

Annual Report and Financial Statements of the Parochial Church Council of Cannock and Huntington

For the year ended 31st December 2023

Charity registration number: 1157373

**The Parochial Church Council of Cannock and Huntington
Trustees' Annual Report for the year ended 31st December 2023**
Charity registration number 1157373

Objectives and Activities

The Parochial Church Council of Cannock and Huntington (the PCC) has the responsibility of co-operating with the incumbent, the Reverend Vicky Fleming in promoting in the ecclesiastical parish, the whole mission of the Church, pastoral, evangelical, social and ecumenical. The PCC is also spiritually responsible for the maintenance of the church.

The PCC is committed to enabling as many people as possible to worship at our church and to become part of our parish community at St. Luke's and St. Thomas'. The PCC maintains an overview of worship throughout the parish and makes suggestions on how our services can involve the many groups that live within our parish. Our services and worship put faith into practice through prayer, scripture, music and sacrament. Also, through non sacramental activities of hospitality and fellowship we aim to reach non churched members of the community.

Public Benefit

The trustees of the PCC are aware of the Charity Commission's guidance on public benefit in The Advancement of Religion for the Public Benefit and have had regard to it in their administration of the Charity. The trustees believe that, by promoting the work of the Church of England in the Ecclesiastical Parish of Cannock and Huntington, it helps to promote the whole mission of the Church (pastoral, evangelistic, social and ecumenical) more effectively, within the Ecclesiastical Parish, and that in doing so it provides a benefit to the public by:

- Providing facilities for public worship, pastoral care and spiritual, moral and intellectual development, both for its members and for anyone who wishes to benefit from what the Church offers; and
- Promoting Christian values and service by members of the Church in and to their communities, to the benefit of individuals and society as a whole.

Achievements and Performance

Promoting the Gospel and the Doctrines of the Church of England. The PCC, through the work of its Leadership Team has developed a Mission Action Plan which states the priorities of the parish in the following areas:

- (a) To develop worship across the parish that engages with the community "out there".
- (b) To develop the ways in which we share together as a parish.
- (c) To recognise, encourage and develop leadership within the parish.
- (d) To develop our means of communication to include the parish website.
- (e) To encourage children and families in faith across the parish.

Financial Review

It is PCC policy to try to maintain a balance on free reserves (net current assets) which equates to at least three months unrestricted payments. This is equivalent to £57,168 (2022: £50,565). It is held to smooth out fluctuations in cash flow and to meet emergencies. The balance of the free reserves

at the year-end was minus £29,981 (2022: +£56,175) which is considerably lower than this target. The PCC are aware of this and working, with the help of the Diocese, to address this position.

Investment Policy

The charity is granted power to invest in suitable investments under the PCC Powers Measure 1956 and the Trustees Act 2000. As a charity, the Trustees have a duty of care to take such advice as is appropriate before investments are undertaken. This advice is sought from the Central Board of Finance (CCLA) in London.

The charity's investment policies are based on two key principles: -

- Ethical Investment – this includes ensuring that investments are held in companies which have high standards of corporate governance and act in a responsible way towards stakeholders.
- Long-term responsibilities – the trustees are aware of their long-term responsibilities in respect of the Restricted and Unrestricted reserves and as a result follow a prudent approach to investment decisions.

Investment policy for long-term funds is aimed primarily at generating a sustainable income, with due regard to the need for the preservation of capital value, and the possible need to realise investments to meet operational needs. The charity does not have a policy of generating income at excessive or high risk – known as “purchasing income”, where high returns are guaranteed at the expense of capital.

In summary, the charity has an overall policy to maximise income while preserving the real value of its funds. Due to the nature of the charity, an ethical investment policy is taken into consideration when investments are made:

The charity follows the Ethical Investment Advisory policy as recommended by the Lichfield Diocese which includes the following:

“We aim to invest in companies that:

- * will develop their business in the interests of shareholders;
- * demonstrate responsible employment practices;
- * are conscientious concerning issues of corporate governance, the environment and human rights;
- * are sensitive to the community in which they operate.”

Planned giving, collections and donations are the main sources of fund raising along with tax recoverable.

Safeguarding

The PCC believe they have fulfilled their duty under section 5 of the Safeguarding and Clergy Discipline Measure 2016 (duty to have due regard to House of Bishops' guidance on safeguarding children and vulnerable adults).

Reporting Serious Incidents

A Serious Incident is an adverse event, whether actual or alleged, which results in or risks significant harm to the charity's beneficiaries, employees, office holders, volunteers or to others who come into contact with the charity through its work, loss of the charity's money or assets, damage to the charity's property or harm to the charity's work or reputation.

