



# Annual Report 2023



photo by Hannah Platt

## ST MATTHEW'S CHURCH HARWELL

Website: [harwellandchiltonchurches.org.uk](http://harwellandchiltonchurches.org.uk)

Registered Charity No 1158861

# Contents

<b>1. INTRODUCTION.....</b>	<b>3</b>
<b>2. REVIEW OF THE YEAR – BENEFICE ACTIVITIES.....</b>	<b>4</b>
2.1 MAIN EVENTS INCLUDING BAPTISMS, WEDDINGS AND FUNERALS STATISTICS.....	4
2.2. CHILDREN, YOUTH AND FAMILY WORK.....	6
2.3 PASTORAL, SOCIAL AND COMMUNITY ACTIVITIES.....	7
2.4 WORLD MISSION.....	9
<b>3. LOOKING FORWARD – PLANS AND CHALLENGES FOR 2024.....</b>	<b>11</b>
<b>4. GOVERNANCE AND STRUCTURE.....</b>	<b>12</b>
<b>5. FINANCE REPORT.....</b>	<b>14</b>
<b>6. BUILDINGS.....</b>	<b>15</b>
<b>APPENDIX 1 – ADMINISTRATIVE INFORMATION.....</b>	<b>18</b>
<b>APPENDIX 2: ST MATTHEW’S CHURCH MEMBERSHIP.....</b>	<b>19</b>
<b>APPENDIX 3 -ST MATTHEW’S PCC MEMBERSHIP.....</b>	<b>19</b>
<b>APPENDIX 4: INCOME &amp; EXPENDITURE V BUDGET JANUARY 1 TO DECEMBER 31 2023.....</b>	<b>20</b>

# 1. Introduction

This is the Annual Report of the Parochial Church Council (PCC) for the Church of St Matthew's in Harwell, Oxfordshire. It covers the last financial accounting year, which was the calendar year ending 31 December 2023.

The primary aim of our Church and its PCC is the promotion of the Gospel of our Lord Jesus Christ according to the doctrines and practices of the Church of England. Specifically, our Church Vision, which was adopted during 2015, is:

**'Growing God's church, wider, deeper and closer'**

The details of what our Church has been doing over the last year to further its vision are given in section 2.

This Report was approved by the PCC at its meeting on 5<sup>th</sup> March 2024 and is signed on their behalf by the Chair of the PCC, Revd Jeremy Parsons.

On a personal note, I would like to thank all those who so ably led, guided and kept the church in good heart through a significant period of interregnum. One whose contribution was significant was the late Dr Peter Barton. I knew him only briefly, but long enough to have experienced his warmth, generosity and godly wisdom. The PCC is united in gratitude for his service; may he rest in peace and rise in glory.

A handwritten signature in black ink, appearing to read 'J Parsons', written in a cursive style.

Revd Jeremy Parsons, Rector

## 2. Review of the Year – Benefice Activities

### 2.1 Main events including Baptisms, Weddings and Funerals statistics

The Benefice of St Matthew's, Harwell and All Saints', Chilton was in the ninth month of an interregnum at the start of the year. In the absence of a Rector, the churchwardens were responsible for running the churches. We are grateful to them for taking on all the extra work involved. Their task was made easier by the support of our volunteer leaders and preachers, and by our hard-working paid Administrator and Children and Families worker.

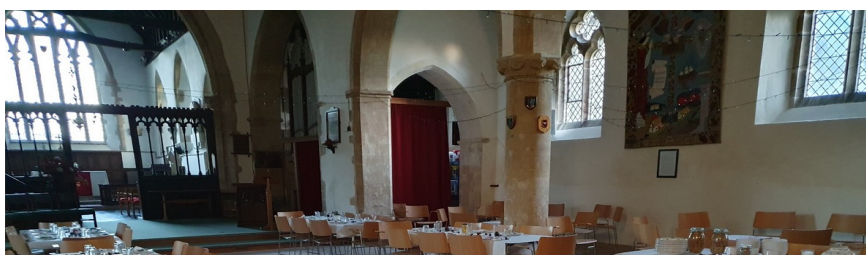
At the beginning of March, a second round of interviews was held to find a new Rector. Revd. Jeremy Parsons was offered the post which he accepted. We were thrilled that Jeremy, Ruth and family moved into the Rectory just before he was licensed by the Rt. Revd. Gavin Collins, Bishop of Dorchester on 22<sup>nd</sup> May.



Jeremy's first Sunday Service was also the first *Praise in the Park* since Covid, and was attended on a sunny Sunday morning by over 150. The Celebration Choir and Church Orchestra led the singing.



All Saints' PCC decided to follow a Church of England initiative *Season of Invitation* to encourage people back to church following Covid. The first invitation cards were delivered to every home in Chilton for the Harvest service at the end of September, this was followed by Remembrance Sunday, and then the *Carols by Candlelight* and Christmas Services. We have welcomed a few people back to regular worshipping on a Sunday, and will continue to invite people, hopefully in person, to other festival services.







adies yummy breakfast, and she shared reflection and prayer very popular. About 50 people came and similar events are planned for 2024.

This was the four-week course chosen for *Advent Central* which was based on the Film *Scrooge/ A Christmas Carol*

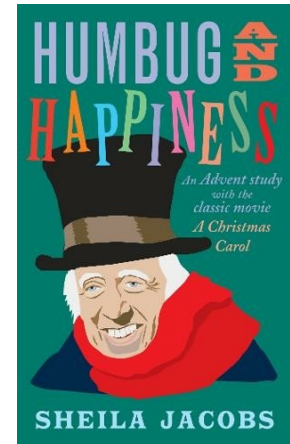


Photo supplied by Yvonne Sanderson  
Our *Christmas Toy Service* gifts were sent to Lyman in the Donetsk region of Ukraine.

