The General Public/mankind

Geography

- Reading

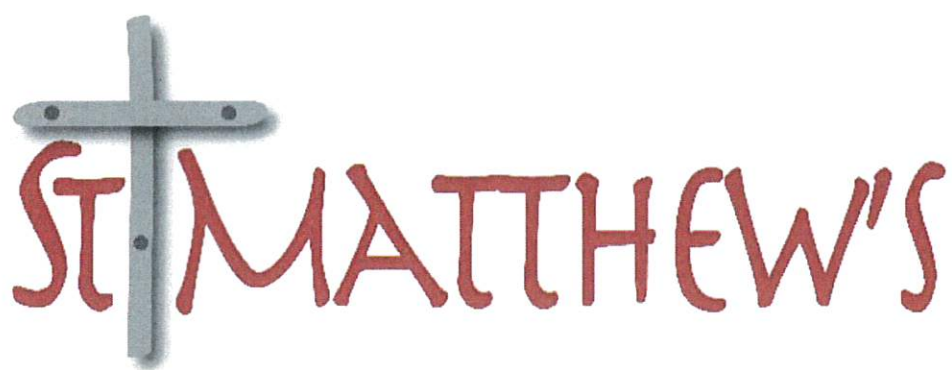
Finances

Period end	Income	Expenditure	Assets	Employees
2024-12-31	£176,066	£159,707	-	-
2023-12-31	£158,345	£156,983	-	-
2022-12-31	£114,171	£125,518	-	-
2021-12-31	£113,342	£120,389	-	-
2020-12-31	£120,324	£112,962	-	-

Trustees

Name	Role	Appointed
Abigail Fryer-Saxby		2022-04-24
Alan Chandler		2025-05-25
Brian Day		2012-07-12
Chisom Umeh		2024-04-28
Christopher Everett		2024-04-28
David Kenneth Horne		2012-04-30
Erick Nwanshi		2018-04-28
Liberty Umeh		1999-05-22
MRS G RUDMAN		2012-07-12
Mary Elizabeth Day		2011-07-12
STEPHEN RUDMAN		2015-04-19
Zoe Ferguson		2024-04-28

Accounts



St. Matthew's Church, Reading

Annual Report

Year Ended 31st December 2024

Registered Charity Number: 1148083



ANNUAL REPORT

Welcome to the Annual Report of the mission and ministry of St. Matthew's Church, Southcote Lane, Reading for the year 2024.

Under the Parochial Church Council (Powers) Measure 1956, the PCC is required to co-operate with the vicar in promoting in the parish the whole mission of the Church - pastoral, evangelistic, social and ecumenical. This report describes how this has been achieved during 2024. Further details of the activities of the PCC and of the various ministry areas of the church can be obtained by contacting those named in each report.

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Statement of Financial Activities

Our Vision:

"...a thriving, growing church at the heart of the parish, sharing the good news of Jesus Christ and serving the community."

Trustees' Report for the 2024 APCM

Membership

Members of the PCC are either ex-officio, elected by the Annual Parochial Church Meeting (APCM) in accordance with the Church Representation Rules, or co-opted onto the PCC. During the year, the following served as members of the PCC:-

Vicar: The Revd. Pads Dolphin
Associate Minister: The Revd. Kirstie Dolphin
Churchwardens: Jan Ball (also PCC Secretary)
Chris Everett

Deanery Synod Representatives:

Brian Day
Mary Day

Elected Members:

Chisom Umeh (also Treasurer)
Gwyneth Rudman
Steve Rudman
Emma Noonan
Erick Nwanshi
Abigail Fryer-Saxby
Simon Beasley
Ian Bullock
Zoe Ferguson

Co-opted Members:

David Horne
Julie Bullock

Non-Voting Members:

None

The PCC held meetings in January, February, March, April, May, July, September, October and November.

Standing Committee and Finance Committee

The Standing Committee is the only committee required by law and transacts the business of the PCC between its meetings, subject to any direction given by the council.

If there is an urgent need to approve expenditure which cannot wait for a scheduled meeting, a Standing Committee can be convened to approve up to £500. The Standing Committee consisted of:

- the Vicar (Pads Dolphin)
- the Churchwardens (Jan Ball and Chris Everett)
- Erick Nwanshi, Emma Noonan, Mary Day

Any approvals made by a Standing Committee must be reported to the next PCC meeting and will be minuted.

The Finance Committee had the following membership:

Pads Dolphin, Chisom Umeh, Brian Day, Alan Chandler. Most of its business was conducted via email and finance was a standing item on every PCC agenda.

Review of the year

The PCC met 6 times since the last APCM.

The following items were included in the business of the PCC during 2024

New Electrical wiring in the kitchen area of the hall.

Following the February General Synod decision to approve new trial liturgy known as Prayers of Love and Faith (PLF), the PCC made a decision that the church would maintain orthodox biblical teaching.;

The purchase of a new sound mixing desk for the church was approved and the desk was installed.

New energy contracts were expertly negotiated by Karen Alderson, our Parish Administrator, which are saving us a significant amount of money.

Financial Review

The PCC is responsible for the financial affairs of St. Matthew's Church. Over the last few years voluntary income has reduced (see page 15) whilst costs have increased significantly which has been a challenge for us as a church to meet all our major financial commitments of parish share, salaries and necessary services and utilities. We are very thankful to the generous hearts of the congregation of St Matthew's who continue to give sacrificially towards the mission and ministry of St Matthew's. Below are the figures for the year 2024 compared with the previous two years.

Basis of Preparation

The accounts have been prepared using the accrual accounting method consistent with last years' accounts.

	2022	2023	2024	
	Actual	Actual	Budget	Actual
Voluntary Income	£97,724	£103,401		£101,240
Total Income	£114,171	£158,345		£176,066
Total Resource Used	£125,518	£156,983		£159,707
Net Income	(£11,347)	£1,362		£16,359
Unrestricted General Reserve	£66,500	£41,202		£45,034

Reserve Policy

The PCC has a policy of keeping three months running costs in reserve to cover unforeseen circumstances. months.

Health and Safety

A report on health and safety is considered at each PCC meeting. Accident books and First Aid kits are located in both the Church and Hall and the First Aid kits are inspected regularly and refilled if necessary.

Safeguarding

A report on safeguarding is considered at each PCC meeting. This takes account of all vulnerable or potentially vulnerable users of our facilities and participants in our activities. A safeguarding agreement is included in the documentation issued to all hall users.

The PCC would like to thank everyone who has worked so hard during the year to help support the mission and ministry of St. Matthews.

Signed on Behalf of the PCC

Jan Ball and Chris Everett. (church wardens)

Report on the Electoral Roll

The Electoral Roll of St Matthew's in 2024 sees us with 56 adult members

Applications for membership of the Electoral Roll can be made at any time during the year and applications forms are available in the Welcome Area. Forms should be completed and handed to a member of the Clergy, to the church office or to me.

Erick Nwanshi (electoral roll officer)

Deanery Synod Report

Deanery Synod is a forum where parishes from across Reading can come together to discuss issues and opportunities that transcend our parish boundaries. It is a forum for sharing ideas, addressing common challenges and linking into the wider mission of the Diocese. St Matthew's deanery synod representatives for 2024 were Brian and Mary Day.

Report for 2024

Four meetings took place this year as per the usual pattern.

The February meeting discussed and approved the re-introduction of Deanery Membership Fee of £27 per person to cover the cost of hosting meetings, website and general running costs.

Small group discussions took place on the missional needs and opportunities arising in parishes.

Kathryn Aboud, the Berkshire Enabler and Youth Ministry specialist, talked about the Reading Youth Hub proposal from our bishops to put children, young people and families at the centre of a more Christ-like church. This would involve discerning, training and supporting paid youth workers and youth work volunteers.

At the June meeting Children and Young People and Families (CYPF) data was discussed.

Each parish had previously been asked to complete a survey commissioned by the Bishop of Oxford, The Rt. Rev'd Steven Croft our Diocesan Bishop.

A deanery wide preparation of the new Mission Action Plan was started by reviewing financial trends, range of churchmanship across the Deanery, and determining the condition, use and geographical location of Building Stock.

Joanna Laynesmith (St. John and St. Stephen) spoke about churches becoming Ecochurches. They had achieved their gold award, the first church in the Oxford Diocese. (Perhaps St. Matthew's should be looking to improve its green credentials?)

The September meeting saw The Area Dean, the Rev'd Canon Mike Smith present a summary of (CYPF) which gave cause for optimism as 18 out of 20 benefices do church based pre-school work, and 16 out of 20 work with primary and secondary schools involving a total of 304 volunteers.

Kathryn Aboud explained the Axis apprentice scheme that the Diocese was preparing a bid to the National Church to fund the training of Youth Ministers for 2 years. Mentors would be provided and a realistic salary would be paid to apprentices. There would be some cost to the parishes. The meeting was filled with optimism at the proposal.

Unfortunately by the November meeting our hopes had been dashed as the Axis youth apprenticeship scheme had been removed from the Diocesan bid!

The Area Dean who was extremely disappointed to say the least and asked Mark Humphriss, Diocesan Secretary and Andrew Anderson-Gear, Director of Mission and Ministry to attend and explain the removal of the bid. This produced a lively exchange of views! After which the Diocese committed to work closely with the Deanery to see if any proposal could be saved.

The Parish Share for 2025 was ratified resulting in St. Matthew's paying £49,102 and increase of 3.25% for 2025. It was noted that a parish priest now costs upwards of £65,000 per year when salary, housing, council tax and other expenses are costed in.

Mary and Brian Day

Churchwardens' report

2024 was the year that saw Pads and Kirstie leave St Matthews for a new life in South Africa. It marked the end of an era and ushered in a time of holding the fort and preparing the ground for the next incumbent.

I became warden in April and together with Jan we were left with the unenviable task of trying to keep things going, whilst at the same time making preparation by way of the Parish profile for whoever will take up the reins for the next chapter in the St Matthew's story. One thing that I came to appreciate in a way that I never would have been able to, if I hadn't taken on this responsibility, is just how hard a vicar works. It's all too easy to take people for granted when they're always there but when they're gone you realise what a blessing and a gift they were to the church and to the parish, so thank you Pads and Kirstie!

One of the main responsibilities for wardens is the upkeep of the grounds and buildings and in this regard 2024 was a busy year. With the buildings, priority was given to upgrading the electrical systems to the hall which were antiquated, inadequate and not up to present day safety standards. The works carried out were -

1. Replacing and upgrading the consumer units (fuse -boards) located in the kitchen and lobby area cupboard.
2. Rewiring the office, kitchen and training room
3. Installing new heaters to the office and training room respectively.

The training room was completed in April, repurposing what was once a tired waste of space into a spacious well-equipped extension to the kitchen and a new ministry initiative. A creative spin off from this resulted in extra storage space being made with wall to wall fitted cupboards to the rear of the hall stage as well as a built-in cupboard to the lobby area of the ladies' toilets.

There was also some redecoration carried out with the kitchen, and lobby area of the ladies' toilets being painted.

Regarding the grounds, a work party carried out a site clear up in the autumn with hedges being severely cut back and weed growth around buildings removed. I was also greatly relieved that we managed to remove the top course of bricks to the wall between the main church building and the hall which were being held on by gravity and potentially dangerous.

So many people work hard all year round to keep the building and the grounds looking ship-shape but special mention must go out to Simon Beasley who keeps the grass cut along with a whole host of other practical jobs he manages to carry out, with Erick also proving to be quite the dab-hand with a drill!

But last and by no means least a big thank you to Lynn because without her fundraising efforts the completion of the training room, maintenance work and new storage space wouldn't have been possible.

Looking after the practicalities that are required to ensure the smooth running of the church is one aspect of a church warden's responsibility but we are also tasked to help watch over

the spiritual wellbeing of the church as well and to this end 2024 was, in addition to all the above, a busy year in terms of ministry.

Our ministry is both pastoral and missional and in terms of the pastoral the 10am, 11.45 and midweek services continued, albeit with the challenge of having to keep things going without a vicar once Pads and Kirstie left in August,

Again, so many people stepped up to ensure things kept going and despite the challenges we managed admirably.

In addition to the pastoral the missional work of the church went from strength to strength with a whole host of activity taking place such as:-

1. Southtots
2. After School Hub
3. Cookery School
4. Street Pastors
5. RE Inspired
6. Men's Group

As well as all this I need to mention that St Matthew's also ran out as winners in the 2024 Pangbourne Dragon Boat Races and achieved a long-held ambition for Pads!

All in all, a busy and eventful year, not without its challenges, as with any year, but one we can look back on with thankfulness to The LORD for his faithfulness and provision.

Chris Everett and Jan Ball

Family & Children's Reports:-

Kidz Church Report including Family times.

I would like to say a huge thank you to Zoe, who helped in KC but has decided to move over to teach in the youth group. A very big thank you to Rose Rolfe who is very dedicated to getting alongside the little ones in KC and Simon Beasley who has been a huge support in teaching in KC to give me the odd Sunday in church or when I'm on holiday. Thank you! The numbers at the beginning of the year were quite low but fluctuated throughout the year.

We have enjoyed learning about parables and miracles which involve acting, building large boats to get into and plenty of games.

Family times are happening now twice a month instead of weekly. It's a time to all connect and learn something as one big family. If you enjoy family times and learn from them you may like to join our KC team as that is one big family time. We would love some more helpers.

Lynn Everett - Children and Families Community Support Worker

Creche Report

Creche runs in the chapel most Sundays that we have little ones in church. Debbie, Julie and Lydia have stepped down from running creche, a very big thank you to them for all the work they put in.

Mekdez, Cindy, Amy, Deanna (when she is well) and Rose are doing a great job of providing a creche as and when we have babies and toddlers coming to church.

Creche runs 3 weeks out of 4 with a selection of quiet toys in the church for the 4th week.

We would love to grow the team so please consider joining us. You don't need lots of experience, you just need to love children.

Lynn Everett - Children and Families Community Support Worker

Youth Report

A big thank you to our wonderful church family who have stepped up to help with the youth Liberty, David, Eleanor, Sharon, Sylvia, Zoe, Kirstie and Pads.

Kirstie and Pads retired and David felt it was time to step down, thank you for your dedication to the youth and the valuable lessons you have taught them.

Zoe joined the youth team in September and Eleanor stepped down whilst pregnant.

This left us with Liberty and Zoe as teachers with Sharon and Sylvia as helpers.

For this reason, the youth work only took place two Sundays a month, the other two Sundays they came and helped in kidz church or on PA/AV.

November to December we decided to mix youth with KC to help support my remaining holiday that I took to look after my sick father. The youth have been very kind in accepting this and join in playing the games with the children as well as helping out where they can.

The youth have been very consistent and come to church most weeks.

We would love to do more with them so please let me know if you feel this is a ministry you would like to explore by helping or teaching.

Lynn Everett - Children and Families Community Support Worker

St Matthews Church HUB (the name the hub families gave us)

The hub has been such a blessing and has gone from strength to strength. The funds and people just keep coming. God is clearly blessing this ministry.

Over this last year we have served up 1779 dinners, averaging around 55 meals a week. To date we have cooked and served up 3512 meals at the hub. A typical meal will be roast dinner, spag bol, mac cheese, pizza baguette, sausage and mash, curry, jacket potatoes and much more. Everything, most of the time, is cooked from scratch with plenty of veg and lovely salads. We always have a selection of home-made puddings.

The money has been provided to pay for the running of the hub and for me to fundraise for the whole of this year and 2025 is also covered.

What does the hub look like?

It's mostly women who come along with their children after school. Some dads also come along to Chris's delight. They come into the hall and help themselves to tea and coffee, we have a snack and crafts out for the children as well as our lovely outside space for football and games. At 4.45pm we clear the mess and start to serve food. Once all the food is

consumed and puddings have been demolished Chris takes the kids outside for a game of 44 IT and the adults start the big clear up. Most families stay and help tidy up as well as help serve food and cook.

We need more help so what would that look like?

Coming along and chatting to the families who attend the hub, washing up like Steve Rudman does on a regular basis, collecting shopping for us, making a pudding, helping cook, helping set up or dedicating time to pray while the hub is running.

We continue to collect food weekly from 3 organisations and distribute the food to the families on a Thursday morning as well as use what we can to keep the food bill down. As you can imagine this takes a great deal of time as does the regular shopping and cooking for 50/60 people every week. It's a huge commitment that has seen God's blessing. If you would like to be involved we would love your help. It doesn't have to be every week – any time given would be greatly appreciated.

To date God has provided £68,317 through fundraising to run the hub. PRAISE GOD.

Pads is no longer mopping the floor!!!!

Help is needed as the floor has to be mopped every Friday. This is exhausting work after cooking, serving food and spending time helping people out. If you are fit and able to mop a floor WE NEED YOU....

Lynn Everett - Children and Families Community Support Worker

St Matthews Cookery School

We hit the ground running this year with our new ministry of running a cookery school for children and adults. We started the cookery school on the 24th April when the training room was completed.

To date we have run a cookery school for 4 adults, 9 youth and 20 children with 22 children on the waiting list. We also have quite a few adults waiting their turn.

A typical session will be for 2 hours over 4 days. The children will bake a cake one day, decorate it the next and learn to make something with pastry. They always end their session by either cooking for the hub, or providing cream tea for their families. In each session they learn tools of how to cope with early stages of mental health issues, anxieties, fears and much more. Each session is tailor made for the individuals attending.

Feed back from families has been amazing. One little boy told his mum he doesn't need to be so scared now as Jesus is with him wherever he goes, another told his mum that he now understood the feelings in his body when he's anxious and is starting to use the tools he was given straight away. The cookery school is about making children feel proud of what they can achieve and filling them with as much positivity as we can.

Two boys planned, prepared and cooked a 3 course meal for 27 people. The sense of achievement they showed on their faces was worth every potato we peeled.

God is blessing this ministry with the finances to run one day a week. This usually happens in bulk sessions during school holidays and one-off sessions on a Tuesday. In July I filled out a

fundraising request from Sainsbury's. I asked for £6K, the maximum was £10K but I didn't want to be greedy as they had already given us £10K the year before. I had a call regarding my application and after explaining what we are doing and who it is reaching I was told to expect more than the amount I had requested. £10K came into the bank a few weeks later with the promise of more money when that runs out.

God has provided £33,030 through fundraising to date. PRAISE HIM WHO IS WORTHY.
Lynn Everett - Children and Families Community Support Worker

RE Inspired report

RE inspired Report

We had our first full year working with Southcote Primary School since Covid. What a joy to share our faith with pupils in the school. At its heart it's about being inspired and making Christianity 'come alive' in RE.

Sessions are based on the local authority RE syllabus and featured 'Noah' with Foundation 2 told through 'Godly Play' and acting out the story using a large parachute to 'Death, Funerals and the Christian Response' with Year 6 when the seven stages of grief are discussed and the 'hope of heaven' explored through a simple but thought provoking story 'Waterbugs and Dragonflies'. We also provided sessions on Christmas, Easter, Baptism and Prayer told through stories and craft work.

We welcomed a new member on our team but of course lost two in Pads and Kirstie. We are an ecumenical group of volunteers and would dearly love some more people to join us. Drop into a session and see what we do!

Mary Day

Southtots report

It has been another wonderful year with Southtots. We are continuing to fill all the spaces offered and regularly still have waiting lists for the sessions each week.

Friendships old and new continue to thrive and it is such a joy to see the children grow in their development. Each session brings new conversations with the parents/grandparents/carers including talking about church life and what happens at St Matthew's. Over time these conversations become deeper and on a more personal level as the trust grows and we find we can talk much more about our faith.

We have welcomed a number of new families throughout the year to Southtots, joining those that have been faithful regulars to our group. The children show much excitement at Southtots from running through the doors as soon as they open at 10am, to joining in with their friends for the Bible story and even at the mention of Jonathan's name they go and sit down waiting for him to arrive for singing time!

Throughout the year we were able to have Blessings tables, where we put out on a table, toys and books that have been gifted to Southtots but not needed. The children and adults can take whatever they wish. We have been able to bless so many children over the last year.

In the summer we were able to purchase our own branded polo shirts, which enables our team to be instantly identifiable to attendees at each session.

We celebrated our Second Birthday in September with our annual visit from the Pop Up Play Village and had a special Christmas treat for our toddlers with a softplay session by L and V Softplay company. Both these events were fully attended and enjoyed by all!

I couldn't run Southtots without the help of a wonderful, energetic, dedicated team of Julie, Jane, Sharon, Mamta and Jonathan. Who all so faithfully give up their Friday mornings to volunteer at Southtots. Very sadly we will be saying goodbye to Julie in the next few months. Julie has helped with Southtots from the very beginning and we (including all the parents/carers and children) will all miss Julie very much. I would like to say a huge heartfelt thank you to her and the whole Southtots team for their commitment in helping at Southtots and making it the popular, fun-filled group that families from the local community (and beyond!) love coming to.

I give continued thanks, praise and glory to God our Father for all that He has provided and continues to provide for Southtots.

If you would like to join our wonderful team then please do let me know.

Abbie

Safeguarding Report

It's been a busy year!

Karen and Lynn have been very busy behind the scenes, making sure that all our volunteers who work with children in church have all the required paperwork, DBS checks and safeguarding training completed. So, moving forward, it should just be a case of me checking who needs to renew their DBS check (every three years) and training. So, a big thank you to them both for their hard work.

The members of the PCC have completed their training, and I have completed all the training that is required of the safeguarding officer.

I have liaised with and sort advice from the Diocesan Safeguarding team where necessary about any safeguarding incidents that have occurred.

Safeguarding is everybody's responsibility and so if you ever have any concerns or incidents to report please do email me safeguarding@st-matts.org.uk

Amy Cadle Safeguarding Officer

Independent examiner's report to the Trustees of Parochial Church Council of Reading, St. Matthew

This report on the accompanying financial statements of the PCC for the year ended 31 December 2024 is in respect of an examination carried out in accordance with the Church Accounting Regulations 2006 ('the Regulations') and section 145 of the Charities Act 2011 ('the Act').

Respective responsibilities of the trustees and the examiner

The trustees are responsible for the preparation of the accounts; you consider that an audit is not required for this year under section 145(1) of the Act and that an independent examination is needed.

Having satisfied myself that the charity is not subject to audit under charity law and is eligible for independent examination, it is my responsibility to:

- examine the accounts under section 145 of the Act;
- to follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the Act; and
- to state whether particular matters have come to my attention.