The trustees are not aware of any Serious Incidents in the last year.

Fundraising

The PCC takes its fundraising responsibilities seriously and is very grateful to all donors – whether regular or occasional – for their support of the church and church events. PCC supporters are never taken for granted. The PCC take full responsibility for fundraising and do not use commercial organisations or professional fundraisers. All money raised is either by donations, fundraising events, special appeals or legacies for which the PCC are most grateful.

Volunteers

The members of the PCC would like to thank all the volunteers who work so hard to make our Church a lively and vibrant community. Our especial thanks go to our church wardens, Janice Middleton, Janet Bolton, Margaret Young and Trish Archer, who have worked so tirelessly on our behalf and to Geoff Pick and David Wheatley, who has helped us all understand the church's accounts and its finances.

Risk Management

The Church Wardens carry out regular Health and Safety Reviews and regularly inspect premises for potential hazards. We have safeguarding policies in place for child protection and for work with vulnerable adults, including rigorous DBS checking of staff and volunteers. Our insurances are reviewed annually to ensure adequate cover. An informal review of any new risks which may impact the work of the Church in the Parish is ongoing.

Structure, Governance and Management

The PCC is a Body Corporate established by the Church of England and is a Charity registered with the Charity Commission. The PCC is governed by the Parochial Church Council Powers Measure (1956) as amended that came into effect on 2nd January 1957, and the Church Representation Rules (contained in Schedule 3 to the Synodical Government Measure 1969 as amended).

The method of appointment of the PCC members is set out in the Church Representation Rules. The Council comprises the Incumbent, the Churchwardens, a representative of the Readers, those elected to the Deanery Synod, and other members who are elected at the Annual Parochial Church Meeting, by those on the Electoral Roll. The PCC members receive training from courses run by the Diocese. Members of the congregation are always urged to join the Electoral Roll, and to stand for election to the PCC.

The PCC members are responsible for making decisions on all matters of general concern and importance in the parish, and for all financial matters. The PCC meet six times a year. [Given its responsibilities, the PCC has a number of sub committees, each dealing with a particular aspect of parish life. These include Worship, Mission and Outreach, Buildings and Finance. Each reports back to the PCC with the minutes of their meetings.

Related Parties

Donations from Related Parties

Donations from related parties during the year totalled £12,000 (2022: £12,575). All these donations were received without conditions.

Remuneration paid to Trustees

1 Trustee has been paid £2,890 (2022: £2,835) during the year for their services as vergers. No other trustees have been paid any remuneration or received any other benefits from employment with the PCC.

Expenses paid to Trustees

2 trustees have been reimbursed expenses of £2,628 (2022: £2,868 – 2 trustees) for travel and subsistence during the year.

Reference and Administrative details

The Parish is part of the Deanery of Rugeley, in the Diocese of Lichfield. The correspondence address is St Luke's Church, Church Street, Cannock, WS11 1DE Registered charity number 1157373. Our website address is www.stlukescannock.org.uk

PCC members who have served from 1st January 2023, until the date this report was approved were:

Ex Officio Members

The Incumbent Reverend Vicky Fleming

Clergy Reverend Marie Meredith (Curate)
Reverend Gill Joynson (Associate Minister)

Readers David Gethin
Diane Holt

Churchwardens Janice Middleton – St. Luke's
Janet Bolton – St Luke's
Tricia Archer – St. Thomas'

Deanery Synod Reps Margaret Warford (& PCC Secretary from 23rd May 2023)
Wendy Bishop (until 23rd May 2023)
Clare Beavon (from 23rd May 2023)
Martin Beavon (from 23rd May 2023)

Elected Members John Skurr - Treasurer for St Luke's and Parish
David Wheatley - Treasurer for St. Thomas (until 23rd May 2023)
Clare Beavon - PCC Secretary (until 23rd May 2023)
Andy Brittle
Martin Beavon (until 23rd May 2023)
Linda Hopley
Sophie Mcfie-Hyland
Teresa Atherton
Deborah Brown
Joanne Brownhill (until 23rd May 2023)
Simon Backhouse (from 23rd May 2023)
Benjamin Smith (from 23rd May 2023)
Wendy Bishop (from 23rd May 2023)

Officer of the PCC David Wheatley - Treasurer for St. Thomas (from 23rd May 2023)
(can attend but not vote)

Approved by the PCC 2024 and signed by:

.....
Revd. V Fleming (Chair)

.....
Margaret Warford (Secretary)

Independent Examiner's report to the trustees/members of The PCC of Cannock and Huntington

Registered charity number: 1157373

I report on the accounts for the year ended 31st December 2023 which are set out on the following pages.

