

Parish of the Harwich Peninsula

Registered Charity No.1152910

Annual Report and Financial Statements of the Parochial Church Council

For the year ended 31st December 2023

Incumbent:

Revd Canon Margaret Shaw
The Rectory
51 Highfield Avenue
Dovercourt
Harwich
CO12 4DR

Bankers:

Barclays Bank Plc
TSB Bank Plc
Central Board of Finance of the Church of England
CAF Bank Ltd

Independent Examiner:

Ms Louise Harknett
Membership 20020545 AATQB
45 Newcastle Avenue
Colchester
Essex CO3 9XE

The Parish of the Harwich Peninsula

Annual Report of the Parochial Church Council for the For the year ended 31st December 2023

Administrative Information

The Parish of Harwich Peninsula covers Dovercourt, Harwich, Little Oakley, Parkeston and Ramsey. It is part of the Diocese of Chelmsford within the Church of England. The correspondence address is the Rectory, 51 Highfield Avenue, Dovercourt, Harwich, Essex CO12 3DR. The PCC is a registered Charity.

PCC members who have served from 1 January 2022 until the date of this report was approved:

Team Rector	Reverend Canon Margaret Shaw	To June 2023 (Resigned)
Team Vicar	Rev Kirsty Emmerson	
Associate Priest	Rev Claire Scargill	
Assistant Curate		
LLM	Dr John Shaw	
LLM	Mr John Wallace	Acting Chair (July 2023)
LLM	Mrs Sioux Thorpe	
Wardens:	Mrs Marylynn Mayo	All Saints
	Joan Hurst	All Saints
	Mrs Elizabeth Ford	St Michaels
	Mrs Dawn Wallace	St Michaels (from May 2019)
	Mrs Janet Goodall	St Nicholas
		Vacant
Representatives on Deanery Synod		
	Mr Christopher Wallace	St Michael's
	Enid Godfrey	St Nicholas'
	Liz McCleod	Parish Administrator
Elected Members	Ms Sarah Abbott	All Saints
	Mrs Maureen Townsend	All Saints (from May 2019)
	Vacancy	St Michaels
	Ms Janet Thomas	St Michael's (from May 2020)
	Ms Diane Butler	St Nicholas'
	Mrs Christine Smith	St Nicholas'
Treasurers:	Mr Douglas Cooper	Parish Treasurer
	Dr John Shaw	St Nicholas'
	Mr Douglas Cooper	All Saints
	Mr John Wallace	St Michael's
	Dr John Shaw	PCC Resources

Structure, Governance and Management

The method of appointment of PCC members is set out in the Church Representation Rules. All Church attendees are encouraged to register on the Electoral Roll and stand for election to the PCC.

The full PCC met 4 times during the year with an average level of attendance of 60 per cent. Committees met between meetings and minutes of their deliberations were received by the full PCC and discussed where necessary.

Objectives and activities

The Harwich Peninsula PCC has the responsibility of co-operating with the incumbent in promoting the ecclesiastical parish the whole mission of the Church, pastoral, evangelical, social and ecuminical. It also has maintenance responsibilities for the Churches in the Parish - All Saints, Main Road, Dovercourt; St Michaels and All Angels, Church Hill, Ramsey; St Nicholas, Church Street, Harwich

As required under section 17 of the Charities Act 2011, the incumbent and the members of the PCC have considered the public benefit guidance published by the Charity Commission. The PCC maintains an overview of worship and other activities and initiatives carried out by the churches and church organisations that make up the Parish, for the benefit of the whole community. Some of the activities undertaken during the year are detailed below under review of the year.