Basis of independent examiner's report

My examination was carried out in accordance with the General Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the PCC and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

Independent examiner' statement

In connection with my examination, no matter has come to my attention:

- (1) which gives me reasonable cause to believe that in any material respect the requirements:
 - to keep accounting records in accordance with section 130 of the Act; and
 - to prepare accounts which accord with the accounting records and comply with the requirements of the Act.have not been met; or

(2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Hooi Cheeseman

Mrs Hooi Cheeseman ACA
28 Bellamy Close
Uxbridge, Middlesex
UB10 8SJ

Date: 8 April 2025

PAROCHIAL CHURCH COUNCIL OF READING, ST.MATTHEW

**STATEMENT OF FINANCIAL ACTIVITIES
YEAR ENDED 31 DECEMBER 2024**

	Notes	Unrestricted £	2024 Restricted £	Total Funds £	2023 Total Funds £
Incoming Resources					
Voluntary Income	2a	101,240	-	101,240	103,401
Other Ordinary Income	2b	18,572	-	18,572	17,728
Material income	2c	270	55,984	56,254	37,216
Total Incoming Resources		120,082	55,984	176,066	158,345
Cost of Charitable Activities					
Clergy Expenses	3a	3,236		3,236	4,668
The Church and Services	3b	15,339		15,339	18,911
Other Parish Expenses	3c	44,378	22,245	66,623	72,021
Payments outside the Parish	3d	48,137	101	48,238	48,568
Development and maintenance	3e	5,160	-	5,160	3,418
Other operating expenses	3f	-	21,111	21,111	9,397
Total Resources Expended		116,250	43,457	159,707	156,983
Net Incoming (Outgoing) Resources		3,832	12,527	16,359	1,362
Transfer between funds			-	-	-
Net movements in funds		3,832	12,527	16,359	1,362
Balances Brought Forward at 1st Jan		41,202	26,660	67,862	66,500
Balances Carried Forward at 31st Dec		45,034	39,187	84,221	67,862

**PAROCHIAL CHURCH COUNCIL OF READING, ST.MATTHEW
AS AT 31 DECEMBER 2024**

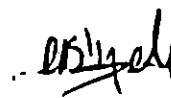
	Notes	Unrestricted £	2024 Restricted £	Total Funds £	2023 Total Funds £
Fixed Assets		12,245		12,245	14,089
CURRENT ASSETS					
Debtors & Prepayments	5	3,619	-	3,619	2,791
Bank & Cash Balances		32,883	39,187	72,070	54,987
		36,502	39,187	75,689	57,778
CREDITORS: amounts falling due within 1 year	6	3,713	-	3,713	4,005
NET CURRENT ASSETS		32,789	39,187	71,976	53,773
NET ASSETS		45,034	39,187	84,221	67,862
PARISH FUNDS	7				
General Reserve		45,034		45,034	41,202
Restricted Funds:					
Training Room Fund		-	12,090	12,090	6,830
Jubilee Fund			984	984	1,084
Warm Hub Fund			26,113	26,113	18,746
Total Parish Funds		45,034	39,187	84,221	67,862

The attached notes form part of these financial statements.

Approved by the PCC on **14th April 2025** and signed on their behalf by



Janet Ball (PCC Church Warden)



Ms Chisom Umeh(PCC Treasurer)

PAROCHIAL CHURCH COUNCIL OF READING. ST.MATTHEW
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2024

1. Accounting Policies

1.1 Basis of preparation

The Financial Statements have been prepared in accordance with the Church Accounting Regulations and in accordance with the 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) and with the Charities Act 2011.

The Financial Statements have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant notes to these accounts

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

The accounts have been prepared using the accrual accounting method.

There are no material uncertainties about the PCC's ability to continue, and so the going concern of accounting has been adopted.

The accounts are presented in pound sterling and rounded to the nearest pound.

1.2 Incoming resources

All incoming resources are included in the Statement of Financial Activities when the charity is entitled to the income and the amount can be quantified with reasonable accuracy. The following policies are applied to the particular categories of income:

- Planned giving, collections and similar donations are recognised when received.
- Tax refunds are recognised when the claim to HMRC is submitted.
- Grants and legacies are accounted for when the PCC is entitled to the use of the resources, their ultimate receipt is considered reasonably certain and the amounts due are reliably quantifiable.
- Interest as and when accrued by the payer.

All incoming resources are accounted for gross.

1.3 Resources expended

Expenditure is accounted for on an accrual basis. The diocesan parish share expected to be paid over is accounted for when due. All other expenditure is generally recognised when it is incurred and is accounted for gross.

1.4 Funds accounting

Restricted funds comprise (a) income from endowments which is to be expended only on the restricted purposes intended by the donor and (b) revenue donations or grants for a specific PCC activity intended by the donor. Where these funds have unspent balances, interest on their pooled investment is apportioned to the individual funds on an average balance basis.

Unrestricted funds represent funds of the PCC that are not subject to restrictions regarding their use. Such funds include income funds which are to be spent on the PCC's general purposes and that part of the Legacy Fund which is not restricted by the terms of the

Designated funds are general funds set aside by the PCC for use in the future. Project funds are designated for particular projects for administration purposes only. Designated funds remain unrestricted and the PCC will move any surplus to other general funds.

1.5 Fixed assets

Consecrated Land and Buildings and Moveable Church Furnishings

Consecrated and beneficed property is excluded from the accounts by s10 Charities Act 2012. No value is placed on moveable church furnishings held by the church wardens on special trust for the PCC and which require a faculty for disposal since the PCC considers this to be inalienable property. All expenditure incurred during the year on consecrated beneficed buildings and moveable church furnishings, whether maintenance or improvement is written off as expenditure in the Statement of Financial Activities and separately disclosed.

Other Fixtures Fittings and Office Equipment

Low value equipment (less than £1,000) used within church premises is written off in the year of acquisition.

Capitalised electronic equipment used within the church premises is depreciated on a straight-line basis over a period between three and ten years.

1.6 Current assets

Amounts owing to the PCC at the end of each year are shown as debtors subject to provision for amounts that may prove irrecoverable. Bank balances are all short term deposits with the Building Society or at the bank.

PAROCHIAL CHURCH COUNCIL OF READING, ST.MATTHEW
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2024

2. Incoming Resources

	Unrestricted £	2024 Restricted £	Total Funds £	2023 Total £
a. Voluntary Income				
Tax Recoverable on gift aids	16,869	-	16,869	14,457
Planned Giving	61,068	-	61,068	68,598
Collections at Services & Church Programmes	5,623	-	5,623	7,934
Donations	17,680	-	17,680	3,981
Donations - Youth Worker	-	-	-	-
Total Voluntary Income	101,240	-	101,240	103,401
b. Other Ordinary Income				
Chapel/Church Income	559	-	559	570
Church Hall Income	12,853	-	12,853	14,210
Photocopying & Printing Income	250	-	250	-
Fees collected on behalf of Diocese	241	-	241	1,268
Fees for PCC	1,853	-	1,853	249
Ministry	-	-	-	50
Parish Share Rebate	2,621	-	2,621	1,381
Organists Fees	195	-	195	-
	18,572	-	18,572	17,728
c. Material Income				
Warm Hub Donations	-	31,384	31,384	37,034
Training Room Donations	-	24,600	24,600	-
Charitable Donations - Jubilee Fund	270	-	270	181
	270	55,984	56,254	37,216
Total Incoming Resources	120,082	55,984	176,066	158,345

PAROCHIAL CHURCH COUNCIL OF READING, ST.MATTHEW
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2024

3 Cost of charitable activities

	Unrestricted Costs £	2024 Restricted Costs £	Total Costs £	2023 Total Costs £
a. Clergy Expenses				
The Ministry	3,236	-	3,236	4,668
	3,236	-	3,236	4,668
b. The Church & Services				
Church cleaning	10	-	10	75
Church Flowers	105	-	105	86
Church Yard	52	-	52	302
Electricity	11,647	-	11,647	13,857
Insurance	795	-	795	882
Regular Maintenance Church	365	-	365	1,458
Upkeep of Services	2,248	-	2,248	2,145
Water Rates Church	116	-	116	106
	15,339	-	15,339	18,911
c. Other Parish Expenses				
Children's Ministry	1,340	-	1,340	2,651
Music Ministry	88	-	88	796
Youth Ministry	465	-	465	(207)
Lay Staff				
Salaries	22,366	20,580	42,946	44,804
Staff Development	94	-	94	157
Staff IT Facility	291	-	291	451
Personal Expenses of Lay Staff	186	-	186	304
	22,938	20,580	43,518	45,716
Church Hall running costs	9,942	1,200	11,142	12,058
Mission within the Parish	2,652	-	2,652	2,191
Administration	1,175	-	1,175	1,035
Audit and accountancy fees	-	-	-	25
Bank Fees	2	-	2	-
CLI Licence	926	-	926	861
Depreciation charge	1,379	465	1,844	3,500
Gifts	335	-	335	618
Other Ordinary Parish Expenses	424	-	424	156
Photocopying & Printing Costs	1,756	-	1,756	1,619
Telephone & Broadband	796	-	796	793
TV Licence	159	-	159	159
Payroll costs	-	-	-	50
	6,953	465	7,418	8,817
	44,378	22,245	66,622	72,021
d. Payments Outside the Parish				
Charitable Donations	1,820	101	1,921	1,895
Fees to Diocese -Payment	608	-	608	733
Parish Share	45,709	-	45,709	45,940
	48,137	101	48,238	48,568

3 Cost of charitable activities (cont'd)

	Unrestricted Costs £	2024 Restricted Costs £	Total Costs £	2023 Total Costs £
e. Development and maintenance				
Hall/Garden Maintenance & Redecoration	3,345	-	3,345	2,161
Set-up of a community garden	-	-	-	-
Projector for Church Hall	-	-	-	-
Other expenditure	1,815	-	1,815	1,256
	<u>5,160</u>	<u>-</u>	<u>5,160</u>	<u>3,418</u>
Total Development and maintenance costs	5,160	-	5,160	3,418
f. Other operating expenses				
Training room expenses	(0)	12,440	12,440	1,600
Warm Hub expenses	0	8,671	8,671	7,797
Total other operating expenses	<u>(0)</u>	<u>21,111</u>	<u>21,111</u>	<u>9,397</u>
Total Resources Used	116,250	43,457	159,707	156,983

PAROCHIAL CHURCH COUNCIL OF READING, ST.MATTHEW
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2024

4 Staff costs

	2024 £	2023 £
Wages and salaries & NI	42,946	44,804
	<u>42,946</u>	<u>44,804</u>

The average number of employees during the year was 2 (2023:3).

Trustees (PCC members) received no remuneration during the year (2023: none).

During the year, 6 trustees (PCC members) were reimbursed expenses amounting to £860 relating to general running costs and meeting expenses. Pads and Kirstie Dolphin were recompensed £1,700, as disclosed in the Clergy - The Ministry expense account (note 3)

	2024 £	2023 £
5 Debtors & Prepayments		
Trade debtors	1,180	1,631
Tax recoverable on gift aids	-	234
Other debtors	1,467	-
Prepayments	972	926
	<u>3,619</u>	<u>2,791</u>

	2024 £	2023 £
6 Creditors		
Trade creditors	558	695
Other creditors	1,537	881
Accruals	1,618	2,429
	<u>3,713</u>	<u>4,005</u>

7 Parish Funds

The movements in funds during the year were:

	Balance £	Incoming £	Outgoing £	Transfer £	Balance £
General Reserve	40,170	119,064	(115,760)	1,259	44,734
7a Designated:					
Children & Music Ministry Fund	686	126		(812)	-
Kidz Church Gift	-	300			300
Dragon Boat Fund		591	(490)	(101)	(0)
Wreath-making event	346			(346)	-
	<u>1,031</u>	<u>1,018</u>	<u>(490)</u>	<u>(1,259)</u>	<u>300</u>
Unrestricted Funds	41,202	120,082	(116,250)	-	45,034
7b Restricted:					
Training Room Fund	6,830	24,600	(19,340)	-	12,090
Jubilee Fund	1,085		(101)	-	984
Warm Hub Fund	18,746	31,384	(24,016)	-	26,113
	<u>26,660</u>	<u>55,984</u>	<u>(43,456)</u>	<u>-</u>	<u>39,187</u>
	<u>67,862</u>	<u>176,066</u>	<u>(159,706)</u>	<u>-</u>	<u>84,221</u>

7a Designated Funds

Children & Music Ministry Fund was used in 2024 to support family and children's ministries in the church. Any unused surplus fund was transferred back to general reserve.

The Kidz Church Gift was for the children's church which is run alongside our Sunday morning service.

The Dragon Boat Fund was for the 2024 annual charity dragon boat race run by the Rotary Club of Pangbourne. The church entered a team and any unused surplus was transferred back to general reserve.

The wreath making was an outreach event and any unused fund was transferred back to general reserve.

7b Restricted Funds

The Training Room Fund was to cover the refurbishment of the committee room into a training room to help in the early stages of mental health in children and adults through cooking. This funds will also cover somme of the wages of an employee and other related training expenses.

The Jubilee Fund was is to cover expenses incurred on families with hardship.

The Warm Hub Fund represents donations received specifically for provision of warm hubs (including staff costs and capital improvement of facilities) for people within the parish who is struggling with keeping their own home warm.

The PCC has a policy of keeping three months running costs in reserve to cover unforeseen circumstances. During 2024 this amounted to £43,060.

Accounts



St. Matthew's Church, Reading

Annual Report

Year Ended 31st December 2023

Registered Charity Number: 1148083



ANNUAL REPORT

Welcome to the Annual Report of the mission and ministry of St. Matthew's Church, Southcote Lane, Reading for the year 2023.

Under the Parochial Church Council (Powers) Measure 1956, the PCC is required to co-operate with the vicar in promoting in the parish the whole mission of the Church - pastoral, evangelistic, social and ecumenical. This report describes how this has been achieved during 2023. Further details of the activities of the PCC and of the various ministry areas of the church can be obtained by contacting those named in each report.

Sections

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Our Vision:

*"...a thriving, growing church at the heart of the parish,
sharing the good news of Jesus Christ and serving the
community."*

Trustees' Report for the 2023 APCM

Membership

Members of the PCC are either ex-officio, elected by the Annual Parochial Church Meeting (APCM) in accordance with the Church Representation Rules, or co-opted onto the PCC.

During the year, the following served as members of the PCC:-

Vicar: The Revd. Pads Dolphin
Associate Minister: The Revd. Kirstie Dolphin
Churchwardens: Jan Ball (also PCC Secretary)
David Horne

Deanery Synod Representatives:

Brian Day
Mary Day

Elected Members:

Nick Burn (also Treasurer)
Gwyneth Rudman
Steve Rudman
Emma Noonan
Erick Nwanshi
Abigail Fryer-Saxby
Simon Beasley

Co-opted Members:

None

Non-Voting Members:

None

The PCC held meetings in January, February, March, April, May, July, September and November.

Standing Committee and Finance Committee

The Standing Committee is the only committee required by law and transacts the business of the PCC between its meetings, subject to any direction given by the council.

If there is an urgent need to approve expenditure which cannot wait for a scheduled meeting, a Standing Committee can be convened to approve up to £500. The Standing Committee consisted of:

- the Vicar (Pads Dolphin)
- the Churchwardens (Jan Ball and David Horne)
- Erick Nwanshi, Emma Noonan, Mary Day

Any approvals made by a Standing Committee must be reported to the next PCC meeting and will be minuted.

The Finance Committee had the following membership:

Pads Dolphin, Nick Burn, Brian Day, Alan Chandler. Most of its business was conducted via email and finance was a standing item on every PCC agenda.

Review of the year

The PCC met 7 times since the last APCM.

The following items were included in the business of the PCC during 2023

- Amy Cadle was appointed as our new Safeguarding Officer.
- A new professional cooker was installed in the Hall kitchen to meet the demands of feeding so many families at the After-School Hub.
- RE Inspired providing RE lessons to Southcote Primary School were restarted for the first time since pre-Covid.
- Nick Burn announced his intention to resign from the Treasurer's role at the end of 2023 and Chisom Umeh, who is a qualified accountant, offered to be our new Treasurer, which the PCC approved.
- With the growth in the After School Hub ministry, and a new vision to provide training for some of the mums in various life skills, the PCC approved Lynn's proposal to increase her working hours from 3 to 5 days, on a temporary basis, funded by one day per week for fundraising, and one day per week for training including the conversion of the old 'Committee Room' into a new training room. The duration of the extra two days was to last as long as funding is raised to support them.
- The PCC approved hiring Liberty Umeh as our new Youth Worker, who started on January 1st 2023. Liberty subsequently resigned toward the end of the year to start a new career job. We all wish her well in her future career.
- The loft above the Parish Office was insulated with great help from Kevin Alderson.
- The PCC approved spending to have the hedges and trees alongside Farrington Walk cut down to a 6ft level; subsequently Simon Beasley did the job voluntarily.
- Following the February General Synod decision to approve new trial liturgy known as Prayers of Love and Faith (PLF), the PCC made the strongest possible protest to the Bishop of Oxford for proposing to overturn 2000 years of the church's teaching and doctrine on marriage. The debates within the Church of England are still continuing around this subject and further decisions are to be made at the July 2024 General Synod.
- The purchase of a new sound mixing desk for the church was approved and the desk was installed.
- New energy contracts were expertly negotiated by Karen Alderson, our Parish Administrator, which are saving us a significant amount of money.

Financial Review

The PCC is responsible for the financial affairs of St. Matthew's Church. Over the last few years voluntary income has reduced (see page 15) whilst costs have increased significantly which has been a challenge for us as a church to meet all our major financial commitments of parish share, salaries and necessary services and utilities. We are very thankful to the generous hearts of the congregation of St Matthew's who continue to give sacrificially towards the mission and ministry of St Matthew's. Below are the figures for the year 2023 compared with the previous two years.

	2021	2022	2023	
	Actual	Actual	Budget	Actual
Voluntary Income	£101,581	£97,724	£102,833	£103,401
Total Income	£113,342	£114,171	£120,897	£158,345
Total Resource Used	£120,389	£125,518	£140,650	£156,983
Net Income	(£7,047)	(£11,347)	(£19,753)	£1,362
Unrestricted General Reserve	£69,129	£66,500	£61,000	£41,202

As the table above shows, our total income for the year was around £38,000 higher than budgeted. This was due almost entirely to a new fundraising initiative to resource the kitchen conversion and training room development to support the After-School hub and proposed training initiative.

Our total expenditure was approximately £16,000 more than budgeted due to spending on fundraising items as well as increased salary costs as we increased Lynn's hours to full time – financed by the fundraising. The overall result of increased income and spending resulted in a net income which was positive for the first time in several years. However, the worrying trend for the future is that the unrestricted general reserve reduced from £66,500 in 2022 to £41,202 at the end of 2023. (see reserve policy below)

Reserve Policy

The PCC has a policy of keeping three months running costs in reserve to cover unforeseen circumstances. We will be hard pressed to meet this goal at the end of 2024 unless we can increase voluntary giving and/or fundraise to support general expenditure items such as energy costs and staff salaries. This is something the PCC will need to address over the coming months.

Basis of Preparation

The accounts have been prepared using the accrual accounting method consistent with last years' accounts.

Health and Safety

A report on health and safety is considered at each PCC meeting. Accident books and First Aid kits are located in both Church and Hall and the First Aid kits are inspected regularly and refilled if necessary.

Safeguarding

A report on safeguarding is considered at each PCC meeting. This takes account of all vulnerable or potentially vulnerable users of our facilities and participants in our activities. A safeguarding agreement is included in the documentation issued to all hall users.

The PCC would like to thank everyone who has worked so hard during the year to help support the mission and ministry of St. Matthews.

Signed on Behalf of the PCC

A handwritten signature in blue ink, reading 'Pads Dolphin', with a horizontal line underneath.

Pads Dolphin, Vicar

Vicar's Report to the Annual Church Meeting – April 2024

I am now writing my 13th Vicar's report to the Annual Church Meeting and wondering how to make it fresh! A vicar's life is one of the most varied on the planet. From the highs of beautiful times of worship to the lows of getting out the drain rods to try and unblock a sewer, there's almost nothing that cannot fall under the remit of being a vicar.

But none of it would be worth doing if it wasn't for you, the people of St Matthew's, whose lives we have shared over the past year, as we journey together with God, doing our best to follow the one who gave his life for us – our Lord and Saviour, Jesus Christ.

One of the perspectives that only a handful of people, at most, see and experience on a week-to-week basis is the aspect of St Matthew's that we are, effectively, two congregations in one church. So here's a few thoughts on each in the hope that you will be enriched by reading about the part that you don't usually attend. And if you are one of the handful who attend both, then you have a double blessing!

The Traditional Congregation

Meets about six times a month – every Wednesday and every other Sunday. The congregation numbers about 25 in total, and since two thirds of you are usually there on a Wednesday it is probably one of the largest midweek CofE services in the town. Everyone knows everyone and no-one goes missing without someone knowing why – or there's a follow up phone call within the hour. You look out for each other in the most wonderful way. This is a pastor's dream. The vicar is always told when he needs to make a visit! Having been dragged to traditional church against my will as a child, and then avoided church for the best part of thirty years, eventually finding faith in a contemporary informal

environment, it took me a few years to really grow to love the traditional worship. But at St Matthew's, I have, and that has deepened particularly since Covid when we moved the Wednesday service out of the chapel and into the church, since when the congregation has grown, and the services are fuller and richer. Two of the qualities I love most about the traditional services are the space and the pace.

Sometimes it takes a while for a person to make their way from their seat to the lectern to read, or sometimes I take the bread and wine to their seat. But there's no hurry. We sit and listen to Taizé music or some instrumental worship tunes before the service and on a Sunday our organist, Andy Stancliffe, plays the organ beautifully as we sing hymns from a wide range of 'eras'. And although the 11.45'ers don't usually get to join in the tea and coffee on a Sunday, every Wednesday we sit down together after the service and enjoy home-made cake thanks to some great bakers in the group, and we deepen our fellowship together – if you haven't been, you don't know what you're missing.

The Informal Congregation

Meets every Sunday at 10am. One key difference with the 10am compared to the traditional service is that you never know who's going to be there! Some have Sunday working commitments, or family commitments which prevent them coming – on the other hand we see many more 'new' people or visitors so there's always an opportunity to meet and greet people you've never seen before.

The 10am services begin with everyone of all ages together for the first part of the worship and a 'Family Time' which engages both children and adults in a short interchange of thoughts, questions and answers which link to an aspect of faith.

One of the things I love most about the informal services is that the leading and preaching is much more widely shared out to a team who all bring different perspectives to the worship and teaching life of the church. This has become more collaborative in recent years as we get together to discern where we feel that the Spirit is leading us to focus on.

After the 'Family Time', we have a combination of prayers, readings and a sermon (and communion twice a month) with more in-depth Bible teaching than we have time for at the traditional services. One of our key aims is to try to create spaces in which the congregation can respond to the leading of the Holy Spirit. In the prayers, this might be through inviting people to pray out loud spontaneously; after the sermon it might be to invite a response; in the sung worship toward the end of the service it might be an offer of prayer ministry to anyone who would like someone to pray with them, one-on-one.

In such a service, the music plays a crucial role in taking people into an encounter with God; the songs tend to be longer than traditional hymns, and yes, more repetitive, but for good reason – just as a Taizé chant allows people to dwell in the presence of God, so the chorus and bridge of many modern worship songs achieve the same thing. And at St Matthew's we are blessed beyond measure with our lovely worship team – and we can even boast a worship leader who has released two albums of her own worship songs in the last couple of years! So if you're a traditional worshipper and you've never been to a 10am service, come along one Sunday and see what we get up to in the informal services.

Kidz Church, Youth and Creche

Although I began by saying that we are two congregations at St Matthew's, in truth we are a few more than that. Whenever a new family comes along to St Matthew's for the first time with primary age children, I can guarantee that if their children go out to join Kidz Church, they will love it, and probably try to drag their parents back to St Matthew's the following week. It is such a joy to see children enjoying church life.