Respective responsibilities of the Trustees and Independent Examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under Section 144 of the Charities Act 2011 (the Charities Act) and that an independent examination is needed.

It is my responsibility

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

Basis of Independent Examiner's Statement

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 charity 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 the 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 material matters have come to my attention which gives me cause to believe that in any material respect:

- accounting records were not kept in accordance with section 130 of the Charities Act or
- the accounts do not accord with the with the accounting records

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

Signed:
Jonathan Hill FCMA CGMA
Lichfield Diocesan Board of Finance
St Marys House, The Close, Lichfield. WS13 7LD

Date:

The Parochial Church Council of Cannock and Huntington Financial Statements for the Year Ended 31st December 2023

Accounting Policies

The financial statements of the PCC have been prepared in accordance with the Church Accounting Regulations 2006 using the Receipts and Payments basis.

There may be minor discrepancies in the totals as the pence are not being shown.

Fixed Assets

Consecrated and benefice property is not included in the accounts by s.10(2)(a)&(C) of the Charities Act 2011.

Moveable church furnishings held by the Vicar and Churchwardens on special trust for the PCC and which require a faculty for disposal are inalienable property, listed in the Church's inventory, which can be inspected (at any reasonable time). For anything acquired prior to 2000 there is insufficient cost information available and therefore such assets are not valued in the financial statements.

Going Concern

Note to follow

Description of Funds

Unrestricted funds are income funds of the PCC that are available for spending on the general purposes of the PCC, including amounts designated by the PCC for fixed assets for its own use or for spending on a future project and which are therefore not included in its "free reserves" as disclosed in the trustees' annual report.

Restricted funds comprise of two elements:

- a) income from trusts or endowments which may be expended only on those restricted objects provided in the terms of the trust or bequest
- b) donations or grants received for a specific object or invited by the PCC for a specific object. The funds may only be expended on the specific object for which they were given. Any balance remaining unspent at the end of each year must be carried forward as a balance on that fund. The PCC does not usually invest separately for each fund. Where there is no separate investment, interest is apportioned to individual funds on an average balance basis.

Endowment funds are restricted funds that must be retained as trust capital either permanently or subject to a discretionary power to spend capital as income, and where the use of any income or other benefit derived from the capital may be restricted or unrestricted. Full details of all their restrictions are shown in the notes to the accounts.

The Parochial Church Council of Cannock and Huntington

Financial Statements for the Year Ended 31st December 2023

Receipts and Payments Account

	Unrestricted funds	Designated funds	Restricted funds	Endowment funds	Total funds	Prior year total funds
Receipts						
Donations and legacies	83,286	—	1,706	—	84,992	107,555
Income from charitable activities	44,357	933	—	—	45,290	46,734
Other trading activities	10,581	10,537	—	—	21,118	23,153
Investments	340	43	7,632	(1,429)	6,586	6,658
Other income	914	—	—	—	914	4,630
Total receipts	139,479	11,513	9,338	(1,429)	158,901	188,729
Payments						
Raising funds	1,258	—	—	—	1,258	1,041
Expenditure on charitable activities	225,456	3,154	58,662	—	287,271	228,948
Other expenditure	1,959	—	—	—	1,959	—
Total payments	228,673	3,154	58,662	—	290,488	229,989
Excess of receipts over payments before transfer	(89,193)	8,359	(49,324)	(1,429)	(131,587)	(41,260)
Transfers						
Gross transfers between funds - in	4,050	1,013	—	—	5,063	205,976
Gross transfers between funds - out	(1,013)	(4,050)	—	—	(5,063)	(205,976)
Excess of receipts over payments before other gains / losses	(86,156)	5,322	(49,324)	(1,429)	(131,587)	(41,260)
Gains/losses on investment assets	—	—	—	18,854	18,854	(26,737)
Net movement in funds	(86,156)	5,322	(49,324)	17,425	(112,733)	(67,998)
All assets at 01 January 2023	1,220,393	161,280	16,362	203,136	1,601,170	1,669,168
All assets at 31 December 2023	1,134,237	166,602	(32,962)	220,561	1,488,437	1,601,170
Represented by						
Unrestricted						
General Fund	1,134,237	—	—	—	1,134,237	1,220,393
Designated						
Bell Fund Des - St Luke	—	3,592	—	—	3,592	3,549
Bequest Des Fund - St Luke	—	117,875	—	—	117,875	117,875
Car Park & Grounds Des - St Luke	—	32,081	—	—	32,081	27,259
Organ Des Fund - St Luke	—	13,053	—	—	13,053	12,596
Restricted						
Barnabas Mission Res - St Luke	—	—	4,108	—	4,108	4,046
Chair Res Fund - St Thomas	—	—	322	—	322	322
Dorothy Linford Res Trust - St Luke	—	—	2,627	—	2,627	2,190
Fabric Res Fund - St Luke	—	—	(41,168)	—	(41,168)	8,655
Interior Decorating Scheme	—	—	1,149	—	1,149	1,149
Endowment						
Cannock Ecclesiastical Purpose End - St Luke	—	—	—	5,493	5,493	5,021
Cannock Fabric End - St Luke	—	—	—	175,914	175,914	161,976
Dorothy Linford Trust End - St Luke	—	—	—	37,841	37,841	34,843
W Bowen End Trust - St Luke	—	—	—	1,312	1,312	1,296
Total	1,134,237	166,602	(32,962)	220,561	1,488,437	1,601,170

