

# All Saints' Church, Berkhamsted

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## **Annual Report of the Church Council (Trustees' Annual Report) and Accounts for the year ended 31 August 2023**

# All Saints' Church, Berkhamsted

a Single Congregation Anglican Methodist Local Ecumenical Partnership

## Report of the Church Council for the year ended 31 August 2023

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### Aims and Purposes

All Saints' Church aims to advance the Christian faith in the town of Berkhamsted and surrounding area.

### Objectives and Activities

When planning activities for the year, the minister and the Church Council have considered the Charity Commission's guidance on public benefit and, in particular, the specific guidance on charities for the advancement of religion.

In achieving its purpose, All Saints' engages in a range of activities, including:

- the celebration of public worship
- the teaching of the Christian faith
- pastoral work, including visiting the sick and the bereaved
- the provision of facilities with a Christian ethos for the local community
- the support of other charities in the UK and overseas

To facilitate this work, it is important that the fabric of All Saints' Church and Halls is maintained. Ultimate responsibility for the maintenance of the Church and Halls complex of All Saints', a Grade II Listed Building (ID number 1075267), lies with the Anglican Methodist Association (Berkhamsted) Ltd that owns the property. All Saints' Council, funded directly by the All Saints' congregation, has day-to-day responsibility for this upkeep as well as for the work of the church generally.

### Impact of the Covid-19 pandemic

Attendance in church on Sundays has not yet returned to previous levels, with a proportion of the congregation joining online from home and an absence of children and young people. Attendance at the Tuesday morning Parish Eucharist has returned to normal.

Financially we have not been too badly affected. A high proportion of the giving from our congregation was, and still is, coming by way of bank standing orders. Hall hire income has now returned to previous levels.

### Achievements and Performance

#### *Worship and Prayer*

The Leadership Team at All Saints' normally meets monthly and its discussions include the pattern and leadership of services, and the development of our worship in the future. We feel it important that worship reflects the traditions from which we have come. This provides variety in our worship within a framework of being recognisably "All Saints".

The principal Sunday morning service is either Holy Communion or Morning Worship, led by Methodist or Anglican clergy and/or lay people. A monthly Messy Church is held on Sunday afternoons, for families who cannot get to church in the mornings and to reach out to the wider community. A fortnightly service of compline held via Zoom on Thursday evenings has been introduced.

Morning Prayer on Tuesdays and Evening Prayer on Fridays provide a quiet and intimate opportunity for worship. A Tuesday morning Eucharist is held at All Saints led by clergy from St Peter's Church. Other services are held to mark special occasions – for example during Holy Week, and around Christmas.

There were 92 people on the Register of Members at 31 August 2023 compared to 93 a year

earlier. Two new names were added, and three were removed.

As well as our regular services, we enable our community to celebrate and thank God at the milestones of the journey through life. Through baptism we thank God for the gift of life, in marriage public vows are exchanged with God's blessing and through funeral services friends and family express their grief and give thanks for the life which is now complete in this world and to commend the person into God's keeping. In addition, those recently bereaved were invited to our annual Service of Thanksgiving for the lives of those who had died.

#### *Wider Church links*

All Saints' is a Single Congregation Anglican/Methodist Local Ecumenical Partnership. Through its Anglican connections it is part of the Diocese of St Albans and of the Parish of Great Berkhamsted (with St Peter's Church). Through its Methodist connections it is part of the Bedfordshire, Essex and Hertfordshire District and of the West Hertfordshire and Borders Circuit (circuit number 34/14).

Four members of the Church Council were members of the West Hertfordshire and Borders Circuit Meeting, two were members of Berkhamsted Team Council, and one was a member of the Parochial Church Council of Great Berkhamsted. We continue to have a member of the Church Council serving as a trustee of The Way Inn Christian Centre Trust in Berkhamsted. These contacts and activities provided the Church Council with important links with the parish and the wider structures of the church.

We continued to welcome the Revd Stuart Owen, from St Peter's Church and Team Rector in the Berkhamsted Team Ministry, to preside at the Eucharist on Tuesday mornings.

#### *Church & Halls*

The church is normally open most days for private prayer and calm for anyone in the local community. We are grateful to those on the rota for the daily opening and closing of the church.

The children's area set up at the front of the church with suitable furnishings and activities has been popular with parents of young children during services, and is visited on week days.

The upper and lower halls are used by many groups within the local community – including Brownies & Guides, and Gateway Club. We continue to maintain the property in an effort to make the premises welcoming.

#### *Pastoral Care*

Our "Chuckles" Toddler Group, which had run for over 20 years, was closed at the start of the pandemic. As it was not be possible to re-open in its previous format, it is now successfully replaced with "Coffee, Chat & Toddlers" – where everyone of any age is warmly invited to enjoy a cup of coffee/tea and conversation on Tuesday mornings from 10am. There are toys and activities available for younger visitors, and singing at 11am.

Under our Pastoral Care Scheme, our one-to-one visitors keep in touch with those who are unable to attend church due to sickness or age. In addition, our minister visits all church members who are in hospital. These visitors have attended training courses.

#### *Mission and Evangelism*

Links continue to be fostered with the local primary school which is normally welcomed to the church for its Harvest Festival and Carol Services.

