THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST NICHOLAS, STEVENAGE

England & Wales · Charity number 1161229

Details

Other names	ST NICHOLAS, STEVENAGE
Status	Registered
Legal form	Previously excepted
Registered	2015-04-10
Register	View on the Charity Commission register

Contact

Address	2a North Road Stevenage SG1 4AT
Phone	01438213587
Website	http://www.saintnicholaschurch.org.uk/

Activities

Objects: PROMOTING IN THE ECCLESIASTICAL PARISH THE WHOLE MISSION OF THE CHURCH.

Activities: Regular public worship open to allProvision of quiet space for personal prayer and contemplationPastoral work, including visiting the sick and the bereavedTeaching of ChristianityTaking of Christian assemblies in schoolsProvision of Bible-based children's and youth workEvangelism through events, meetings and distribution of literatureSupporting other charities in the UK and overseas

Classification

- **How:** Other Charitable Activities
- **What:** Religious Activities
- **Who:** The General Public/mankind

Geography

- Hertfordshire

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Finances

Period end	Income	Expenditure	Assets	Employees
2024-12-31	£173,360	£113,392	-	-
2023-12-31	£100,342	£108,187	-	-
2022-12-31	£138,528	£142,311	-	-
2021-12-31	£148,586	£167,318	-	-
2020-12-31	£558,832	£571,015	£36,260	1

Trustees

Name	Role	Appointed
CHRISTINE CHAMBERS		2024-05-26
Daniel Peter Seifi - Lorimer		2024-05-26
Dr Hannah Kathleen Kinsey		2024-10-01
Elaine Forster		2024-05-26
Ella Houghton		2025-05-11
Harvey Baker		2026-05-03
JASON ANDREW COX		2019-04-28
Olubunmi Nike Rona Adenoye		2025-05-11
Paul Graham Schimmel		2023-05-14
Rev Edward John Gerald Keene		2023-06-19
STUART JOSEPH MARSHALL		2019-04-28
Susan Jane Bailey		2024-05-26

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THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST NICHOLAS, STEVENAG

England & Wales - Charity number 1161229

Accounts

St Nicholas Church, Stevenage
Parochial Church Council

The Annual Report and Accounts of the Parochial Church Council of St Nicholas Stevenage

Registered Charity Number – 1161229

Year Ended 31 December 2024

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St Nicholas Church, Stevenage
Parochial Church Council

Report of the Trustees

For the Year Ended 31 December 2024

INTRODUCTION

The Parochial Church Council as trustees of St Nicholas Church, Stevenage presents its annual report and financial statements for the year ended 31 December 2024.

The trustees have adopted the provisions of 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) (effective 1 January 2019).

Definitions

PCC	The Parochial Church Council comprising clergy and elected representatives, the trustees under the PCC powers measure 1956.
Hawkes Trustees	The Rector and Churchwardens appointed trustees under the will of the late Robert Hawkes who died in 2008.
Friends of St Nicholas	An independent charitable trust established to raise funds for the maintenance and improvement of St Nicholas Church Stevenage.
Bury Mead Trustees	The Rector and Churchwardens are the trustees of the Bury Mead recreation area. The land is rented by Stevenage Borough Council (SBC) for a peppercorn rent and they are fully responsible for managing it.

OBJECTIVES AND ACTIVITIES

Aims and Purposes

In co-operation with the incumbent, the PCC has the responsibility of promoting the pastoral, evangelistic, social and ecumenical mission of the church in the ecclesiastical parish of St Nicholas Stevenage. This includes the management of the church building on Rectory Lane, Stevenage.

Resources

The parish is served by a full-time cleric licenced by the Bishop of St. Albans. The Rector Rev. Edward Keene has been in post since June 2023.

Mrs Alison Hare is the secretary to the benefice and provides administrative support to the clergy. She receives an honorarium. Vergers and organists are appointed on an irregular basis to support many of the occasional offices.

The mission of the church would not be fulfilled without the many volunteers who willingly serve in many areas of church life.

St Nicholas Church, Stevenage
Parochial Church Council

Report of the Trustees

for the year ended 31 December 2024

Objectives

The '5Gs' have directed our work since the PCC agreed them in 2016: Grounded in the Bible, Growing in number, Glorifying God, Greater in likeness to Jesus, Glued together in a loving community. After eight years and with a new Rector it may be time to refresh these and we will review this at the next PCC away day in summer 2025.

ACHIEVEMENT AND PERFORMANCE IN DELIVERING PUBLIC BENEFIT

The PCC confirms that it has referred to the Charity's Commission's guidance on public benefit and believes that its objectives are in accordance with the guidance. The Mission Action Plan (MAP) approved by the Annual Parochial Church Meeting (APCM) in April 2018 sets targets relating to each of the PCC objectives. Some of the achievements over the last 12 months have been as follows:

- On 15 January some of Thomas Alleynes academy pupils visited the church. We have forged a close link with Thomas Alleynes academy as Edward has set up a club in the school on a Thursday afternoon for those children interested in Christianity, working through the Alpha course.
- On 5 February we had an archaeologist visit the church.
- On 10 February the women's faith and fellowship held a womens breakfast in church.
- During February we ran a pre marriage course which was for several weeks.
- During Lent we had a six week's course on the book of Revelation which was run by Tina Hassan and Jacky Swanson.
- We also used "Finding Mercy on the way of Sorrow" which was written by Robin Ham during lent for either in the home groups or for personal study during that time.
- On 16 March Weston Music Society held a concert at St Nicholas Church in the evening which was really appreciated.
- On 20 March Giles Junior school year 3 visited the church
- On 27 March Trotts Hill year 1 primary school visited the church.
- During the weekend of 22–23 March we held our Benefice weekend away at Sizewell, which was led by Dr Lee Gatiss on the theme of the forgotten cross. We had Stephen and Anna and Rachel and Bernie leading the children's teaching. We had a large proportion of the congregation attend that weekend.
- During Holy Week we held our Maundy Thursday communion service and On Good Friday we had meditations at St Mary's at 3pm.
- We held our Easter fun day on 30 March. We had Teddys going down a zip wire from the tower, cream teas and cake. We had games for the children and a treasure hunt in the church yard. It was a lovely day, and it was well attended.
- On the 19 April we held the "Weston Music Society" concert which was well received, we also had our womens faith and fellowship breakfast in church on 20th April.
- On the 25 April we hosted the " Christen Institute's" public meeting which had a number of the supporters from the region attending.
- On the 2 May we opened the church as a polling station for the Stevenage Borough council elections.
- We held a Women's faith and fellowship ladies breakfast on the 8th June.
- We again opened up our church as a polling station on 4 July for the UK parliamentary elections.
- On the 6 July we did a "Litter Pick" as part of " Love Stevenage".
- On 18 July we held a Parish Breakfast for the working party working on the vicarage Garden

St Nicholas Church, Stevenage
Parochial Church Council

Report of the Trustees

for the year ended 31 December 2024

ACHIEVEMENT AND PERFORMANCE IN DELIVERING PUBLIC BENEFIT (Cont'd)