The Parochial Church Council of Cannock and Huntington

Financial Statements for the Year Ended 31st December 2022

Statement of assets and liabilities – 2023

	General	Designated	Restricted	Endowment	This year	Last year
Fixed assets - Investments						
St Lukes Centre - St Luke -	1,164,217	—	—	—	1,164,217	1,164,217
St Barnabas Church Hall - St Luke -	1	—	—	—	1	1
Dorothy Linford Trust End - St Luke -	—	—	—	37,841	37,841	34,587
Cannock Fabric End - St Luke -	—	—	—	175,914	175,914	160,787
Cannock Ecclesiastical Purpose End - St -	—	—	—	5,493	5,493	5,021
Totals	1,164,218	—	—	219,249	1,383,467	1,364,613
Current assets - Cash at bank and in hand						
Bank Current Account - Parish Office -	387	—	20	—	407	684
Bank Current Account - St Luke -	(82,150)	163,009	(63,131)	—	17,728	155,983
Lloyds Current Account - St Thomas -	28,116	—	322	—	28,439	19,701
Interior Decorating Scheme - Parish Offi -	—	—	1,149	—	1,149	1,149
St Luke Advance Fees Bank account -	1,744	—	4,518	—	6,262	5,280
St Lukes Centre Bank Account -	9,270	—	(975)	—	8,296	10,554
St Barnabas Church Hall Current Account -	22,544	—	(2,314)	—	20,230	14,426
St Barnabas CBF Deposit Account 90002D -	10,707	—	—	—	10,707	10,707
St Luke CBF Deposit Account 8001D -	(20,599)	3,592	28,666	1,312	12,971	12,568
Totals	(29,981)	166,602	(31,744)	1,312	106,189	231,052
Liabilities - Agency accounts						
Agency collections -	—	—	1,218	—	1,218	(5,506)
Totals	—	—	1,218	—	1,218	(5,506)
Grand total	1,134,237	166,602	(32,962)	220,561	1,488,437	1,601,170

Statement of assets and liabilities - 2022

	General	Designated	Restricted	Endowment	This year	Last year
Fixed assets – fixed assets						
St Lukes Centre - St Luke -	1,164,217	—	—	—	1,164,217	1,164,217
St Barnabas Church Hall - St Luke -	1	—	—	—	1	1
Totals	1,164,218				1,164,218	1,164,218
Fixed assets - Investments						
Dorothy Linford Trust End - St Luke -	—	—	—	34,587	34,587	39,202
Cannock Fabric End - St Luke -	—	—	—	160,787	160,787	182,240
Cannock Ecclesiastical Purpose End - St -	—	—	—	5,021	5,021	5,691
Totals		—	—	200,395	200,395	227,132
Current assets - Cash at bank and in hand						
Bank Current Account - Parish Office -	751	—	(68)	—	684	220
Bank Current Account - St Luke -	10,239	157,731	(13,431)	1,445	155,983	204,510
Lloyds Current Account - St Thomas -	19,379	—	322	—	19,701	13,228
Interior Decorating Scheme - Parish Offi -	—	—	1,149	—	1,149	1,049
St Lukes Centre Bank Account -	—	—	—	—	—	(76)
St Luke Advance Fees Bank account -	3,708	—	1,572	—	5,280	5,244
St Lukes Centre Bank Account -	11,450	—	(896)	—	10,554	3,210
St Barnabas Church Hall Current Account -	20,540	—	(6,114)	—	14,426	19,667
St Barnabas CBF Deposit Account 90002D -	10,707	—	—	—	10,707	10,562
St Luke CBF Deposit Account 8001D -	(20,599)	3,549	28,322	1,296	12,568	12,402
Totals	56,175	161,280	10,857	2,741	231,052	270,016
Current assets - Debtors						
Accounts Receivable -	—	—	—	—	—	6,437
Totals	—	—	—	—	—	6,437
Liabilities - Agency accounts						
Agency collections -	—	—	(5,506)	—	(5,506)	(1,819)
Totals	—	—	(5,506)	—	(5,506)	(1,819)
Liabilities - Creditors: Amounts falling due in one year						
Accounts Payable -	—	—	—	—	—	501
Totals	—	—	—	—	—	501
Grand total	1,220,393	161,280	16,362	203,136	1,601,170	1,669,120