Achievements and performance

Review of the year: Chair's Report

Independent Examiners Report to the Trustees of Harwich and Parkeston PCC

I report to the Charity trustees on my examination of the accounts of Harwich and Parkeston PCC Charity for the year ended 31 December 2023, which are set out in pages 6 to 12

Responsibilities and basis of report

As the charity's trustees you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act")

I report in respect of my examination of the charity's accounts carried out under section 145 of the Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under Section 145(5)(b) of the w

Independent examiners's statement

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

- 1 Accounting records were not kept in respect of the charity as required by Section 130 of the Act; or
- 2 The accounts do not accord with those records

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

Louise Harkenett



Date 26/3/24

Financial Review

CC

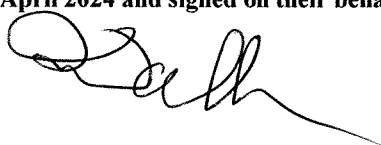
The financial statements for the Parish as a whole have been drawn up on a Receipts and Payments basis and combine the three sets of local accounts drawn up by DCC Treasurers. The aggregate bank and cash balances at the end of 2023 amounted to £526,013 compared with £244,465 at the end of 2022.

Unrestricted income received in 2023 amounted to £451,351.74
however £279,000 was specifically to be used by St Nicholas Fabric Fund a restricted fund.
Unrestricted expenditure was £179,061.90, This is a slight decrease on 2022.
The Parish Share for 2023 has been paid in full within the financial year although it required subsidy from parish resources.

Reserves Policy

It is PCC policy to maintain a cash balance on unrestricted funds (if possible) which amounts to at least three months of unrestricted expenditure. This equates to £44,765 for the parish as a whole. The aggregate balance at the end of 2023 on all unrestricted general funds (excluding those which had been designated for specific purposes) was £173,578 This represents in excess of three months of operating costs, based upon 2023 levels. As previously, this is unevenly distributed between the various churches (see note 7 to the financial statements).

Approved by the PCC on 3 April 2024 and signed on their behalf by
John Wallace (Vice Chair)



THE PARISH OF THE HARWICH PENINSULA PCC
RECEIPTS AND PAYMENTS ACCOUNT
For the year ended 31st December 2023

	Notes	Unrestricted Funds £	Restricted Funds £	Endowment Funds £	TOTAL FUNDS 2023 £
Receipts					
Donations and legacies	2a	130,730.31	-	-	130,730.31
Activities for generating funds	2b	2,815.50	-	-	2,815.50
Income from investments	2c	1,013.25	-	-	1,013.25
Church activities	2d	34,300.50	-	-	34,300.50
Other receipts	2e		-	-	-
Total receipts		172,351.74	-	-	172,351.74
Payments					
Costs of generating voluntary income	3a	2,485.61	-	-	2,485.61
Fund-raising trading costs	3a	6,766.20	-	-	6,766.20
Church activities	3b	169,810.09		-	169,810.09
Payments for Weddings/Funerals					
Total payments		179,061.90	8,267.96	-	179,061.90
Excess/(Shortfall) of Receipts over Payments		(6,710.16)	(8,267.96)	-	(6,710.16)
Transfers between funds	7	5,000.00	279,000.00	-	284,000.00
		(1,710.16)	270,732.04	-	277,289.84
Bank and cash balances at 1 January 2023		176,178.69	70,868.00	-	247,046.69
Bank and cash balances at 31 December 2023		174,468.53	341,600.04	-	524,336.53

THE PARISH OF THE HARWICH PENINSULA PCC
NOTES TO THE FINANCIAL STATEMENTS (continued)
For the year ended 31st December 2023

2 RECEIPTS

	Unrestricted Funds £	Restricted Funds £	TOTAL FUNDS 2023 £
a Donations and legacies			
Planned giving	16,771.42	-	16,771.42
Collections at all services	13,296.81	-	13,296.81
Gift days	701.01	-	701.01
Sundry donations and appeals	81,023.17	30.00	81,053.17
Income tax recovered	6,718.05	-	6,718.05
Grants	1,140.00	-	1,140.00
Legacies	11,079.85	279,000.00	290,079.85
	130,730.31	279,030.00	409,760.31
b Activities for generating funds			
Fetes, bazaars and other fund-raising activities	2,815.50	-	2,815.50
Other receipts		-	
	2,815.50		2,815.50
c Investment income			
Dividends and interest received	1,013.25	-	1,013.25
	1,013.25		1,013.25
d Church activities			
Church hall lettings etc	9,015.00	-	9,015.00
Fees from weddings, funerals etc	25,285.50	-	25,285.50
Parish magazine		-	
	34,300.50	-	34,300.50
e Other receipts			
PCC		-	
All Saints		-	
Internal Transfers	30,000.00	-	
Total receipts	198,859.56	279,030.00	447,889.56