## Baptisms, Weddings, and Funerals

	St Matthew's Harwell			All Saints' Chilton		
	2023	2022	2021	2023	2022	2021
Baptisms	8	7	7	2	3	0
Thanksgivings for a child	1	0	2	0	0	0
Weddings	0	3	4	2	2	2

Funerals in church	14	8	10	1	4	2
Thanksgiving services in church	0	1	0	0	4	0
Funerals at crematoria	4	4	3	1	0	3
Interments of ashes	0	0	1	5	4	3

## 2.2. Children, Youth and Family Work

### Sundays

Groups for our young people continued to meet twice a month at St Matthew's Harwell. Kids' Church and Pathfinders regularly meet with 15-20 young people across the primary and secondary age groups. There is still the opportunity to hold a creche during these weeks too, although volunteers would need to be sought for this. Chilton Interactive continues to meet monthly, averaging around 60 people per service including families who do not attend other regular church services.

YF (Youth Fellowship) has been running fortnightly, meeting at the Harwell Church Hall on Sunday evenings 6.30-7.45. The average attendance is 10 young people although we have 16 young people who will attend at one time or another. It was encouraging to have some join us to help prepare for Holiday Club who took on the role of young leaders during the week. It would be great to keep these links going.

### Fledgelings

This preschool group continues to be well attended at both Harwell and Chilton, especially Harwell. Harwell will need to increase the number of volunteers involved in refreshments.

### Holiday Club

We had over 30 adults helping through the week supporting 80 primary school children. We also benefitted from the help of 10 young people of secondary school age. We had a great week at Holiday Club at Chilton school and received positive feedback from families who came. 65 came to our holiday club celebration BBQ which was positive. We need to consider ways of meeting and serving these families through the year to continue to build relationships with them.

### Schools

St Matthew's hosted Harwell school's harvest assembly, Sarah Barrett taught a few RE lessons to year 2 and continued with the Wellbeing Club. The two Chilton reception classes visited All Saints' in September and both Sarah and Revd Pam Rolls, Associate Minister, taught RE lessons in Chilton school. Sarah held assemblies in both schools during 2023. Both school choirs attended the carol services in the villages to sing.

### Reflective spaces

Reflective spaces took place in both schools during June, with over 500 children coming through the tent. This was supported by planning and resources from BeSpace and 20 volunteers from our congregations.

### Youth Trust

Youth Cafe and Soul Sport have continued to run termly, which Sarah supported. Four ECHO events were held through the year, two of which were at St Matthew's. It would be encouraging to develop a wider volunteer base for these events, and for the termly Youth Cafe and Soul Sport.

### Light Party

We held our Light Party on 31<sup>st</sup> October and 40 young people joined us, including some families from Holiday Club.

### Remembrance

Beavers and Cubs joined us for a short talk and craft and prayer time in each village hall after the main act of remembrance.

We were unable to resource the Easter trail and Advent doors this year due to the continuing recruitment for a Children and Family Worker.

## **2.3 Pastoral, Social and Community Activities**

The *Pastoral Care* teams (and many individual members of our churches) visit parishioners in their homes and offer a loving Christian presence and a listening ear to those who are ill, bereaved or who feel lonely. Oversight of pastoral care in the Benefice is the responsibility of Revd. Pam Rolls.

There is a pastoral care team in each parish. In Chilton, the team operates under the leadership of Dr Pat Moseley with four other lay members plus the Rector and Associate Minister. In Harwell, the team has become very small, and we are still prayerfully and carefully seeking a new leader for it. It is hoped that they will be appointed soon and that other team members will be recruited.

Home Communion is normally taken four times a year to those parishioners who are not very mobile – Easter, Summer, Harvest and Christmas. Our churches are also represented in a team of ministers who take Communion to the new care home, Alma Barn Lodge, in Harwell parish.

*Generation Gold services*, initiated by Revd Jan Radford and Revd Pam Rolls in 2015, were continued in 2023. Our theme for the year was 'The Homes that Jesus visited' and we

reflected on different homes at our quarterly services – the home of Zacchaeus, the crowded house where four friends lowered their friend through the roof to Jesus for him to receive healing, the home of Martha and Mary and, finally, Jesus' first home in the stable.

At our September meeting in Chilton Village Hall we enjoyed a wonderful cream tea which was served to us by a professional caterer. We are very grateful to a willing band of helpers who assisted throughout the year with delivering invitations, catering, and playing the piano and organ, and to the generous people whose donations made our special treats and reverse collections possible. Plans are now in hand for Generation Gold for 2024 where we will be reflecting on 'The Seasons'.

Both our churches have continued to collect non-perishable food for *Didcot Emergency Foodbank* throughout the year, with a special collection in both churches at Harvest time. During 2023, the need for the Foodbank became more crucial as households struggled with the cost of living crisis.

The Benefice continues to be a partner church of the *Didcot and Wallingford Area CAP (Christians Against Poverty)* Debt Centre. As well as supporting the Debt Centre financially, members of the churches also volunteer supporting clients in their journey out of debt. The Centre is very grateful for the Christmas gifts and treats that the congregations provided for the five families in Chilton and Harwell being helped by CAP. The number of people who became debt free in 2023 totalled 20, bringing the total to 76 over nine years.

The committed Money Coaches continued to run *CAP Money Courses* in three different venues through the year, St Matthew's, Didcot Baptist Church and Wantage Baptist Church helping nine people with budgeting and managing their money. The team have received training for a new style course which they will launch in 2024.