- On 20 July Edward and Hannah held the vicarage garden party.
- On the 14 September we had our PCC Away day.
- On 1 October the Leys School held their Harvest Assembly in church.
- The women's faith and fellowship held their coffee and cake morning on 12 October.
- Edward and Hannah held a "Newcomers tea" on the 27 October and again on the 3 November.
- On the 30 and 31 October we held our first Half term Holiday club which went well and Christine Chambers organised both days.
- On the 2 November the "Weston Music Society" held their concert.
- On 8 November we held a memorial vigil and we reached out to all those who we knew who had lost loved ones in the past year.
- On 9 November Dr Trevor Allin presented " Can we trust the Bible?" which was very informative and well received.
- Momentum held a breakfast and bible study on Samson on 16 November.
- The "Hope Explored" course ran for three consecutive Sunday's from 17 November.
- On 23 November the worship team had a "Music team day".
- Between the 25 and 29 November we hosted Bridge builders Christmas journey.
    - On 26 November both Trotts Hill school and Giles infant and nursery school attended.
    - Fairlands primary school and Giles infant and nursery school attended on 27 November and again on 28 November.
    - Knebworth school attended on 29 November.
- We held a concert in aid of Bridgebuilders on 30th November where half of the proceeds went to Bridgebuilders and the other half to "Welwyn Brass Band" many people turned up and much needed funds were raised.
- During November St Nicholas was the main Stevenage dropping-off point for Operation Christmas Child, Stuart Marshall and his team travelled many miles to the central depot.
- During December Christine Chambers organised the Tree Festival which took place at St Nicholas church with many organisations decorating their own tree. The church was filled with many beautiful Christmas trees!
- Christine and the flower ladies keep the church looking beautiful throughout the year with their wonderful flower arrangements.
- We held two concerts on 3 December both for Barclays school one for their year 7 carol concert and the second in the evening for parents and governors.
- On 6 December was the Women's Faith and Fellowship Christmas craft event where we made Christmas wreaths.
- On 7 December we held the "Stevenage Singers" concert.
- During December we visited Norman court, Truro court and Wisden court to sing Christmas carols and bring the good news of Jesus to the residents.
- The Thomas Alleyne Academy visited us on 13 December for a carol service for year 7.
- We held our own carol service on 15 December and the church was completely full.
- We received Almond Hill school for their carol concert on 17 December. We had 750 parents and children attend the schools Christmas concerts.
- On 24 December we held two Christingle Services and a Midnight Communion. Service.

ACHIEVEMENT AND PERFORMANCE IN DELIVERING PUBLIC BENEFIT (Cont'd)

- We had a family service on Christmas Day.

Worship and Prayer

Throughout the year we have tried hard to maintain our weekly schedule of services, keeping to similar times and styles wherever possible.

Prayer Times. We have a time of corporate prayer every other Wednesday morning from 8am to 8.40am for God's blessing on the church, the people, and the wider world. We also have evening prayer and the benefice prayer meeting both on alternative Wednesday evenings. The morning prayer meeting on a Wednesday remains on Zoom.

Sundays at 9:30am. A service up to 90 minutes in length with hymns and songs and a longer talk. Children go to their own groups after the first 10 minutes and re-join the service later. On two Sundays per month the service includes Holy Communion.

Home Groups. Home Bible study groups meet throughout the week. All home groups now meet at someone's house. The home groups meet every other week.

Data

On 31 December 2024 the Church Electoral Roll numbered 93, of whom 43 lived in the parish and 50 lived outside the parish. The average weekly attendance of adults and children, counted during October was 74.

As well as regular services, the church enables the 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 2024 we had 5 baptisms and 6 weddings and 1 Wedding Blessing. There were 11 funerals in the church with clergy taking 1 other funeral services at the crematorium or cemetery chapel.

Church Buildings and Churchyard

In 2008 the will of the late Robert Hawkes bequeathed the residue of his estate in trust to the Rector and Churchwardens for the maintenance and repair of the fabric of the St Nicholas church building. Under Canon Law the funds are held by the Diocesan Board of Finance as custodian trustee.

The PCC determines the scope of any work for which the support of the will trust is sought. The PCC also obtains the necessary consents and then applies for grants from the trustees. In previous years invoices for grant financed work were settled directly from trust funds. To avoid potential accounting difficulties, from 1 January 2018 the trustees agreed that all invoices should be approved by and settled from PCC funds. The expenditure is then reimbursed by the Hawkes trustees.

ACHIEVEMENT AND PERFORMANCE IN DELIVERING PUBLIC BENEFIT (Cont'd)

Church Buildings and Churchyard (Cont'd)

During 2024 the following grants were made from the Hawkes Trust to the PCC

Recurring general maintenance

Item	*£*
Recurring Maintenance	
Church buildings insurance (Ecclesiastical 90%)	3,104
Non-Recurring Maintenance	
Organ Refurbishment	825
Repair to Main Door	577
Boiler Room Repairs	527
Total Grants	**5,033**

The Hawkes Will Trustees have indicated that during 2025 they intend to continue their funding of church repairs and insurance using the Trust's funds.

The last quinquennial inspection was completed in November 2021. The next inspection is due in 2025. The Hawkes trustees have agreed a 10-year funding commitment of planned repairs and will release funds as repairs take place.

The PCC thanks Bernie Matthews, Paul Drakes and Stuart Marshall who regularly inspect and carry out minor maintenance on the inside and outside of the building.

Mission and Evangelism

The continuing work of mission and evangelism is a major part of our life as a church which seeks to proclaim the gospel of Jesus across our parish and across the town.

- On Thursday afternoons we offer hot chocolate and biscuits to the children passing the church, these children are normally from Thomas Alleynes or Barclay school. We have got to know some of the children. We also sometimes have parents with younger children coming in for hot chocolate, and people out for a walk.
- As part of our initiative to increase our witness and presence on the local estates we again delivered Christmas invitations to over a thousand homes in the parish.
- We have now produced a new a welcome pack containing information about our church which we use for people moving into the area, especially the new builds in Forster country.
- We have the church opened several times a week; Tuesday 2-4 Wednesday 12-2, Thursday 10-12 and Thursday afternoons 2.30 – 4pm. This also allows people to come in and have a look at the church and we can share the gospel with them.
- The mission of the wider church is supported by donations to four external Christian charities: Church Mission Society (CMS) with a particular link to Katia Rocks in Brazil; Bridge Builders, our local gospel partners in the primary schools in Stevenage; and Crosslinks with a particular link to Rachel and Bernie Muluuta working in Kampala, Uganda, to reach, teach, disciple and train young adults. Bridgebuilders receive 40% of our mission giving and the remainder 20% each.

ACHIEVEMENT AND PERFORMANCE IN DELIVERING PUBLIC BENEFIT (Cont'd)

Mission and Evangelism (Cont'd)

- During 2024 the church continued to support the worldwide Anglican movement GAFCON, and the UK based RENEW movement which is working for the renewal of the Church of England and the growth and planting of healthy Bible-teaching Anglican Churches.

Ecumenical Relationships

Whilst we work most closely with other Anglican churches across the Stevenage area our strongest link is with St Mary's Church in Graveley, with whom we form a joint benefice. Sermon series are shared and both churches share baptism and marriage preparation. There were also several shared services in 2024.

We are also part of Churches Together in Stevenage and are continuing to deepen our working relationships with other churches who share our vision for mission and evangelism. As part of this we have continued our partnership with Grace Community Church and Longmeadow Evangelical Church.

Church Building

We have been able to open our church building to various organisations.

Apart from the music concerts that we have here Stevenage Steps AA hold their meetings here along with the local Baptist church who uses the building to run retreat days.

FINANCIAL REVIEW

Full details of the accounts are provided in pages 13 – 24 of this report.

Total receipts of unrestricted funds were £161,667. This comprised the following:

Source of funds	*Amount (£)*
Planned giving	57,008
Unrestricted voluntary donations	35,826
Legacy	38,250
Collections in church	3,996
Wedding and funeral fees	5,291
HMRC Gift Aid	20,598
Contribution from St Mary's, Graveley	450
Fundraising	79
Interest	169

St Nicholas Church, Stevenage
Parochial Church Council

Report of the Trustees

for the year ended 31 December 2024

FINANCIAL REVIEW (Cont'd)

Total receipts of restricted funds were £11,693 This comprised the following:

Source of funds	*Amount (£)*
Hawkes Bequest	5,033
Weekend Away	6,660

Compared to 2023, *our planned giving decreased by 3.5% and collections in church decreased by 6.2%.*

The PCC wishes to record its thanks to all those who, through their generous financial giving, demonstrate our growing commitment to the work that God is doing in this corner of his kingdom.

Provision has been made in our balance sheet for the following monetary assets:

£6,471 for gift aid reclaim from HMRC for the period July – December 2024

£378 for deposit for Away Day 2025

£140 prepaid water rates

2024 independent examination fess £1,194.

£102,001 was spent from unrestricted funds to provide the Christian ministry from St. Nicholas' Church, including the contribution of £63,057 to the diocesan parish share that largely provides the stipends and housing for the clergy. The amounts that the churches in the deanery must find are shared between the churches according to a formula that is based mainly on a headcount of the congregations, and local demography. We must find more of the total required at our church in relation to others because of our location in the town.