In 2023 we restarted the youth group, and although it's not large, (about 6-10 in total), we regularly have a group meeting on a Sunday morning for which the leadership is shared out among a servant hearted group of leaders and helpers in the absence of a designated youth worker since Liberty had to step down when she started a new career job.

At the beginning of this year, we finally got the creche up and running for the first time since pre-Covid, and although it is an even smaller contingent, we have up to 4 or 5 little-ies who attend the creche from time to time, giving their parents a chance to spend some quality time in church.

In my report I have concentrated on the 'worship life' of St Matthew's in the sense of services of worship. But as most of you know, so much more goes on midweek in our amazing outreach ministries - you can read about those in the other reports enclosed in this annual report, so do please take the time to do that. There is so much good going on at St Matthew's.

Fred Pavitt

By now you will have noticed that I haven't referred to any names in my report (there are too many to start naming!) – but I would like to close with just one. Fred Pavitt. Fred was someone who attended almost everything going on in St Matthew's – both congregations, every prayer meeting he could, all the Holiday Clubs, the midweek groups, and was the most encouraging, faithful presence in the church family for as long as Kirstie and I have been at St Matthew's. When the Lord took him home toward the end of last year, he left a large hole in the lives of ourselves and many others – but he will always remain an inspiration to us as a dear brother in Christ.

Thank you to all of you. I simply say that I love St Matthew's, I am constantly in awe of the generosity of those who give financially to support the work of the church, of the dedication, inspiration and passion that I see in the church family as everyone serves together, and I hope and pray that St Matthew's will go from strength to strength into the future.

With love in Christ,



Revd Pads Dolphin, Vicar of St Matthew's

Report on the Electoral Roll

The Electoral Roll of St Matthew's in 2024 sees us with 87 adult members which one less than that reported at the Annual meeting in 2023. Five people came off the roll and four new members came onto the roll.

Applications for membership of the Electoral Roll can be made at any time during the year and applications forms are available in the Welcome Area. Forms should be completed and handed to a member of the Clergy, to the church office or to me.

Pads Dolphin (in lieu of an electoral roll officer)

Deanery Synod Report

Deanery Synod is a forum where parishes from across Reading can come together to discuss issues and opportunities that transcend our parish boundaries. It is a forum for sharing ideas, addressing common challenges and linking into the wider mission of the Diocese. St Matthew's deanery synod representatives for 2023 were **Brian and Mary Day**.

Report for 2023

There were four meetings during 2023, meeting in different churches in the Deanery. In the March meeting the Area Dean, Revd. Mike Smith spoke about the priorities for 2023-26, those being Green Park, the increase of 6,000 units of accommodation in the town centre and Loddon Reach where 12,000 new residents are expected.

The June meeting saw the Parish Share discussed and the allocation for 2024. A 3% increase would meet the Deanery's current commitments. To afford new ministry in Green Park the increase would need to be 6%. The parishes felt this was unaffordable and in some cases 3% would be a struggle, but this was agreed. St. Matthew's Parish Share for 2024 is £47,556. During the year members heard about various initiatives, successful or otherwise that were happening in the parishes.

There were brief discussions on the approval by the General Synod on the 'Living in Love and Faith' services and further discussions on the impact to parishes will be discussed during 2024.

Mary and Brian Day

Churchwardens' report

Churchwardens – what do we do?

It's a very odd role really. We are ultimately responsible to the Diocese of Oxford, but also answer to the Vicar (Pads). Because the Church of England is tied to the State (sometimes referred to as the 'established' church), the laws of the Church of England are a subset of the Law of the Land. In practical terms, we are keepers of the many!! keys and bear ultimate responsibility for making sure Sunday services happen. Wardens are also accountable for the state of the church buildings and grounds and we are responsible to the Bishop to ensure the Vicar isn't going rogue and preaching heresy – something we don't have to worry about!

How quickly the year flew by, so here is a quick review from our perspective.

The grounds and buildings :-

We have finally managed to get the leaking gutters sorted and some collapsed drains repaired although there are still ongoing issues with a different drain.

A church work party cleared a lot of bushes but thanks must go to Simon Beasley for his continuing work in keeping the grounds looking so well kept and tidy and to Ian and Julie for the upkeep of the sensory garden (gravelled area) in front of the church.

Perhaps the highlight of the year was watching the new cooker entering the kitchen through a hole in the wall ! Many thanks to those involved and particularly Chris for his speedy work in restoring and decorating the kitchen and also the new training room with its eye-catching scripture on the wall.

The Human side :-

2023 was a year of continuing mission and outreach with SouthTots, Streetpastors, the Hub and Winter Warmers and Lynn was busy fundraising to see the conversion of the old committee room into a training room where children and adults could be mentored, especially those with mental health needs. We eagerly look forward to this coming to fruition in 2024.

Sunday services have remained steady in number with Christmas services really reaching out into the community. August saw a wonderful baptism service with so many people sharing their testimonies and we are so grateful to God for the new faces who have joined us this year - May God bless you abundantly.

Our thanks go to all the volunteers who keep things running on a Sunday and throughout the week. Please do consider if there is any way you can help as we are always in need of more hands – and no experience is necessary!

Jan Ball & David Horne

Family & Children's Report including "the HUB"

The hub started in January 2023 in response to the cost-of-living crisis and rising heating bills. We opened the doors every Friday after school to anyone in the community who wished to come along and enjoy good company and a free homemade meal and pudding. The children play football and 'IT' outside whilst others enjoy crafts and games inside with a cuppa. Friendships have been made, several families have attended church and support is being given weekly where it is needed to contacts we have made within the hub.

We collect food weekly from 3 organisations and distribute the food to the families as well as use what we can to keep the food bill down. As you can imagine this takes a great deal of time as does the regular shopping and cooking for 50/60 people on a regular basis every week. Very often I will be on my feet from 9am to 7pm. It's a huge commitment that has seen God's blessing. If you would like to be involved we would love your help. It doesn't have to be every week – any time given would be greatly appreciated.

What would help look like? Coming along and chatting to the families who attend the hub, washing up like Steve Rudman does on a regular basis, collecting shopping for us, making a pudding, helping cook, helping set up or dedicating time to pray while the hub is running.

Over the year we have served up 1733 dinners, averaging around 46 meals a week. We have raised the money to provide us with a catering style kitchen and to turn a storage room into a training room.

Why a training room? This has come about through people at the hub asking how we cook. Once the ball started rolling several parents asked if we would teach youth how to cook and then we were asked if we could help in the early stages of mental health in children through cooking. All of which was confirmed on many occasions but one very special moment was finding a box in the PCC garage containing all we needed to get started. The box had been in the garage for 10 years and inside (among other items) were aprons for both adults and children. God has provided £20,000 through fundraising which has enabled us to convert the committee room into a training room and provide storage facilities elsewhere.

The funds will also pay a wage one day a week and provide enough money to buy all the food for the ministry to run for a year. I have been attending training courses relevant to this role and have much more to do. We are hoping to start cooking and helping children in the summer term. During the adult training sessions we will take an evangelistic approach where those cooking will share testimonies during each session. We are hoping to start training adults in May/June. Each session will be tailor-made to the group/individuals attending. The ministry is going to be very organic (no pun intended) and we trust the Holy Spirit will lead as he has done up to this point. Training sessions will be held when the hall is not being used.

We hope that the new arrangement will suit everyone and you will enjoy more space, better storage and some nice new equipment. The plan is to use the kitchen itself for cooking only while the training room will store all drinks equipment. Please be praying for this new and developing ministry over the coming weeks and months.

Lynn Everett

Children and family worker

RE Inspired report

Started over 20 years ago by teachers and a local minister, it now reaches over 7,000 pupils in various parts of the country enabling Christians from local churches to share their faith with pupils in their neighbouring schools. At its heart it is about being inspired and making Christianity 'come alive' in RE.

The sessions are based on the local authority RE syllabus that each school uses. The sessions are devised by Project Director Julia Jones and her team.

Prior to Covid St. Matthew's had worked with Southcote School for six years. The school were keen to reintroduce the sessions so last November we started again.

We meet each year group during the year and sessions include topics on Baptism, Easter, Christmas, Death and Prayer. These are delivered in various ways through crafts, Godly Play, Hot Seating to name a few.

Apart from Pads we are all volunteers and are always looking for more to join us.

Mary Day

Southtots report

What a fantastic year we've had at Southtots! We have grown as a group way beyond my dreams. Attendance is fantastic, with around 18 children each session, and of those, 14 are the same children every week. We often have a small waiting list for most sessions.

We welcomed Mamta and Sharon onto the team and they join myself, Jane, Julie and Kirstie. The Southtots team are absolutely fantastic and I thank them for their continued service and faithfulness to God's calling of them, through their volunteering at Southtots. We are also incredibly blessed to have Jonathan Thatcher from Greyfriars Church on team, who faithfully comes along every week with his guitar and helps lead our singing, dancing and musical instrument time.

In July we ended the summer term with a Teddy Bears Picnic, and in September we kicked off the new term by celebrating our First Birthday and welcomed the Pop-Up Play Village for a special celebration. Through the conversations we have had with the carers and parents at Southtots we have seen a few families attending church services, and even some grandmas attended the christingle service - without their grandchildren... They loved it!

I give thanks and praise to our awesome God for all He has provided and for your continued prayers for Southtots. And in the words of the Cheeky Pandas...

'Oh wow what a God..

There'll never be another Awesome God!'

Abbie

Creche Report

I am delighted to be writing a creche report as we haven't run a crèche since covid!

A huge thank you to our new creche team Debbie, Julie, Lydia, Mekdes, Cindy and Amy.

We started at the beginning of January, and it was slow to begin with but it's now picking up. Some parents stay in with their children, so it has been quite a social time getting to know children and parents! We would love to grow the team so please consider joining us.

It is such a joy playing and reading to the little ones. You don't need lots of experience you just need to love children.

Kirstie Dolphin - Associate Minister

Winter Warmers Report

I have thoroughly enjoyed being on the Winter Warmers soup lunch team which ran from the beginning of December to the end of March.

We have some wonderful soup makers at St Matthews and as the team eat with the guests each week you don't know what you are missing!

It's been a regular group of about 14 guests each week and I have grown very fond of them all!

A big thank you to Mary, David, Andrea, Sharon, Anne, Julie, Sarah, Barbara, Rose, Sandra, and Alan and of course Pads - our wonderful team of cooks and servers. It's been a joy to work with you and to serve the community together and I know our guests were sad when it came to the end of another season.

Kirstie Dolphin - Associate Minister

Youth Report

Liberty sailed through her Master's degree last summer and is now working full time in London. We knew the time would come when she stepped down from the role of Youth Worker in September.

She has continued to be amazingly supportive and on team once a month, but a time is coming when she will move away from Reading, so please keep praying for a new Youth Worker.

We would all like to thank Liberty so much for being so faithfully committed to our youth. They love her and so do we!

A big thank you too to our wonderful church family who have stepped up to help with the youth – David, Eleanor, Sharon, Sylvia, Jan, and Steve. Pads and I have enjoyed leading some sessions too.

The youth have been very consistent with a core group of 6 coming most weeks. They did a great job with the Easter Day drama and readings.

We would love to do more with them so let's keep praying God provides us with a Youth Worker soon!

Kirstie Dolphin - Associate Minister

Safeguarding Report

Lots to give thanks for!

Our new Parish Safeguarding Officer, Amy Cadle , is in post and has completed her safeguarding leadership training, which is time consuming, so a big welcome and well done Amy!

Karen, our DBS administrator, and verifier, with the support of Lynn and Jan, also a verifier, have continued updating our processes and bringing everyone's DBS certificates up to date which we are very grateful for.

Both Karen and Kirstie have completed the initial training on the 'Parish Dashboard' for the Safeguarding Hub which has been created to support Parishes' Safeguarding and Recruitment Process.

Everyone who works with children, young people or adults at risk should complete the Basic Awareness and Foundation Safeguarding training which is available online through the Oxford Diocese and has to be refreshed every 3 years.

We have been following the Diocese guidance for safer recruitment for staff and volunteers and are very thankful for our new creche and youth volunteers. We still need to complete this process with some of our volunteers and are very grateful for their time, care and commitment.

The PCC also have to complete the Awareness and Foundation Safeguarding training and most of them have now done that.

If you are reading this and thinking I haven't done the training yet here is the link - <https://oxford.anglican.org/safeguarding-training/>

Please let Karen know when you have completed the training.

There have been no incidents or reports which have had to be investigated. We have taken advice from the Diocese Safeguarding team on several occasions and followed due process.

Kirstie is now stepping down as the 'interim' PSO (Parish Safeguarding Officer) and passing the baton to Amy. Please encourage and support Amy in this new role. We are all as the body of Christ responsible for 'safeguarding one another' so any concerns please contact Amy in confidence on safeguarding@st-matts.org.uk

Many thanks

Kirstie Dolphin and Amy Cadle

Statement of Financial Activities – Year ending Dec 31st 2023

PAROCHIAL CHURCH COUNCIL OF READING, ST.MATTHEW

STATEMENT OF FINANCIAL ACTIVITIES

YEAR ENDED 31 DECEMBER 2023

	Notes	Unrestricted Funds £	2023 Restricted Funds £	Total Funds £	2022 Total Funds £
Incoming Resources					
Voluntary Income	2a	94,971	8,430	103,401	97,724
Other Ordinary Income	2b	17,728	-	17,728	14,338
Material income	2c	-	37,216	37,216	2,109
Total Incoming Resources		112,699	45,646	158,345	114,171
Cost of Charitable Activities					
Clergy Expenses	3a	4,668		4,668	3,603
The Church and Services	3b	18,911		18,911	13,938
Other Parish Expenses	3c	56,029	15,992	72,021	58,076
Payments outside the Parish	3d	48,176	392	48,568	47,167
Development and maintenance	3e	3,418	-	3,418	2,733
Other operating expenses	3f	-	9,397	9,397	
Total Resources Expended		131,202	25,781	156,983	125,517
Net Incoming (Outgoing) Resources		(18,503)	19,865	1,362	(11,346)
Transfer between funds		-	-	-	-
Net movements in funds		(18,503)	19,865	1,362	(11,346)
Balances Brought Forward at 1st Jan		59,705	6,795	66,500	77,846
Balances Carried Forward at 31st Dec		41,202	26,660	67,862	66,500

**PAROCHIAL CHURCH COUNCIL OF READING, ST.MATTHEW
AS AT 31 DECEMBER 2023**

	Notes	Unrestricted Funds £	2023 Restricted Funds £	Total Funds £	2022 Total Funds £
Fixed Assets		9,711	4,378	14,089	12,940
CURRENT ASSETS					
Debtors & Prepayments	5	2,791	-	2,791	4,528
Bank & Cash Balances		32,705	22,282	54,987	61,261
		35,496	22,282	57,778	65,789
CREDITORS: amounts falling due within 1 year	6	4,005	-	4,005	12,229
NET CURRENT ASSETS		31,491	22,282	53,773	53,560
NET ASSETS		41,202	26,660	67,862	66,500
PARISH FUNDS	7				
General Reserve		41,202		41,202	59,705
Restricted Funds:					
Training Room Fund		-	6,830	6,830	-
Jubilee Fund			1,084	1,084	1,295
Youth Worker Fund			-	-	5,000
Warm Hub Fund			18,746	18,746	500
Total Parish Funds		41,202	26,660	67,862	66,500

The attached notes form part of these financial statements.

Approved by the PCC on _____ and signed on their behalf by _____

Rev. Pads Dolphin (PCC Chairman)

Ms Chisom Umeh(PCC Treasurer)

PAROCHIAL CHURCH COUNCIL OF READING, ST.MATTHEW
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2023

1. Accounting Policies

1.1 Basis of preparation

The Financial Statements have been prepared in accordance with the Church Accounting Regulations and in accordance with the 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) and with the Charities Act 2011.

The Financial Statements have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant notes to these accounts

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

The accounts have been prepared using the accrual accounting method.

There are no material uncertainties about the PCC's ability to continue, and so the going concern of accounting has been adopted.

The accounts are presented in pound sterling and rounded to the nearest pound.

1.2 Incoming resources

All incoming resources are included in the Statement of Financial Activities when the charity is entitled to the income and the amount can be quantified with reasonable accuracy. The following policies are applied to the particular categories of income:

- Planned giving, collections and similar donations are recognised when received.
- Tax refunds are recognised when the claim to HMRC is submitted.
- Grants and legacies are accounted for when the PCC is entitled to the use of the resources, their ultimate receipt is considered reasonably certain and the amounts due are reliably quantifiable.
- Interest as and when accrued by the payer.

All incoming resources are accounted for gross.

1.3 Resources expended

Expenditure is accounted for on an accrual basis. The diocesan parish share expected to be paid over is accounted for when due. All other expenditure is generally recognised when it is incurred and is accounted for gross.

1.4 Funds accounting

Restricted funds comprise (a) income from endowments which is to be expended only on the restricted purposes intended by the donor and (b) revenue donations or grants for a specific PCC activity intended by the donor. Where these funds have unspent balances, interest on their pooled investment is apportioned to the individual funds on an average balance basis.

Unrestricted funds represent funds of the PCC that are not subject to restrictions regarding their use. Such funds include income funds which are to be spent on the PCC's general purposes and that part of the Legacy Fund which is not restricted by the terms of the individual wills.

Designated funds are general funds set aside by the PCC for use in the future. Project funds are designated for particular projects for administration purposes only. Designated funds remain unrestricted and the PCC will move any surplus to other general funds.

1.5 Fixed assets

Consecrated Land and Buildings and Moveable Church Furnishings

Consecrated and beneficed property is excluded from the accounts by s10 Charities Act 2012. No value is placed on moveable church furnishings held by the church wardens on special trust for the PCC and which require a faculty for disposal since the PCC considers this to be inalienable property. All expenditure incurred during the year on consecrated beneficed buildings and moveable church furnishings, whether maintenance or improvement is written off as expenditure in the Statement of Financial Activities and separately disclosed.

Other Fixtures Fittings and Office Equipment

Low value equipment (less than £1,000) used within church premises is written off in the year of acquisition.

Capitalised electronic equipment used within the church premises is depreciated on a straight-line basis over a period between three and ten years.

1.6 Current assets

Amounts owing to the PCC at the end of each year are shown as debtors subject to provision for amounts that may prove irrecoverable. Bank balances are all short term deposits with the Building Society or at the bank.

PAROCHIAL CHURCH COUNCIL OF READING, ST.MATTHEW
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2023

2. Incoming Resources

	2023			2022
	Unrestricted Funds	Restricted Funds	Total Funds	Total Funds
	£	£	£	£
a. Voluntary Income				
Tax Recoverable on gift aids	14,457	-	14,457	14,424
Planned Giving	68,598	-	68,598	73,733
Collections at Services & Church Programmes	7,934	-	7,934	3,418
Donations	3,981	-	3,981	1,149
Donations - Youth Worker	-	-	-	5,000
Training Room donations	-	8,430	8,430	-
Total Voluntary income	94,971	8,430	103,401	97,724
b. Other Ordinary Income				
Chapel/Church Income	570	-	570	1,090
Church Hall Income	14,210	-	14,210	10,867
Fees collected on behalf of Diocese	1,268	-	1,268	1,212
Fees for PCC	249	-	249	1,014
Ministry	50	-	50	75
Parish Share Rebate	1,381	-	1,381	-
Organists Fees	-	-	-	80
	17,728	-	17,728	14,338
c. Material Income				
Warm Hub Donations	-	37,034	37,034	500
Charitable Donations - Jubilee Fund	-	181	181	1,609
	-	37,216	37,216	2,109
Total Incoming Resources	112,699	45,646	158,345	114,171

PAROCHIAL CHURCH COUNCIL OF READING, ST.MATTHEW
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2023

3 Cost of charitable activities

	2023		2022	
	Unrestricted Costs £	Restricted Costs £	Total Costs £	Total Costs £
a. Clergy Expenses				
The Ministry	4,668	-	4,668	3,603
	4,668	-	4,668	3,603
b. The Church & Services				
Church cleaning	75	-	75	34
Church Flowers	86	-	86	228
Church Yard	302	-	302	32
Electricity	13,857	-	13,857	10,220
Insurance	882	-	882	881
Regular Maintenance Church	1,458	-	1,458	1,449
Upkeep of Services	2,145	-	2,145	1,008
Water Rates Church	106	-	106	87
	18,911	-	18,911	13,938
c. Other Parish Expenses				
Children's Ministry	2,651	-	2,651	1,779
Music Ministry	796	-	796	1,447
Youth Ministry	(207)	-	(207)	30
Lay Staff				
Salaries	29,863	14,941	44,804	32,135
Staff Development	157	-	157	840
Staff IT Facility	451	-	451	56
Personal Expenses of Lay Staff	304	-	304	293
	30,775	14,941	45,716	33,323
Church Hall running costs	11,278	780	12,058	9,255
Mission within the Parish	2,191	-	2,191	3,588
Administration	1,035	-	1,035	741
Affiliations	-	-	-	-
Governance	-	-	-	40
Audit and accountancy fees	25	-	25	-
Bank Fees	-	-	-	24
CLI Licence	861	-	861	821
Depreciation charge	3,228	271	3,500	3,654
Gifts	618	-	618	594
Other Ordinary Parish Expenses	156	-	156	394
Photocopying & Printing Costs	1,619	-	1,619	1,510
Telephone & Broadband	793	-	793	720
TV Licence	159	-	159	159
Payroll costs	50	-	50	-
	8,546	271	8,817	8,656
	56,029	15,992	72,021	58,076
d. Payments Outside the Parish				
Charitable Donations	1,503	392	1,895	814
Fees to Diocese -Payment	733	-	733	644
Parish Share	45,940	-	45,940	45,709
	48,176	392	48,568	47,167

PAROCHIAL CHURCH COUNCIL OF READING, ST.MATTHEW
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2023

3 Cost of charitable activities (cont'd)

	Unrestricted Costs £	2023 Restricted Costs £	Total Costs £	2022 Total Costs £
e. Development and maintenance				
Hall/Garden Maintenance & Redecoration	2,161	-	2,161	878
Set-up of a community garden	-	-	-	1,256
Projector for Church Hall	-	-	-	577
Other expenditure	1,256	-	1,256	22
	<u>3,418</u>	<u>-</u>	<u>3,418</u>	<u>2,733</u>
Total Development and maintenance costs	<u>3,418</u>	<u>-</u>	<u>3,418</u>	<u>2,733</u>
f. Other operating expenses				
Training room expenses	-	1,600	1,600	
Warm Hub expenses	-	7,797	7,797	
Total other operating expenses	<u>-</u>	<u>9,397</u>	<u>9,397</u>	<u>-</u>
Total Resources Used	<u>131,203</u>	<u>25,780</u>	<u>156,983</u>	<u>125,519</u>

PAROCHIAL CHURCH COUNCIL OF READING, ST.MATTHEW
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2023

4 Staff costs

	2023	2022
	£	£
Wages and salaries & NI	44,804	32,135
	<u>44,804</u>	<u>32,135</u>

The average number of employees during the year was 3 (2022:2).

Trustees (PCC members) received no remuneration during the year (2022: none).