THE PARISH OF THE HARWICH PENINSULA PCC
NOTES TO THE FINANCIAL STATEMENTS (continued)
For the year ended 31st December 2023

3 PAYMENTS

	Unrestricted Funds £	Restricted Funds £	TOTAL FUNDS 2023 £
a <i>Fund-raising trading costs</i>			
Fundraising events and activities	2,485.61	-	2,485.61
	<u>2,485.61</u>	<u>-</u>	<u>2,485.61</u>
b <i>Church Activities</i>			
Missionary and charitable giving	6,766.20	-	6,766.20
	<u>6,766.20</u>	<u>-</u>	<u>6,766.20</u>
Ministry costs:			
Diocesan parish share paid	60,515.00	-	60,515.00
Other ministry expenses	11,076.32	-	11,076.32
Church running expenses	28,922.42	-	28,922.42
Insurance	9,692.88	-	9,692.88
Utility bills	13,669.51	-	13,669.51
Church maintenance	760.71	-	760.71
Upkeep of services	1,218.30	-	1,218.30
Upkeep of churchyard	540.00	-	540.00
Parish magazine		-	
Sunday school costs		-	-
Church hall running costs		-	
Bank charges	-	-	
Other payments	36,398.75	-	36,398.75
Independent examination fee	250.00	-	250.00
Transfer			
	<u>169,810.09</u>	<u>-</u>	<u>169,810.09</u>
		-	-
Total payments	<u><u>172,295.70</u></u>		<u><u>179,061.90</u></u>

THE PARISH OF THE HARWICH PENINSULA PCC
NOTES TO THE FINANCIAL STATEMENTS (continued)
For the year ended 31st December 2023

4 PCC members and related parties

Mrs Liz McLeod a PCC Member received a salary of £6,000 during 2022/23 for her work as Parish Administrator. Expenses paid to clergy may include a small immaterial proportion which relates to their function as PCC members. No other payments were made to PCC members, or to related parties, either as remuneration or as expenses, other than the occasional reimbursement for routine items and services paid for by them on behalf of the PCC.

5 Investment assets (representing endowment funds)

	Dovercourt		Ramsey	Little Oakley		
	Tithe	Miss	Tithe	Revd M Wontner		
	Chancel	Ward	Chancel	Bequest	Ch'yard	Total
	Trust	Trust	Trust	Fund	Trust	
	£	£	£	£	£	£
Market value 1 Jan 2023	7,255.58	11,223.56	5,635.20	2,228.65	333.96	26,676.95
Disposals at carrying value	-	-	-	-	-	-
Purchases at cost	-	-	97.88	-	-	97.88
Net gains and revaluation	478.40	95.37	879.81	(414.47)	(61.13)	977.98
Market value 31 Dec 2023	7,733.98	11,318.93	6,612.89	1,814.18	272.83	27,752.81
Capital	38.10	11,318.93	27.15	1,814.18	272.83	13,471.19
Undistributed income	7,695.88	-	6,585.74	-	-	14,281.62
	7,733.98	11,318.93	6,612.89	1,814.18	272.83	27,752.81

	Shares	Shares	Shares	Shares	Shares	Value
	No.	No.	No.	No.	No.	£
Represented by shares in:						
CBF Investment Fund	371.57	547.83	317.70	-	-	25,665.80
CBF Fixed Interest Securities	-	-	-	1,328.00	199.00	2,087.01
	371.57	547.83	317.70	1,328.00	199.00	27,752.81

The above five endowment trust funds are managed by the Diocese on behalf of the PCC.