Helping those in need is a demonstration of our faith. As reported below in the Financial Review section, a highest ever total of almost £21,000 was given this year to external charities. It is encouraging that this level of support for others can be provided in the current economic climate. As well as this financial help, members of our congregation have continued to support the DENS Dacorum Foodbank with gifts of food and non-perishable items. Support has also been given to

the locally based People Not Borders, which worked to help refugees.

All Saints' is a "Fairtrade" church, and supports that cause by using Fairtrade tea and coffee. We have gained a "Bronze Award" as an Eco Church, and are progressing towards a "Silver Award".

The All-Saints' Friendship Club provides a varied programme of social and fund-raising events that reaches out beyond the congregation to the wider community. The net income of the club is donated annually to charitable causes, and is included within these accounts.

All Saints is a corporate member of the Churches' Mutual Credit Union, and has deposited £15,000 in a Corporate Savings Account primarily as a social investment.

Our church magazine is distributed bi-monthly to everyone on the Church Roll and is available in the church for visitors and users of the halls. The magazine keeps its readers informed of the important matters affecting our church and carries articles that help develop knowledge and trust in Jesus. It has been awarded the prize for "Clarity of the Christian Message" in a national competition.

Our website is at: <https://www.allsaintsberkhamsted.org.uk> - its primary purpose is to promote All Saints presence in Berkhamsted as a living, worshipping community with a distinctive ecumenical offering, welcoming people from all backgrounds and traditions. We would like to attract young families, as this is important in maintaining and growing a congregation for the future, as is making the church appear more open to people who are outside the usual Sunday congregations. Together with our Facebook group, the website also functions as a way for church members to keep in touch with us.

### *Ecumenical Relationships*

Members of All Saints' have supported ecumenical events in the town including the Festival of Light with a Nativity Scene at the beginning of Advent and the monthly prayer breakfast held in churches around the town. Our minister meets with other clergy from the town 3 - 4 times a year and has participated in ecumenical services eg. to mark the death of Queen Elizabeth II.

### **Financial Review**

2022/23 was the fifteenth complete year since we became a self-funding organisation in June 2008. Over that period, congregational giving to the General Fund has remained fairly constant at around £75,000 -£80,000, notwithstanding a reduced number of people. Hall hire income has recovered, post-pandemic, to £18,199 – its second highest figure. An unexpected energy support grant of £4,301 from the Circuit helped to take General Fund total income for 2022/23 to its highest ever of £101,488. Total expenditure from the General Fund was less than forecast, but at £73,805 was almost the same as in the previous year.

As well as meeting annually recurring expenditure, the General Fund has to be able to make transfers to provide most of the funding for the Special Projects Fund so that large and irregularly occurring expenditure on maintenance and improvements can be paid for. £13,000 was transferred in 2022/23 – equal to the average of annual transfers since 2008/09.

Special Projects Fund annual expenditure has averaged above £13,000 during the past fifteen years and has recently been at nearly £34,000 and over £29,000, but has been below average in the last two years. There are though several projects that now need progressing.

As explained in note 13 to the Accounts, the Roof Fund has been built up over the past 25 years in anticipation of the need to finance major expenditure on the roof. It is now expected that the complete replacement of the roof battens (and the fitting of insulation) will be carried out during 2023-24 at a cost of around £360,000 including VAT. Grants will be sought to augment the balance available in the Roof Fund.

Almost £75,000 was spent from the General and Special Projects Funds to provide Christian ministry from All Saints' Church. This included almost £42,400 for the Circuit Assessment, which

largely provides the stipends and housing for the clergy but which also supports other churches in the circuit.

Outward Giving from our General Fund to various charitable causes in 2022/23 was set at £7,500, being 10% of the total of the planned giving income, plate collections and gift-aid recovery in 2021/22. In addition, about £13,400 was raised for external causes through Special Appeals and by the Friendship Club, making the total given away the highest to date at just over £20,900. Names of the recipient causes and amounts given are shown on our website.

More detailed financial information can be found within the accounts that follow this report. The “Summary of Funds” note on the final two pages of the accounts provides a broad overview of our finances.

### **Reserves policy**

Regular transfers are made from the General Fund into the designated Special Projects Fund to build up reserves there to cover major, non-routine, costs that are expected to arise. It has been Church Council policy to maintain a balance on its unrestricted General Fund that equates (if possible) to six months of the annual expenditure and transfers from that fund. The balance of £65,238 held in the General Fund at the year-end was above that target. Consideration is being given to increasing the “target” from six months in view of the increased dependency on a small number of donors for a significant proportion of regular income.

The policy for the designated Special Projects Fund has been to aim to hold the equivalent of around three years of average historical expenditure – ie around £40,000/£45,000. The Special Projects Fund balance at 31 August 2023 of £80,324 is currently in excess of that target. We have been unable to arrange for some items of expenditure from this fund, but now hope this will be dealt with within the next year or so. We are very conscious of the increasing age of the building and of much of its contents., and will be reviewing the target level for this fund.

It is our policy to invest our fund balances to minimise risk and therefore we normally only invest money in bank, or similar, deposit accounts. However, given the longer-term nature of the savings in the Roof Fund, this had been placed in The CBF Church of England Investment Fund Accumulation Shares that are invested mainly in equities, but this was moved to The CBF Church of England Deposit Fund in August 2023 to eliminate the risk of a decrease in value ahead of the anticipated expenditure.

### **Volunteers**

We would like to thank all the volunteers who work so hard to make our church the lively and welcoming community it is, and who make a valuable contribution to our ministry and for keeping the church running.

