

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.

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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 line extending from the end of the word.

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.

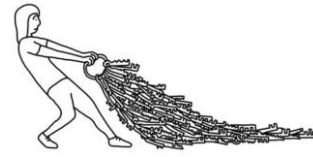
There was a presentation about REinspired (which was originally set up by Churches Together in Earley and East Reading (CTEER)).

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.

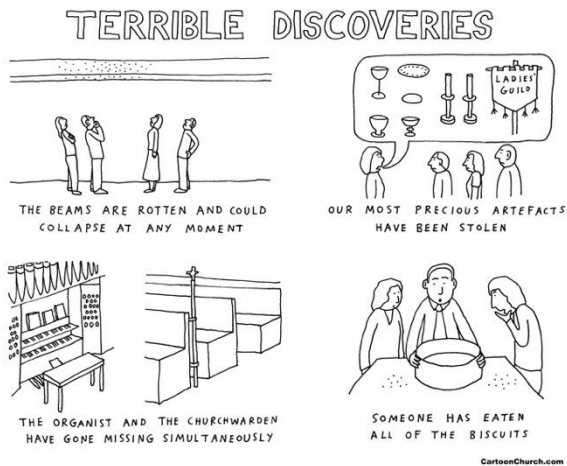
Looking forwards

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
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UB10 8SJ

Date: 29 March 2023

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