The newly named *All Saints' Group* evolved during 2023 when they welcomed men to become members of All Saints' Women's Group. It serves both parishes and meets at All Saints' Church on the second Tuesday of the month. The group has enjoyed listening to speakers on a variety of subjects; The Felix Fund, a charity to support individuals, working with bomb disposal; scams and frauds; SOFEA (South Oxfordshire Food and Education Alliance); 180 years of regional trains; Bees; the Blaeu Globes of Winchester Cathedral; Marilyn Thomas' Spiritual Journey and Quakers. They shared their memories of Queen Elizabeth's Coronation, and enjoyed a guided tour around Blewbury led by the local history group.

The All Saints' Group have continued to hold the monthly markets raising over £12,000 in 2023 for charities.

The *Oasis Café* continues to meet at All Saints' Church on most third Saturdays of the month between 10.00am and 12.00 noon, and is free to all comers. On average twenty people enjoy a cup of tea or coffee and a convivial chat in relaxed surroundings.

*The Community Cafe* meets on the first Thursday in the month at 10.30am in the morning at St Matthews Church Harwell. It is free but people like to give a donation for the



refreshments. Any money collected goes to CAP via the Church treasurer. We are a very informal group. Our numbers are increasing, with our regulars and visitors the attendance is usually over fifteen.

## 2.4 World Mission

The World Mission Group seeks to promote the engagement of our churches with world mission and proposes to each PCC how each church could spend its world mission budget. During 2023, we continued to support financially a number of organisations in line with the 5 marks of mission; MAF (Mission Aviation Fellowship), Scripture Union, The Leprosy Mission and A Rocha.

We focus our World Mission financial support and prayer around the Anglican Five Marks of Mission. The Marks and the corresponding organisations are:

1. **To proclaim the Good News of the Kingdom:** Mission Aviation Fellowship (MAF). The work of MAF enables mission workers to reach difficult and isolated places to share Christianity.
2. **To teach, baptize and nurture new believers:** Scripture Union (SU). Through Bible studies, resources and camps, SU aims to share the Christian faith, and disciple children and young people, in particular.
3. **To respond to human need by loving service:** The Leprosy Mission (TLM). TLM diagnoses, treats and offers specialist care such as reconstructive surgery, as well as rehabilitation programmes and health education in communities.
4. **To transform unjust structures of society, to challenge violence of every kind and pursue peace and reconciliation.** Chris and Suzy Wilson are mission partners for Church Mission Society (CMS) and are based in Ethiopia and South Sudan. They work with a project that aims to equip and encourage churches in conflict-affected regions to actively work for peace.
5. **To strive to safeguard the integrity of creation, and sustain and renew the life of the Earth.** A Rocha, a Christian conservation organisation which works in the UK and internationally.

We also continued supporting financially a number of individual mission partners: We are support Chris and Suzy Wilson who are with Church Mission Society in Ethiopia; Endri and Dyshi Tabacu of The Light of the World church in Albania, and John Abu Bakker with Fellowship For Neighbours, India.

The four members of the world mission group met a number of times together during 2023. The group would love more people to join them.

Helen Brook, Peter Barclay-Watt, Georgina Greer and Yvonne Sanderson.

### 3. Looking Forward – Plans and Challenges for 2024

Central to our future is a strong and continuing focus on work with children, youth and families. In the year ahead, we will be looking to move this even closer to the centre of all we do, while maintaining a full commitment to ministry of and with people at every age and stage of life.

The long-anticipated Valley Park development will have its first homes built and occupied during 2024. This is an exciting opportunity for our church to express the vision to grow “wider, deeper and closer,” though, of course, this opportunity also carries challenges.

Our new Rector, Revd Jeremy Parsons joined us during 2023, and we enter 2024 with Revd Sasha Reeves (who has a special focus on Valley Park) having transferred her curacy to the Benefice. Other notable changes to the team include our Children and Families Worker Sarah Barrett stepping down, with some parts of her role being taken on by Lucy Ryan while we continue to recruit for a half or full-time worker.

As the Benefice grows in population, in diversity and in the range of opportunities, we have the challenge both to maintain and grow established areas of ministry, and to expand into new areas. We are working (with the support of an experienced adviser) on a project to improve our decision-making structures so we are better able to develop these and other aspects of ministry, and to make the best use of the many gifts of our congregations, leaders, staff and volunteers.

Partnerships with other local churches continue to be important to us, the most established being our involvement with CAP and with ECHO (the Greater Didcot Christian Children and Youthwork Trust). The year ahead is an exciting one for us all, and we continue to thank God for the privilege of working “to grow God’s church wider, deeper and closer” in the communities we serve.

## 4. Governance and Structure

The Parochial Church Council (PCC) is a corporate body, established by the Church of England, and operates under the Parochial Church Council Powers Measure.

St Matthew's, Harwell and All Saints', Chilton each has its own PCC. Each PCC met four times during 2023.

The method of appointment of PCC members is set out in the Church Representation Rules (2022). The membership of the PCC consists of all clergy licensed to the Benefice, Churchwardens, Deanery Synod members and other lay members elected by those on the Electoral Roll of the church. All those who attend our services/members of the congregation are encouraged to register on the Electoral Roll and stand for election for the PCC.

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

Given its wide responsibilities, the PCCs operate through several committees. Each committee deals with a particular aspect of Parish life. The committees report back regularly at PCC meetings, with minutes of their meetings or their decisions and recommendations being received, and discussed as necessary. The Rector is automatically a member of every committee.

### **Standing Committees of St Matthew's and All Saints'**

These are the only committees required by Church law. They meet to set PCC agendas and, occasionally, when there are urgent decisions to be made, between PCC meetings. They consist of the Clergy, Churchwardens and the Treasurer plus the Vice-chair and the Secretary. They met twice in 2023.