### **Structure, governance and management**

The method of appointment of Church Council members is set out in the Model Governing Documents (Constitution and Schedule) adopted on 13 January 2013. The membership of the Church Council consists of the minister, stewards and representatives elected by those members of the congregation who are on the Register of Members, and co-opted members who are nominated to represent particular groups or activities.

Those elected as trustees serve for three years, and those co-opted serve for one year. Both are then eligible for re-election or re-appointment. Covid-19 caused the cancellation of the Annual Congregational Meeting for 2020, and the postponement until November 2021 of the meeting that would have been held around March 2021 so, in accordance with the Constitution, those elected in 2019 are continuing in office until the Annual Congregational Meeting later this month.

All those who attend our services as members of the congregation are encouraged to be on the Register of Members and so become eligible to take a fuller part in the life of the church.

The Church Council members are responsible for making decisions on all matters of general concern and importance to the church including deciding on how the funds of the Church Council are to be spent.

The Church Council met six times during the year four times via “Zoom” and twice in person, including two short meetings in November to approve the Annual Report & Accounts and to deal with annual appointments and co-options. The level of attendance averaged 70%.

Given its wide responsibilities, the Church Council has a number of committees or groups each dealing with particular aspects of church life. These committees which include leadership, worship, outward giving, fabric and finance, are all responsible to the Church Council and report back to it regularly with their deliberations being received by the full Church Council for discussion and decision as necessary.

### **Administrative information**

All Saints’ Church is situated in Shrublands Road, Berkhamsted HP4 3HY, which is also the correspondence address.

All Saints’ Church is an unincorporated charity. It was granted registered charity status on 31 July 2013, with registered number 1153162. Before then it was an excepted charity that did not need to register with the Charity Commission. The Charity Commission website shows the names of the present Trustees, and the Annual Reports & Accounts for the last five years.

All Saints has been an Anglican Methodist LEP since 1993, having shared the building with Berkhamsted Methodist Church from 1980. The land and building have been owned by Anglican Methodist Association (Berkhamsted) Ltd – a company limited by guarantee – since 1980. Prior to June 2008, when All Saints’ became a Single Congregation Local Ecumenical Partnership, that company had direct responsibility for the upkeep of the buildings and was funded equally by the Anglican Parish of Great Berkhamsted and by Berkhamsted Methodist Church. Since June 2008, this responsibility has been met by All Saints’ Church.

As well as its Constitution of 13 January 2013, All Saints’ Church is also affected by certain provisions in (i) the Memorandum & Articles of Association of Anglican Methodist Association (Berkhamsted) Ltd, dated 24 April 1980 (ii) the Conveyance of the church to Anglican Methodist Association (Berkhamsted) Ltd, dated 25 November 1980 (iii) the Sharing Agreement, dated 25 November 1980 (iv) the Pastoral Scheme of 2005 for the Berkhamsted Team Ministry, as revised.

### **Trustees’ financial responsibilities**

We are required under charities legislation to prepare financial statements each year that give a true and fair view of the state of affairs of the church at the end of the financial year and of its income and expenditure for the same year. We confirm the financial statements comply with the statutory requirements, applicable accounting standards, statements of recommended practice and the constitution of the church.

In preparing these financial statements we are required to select suitable accounting policies and apply them consistently, make reasonable prudent judgements and estimates, state whether applicable accounting standards and statements of recommended practice have been followed and give details of any departures, and prepare the financial statements on a going concern basis unless, in our view, the charity will be unable to continue in operation.

We are also responsible for keeping proper accounting records, maintaining a satisfactory system of control over accounting records and transactions, safeguarding the charity’s assets, and taking reasonable steps for the prevention and detection of fraud and other irregularities.

The members of the Church Council are the Trustees of the charity. The Church Council members who have served for all or for some of the period from 1 September 2022 until the date on which this report was approved were:

*Ex Officio member:*

The Revd Rachael Hawkins                      minister / chair

*Elected members:*

Penny O'Neill	steward
David Pain	steward
Tracy Robinson	steward
Helen Temple	steward
Richard Hackworth	church representative
Margaret Ingram	church representative
Gill Lumb	church representative
Linda Morgan	church representative
Michael Robinson	church representative / treasurer
Kate Spall	church representative
Steve Spall	church representative
Keith Treves Brown	church representative

*Nominated/co-opted members:*

Barbara Conway	
Tracy Lerpiniere	to 20 November 2022
Chris Lumb	
Ivor Hancock	
Julie Wakely	from 20 November 2022
Jill Southgate	from 30 November 2022

**Approved by the Church Council on 9 November 2023 and signed on its behalf by**

The Revd Rachael Hawkins

# **All Saints' Church, Berkhamsted**

## **Report of the Independent Examiner for the year ended 31 August 2023**

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I report to the charity trustees on my examination of the accounts of the charity for the year ended 31 August 2023, which are set out on pages 8 to 18.

### **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 Act.

### **Independent Examiner's statement**

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

- accounting records were not kept in respect of the charity as required by section 130 of the Act; or
- the accounts do not accord with those records; or
- the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair view' which is not a matter considered as part of an independent examination.

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.