The Parochial Church Council of Cannock and Huntington

Financial Statements for the Year Ended 31st December 2022

Fund movement by type - 2023

	Opening	Incoming	Outgoing	Transfers	Gains/losses	Closing
Barnabas R - Barnabas Mission Re						
Restricted	4,046	61	—	—	—	4,108
Sub-total for Barnabas R	4,046	61	—	—	—	4,108
Bell Des - - Bell Fund Des - St L						
Designated	3,549	43	—	—	—	3,592
Sub-total for Bell Des -	3,549	43	—	—	—	3,592
Bequest De - Bequest Des Fund - S						
Designated	117,875	—	—	—	—	117,875
Sub-total for Bequest De	117,875	—	—	—	—	117,875
Can Eccl E - Cannock Ecclesiastic						
Endowment	5,021	—	—	—	472	5,493
Sub-total for Can Eccl E	5,021	—	—	—	472	5,493
Cannock Fa - Cannock Fabric End -						
Endowment	161,976	(1,189)	—	—	15,127	175,914
Sub-total for Cannock Fa	161,976	(1,189)	—	—	15,127	175,914
Car Park D - Car Park & Grounds D						
Designated	27,259	10,537	2,678	(3,038)	—	32,081
Sub-total for Car Park D	27,259	10,537	2,678	(3,038)	—	32,081
Chair Res - Chair Res Fund - St						
Restricted	322	—	—	—	—	322
Sub-total for Chair Res	322	—	—	—	—	322
D Linford - Dorothy Linford Res						
Restricted	2,190	1,301	864	—	—	2,627
Endowment	34,843	(256)	—	—	3,254	37,841
Sub-total for D Linford	37,033	1,045	864	—	3,254	40,468
Fabric Res - Fabric Res Fund - St						
Restricted	8,655	7,976	57,798	—	—	(41,168)
Sub-total for Fabric Res	8,655	7,976	57,798	—	—	(41,168)
General - General Fund						
Unrestricted	1,220,393	139,479	228,673	3,038	—	1,134,237
Sub-total for General	1,220,393	139,479	228,673	3,038	—	1,134,237
IDS - Interior Decorating						
Restricted	1,149	—	—	—	—	1,149
Sub-total for IDS	1,149	—	—	—	—	1,149
Organ Des - Organ Des Fund - St						
Designated	12,596	933	476	—	—	13,053
Sub-total for Organ Des	12,596	933	476	—	—	13,053
W Bowen En - W Bowen End Trust -						
Endowment	1,296	16	—	—	—	1,312
Sub-total for W Bowen En	1,296	16	—	—	—	1,312
Grand total	1,601,170	158,901	290,488	—	18,854	1,488,437