During the year 3 trustees (PCC members) were reimbursed expenses amounting to £264.10 relating to general running costs and meeting expenses. Pads and Kirstie Dolphin were recompensed £4,081.20, as disclosed in the Clergy - The Ministry expense account (note 3)

	2023	2022
	£	£
5 Debtors & Prepayments		
Trade debtors	1,631	3,221
Tax recoverable on gift aids	234	446
Other debtors	-	-
Prepayments	926	861
	<u>2,791</u>	<u>4,528</u>

	2023	2022
	£	£
6 Creditors		
Trade creditors	695	2,126
Other creditors	881	6,057
Accruals	2,429	4,046
	<u>4,005</u>	<u>12,229</u>

7 Parish Funds

The movements in funds during the year were:

	Balance Brought Forward	Incoming	Outgoing	Transfer between funds	Balance Carried Forward
	£	£	£	£	£
General Reserve	59,705	108,574	(127,068)	(1,041)	40,170
7a Designated:					
Children & Music Ministry Fund	-	2,040	(1,354)	-	686
Organ Repair/media desk fund	-	1,630	(2,671)	1,041	-
Wreath-making event	-	455	(109)	-	346
	<u>-</u>	<u>4,125</u>	<u>(4,134)</u>	<u>1,041</u>	<u>1,032</u>
Unrestricted Funds	59,705	112,699	(131,202)	-	41,202
7b Restricted:					
Training Room Fund	-	8,430	(1,600)	-	6,830
Jubilee Fund	1,295	181	(392)	-	1,084
Youth Worker Fund	5,000	-	(5,000)	-	-
Warm Hub Fund	500	37,034	(18,789)	-	18,746
	<u>6,795</u>	<u>45,645</u>	<u>(25,780)</u>	<u>-</u>	<u>26,660</u>
	<u>66,500</u>	<u>158,344</u>	<u>(156,982)</u>	<u>-</u>	<u>67,862</u>

PAROCHIAL CHURCH COUNCIL OF READING, ST.MATTHEW
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2023

7a Designated Funds

Children & Music Ministry Fund was used in 2023 to support family and children's ministries in the church.

The Organ repair and media desk fund was to cover the repair of the organ and replacement of the media equipment.

The wreath making was an outreach event.

7b Restricted Funds

The Training Room Fund was to cover the refurbishment of the committee room into a training room to help in the early stages of mental health in children and adults through cooking. This funds will also cover some of the wages of an employee and other related training expenses.

The Jubilee Fund was is to cover expenses incurred on families with hardship

The Youthworker fund represents donations received specifically for the hiring of a youth worker for children minisry within part of the and this was fully utilised in 2023.

The Warm Hub Fund represents donations received specifically for provision of warm hubs (including staff costs and capital improvement of facilities) for people within the parish who is struggling with keeping their own home warm.

The PCC has a policy of keeping three months running costs in reserve to cover unforeseen circumstances. During 2023 this amounted to £35,162.

Independent examiner's report to the Trustees of Parochial Church Council of Reading, St. Matthew

Independent examiner's report to the Trustees of Parochial Church Council of Reading, St. Matthew

This report on the accompanying financial statements of the PCC for the year ended 31 December 2023 is in respect of an examination carried out in accordance with the Church Accounting Regulations 2006 ('the Regulations') and section 145 of the Charities Act 2011 ('the Act').

Respective responsibilities of the trustees and the examiner

The trustees are responsible for the preparation of the accounts; you consider that an audit is not required for this year under section 145(1) of the Act and that an independent examination is needed.

Having satisfied myself that the charity is not subject to audit under charity law and is eligible for independent examination, it is my responsibility to:

- examine the accounts under section 145 of the Act;
- to follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the Act; and
- to state whether particular matters have come to my attention.

Basis of independent examiner's report

My examination was carried out in accordance with the General Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the PCC and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

Independent examiner's statement

In connection with my examination, no matter has come to my attention:

- (1) which gives me reasonable cause to believe that in any material respect the requirements:
 - to keep accounting records in accordance with section 130 of the Act; and
 - to prepare accounts which accord with the accounting records and comply with the requirements of the Act.have not been met; or
- (2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Hooi Cheeseman

Mrs Hooi Cheeseman ACA
28 Bellamy Close
Uxbridge, Middlesex
UB10 8SJ

Date: 15 April 2024

Contact Us

205 Southcote Lane, Reading,
West Berkshire, RG30 3AX

T: 0118 954 7964

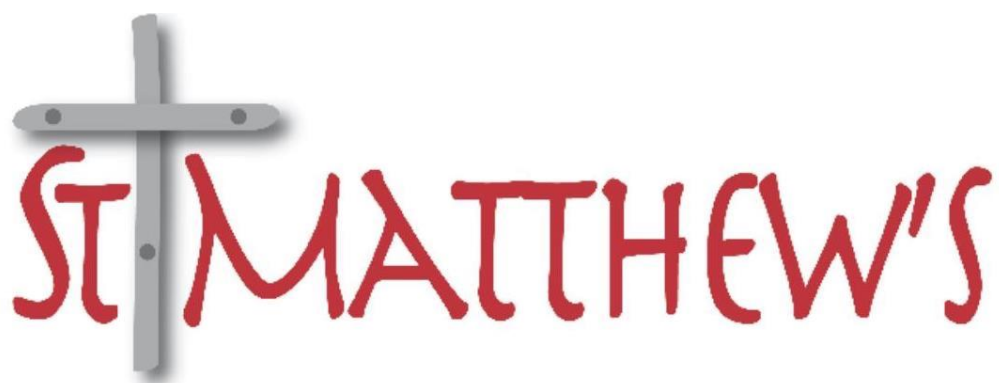
E: hello@st-matts.org.uk

W: www.st-matts.org.uk



DIOCESE OF OXFORD
Berkshire, Buckinghamshire and Oxfordshire

Accounts



St. Matthew's Church, Reading

Annual Report

Year Ended 31st December 2022

Registered Charity Number: 1148083



ANNUAL REPORT

Welcome to the Annual Report of the mission and ministry of St. Matthew's Church, Southcote Lane, Reading.

Under the Parochial Church Council (Powers) Measure 1956, the PCC is required to co-operate with the vicar in promoting in the parish the whole mission of the Church - pastoral, evangelistic, social and ecumenical. This report describes how this has been achieved during 2022. Further details of the activities of the PCC and of the various ministry areas of the church can be obtained by contacting those named in each report.

Sections

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Our Vision:

"...a thriving, growing church at the heart of the parish, sharing the good news of Jesus Christ and serving the community."

Trustees' Report for the 2023 APCM

Membership

Members of the PCC are either ex-officio, elected by the Annual Parochial Church Meeting (APCM) in accordance with the Church Representation Rules, or co-opted onto the PCC.

During the year, the following served as members of the PCC:-

Vicar: The Revd. Pads Dolphin
Associate Minister: The Revd. Kirstie Dolphin
Churchwardens: Jan Ball (also PCC Secretary)
David Horne

Deanery Synod Representatives:

Brian Day
Mary Day

Elected Members:

Nick Burn (also Treasurer)
Gwyneth Rudman
Steve Rudman
Emma Noonan
Erick Nwanshi
Abigail Fryer-Saxby

Co-opted Members:

None

Non-Voting Members:

None

The PCC held meetings in February, April, July, October and November in 2022.

Standing Committee and Finance Committee

The Standing Committee is the only committee required by law and transacts the business of the PCC between its meetings, subject to any direction given by the council.

If there is an urgent need to approve expenditure which cannot wait for a scheduled meeting, a Standing Committee can be convened to approve up to £500. The Standing Committee consisted of:

- the Vicar (Pads Dolphin)
- the Churchwardens (Jan Ball and David Horne)
- Erick Nwanshi, Emma Noonan, Mary Day

Any approvals made by a Standing Committee must be reported to the next PCC meeting and will be minuted.

The Finance Committee had the following membership:

Pads Dolphin, Nick Burn, Brian Day, Alan Chandler. Most of its business was conducted via email and finance was a standing item on every PCC agenda.

Review of the year

The PCC met 7 times since the last APCM.

The following items were included in the business of the PCC during 2022

- A prayer and vision day was planned and took place on 12th March.
- A number of new outreach initiatives were started up during the year inspired by the main message of the Prayer and Vision Day “Get out there!”
 - Southcote Community Street Pastors started on July 1st
 - SouthTots baby and toddler group started on September 9th
 - Winter Warmers on a Friday lunchtime started on November 4th
 - The After-School Warm Hub started on January 20th 2023
- The payroll responsibility was moved from the Parish Administrator to Treasurer.
- The Family and Children’s worker role returned to 3 days/week at the end of the year (from a temporary extension to 4 days).
- A new Youth Worker, Liberty Umeh, was hired to start in January 2023.
- An Energy Audit was carried out by experts contracted by the Oxford Diocese.
- A series of Lent Central groups were run which saw many people learning about:
 - Sharing our faith
 - Hearing from God
 - A Bible overview
- A tap-and-go card machine was re-established in the church to aid giving.
- One Sunday, 23rd October, was dedicated to ‘Giving’ in response to a fall off in voluntary income.
- The PCC approved investment in a new ‘sensory’ garden at the front of the church.

Financial Review

The PCC is responsible for the financial affairs of St. Matthew's Church. The reduction in the number of people attending St Matthew’s in the months after the COVID pandemic has been a challenge for us as a church to meet all our major financial commitments of parish share, salaries and necessary services and utilities, especially in the light of increasing energy costs. We are very thankful to the generous hearts of the congregation of St Matthew’s who kept us afloat during difficult times. Below are the figures for the year 2022 compared with the previous two years.

	2020	2021	2022	
	Actual	Actual	Budget	Actual
Voluntary Income	£108,167	£101,581	£108,400	£97,724
Total Income	£120,234	£113,342	£125,030	£114,171
Total Resource Used	£112,962	£120,389	£138,076	£125,518
Net Income	£7,362	(£7,047)	(£13,046)	(£11,347)
Unrestricted General Reserve	£68,874	£69,129	£56,083	£66,500

As the table above shows, our income for the year was around £10,500 lower than budgeted, primarily due to lower voluntary and hall income. Despite this, the majority of planned giving from members of our church family continued, proving to be a huge source of stability for us throughout the year. We were able to pay our full Parish Share.

Our expenditure was approximately £12,500 less than budgeted due to reduced salary costs as we had no youth worker which had been budgeted. We finished the year with a deficit of £11,347 compared to a budgeted deficit of £13,046.

Reserve Policy

The PCC has a policy of keeping three months running costs in reserve to cover unforeseen circumstances. We expect to be able to operate within this policy during 2023. The unrestricted general reserve at 31 December 2022 was £66,500.

Basis of Preparation

The accounts have been prepared using the accrual accounting method consistent with last years' accounts.

Health and Safety

A report on health and safety is considered at each PCC meeting. Accident books and First Aid kits are located in both Church and Hall and the First Aid kits are inspected regularly and refilled if necessary.

Safeguarding

A report on safeguarding is considered at each PCC meeting. This takes account of all vulnerable or potentially vulnerable users of our facilities and participants in our activities. A safeguarding agreement is included in the documentation issued to all hall users.

The PCC would like to thank everyone who has worked so hard during the year to help support the mission and ministry of St. Matthews.

Signed on Behalf of the PCC

A handwritten signature in blue ink, reading 'Pads Dolphin', with a horizontal line underneath.

Pads Dolphin, Vicar

Vicar's Report to the Annual Church Meeting – April 2023

As I look back on the year 2022, I am reminded how little we know about the future. If someone had told me in the summer of 2021 that next year we would see war break out in Europe, the death of the Queen, and a spate of three different prime ministers in the course of a few months, I probably would have dismissed their thoughts as wild speculation.

But it's also true that if someone had told me that the following year we would start up no less than four new outreach initiatives at St Matthew's in 2022, I might have been quite doubtful too. The good news is, we have a God who knows the end from the beginning and he has told us that it ends well. So I am hugely encouraged by all that has taken place over the last 12 months and want to start by giving thanks to God for everything he has done, and everything he has given us.

Prayer

It is a well understood principle that almost anything that we do of any value for the Kingdom of God begins in prayer and Kirstie and I have both been encouraged by the prayerful hearts of our St Matthew's church family over the year. Prayer begins each week with the whole church family praying and worshipping together on a Sunday morning and being sent into the week nourished on the word of God and the bread and wine of communion. And then, in addition to our daily personal devotions, the church family met on Monday mornings and Monday evenings, on Tuesday afternoons, Wednesday mornings for Holy Communion, some met in homegroups on Tuesday and Wednesday evenings, and in March 2022 we held a well-attended Prayer and Vision Day to seek God's heart for the way forward, the outcome of which could best be summed up by the words "Get out there!" based on Isaiah 58. And out we went!

Outreach

This led on to the first of four new outreach initiatives, '**Southcote Community Street Pastors**', with a team being trained up and sent out from July 1st to patrol the streets of the parish to be good news and bring good news to the people of Southcote. This has been received hugely positively by the local community.



The first Street Pastor Patrol in Southcote

Then in September, championed and led by Abbie, a new baby and toddler group was started up in the church hall called **'SouthTots'** – reaching out to parents of young children who do not normally connect with church. One of the early attenders at Southtots is now a regular attender at church on Sundays.

As we looked forward to autumn with colder weather and rising energy bills, Kirstie felt called to start up a warm hub at lunchtime, with soup and bread, called **'Winter Warmers'** which started on 4th November and provided a place for some vulnerable people, some lonely, and some with mental health problems who found a warm and friendly community.



Winter Warmers in the Church Hall

As Winter came on and Christmas approached, Lynn felt that this warm welcome should be extended to families, including those who were struggling with energy and food bills, and on January 20th 2023 the **'After-School Warm Hub'** was started with some 75 adults and children coming from after-school to enjoy a warm welcome, activities, games, and a hot meal. This has connected several new families with church life, and we expect that the ongoing fund raising for the work will enable us to update our kitchen and our cooker so that we can be much more involved in feeding the community into the future.



One successful funding bid – thank you to the John Sykes foundation!

Although I have talked about four new outreach initiatives, in truth there is a fifth – and it was the first one to launch – in the shape of the **‘Sensory Garden’** – the vision of Ian and Julie Bullock particularly, which transformed the front of the church and provided a peaceful place to sit and pray or chat – and was used through the summer by both church family and people in the community. As the weather warms up again we look forward to that space being used to bless many others.



The new ‘Sensory Garden’ soon after it was created early in 2022.

Readifood and Torch – a helping hand from local churches

Although not specifically St Matthew’s outreaches, I would like to say a big THANK YOU to those – especially Anne Bingham and Erick Nwanshi - who have volunteered in the communities around Reading through Torch, blessing a huge number of people in need and to all those who have given to or volunteered with Readifood, the food bank.

Serving

The church absolutely depends upon members of the church family stepping up to serve in a whole variety of different ways the ministries and mission of the church – without which there simply would not be any. Although we still need more people to be serving in every area of church life, I give thanks to God for those who have stepped forward in the last year to join one of the teams to serve on Welcome, Tea and Coffee, AV, PA, Youth team, Children’s team, our outreach initiatives, looking after the church grounds (thank you, Simon!), and for the Candles for Ukraine (thank you Jane) and for many others who I will no doubt have missed out!

Worship

I would like to say a special thanks to **Emma and Martin** for their tireless and inspired service in leading the music and sung worship at St Matthew's. The team is smaller than it has been in previous years and so please do be praying for more musicians and singers to step forward and join the team. I know they would welcome some fresh faces on the worship team – so don't be shy – if you have a gift in that department, step forward!

We have also enjoyed a new organist, Andy Stancliffe, playing the organ for us at the 11.45am services which greatly enriches our traditional worship and all of us in church have been blessed by the beautiful flower arrangers who bring a wonderful sense of God's good creation to the services.

I want to especially thank all those who have given hugely of their time and resources to both the life of the church, and also to those in need in the community. There are many people who's lives over the last two years would have been so much more painful, so much more lonely, so much more hopeless – without the people of St Matthew's loving their brothers and sisters in Christ as well as their neighbour.

My special thanks goes to Jan Ball and David Horne, my churchwardens, to Lynn, our Family and Children's worker, to Karen, our Parish Administrator, to Liberty, our new Youth Worker, the members of the PCC and to everyone who serves or belongs to the church family at St Matthew's. It is a privilege to journey with you on the Way of Jesus.

With love in Christ,

Pads

A handwritten signature in blue ink that reads "Pads". The signature is written in a cursive, flowing style with a long horizontal flourish at the end.

Revd Pads Dolphin, Vicar of St Matthew's

Report on the Electoral Roll

The Electoral Roll of St Matthew's in 2023 sees us with 88 adult members which is the same as that reported at the Annual meeting in 2022. Eight people came off the roll and eight new members came onto the roll leaving the number unchanged.

Applications for membership of the Electoral Roll can be made at any time during the year and applications forms are available in the Welcome Area. Forms should be completed and handed to a member of the Clergy, to the church office or to me.

Pads Dolphin (in lieu of an electoral roll officer)

Deanery Synod Report

Deanery Synod is a forum where parishes from across Reading can come together to discuss issues and opportunities that transcend our parish boundaries. It is a forum for sharing ideas, addressing common challenges and linking into the wider mission of the Diocese.

St Matthew's deanery synod representatives for 2022 were **Brian and Mary Day**.

Report for 2022

Reading Deanery Synod entered the post-Covid new normal in 2022. Meetings took place in person, but were also hybrid meetings, so that those who were unable to attend in person (for example testing positive for Covid) could attend remotely.

There is now an Area Dean, Mike Smith of Caversham Thameside, and Reading Deanery Synod now has a Secretary.

March Meeting

The first meeting of the year was held at St Barnabas Church.

Synod heard about the Greyfriars Atrium development, and had a presentation about PACT (Parents and Children Together), a Reading-based charity mainly focused on helping the adoption process including providing ongoing care and support to adoptive children and their (new) family.

Members of the Parish Share Committee were elected.

June Meeting

The second meeting was held at St Peter's Earley Church hall.

Synod heard about the large number of Hong Kong refugees now attending Southlake St James Church. There was also a presentation about ECO Churches – churches were advocated to join this initiative.

Deanery Synod then passed the following motion:

“Reading Deanery Synod a) propose that all reasonable steps are taken to influence HM Government to amend planning regulations so that there is a presumption of permission for the installation of solar panels on the roofs of churches, and facilitate the installation of heat pumps, even if the churches are listed buildings; and b) propose that Oxford Diocesan Synod pass a motion to support this proposal, and refer this motion to General Synod.”

“Reading Deanery Share 2023 Principles” were approved, and the 2023 Parish Share Scheme was approved.

November Meeting

There was a presentation about Citizens UK. It was agreed that Reading Deanery Synod would join Citizens UK as an umbrella organisation for churches in the Deanery, the membership fee would be paid from the Reading Deanery MAP Fund.

The 2023 Parish Shares were ratified at the same level as had been presented to the June Synod Meeting – Diocesan Synod had agreed that LLMs and SSMS could claim the Diocesan portion of fees for Services they take after Deanery Synod had finalised its Parish Share Scheme, but there was sufficient headroom not to increase the proposed Parish Shares.

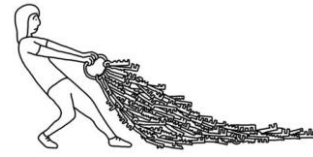
There was a presentation about REinspired (which was originally set up by Churches Together in Earley and East Reading (CTEER)).

Churches had been asked to complete Cost of Energy Crisis Questionnaires and the analysis would be used to inform strategy at a higher level.

The Solar Panel Proposal is to be discussed at Diocesan Synod in March 2023, and it may be necessary to amend the motion to gain more support and Deanery Synod authorised the Lay Chair to negotiate a new motion for this purpose.

Mark Burton (Chair, Deanery Synod)

Churchwardens' report



Churchwardens – what do we do?

It's a very odd role really. We are ultimately responsible to the Diocese of Oxford, but also answer to the Vicar (Pads). Because the Church of England is tied to the State (sometimes referred to as the 'established' church), the laws of the Church of England are a subset of the Law of the Land. In practical terms, we are keepers of the many!! keys and bear ultimate responsibility for making sure Sunday services happen. Wardens are also accountable for the state of the church buildings and grounds. We are also responsible to the Bishop to ensure the Vicar isn't going rogue and preaching heresy – something we don't have to worry about! 😊

Sunday Worship

We are grateful that the Covid issues seem to have resolved and that normal services were able to resume. Phew!

Sadly, some people never returned post-Covid, and at one stage the 10am service dwindled to an attendance as low as a couple of dozen people. It was the 11.45am service which came back in numbers first and since then it's been terrific to see 10am numbers pick up as well, partly because people have felt safe to return, but it's been an absolute pleasure to see a lot of new faces in the congregation. Welcome to St Matthews!

Reaching out

2022 has been an extraordinary year in terms of outreach (and in-reach) initiatives.

- **Pads** initiated a ground-breaking 'local Street Pastor' patrols which we'll let him explain in more detail.
- **Liberty** has been appointed to run Youth work, which we're thrilled about.
- **Kirstie** started a Warm Hub and soup venture on Friday lunchtimes
- Also on Friday, **Abbie's** brand new 'Southtots' outreach precedes the Warm Hub.
- Last and not least, the New Year 2023 saw the Warm Hub extended to young families – now known as the 'Church Hub' to local families. **Lynn** organises and cooks tea for 40-60 adults and children – an amazing effort!

We think this is quite phenomenal within a relatively small church like ours, and we are grateful to God for it all – outreach had been the subject of much prayer during Covid times, and it's hard not to see these activities as answered prayer.

The Church Property

2022 and early 2023 have been very busy in buildings terms.

- Guttering issues recurred at the top of the main church building near to the main entrance. Unfortunately, earlier repairs failed, and we are currently investigating alternatives.
- The church frontage now has a gravelled area with Mediterranean planting and pots, thanks to **Ian, Julie** and helpers. It certainly looks attractive, and the two benches placed within it proved popular with local youth. Unfortunately, the benches were eventually abused and have been stored for winter, hopefully soon to return.
- We had to deal with a wasp nest in the Hall roof.
- We also hosted an Energy Audit in 2022. Thanks to **Karen and Kevin Alderson** who did a lot of the preparatory number crunching. Heating costs have become astronomical. The principal recommendation of new air-source heat pumps for the Church building are estimated at £31,500 with an estimated payback period of 5.5 years. This is unaffordable in the absence of a large grant – Diocesan grants offer under 1% of this cost.
- And, we had our (delayed) Quinquennial inspection – a 5-yearly assessment of St Matthew's buildings and grounds by an approved architect. No major issues!
- During early 2023 all the electrical equipment has been PAT tested. Also, **Simon Beasley** has heroically taken down the trees and shrubs adjacent to Farringdon Walk to 6ft, and the same for the beech hedge separating the church from vicarage grounds.

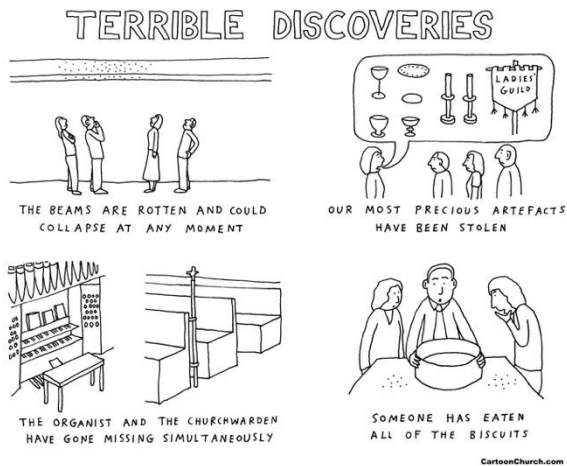
Looking forwards

As ever, we are always looking for volunteers – on whom we are totally dependent! People come and go, take breaks from old duties and there are always opportunities. We want to thank everyone who contributes.