**Bianca Permal FCA**  
Chartered Accountant

Haines Watts (Berkhamsted) Ltd  
4 Claridge Court  
Lower Kings Road  
Berkhamsted  
Herts HP4 2AF

*10 November 2023*

# All Saints' Church, Berkhamsted

## Statement of Financial Activities (SOFA) for the year ended 31 August 2023

	Notes to the accounts	Unrestricted funds £	Restricted Funds £	Total 2022-23 £	Unrestricted funds £	Restricted Funds £	Total 2021-22 £
<b>Income and Endowments from:</b>							
Donations and legacies	4	77,356	11,095	<b>88,451</b>	86,767	11,610	<b>98,377</b>
Charitable activities	5	18,632	-	<b>18,632</b>	9,157	-	<b>9,157</b>
Other trading activities	6	-	3,320	<b>3,320</b>	-	2,803	<b>2,803</b>
Investments	7	3,244	124	<b>3,368</b>	720	79	<b>799</b>
Other	8	4,301	-	<b>4,301</b>	-	-	-
<b>Total income &amp; endowments</b>		<b>103,533</b>	<b>14,539</b>	<b>118,072</b>	<b>96,644</b>	<b>14,492</b>	<b>111,136</b>
<b>Expenditure on:</b>							
Raising funds		-	1,394	<b>1,394</b>	-	1,106	<b>1,106</b>
Charitable activities:							
- circuit assessment		42,384	-	<b>42,384</b>	41,160	-	<b>41,160</b>
- repairs & maintenance of church property		14,152	-	<b>14,152</b>	12,244	-	<b>12,244</b>
- insurance & utilities		9,835	-	<b>9,835</b>	5,094	-	<b>5,094</b>
- grants & donations (outward giving)	17	7,500	13,447	<b>20,947</b>	7,700	13,092	<b>20,792</b>
- worship & outreach		3,878	-	<b>3,878</b>	4,348	-	<b>4,348</b>
- youth work		-	-	-	-	-	-
Other expenditure	10	600	-	<b>600</b>	3,075	-	<b>3,075</b>
<b>Total expenditure</b>		<b>78,349</b>	<b>14,841</b>	<b>93,190</b>	<b>73,621</b>	<b>14,198</b>	<b>87,819</b>
Gains/(Losses) on investments	13	3,329	-	<b>3,329</b>	(6,054)	-	<b>6,054</b>
<b>Net income/(expenditure)</b>		<b>28,513</b>	<b>(302)</b>	<b>28,211</b>	<b>16,969</b>	<b>294</b>	<b>17,263</b>
<b>Transfers between funds</b>	18	-	-	-	-	-	-
		28,513	(302)	<b>28,211</b>	16,969	294	<b>17,263</b>
<b>Other recognised gains / (losses):</b>		-	-	-	-	-	-
<b>Net movement in funds</b>		<b>28,513</b>	<b>(302)</b>	<b>28,211</b>	<b>16,969</b>	<b>294</b>	<b>17,263</b>
<b>Reconciliation of funds:</b>							
Total funds brought forward		417,634	8,502	<b>426,136</b>	400,665	8,208	<b>408,873</b>
<b>Total funds carried forward</b>		<b>446,147</b>	<b>8,200</b>	<b>454,347</b>	<b>417,634</b>	<b>8,502</b>	<b>426,136</b>

# All Saints' Church, Berkhamsted

## Balance Sheet as at 31 August 2023

	Notes	Unrestricted	Designated (Unrestricted)	Restricted	Totals 2023	Totals 2022
		£	£	£	£	£
<b>Tangible Fixed Assets</b>						
Investments	13	-	-	-	-	299,718
<b>Total fixed assets</b>		-	-	-	-	299,718
<b>Current Assets</b>						
Debtors and Prepayments	14	12,087	-	366	12,453	9,920
Cash at Bank and in hand	14	54,131	380,909	7,834	442,874	124,045
<b>Total current assets</b>		66,218	380,909	8,200	455,327	133,965
<b>Creditors and Accruals (due in under 1 yr)</b>	15	980	-	-	980	7,547
<b>Net current assets (liabilities)</b>		65,238	380,909	8,200	454,347	126,418
<b>Total assets less current liabilities</b>		65,238	380,909	8,200	454,347	426,136
<b>Loans and creditors due after 1 year</b>		-	-	-	-	-
Provisions for liabilities and charges		-	-	-	-	-
<b>Net assets</b>		65,238	380,909	8,200	454,347	426,136
<b>Funds of the Church</b>						
Unrestricted funds	18	65,238	380,909	-	446,147	417,634
Restricted funds	18	-	-	8,200	8,200	8,502
<b>Total Funds</b>		65,238	380,909	8,200	454,347	426,136

The notes on pages 10 to 18 form part of these Financial Statements

Accounts approved by the Church Council on 9 November 2023, and signed on its behalf by:

The Revd Rachael Hawkins

Michael Robinson

# All Saints' Church, Berkhamsted

## Notes to the Accounts for the year ended 31 August 2023

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### 1. Basis of accounting

The financial statements have been prepared under the Charities Act 2011 in accordance with the Charities SORP (FRS 102), second edition October 2019 - "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)". All Saints' Church meets the definition of a public benefit entity under FRS 102. It is exempt, by virtue of its size, to include a statement of cash flows in these financial statements.

### 2. Funds

The funds of the Church Council that are not subject to any restrictions regarding their use and are available for application on the general purposes of the Church Council are shown as unrestricted funds. These include funds designated for a particular purpose by the Church Council. Funds that hold money received for a specific purpose are shown as restricted funds. Details of each material fund are disclosed in note 18 to these accounts.