Fund movement by type - 2022

	Opening	Incoming	Outgoing	Transfers	Gains/losses	Closing
Barnabas R - Barnabas Mission Re						
Restricted	5,060	—	—	(1,014)	—	4,046
Sub-total for Barnabas R	5,060	—	—	(1,014)	—	4,046
Bell Des - - Bell Fund Des - St L						
Designated	3,549	—	—	—	—	3,549
Sub-total for Bell Des -	3,549	—	—	—	—	3,549
Bequest De - Bequest Des Fund - S						
Designated	84,620	36,960	3,704	—	—	117,875
Sub-total for Bequest De	84,620	36,960	3,704	—	—	117,875
Can Eccl E - Cannock Ecclesiastic						
Endowment	5,691	—	—	—	(670)	5,021
Sub-total for Can Eccl E	5,691	—	—	—	(670)	5,021
Cannock Fa - Cannock Fabric End -						
Endowment	182,240	1,189	—	—	(21,453)	161,976
Sub-total for Cannock Fa	182,240	1,189	—	—	(21,453)	161,976
Car Park D - Car Park & Grounds D						
Designated	17,765	9,943	449	—	—	27,259
Sub-total for Car Park D	17,765	9,943	449	—	—	27,259
Chair Res - Chair Res Fund - St						
Restricted	322	—	—	—	—	322
Sub-total for Chair Res	322	—	—	—	—	322
D Linford - Dorothy Linford Res						
Restricted	1,417	773	—	—	—	2,190
Endowment	39,202	256	—	—	(4,615)	34,843
Sub-total for D Linford	40,619	1,029	—	—	(4,615)	37,033
Fabric Res - Fabric Res Fund - St						
Restricted	26,586	2,378	20,310	—	—	8,655
Sub-total for Fabric Res	26,586	2,378	20,310	—	—	8,655
General - General Fund						
Unrestricted	1,285,649	135,991	202,260	1,014	—	1,220,393
Sub-total for General	1,285,649	135,991	202,260	1,014	—	1,220,393
IDS - Interior Decorating						
Restricted	1,049	100	—	—	—	1,149
Sub-total for IDS	1,049	100	—	—	—	1,149
None - Agency collection						
Restricted	2,538	—	2,538	—	—	—
Sub-total for None	2,538	—	2,538	—	—	—
Organ Des - Organ Des Fund - St						
Designated	12,136	1,140	680	—	—	12,596
Sub-total for Organ Des	12,136	1,140	680	—	—	12,596
W Bowen En - W Bowen End Trust -						
Endowment	1,296	—	—	—	—	1,296
Sub-total for W Bowen En	1,296	—	—	—	—	1,296
Grand total	1,669,120	188,729	229,941	—	(26,737)	1,601,170

Analysis of Transfer between Funds

2023: A net £3,038 was transferred from the Car Park Designated fund to the General Fund being the cost of barrier repairs in 2022 (£4,050) met by the General Fund and June 22 Car Park Fees credited to the General fund in error.

2022: £10,000 transferred from car park account to general unrestricted account.

Fund Descriptions

Designated funds:

- Bell Fund - monies held for the maintenance of the bells.
- Organ Fund - monies held for the maintenance and upkeep of the organ.
- Car Park & Grounds - monies held for the maintenance of the church grounds.
- Bequest Fund - monies left to the parish for specific purposes.

Restricted Funds

- Barnabas Mission – monies held for promoting the mission of the parish
- Chair – to replace the chairs at St Thomas'
- Dorothy Linford Trust – For the maintenance, repair and preservation of the Parish Church (St Luke), the church furnishings & equipment
- Fabric – For the maintenance and upkeep of the fabric of the church (St Luke)
- IDS (Interior Decorating Scheme) – For the internal redecoration of the vicarage at 11 Sherbrook Road. The funds are held by the Diocese on behalf of the parish.

Endowment Funds

- Cannock Ecclesiastical Purposes – The capital is invested in the CBF Investment Trust and the income can be used for general church purposes.
- Dorothy Linford Trust – The capital is invested in the CBF Investment Trust and held by the Lichfield Diocesan Trust as custodian trustee. The income can be used for the maintenance, repair and preservation of the Parish Church (St Luke), the church furnishings & equipment.
- Cannock Fabric Fund - The capital is invested in the CBF Investment Trust and held by the Lichfield Diocesan Trust as custodian trustee. The income can be used for the maintenance and upkeep of the fabric of the Parish Church (St Luke).
- W Bowen – a small cash endowment. The income can be used for general church purposes.

Analysis of receipts and payments

					Total	
	Unrestricted	Designated	Restricted	Endowment	This year	Last year
INCOME AND ENDOWMENTS						
Donations and legacies						
Gift Aid - Bank	21,533	—	—	—	21,533	30,135
Gift Aid - Envelopes	9,839	—	—	—	9,839	7,247
Other planned giving	6,601	—	—	—	6,601	6,807
Loose plate collections	5,727	—	—	—	5,727	6,409
Giving through church boxes	228	—	—	—	228	589
One-off Gift Aid gifts	884	—	—	—	884	435
Donations appeals etc	2,133	—	6	—	2,139	1,751
Tax recoverable on Gift Aid	7,508	—	—	—	7,508	11,573
Legacies	25,000	—	—	—	25,000	36,960
Non-recurring one-off grants	2,665	—	1,700	—	4,365	4,222
Other funds generated	1,169	—	—	—	1,169	1,426
Total	83,286	—	1,706	—	84,992	107,555
Income from charitable activities						
Statutory Fees for Weddings and Funerals	7,473	—	—	—	7,473	3,102
Local Fees for Weddings and Funerals	2,003	933	—	—	2,936	8,447
St Luke Centre Lettings	21,885	—	—	—	21,885	20,859
St Barnabas Hall Lettings	12,782	—	—	—	12,782	13,719
Other Centre Income (St Luke)	—	—	—	—	—	35