£8,414 was spent from the unrestricted funds on the four charities (CMS, Bridge Builders, Barnabas fund and Crosslinks) selected by the PCC.

£4,819 was spent on maintenance of the church building from unrestricted funds.

The result for the year was a surplus of income over expenditure of £59,666 on unrestricted funds, a surplus of £302 on restricted funds giving an overall surplus of £59,968. Adding bank and deposit balances brought forward at the beginning of the year, together with outstanding assets and liabilities (including long term deferred parish Share £41,788) there are **net reserves** of £65,868 to carry forward on 31st December 2024.

Reserves policy

It is our practice to maintain a balance in the current account of approximately £8,000 to cover the monthly forecast of planned expenditure.

As of 31st December 2024, £6,440 is held on easy access deposit to smooth out fluctuations in cash flow and to meet emergencies.

During the previous year the Trustees have transferred all remaining funds in old restricted funds to the general. All donors to the specific restricted funds have been made aware of the transfer of funds

St Nicholas Church, Stevenage
Parochial Church Council

Report of the Trustees

for the year ended 31 December 2024

STRUCTURE, GOVERNANCE AND MANAGEMENT

The method of appointment of PCC members is set out in the Church Representation Rules. At St Nicholas Church, the membership of the PCC consists of the incumbent (our Rector), churchwardens, and members elected by those members of the congregation who are on the electoral roll of the church. All those who attend our services are encouraged to register on the Electoral Roll and stand for election to 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.

The full PCC met six times during the period with an average attendance of 76%. Given its wide responsibilities the PCC has a number of committees, each dealing with a particular aspect of parish life. These committees, which include worship, pastoral, giving and support for mission, finance, buildings and fabric, social and hospitality, are all responsible to the PCC and report back to it as appropriate with notes of their meetings and decisions. The full PCC discusses and ratifies any decisions as necessary.

Risk Management Policy

The Rector and Churchwardens on behalf of the PCC have considered the risks to which it is exposed. They relate to the following major areas:

Risk Area	*Nature of Risk*	*Management Arrangements*
Financial Risks	Fraudulent misappropriation of PCC assets and funds	Financial controls are in place including oversight of bank accounts and payment processes. Insurance cover against theft
Damage to buildings	The church may be damaged by weather, neglect, external abuse	Insurance cover against the usual perils backed by a bequest for the maintenance of the building
Health and safety of people using church premises	Users of the building may suffer injury because of an incident on the premises	Regular reviews of safety arrangements backed by public liability insurance
Abuse to children and vulnerable adults	Children or vulnerable adults may be abused by members of the church in the context of church activities	Care policy in place with screening of individuals by the *Disclosure and Barring Service*

Report of the Trustees

for the year ended 31 December 2024

STRUCTURE, GOVERNANCE AND MANAGEMENT (Cont'd)

Risk Management Policy (Cont'd)

A surveyor appointed by Ecclesiastical Insurance visited the Church and submitted a formal Risk Management Report in July 2015. This inspection is required every 5 years. The following two actions have been completed:

- A church *Health and Safety Policy* has been compiled in the format supplied by Ecclesiastical Insurance.
- An asbestos register has been generated.
- The Safeguarding Policy has been reviewed and updated.

Volunteers

We should like to thank all the volunteers who work so hard to maintain our church as a lively and vibrant community, including:

- Paul Schimmel and Karen Walker (church wardens)
- Mike Wilton and Steve Bamford (assistant wardens)
- Jason Cox (treasurer)
- Christine Chambers (flower team and safeguarding officer)
- John Knight and Hannah Keene (children's & youth work)
- Martin Bailey (music director)
- Paul Drakes (health & safety)
- Robin Bailey (planned giving officer)
- John Forster (sacristan)
- Chris Forster (tower captain)
- All those who serve on church teams and rotas

They have all worked tirelessly on our behalf.

Administrative Information

St Nicholas Church is situated in Rectory Lane, Stevenage, Herts SG1 4DA. It is part of the Diocese of St Albans within the Church of England. The correspondence address is St Nicholas House, 2A North Road, Stevenage, Herts SG1 4AT.

The PCC is a body corporate (PCC Powers Measure 1956, Church Representation Rules 2006) and is registered with the Charity Commission.

St Nicholas Church, Stevenage
Parochial Church Council

Report of the Trustees

for the year ended 31 December 2024

STRUCTURE, GOVERNANCE AND MANAGEMENT (Cont'd)

Administrative Information (Cont'd)

PCC members who have served at any time from 1st January 2024 until the date this report was approved are:

Clergy (ex-officio):
Rev Edward Keene (Chairman)

Churchwardens (ex-officio):
Karen Walker
Mike Wilton (to June 2024)
Paul Schimmel (from June 2024)

Deanery Synod Reps (ex-officio):
Cathy Bibby
Stuart Marshall (CTiS Rep) (to August 2024)
Mike Wilton (from August 2024)

Diocesan Synod Members (ex-officio):
Hannah Keene (from July 2024)
Stuart Marshall (CTiS Rep) (from July 2024)

Elected Members:
Edward Kaahwa
Chris Taplin
Mark Parker
Mathew Isaac (to May 2024)
Christine Chambers (Parish Safeguarding Officer) (from May 2024)
Sue Bailey (from May 2024)
Elaine Forster (from May 2024)
Daniel Seifi-Lorimer (from May 2024)
Charlotte Seifi-Lorimer (from May 2024)
Paul Schimmel (to June 2024)
Evelyn Wilton (from August 2024)

Co-opted:
Jason Cox (Treasurer)

In attendance
Jane Luff – Secretary

Approved by the PCC on 22 July 2025 *and signed on their behalf by Edward Keene (PCC Chairman*

Edward Keene (PCC Chairman)

St Nicholas Church, Stevenage
Parochial Church Council

Independent Examiner's Report to the Trustees of St Nicholas Church, Stevenage, Parochial Church Council

I report to the trustees on my examination of the accounts of the St Nicholas Church, Stevenage, Parochial Church Council, for the year ended 31 December 2024.

Responsibilities and basis of report

As the charity trustees of the St Nicholas Church, Stevenage, Parochial Church Council, 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 St Nicholas Church, Stevenage, Parochial Church Council's 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:

1. accounting records were not kept in respect of the St Nicholas Church, Stevenage, Parochial Church Council as required by section 130 of the Act; or

2. the accounts do not accord with those records; or

3. 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 on 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.

C Wilkinson FCCA

Barker Wilkinson Limited
19-21 Middle Row
Stevenage
Hertfordshire
SG1 3AW

Date 22nd July 2025

St Nicholas Church, Stevenage
Parochial Church Council

Income and Expenditure Account
(Incorporating Statement of Financial Activities)
Year Ended 31 December 2024

	Note	2024 Unrestricted	2024 Restricted	2024 Total	2023 Total
Incoming Resources					
Planned Giving		57,008	-	57,008	53,126
Other Donations		35,826	-	35,826	3,987
Legacy		38,250	-	38,250	-
Collections		3,996	-	3,996	4,262
Gift Aid Recovered		20,598	-	20,598	12,269
Total		**155,678**	**-**	**155,678**	**73,644**
Interest Received		169	-	169	-
Weddings & Funerals		5,291	-	5,291	2,881
Away Day 2024		-	6,660	6,660	-
Other Income	2	529	5,033	5,562	23,817
Total		**5,989**	**11,693**	**17,682**	**26,698**
Total of Incoming Resources		**161,667**	**11,693**	**173,360**	**100,342**
Resources Expended					
Charitable Activities					
Parish Share		63,057	-	63,057	60,099
Clergy & Staffing Costs		1,901	-	1,901	1,844
Church Running Expenses	3	23,710	9,789	33,499	24,715
Mission Giving and Donations	4	8,407	-	8,407	10,857
Deanery and CTIS		107	-	107	157
Repairs and Renewals		4,819	1,602	6,421	10,515
Total		**102,001**	**11,391**	**113,392**	**108,187**
Excess of Expenditure Over Income		**59,666**	**302**	**59,968**	**(7,845)**
Transfer between funds		(25)	25	-	-
Net movement of funds		**59,641**	**327**	**59,968**	**(7,845)**
Total funds brought forward		**3,400**	**2,500**	**5,900**	13,745
Total funds carried forward	5	**63,041**	**2,827**	**65,868**	**5,900**