### **Combined PCC**

For efficiency and convenience St Matthew's, Harwell PCC and All Saints', Chilton PCC regularly hold Combined PCC meetings, where members of the two PCCs come together to discuss matters that are common to both parishes. Meetings of the Joint PCC (see below) are held as part of Combined PCC meetings. As such, voting by Joint PCC members on any decisions required by the Joint PCC generally follows discussion by the Combined PCC. The Combined PCC met four times during 2023, on Zoom.

## **Joint PCC**

The Pastoral Measure provides for a Joint PCC in addition to the separate PCCs of our two Churches. It comprises the Benefice clergy, Churchwardens and the Treasurer plus the Vice-chair and the Secretary of each PCC.

The two PCCs can agree to place in the hands of the Joint PCC any matters involving both parishes. So far, the PCCs have delegated responsibility for the following matters to the Joint PCC:

- Safeguarding
- Staffing
- Data compliance

## **Safeguarding**

The Benefice complies fully with national and Church of England law on safeguarding. Each Church has a Safeguarding Officer: Sue Greatbanks for St Matthew's and Judy Gold for All Saints'. Sue was newly appointed in June 2022 and has been undergoing training. Judy and Sue work collaboratively together across the Benefice and as equals. This replaced the previous system where one Safeguarding Officer was deputy to the other. The Joint PCC reviews and approves the Safeguarding Policy annually.

## **Staffing**

The Benefice employs an Administrator working 20 hours a week and a Children and Families Worker. We are currently recruiting to fill our Children and Families Worker vacancy which is being covered by a combination of volunteers and temporary freelance paid help.

Staffing matters are overseen by the Benefice employment committee which is concerned with meeting the statutory regulations around employment, ensuring that performance assessment and development of staff employed by the PCCs is carried out, and that recruitment procedures are correctly followed.

## **Data Compliance**

In 2023, we have continued to work to ensure that our Churches are compliant with current national data governance legislation in the form of the General Data Protection Regulation (GDPR)

## 5. Finance Report

The PCC has the significant responsibility of setting the budget and monitoring the income and expenditure of the Church. This task is carried out by the Finance Committee, which reviews in detail the different purposes of the expenditure, as well as the different forms of income and giving to the Church.

### Financial Position

The final financial position for St Matthew's Church was more than £4,007 better than budgeted, although still showing a deficit of £10,849. The main contributors to this outcome have been lower than planned church maintenance costs, as well as a temporary rebate on the parish share prior to the arrival of the new rector.

St. Matthew's participates in the Parish Giving Scheme (PGS), which removes significant administration time from the handling of regular giving. Currently the PGS accounts for 56% of regular giving and 67% of regular donors.

Income in 2023 was £102,804. Expenditure in 2023 was £113,653.

We are grateful for the continued support for the Children and Families Worker Fund, which allowed the role to be financed without access to the stretched general giving pool. The level of the Fund at the end of 2023 was £52,056 which gives us confidence in recruiting for the future.

See Appendix 4 for a summary of income and expenditure compared to previous years, as well as the budget for 2024.

### Reserves Policy

Reserves are held to smooth out fluctuations in cash flow and to meet the cost of emergencies. It has been a PCC policy to try to maintain a balance on free reserves of at least 6 months unrestricted payments, although this figure is being reviewed. In the case of St Matthew's Church this would be around £64,450 for 2024.

At 31<sup>st</sup> December 2023, the PCC held £62,319 in unrestricted reserves (£86,128 in Designated Funds less a negative balance of £23,809 in the General Fund).



## 6. Buildings

The PCC is charged with the care, maintenance and insurance of the Church buildings, including St Matthew's Church Hall. The property and movable goods of the church are vested in the Churchwardens, who are also responsible for inspecting the fabric of the church and making an annual report (the Fabric Report) first to the PCC and then to the Annual Parochial Church Meeting.

The PCC is also concerned with developing our buildings to accommodate our own activities more effectively, and to enable us to connect better with and serve the wider community. A key aim is to have a main Church building that is flexible, comfortable, and accessible, whilst maintaining and even enhancing its beauty.

### **St Matthew's Church building**

St Matthew's Church is a Grade 1 listed building, parts of which date back to 1190. It is kept in a good state of repair by the Buildings Committee and other volunteers. Some of this work is maintenance and general repairs that continue in a very similar fashion, year in year out. In addition, the Church is cleaned regularly by a combination of a paid cleaner and a small faithful team of volunteers.

The Buildings Committee maintains an Action List of ongoing tasks. The Church architect carried out the Quinquennial Inspection of the church building in June 2021. The recommendations are being followed up, and where relevant, have been incorporated in the Action List. The overall condition of the Church building is good and the architect in his report commented "*It is clear.....that the PCC take a great deal of care and pride in looking after the fabric of this Church*".

The detailed Fabric Report by the Churchwardens is provided in a separate document.

The following are examples of work carried out during the last year.

- Three finial crosses on the Church roof, that had been broken for many years, have been replaced with new crosses with the aid of the legacy from the estate of Edwin Stringer. At the same time the other two intact crosses were inspected and the fixing of the one on the porch re-made. The other cross on the nave roof was found to be satisfactory.
- While the scaffolding was in place for the work on the finial crosses, spalled stonework on the parapet between the nave and chancel was repaired by a replacement coping stone. Repairs were also made to the stonework around the east window and the iron crossbar cleaned and repainted.
- A wiping seal has been fitted to the bottom of the extension door to help avoid flooding of the lobby that has occurred several times during 2023 during exceptionally heavy rainfall. A temporary drainage channel has also been dug from the paving to soak away to the nearby drain. A plan has been drawn up to re-lay the paving and

- provide a new drainage channel.
- Following the analysis carried out in 2022 of how energy costs could be reduced, cavity wall insulation (polymer beads) was injected into the external walls of the extension in January 2023.
- The chandelier was taken down, parts cleaned and the chandelier re-mounted in March 2023, the first time this has been done since December 2018.
- A new desktop computer and worktop have been installed to replace the laptops previously used at the sound desk with the audio-visual (AV) system. Since the Wi-Fi connection from the router in the Church Office to the AV system has often been unsatisfactory, an Ethernet cable has been laid to connect the router to the area by the sound desk.