Aspects of church life that we would love to have help with include:

- Welcome team
- After-church coffee team
- Intercessions
- Kidz Church and future Creche
- Street Pastors
- Volunteers to mix and mingle in the Friday after-school hub

So, if you think you might be able to offer to serve in any of these areas please speak to one of us or Pads, Kirstie, Lynn or Karen. Willing hearts are the main qualification!



Jan Ball & David Horne

Family & Children's Report

Kidz church is going well with a team who are happy to help teach and run sessions. Numbers of children attending vary from 9 - 24 but the team all manage very well. Holiday clubs are back up and running with approx 100 children attending. It's a much more manageable number and we love the time we spend with the children teaching the word of God and worshipping with them.

We have several outreach events throughout the year to touch base with the community. All are well received. Our senior lunches have been well attended with approx 50 elderly attending each one. We started a warm hub for families after school on Fridays in January and it has been very well attended and greatly appreciated. We are having lots of fruitful conversations with those who come along and are able to pastorally support several of them. This does mean we have had to lay down the senior lunch as the need is greater for the warm hub. There is very little in the community for families which is why we have made this decision.

I continue to help many people pastorally which is a blessing to me and hopefully them.

In March of this year I've been given 2 extra days for 3 months to get our kitchen up to the standards needed to pass environmental health checks. I'm also looking at purchasing a new cooker and making some changes in the hall. I'm really enjoying having something new to focus on and organise.

2022 was one of my hardest years at St Matthews for many reasons. 2023 has been a very positive start to the year and I am feeling really encouraged. We have some amazing ministries taking place in St Matthews and it's a blessing to be part of that.

Lynn Everett

Children and family worker

Youth Report

I began Youth work in January 2023. This is a role that was completely new to me, but one I was super excited for. I looked forward to knowing the youth better, as well as creating a comfortable space where they can build relationships with each other. Alongside myself, I have a team of three other young people. They would help me run Sunday mornings and the youth social events.

Sunday mornings are usually split into two halves. We start off with toast and hot chocolate in the Church vicarage. We catch up on the past week, school and other things they have been up to. Usually, they tell me how great or not so great their week has been. The second part of the morning is our teaching space. We get comfortable in the living room ready for a discussion around a certain topic. Over the past months we have had teaching centred around transformed lives in the Bible, identity and suffering. My aim was to slowly unpack these topics, revealing what the Bible says about them and what it looks like to apply these teachings to our everyday life. I try and do this in a relevant way, thinking about the things teenagers go through today. I sometimes talk about my own experience too.

Over the months I have been really encouraged to see the teenagers contribute more and feel safe to ask all their questions. We have had a range of teens, some who grew up in Christian households knowing about Jesus and some who know nothing. Finding that balance of providing something for everyone needed navigating but for the most part I believe it has worked well. Each week I am really encouraged by them. They are super fun, (extremely talkative and may need a little reining in at times), but they are great teenagers, and I am excited to watch them grow.

At the end of April, we had our first social event. This was a time of playing games and eating pizza. It was great to hang out with them in a relaxed setting and this is something we plan to do every month.

Liberty Umeh
Youth Worker

Safeguarding Report

A huge thank you to Karen and Lynn who have worked hard updating our processes and bringing everyone's DBS certificates up to date. The rules have recently changed, and the DBS certificate now has to be renewed every 3 years instead of 5.

Everyone who works with children, young people or adults at risk should complete the Basic Awareness and Foundation Safeguarding Training which is available online through the Oxford Diocese website and that has to be refreshed every 3 years. Leaders have to do an additional leadership module which can be booked through the Diocese website.

Liberty, our youth worker, has completed her leadership safeguarding training. We are still in the process of checking and training our youth helpers.

We are following the Diocesan guidance for safer recruitment for staff and volunteers and are very thankful for our ever increasing team!

I am still the 'interim' PSO (Parish Safeguarding Officer) while we look to find a replacement as the Diocese have said it is not good practice for the vicar's wife to hold this position! **If you are reading this and would like to know more about this role please let me know.**

Karen is the DBS administrator and verifier along with Jan Ball, so it's a team effort.

There have been no incidents or reports which have had to be investigated. We have taken advice from the Diocese Safeguarding team on several occasions, but no further action has been necessary.

Kirstie Dolphin PSO

Statement of Financial Activities – Year ending Dec 31st 2021

PAROCHIAL CHURCH COUNCIL OF READING, ST.MATTHEW STATEMENT OF FINANCIAL ACTIVITIES YEAR ENDED 31 DECEMBER 2022

	Notes	Unrestricted Funds £	2022 Restricted Funds £	Total Funds £	2021 Total Funds £ (revised)
Incoming Resources					
Voluntary Income	2a	92,724	5,000	97,724	101,581
Other Ordinary Income	2b	14,338	-	14,338	11,451
Material income	2c	-	2,109	2,109	310
Total Incoming Resources		107,062	7,109	114,171	113,342
Cost of Charitable Activities					
Clergy Expenses	3a	3,603		3,603	2,339
The Church and Services	3b	13,938		13,938	16,577
Other Parish Expenses	3c	58,076	-	58,076	43,091
Payments outside the Parish	3d	46,854	314	47,168	47,640
Development and maintenance	3e	2,674	59	2,733	2,084
Total Resources Expended		125,145	373	125,518	111,731
Net Incoming (Outgoing) Resources		(18,083)	6,736	(11,347)	1,611
Transfer between funds		-	-	-	-
Net movements in funds		(18,083)	6,736	(11,347)	1,611
Balances Brought Forward at 1st Jan		77,788	59	77,847	76,236
Balances Carried Forward at 31st Dec		59,705	6,795	66,500	77,847

**PAROCHIAL CHURCH COUNCIL OF READING, ST.MATTHEW
AS AT 31 DECEMBER 2022**

	Notes	Unrestricted Funds £	2022 Restricted Funds £	Total Funds £	2021 Total Funds £ (revised)
Fixed Assets		12,940		12,940	13,898
CURRENT ASSETS					
Debtors & Prepayments	5	4,528	-	4,528	3,401
Bank & Cash Balances		54,458	6,795	61,253	64,849
		58,986	6,795	65,781	68,250
CREDITORS: amounts falling due within 1 year	6	12,221	-	12,221	4,301
NET CURRENT ASSETS		46,765	6,795	53,560	63,949
NET ASSETS		59,705	6,795	66,500	77,847
PARISH FUNDS	7				
General Reserve	7a	59,705		59,705	77,788
Restricted Funds:	7b				
Development & Maintenance Fund		-	-	-	59
Jubilee Fund			1,295	1,295	
Youth Worker Fund			5,000	5,000	
Warm Hub Fund			500	500	
Total Parish Funds		59,705	6,795	66,500	77,847

The attached notes form part of these financial statements.

Approved by the PCC on 17th April 2023 and signed on their behalf by



Rev. Pads Dolphin (PCC
Chairman)



Mr Nick Burn
(Treasurer)

PAROCHIAL CHURCH COUNCIL OF READING, ST.MATTHEW
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2022

1. Accounting Policies

1.1 Basis of preparation

The Financial Statements have been prepared in accordance with the Church Accounting Regulations and 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) and with the Charities Act 2011.

The Financial Statements have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant notes to these accounts

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

The accounts have been prepared using the accrual accounting method.

There are no material uncertainties about the PCC's ability to continue, and so the going concern of accounting has been adopted.

The accounts are presented in pound sterling and rounded to the nearest pound.

1.2 Incoming resources

All incoming resources are included in the Statement of Financial Activities when the charity is entitled to the income and the amount can be quantified with reasonable accuracy. The following policies are applied to the particular categories of income:

- Planned giving, collections and similar donations are recognised when received.
- Tax refunds are recognised when the claim to HMRC is submitted.
- Grants and legacies are accounted for when the PCC is entitled to the use of the resources, their ultimate receipt is considered reasonably certain and the amounts due are reliably quantifiable.
- Interest as and when accrued by the payer.

All incoming resources are accounted for gross.

1.3 Resources expended

Expenditure is accounted for on an accrual basis. The diocesan parish share expected to be paid over is accounted for when due. All other expenditure is generally recognised when it is incurred and is accounted for gross.

1.4 Funds accounting

Restricted funds comprise (a) income from endowments which is to be expended only on the restricted purposes intended by the donor and (b) revenue donations or grants for a specific PCC activity intended by the donor. Where these funds have unspent balances, interest on their pooled investment is apportioned to the individual funds on an average balance basis.

Unrestricted funds represent funds of the PCC that are not subject to restrictions regarding their use. Such funds include income funds which are to be spent on the PCC's general purposes and that part of the Legacy Fund which is not restricted by the terms of the individual wills.

Designated funds are general funds set aside by the PCC for use in the future. Project funds are designated for particular projects for administration purposes only. Designated funds remain unrestricted and the PCC will move any surplus to other general funds.

1.5 Fixed assets

Consecrated Land and Buildings and Moveable Church Furnishings

Consecrated and beneficed property is excluded from the accounts by s10 Charities Act 2012. No value is placed on moveable church furnishings held by the church wardens on special trust for the PCC and which require a faculty for disposal since the PCC considers this to be inalienable property. All expenditure incurred during the year on consecrated beneficed buildings and moveable church furnishings, whether maintenance or improvement is written off as expenditure in the Statement of Financial Activities and separately disclosed.

Other Fixtures Fittings and Office Equipment

Low value equipment (less than £1,000) used within church premises is written off in the year of acquisition.

Capitalised electronic equipment used within the church premises is depreciated on a straight-line basis over a period between three and ten years.

1.6 Current assets

Amounts owing to the PCC at the end of each year are shown as debtors subject to provision for amounts that may prove irrecoverable. Bank balances are all short term deposits with the Building Society or at the bank.

PAROCHIAL CHURCH COUNCIL OF READING, ST.MATTHEW
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2022

2. Incoming Resources

	Unrestricted Funds £	2022 Restricted Funds £	Total Funds £	2021 Total Funds £
a. Voluntary Income				
Tax Recoverable on gift aids	14,424	-	14,424	17,773
Planned Giving	73,733	-	73,733	81,968
Collections at Services & Church Programmes	3,418	-	3,418	1,771
Donations	1,149	-	1,149	-
Donations - Youth Worker	-	5,000	5,000	-
Southcote Alive Donations	-	-	-	70
Total Voluntary income	92,724	5,000	97,724	101,581
b. Other Ordinary Income				
Chapel/Church Income	1,090	-	1,090	801
Church Hall Income	10,867	-	10,867	5,378
Fees collected on behalf of Diocese	1,212	-	1,212	1,194
Fees for PCC	1,014	-	1,014	184
Ministry	75	-	75	150
Parish Share Rebate and insurance claim	-	-	-	3,745
Organists Fees	80	-	80	-
	14,338	-	14,338	11,451
c. Material Income				
Others	-	-	-	110
Warm Hub Donations	-	500	500	-
Coronavirus Job Retention Grant	-	-	-	200
Charitable Donations - Jubilee Fund	-	1,609	1,609	-
	-	2,109	2,109	310
Total Incoming Resources	107,062	7,109	114,171	113,342

PAROCHIAL CHURCH COUNCIL OF READING, ST.MATTHEW
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2022

3 Cost of charitable activities

	Unrestricted Costs £	2022 Restricted Costs £	Total Costs £	2021 Total Costs £
a. Clergy Expenses				
The Ministry	3,603	-	3,603	2,339
	3,603	-	3,603	2,339
b. The Church & Services				
Church cleaning	34	-	34	711
Church Flowers	228	-	228	173
Church Yard	32	-	32	-
Electricity	10,220	-	10,220	10,708
Insurance	881	-	881	758
Regular Maintenance Church	1,449	-	1,449	2,665
Upkeep of Services	1,008	-	1,008	1,497
Water Rates Church	87	-	87	65
	13,938	-	13,938	16,577
c. Other Parish Expenses				
Children's Ministry	1,779	-	1,779	499
Music Ministry	1,447	-	1,447	698
Youth Ministry	30	-	30	-
Lay Staff				
Salaries	32,135	-	32,135	25,400
Staff Development	840	-	840	97
Staff IT Facility	56	-	56	103
Personal Expenses of Lay Staff	293	-	293	-
	33,323	-	33,323	25,599
Church Hall running costs	9,255	-	9,255	5,343
Mission within the Parish	3,588	-	3,588	4,253
Other Parish Expenditure				
Administration	741	-	741	543
Affiliations	-	-	-	45
Audit and accountancy fees	40	-	40	68
Bank Fees	24	-	24	66
CLI Licence	821	-	821	746
Depreciation charge	3,654	-	3,654	2,219
Gifts	594	-	594	168
Other Ordinary Parish Expenses	394	-	394	-
Photocopying & Printing Costs	1,510	-	1,510	206
Telephone & Broadband	720	-	720	1,787
TV Licence	159	-	159	850
	8,656	-	8,656	6,699
	58,076	-	58,076	43,091
d. Payments Outside the Parish				
Charitable Donations	500	314	814	200
Fees to Diocese -Payment	644	-	644	1,731
Parish Share	45,709	-	45,709	45,709
	46,853	314	47,167	47,640

PAROCHIAL CHURCH COUNCIL OF READING, ST.MATTHEW
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2022

3 Cost of charitable activities (cont'd)

	Unrestricted Costs £	2022 Restricted Costs £	Total Costs £	2021 Total Costs £
e. Development and maintenance				
Hall/Garden Maintenance & Redecoration	819	59	878	1,605
Set-up of a community garden	1,256	-	1,256	-
Projector for Church Hall	577	-	577	-
Other expenditure	22	-	22	479
	<u>2,674</u>	<u>59</u>	<u>2,733</u>	<u>2,084</u>
Total Development and maintenance costs	2,674	59	2,733	2,084
Total Resources Used	125,144	373	125,517	111,731

PAROCHIAL CHURCH COUNCIL OF READING, ST.MATTHEW
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2022

4 Staff costs

	2022	2021
	£	£
Wages and salaries & NI	32,135	25,400
	<u>32,135</u>	<u>25,400</u>

The average number of employees during the year was 2 (2021:1).

Trustees (PCC members) received no remuneration during the year (2021: none).

During the year 3 trustees (PCC members) were reimbursed expenses amounting to £956 relating to general running costs and meeting expenses. Pads and Kirstie Dolphin were recompensed £3,603, as disclosed in the Clergy - The Ministry expense account (note 3)

	2022	2021
	£	£
5 Debtors & Prepayments		
Trade debtors	3,221	151
Tax recoverable on gift aids	446	469
Other debtors	-	1,960
Prepayments	861	821
	<u>4,528</u>	<u>3,401</u>

	2022	2021
	£	£
6 Creditors		
Trade creditors	8,174	1,703
Other creditors	2	355
Accruals	4,046	2,243
	<u>12,221</u>	<u>4,301</u>

7 Parish Funds

The movements in funds during the year were:

	Balance Brought Forward	Incoming	Outgoing	Balance Carried Forward
	£	£	£	£
7a General Reserve	77,788	107,062	(125,145)	59,705
7b Restricted:				
Development & Maintenance Fund	59	-	(59)	-
Jubilee Fund	-	1,609	(314)	1,295
Youth Worker Fund	-	5,000		5,000
Warm Hub Fund	-	500		500
	<u>59</u>	<u>7,109</u>	<u>(373)</u>	<u>6,795</u>
	<u>77,847</u>	<u>114,171</u>	<u>(125,518)</u>	<u>66,500</u>

The Development & Maintenance Fund is to cover development and maintenance expenses in the church. Children & Music Ministry Fund is to cover Time For You, a family's ministry in the church. The surplus fund was transferred to the general fund during the year

The Jubilee Fund was is to cover expenses incurred on families with hardship

The Youthworker fund represents donations received specifically for the hiring of a youth worker for children ministry within part of the parish.

The Warm Hub Fund represents donations received specifically for provision of warm hubs (including staff costs and capital improvement of facilities) for people within the parish who is struggling with keeping their own home warm.

The PCC has a policy of keeping three months running costs in reserve to cover unforeseen circumstances. During 2022 this amounted to £30,882.

Independent examiner's report to the Trustees of Parochial Church Council of Reading, St. Matthew

Independent examiner's report to the Trustees of Parochial Church Council of Reading, St. Matthew

This report on the accompanying financial statements of the PCC for the year ended 31 December 2022 is in respect of an examination carried out in accordance with the Church Accounting Regulations 2006 ('the Regulations') and section 145 of the Charities Act 2011 ('the Act').

Respective responsibilities of the trustees and the examiner

The trustees are responsible for the preparation of the accounts; you consider that an audit is not required for this year under section 145(1) of the Act and that an independent examination is needed.

Having satisfied myself that the charity is not subject to audit under charity law and is eligible for independent examination, it is my responsibility to:

- examine the accounts under section 145 of the Act;
- to follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the Act; and
- to state whether particular matters have come to my attention.

Basis of independent examiner's report

My examination was carried out in accordance with the General Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the PCC and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

Independent examiner's statement

In connection with my examination, no matter has come to my attention:

- (1) which gives me reasonable cause to believe that in any material respect the requirements:
 - to keep accounting records in accordance with section 130 of the Act; and
 - to prepare accounts which accord with the accounting records and comply with the requirements of the Act.have not been met; or
- (2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Hooi Cheeseman

Mrs Hooi Cheeseman ACA
28 Bellamy Close
Uxbridge, Middlesex
UB10 8SJ

Date: 29 March 2023

Contact Us

205 Southcote Lane, Reading,
West Berkshire, RG30 3AX

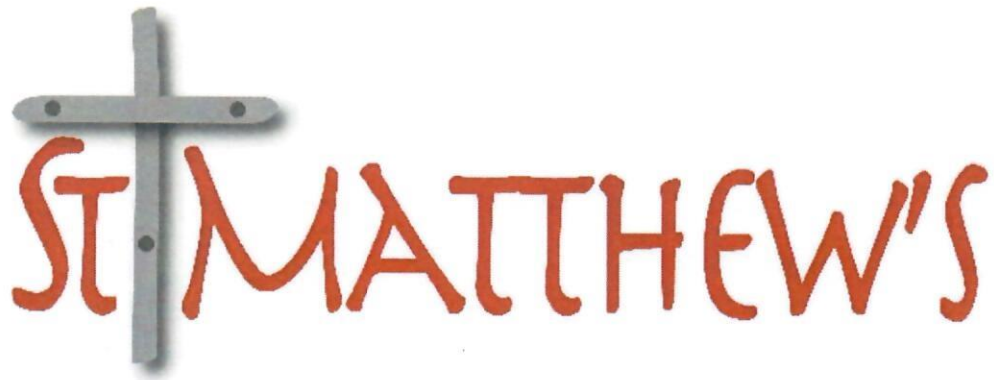
T: 0118 954 7964

E: hello@st-matts.org.uk

W: www.st-matts.org.uk



Accounts



St. Matthew's Church, Reading

Annual Report

Year Ended 31st December 2021

Registered Charity Number: 1148083



ANNUAL REPORT

Welcome to the Annual Report of the mission and ministry of St. Matthews Church,
Southcote Lane, Reading.

Under the Parochial Church Council (Powers) Measure 1956, the PCC is required to co-operate with the vicar in promoting in the parish the whole mission of the Church - pastoral, evangelistic, social and ecumenical. This report describes how this has been achieved during 2021. Further details of the activities of the PCC and of the various ministry areas of the church can be obtained by contacting those named in each report.

Sections

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Our Vision:

*"...a thriving, growing church at the heart of the parish,
sharing the good news of Jesus Christ and serving the
community."*

Trustees' Report for the 2022 APCM

Membership

Members of the PCC are either ex-officio, elected by the Annual Parochial Church Meeting (APCM) in accordance with the Church Representation Rules, or co-opted onto the PCC. During the year, the following served as members of the PCC:-

Vicar: The Revd. Pads Dolphin
Churchwardens: Jan Ball (also PCC Secretary)
David Horne

Deanery Synod Representatives:

Brian Day
Mary Day

Elected Members:

Nick Burn (also Treasurer)
Gwyneth Rudman
Steve Rudman
Martin Booker (also Electoral Roll Officer)
Lisa Telling
Emma Noonan
Erick Nwanshi

Co-opted Members:

None

Non-Voting Members:

None

The PCC held meetings in February, April, May, June, July, September and November in 2021.

Standing Committee and Finance Committee

The Standing Committee is the only committee required by law and transacts the business of the PCC between its meetings, subject to any direction given by the council.

If there is an urgent need to approve expenditure which cannot wait for a scheduled meeting, a Standing Committee can be convened to approve up to £500. The Standing Committee consisted of:

- the Vicar (Pads Dolphin)
- the Churchwardens (Jan Ball and David Horne)
- Erick Nwanshi, Emma Noonan, Mary Day

Any approvals made by a Standing Committee must be reported to the next PCC meeting and will be minuted.

The Finance Committee met twice in 2021. It had the following membership: Pads Dolphin, Nick Burn, Brian Day, Alan Chandler. Most of its business was conducted via email and finance was a standing item on every PCC agenda.

Review of the year

The PCC met 7 times since the last APCM.

The following items were included in the business of the PCC during 2021

- The ongoing response of the church to the Covid 19 pandemic
- The church was able to keep in-person services right through the winter lockdown, unlike in the earlier lockdowns.
- The acceptance of Isabel Burn's resignation from the position of Parish Administrator.
- The decision to employ Lynn Everett for 4 days per week from August to compensate, in part, for the loss of our administrator.
- The establishment of new outreach activities including cream teas and lunches in the church with good spacing for covid safety.
- Continuation of regular Monday evening prayer times so that people could pray remotely 'together'.
- Opening of the church to support a temporary wellbeing clinic and covid vaccination centre.
- The establishment of a new 'Torch' Southcote Help Hub in collaboration with the West Reading 'Torch' Help Hub.
- The agreement to become a 'Hong Kong' friendly church to welcome any Hong Kong immigrants who move into the area.
- The restarting of Sunday Kidz Church since the beginning of the pandemic.
- The initiation of outdoor Sunday worship to allow singing.
- The purchase of a new keyboard for the music team.
- A Fixed Wire Survey of the church site covering all permanently installed electrical systems.
- Approval of a summer outreach event for the neighbours in Farringdon and Sulham Walks
- The purchase of two new projectors to replace the failed ones in church (circa £8000).
- The PCC hugely appreciated the voluntary revamping of the Kitchen and the tidying up of the church grounds by Andy Noonan.
- Approval of 2022 budget including funding for some part time youth work.

Financial Review

The PCC is responsible for the financial affairs of St. Matthew's Church. Over recent years St Matthew's has been on a journey to grow our external giving to the wider diocese and ensure our own financial sustainability. In 2021 we paid a full parish share and still managed to keep our heads above water for which we are very grateful to God and for the generosity of the congregation of St Matthew's.