The notes on pages 15 to 24 form part of these accounts

St Nicholas Church, Stevenage
Parochial Church Council

Balance Sheet
As At 31 December 2024

	Note	2024 Unrestricted	2024 Restricted	2024 Total	2023 Total
Cash Funds					
General Current Account		94,312	-	94,312	23,890
General Reserve Account		3,613	2,827	6,440	6,273
Wedding Current Account		2,408	-	2,408	5,523
Total Cash Funds		**100,333**	**2,827**	**103,160**	**35,686**
Other debtors					
Gift Aid - Recoverable		6,471	-	6,471	5,916
Water Rates - Prepaid		140	-	140	-
Away Day – 2025		378	-	378	-
Total Current Assets		**107,322**	**2,827**	**110,149**	**41,602**
Creditors: amounts falling due within one year					
Independent Examiners fee		1,194	-	1,194	1,002
Wedding Deposits		1,299	-	1,299	5,523
Hawkes Bequest		-	-	-	-
Deferred Parish Share – 2019		29,177	-	29,177	29,177
Deferred Parish Share – 2024		12,611	-	12,611	-
Total Liabilities		**44,281**	**-**	**44,281**	**35,702**
Net Current Assets		**63,041**	**2,827**	**65,868**	**2,300**
Totals Funds	5	**63,041**	**2,827**	**65,868**	**5,900**

The notes on pages 15 to 24 form part of these accounts

Approved by the PCC on 22nd July 2025 and signed on their behalf:

Jason Cox
Treasurer
.....

Paul Schimmel
Churchwarden
.....

Karen Walker
Churchwarden
.....

St Nicholas Church, Stevenage
Parochial Church Council

Notes to the Financial Statements
Year Ended 31 December 2024

1. Accounting Policies

The accounts for the year ended 31 December 2024 have been prepared using the accruals basis of accounting.

Basis of preparing the financial statements.

The financial statements have been prepared under the historical cost convention.

The financial statements have been prepared under the Church Accounting Regulations 2006, the provisions of 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) (effective 1 January 2019).

The financial statements include all transactions, assets and liabilities for which the PCC is responsible in law. They do not include the accounts of church groups that owe their affiliation to another body, nor those that are informal gatherings of church members.

The trustees are not aware of any material uncertainties about the charity's ability to continue and therefore the Charity's financial statements have been prepared on a going concern basis.

Incoming resources

Planned giving, collections and similar donations are recognised when received.

Tax refunds are recognised when the incoming resource to which they relate is received.

Grants and legacies are recognised when the PCC is entitled to the use of the resources, their ultimate receipt is considered reasonably certain and the amounts due are reliably quantifiable.

Interest as and when accrued by the payer. All incoming resources are accounted for gross.

Resources expended.

Grants and donations are recognised when paid, or when awarded, if that award creates a binding or constructive obligation on the PCC.

The diocesan parish share expected to be paid over is recognised when due.

All other expenditure is generally recognised when it is incurred.

1. Accounting Policies (Cont'd)

Fixed assets

Consecrated and benefice property is not included in the accounts in accordance with s10(2)(a) and (c) of the Charities Act 2011.

Individual items of equipment with a purchase price in excess of £1,000 are capitalised and depreciation is charged from the year of acquisition on a straight-line basis over the estimated useful lives.

Fund accounting

Restricted funds comprise revenue donations or grants for specific PCC activities intended by the donor.

Unrestricted funds are income funds which are to be spent for the PCC general purposes.

Designated funds are unrestricted funds set aside by the PCC trustees for use in the future.

Project funds are unrestricted funds designated for projects or for administration purposes only. Designated funds remain unrestricted and the PCC will transfer any surplus/deficits to/from other general funds and the end of the designated project.

Financial Instruments

The charity only has financial assets and liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at settlement value.

St Nicholas Church, Stevenage
Parochial Church Council

Notes to the Financial Statements
Year Ended 31 December 2024
(Cont'd)

2. Other Income

	2024 Unrestricted	2024 Restricted	2024 Total	2023 Total
	£	£	£	£
Graveley PCC (Parish Share)	450	-	450	9,000
Graveley PCC (Clergy)	-	-	-	614
Other Income	79	-	79	290
Hawkes Bequest Fund	-	5,033	5,033	10,661
St Albans Diocese Interregnum Contribution	-	-	-	3,052
Other Charitable Activities	-	-	-	200
	529	**5,033**	**5,562**	**23,817**

3. Church Running Expenses

	2024 Unrestricted	2024 Restricted	2024 Total	2022 Total
	£	£	£	£
Services Upkeep	357	-	357	179
Copyright Licences	673	-	673	639
Software Costs	706	-	706	438
Insurance	345	3,104	3,449	2,980
Flowers	386	-	386	167
Gas, Electricity, Water and other premises costs	7,435	-	7,435	8,577
General expenses	1,745	-	1,745	1,809
Independent Examiner's Fee	1,356	-	1,356	1,050
Kitchen Upkeep	495	-	495	388
Mission Action Plan	2,481	-	2,481	1,365
Away Day 2024	-	6,685	6,685	-
Safeguarding	25	-	25	91
Stationery, Printing etc.	780	-	780	208
Sunday Club & Youth Work	738	-	738	100
Equipment Hire	420	-	420	180
Rector Recruitment Expenses	-	-	-	626
Welcome Gift – Rector	-	-	-	425
Parish Administrator	5,768	-	5,768	5,493
	23,710	**9,789**	**33,499**	**24,715**

Notes to the Financial Statements
Year Ended 31 December 2024
(Cont'd)

4. Mission Giving and Donations

	2024 Unrestricted	2024 Restricted	2024 Total Funds	2023 Unrestricted
	£	£	£	£
Church Overseas				
Church Mission Society	1,560	-	1,560	1,560
Crosslinks	1,560	-	1,560	1,560
Barnabas Fund	1,430	-	1,430	1,560
General Charities				
Bridge Builders	3,734	-	3,734	3,120
Church Society	73	-	73	-
LICC	50	-	50	-
Herts Historic Churches	-	-	-	50
Hawkes Bequest Fund	-	-	-	1,900
Charitable Donations	-	-	-	1,107
	8,407	**-**	**8,407**	**10,857**

St Nicholas Church, Stevenage
Parochial Church Council

Notes to the Financial Statements
Year Ended 31 December 2024
(Cont'd)

5. Movement in Funds

	On 1st January 2024	Net Movement in Funds	Transfers Between Funds	On 31st December 2024
	£	£	£	£
Unrestricted Funds				
General Fund	3,400	59,666	(25)	63,041
Restricted Funds				
Friends of St Nicholas	2,500	-	-	2,500
Hawkes Bequest Fund	-	327	-	327
Away Day – 2024	-	(25)	25	-
Total Funds	**5,900**	**59,968**	**-**	**65,868**

Net movement in funds are as follows:

	Incoming resources	Resources Expended	Gains and Losses	Movement in Funds
	£	£	£	£
Unrestricted Funds				
General Fund	161,667	102,001	-	58,884
Restricted Funds				
Friends of St Nicholas	-	-	-	-
Hawkes Bequest Fund	5,033	4,706	-	327
Away Day – 2024	6,660	6,685	-	(25)
Total Funds	**173,360**	**113,392**	**-**	**59,968**

St Nicholas Church, Stevenage
Parochial Church Council

Notes to the Accounts.
Year Ended 31 December 2024
(Cont'd)

6. Fund Details

UNRESTRICTED FUNDS

General fund

The general funds are available for the furtherance of the PCC's charitable objectives.

General funds are largely maintained by member's donations and collections.

RESTRICTED FUNDS

Friends of St Nicholas

The Friends of St Nicholas have made a donation towards the maintenance of the Church building.

Funds have been carried forward for use on a specific maintenance project as and when identified.