The

extension door, site of flooding  
Work to replace the broken finial  
crosses

Photos by David Pyke and Tony Hughes

The **Friends of St Matthew's** scheme to stimulate interest in the Church building, and ultimately help to contribute to the costs of keeping it in good order, has continued in 2023 through a Facebook page: [www.facebook.com/HarwellChurchFriends](https://www.facebook.com/HarwellChurchFriends). This is aimed particularly at descendants of the Harwell family lineage in the USA. The Facebook page has had a lot of visits and interest and consideration continues as to how this interest can be used to increase donations to help with the cost of maintenance of the Church.

### **St Matthew's Church Hall**

The Church Hall is located on the corner of The Park and Wellshead, approximately 100m south of the church. Its fabric is generally in good order; the surrounding grass and boundary hedges are cut when necessary.

The Hall has been used less than is ideal during 2023. Bookings during the course of the year have been managed by the Church Administrator. In the absence of a Hall Manager,

maintenance has been carried out by the Buildings committee and Churchwardens. We are grateful for all those who manage the Church Hall and help to keep it clean and tidy and in working order. There are a number of general repairs and grounds work that need to be carried out each year and the details of these can be found in the Log Book.

A Working Morning was organised in September to clean gutters, clean windows and cut the hedges. In preparation for the Winter the Hall heating system was re-programmed so that it would not be heating the Hall unnecessarily when the Hall is not in use.

Since an interest had been expressed in purchasing the Hall, a Working Group set up by the PCC to review the situation reported its findings in March 2023. The Group concluded that sale of the Hall offered no obvious way forward at present and judged that many significant and unfavourable factors meant that this would not be the right time to be selling it. The Group also felt that some improvements could be made to the Hall facilities to counteract some of its perceived deficiencies, and that this might open up the possibility of other uses. In November 2023, the PCC agreed to set up a new Project Group to pick up from these conclusions, so as to map out a path for the future of the Hall, and to advise the PCC of the best options to follow in the short and longer terms. This Group started work in early 2024.



## Appendix 1 – Administrative Information

The correspondence address for the Rector is:

The Rectory  
Church Lane  
Harwell, Didcot  
OX11 0EZ

The Independent Examiner of the PCC Financial Accounts is:

Mrs Jane Moreton  
Harrow House  
Burr Street  
Harwell, Didcot  
OX11 0DT



## Appendix 2: St Matthew's Church Membership

### **Electoral Roll**

The Electoral Roll stood at 66 in April 2023 compared to 77 in April 2022.

## Appendix 3 -St Matthew's PCC Membership

During 2023, the membership of St Matthew's PCC has been:

### **Clergy**

- Revd Jeremy Parsons (Rector from May )
- Revd Pam Rolls (Associate Minister)
- Revd Janet Radford (Assistant Minister)

### **Churchwardens**

- Eliza Wheaton
- Jane Woolley

### **Elected Deanery Synod representatives**

- Gordon Gill (resigned)
- Sid Gale

### **Other Elected representatives**

- Tony Hughes (Vice-Chair)
- Elizabeth Clarke (Secretary)
- Tim Roberts (Treasurer)
- Rebecca Lewis
- Liz Roberts
- Phill Johnston

# Appendix 4: Income & Expenditure V Budget January 1 to December 31 2023

<b>Income</b>	<u>Actual</u>	<u>Budget</u>	<u>% of Budget</u>
<b>Church Hall income</b>			
<b>Letting income</b>	2,237.00		
<b>Church Hall income - Other</b>	<u>0.00</u>	<u>2,000.00</u>	<u>0.0%</u>
<b>Total Church Hall income</b>	2,237.00	2,000.00	111.85%
<b>Donations/legacies</b>			
<b>Donations Gift-Aided</b>	204.60		
<b>Other donations</b>	2,444.79		
<b>Donations/legacies - Other</b>	<u>0.00</u>	<u>3,000.00</u>	<u>0.0%</u>
<b>Total Donations/legacies</b>	2,649.39	3,000.00	88.31%
<b>Fees</b>			
<b>Burial</b>	2,585.00		
<b>other</b>	(623.00)		
<b>Fees - Other</b>	<u>0.00</u>	<u>2,500.00</u>	<u>0.0%</u>
<b>Total Fees</b>	1,962.00	2,500.00	78.48%
<b>Holiday Club Donations</b>			
<b>Gift-Aided</b>	448.58		
<b>Other</b>	141.22		
<b>Holiday Club Donations - Other</b>	<u>0.00</u>	<u>500.00</u>	<u>0.0%</u>
<b>Total Holiday Club Donations</b>	589.80	500.00	117.96%
<b>Interest Income</b>			
<b>Business Reserve</b>	798.03		
<b>CBF Reserve</b>	1,864.25		
<b>Interest Income - Other</b>	<u>0.00</u>	<u>1,500.00</u>	<u>0.0%</u>
<b>Total Interest Income</b>	2,662.28	1,500.00	177.49%
<b>loose</b>			
<b>GASDS</b>	1,238.39		
<b>GASDS Commty Bldng - Fledglings</b>	850.65		
<b>loose - Other</b>	<u>0.00</u>	<u>1,500.00</u>	<u>0.0%</u>
<b>Total loose</b>	2,089.04	1,500.00	139.27%
<b>Planned Giving</b>			
<b>Gift-Aided Donations</b>	49,116.82	54,000.00	90.96%