	2019	2020	2021	
	Actual	Actual	Budget	Actual
Voluntary Income	£108,167	£108,167	£100,800	£101,581
Total Income	£132,322	£120,234	£123,590	£113,342
Total Resource Used	£121,572	£112,962	£136,428	£120,389
Net Income	£10,750	£7,362	(£12,838)	(£7,047)
Unrestricted General Reserve	£58,724	£68,874	£67,162	£69,129

As the table above shows, our income for the year was around £10,000 lower than budgeted, primarily due to the loss of income from hall rentals. Despite this, the majority of planned giving from members of our church family continued, proving to be a huge source of stability for us throughout the year. We were able to pay our full Parish Share.

Our expenditure was more than £16,000 less than budgeted due to reduced salary costs as we had no church administrator for much of the year, and greatly reduced activities and events due to the ongoing pandemic. We finished the year with a deficit of £7,047 compared to a budgeted deficit of £12,838.

Reserve Policy

The PCC has a policy of keeping three months running costs in reserve to cover unforeseen circumstances. We expect to be able to operate within this policy during 2022. The unrestricted general reserve at 31 December 2021 was £69,129

Basis of Preparation

The accounts have been prepared using the accrual accounting method consistent with last years' accounts.

Health and Safety

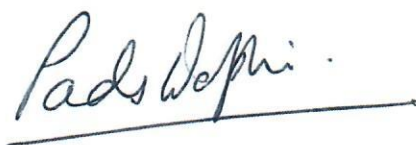
A report on health and safety is considered at each PCC meeting. Accident books and First Aid kits are located in both Church and Hall and the First Aid kits are inspected regularly and refilled if necessary.

Safeguarding

A report on safeguarding is considered at each PCC meeting. This takes account of all vulnerable or potentially vulnerable users of our facilities and participants in our activities. A safeguarding agreement is included in the documentation issued to all hall users.

The PCC would like to thank everyone who has worked so hard during the year to help support the mission and ministry of St. Matthews.

Signed on Behalf of the PCC



Pads Dolphin, Vicar

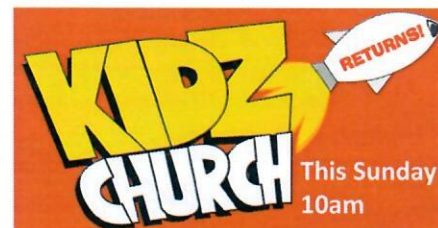
Vicar's Report to the Annual Church Meeting – April 2022

If the Covid pandemic can be likened to a 'Winter' of hibernation and dark days, then the year 2021 contained some encouraging, early signs of 'Spring'. It never quite got going as we might have hoped, but in this report I simply point to some of those early signs which gave us hope that, perhaps, one day we might be free to hug or meet and sing without masks.

The start of the year looked bleak. Although the 11.45am service ran right through, we were still only livestreaming the 10am, (we thank God for the livestream), almost all meetings were still on Zoom, the White House was being stormed, and 13 year-old Olly Stephens lost his life in a stabbing attack in North Reading.

But by the middle of March, although singing was not yet permitted and masks were mandatory, the 10am Service had reopened, school children had finally returned to the classroom, and we were looking forward to the summer which we hoped would bring more freedoms.

Easter and the death of Prince Philip, (who will ever forget his green Land Rover hearse), was indeed followed by what felt like a small resurrection when the children returned to the 10am service as Kidz Church restarted, and it began to feel as if Sunday life was beginning to flourish again.



So desperate were we to sing and praise God again, that we bravely moved outside and during a warm spell at the end of April, began our services with unmasked, unbridled worship led by Emma and Martin outdoors by the cross. Sadly, the weather didn't hold and we had to retreat back inside for most of the summer!



The pandemic forced us to be more creative in worship, and one Sunday Martha led a wonderful and energetic Family Time song in which everyone was invited to join in with pots and pans, buckets or brooms (basically, something to bash!) since we still couldn't sing!

As Summer came on, our lovely Tracy Watkins finished her theological training and was ordained at Christchurch Cathedral, Oxford. Usually, an event like this would have seen many of the church family present but Covid (as ever!) meant that only a couple of us could be with her and Paul. It also meant that we were saying goodbye to them both as Tracy moved on afterwards to her curacy at St Michael's Tilehurst.



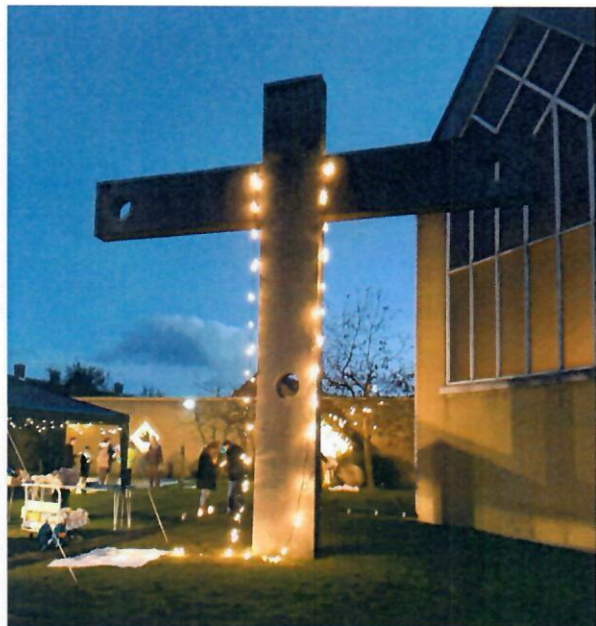
The summer also provided plenty of opportunities for things outdoors. Inspired by Andy Noonan's extraordinary work-rate, a group of us tackled some very overgrown church grounds and managed to bring it back under control. One of the cherry trees outside the front doors got a very long overdue pruning from Andy and his trusty assistant, Ken.



Not content with the outside of the church property, Andy next turned his hand to a complete refurbishment of the church kitchen and by the Autumn it was completely transformed by new shelving, lighting, renovation and painting. A big thank you to Andy!

Meanwhile, fellowship in the form of Church family lunches returned as we had three vicarage garden barbecues through July to September, and it was such a joy to see many people in the flesh for the first time in almost eighteen months.

For the first time since the pandemic had started, the team began to turn our thoughts to outreach and over the next few months, Lynn organised a series of events which attracted many people, of all ages from the local community, including a cream tea and lunches in the church, and a (Halloween season) Light Trail around the Southcote Community which was attended by an estimated 200 adults and children. (see photos below).



Cream Tea in church, Pads on the BBQ (again!), and even the mounted Police turned up to the Light Trail event with their horses decorated for the occasion.

Emma and Martin continued to adapt the worship as we moved from largely recording only in the previous year, to live-streaming at the start of the year, to singing behind our masks from July, and finally back to full singing by the middle of September. What a relief that was! St Matthew's also became a host of the Burn 24/7 worship team, broadcasting live worship on at least two occasions during the year.



Emma with the Burn 24/7 team

During the course of the pandemic, the churches right across Reading had been at the forefront of volunteering to help those in need in our town, beginning with shopping for those isolating at the start of the pandemic, collecting prescriptions, and many other things. At the start of the year, a group of churches on the West side of Reading formalised this support in the form of a new charity called Torch, (light in the darkness), which expanded to include Southcote and Coley by the end of the year, and several St Matthew's members are now signed up volunteers for Torch, (Erick being one of the important co-ordinators), who's roles have expanded to taking people for hospital visits, simple DIY and gardening tasks, and many other forms of practical, emotional and spiritual help as volunteers often pray for Torch clients. In the Autumn St Matthew's hosted a Reading wide Torch information evening which saw 15 more volunteers sign up.



Torch info evening at St Matthew's

Of course, one of the most important things to me was for the spiritual life of the church to continue to flourish even though it was difficult at times to know what that looked like. So it was such a delight right at the end of the year to have an adult baptism service as Christmas approached which saw Sharon, Amy and Rose declare their faith in Jesus and go through the waters of baptism.



By the end of the year, as infections increased once more, although things were still far from pre-Covid normality, I was truly encouraged by all these signs of 'Spring' and a sense that the future, rather than being a return to the old normality, would bring new things.

The prayer life of the church was alive. Weekly prayer meetings were taking place on Monday mornings, Monday evenings, Wednesday lunchtimes, homegroups were regathering in person and a Lent central discipleship course as well as a Prayer and Vision Day was being planned. Furthermore, the Wednesday morning Communion fellowship has grown by at least 50% compared to pre-pandemic levels. Who would have expected that! To use a biblical analogy, although it might have felt as if we have been in exile for almost two years, the remnant remains strong and the future is full of Easter hope.

I want to especially thank all those who have given hugely of their time and resources to both the life of the church, and also to those in need in the community. There are many people who's lives over the last two years would have been so much more painful, so much more lonely, so much more hopeless – without the people of St Matthew's loving their brothers and sisters in Christ as well as their neighbour.

My special thanks goes to Jan Ball and David Horne, my churchwardens, to Lynn, our Family and Children's worker, to Karen, who has been such a blessing to us as our new administrator, to the members of the PCC and to everyone who serves or belongs to the church family at St Matthew's. It is a privilege to journey with you on the Way of Jesus.

As I write this, I am also hugely thankful that Kirstie's important work at St Agnes, St Barnabas and St Paul's, (now known collectively as 'Reading Gateway Church') has come to an end and that since the new year she has returned as Associate Minister at St Matthew's.

I know we have all missed her, but me more than most!

With love in Christ,

Pads

A handwritten signature in cursive script, appearing to read 'Pads', with a long horizontal flourish extending to the left.

Revd Pads Dolphin, Vicar of St Matthew's

Report on the Electoral Roll

The Electoral Roll of St Matthew's in 2022 sees us with 88 adult members and for comparison, the number reported at the 2020 APCM was 78 adult members. Five people came off the roll since the last APCM and fifteen were added.

Applications for membership of the Electoral Roll can be made at any time during the year and applications forms are available in the Welcome Area. Forms should be completed and handed to a member of the Clergy, to the church office or to me.

Pads Dolphin (on behalf of Martin Booker, Electoral Roll Officer)

Deanery Synod Report

Deanery Synod is a forum where parishes from across Reading can come together to discuss issues and opportunities that transcend our parish boundaries. It can be a great forum for sharing ideas, addressing common challenges and linking into the wider mission of the Diocese.

St Matthew's deanery synod representatives for 2020 were Brian and Mary Day.

Deanery Synod Report 2021

There have been three meetings held during the year, all on Zoom.

The first meeting was the AGM. The Area Dean, The Revd. Graeme Fancourt outlined what it means to be a member of Synod. He believes that Synod meetings should be designed to enable people to

hear and speak into an agenda to help us become the Churches and people we believe God is calling us to be.

Discussions at the July meeting focused on the role of the Area Dean which is a half-time post and the introduction of splitting the Deanery into four areas with an Associate Area Dean and Lay Chair responsible for each. A discussion on whether the Area Dean post should be full time was asked to be discussed at each PCC

The Parish Share was on the agenda. The Diocese allocates Deanery Share to the Deaneries which can devise and decide Parish Share Schemes. This includes deciding clergy numbers and receiving and distribution of Rural and deprivation support. Reading is given £193,930 Deprivation Allowance. Parishes receive a 1% rebate in June if payment is by direct debit and Deaneries also receive rebates if paid by certain dates to the Diocese! The pandemic has had a significant impact so it was decided a time of 'regathering' was in order, therefore no increase in Parish Shares for this year. St. Matthew's is £46,171.

The November meeting discussed the future of the Area Dean role. Several PCC's had reported back and there was universal support for the half-time post with administrative support to continue. So the model of one Area Dean and three Associates working across the four areas of the Reading Deanery with a Lay Chair for each was carried. Unfortunately The Revd. Graeme Fancourt has now resigned his post of Area Dean to move onto pastures new. Graeme had certainly made meetings much more interesting and informative, he will be much missed.

Mary and Brian Day

Churchwardens' report



Churchwardens – who are we?

Some, especially newcomers reading this, might wonder what Wardens are for. Perfectly good question!

It's a multi-faceted role and isn't easy to distil into a sentence or two, but here goes: We are directly answerable to the Diocese and carry responsibility for the Church buildings and their contents, ensuring that Sunday worship occurs come rain or shine (or Covid), and for the ongoing health of the local church by supporting the Vicar (Pads).

Sunday Worship

Our main role during 2021 with regard to Sunday worship was to discuss (often at length!) with the rest of the staff team (Pads & Lynn), how to respond to the latest Covid rules and regulations around conducting services safely. The good news is, we think we have come thus far without causing any 'super-spreading' events. The greatest frustration from a worshipping community perspective throughout the pandemic was the inability to run activities for children and we are all so grateful

that in 2022 we are now free to do that and it is lovely to see so many of the families return to church and their children enjoying Family Times and Kidz Church.

The Church Property

As far as the church property and its fixtures and fittings are concerned, we undertook a few key projects which needed addressing:

- The guttering around the top of the main church building near to the main entrance was leaking and needed repairing.
- The low wooden railing around the car park was rotten in places and needed to be replaced.
- The keyboard used by our music team failed and a fantastic new one was purchased at a brilliant price (thanks to Tania Nwanshi)
- A fixed wire survey of the whole electrical installation across the site was undertaken.
- Two new hi-tech laser projectors were purchased for the church to replace both the old ones which had failed.

Covid has put on hold our plans to install a second emergency exit from the church, which had been planned in order to support large numbers attending when schools visit the church for things such as Harvest and Christmas celebrations. It is unlikely that schools will come back any time soon as it involves many hundreds of school children, tightly packed.

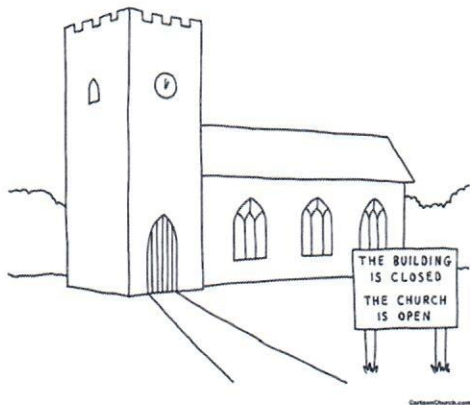
Looking forwards

By the end of 2021 we were encouraged by more of the church families returning to church and by good numbers of visitors attending some of our Christmas outreach events, although the Christingle service itself had to be cancelled.

St Matthew's, like all churches, is completely dependent on all of our wonderful volunteers who contribute so much to church life. As more activities open up and things move to a 'new normal', we will need more people to return, not just to church, but serving in church. We currently have needs in all of the following areas:

- Welcome team
- After church coffee team
- PA/AV team (that's projection and sound desk)
- Intercessions
- Grass cutting
- Kidz Church and future Creche
- Future youth ministry

So if you think you might be able to offer to serve in any of these areas please speak to one of us or Pads, Kirstie, Lynn or Karen. And just in case you feel unqualified - remember that God is more interested in our *availability* than our *ability*.



Our wardens having fun at their 'installation'!

Jan Ball

David Horne

Family & Children's Report

It's been an exciting year and I thank The Lord that I love change.

Kids' church and the children's work has been very different. At present we have all the children together which brings challenges but I have to say the team have managed very well. It's been lovely having more quality time with the children enabling us time to get to know them in a deeper way.

Outreach has been difficult without Holiday Clubs but we did put on a very successful Light Trail for the community. Over 180 families attended and everyone had a great time.

My role has changed and I have taken on more pastoral work, organized getting teams up and running, and taken a lead in organizing family times in church. I have really enjoyed having different things to do which brings new challenges which I enjoy.

One of the outreaches I have enjoyed the most is organizing and hosting lunches for the elderly in our church family, the community and those using our building weekly. It has been a privilege and blessing for the whole team who love to serve this group of people.

There is so much more I can say but hopefully this gives you some idea of what I have been doing for the last year.

Lynn Everett

Children and family worker

Safeguarding Report

A huge thank you to Julie Bullock who has been the Parish Safeguarding Officer (PSO) for much of the last year. She has done a great job and been a real blessing to the Church Family and to Torch Southcote.

Kirstie Dolphin picked up the role in January this year only to be informed by the Diocese that she cannot be the PSO as she is married to the incumbent! They have agreed she can do this as an interim measure while we look for a new PSO.

Karen Alderson was invited to be the new DBS Administrator known as the Recruiter/Verifier. Jan Ball will continue to be a verifier too. Thank you to Karen and to Jan.

There has been one Safeguarding Referral made to the Diocese in the last year after advice was sought from the Diocesan Safeguarding Adviser. Social Services were already involved. So, no further action was needed from the Diocese perspective.

St Matthews is now making use of the Safeguarding Dashboard to ensure we comply with Diocesan Safeguarding Practices.

Kirstie Dolphin

Statement of Financial Activities – Year ending Dec 31st 2021

PAROCHIAL CHURCH COUNCIL OF READING, ST.MATTHEW

STATEMENT OF FINANCIAL ACTIVITIES
YEAR ENDED 31 DECEMBER 2021

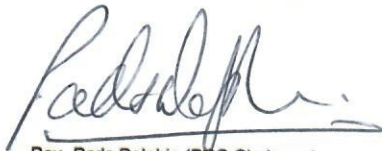
		2021			2020	
	Notes	Unrestricted Funds £	Designated Funds £	Restricted Funds £	Total Funds £	Total Funds £
Incoming Resources						
Voluntary Income	2a	101,511	-	70	101,581	108,287
Other Ordinary Income	2b	11,451	-	-	11,451	6,994
Coronavirus Job Retention Scheme						
Material income	2c	310	-	-	310	5,043
Total Incoming Resources		113,272	-	70	113,342	120,324
Cost of Charitable Activities						
Clergy Expenses	3a	2,339			2,339	2,364
The Church and Services	3b	16,577			16,577	10,583
Other Parish Expenses	3c	50,870		880	51,750	51,890
Payments outside the Parish	3d	47,640	-	-	47,640	47,306
Development and maintenance	3e	619	-	1,464	2,083	820
Total Resources Expended		118,045	-	2,344	120,389	112,962
Net Incoming (Outgoing) Resources		(4,773)	-	(2,274)	(7,047)	7,362
Transfer between funds		945	-	(945)	-	-
Net movements in funds		(3,828)	-	(3,219)	(7,047)	7,362
Balances Brought Forward at 1st Jan		72,957	-	3,279	76,236	76,236
Balances Carried Forward at 31st Dec		69,129	-	60	69,189	83,598

**PAROCHIAL CHURCH COUNCIL OF READING, ST.MATTHEW
AS AT 31 DECEMBER 2021**

Notes	2021			2020	
	Unrestricted Funds £	Designated Funds £	Restricted Funds £	Total Funds £	Total Funds £
Fixed Assets	5,240			5,240	6,287
CURRENT ASSETS					
Debtors & Prepayments	3,401	-	-	3,401	1,346
Bank & Cash Balances	64,789	-	60	64,849	71,930
	68,190	-	60	68,250	73,276
CREDITORS: amounts falling due within 1 year	4,301	-	-	4,301	3,327
NET CURRENT ASSETS	63,889	-	60	63,949	69,949
NET ASSETS	69,129	-	60	69,189	76,236
PARISH FUNDS					
General Reserve	69,129	-		69,129	72,957
Restricted Funds:					
Southcote Alive	-	-	-	-	810
Chair Fund	-	-	-	-	-
Charity Fund	-	-	-	-	-
Development & Maintenance Fund	-	-	60	60	1,524
Children & Music Ministry Fund	-	-	-	-	945
Kidz Church Fund	-	-	-	-	-
Total Parish Funds	69,129	-	60	69,189	76,236

The attached notes form part of these financial statements.

Approved by the PCC on 11/4/22 and signed on their behalf by


Rev. Pads Dolphin (PCC Chairman)


Mr Nick Burn (PCC Treasurer)

PAROCHIAL CHURCH COUNCIL OF READING, ST.MATTHEW
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2021

1. Accounting Policies

1.1 Basis of preparation

The Financial Statements have been prepared in accordance with the Church Accounting Regulations and in accordance with the 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) and with the Charities Act 2011.

The Financial Statements have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant notes to these accounts

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

The accounts have been prepared using the accrual accounting method.

There are no material uncertainties about the PCC's ability to continue, and so the going concern of accounting has been adopted.

The accounts are presented in pound sterling and rounded to the nearest pound.

1.2 Incoming resources

All incoming resources are included in the Statement of Financial Activities when the charity is entitled to the income and the amount can be quantified with reasonable accuracy. The following policies are applied to the particular categories of income:

- Planned giving, collections and similar donations are recognised when received.
- Tax refunds are recognised when the claim to HMRC is submitted.
- Grants and legacies are accounted for when the PCC is entitled to the use of the resources, their ultimate receipt is considered reasonably certain and the amounts due are reliably quantifiable.
- Interest as and when accrued by the payer.

All incoming resources are accounted for gross.

1.3 Resources expended

Expenditure is accounted for on an accrual basis. The diocesan parish share expected to be paid over is accounted for when due. All other expenditure is generally recognised when it is incurred and is accounted for gross.

1.4 Funds accounting

Restricted funds comprise (a) income from endowments which is to be expended only on the restricted purposes intended by the donor and (b) revenue donations or grants for a specific PCC activity intended by the donor. Where these funds have unspent balances, interest on their pooled investment is apportioned to the individual funds on an average balance basis.

Unrestricted funds represent funds of the PCC that are not subject to restrictions regarding their use. Such funds include income funds which are to be spent on the PCC's general purposes and that part of the Legacy Fund which is not restricted by the terms of the individual wills.

Designated funds are general funds set aside by the PCC for use in the future. Project funds are designated for particular projects for administration purposes only. Designated funds remain unrestricted and the PCC will move any surplus to other general funds.

1.5 Fixed assets

Consecrated Land and Buildings and Moveable Church Furnishings

Consecrated and beneficed property is excluded from the accounts by s10 Charities Act 2012. No value is placed on moveable church furnishings held by the church wardens on special trust for the PCC and which require a faculty for disposal since the PCC considers this to be inalienable property. All expenditure incurred during the year on consecrated beneficed buildings and moveable church furnishings, whether maintenance or improvement is written off as expenditure in the Statement of Financial Activities and separately disclosed.

Other Fixtures Fittings and Office Equipment

Low value equipment (less than £1,000) used within church premises is written off in the year of acquisition.

Capitalised electronic equipment used within the church premises is depreciated on a straight-line basis over a period between three and ten years.

1.6 Current assets

Amounts owing to the PCC at the end of each year are shown as debtors subject to provision for amounts that may prove irrecoverable. Bank balances are all short term deposits with the Building Society or at the bank.