Away Day – 2024

Monies collected to be spent on the congregation away day in 2024. The overspend has been funded by a transfer from the General Fund

Hawkes Bequest Fund

The Hawkes Bequest funds all maintenance costs of the church building of St Nicholas. The maintenance cost is paid by the PCC and then a request is made to the Trustees of the Hawkes Bequest to reimburse the maintenance cost.

St Nicholas Church, Stevenage
Parochial Church Council

Notes to the Accounts.
Year Ended 31 December 2024
(Cont'd)

7. Trustees Remuneration and Related Party Transactions

No trustee received any remuneration, benefits or expenses other than as disclosed below:

During the period under review, Alison Hare (a member of the PCC) received £5,768 (2023 £5,493) in payments and expenses for administrative support.

Trustees receive payment for reimbursed expenses incurred on the PCC's behalf as agent for the PCC.

The Rev'd E Keene, Karen Walker and Mike Wilton are or were trustees of The Hawkes Will Trust during the period under review, the PCC received restricted grants of £5,033 (2023 £10,661) and paid a donation of £Nil (2023 £1,900) from and to The Hawkes Will Trust during the year.

During the year total donations received, both regular and one-off, from trustees who have served during the period was £12,910 (2023 £13,380).

8. Legal Status

The Charity is a trust registered at the Charity Commission at St Nicholas Church, Rectory Lane, Stevenage, Herts, SG1 4DA. The charity is a public benefit entity.

Notes to the Accounts.
Year Ended 31 December 2024
(Cont'd)

9. Movement in Funds Comparatives

Comparative net movement in funds, included in the above are as follows:

	On 1st January 2023	Net Movement in Funds	Transfers Between Funds	On 31st December 2023
	£	£	£	£
Unrestricted Funds				
General Fund	(10,423)	(10,345)	24,168	3,400
Restricted Funds				
Deanery	75	-	(75)	-
Music Fund	2,367	-	(2,367)	-
Revitalisation Fund	21,716	-	(21,716)	-
Mothering Sunday Flowers	5	-	(5)	-
Weston Family	5	-	(5)	-
Friends of St Nicholas	-	2,500	-	2,500
Hawkes Bequest Fund	-	-	-	-
Total Funds	**13,745**	**(7,845)**	**-**	**5,900**

Net movement in funds are as follows:

	Incoming resources	Resources Expended	Gains and Losses	Movement in Funds
	£	£	£	£
Unrestricted Funds				
General Fund	87,181	97,526	-	(10,345)
Restricted Funds				
Friends of St Nicholas	2,500	-	-	2,500
Hawks Bequest Fund	10,661	10,661	-	-
Total Funds	**100,342**	**108,187**	**-**	**(7,845)**

St Nicholas Church, Stevenage
Parochial Church Council

Notes to the Accounts.
Year Ended 31 December 2024
(Cont'd)

9. Movement in Funds Comparatives (Cont'd)

A current year 12 months and prior year 12 months combined position is as follows:

	At 1st January 2023 £	Net Movement in Funds £	Transfers Between Funds £	At 31st December 2024 £
Unrestricted Funds				
General Fund	(10,423)	48,399	24,143	62,119
Restricted Funds				
Deanery	75	-	(75)	-
Music Fund	2,367	-	(2,367)	-
Revitalisation Fund	21,716	-	(21,716)	-
Mothering Sunday Flowers	5	-	(5)	-
Weston Family	5	-	(5)	-
Friends of St Nicholas	-	2,500	-	2,500
Away Day – 2024	-	(25)	25	-
Hawkes Bequest Fund	-	-	-	-
Total Funds	**13,745**	**50,874**	**-**	**64,619**

Net movement in funds, included in the above are as follows:

	Incoming resources £	Resources Expended £	Gains and Losses £	Movement in Funds £
Unrestricted Funds				
General Fund	247,739	199,340	-	48,399
Restricted Funds				
Friends of St Nicholas	2,500	-	-	2,500
Away Day – 2024	6,660	6,685	-	(25)
Hawks Bequest Fund	15,694	15,694	-	-
Total Funds	**272,593**	**221,719**	**-**	**50,874**

St Nicholas Church, Stevenage
Parochial Church Council

Notes to the Accounts
Year Ended 31 December 2023
(Cont'd)

10. Comparatives for the statement of Financial Activities

	2023 Unrestricted	2023 Restricted	2023 Total	2022 Total
Incoming Resources				
Planned Giving	53,126	-	53,126	56,221
Other Activities	1,487	2,500	3,987	9,806
Collections	4,262	-	4,262	4,139
Gift Aid Recovered	12,269	-	12,269	14,157
Total	**71,144**	**2,500**	**73,644**	**84,323**
Church Activities	2,881	-	2,881	4,167
Other Income	13,156	10,661	23,817	50,038
Total	**16,037**	**10,661**	**26,698**	**54,205**
Total of Incoming Resources	**87,181**	**13,161**	**100,342**	**138,528**
Resources Expended				
Charitable Activities				
Parish Share	60,099	-	60,099	60,718
Clergy & Staffing Costs	1,844	-	1,844	1,858
Church Running Expenses	21,348	3,367	24,715	23,429
Mission Giving and Donations	10,857	-	10,857	9,578
Deanery and CTIS	157	-	157	158
Church Improvements	-	-	-	26,184
Repairs and Renewals	3,221	7,294	10,515	20,386
Total	**97,526**	**10,661**	**108,187**	**142,311**
Excess of Expenditure Over Income	**(10,345)**	**2,500**	**(7,845)**	**(3,783)**
Transfer between funds	24,168	(24,168)	-	-
Net movement of funds	**13,823**	**(21,668)**	**(7,845)**	**(3,783)**
Total funds brought forward	(10,423)	24,168	13,745	17,528
Total funds carried forward	**3,400**	**2,500**	**5,900**	**13,745**

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST NICHOLAS, STEVENAG

England & Wales - Charity number 1161229

Accounts

St Nicholas Church, Stevenage
Parochial Church Council

The Annual Report and Accounts of the Parochial Church Council of St Nicholas Stevenage

Registered Charity Number – 1161229

Year Ended 31 December 2023

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St Nicholas Church, Stevenage
Parochial Church Council

Report of the Trustees
For the Year Ended 31 December 2023

INTRODUCTION

The Parochial Church Council as trustees of St Nicholas Church, Stevenage presents its annual report and financial statements for the year ended 31 December 2023.

The trustees have adopted the provisions of 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) (effective 1 January 2019).

Definitions

PCC	The Parochial Church Council comprising clergy and elected representatives, the trustees under the PCC powers measure 1956.
Hawkes Trustees	The Rector and Churchwardens appointed trustees under the will of the late Robert Hawkes who died in 2008.
Friends of St Nicholas	An independent charitable trust established to raise funds for the maintenance and improvement of St Nicholas Church Stevenage.
Bury Mead Trustees	The Rector and Churchwardens are the trustees of the Bury Mead recreation area. The land is rented by Stevenage Borough Council (SBC) for a peppercorn rent and they are fully responsible for managing it.

OBJECTIVES AND ACTIVITIES

Aims and Purposes

In co-operation with the incumbent, the PCC has the responsibility of promoting the pastoral, evangelistic, social and ecumenical mission of the church in the ecclesiastical parish of St Nicholas Stevenage. This includes the management of the church building on Rectory Lane, Stevenage.

Resources

The parish is served by a full-time cleric licenced by the Bishop of St. Albans. The Rector Rev. Edward Keene has been in post since June 2023, prior to which the parish was in an interregnum.

Mrs Alison Hare is the secretary to the benefice and provides administrative support to the clergy. She receives an honorarium. Vergers and organists are appointed on an irregular basis to support many of the occasional offices.

The mission of the church would not be fulfilled without the many volunteers who willingly serve in many areas of church life.

St Nicholas Church, Stevenage
Parochial Church Council

Report of the Trustees

for the year ended 31 December 2023

Objectives

The '5Gs' have directed our work since the PCC agreed them in 2016: Grounded in the Bible, Growing in number, Glorifying God, Greater in likeness to Jesus, Glued together in a loving community. After eight years and with a new Rector it may be time to refresh these and we will review this at the next PCC away day in September 2024.