<b>Other Planned Giving</b>	<u>3,621.47</u>	<u>4,000.00</u>	<u>90.54%</u> <u>90.93%</u>
<b>Total Planned Giving</b>	52,738.29	58,000.00	90.93%
<b>Tax Recovered</b>			
<b>Donations</b>	172.50		
<b>GASDS Fledglings</b>	235.55		
<b>GASDS Tax received</b>	236.10		
<b>Planned Giving</b>	12,284.32		
<b>Tax Recovered - Other</b>	<u>0.00</u>	<u>14,000.00</u>	<u>0.0%</u>
<b>Total Tax Recovered</b>	12,928.47	14,000.00	92.35%
<b>Transfer from Restricted Fund</b>	21,650.34	29,300.00	73.89%
<b>VAT Reclaim</b>	<u>3,297.90</u>		
<b>Total Income</b>	<u>102,804.51</u>	<u>112,300.00</u>	<u>91.55%</u>
<b>Total Income</b>	<u>102,804.51</u>	<u>112,300.00</u>	<u>91.55%</u>
	102,804.51	112,300.00	91.55%

The different totals between Receipts in the Annual Accounts (£81,154) vs Income in the Income & Expenditure (£102,804) statement, is that the transfer from Restricted Funds (£21,650) is itemised separately in the Annual Accounts, rather than as part of Receipts, which reflect external giving to the church only, in line with accounting practice.

**Expense**

<b>Agreed Expenditure for Harwell</b>			
Mission and Local Giving	8,000.00	8,004.00	99.95%
<b>Total Agreed Expenditure for Harwell</b>	<b>8,000.00</b>	<b>8,004.00</b>	<b>99.95%</b>
<b>Fixed Expenditure for Harwell</b>			
Parish Share & synod	46,161.08	47,959.00	96.25%
<b>Total Fixed Expenditure for Harwell</b>	<b>46,161.08</b>	<b>47,959.00</b>	<b>96.25%</b>
<b>Harwell PCC Expenses</b>			
Administration	202.87		
Associate Minister's expenses	403.25	100.00	403.25%
Bank Charges	200.00	200.00	100.0%
Church cleaning	706.72	1,000.00	70.67%
Church Hall			
Church Hall cleaning & maintain	1,019.71	1,500.00	67.98%
Church Hall Insurance	406.62	800.00	50.83%
Church Hall utilities	3,620.60	3,000.00	120.69%
<b>Total Church Hall</b>	<b>5,046.93</b>	<b>5,300.00</b>	<b>95.23%</b>
Church Insurance	2,498.83	4,800.00	52.06%
Church maintenance	6,129.41	11,810.00	51.9%
Church utilities	6,293.51	7,000.00	89.91%
Gifts, Subscriptions and Course			
Courses	232.45		
Gifts	741.11		
Subscriptions and Fees	163.00		
Gifts, Subscriptions and Course - Other	0.00	500.00	0.0%
<b>Total Gifts, Subscriptions and Course</b>	<b>1,136.56</b>	<b>500.00</b>	<b>227.31%</b>
Minister's Expenses	659.99	100.00	659.99%
Miscellaneous			
Christmas Trees	238.00	150.00	158.67%
Miscellaneous - Other	0.00	50.00	0.0%
<b>Total Miscellaneous</b>	<b>238.00</b>	<b>200.00</b>	<b>119.0%</b>
Office Costs	1,556.02	1,000.00	155.6%
Organists etc.	400.00	400.00	100.0%
Outreach			
CAP Debt Centre	4,333.00	4,333.00	100.0%
CFW expenses	1,896.43	800.00	237.05%
CFW remuneration	11,033.91	17,500.00	63.05%
Holiday Club	1,369.29	1,500.00	91.29%
Home Groups	0.00	100.00	0.0%
Youth Work			
CRB Fees	158.26		
Fledglings	25.00		



Youth Fellowship	33.10		
Youth Work - Other	0.00	500.00	0.0%
<b>Total Youth Work</b>	<b>216.36</b>	<b>500.00</b>	<b>43.27%</b>
Outreach - Other	67.94		
<b>Total Outreach</b>	<b>18,916.93</b>	<b>24,733.00</b>	<b>76.49%</b>
Outsourced Printing	309.05	300.00	103.02%
Secretary's remuneration	11,265.36	11,000.00	102.41%
<b>Services</b>			
Sound equipment	206.93		
Services - Other	495.37	500.00	99.07%
<b>Total Services</b>	<b>702.30</b>	<b>500.00</b>	<b>140.46%</b>
Stationery	66.88	150.00	44.59%
Subscriptions & other courses	25.00		
Visiting Speaker	0.00	100.00	0.0%
Website	2,734.59	2,000.00	136.73%
<b>Total Harwell PCC Expenses</b>	<b>59,492.20</b>	<b>71,193.00</b>	<b>83.57%</b>
<b>Total Expense</b>	<b>113,653.28</b>	<b>127,156.00</b>	<b>89.38%</b>
Profit for the Year	<b>(10,848.77)</b>	<b>(14,856.00)</b>	<b>73.03%</b>

If you would like to see a copy of this Annual Report in large print, or discuss any parts of particular interest to you, please contact the Church Administrator on 01235 834256 or [office@harwellandchiltonchurches.org.uk](mailto:office@harwellandchiltonchurches.org.uk)

## **Independent Examiner's Report to the Parochial Church Council of St. Matthew's, Harwell**

I report to the Parochial Church Council on my examination of the accounts of St Matthew's, Harwell for the year ended 31 December 2023.