#### General Fund

This is an unrestricted fund whose income is primarily from the regular giving by members of the congregation and from the hiring of the church halls. It pays annually recurring expenses, makes annual grants to external charities and transfers to the other unrestricted funds.

#### Special Projects Fund

This is a designated, unrestricted, fund to meet the cost of major non-routine repairs and improvements. In addition to annual transfers from the General Fund, the income of this fund includes legacies, in memoriam donations and grants (where applicable) from the Listed Places of Worship Grant Scheme.

#### Roof Fund

This is a designated, unrestricted, fund to accumulate money to meet the expected future cost of major work on the church roof. Its only income is any transfer of funds from the General Reserve, together with interest and growth in value of the investments. See also Notes 13 & 18.

#### Employment Fund

Now renamed, this is the surplus from the restricted Youth Work Fund, created in 2014/15, to finance the cost of employing a Youth and Families Worker on a two-year contract from 1 September 2015. The surplus in this fund may be used for other special projects. See also Notes 11 & 18.

#### Special Appeals Fund (including Friendship Club)

This is a restricted fund that holds money collected specifically for distribution to external charitable causes. The Friendship Club provides a varied programme of social and fund raising events that involves the wider community beyond the church congregation, and donates its annual surplus to charitable causes.

# All Saints' Church, Berkhamsted

## Notes to the Accounts for the year ended 31 August 2023 (continued)

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### 3. Accounting policies

#### Basis

These accounts have been prepared on the basis of historical cost, except that investments are shown at their market (selling) value at the end of the year, on the accruals basis to show a true and fair view of the Church's financial position and activities, as a going concern.

#### Income

Income is included in the Statement of Financial Activities (SOFA) when the Church becomes entitled to the resources, and the trustees are reasonably certain they will receive the resources; and the monetary value can be measured with sufficient reliability.

#### Expenditure

This is recognised when a liability is incurred, or a constructive obligation arises, that results in the payment being unavoidable. Liabilities are recognised as soon as an outflow of economic benefit is considered more likely than not under the legal or constructive obligation committing the Church to pay out resources.

#### Grants

Grants made by the Church from its own funds are recognised in full at the time of agreement or when the Church accepts that there is a legal or operational obligation to make the payment.

#### VAT

Since the Church is not VAT registered, all input VAT is charged with the expenses to which it refers.

#### Tangible fixed assets for use by the Church

All Saints' Church building and land is owned by the Anglican Methodist Association (Berkhamsted) Ltd, and accordingly is not included in these accounts. The Church Council has maintenance responsibility for this consecrated property and for ensuring that it is adequately insured. The building and contents are currently insured for up to £8.9m. The property has to be professionally inspected every 5 years, the last such quinquennial report was issued in March 2020. All expenditure incurred on the building and contents, whether maintenance or improvement, is written off in these accounts.

#### Covid-19 and Going Concern basis of the accounts

The principal financial effect of the Covid-19 pandemic from March 2020 until August 2021 was an almost total loss of income from hall hire, which was partially offset by reductions in some costs. Most of the congregational giving to the church has been by monthly bank standing order, and that level of giving has been maintained. Hall hire income returned to its previous high level during 2022/23. These accounts show General Fund total income at its highest ever level, albeit aided by an energy support grant from the circuit, and with total expenditure similar to previous years.

A forecast for the current year (to 31 August 2024) has been prepared which shows the total income of the General Fund at almost £100,000 and total expenditure at around £84,000. That would allow a transfer to Special Projects Fund at the historical average level whilst maintaining or increasing the General Fund reserves.

As indicated in note 13, it is anticipated that major repairs to the roof will be carried out later in 2023/24. The likely cost is expected to be covered by the Roof Fund together with grants, with the latter freeing some of the Rood Fund for other purposes.

The amount of General Fund reserves at 31 August 2023 and the reserves in the two designated funds are such that the members of the Church Council (as Trustees) believe that the church will be able to continue to operate for the foreseeable future.

# All Saints' Church, Berkhamsted

## Notes to the Accounts for the year ended 31 August 2023 (continued)

<b>4. Donations and legacies</b>	<b>Unrestricted</b>	<b>Restricted</b>	<b>Total 2023</b>	<b>Total 2022</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
Planned giving (Stewardship)	59,454	-	<b>59,454</b>	59,425
Collections (including Messy Church)	534	-	<b>534</b>	911
Gift Aid & GASDS on all above	14,608	-	<b>14,608</b>	14,689
	<b>74,596</b>	<b>-</b>	<b>74,596</b>	<b>75,025</b>
Donations (including Gift Aid)	2,760	11,095	<b>13,855</b>	13,352
Legacies & in memoriam donations	-	-	<b>-</b>	10,000
<b>Total</b>	<b>77,356</b>	<b>11,095</b>	<b>88,451</b>	<b>98,377</b>
<b>5. Charitable activities</b>	<b>Unrestricted</b>	<b>Restricted</b>	<b>Total 2023</b>	<b>Total 2022</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
Fees	433	-	<b>433</b>	-
Hall lettings	18,199	-	<b>18,199</b>	9,157
<b>Total</b>	<b>18,632</b>	<b>-</b>	<b>18,632</b>	<b>9,157</b>
<b>6. Other trading activities</b>	<b>Unrestricted</b>	<b>Restricted</b>	<b>Total 2023</b>	<b>Total 2022</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
Fund raising by Friendship Club	-	3,320	<b>3,320</b>	2,803
<b>Total</b>	<b>-</b>	<b>3,320</b>	<b>3,320</b>	<b>2,803</b>
<b>7. Investment income</b>	<b>Unrestricted</b>	<b>Restricted</b>	<b>Total 2023</b>	<b>Total 2022</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
Bank interest	3,229	124	<b>3,353</b>	799
Dividend on CMCU deposit	15	-	<b>15</b>	-
<b>Total</b>	<b>3,244</b>	<b>124</b>	<b>3,368</b>	<b>799</b>
<b>8. Other</b>	<b>Unrestricted</b>	<b>Restricted</b>	<b>Total 2023</b>	<b>Total 2022</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
Listed Place of Worship Grant Scheme	-	-	<b>-</b>	-
Energy Support Grant from Circuit	4,301	-	<b>4,301</b>	-
Insurance claim	-	-	<b>-</b>	-
<b>Total</b>	<b>4,301</b>	<b>-</b>	<b>4,301</b>	<b>-</b>