Other Hall Income (St Barnabas)	80	—	—	—	80	—
Church Office Income	135	—	—	—	135	573
Total	44,357	933	—	—	45,290	46,734

Other trading activities

Rummage sales etc	8,270	—	—	—	8,270	9,992
Magazine income - advertising	—	—	—	—	—	797
Parish magazine sales	1,524	—	—	—	1,524	1,303
Cafe Income	567	—	—	—	567	106
Car parking fees	220	10,537	—	—	10,757	10,955
Total	10,581	10,537	—	—	21,118	23,153

Investments

Dividends	—	—	7,288	—	7,288	—
Bank and building society interest	150	43	344	(1,429)	(892)	6,368
Rent from lands or buildings	190	—	—	—	190	290
Total	340	43	7,632	(1,429)	6,586	6,658

Other income

Insurance claims	—	—	—	—	—	1,930
Church to Parish Office Transfer	914	—	—	—	914	2,700
Total	914	—	—	—	914	4,630
INCOME TOTAL	139,479	11,513	9,338	(1,429)	158,901	188,729

EXPENDITURE

Raising funds

Costs of stewardship campaign	103	—	—	—	103	—
Costs of fetes & other events	1,155	—	—	—	1,155	1,041
Total	1,258	—	—	—	1,258	1,041

Expenditure on charitable activities

Giving to missionary societies	712	—	—	—	712	77
Giving - relief and development agencies	3,140	—	—	—	3,140	241
Mission and Outreach	3,155	—	—	—	3,155	1,733
Secular charities	6,075	—	—	—	6,075	184
Ministry parish share etc	81,396	—	—	—	81,396	81,346
Staff employment costs	44,444	—	—	—	44,444	28,303
Organist Salary	1,460	—	—	—	1,460	3,850
Working expenses of incumbent	2,628	—	—	—	2,628	2,868
Vicar's telephone	181	—	—	—	181	—
Education	—	—	127	—	127	—
Parish training and mission	—	—	—	—	—	338
Church running - insurance	4,959	—	—	—	4,959	4,276
Church office - telephone	1,206	—	—	—	1,206	902
Church Office - stationery	199	—	—	—	199	1,439
Church Office - equipment	1,808	—	—	—	1,808	4,975
Organ / piano tuning	—	476	160	—	636	1,764
Church maintenance	1,811	—	386	—	2,197	22,300
Cleaning	2	—	—	—	2	—
Cleaning Church Only	8,469	—	—	—	8,469	6,119
Cleaning Materials St Luke's	901	—	—	—	901	—
Waste Disposal	5,330	—	—	—	5,330	4,877
Vermin Control	752	—	—	—	752	659
Upkeep of services	2,209	—	191	—	2,399	3,465
Upkeep of churchyard	50	—	—	—	50	8,486
Administration	2,894	—	—	—	2,894	3,089

Storage - off site	—	—	—	—	—	800
Church running - electric	4,158	—	—	—	4,158	3,049
Church running - gas	21,019	—	—	—	21,019	11,180
Church running - water	368	—	—	—	368	330
Magazine expenses	4,676	—	—	—	4,676	1,368
Upkeep of car park	—	2,678	—	—	2,678	449
St Lukes Centre running - electricity	4,266	—	—	—	4,266	3,584
St Lukes Centre running - gas	—	—	—	—	—	446
St Lukes Centre running - insurance	1,480	—	—	—	1,480	1,519
St Lukes Centre running - maintenance	2,522	—	—	—	2,522	6,395
St Lukes Centre running - telephone	235	—	—	—	235	—
St Lukes Centre running - water	312	—	—	—	312	399
St Barnabas Hall running - electricity	5,061	—	—	—	5,061	3,890
St Barnabas Hall running - insurance	1,134	—	—	—	1,134	1,052
St Barnabas Hall running - maintenance	2,033	—	—	—	2,033	2,662
St Barnabas Hall running - water	525	—	—	—	525	140
Hall running - heating and lighting	528	—	—	—	528	1,404
Governance costs examination/audit fee	—	—	—	—	—	12
Church major repairs - structure	—	—	57,798	—	57,798	2,754
Church major repairs - installation	3,185	—	—	—	3,185	3,822
Hall + major repairs - installation	—	—	—	—	—	2,402
Hall + interior and exterior decorating	172	—	—	—	172	—
Total	225,456	3,154	58,662	—	287,271	228,948

Other expenditure

Cleaning Materials St Luke's Centre	903	—	—	—	903	—
Cleaning Costs - Church Centre St Luke's	296	—	—	—	296	—
Cleaning Costs - Church Centre St Barnab	760	—	—	—	760	—
Total	1,959	—	—	—	1,959	—
EXPENDITURE TOTAL	228,673	3,154	58,662	—	290,488	229,989
GRAND TOTAL	(89,193)	8,359	(49,324)	(1,429)	(131,587)	(41,260)

Staff Costs

	2023	2022
Wages & Salaries	£44,444	£ 28,303
Average number of employees	5	3

During the year the PCC employed 2 administrative officers, a caretaker, organist (until August) and vergers (all part-time).