### **Responsibilities and Basis of Report**

As the members of the PCC you are responsible for the preparation of the financial statements; in accordance with the requirements of the Charities Act 2011 ('the Act').

I report in respect of my examination of the accounts carried out under section 145 of the 2011 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:

- (i) accounting records were not kept in respect of the PCC as required by section 130 of the Act; or
- (ii) 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.

Jane Moreton  
Harrow House  
Burr Street  
Harwell  
OXON



20/3.....2024

**St. Matthew's Church, Harwell**  
**Financial Statements for the Year Ended 31 December 2023**

**Receipts & Payments Account**


	Unrestricted Funds £	Designated Funds £	Restricted Funds £	Total 2023 £	Total 2022 £
<b>Receipts</b>					
Voluntary Receipts					
Planned Giving (note 4a)	52,738	0	0	52,738	57,994
Collections at Services	1,239			1,239	605
Collections at Community Buildings	851			851	821
Other voluntary receipts (note 4b)	3,239	0	27,377	30,616	82,137
Non-recurring income (note 4c)	3,298			3,298	1,723
Gift Aid received	12,928		4,044	16,972	21,053
Investment income (note 4d)	2,662	850	0	3,512	692
Receipts from Church activities (note 4e)	4,199	0	6,794	10,993	11,606
<b>Total Receipts</b>	<b>81,154</b>	<b>850</b>	<b>38,204</b>	<b>119,708</b>	<b>176,631</b>
<b>Payments</b>					
Church Activities					
Diocesan Parish Share	46,161			46,161	47,477
Ministry (note 4f)	28,014	0	5,706	33,720	32,641
Maintenance, Utilities & Insurance (note 4g)	20,675	19,370		40,045	0
Administration & Stationery (note 4h)	5,070			5,070	7,749
Missions & Charities	8,000			8,000	7,100
Other (note 4i)	5,733		7,483	13,216	15,782
<b>Total Payments</b>	<b>113,653</b>	<b>19,370</b>	<b>13,189</b>	<b>146,212</b>	<b>129,634</b>
<b>Excess of Receipts over Payments</b>	<b>-32,499</b>	<b>-18,520</b>	<b>25,015</b>	<b>-26,504</b>	<b>46,998</b>
Transfers Between Funds	21,650		-21,650	0	43
<b>Excess of Receipts over Payments after Transfers</b>	<b>-10,849</b>	<b>-18,520</b>	<b>3,365</b>	<b>-26,004</b>	<b>47,041</b>
Cash and Bank current and deposit accounts 1 Jan	-12,960	104,648	67,711	159,399	111,749
Excess receipts over payments after transfers	-10,849	-18,520	3,365	-26,004	47,041
Cash and Bank current and deposit accounts 31 Dec	-23,809	86,128	71,076	133,395	158,790

## Statement of Assets and Liabilities

	Unrestricted Funds £	Designated Funds £	Restricted Funds £	Total 2023 £	Total 2022 £
Cash Funds					
Cash	40			40	64
Bank Current and Deposit Accounts	-23,849	69,798		45,949	52,635
CBF Deposit Account		16,330	71,076	87,406	83,591
Total Cash Funds	-23,809	86,128	71,076	133,395	136,290
Debtors					
Gift Aid recoverable	1,497		450	1,947	2,641
Total Debtors	1,497	0	450	1,947	4,625
Assets Retained for Church Use					
Church Hall (note 2)				137,644	137,644
Liabilities					
ODBF Fees			2,108	2,108	0
Total Liabilities	0	0	2,108	2,108	0

The attached notes on pages 4 to 6 form part of these financial statements.

These financial statements were approved by the Parochial Church Council on 5<sup>th</sup> 3, 2024  
and signed on their behalf by



Chairman

Jeremy Parsons



Trustee (and Treasurer)

Tim Roberts

## Notes

- 1 The financial statements of the PCC have been prepared in accordance with the Church Accounting Regulations 2006 using the Receipts and Payments basis.
- 2 Fixed asset retained for church use is the Church Hall, built in 1994, at cost.
- 3 Movements in designated and restricted funds (including tax reclaimed where applicable as part of income) over the year were:

	Bal B/fwd £	Receipts £	Payments £	Transfer £	Bal C/fwd £
<b>Designated</b>					
Bell Repairs	267				267
Bosher Legacy	11,562				11,562
Chancel Repair Fund	0			5,000	5,000
Phase 2 Building	38,189	850			39,039
Mission Giving Legacies	16,187				16,187
Staples Legacy	9,896				9,896
E Stringer Legacy	14,547		14,547		0
E Gill Legacy	9,000		323	-5,000	3,677
Ullmer Legacy	4,500		4,500		0
Insurance excess	500				500
	104,648	850	19,370	0	86,128
<b>Restricted</b>					
Administrator Fund	3,758	5,947		-8,000	1,705
Altar frontal fund	869				869
Assorted Collections	1,144	2,096	2,096		1,144
Baptism Bibles	99				99
CAP Money Course	572	100	126		546
CAP Centre	0	514	514		0
CFW extension fund	44,959	20,027		-12,930	52,056
Chilton joint account	0	4,175	4,175		0
Christmas Together	795				795
Church Fabric/Redecoration	1,000	720		-720	1,000
Didcot Foodbank	0	187	187		0
Fledglings Garden Fund	185				185
Generation Gold	2,603	135	920		1,818
Harwell Helpers	2,893		2,893		0
Memorial Fund	526				526
ODBF Fees	0	2,619	511		2,108
Organ Repair Fund	0	434			434
Outreach	4,941		621		4,320
Rector's Discretionary fund	386				386
Sound System Upgrade	2,939	1,250	1,104		3,085
Youth Fund	42		42		0
	67,711	38,204	13,189	-21,650	71,076