# All Saints' Church, Berkhamsted

## Notes to the Accounts for the year ended 31 August 2023 (continued)

	year ended 31 August	
	2023	2022
<b>9. Payments to Trustees</b>		
No payments made to trustees in respect of remuneration or benefits.		
No trustee expenses were incurred.		
<b>10. Other expenditure</b>		
Independent examiner's fees for reporting on the accounts	600	491
Other fees paid to the independent examiner	-	-
Administration - salary and other costs	-	2,584
	<u>£ 600</u>	<u>3,075</u>
<b>11. Paid employees</b>		
<b>Staff costs incurred during the year were:</b>		
Gross salary	-	2,170
Employer's National Insurance costs (less offset from Employment Allowance)	-	-
Employer's contributions to Defined Contribution Pension Scheme	-	-
Other forms of benefit (accommodation & council tax)	-	-
Total staff costs	<u>£ -</u>	<u>2,170</u>
<b>Average number of staff employed during the year:</b>	<u>nil</u>	<u>one</u>

The staff costs relate to the employment until 31 January 2022 of a part-time Administrative Assistant. All holiday entitlement was taken during the financial year.

The information shown above in this Note discloses that there were no employees who received employee benefits (excluding employer pension costs) of more than £60,000.

## 12. Related party transactions

Related parties are those persons or entities that are closely connected to the reporting charity or its trustees. Certain transactions with related parties have to be disclosed in the accounts.

Related parties include a charity's trustees and their close family. Donations to the charity made by the trustees (the members of the Church Council) and their family members are typical of donations made by the church congregation as a whole, and no conditions were attached that would, or might, require the charity to alter significantly the nature of its existing activities. The aggregate total of such donations was £25,372 (2022 - £22,440), excluding those to Special Appeals Fund for external causes. No trustees have any financial interests in any assets or business transactions of the charity.

As shown in these accounts: All Saints' Church pays a circuit assessment to the West Hertfordshire and Borders Methodist Circuit, that pays the stipends and certain expenses of ministers in the circuit including Revd Rachael Hawkins who is a member of the Church Council. The Circuit has paid an energy support grant to All Saints' Church limiting the increase in its energy costs to 5% above the preceding year.

All Saints' Church Council appoints some of the members of Anglican Methodist Association (Berkhamsted) Ltd that owns the All Saints' Church building and land. No rent is payable to the company, but the Church Council is responsible for the upkeep of the property.

# All Saints' Church, Berkhamsted

## Notes to the Accounts for the year ended 31 August 2023(continued)

### 13. Investments / Roof Fund

The investments were the assets of the Roof Fund (a designated fund). The Roof Fund was established in 1998 to help meet the expected cost of renewing the roof of All Saints' Church. Originally, there were two separate funds, one held by the Anglican Parish of Great Berkhamsted and the other by Berkhamsted Methodist Church. These funds were merged after June 2008, when All Saints' became a single congregation local ecumenical partnership, and subsequent additions were made by transfer from All Saints' General Fund. As it appeared likely that the repair work would be carried out within the next 12 months, the investments were sold in August 2023 to eliminate the risk of a decrease in value. The resulting proceeds have been placed in an instant access interest-bearing deposit account.

#### Analysis of Roof Fund movements

	year ended 31 August	
	2023	2022
	£	£
<b>Carrying (market) value at beginning of year:</b>		
The CBF Church of England Investment Fund Accumulation Shares	299,718	305,772
<b>Add:</b> additions to investments at cost	-	-
transfer from General Fund	-	-
	<hr/> 299,718	<hr/> 305,772
<b>Gain on sale of shares</b>	3,329	-
<b>Loss on year-end revaluation</b>	-	(6,054)
	<hr/> 303,047	<hr/> -
Transfer to deposit fund	303,047	-
<b>less:</b> Professional fees re roof	(3,414)	-
<b>add:</b> Interest	952	-
	<hr/> 300,585	<hr/> 299,718
<b>Roof Fund balance at end of year</b>	<hr/> <b>300,585</b>	<hr/> <b>299,718</b>

#### held at year-end in:

2023 - The CBF Church of England Deposit Fund

2022 - The CBF Church of England Investment Fund Accumulation Shares (cost £151,465)

#### Expected post-balance sheet event re roof repair

At 31 August 2023, discussions were in progress with roofing and scaffolding contractors, professional advisors and with the Diocese of St Albans with a view to having the roof battens (from which the roof tiles hang) renewed within the following twelve months. The estimated total cost at that date was approximately £300,000 plus VAT. All Saints' Church is a listed building so it is eligible for grants under the Listed Places of Worship Grant Scheme. Such grants should be equal to the cost of VAT incurred on the expenditure on repairs to the roof. Other grants will also be sought.