ACHIEVEMENT AND PERFORMANCE IN DELIVERING PUBLIC BENEFIT

The PCC confirms that it has referred to the Charity's Commission's guidance on public benefit and believes that its objectives are in accordance with the guidance. The Mission Action Plan (MAP) approved by the Annual Parochial Church Meeting (APCM) in April 2018 sets targets relating to each of the PCC objectives. Some of the achievements over the last 12 months have been as follows:

We started the new year still in an interregnum but we were looking forward to see what God was going to do as we planned our next round of interviews. We advertised for the new Rector for a month starting on 6th January. We received four applications and on 8th March we short listed three of the applicants. On 20th March we held the interviews and appointed Edward Keene to be our new Rector, who was subsequently licenced on 16th June. We are really grateful to all those who came and preached to us during the interregnum especially Rev Ray Porter who did the majority of the preaching. We were also helped with the preaching by Ben Epps, from Longmeadow Church and Jon Woodrow from Grace Community Church both of whom we work with closely.

On 4th February we held a barn dance for all the church family members from St Nicholas Church and from St Mary's church Graveley. We had originally paid for this just before Covid which we were going to have for our church weekend at home. The barn dance was well attended with most people wishing to use the music group again. On 5th February Sunday afternoon Rev Tony Canon from the Church Society came to St Nicholas to speak on LLF (Living in Love and Faith) to explain the implications. Tony was well received, and it helped clarify the situation. There was a Men's breakfast on 11th February. On the Saturday 18th February Martin started his guitar workshop which ran for six consecutive weeks. For lent the home groups all studied together *Forgiven* by Tim Chester. On 22nd February we had our Ash Wednesday Service with the imposition of Ashes which Rev Ray Porter kindly agreed to lead.

On 11th March the women's fellowship held their breakfast event at The Standing Order pub. On the same day Weston Music Society held a concert at St Nicholas Church in the evening. On Sunday 26th March we were able to announce that The Reverend Edward Keene had been appointed as Rector of St Nicholas and St Mary's, there was much rejoicing that day!

During Holy Week we held evening prayer on the Monday, Tuesday, and Wednesday, following a lectionary. Prior to the Maundy Thursday service, we all shared a meal together. On Good Friday we had meditations at St Mary's at 3pm. We held our Easter fun day on 8th April. We had Teddys going down a zip wire from the tower, a barbecue, cream teas and cake. We had games for the children and a treasure hunt in the church yard. It was a lovely day, and it was well attended. Ray Porter led our Easter Day service which was also well attended.

St Nicholas Church, Stevenage
Parochial Church Council

Report of the Trustees
for the year ended 31 December 2023

ACHIEVEMENT AND PERFORMANCE IN DELIVERING PUBLIC BENEFIT (Cont'd)

On the 22nd April Weston Music Society held a concert at 7.30 at the church. On the 6th May from 10am to 10.30am the bells were rung to celebrate the King's coronation. On 13th May we held a family quiz night in church. Our APCM was held on 14th May. During the 5th, 13th and 17th of June we held our pastoral care training this was delivered over three days by our safeguarding lead Christine Chambers and we had 12 attending. Our Rector Edward Keene was installed on 19th June. The Collation was led by the Bishop of St Albans The Rt Revd Dr Alan Smith and the installation and induction was by Archdeacon of Hertford The Venerable Janet Mackenzie.

On 15th July the Orpheus North Herts Choir held a concert at St Nicholas church in the evening. On the 26th August we held a church fun day, but the weather was not very good so disappointingly the attendance was poor. On the 28th October the women's fellowship held a breakfast and on the same day Martin Bailey held a music team day. On the 1st November Edward held a memorial vigil at St Nicholas and invited those who had lost loved ones in recent times. This was well attended. Earlier on 1st November we had a lunchtime concert. On Sunday 12th November we held a meeting in the 'Equipping the Saints' series regarding Christian witness at work with the London Institute of Contemporary Christianity. This was well received. On 18th November Bunyan Baptist Church held their Training Course at St Nicholas. During November St Nicholas is the main Stevenage dropping-off point for Operation Christmas Child. We held our first bring and share brunch at the joint benefice meeting on 26th November which went very well.

On 1st December Women's Faith and Fellowship held their Christmas craft event. On 2nd December we hosted a Brass Band Concert for Fund Raising for Bridge Builders. It was very well received and much needed funds were raised. For the first time in recent memory we have had secondary schools visiting us over the Christmas period. The Thomas Alleyne Academy visited us on 13th December and The Barclay Academy visited us on 5th December (year 7 in both cases). On the 9th December the Stevenage Singers held a concert. On 10th December we held our carols by candlelight. On 16th December Edward and Hannah hosted a Families Christmas Party. We held two Christingle Services one on the 17th December and the other on the 24th December; the later one had around 200 people attending. Almond Hill school held their Christmas Carol service in church on 19th December.

ACHIEVEMENT AND PERFORMANCE IN DELIVERING PUBLIC BENEFIT (Cont'd)

We held three services on Christmas Eve, the third one being a midnight communion which started at 11.30pm. On Christmas day we had a Family Service.

Worship and Prayer

Throughout the year we have tried hard to maintain our weekly schedule of services, keeping to similar times and styles wherever possible.

Prayer Times. We have a time of corporate prayer every other Wednesday morning from 8am to 8.40am for God's blessing on the church, the people, and the wider world. We also have evening prayer and the benefice prayer meeting both on alternative Wednesday evenings. The morning prayer meeting on a Wednesday remains on Zoom.

Sundays at 9:30am. A service up to 90 minutes in length with hymns and songs and a longer talk. Children go to their own groups after the first 10 minutes and re-join the service later. On two Sundays per month the service includes Holy Communion.

Home Groups. Home Bible study groups meet throughout the week. All home groups now meet at someone's house. The home groups meet every other week.

Data

On 31 December 2023 the Church Electoral Roll numbered 80, of whom 38 lived in the parish and 42 lived outside the parish. The average weekly attendance of adults and children, counted during October was 65.

As well as regular services, the church enables the 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.

2023 we had 7 baptism and 7 weddings and one Wedding Blessing. There were 21 funerals in the church with clergy taking 4 other funeral services at the crematorium or cemetery chapel.

Deanery Synod

Two members of the church were elected to sit on the Stevenage Deanery Synod and are ex-officio members of the PCC. This provides the PCC with an important link between the parish and the wider structure of the church.

Church Buildings and Churchyard

In 2008 the will of the late Robert Hawkes bequeathed the residue of his estate in trust to the Rector and Churchwardens for the maintenance and repair of the fabric of the St Nicholas church building. Under Canon Law the funds are held by the Diocesan Board of Finance as custodian trustee.

St Nicholas Church, Stevenage
Parochial Church Council

Report of the Trustees
for the year Ended 31 December 2023

ACHIEVEMENT AND PERFORMANCE IN DELIVERING PUBLIC BENEFIT (Cont'd)

The PCC determines the scope of any work for which the support of the will trust is sought. The PCC also obtains the necessary consents and then applies for grants from the trustees. In previous years invoices for grant financed work were settled directly from trust funds. To avoid potential accounting difficulties, from 1 January 2018 the trustees agreed that all invoices should be approved by and settled from PCC funds. The expenditure is then reimbursed by the Hawkes trustees.

During 2023 the following grants were made from the Hawkes Trust to the PCC

Recurring general maintenance

Item	£
Recurring Maintenance	
Church buildings insurance (Ecclesiastical 90%)	3,366.68
Non-Recurring Maintenance	
Organ Refurbishment	185.00
Fire Alarm	1,608.96
Heating System	4,565.95
Lightning Conductor	934.80
Total Grants	**10,661.39**

The Hawkes Will Trustees have indicated that during 2024 they intend to continue their funding of church repairs and insurance using the Trust's funds.

The last quinquennial inspection was completed in November 2021. The Hawkes trustees have agreed a 10-year funding commitment of planned repairs and will release funds as repairs take place.

The PCC thanks Bernie Matthews, Paul Drakes and Stuart Marshall who regularly inspect and carry out minor maintenance on the inside and outside of the building.