4 Receipts and Payments Analysis (Receipts exclude Gift Aid received)

<b>Receipts</b>	Unrestricted Funds £	Designated Funds £	Restricted Funds £	Total 2023 £	Total 2022 £
(a) Planned Giving					
Gift-aided Planned Giving	48,917			48,917	54,186
Other Planned Giving	3,621			3,621	3,808
Total Planned Giving	52,538	0	0	52,538	57,994
(b) Other Giving and Donations					
General	2,649			2,649	36,052
Administrator			5,100	5,100	8,838
Assorted Collections			1,979	1,979	1,169
Bosher Legacy				0	11,561
CAP Money Course			100		
CAP Centre			497	497	110
CFW Extension			17,165	17,165	17,860
Church Fabric/Redecoration			720	720	0
Didcot Foodbank			187	187	0
Generation Gold			135	135	1,030
Holiday Club	590			590	729
Mission Giving Legacies				0	4,788
Organ Repair Fund			434	434	
Sound System Upgrade			1,050	1,050	
Total Donations	3,239	0	27,367	30,606	82,137
(c) Non-recurring income					
VAT reclaim - LPW grant	3,298			3,298	0
Grants				0	1723
Total Non-recurring income	3,298			3,298	1,723
(d) Receipts from Investments					
Bank interest	798			798	152
CBF Deposit Account interest	1,864	850		2,714	540
Total Receipts from Investments	2,662	850	0	3,512	692
(e) Receipts from Church activities					
Fees	1,962		2,619	4,581	7,674
Church Hall income	2,237			2,237	1,760
Chilton joint account			4,175	4,175	2,173
Total Receipts from Church Activities	4,199	0	6,794	10,993	11,606

<b>Payments</b>	<b>Unrestricted Funds £</b>	<b>Designated Funds £</b>	<b>Restricted Funds £</b>	<b>Total 2023 £</b>	<b>Total 2022 £</b>
(f) Ministry					
Associate Minister's Expenses	403			403	462
Minister's Expenses	660			660	0
CAP Money Courses			126	126	
CFW extension	12,930			12,930	16,854
Administrator	11,265			11,265	10,241
Youth Work and Kids Church	1,586		42	1,628	1,743
Outreach	68		621	689	16
Harwell Helpers			2,893	2,893	1,018
Generation Gold			920	920	854
Services	702		1,104	1,806	833
Organist	400			400	620
<b>Total Ministry</b>	<b>28,014</b>	<b>0</b>	<b>5,706</b>	<b>33,720</b>	<b>32,641</b>
(g) Maintenance and Utilities					
Church Cleaning	707			707	683
Church Maintenance	6,129	19,370		25,499	4,155
Church Utilities	6,294			6,294	5,138
Church Hall Maintenance and Cleaning	1,020			1,020	1,186
Church Hall Utilities	3,621			3,621	2,190
Church Insurance	2,499			2,499	4,759
Church Hall Insurance	407			407	775
<b>Total Maintenance and Utilities</b>	<b>20,677</b>	<b>19,370</b>	<b>0</b>	<b>40,047</b>	<b>18,885</b>
(h) Administration & Stationery					
Administration	203			203	3149.69
Bank charges	200			200	200
Stationery	67			67	124
Office costs	1,556			1,556	1,233
Website	2,735			2,735	2,611
Outsourced Printing	309			309	431
<b>Total Administration and Stationery</b>	<b>5,070</b>	<b>0</b>	<b>0</b>	<b>5,070</b>	<b>7,749</b>
(i) Other					
Gifts, Subs and Courses	1,162			1,162	467
Miscellaneous	238			238	293
O.D.B.F. fees			511	511	6,772
CAP Debt Centre	4,333		514	4,847	3,443
Chilton Joint Account			4,175	4,175	0
Didcot Foodbank			187	187	0
Assorted Collections			2,096	2,096	1,351
<b>Total Other</b>	<b>5,733</b>	<b>0</b>	<b>7,483</b>	<b>13,216</b>	<b>12,326</b>

- 5 In addition, during 2023 £5,533 was received from the Diocese on behalf of the Didcot Youthwork Trust under the terms of a funding agreement between the Diocese and the Trust. These funds were transferred to the Trust as soon as the funds were received from the Diocese and these amounts are not included in these financial statements as the PCC has no control over these funds and are simply acting as an agent for the Trust.



## **Independent Examiner's Report to the Parochial Church Council of St. Matthew's, Harwell**

I report to the Parochial Church Council on my examination of the accounts of St Matthew's, Harwell for the year ended 31 December 2023.

### **Responsibilities and Basis of Report**

As the members of the PCC you are responsible for the preparation of the financial statements; in accordance with the requirements of the Charities Act 2011 ('the Act').

I report in respect of my examination of the accounts carried out under section 145 of the 2011 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.

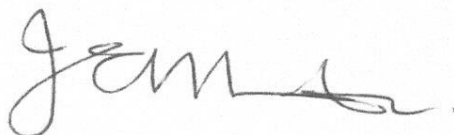
### **Independent examiner's statement**

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:

- (i) accounting records were not kept in respect of the PCC as required by section 130 of the Act; or
- (ii) 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.

Jane Moreton  
Harrow House  
Burr Street  
Harwell  
OXON



20/3.....2024