PAROCHIAL CHURCH COUNCIL OF READING, ST.MATTHEW
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2021

2. Incoming Resources

	2021				2020
	Unrestricted Funds	Designated Funds	Restricted Funds	Total Funds	Total Funds
	£	£	£	£	£
a. Voluntary Income					
Tax Recoverable on gift aids	17,773	-	-	17,773	18,737
Planned Giving	81,968	-	-	81,968	84,785
Collections at Services & Church Programmes	1,771	-	-	1,771	2,847
Donations	-	-	-	-	1,919
Southcote Alive Donations	-	-	70	70	-
Fundraising	-	-	-	-	-
	<u>1,771</u>	<u>-</u>	<u>70</u>	<u>1,841</u>	<u>4,765</u>
Total Voluntary Income	101,511	-	70	101,581	108,287
b. Other Ordinary Income					
Chapel/Church Income	801	-	-	801	480
Church Hall Income	5,378	-	-	5,378	4,997
Fees collected on behalf of Diocese	1,194	-	-	1,194	897
Fees for PCC	184	-	-	184	520
Bank & Deposit Funds Interest	-	-	-	-	-
Ministry	150	-	-	150	100
Parish Share Rebate and insurance claim	3,745	-	-	3,745	-
Private use of Photocopier/Printer	-	-	-	-	-
Organists Fees	-	-	-	-	-
	<u>11,451</u>	<u>-</u>	<u>-</u>	<u>11,451</u>	<u>6,994</u>
c. Material Income					
Others	110	-	-	110	541
Coronavirus Job Retention Grant	200	-	-	200	4,502
Charitable Donations -Fire Door	-	-	-	-	-
	<u>310</u>	<u>-</u>	<u>-</u>	<u>310</u>	<u>5,043</u>
Total Incoming Resources	113,272	-	70	113,342	120,324

PAROCHIAL CHURCH COUNCIL OF READING, ST.MATTHEW
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2021

3 Cost of charitable activities

	2021			2020
	Unrestricted Costs £	Designated Costs £	Restricted Costs £	Total Costs £
a. Clergy Expenses				
Curacy expenses	-	-	-	327
The Ministry	2,339	-	-	2,037
	2,339	-	-	2,364
b. The Church & Services				
Church cleaning	711	-	-	368
Church Flowers	173	-	-	63
Church Yard	-	-	-	-
Electricity	10,708	-	-	7,873
Insurance	758	-	-	738
Regular Maintenance Church	2,665	-	-	581
Upkeep of Services	1,497	-	-	960
Water Rates Church	65	-	-	-
	16,577	-	-	10,583
c. Other Parish Expenses				
Children's Ministry	499	-	-	3,320
Music Ministry	9,356	-	-	1,928
Youth Ministry	-	-	-	78
Lay Staff				
Salaries	25,400	-	-	31,917
Staff Development	97	-	-	110
Staff IT Facility	103	-	-	598
Personal Expenses of Lay Staff	-	-	-	116
	25,599	-	-	32,741
Church Hall running costs	5,343	-	-	6,007
Mission within the Parish	3,373	-	880	2,710
Other Parish Expenditure				
Administration	543	-	-	490
Affiliations	45	-	-	-
Audit and accountancy fees	68	-	-	-
Bank Fees	66	-	-	60
CLI Licence	746	-	-	681
Fundraising Expenses	2,219	-	-	370
Gifts	168	-	-	831
Other Ordinary Parish Expenses	-	-	-	-
Photocopying & Printing Costs	206	-	-	325
Telephone & Broadband	1,787	-	-	1,629
TV Licence	850	-	-	719
	6,699	-	-	5,106
	50,870	-	880	51,749
d. Payments Outside the Parish				
Charitable Donations	200	-	-	-
Fees to Diocese -Payment	1,731	-	-	1,194
Parish Share	45,709	-	-	46,112
	47,640	-	-	47,306

PAROCHIAL CHURCH COUNCIL OF READING, ST.MATTHEW
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2021

3 Cost of charitable activities (cont'd)

	2021				2020
	Unrestricted Costs £	Designated Costs £	Restricted Costs £	Total Costs £	Total Costs £
e. Development and maintenance					
Hall Maintenance & Redecoration	140	-	1,464	1,605	427
Replacement of church chairs project	-	-	-	-	-
Other expenditure	479	-	-	479	392
	<u>619</u>	<u>-</u>	<u>1,464</u>	<u>2,084</u>	<u>820</u>
Total Development and maintenance costs	619	-	1,464	2,084	820
Total Resources Used	118,045	-	2,344	120,389	112,962

PAROCHIAL CHURCH COUNCIL OF READING, ST.MATTHEW
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2021

4 Staff costs

	2021	2020
	£	£
Wages and salaries & NI	25,400	31,917
	<u>25,400</u>	<u>31,917</u>

The average number of employees during the year was 1 (2020:2).

Trustees (PCC members) received no remuneration during the year (2020: none).

During the year 3 trustees (PCC members) were reimbursed expenses amounting to £3,046 relating to general running costs and meeting expenses. This includes £2,339 paid to clergy to reimburse for ministry and curacy costs and running of the vicar's office.

	2021	2020
	£	£
5 Debtors & Prepayments		
Trade debtors	151	600
Tax recoverable on gift aids	469	-
Prepayments	821	746
	<u>1,440</u>	<u>1,346</u>

	2021	2020
	£	£
6 Creditors		
Trade creditors	1,703	260
Other creditors	355	-
Accruals	2,243	3,067
	<u>4,301</u>	<u>3,327</u>

7 Parish Funds

The movements in funds during the year were:

	Balance Brought Forward	Incoming	Outgoing	Transfer between funds	Balance Carried Forward
	£	£	£	£	£
7a General Reserve	72,957	113,272	(118,045)	945	69,129
7b Restricted:					
Southcote Alive	810	70	(880)	-	-
Development & Maintenance Fund	1,524	-	(1,464)	-	60
Children & Music Ministry Fund	945	-	-	(945)	-
	<u>3,279</u>	<u>70</u>	<u>(2,344)</u>	<u>(945)</u>	<u>60</u>
	<u>76,236</u>	<u>113,342</u>	<u>(120,389)</u>	<u>-</u>	<u>69,189</u>

PAROCHIAL CHURCH COUNCIL OF READING, ST.MATTHEW
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2021

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	<u>76,236</u>	<u>113,342</u>	<u>(120,389)</u>	<u>-</u>	<u>69,189</u>

PAROCHIAL CHURCH COUNCIL OF READING, ST.MATTHEW

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2021**

7 Parish Funds (continued)

Southcote Alive is an ecumenical mission activity within part of the parish, carried out in partnership with other churches and Christian organisations. The funds represents donations received specifically for this activity. The costs are included in the Mission within the Parish Costs.

The Development & Maintenance Fund is to cover development and maintenance expenses in the church.
Children & Music Ministry Fund is to cover Time For You, a family's ministry in the church. The surplus fund was transferred to the general fund during the year

The PCC has a policy of keeping three months running costs in reserve to cover unforeseen circumstances. During 2020 this amounted to £33,884.

Independent examiner's report to the Trustees of Parochial Church Council of Reading, St. Matthew

Independent examiner's report to the Trustees of Parochial Church Council of Reading, St. Matthew

This report on the accompanying financial statements of the PCC for the year ended 31 December 2021 is in respect of an examination carried out in accordance with the Church Accounting Regulations 2006 ('the Regulations') and section 145 of the Charities Act 2011 ('the Act').

Respective responsibilities of the trustees and the examiner

The trustees are responsible for the preparation of the accounts; you consider that an audit is not required for this year under section 145(1) of the Act and that an independent examination is needed.

Having satisfied myself that the charity is not subject to audit under charity law and is eligible for independent examination, it is my responsibility to:

- examine the accounts under section 145 of the Act;
- to follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the Act; and
- to state whether particular matters have come to my attention.

Basis of independent examiner's report

My examination was carried out in accordance with the General Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the PCC and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

Independent examiner's statement

In connection with my examination, no matter has come to my attention:

- (1) which gives me reasonable cause to believe that in any material respect the requirements:
 - to keep accounting records in accordance with section 130 of the Act; and
 - to prepare accounts which accord with the accounting records and comply with the requirements of the Act.have not been met; or
- (2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Hooi Cheeseman

Mrs Hooi Cheeseman ACA
28 Bellamy Close
Uxbridge, Middlesex
UB10 8SJ

Date: 4 April 2022

Contact Us

205 Southcote Lane, Reading,
West Berkshire, RG30 3AX

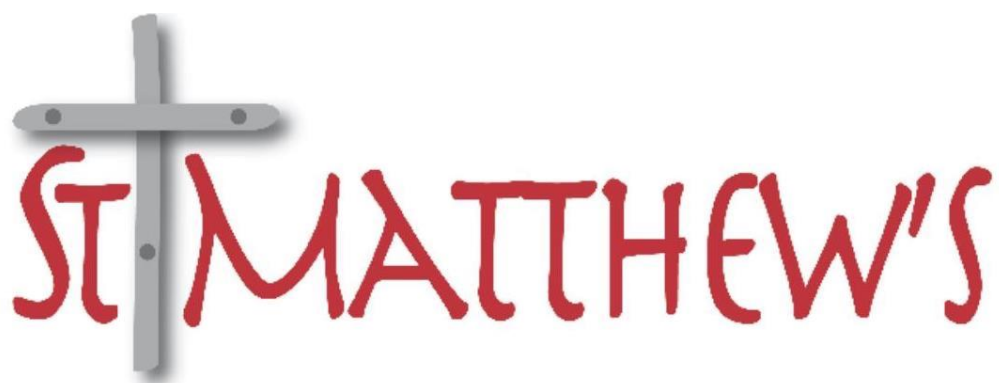
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 **DIOCESE OF OXFORD**
Berkshire, Buckinghamshire and Oxfordshire

Accounts



St. Matthew's Church, Reading

Annual Report

Year Ended 31st December 2020

Registered Charity Number: 1148083



ANNUAL REPORT

Welcome to the Annual Report of the mission and ministry of St. Matthews Church, Southcote Lane, Reading.

Under the Parochial Church Council (Powers) Measure 1956, the PCC is required to co-operate with the vicar in promoting in the parish the whole mission of the Church - pastoral, evangelistic, social and ecumenical.

This report describes how this has been achieved during 2020. Please note that the timing of this report is later than usual for the second year running since the Annual Meeting is normally required to be held prior to the end of April but due to the Covid19 pandemic was delayed.

Further details of the activities of the PCC and of the various ministry areas of the church can be obtained by contacting those named in each report.

Sections

1. Trustees Report	p.3
2. Report from the Vicar	p.7
3. Electoral Roll	p.11
4. Deanery Synod Report	p.11
5. Churchwardens Report	p.12
6. Family & Children's Report	p.14
7. Statement of Financial Activities	p.15

Our Vision:

"...a thriving, growing church at the heart of the parish, sharing the good news of Jesus Christ and serving the community."

Trustees' Report for the 2020 APCM (covering 2019)

Membership

Members of the PCC are either ex-officio, elected by the Annual Parochial Church Meeting (APCM) in accordance with the Church Representation Rules, or co-opted onto the PCC. During the year, the following served as members of the PCC:-

Vicar:	The Revd. Pads Dolphin
Curate:	The Revd. Kirstie Dolphin (only for the first three months)
Churchwardens:	Jan Ball (also PCC Secretary) Paul Watkins (also Lay Chair), then David Horne since last APCM

Deanery Synod Representatives:

Brian Day
Mary Day
Tracy Watkins

Elected Members:

Colin Harbidge
Gwyneth Rudman
Steve Rudman
Martin Booker (also Electoral Roll Officer)
Lisa Telling
Emma Noonan
Chloe Baker
Erick Nwanshi

Co-opted Members:

None

Non-Voting Members:

None

The PCC held meetings in January, March, June, July, September, November, December in 2020 and in February, April, May, June in 2021. Most of these meetings were held over Zoom.

Standing Committee and Finance Committee

The Standing Committee is the only committee required by law and transacts the business of the PCC between its meetings, subject to any direction given by the council.

If there is an urgent need to approve expenditure which cannot wait for a scheduled meeting, a Standing Committee can be convened to approve up to £500. The Standing Committee consisted of:

- the Vicar (Pads Dolphin)
- the Churchwardens (Jan Ball and David Horne)
- Erick Nwanshi, Lisa Telling, Martin Booker

Any approvals made by a Standing Committee must be reported to the next PCC meeting and will be minuted.

The Finance Committee met in February, June, September, November, December remotely. It had the following membership:

Pads Dolphin, Colin Harbidge, Brian Day, Alan Chandler.

Review of the year

The PCC met 6 times since the last APCM.

The following items were included in the business of the PCC during 2020

- The overall response of the church to the Covid 19 pandemic
- The initial decision to close the church, forced by government legislation in March
- The acceptance of the Bishop's request to move Kirstie to be Interim Priest in Charge of St Agnes, St Barnabas and St Paul's in Whitley.
- Instigation of regular prayer times so that people could pray remotely 'together'
- Establishment of new pastoral care routines, with particular focus on the elderly and vulnerable
- Establishment of new security on confidential and sensitive safeguarding and pastoral documentation
- Establishment of whole church pastoral list to ensure that no-one gets missed out during the Covid pandemic and recognition of 'door-knocking' as an effective tool for pastoral care during the pandemic by 'essential workers' (Ministry team leaders)
- Decision to move all services to pre-recorded between April and July 2020 and purchasing of new software and applications like video editing software to accomplish this
- Establishment of a community support volunteer team to do essential shopping for those shielding and isolating in their homes headed up by Erick Nwanshi.
- Decision to furlough Isabel, our Administrator, for as long as it made sense since very little was happening on site
- Decision not to furlough Lynn but to change her job role to focus on pastoral care
- Decision to support the Try Praying initiative together with the other Southcote Alive Churches
- Approval of all risk assessments related to Covid 19
- Approval of modified hall rental terms to allow Sonia's Dance Class to return during the summer holidays
- Decision to reopen the 11.45am services in July and start a 4pm Sunday informal service in August mainly aimed at adults as no children's work was allowed
- Approved purchase of a new floor steam cleaner for the hall
- Approved early payment of £24,000 of parish share to help the deanery shortfall
- Approval of major spend on livestreaming equipment circa £8000 to give us a permanent online presence as church
- Set up of a volunteering team to help Southcote Primary in their support of disadvantaged families in the community providing food parcels, Christmas presents, and other needs.
- Acceptance of Isabel's resignation from her job as Parish Administrator in December

- Thanks for the following new volunteer appointments:
 - Nick Burn will take over the Treasurer role from Colin Harbidge
 - Karen Alderson has taken over the payroll from Jonny Attoe-Martin
 - Julie Bullock is our new Safeguarding Officer after Richard Mallett
 - Erick Nwanshi is our lead volunteer coordinator for the proposed new Torch Southcote Help Hub
- The PCC agreed to St Matthew's becoming a Hong Kong refugee friendly church to help any fleeing the territory to the UK to get established in the area

Financial Review

The PCC is responsible for the financial affairs of St. Matthew's Church. Over recent years St Matthew's has been on a journey to grow our external giving to the wider diocese and ensure our own financial sustainability. In this context, the PCC agreed a budget for 2020 that would be broadly break even through careful use restricted reserves to fund some of our planned activities.

Inevitably, once lockdown restrictions began in March 2020, much of our budget and financial planning for the year became irrelevant.

	2018	2019	2020	
	Actual	Actual	Budget	Actual
Voluntary Income	£94,740	£108,167	£117,137	£108,287
Total Income	£119,923	£132,322	£137,587	£120,234
Total Resource Used	£131,218	£121,572	£137,795	£112,962
Net Income	(£11,295)	£10,750	(£16,740)	£7,362
Unrestricted General Reserve	£56,177	£58,724	£52,744	£68,874

As the table above shows, our income for the year was over £17,000 lower than budgeted, primarily due to the loss of over £15,000 of income from hall rentals. Despite this, the majority of planned giving from members of our church family continued, proving to be a huge source of stability for us throughout the year. We were even in the fortunate position to be able to pay the majority of our Parish Share to the Diocese ahead of schedule thereby helping to support the cash flow of the wider diocesan community.

Careful management of costs during the year, and the need to cancel some of our usual missional activities meant our expenditure also reduced. As a result, we ended 2020 with a surplus of £7,362. The PCC would like to record their sincere thanks to all those that supported St Matthew's finances during the year through their generosity and sacrifice.

Reserve Policy

The PCC has a policy of keeping three months running costs in reserve to cover unforeseen circumstances. We expect to be able to operate within this policy during 2021.

The unrestricted general reserve at 31 December 2020 was £68,874.

Basis of Preparation

The accounts have been prepared using the accrual accounting method consistent with last years' accounts.

Health and Safety

A report on health and safety is considered at each PCC meeting. Accident books and First Aid kits are located in both Church and Hall and the First Aid kits are inspected regularly and refilled if necessary.

Safeguarding

A report on safeguarding is considered at each PCC meeting. This takes account of all vulnerable or potentially vulnerable users of our facilities and participants in our activities. A safeguarding agreement is included in the documentation issued to all hall users.

The PCC would like to thank everyone who has worked so hard during the year to help support the work of St. Matthews.

Signed on Behalf of the PCC

A handwritten signature in blue ink, reading "Pads Dolphin", is written over a horizontal line.

Pads Dolphin, Vicar

Vicar's Report to the Annual Church Meeting – June 2021

As I look back on the last 12 to 18 months, the sense which comes to me most strongly is one of incredible thanks and praise to God for this wonderful church family, which has not only struggled through one of the toughest periods of our history, but actually thrived in so many ways – even when the pandemic either closed our doors or seriously hampered our cherished times of Sunday worship.

All of us will have had very different experiences although I think I can safely say that like me, many of you have been, and still are, living through some of the most difficult times of our lives and the future is still fairly uncertain.

In this report I would like to highlight four areas of church life which did thrive in many wonderful ways:

Worship

Creativity was the name of the game since the doors first closed in March 2020, and since then we have been on an ever-evolving journey exploring different ways that we could come together to worship God. Emma, Martin Carrick and others like myself converted our studies or sitting rooms into recording studios, video editing suites and pulpits to bring Sunday worship via pre-recorded services linked through the website. Martin Booker invested vast amounts of time to edit and produce wonderful online services.

After the first wave, with some easing, we re-started the traditional services (minus singing and modified communion), and we learned to meet together at a distance and listen to hymns rather than sing them. During the summer holidays we came up with an entirely new 4pm informal gathering which became a lifeline for some adults who desired contemporary worship, prayer and sharing informally.

By the time we got into the second wave of the pandemic we started to plan for live streaming and installed a new system for that just in time for Christmas and we have been delighted that over the last six months or so we have had not only regular church family members, but also visitors, tuning in from the Isle of Wight, Ireland, West Indies, Canada, South Africa and many other places both local and far away. Mitch and Martha Jones have put in an extraordinary amount of work to pull that together and are in the process of building and training a live streaming team. (They'd love to hear from you!)

Probably our greatest frustration in the area of Sunday worship was that with no children's work allowed to operate under government restrictions we were unable to restart truly 'Family' services until relatively recently, but it has been such a joy to have the families back, to see the children thrilled to be back in Kidz Church and some parents being able to really engage on a Sunday for the first time in many months.

We live expectantly in hope and with many prayers that some day soon we will be able to take off our masks and sing our hearts out! Come that day, Lord Jesus!

Prayer

As with worship, the prayer life of the church has developed and changed through the last fifteen months. When we were allowed to open the church for personal prayer, a team of people offered to steward our visitors who came in to pray. Together with the other Southcote churches we ran an initiative for more than six months called Try Praying, with banners and booklets outside the churches which were well received by people in the local community. Dozens of the booklets were taken from the booklet holders over those months and I never once saw a discarded one on the streets or in a rubbish bin. We continue to pray that those seeds sown will bear fruit over the coming months and years.

Needless to say, the prayer life of the church moved onto Zoom and a weekly Monday evening prayer meeting has been attended ever since by a small but faithful group of intercessors. In addition, we have run three different '10 Days of Prayer' sessions in May 2020, September 2020 and May 2021. For months the staff team had to meet on Zoom and much prayer was offered there for the church family in particular.

Since the easing of restrictions, we are now meeting back together in person, the Monday morning traditional prayer meeting has been running for some months now, and, as soon as we are able to, we will plan a Church vision/prayer day when we can come together as a larger group to seek God together and pray for the life and ministry of our church.

Pastoral Care

One of the things which we were very concerned about during the pandemic was that we try to keep in touch with, and offer help to, everyone in our congregation where possible. When the Bishop of Reading asked Kirstie to go to St Agnes, St Paul and St Barnabas in Whitely as interim Priest in Charge just as lockdown began, that put even more pressure on the St Matthew's team to make this happen.

Lynn Everett, who could no longer run any children's activities, rose wonderfully to the challenge of filling the pastoral gap and we began a ministry of 'door knocking' to catch up with church families and individuals on the doorstep, and Lynn did much more besides to try to engage the children on Zoom calls, Family Times and doorstep encounters. Many others in the church family supported this pastoral effort with visits, when allowed, telephone calls and cards and gifts left on the doorstep, and I want to thank every one of you who helped in this – you know who you are.

Fellowship

It is probably true to say that 'Fellowship' has been extremely difficult during the pandemic as virtually all social activity in person came to a halt. However, the great Zoom (or equivalent) became a part of many of our lives as some home groups were able to continue to meet online and encourage one another and continue to learn together, pray together and laugh together. Rachel Lewis ran a couple of great fun Zoom quiz evenings which I remember coming in last or second last! Thank you Rachel.

As things open up again to greater mixing, it is my heartfelt desire to encourage as much inter-congregational hospitality as possible, so do please be thinking about who you might invite round for tea, or after-church lunch or evening meal as easing restrictions allow. Despite all the good things that have happened, we have much church community rebuilding to do – and I am so looking forward to having as many of you round to the vicarage as possible.

Outreach

Very soon after the pandemic started we were asked to get involved in helping those in our local community who were shielding or isolated and unable to do their weekly shopping. We collaborated with Reading Borough Council's Single Hub and formed a volunteer team organized by our Erick Nwanshi which did an amazing job of looking after the needs of the community.

Under Sally Leonard's leadership, Street Pastors also reinvented themselves, and with some of the church family from St Matthew's on team, moved from their ministry to the night time economy to daytime presence and later, community pastoring around particular crises in different communities in Reading, most notably the terrible tragedy in the Forbury gardens when three men were stabbed to death in the summer, and later in Caversham/Emmer Green after the death of a young teenager.

Later on in the year, as Christmas approached, the volunteer team was reformed to respond to help the Kennet Federation (Southcote and Katesgrove) primary schools to pack food parcels and make Christmas presents for disadvantaged families in the two communities.

Today, working in collaboration with the new Torch Help Hub in West Reading, Erick Nwanshi is re-recruiting a volunteer team to provide a Southcote Help Hub on a longer term basis and providing a wider offering of support including a 'listening ear' and prayer support for those who could benefit as well as other practical support. (Erick would love to hear from you!)

Safe to say, I cannot remember a year at St Matthew's when so much community outreach was done by the church family, and as we look forward to more opening up in the future, our desire is to maintain a strong outward focus to bring the good news of the gospel to our part of the town and to help those in need.

Summary

It is impossible to complete this report without acknowledging the loss that many people have suffered or felt and continue to feel. Since the beginning of 2020, we have, with heavy hearts, said goodbye to Ted Jupp, Sonia Rowe, Dorothea Howman, Nicola Rolfe and Andrew John - and many other members of St Matthew's have lost wider family members, colleagues and friends whom we don't know. We also said our goodbye's and thanks to Isabel, our Parish Administrator, who left us in January. The coming months will be a time, not just of regathering, but also remembering, healing and reconciling as we re-enter workplaces, social circles and family gatherings from which we have been remote for well over a year.