There were no employee benefits to key management personnel in the previous or current year.

The PCC use the National Employment Savings Trust (NEST), via the Diocesan Payroll Scheme, for its pension payments. The PCC paid £552 (2022: £307) in pension contributions and £1,791 (2022: £1,097) in employer national insurance.

Trustees' Remuneration & Expenses

2 Trustees have been reimbursed £2,628 (2022: £2,868 – 2 trustee) for travel and phone expenses incurred during the year.

1 Trustee has been paid £2,890 (2022: £2,835) during the year for their services as verger.

Related Parties

No other expenses were paid to any other PCC member, persons closely connected to them or related parties.

Donations from related parties (PCC members) totalled £12,000 (2022 £12,575).

Fees for the examination of the accounts

	2023 £	2022 £
Independent Examiner's fees	200	174
Other fees (eg accountancy services) paid to the Independent Examiner	-	-

Fixed Assets

a. Tangible Fixed Assets

	2023 Freehold buildings £	2022 Freehold buildings £
Cost		
At 1 st January	1,164,218	1,164,218
Disposals	-	-
At 31st December	1,164,218	1,164,218

Freehold buildings are shown at cost and relate to Gloucester Way, St Luke's Centre, and St Barnabas Hall. No depreciation is provided on these properties as the PCC is of the opinion that their market value is in excess of the values shown in the accounts.

b. Fixed Asset Investments

	At 1 st Jan £	Change in market value £	At 31 st Dec £
Dorothy Linford Trust	34,587	3,254	37,841
Fabric Fund	160,787	15,127	175,914
Cannock Ecclesiastical Purposes	5,201	472	5,493
Total	200,395	18,854	219,249

All investments are held with CCLA in the CBF Investment Fund.

There are 1,674 shares for the Dorothy Linford Trust, 7,782 shares held for the Fabric Fund, and 243 shares in the Cannock Ecclesiastical Purposes Charity.

There is a connected charity, called St Luke's Charity (registered with the Charity Commission, no. 243361) with 3 Trustees that are also Trustees of this charity. St Luke's Charity has investments vested in the Vicar and Wardens of Cannock and Huntington.

Liabilities due within one year

	2023 £	2022 £
Parish share	-	-
Other creditors	-	-
Agency	1,218	(5,506)
Total	1,218	(5,506)

Receipts and Payments Account - 2022

	Unrestricted funds	Designated funds	Restricted funds	Endowment funds	Total funds	Prior year total funds
Receipts						
Donations and legacies	70,595	36,960	—	—	107,555	72,756
Income from charitable activities	45,594	1,140	—	—	46,734	32,318
Other trading activities	13,210	9,943	—	—	23,153	11,499
Investments	1,962	—	3,251	1,445	6,658	5,774
Other income	4,630	—	—	—	4,630	847
Total receipts	135,991	48,043	3,251	1,445	188,729	123,193
Payments						
Raising funds	1,041	—	—	—	1,041	241
Expenditure on charitable activities	201,219	4,833	22,848	—	228,900	156,140
Total payments	202,260	4,833	22,848	—	229,941	156,381
Excess of receipts over payments before transfer	(66,270)	43,209	(19,597)	1,445	(41,212)	(33,188)
Transfers						
Gross transfers between funds - in	103,495	103,495	(1,014)	—	205,976	10,000
Gross transfers between funds - out	(102,481)	(103,495)	—	—	(205,976)	(10,000)
Excess of receipts over payments before other gains / losses	(65,256)	43,209	(20,611)	1,445	(41,212)	(33,188)
Gains / losses on revaluation	—	—	—	(26,737)	(26,737)	28,425
Net movement in funds	(65,256)	43,209	(20,611)	(25,292)	(67,950)	(4,762)
All assets at 01 January 2022	1,285,649	118,070	36,973	228,428	1,669,120	1,673,882
All assets at 31 December 2022	1,220,393	161,280	16,362	203,136	1,601,170	1,669,120