Income on the Miss Ward Trust fund is mandated to the PCC, and is available for general ecclesiastical purposes. Income on the Tithe Chancel Trust funds is reinvested until required, and is available for restricted use in connection with eligible costs associated with the chancel areas of the above two churches. The Wontner Bequest is set up for any special need for assistance in the parish. The Wontner churchyard trust income is for the upkeep of Little Oakley Churchyard, especially the graves of Revd Wontner and his relatives.

The capital element of all five endowment funds is permanent.

6 Fixed assets retained for church use

Freehold land and buildings comprise St Nicholas Hall, Harwich, Esplanade Hall, Harwich and The Millennium Room, Ramsey. These are stated at estimated cost value. For many years the PCC has also had use of Esplanade Hall, Harwich. The property has been improved with the assistance of the Diocese, to register the hall, which stands on consecrated ground, in the name of the Parish with the Land Registry. Until ownership is established the church continues to insure the building.

THE PARISH OF THE HARWICH PENINSULA PCC
NOTES TO THE FINANCIAL STATEMENTS (continued)
For the year ended 31st December 2023

7 Statement of funds	Bal b/fwd £	Receipts £	Payments £	Transfers £	Bal c/fwd £
Unrestricted Funds					
<i>Undesignated funds</i>					
PCC General Fund	145,914.14	104,559.05	(102,529.27)	(5,000.00)	154,169.92
PCC Wedding & Funeral Fees	1,676.93	-	-		1,676.93
St Nicholas General fund	18,286.35	27,470.60	(33,349.17)	5,000.00	17,407.78
All Saints General Fund	5,156.00	21,793.17	(25,498.02)		1,451.00
St Michael's General Fund	6,179.85	14,611.74	(15,890.63)		4,900.96
<i>Designated funds</i>					
PCC Children's Work	-			-	
St Nicholas Hall					
St Nicholas Amenities				-	
St Nicholas Drop In	-			-	
St Nicholas Choir Fund		-	-		-
St Nicholas Handbells Fund		-	-		-
All Saints Music Fund	600.00	600.00			1,200.00
All Saints Fabric Fund			-		
All Saints Tea Fund	74.15				74.15
St Michael's 100 Club	341.00				341.00
St Michael's Flower Fund	58.50			-	58.50
	178,286.92	169,034.56	(177,267.09)		181,280.24
Restricted Funds					
St Nicholas Fabric Fund	45,969.73		(8,016.31)	279,000.00	316,953.42
St Nicholas Organ Fund	490.00	-	(155.00)		335.00
St Nicholas Flowers Fund	1,019.13		(96.55)	-	922.58
St Nicholas Appeal Fund					
St Nicholas Choir Fund					
St Nicholas Clock Fund	3,893.05				3,893.05
St Nicholas Children's Corner					
All Saints Lighting Fund	96.67		-	-	96.67
All Saints Organ Fund	3,069.88		-	-	3,069.88
All Saints Fabric Fund	16,356.12	1,398.07	-		17,754.19
St Michael's Building Fund	0.50	-		-	0.50
St Michael's Organ Fund	31.00	-	-	-	31.00
	70,926.08	1,398.07	(8,267.86)	279,000.00	343,056.29

The above figures represent bank and cash balances only, and exclude the value of church plate, investments and other assets.

Restricted funds are available only for the purposes indicated above, either as a result of conditions stipulated by donors, or as made known by the PCC when inviting donations or raising funds for specific objects. Designated funds have been earmarked by the PCC for specific purposes, but can be re-designated if required at the PCC's discretion.

Transfers within unrestricted funds relate mainly to the allocation between various churches and central PCC funds of shared ministry, administration and other costs, together with transactions relating to the parish magazine. As in previous years, a few transactions shown as payments or receipts within individual DCC accounts have been treated as transfers within the financial statements of the PCC as a whole.