# All Saints' Church, Berkhamsted

## Notes to the Accounts for the year ended 31 August 2023 (continued)

		year ended 31 August	
		2023	2022
		£	£
<b>14. Analysis of current assets</b>			
<b>Debtors and prepayments</b>			
Prepaid expenses		3,536	3,744
Accrued income - gift aid recovery		5,469	5,390
Accrued income - interest		1,552	740
Other debtors		1,896	46
<b>Total debtors and prepayments</b>		<b>12,453</b>	<b>9,920</b>
<b>Analysis of cash at bank</b>			
Corporate Savings Account with Churches Mutual Credit Union (up to 60 day notice)		15,375	15,359
CAF Bank (instant access)		16,881	30,629
The CBF Church of England Deposit Fund (instant access)		409,306	-
Redwood Bank (35 days notice)		-	77,086
Lloyds & Nat West		1,312	971
<b>Total Cash and Bank</b>		<b>442,874</b>	<b>124,045</b>
<b>15. Analysis of current liabilities</b>			
Trade Creditors		-	-
Accruals		980	1,271
Other Creditors		-	-
Deferred income (grant received in advance)		-	6,276
<b>Total Current Liabilities</b>		<b>980</b>	<b>7,547</b>
<b>16. Capital commitments and contingent liabilities</b>			
At 31st August 2023 (& 2022):			
- there were no capital commitments, but see "Expected post-balance sheet event"			
Note 13 on previous page			
- there were no contingent liabilities			
<b>17. Grants &amp; donations (Outward Giving)</b>			
from General Fund income		7,500	7,700
from Special Appeals Fund (Friendship Club)		1,720	1,595
from Special Appeals Fund (donations)		11,727	11,497
<b>overall total</b>		<b>20,947</b>	<b>20,792</b>

# All Saints' Church, Berkhamsted

## Notes to the Accounts for the year ended 31 August 2023 (continued)

### 18. Detailed analysis of individual fund movements

#### year ended 31 August 2023

##### Unrestricted Funds

Fund Name	Opening Balance	Income	Expenditure	Gain/(loss) on sale	Transfers	Closing Balance
General Fund	50,555	101,488	(73,805)	-	(13,000)	65,238
Special Projects Fund	67,361	1,093	(1,130)	-	13,000	80,324
Roof Fund	299,718	952	(3,414)	3,329	-	300,585
Totals	417,634	103,533	(78,349)	3,329	-	446,147

##### Restricted Funds

Fund Name	Opening Balance	Income	Expenditure	Gain/(loss) on sale	Transfers	Closing Balance
Employment Fund	7,567	124	-	-	-	7,691
Special Appeals Fund	935	14,415	(14,841)	-	-	509
Totals	8,502	14,539	(14,841)	-	-	8,200

#### year ended 31 August 2022

##### Unrestricted Funds

Fund Name	Opening Balance	Income	Expenditure	Revaluation gain/(loss)	Transfers	Closing Balance
General Fund	49,906	86,120	(73,471)	-	(12,000)	50,555
Special Projects Fund	44,987	10,524	(150)	-	12,000	67,361
Roof Fund	305,772	-	-	(6,054)	-	299,718
Totals	400,665	96,644	(73,621)	(6,054)	-	417,634

##### Restricted Funds

Fund Name	Opening Balance	Income	Expenditure	Revaluation gain/(loss)	Transfers	Closing Balance
Employment Fund	7,488	79	-	-	-	7,567
Special Appeals Fund	720	14,413	(14,198)	-	-	935
Totals	8,208	14,492	(14,198)	-	-	8,502

##### Fund transfers:

Funds are transferred annually from the General Fund to the Special Projects Fund for future "one-off" items of major maintenance, renewal or improvement. Similarly, annual transfers have been made from the General Fund to the Roof Fund in order to try to accumulate sufficient funds to meet the future cost of major roof repairs. The £600 (2022 - £400) transferred from the Friendship Club to the General Fund to cover the use of the church hall is treated as a cost of fund raising and as a donation received.

##### Employment Fund (formerly Youth Work Fund)

The balance on this fund is available for paying for part of the cost of employing a church administrator which is under active consideration..