ACHIEVEMENT AND PERFORMANCE IN DELIVERING PUBLIC BENEFIT (Cont'd)

Mission and Evangelism

The continuing work of mission and evangelism is a major part of our life as a church which seeks to proclaim the gospel of Jesus across our parish and across the town. Our evangelism team went out on the doors during late spring and carried on until late autumn when the weather turned cold. For the first part of the year, we handed out leaflets and tracts to those we met on the doors and posted a leaflet through the door for those who did not come to the door. The Rector produced a new leaflet which we handed out to those we spoke to on the doors. We are planning to call on some of the people we have met on the doors who have shown an interest.

Our Thursday afternoons hot chocolate has grown from strength to strength where we now have up to twenty children coming into church some weeks. We have got to know the children well and we are always seeing new faces coming along. We also have parents with younger children coming in as well for hot chocolate and people out for a walk.

As part of our initiative to increase our witness and presence on the local estates we again delivered Christmas invitations to over two thousand homes.

We are now planning to produce a new a welcome pack containing information about our church which we will use for people moving into the area.

We have the church opened several times a week; Tuesday 2-4 Wednesday 12-2, Thursday 10-12 and Thursday afternoons 2.30 – 4pm. This also allows people to come in and have a look at the church and we can share the gospel with them.

The mission of the wider church is supported by donations to four external Christian charities: Church Mission Society (CMS) with a particular link to Katia Rocks in Brazil; Bridge Builders, our local gospel partners in the primary schools in Stevenage; The Barnabas fund supporting persecuted Christians around the world; and Crosslinks with a particular link to Rachel and Bernie Muluuta working in Kampala, Uganda, to reach, teach, disciple and train young adults. Bridgebuilders receive 40% of our mission giving and the remainder 20% each.

During 2023 the church continued to support the worldwide Anglican movement GAFCON, and the UK based RENEW movement which is working for the renewal of the Church of England and the growth and planting of healthy Bible-teaching Anglican Churches.

Ecumenical Relationships

Whilst we work most closely with other Anglican churches across the Stevenage area our strongest link is with St Mary's Church in Graveley, with whom we form a joint benefice. Sermon series are shared and both churches share baptism and marriage preparation. There were also several shared services in 2023.

We are also part of Churches Together in Stevenage and are continuing to deepen our working relationships with other churches who share our vision for mission and evangelism. As part of this we have continued our partnership with Grace Community Church and Longmeadow Evangelical Church.

ACHIEVEMENT AND PERFORMANCE IN DELIVERING PUBLIC BENEFIT (Cont'd)

Church Building

We have been able to open our church building to various organisations.

Apart from the music concerts that we have here Stevenage Steps AA hold their meetings here along with the local Baptist church who uses the building to run retreat days.

FINANCIAL REVIEW

Full details of the accounts are provided in pages 14 – 26 of this report.

Total receipts of unrestricted funds were £87,181. This comprised the following:

Source of funds	*Amount (£)*
Planned giving	53,126
Unrestricted voluntary donations	1,487
Collections in church	4,262
Wedding and funeral fees	2,881
HMRC Gift Aid	12,269
Contribution from St Mary's, Graveley towards the Parish Share and clergy	9,614
Contribution for St Albans Diocese towards the Interregnum expenses	3,052
Other Income	490

Total receipts of restricted funds were £11,261. This comprised the following:

Source of funds	*Amount (£)*
Hawkes Bequest	10,661
Friends of St Nicholas	2,500

Compared to 2022, *our planned giving decreased by 6% and collections in church increased by 3%.*

The PCC wishes to record its thanks to all those who, through their generous financial giving, demonstrate our growing commitment to the work that God is doing in this corner of his kingdom.

Provision has been made in our balance sheet for the following monetary assets:

FINANCIAL REVIEW (Cont'd))

£5,916 for gift aid reclaim from HMRC for the period July – December 2023

- 2023 independent examination fess £1,050.

£97,526 was spent from unrestricted funds to provide the Christian ministry from St. Nicholas' Church, including the contribution of £60,099 to the diocesan parish share that largely provides the stipends and housing for the clergy. The amounts that the churches in the deanery must find are shared between the churches according to a formula that is based mainly on a headcount of the congregations, and local demography. We must find more of the total required at our church in relation to others because of our location in the town.

£7,800 was spent from the unrestricted funds on the four charities (CMS, Bridge Builders, Barnabas fund and Crosslinks) selected by the PCC.

£3,221 was spent on maintenance of the church building from unrestricted funds.

The result for the year was a deficit of income over expenditure of £10,345 on unrestricted funds, a surplus of £2,500 on restricted funds and an overall deficit of £7,845. Adding bank and deposit balances brought forward at the beginning of the year, together with outstanding assets and liabilities (including long term deferred parish Share £29,177) there are **net reserves** of £5,900 to carry forward on 31st December 2023.

Reserves policy

It is our practice to maintain a balance in the current account of approximately £8,000 to cover the monthly forecast of planned expenditure.

As of 31st December 2023, £6,273 is held on easy access deposit to smooth out fluctuations in cash flow and to meet emergencies.

During the current year the Trustees have transferred all remaining funds in old restricted funds to the general. All donors to the specific restricted funds have been made aware of the transfer of funds

STRUCTURE, GOVERNANCE AND MANAGEMENT

The method of appointment of PCC members is set out in the Church Representation Rules. At St Nicholas Church, the membership of the PCC consists of the incumbent (our Rector), churchwardens, and members elected by those members of the congregation who are on the electoral roll of the church. All those who attend our services are encouraged to register on the Electoral Roll and stand for election to 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.

STRUCTURE, GOVERNANCE AND MANAGEMENT (Cont'd)

The full PCC met six times during the period with an average attendance of 76%. Given its wide responsibilities the PCC has a number of committees, each dealing with a particular aspect of parish life. These committees, which include worship, pastoral, giving and support for mission, finance, buildings and fabric, social and hospitality, are all responsible to the PCC and report back to it as appropriate with notes of their meetings and decisions. The full PCC discusses and ratifies any decisions as necessary.

Risk Management Policy

The Rector and Churchwardens on behalf of the PCC have considered the risks to which it is exposed. They relate to the following major areas:

Risk Area	*Nature of Risk*	*Management Arrangements*
Financial Risks	Fraudulent misappropriation of PCC assets and funds	Financial controls are in place including oversight of bank accounts and payment processes. Insurance cover against theft
Damage to buildings	The church may be damaged by weather, neglect, external abuse	Insurance cover against the usual perils backed by a bequest for the maintenance of the building
Health and safety of people using church premises	Users of the building may suffer injury because of an incident on the premises	Regular reviews of safety arrangements backed by public liability insurance
Abuse to children and vulnerable adults	Children or vulnerable adults may be abused by members of the church in the context of church activities	Care policy in place with screening of individuals by the *Disclosure and Barring Service*

A surveyor appointed by Ecclesiastical Insurance visited the Church and submitted a formal Risk Management Report in July 2015. This inspection is required every 5 years. The following two actions have been completed:

- A church *Health and Safety Policy* has been compiled in the format supplied by Ecclesiastical Insurance.
- An asbestos register has been generated.
- The Safeguarding Policy has been reviewed and updated.

Volunteers

We would like to thank all the volunteers who work so hard to maintain our church as a lively and vibrant community. We want to mention:

- Our churchwardens, Mike Wilton and Karen Walker and their team of assistant wardens.
- Our Treasurer, Jason Cox, and his team of volunteers.

They have all worked tirelessly on our behalf.

St Nicholas Church, Stevenage
Parochial Church Council

Report of the Trustees
For the Year Ended 31 December 2023

STRUCTURE, GOVERNANCE AND MANAGEMENT (Cont'd)

Administrative Information

St Nicholas Church is situated in Rectory Lane, Stevenage, Herts SG1 4DA. It is part of the Diocese of St Albans within the Church of England. The correspondence address is St Nicholas House, 2A North Road, Stevenage, Herts SG1 4AT.

The PCC is a body corporate (PCC Powers Measure 1956, Church Representation Rules 2006) and is registered with the Charity Commission.