As we do this, I am reminded of the words of Jesus to his disciples in Matthew 5 when he said:

“Blessed are the poor in spirit, for theirs is the Kingdom of heaven. Blessed are those who mourn, for they will be comforted. Blessed are the meek for they shall inherit the earth. Blessed are those who hunger and thirst for righteousness for they will be filled. Blessed are the merciful for they will be shown mercy.”

As we re-emerge from the restrictions of Covid, however strong or weak we feel, however sorted or ragged we feel, however sad or happy we might be, and in whatever measure we feel we have been God’s people during the pandemic, we are blessed by the grace of Jesus Christ, just as we are, just as we come to him. We are the church because we know that there is more to life than we can touch, see and feel; because we know that we are loved in a measure that we can never fully comprehend on earth; and that we have a wonderful Saviour who laid down his life for us, who walks with us through all the good and all the bad, and who is preparing a totally restored reality for us in the New Heaven and Earth which awaits us one day.

My special thanks goes to Jan Ball and David Horne, my churchwardens, to Lynn, our Family and Children’s worker, to the members of the PCC and to everyone who serves or belongs to the church family at St Matthew’s. It is a privilege to journey with you on the Way of Jesus.

With love in Christ,

Pads

A handwritten signature in cursive script, appearing to read 'Pads', with a long horizontal flourish extending to the right.

Revd Pads Dolphin, Vicar of St Matthew’s

Report on the Electoral Roll

The Electoral Roll of St Matthew's in 2021 sees us with 78 adult members and for comparison, the number reported at the 2020 APCM was 80 adult members. Two people came off the roll since the last APCM.

Applications for membership of the Electoral Roll can be made at any time during the year and applications forms are available in the Welcome Area. Forms should be completed and handed to a member of the Clergy, to the church office or to me.

Pads Dolphin (on behalf of Martin Booker, Electoral Roll Officer)

Deanery Synod Report

Deanery Synod is a forum where parishes from across Reading can come together to discuss issues and opportunities that transcend our parish boundaries. It can be a great forum for sharing ideas, addressing common challenges and linking into the wider mission of the Diocese.

St Matthew's deanery synod representatives for 2020 were Brian and Mary Day.

Owing to the restrictions and difficulties of the last year there has effectively been very little joint activity at the deanery level, and there have only been two Zoom meetings, one of these being the AGM as the new three year cycle of Synod meetings started for 21-24. As the Area Dean put it, *"Synod may appear rather archaic and an unimportant layer of church government but when it works well it is an important connection between the local and the diocesan."*

A major focus of this synod cycle will be the creation of a Deanery Plan that will explore and outline the resources that the churches of Reading need to serve their communities. One current example of deanery activity is a partnership in mission between Greyfriars (as the resource church) and the Whitley churches of St Agnes, St Paul's and St Barnabas where Kirstie has been leading as interim Priest in Charge. A new permanent vicar will be licensed there in September when Kirstie will be relicensed back to St Matthew's.

The Parish Share Committee whose brief amongst other things is to support the work of mission and outreach in the Deanery will be tasked to devise a new system for allocation of how the Deanery Share (set by the diocese) is to be shared amongst the parishes to ensure that there is sufficient capacity in the system to support parishes in need. There is also a Standing Committee and Mission and Pastoral Committee whose brief is to reflect on the mission and ministry of the churches.

The Area Dean (Revd. Graeme Fancourt) is supported by four Associate Area Deans who have particularly responsibilities within the Deanery, also by a Lay Chair who works with the Area Dean and liaises with Deanery laity and the Bishop and Archdeacon.

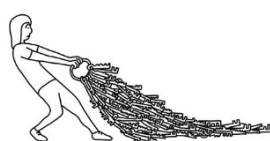
To facilitate and share the responsibilities of our large Deanery and to work more closely together a Deanery Leadership Team of eight people (4 Associate Area Deans and 4 associate Lay Chairs) have been appointed and the Deanery divided into four areas to deal with pastoral and day-to-day issues. St. Matthew is in the West Deanery Group of seven

churches led by the Revd. Liz Ratcliffe (St. Michael, Tilehurst) and Mark Burton (Lay Chair). As the Area Dean outlined in “what it means to be a member of Synod”, There were four ‘P’s’,

1. Pray - for the things we hope to do together and for the Synod meetings.
2. Prepare - read, pray and reflect on documents ahead of meetings.
3. Participate - talking to each other, discuss, be part of decision making.
4. (be) Positive- to question and help to refine our common life, praying for the Kingdom to be encountered in Reading.

Mary and Brian Day

Churchwardens' Report



The Covid 19 pandemic has presented the greatest challenge to the UK Church in many decades. During 2020, there were several months when we were not allowed to meet in person, and St Matthews church doors remained locked.

The first national relaxation of rules in June allowed us to reopen the sanctuary for private prayer, but brought the need for extensive Covid precautions. Providing hand gel, masks, careful cleaning, quarantining of Bibles and furniture and facilitating social distancing were a few of the changes instated. During this initial phase, several people helped facilitate private prayer by superintending the church, for which we are grateful.

Our ‘services’ exist to serve God, and the challenge was, how to maintain worship when the building is closed, half-open or inaccessible in real terms for individual health reasons. YouTube and Zoom have been a lifeline, but our recorded services would not have worked without vast effort and chunks of time from Emma Noonan, Martin Carrick, Martin Booker and others. We are indebted to them.

Eventually live worship was sanctioned, albeit with a minimum of personnel on site. This presented yet more challenges, but allowed us to ‘go live’. In order to do this, we took the decision to invest substantially in livestreaming equipment. This enables far greater immediacy, and has the advantage of opening the church doors to distant family, and to locals not yet brave enough to venture inside.

Mitch Jones helped us source, choose and inaugurate the livestreaming equipment. Since then, Mitch and Martha have been pivotal in running the system. We are enormously grateful to them, and to the whole brand-new team who now sit alongside the PA and AV desk every Sunday.

As far as the church property and its fixtures and fittings are concerned, Covid postponed a number of maintenance jobs (several already tackled in 2021). The biggest project would have been the creation of an emergency exit from the main church building, which will be essential if we are to resume offering the space for local school functions. We hope to progress this in the coming Church year.

Please can we draw attention to our online prayer meetings at 8pm on Mondays. It's online and just half an hour, but it's the heartbeat of any church and deserves our support. We find it encouraging not a drudge, and we think you will too. Jan organises it – just email her on jan.ball1@me.com and she'll give you the Zoom details.

Lastly, we wanted to thank Pads, who has coped with extensive change and disruption, himself had Covid in the middle of all this, and managed without Kirstie, who's been seconded elsewhere. He unflagging enthusiasm and sheer hard work deserves all our support.

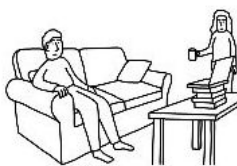


Jan Ball

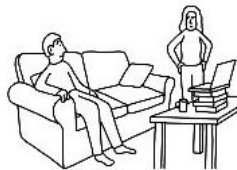
David Horne

THE ONLINE SERVICE

HOW TO MAKE IT FEEL LIKE NORMAL



ARRIVE A FEW MINUTES
LATE, CARRYING COFFEE



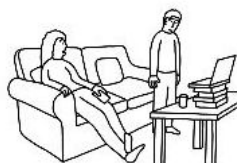
SCOWL AT THE PERSON
SITTING IN YOUR SEAT



WHISPERED DISCIPLINING OF
CHILDREN (UNSUCCESSFUL)



USE YOUR PHONE TO
'READ THE BIBLE'



STAND UP AT ENTIRELY
THE WRONG POINT



SHARE A PLATE OF
STALE BISCUITS

Family & Children's Report

The year started with a great holiday club for approximately 110 children and 30 leaders all worshipping Jesus, learning more about him, playing silly games and having fun daily. It was a really good time of bringing Jesus to families in the community as well as building relationships with our church family and giving our regular Sunday children a fun packed week during half term.

THEN....the pandemic hit. Did we stop? Not a chance!

Life changed as a new way of being church came into place. This involved all of us learning how to zoom which we all now dislike but loved when it was our only way of seeing each other. We set up zoom meetings for anything and everything. This time also developed into making lots of phone calls to check on each other (a new set of wireless headphones were purchased at this point). It involved lots of baking cakes and visiting the church family on their doorsteps. Then we were allowed to walk with another person, wahooo, I can't tell you how many steps I accumulated each week, but the plus is I have found some nice coffee shops selling bacon rolls. I have loved getting to know people who I wouldn't normally have contact with as well as those I regularly see for pastoral walks, chats and prayer.

2020 was a year not one of us saw coming, but I love change and a new challenge (I didn't love not being able to see my family) and have enjoyed finding new ways in which I can serve God as an employed member of St Matthews. I am truly thankful I wasn't furloughed as I would have missed you all so very much.

I am so please to be able to say that Kidz church is back up and running, covid safe. I am truly thankful to Ellie and Debbie who have blessed me so much as they help me lead each week. They are doing a fantastic job. They love the children as I do which makes it such a blessing to be out teaching the children and having fun each week with two very dear friends.

Lynn Everett

Children and family worker

Statement of Financial Activities – Year ending Dec 31st 2020

PAROCHIAL CHURCH COUNCIL OF READING, ST.MATTHEW

STATEMENT OF FINANCIAL ACTIVITIES YEAR ENDED 31 DECEMBER 2020

		2020			2019
	Notes	Unrestricted Funds	Designated Funds	Restricted Funds	Total Funds
		£	£	£	£
Incoming Resources					
Voluntary Income	2a	108,287	-	-	108,287
Other Ordinary Income	2b	6,994	-	-	6,994
Coronavirus Job Retention Scheme					21,655
Material income	2c	5,043	-	-	5,043
					2,500
Total Incoming Resources		120,324	-	-	120,324
					132,322
Cost of Charitable Activities					
Clergy Expenses	3a	2,364			2,364
The Church and Services	3b	10,583			10,583
Other Parish Expenses	3c	46,585		5,304	51,890
Payments outside the Parish	3d	47,306	-	-	47,306
Development and maintenance	3e	-	-	820	820
					3,051
Total Resources Expended		106,838	-	6,124	112,962
					121,572
Net Incoming (Outgoing) Resources		13,486	-	(6,124)	7,362
					10,750
Transfer between funds		747	-	(747)	-
Net movements in funds		14,233	-	(6,871)	7,362
					10,750
Balances Brought Forward at 1st Jan		58,724	2,344	10,150	71,218
Balances Carried Forward at 31st Dec		72,957	2,344	3,279	76,236
					58,124
					68,874

**PAROCHIAL CHURCH COUNCIL OF READING, ST.MATTHEW
AS AT 31 DECEMBER 2020**

Notes	2020			2019	
	Unrestricted Funds	Designated Funds	Restricted Funds	Total Funds	Total Funds
	£	£	£	£	£
Fixed Assets	6,287			6,287	0
CURRENT ASSETS					
Debtors & Prepayments	1,346	-	-	1,346	4,907
Bank & Cash Balances	68,651	-	3,279	71,930	65,045
	69,997	-	3,279	73,276	69,952
CREDITORS: amounts falling due within 1 year	3,327	-	-	3,327	1,078
NET CURRENT ASSETS	66,670	-	3,279	69,949	68,874
NET ASSETS	72,957	-	3,279	76,236	68,874
PARISH FUNDS					
General Reserve	72,957	-		72,957	58,724
Restricted Funds:					
Southcote Alive	-	-	810	810	859
Chair Fund	-	-	-	-	375
Charity Fund	-	-	-	-	572
Development & Maintenance Fund	-	-	1,524	1,524	2,344
Children & Music Ministry Fund			945	945	1,500
Kidz Church Fund			-	-	4,500
Total Parish Funds	72,957	-	3,279	76,236	68,874

The attached notes form part of these financial statements.

Approved by the PCC on _____ and signed on their behalf by _____

Rev. Pads Dolphin (PCC Chairman)

Mr C Harbidge (PCC Treasurer)

PAROCHIAL CHURCH COUNCIL OF READING, ST.MATTHEW
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2020

1. Accounting Policies

1.1 Basis of preparation

The Financial Statements have been prepared in accordance with the Church Accounting Regulations and in accordance with the 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) and with the Charities Act 2011.

The Financial Statements have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant notes to these accounts

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

The accounts have been prepared using the accrual accounting method.

There are no material uncertainties about the PCC's ability to continue, and so the going concern of accounting has been adopted.

The accounts are presented in pound sterling and rounded to the nearest pound.

1.2 Incoming resources

All incoming resources are included in the Statement of Financial Activities when the charity is entitled to the income and the amount can be quantified with reasonable accuracy. The following policies are applied to the particular categories of income:

- Planned giving, collections and similar donations are recognised when received.
- Tax refunds are recognised when the claim to HMRC is submitted.
- Grants and legacies are accounted for when the PCC is entitled to the use of the resources, their ultimate receipt is considered reasonably certain and the amounts due are reliably quantifiable.
- Interest as and when accrued by the payer.

All incoming resources are accounted for gross.

1.3 Resources expended

Expenditure is accounted for on an accrual basis. The diocesan parish share expected to be paid over is accounted for when due. All other expenditure is generally recognised when it is incurred and is accounted for gross.

1.4 Funds accounting

Restricted funds comprise (a) income from endowments which is to be expended only on the restricted purposes intended by the donor and (b) revenue donations or grants for a specific PCC activity intended by the donor. Where these funds have unspent balances, interest on their pooled investment is apportioned to the individual funds on an average balance basis.

Unrestricted funds represent funds of the PCC that are not subject to restrictions regarding their use. Such funds include income funds which are to be spent on the PCC's general purposes and that part of the Legacy Fund which is not restricted by the terms of the individual wills.

Designated funds are general funds set aside by the PCC for use in the future. Project funds are designated for particular projects for administration purposes only. Designated funds remain unrestricted and the PCC will move any surplus to other general funds.

1.5 Fixed assets

Consecrated Land and Buildings and Moveable Church Furnishings

Consecrated and beneficed property is excluded from the accounts by s10 Charities Act 2012. No value is placed on moveable church furnishings held by the church wardens on special trust for the PCC and which require a faculty for disposal since the PCC considers this to be inalienable property. All expenditure incurred during the year on consecrated beneficed buildings and moveable church furnishings, whether maintenance or improvement is written off as expenditure in the Statement of Financial Activities and separately disclosed.

Other Fixtures Fittings and Office Equipment

Low value equipment (less than £1,000) used within church premises is written off in the year of acquisition.

Capitalised electronic equipment used within the church premises is depreciated on a straight-line basis over three years.

1.6 Current assets

Amounts owing to the PCC at the end of each year are shown as debtors subject to provision for amounts that may prove irrecoverable. Bank balances are all short term deposits with the Building Society or at the bank.

PAROCHIAL CHURCH COUNCIL OF READING, ST.MATTHEW
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2020

2. Incoming Resources

	2020				2019
	Unrestricted Funds	Designated Funds	Restricted Funds	Total Funds	Total Funds
	£	£	£	£	£
a. Voluntary Income					
Tax Recoverable on gift aids	18,737	-	-	18,737	17,443
Planned Giving	84,785	-	-	84,785	71,258
Collections at Services & Church Programmes	2,847	-	-	2,847	8,433
Donations	1,919	-	-	1,919	10,514
Southcote Alive Donations	-	-	-	-	463
Fundraising	-	-	-	-	56
	<u>4,765</u>	<u>-</u>	<u>-</u>	<u>4,765</u>	<u>19,465</u>
Total Voluntary income	<u>108,287</u>	<u>-</u>	<u>-</u>	<u>108,287</u>	<u>108,167</u>
b. Other Ordinary Income					
Chapel/Church Income	480	-	-	480	2,263
Church Hall Income	4,997	-	-	4,997	14,590
Fees collected on behalf of Diocese	897	-	-	897	1,320
Fees for PCC	520	-	-	520	783
Bank & Deposit Funds Interest	-	-	-	-	413
Ministry	100	-	-	100	175
Parish Share Rebate and insurance claim	-	-	-	-	1,968
Private use of Photocopier/Printer	-	-	-	-	143
Organists Fees	-	-	-	-	-
Fundraising	-	-	-	-	-
	<u>6,994</u>	<u>-</u>	<u>-</u>	<u>6,994</u>	<u>21,655</u>
c. Material Income					
Others	541	-	-	541	-
Coronavirus Job Retention Grant	4,502	-	-	4,502	-
Charitable Donations -Fire Door	-	-	-	-	2,500
	<u>5,043</u>	<u>-</u>	<u>-</u>	<u>5,043</u>	<u>2,500</u>
Total Incoming Resources	<u>120,324</u>	<u>-</u>	<u>-</u>	<u>120,324</u>	<u>132,322</u>

PAROCHIAL CHURCH COUNCIL OF READING, ST.MATTHEW
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2020

3 Cost of charitable activities

	2020			2019
	Unrestricted Costs £	Designated Costs £	Restricted Costs £	Total Costs £
a. Clergy Expenses				
Curacy expenses	327	-	-	507
The Ministry	2,037	-	-	1,773
	2,364	-	-	2,280
b. The Church & Services				
Church cleaning	368	-	-	1,103
Church Flowers	63	-	-	239
Church Yard	-	-	-	225
Electricity	7,873	-	-	6,541
Insurance	738	-	-	1,319
Regular Maintenance Church	581	-	-	1,181
Upkeep of Services	960	-	-	1,613
Water Rates Church	-	-	-	-
	10,583	-	-	12,222
c. Other Parish Expenses				
Children's Ministry	(1,180)	-	4,500	5,552
Music Ministry	1,928	-	-	1,493
Youth Ministry	78	-	-	540
Lay Staff				
Salaries	31,917	-	-	37,175
Staff Development	110	-	-	492
Staff IT Facility	598	-	-	780
Personal Expenses of Lay Staff	116	-	-	238
	32,741	-	-	38,685
Church Hall running costs	6,007	-	-	8,261
Mission within the Parish	1,906	-	804	4,334
Other Parish Expenditure				
Administration	1,321	-	-	442
Affiliations	-	-	-	81
Audit and accountancy fees	-	-	-	(48)
Bank Fees	60	-	-	55
CLI Licence	681	-	-	632
Fundraising Expenses	370	-	-	47
Gifts	-	-	-	460
Other Ordinary Parish Expenses	-	-	-	6
Photocopying & Printing Costs	325	-	-	35
Telephone & Broadband	1,629	-	-	2,002
TV Licence	719	-	-	713
	5,106	-	-	4,425
	46,585	-	5,304	63,291
d. Payments Outside the Parish				
Charitable Donations	-	-	-	522
Fees to Diocese -Payment	1,194	-	-	495
Parish Share	46,112	-	-	39,711
	47,306	-	-	40,728

PAROCHIAL CHURCH COUNCIL OF READING, ST.MATTHEW
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2020

3 Cost of charitable activities (cont'd)

	2020				2019
	Unrestricted	Designated	Restricted	Total	Total
	Costs	Costs	Costs	Costs	Costs
	£	£	£	£	£
e. Development and maintenance					
Hall Maintenance & Redecoration	-	-	427	427	2,862
Replacement of church chairs project	-	-	-	-	-
Other expenditure	-	-	392	392	189
	-	-	820	820	3,051
Total Development and maintenance costs	-	-	820	820	3,051
Total Resources Used	106,838	-	6,124	112,962	121,572

PAROCHIAL CHURCH COUNCIL OF READING, ST.MATTHEW
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2020

4 Staff costs

	2020 £	2019 £
Wages and salaries & NI	31,917	37,175
	<u>31,917</u>	<u>37,175</u>

The average number of employees during the year was 2 (2019:3).

Trustees (PCC members) received no remuneration during the year (2019: none).

During the year 2 trustees (PCC members) were reimbursed expenses amounting to £5,306.95 relating to general running costs and meeting expenses. This includes £5,284.13 paid to clergy to reimburse for ministry and curacy costs and running of the vicar's office.

	2020 £	2019 £
5 Debtors & Prepayments		
Other debtors	600	4,226
Prepayments	746	681
	<u>1,346</u>	<u>4,907</u>

	2020 £	2019 £
6 Creditors		
Trade creditors	258	509
Other creditors	-	30
Accruals	3,068	538
	<u>3,326</u>	<u>1,078</u>

7 Parish Funds

The movements in funds during the year were:

	Balance Brought Forward	Incoming	Outgoing	Transfer between funds	Balance Carried Forward
	£	£	£	£	£
7a General Reserve	58,724	120,324	(106,838)	747	72,957
7b Restricted:					
Southcote Alive	859	-	(250)	200	810
Chair Fund	375	-	-	(375)	-
Charity Fund	572	-	-	(572)	-
Development & Maintenance Fund	2,344	-	(820)	-	1,524
Children & Music Ministry Fund	1,500	-	(555)	-	945
Kidz Church Fund	4,500	-	(4,500)	-	-
	<u>10,150</u>	<u>-</u>	<u>(6,124)</u>	<u>(747)</u>	<u>3,279</u>
	<u>68,874</u>	<u>120,324</u>	<u>(112,962)</u>	<u>-</u>	<u>76,236</u>

PAROCHIAL CHURCH COUNCIL OF READING, ST.MATTHEW
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2020

7 Parish Funds (continued)

Southcote Alive is an ecumenical mission activity within part of the parish, carried out in partnership with other churches and Christian organisations. The funds represents donations received specifically for this activity. The costs are included in the Mission within the Parish Costs.

The Chair Fund represents funds collected in 2018 and the remaining un-utilised balance was transferred to general reserve in the current year.

The Charity Fund represents donations and collections made for specific charities during the year. Incoming funds are shown within Collections and Donations and those funds distributed to the various charities are shown in the accounts as Charitable Donations. Any deficit was covered by funds from the general reserve.

The Development & Maintenance Fund is to cover development and maintenance expenses in the church.

Children & Music Ministry Fund is to cover Time For You, a family's ministry in the church.

The Kidz Church Fund is a restricted donation to cover expenses for the children holiday clubs.

The PCC has a policy of keeping three months running costs in reserve to cover unforeseen circumstances. During 2020 this amounted to £34,448.

Independent examiner's report to the Trustees of Parochial Church Council of Reading, St. Matthew

This report on the accompanying financial statements of the PCC for the year ended 31 December 2020 is in respect of an examination carried out in accordance with the Church Accounting Regulations 2006 ('the Regulations') and section 145 of the Charities Act 2011 ('the Act').

Respective responsibilities of the trustees and the examiner

The trustees are responsible for the preparation of the accounts; you consider that an audit is not required for this year under section 145(1) of the Act and that an independent examination is needed. Having satisfied myself that the charity is not subject to audit under charity law and is eligible for independent examination, it is my responsibility to:

- examine the accounts under section 145 of the Act;
- to follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the Act; and
- to state whether particular matters have come to my attention.

Basis of independent examiner's report

My examination was carried out in accordance with the General Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the PCC and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

Independent examiner's statement

In connection with my examination, no matter has come to my attention:

(1) which gives me reasonable cause to believe that in any material respect the requirements: • to keep accounting records in accordance with section 130 of the Act; and to prepare accounts which accord with the accounting records and comply with the requirements of the Act. have not been met; or

(2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Hooi Cheeseman

Mrs Hooi Cheeseman ACA Date: 18 Jun 2021
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