# All Saints' Church, Berkhamsted

## Notes to the Accounts for the year ended 31 August 2023 (continued)

### 19a. Summary of Funds

----- year ended 31 August 2023 -----						
	General Fund	Special Projects Fund	Roof Fund	Employment Fund	Special Appeals Fund	ALL FUNDS
	(unrestricted)	(designated)	(designated)	(restricted)	(restricted)	(total)
Statement of Financial Activities:	£	£	£	£	£	£
<b>Income from:</b>						
Planned Giving (Stewardship)	59,454	-	-	-	-	59,454
Collections (including Messy Church)	534	-	-	-	-	534
- Gift Aid on above	14,608	-	-	-	-	14,608
<i>sub-total</i>	74,596	-	-	-	-	74,596
Donations	2,456	-	-	-	9,313	11,769
- Gift Aid on donations	304	-	-	-	1,782	2,086
Grants	4,301	-	-	-	-	4,301
Hall hire	18,199	-	-	-	-	18,199
Fund raising	-	-	-	-	3,320	3,320
Chuckles Toddler Group	-	-	-	-	-	-
Fees	433	-	-	-	-	433
Legacies & in memoriam donations	-	-	-	-	-	-
- Gift Aid on in memoriam donations	-	-	-	-	-	-
Interest	1,199	1,093	952	124	-	3,368
<i>total income</i>	101,488	1,093	952	124	14,415	118,072
<b>Expenditure on:</b>						
Circuit assessment	42,384	-	-	-	-	42,384
Repairs & maintenance of church property	9,608	1,130	3,414	-	-	14,152
Insurance & utilities	9,835	-	-	-	-	9,835
Worship & outreach	3,878	-	-	-	-	3,878
Outward giving	7,500	-	-	-	13,447	20,947
Fund raising	-	-	-	-	1,394	1,394
Administration	-	-	-	-	-	-
Independent examination	600	-	-	-	-	600
<i>total expenditure</i>	73,805	1,130	3,414	-	14,841	93,190
<b>Gain on sale of investments</b>	-	-	3,329	-	-	3,329
<b>Net income / (expenditure)</b>	27,683	(37)	867	124	(426)	28,211
Transfers between funds	(13,000)	13,000	-	-	-	-
<b>Net increase / (decrease) in funds</b>	14,683	12,963	867	124	(426)	28,211
Funds brought forward at 1 September 2022	50,555	67,361	299,718	7,567	935	426,136
Funds carried forward at 31 August 2023	65,238	80,324	300,585	7,691	509	454,347
<b>Balance Sheet:</b>	note	£	£	£	£	£
Investments	13	-	-	-	-	-
CMCU deposit	14	15,375	-	-	-	15,375
Bank balances	14	38,756	80,324	300,585	7,691	427,499
Debtors, pre-paid expenses & accrued income	14	12,087	-	-	-	12,453
Creditors, accrued expenses & deferred income	15	(980)	-	-	-	(980)
Net assets at 31 August 2023		65,238	80,324	300,585	7,691	454,347

# All Saints' Church, Berkhamsted

## Notes to the Accounts for the year ended 31 August 2023 (continued)

### 19b. Summary of Funds

----- year ended 31 August 2022 -----						
	General Fund (unrestricted)	Special Projects Fund (designated)	Roof Fund (designated)	Employment Fund (restricted)	Special Appeals Fund (restricted)	ALL FUNDS (total)
	£	£	£	£	£	£
<b>Statement of Financial Activities:</b>						
<b>Income from:</b>						
Planned Giving (Stewardship)	59,425	-	-	-	-	59,425
Plate collections (including Messy Church)	911	-	-	-	-	911
- Gift Aid on above	14,689	-	-	-	-	14,689
<i>sub-total</i>	75,025	-	-	-	-	75,025
Donations	1,742	-	-	-	9,411	11,153
- Gift Aid on donations	-	-	-	-	2,199	2,199
Grants	-	-	-	-	-	-
Hall hire	9,157	-	-	-	-	9,157
Fund raising	-	-	-	-	2,803	2,803
Chuckles Toddler Group	-	-	-	-	-	-
Fees	-	-	-	-	-	-
Legacies & in memoriam donations	-	10,000	-	-	-	10,000
- Gift Aid on in memoriam donations	-	-	-	-	-	-
Interest	196	524	-	79	-	799
<i>total income</i>	86,120	10,524	-	79	14,413	111,136
<b>Expenditure on:</b>						
Circuit assessment	41,160	-	-	-	-	41,160
Repairs & maintenance of church property	12,244	-	-	-	-	12,244
Insurance & utilities	5,094	-	-	-	-	5,094
Worship & outreach	4,198	150	-	-	-	4,348
Outward giving	7,700	-	-	-	13,092	20,792
Fund raising	-	-	-	-	1,106	1,106
Administration	2,584	-	-	-	-	2,584
Independent examination	491	-	-	-	-	491
<i>total expenditure</i>	73,471	150	-	-	14,198	87,819
<b>Gain (loss) on investments</b>	-	-	(6,054)	-	-	(6,054)
<b>Net income / (expenditure)</b>	12,649	10,374	(6,054)	79	215	17,263
Transfers between funds	(12,000)	12,000	-	-	-	-
<b>Net increase / (decrease) in funds</b>	649	22,374	(6,054)	79	215	17,263
Funds brought forward at 1 September 2021	49,906	44,987	305,772	7,488	720	408,873
Funds carried forward at 31 August 2022	50,555	67,361	299,718	7,567	935	426,136
<b>Balance Sheet:</b>						
	note	£	£	£	£	£
Investments	13	-	-	299,718	-	299,718
CMCU deposit	14	15,359	-	-	-	15,359
Bank balances	14	26,809	67,361	-	13,843	108,686
Debtors, pre-paid expenses & accrued income	14	9,658	-	-	-	9,920
Creditors, accrued expenses & deferred income	15	(1,271)	-	-	(6,276)	(7,547)
Net assets at 31 August 2022		50,555	67,361	299,718	7,567	426,136