PCC members who have served at any time from 1st January 2023 until the date this report was approved are:

Ex-Officio members:

Clergy and Chairman
Revd Edward Keene from 19th June 2023
Martin Bailey Chairman until 19th June 2023

Churchwardens:
Karen Walker
Mike Wilton

Deanery Synod Reps:
Stuart Marshall
Cathy Bibby

Diocesan Synod Member (and CTiS Rep):
Stuart Marshall

Co-opted:
Alison Hare – Secretary
Steve Bamford – Deputy Warden

Elected Members:
Martin Bailey (Safeguarding Lead) until April 2023
Christine Chambers (Safeguarding Lead) from April 2023
Edward Kaahwa
Chris Taplin
Jason Cox (Treasurer)
Mark Parker
Mathew Isaac
Kate Casey from April 2022 until October 2023
Paul Schimmel from April 2023
Anthony Taylor from April 2023 to December 2023

St Nicholas Church, Stevenage
Parochial Church Council

Report of the Trustees
For the Year Ended 31 December 2023

Approved by the PCC on 30th July 2024 *and signed on their behalf by Edward Keene (PCC Chairman)*

.....

Edward Keene (PCC Chairman)

St Nicholas Church, Stevenage
Parochial Church Council

Independent Examiner's Report to the Trustees of St Nicholas Church, Stevenage, Parochial Church Council

I report to the trustees on my examination of the accounts of the St Nicholas Church, Stevenage, Parochial Church Council, for the year ended 31 December 2023.

Responsibilities and basis of report

As the charity trustees of the St Nicholas Church, Stevenage, Parochial Church Council, 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 St Nicholas Church, Stevenage, Parochial Church Council's 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:

1. accounting records were not kept in respect of the St Nicholas Church, Stevenage, Parochial Church Council as required by section 130 of the Act; or

2. the accounts do not accord with those records; or

3. 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 on 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.

C Wilkinson FCCA

Barker Wilkinson Limited
19-21 Middle Row
Stevenage
Hertfordshire
SG1 3AW

Date 30/7/2024

St Nicholas Church, Stevenage
Parochial Church Council

Income and Expenditure Account
(Incorporating Statement of Financial Activities)
Year Ended 31 December 2023

	Note	2023 Unrestricted	2023 Restricted	2023 Total	2022 Total
Incoming Resources					
Planned Giving		53,126	-	53,126	56,221
Collections		4,262	-	4,262	4,139
Gift Aid Recovered		12,269	-	12,269	14,157
Total		**69,657**	**-**	**69,657**	**74,517**
Other Activities	2	1,487	2,500	3,987	9,806
Church Activities	3	2,881	-	2,881	4,167
Other Income	4	13,156	10,661	23,817	50,038
Total		**17,524**	**13,161**	**30,685**	**64,011**
Total of Incoming Resources		**87,181**	**13,161**	**100,342**	**138,528**
Resources Expended					
Charitable Activities					
Parish Share		60,099	-	60,099	60,718
Clergy & Staffing Costs		1,844	-	1,844	1,858
Church Running Expenses	5	21,348	3,367	24,715	23,429
Mission Giving and Donations	6	10,857	-	10,857	9,578
Deanery and CTIS		157	-	157	158
Church Improvements		-	-	-	26,184
Repairs and Renewals		3,221	7,294	10,515	20,386
Total		**97,526**	**10,661**	**108,187**	**142,311**
Excess of Expenditure Over Income		**(10,345)**	**2,500**	**(7,845)**	**(3,783)**
Transfer between funds		24,168	(24,168)	-	-
Net movement of funds	7	**13,823**	**(21,668)**	**(7,845)**	**(3,783)**
Total funds brought forward		(10,423)	24,168	13,745	17,528
Total funds carried forward		**3,400**	**2,500**	**5,900**	**13,745**

The notes on pages 16 to 27 form part of these accounts

St Nicholas Church, Stevenage
Parochial Church Council

Balance Sheet
As At 31 December 2023

	Note	2023 Unrestricted	2023 Restricted	2023 Total	2022 Total
Cash Funds					
General Current Account		23,890	-	23,890	34,169
General Reserve Account		3,773	2,500	6,273	6,273
Wedding Current Account		5,523	-	5,523	1,108
Total Cash Funds		**33,186**	**2,500**	**35,686**	**41,550**
Other debtors					
Gift Aid - Recoverable		5,916	-	5,916	7,082
Total Current Assets		**39,102**	**2,500**	**41,602**	**48,632**
Creditors: amounts falling due within one year					
Independent Examiners fee		1,002	-	1,002	1,002
Wedding Deposits		5,523	-	5,523	1,108
Deferred Parish Share		29,177	-	29,177	32,777
Total Liabilities		**35,702**	**-**	**35,702**	**34,877**
Net Current Assets		**3,400**	**2,500**	**2,300**	**13,745**
Totals Funds	7	**3,400**	**2,500**	**5,900**	**13,745**

The notes on pages 16 to 27 form part of these accounts

Approved by the PCC on 30th July 2024 and signed on their behalf:

Jason Cox
Treasurer
.....

Edward Keene
Rector
.....

Karen Walker
Churchwarden
.....

St Nicholas Church, Stevenage
Parochial Church Council

Notes to the Financial Statements
Year Ended 31 December 2023

1. Accounting Policies

The accounts for the year ended 31 December 2023 have been prepared using the accruals basis of accounting.

Basis of preparing the financial statements.

The financial statements have been prepared under the historical cost convention.

The financial statements have been prepared under the Church Accounting Regulations 2006, the provisions of 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) (effective 1 January 2019).

The financial statements include all transactions, assets and liabilities for which the PCC is responsible in law. They do not include the accounts of church groups that owe their affiliation to another body, nor those that are informal gatherings of church members.

The trustees are not aware of any material uncertainties about the charity's ability to continue and therefore the Charity's financial statements have been prepared on a going concern basis.

Incoming resources

Planned giving, collections and similar donations are recognised when received.

Tax refunds are recognised when the incoming resource to which they relate is received.

Grants and legacies are recognised when the PCC is entitled to the use of the resources, their ultimate receipt is considered reasonably certain and the amounts due are reliably quantifiable.

Interest as and when accrued by the payer. All incoming resources are accounted for gross.

Resources expended.

Grants and donations are recognised when paid, or when awarded, if that award creates a binding or constructive obligation on the PCC.

The diocesan parish share expected to be paid over is recognised when due.

All other expenditure is generally recognised when it is incurred.

Notes to the Financial Statements
Year Ended 31 December 2023
(Cont'd)

1. Accounting Policies (Cont'd)

Fixed assets

Consecrated and benefice property is not included in the accounts in accordance with s10(2)(a) and (c) of the Charities Act 2011.

Individual items of equipment with a purchase price in excess of £1,000 are capitalised and depreciation is charged from the year of acquisition on a straight-line basis over the estimated useful lives.

Fund accounting

Restricted funds comprise revenue donations or grants for specific PCC activities intended by the donor.

Unrestricted funds are income funds which are to be spent for the PCC general purposes.

Designated funds are unrestricted funds set aside by the PCC trustees for use in the future.

Project funds are unrestricted funds designated for projects or for administration purposes only. Designated funds remain unrestricted and the PCC will transfer any surplus/deficits to/from other general funds and the end of the designated project.

Financial Instruments

The charity only has financial assets and liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at settlement value.

2. Other Activities

	2023 Unrestricted £	2023 Restricted £	2023 Total £	2022 Total £
Donations	1,487	2,500	3,987	4,076
Building Fund Donations	-	-	-	3,830
Roof Alarm (Grant)	-	-	-	1,900
Total	**1,487**	**2,500**	**3,987**	**9,806**

Notes to the Financial Statements
Year Ended 31 December 2023
(Cont'd)

3. Church Activities

	2023 Unrestricted £	2023 Restricted £	2023 Total £	2022 Total £
Weddings, Funerals & Other Fees	2,881	-	2,881	4,167

4. Other Income

	2023 Unrestricted £	2023 Restricted £	2023 Total £	2022 Total £
Graveley PCC (Parish Share)	9,000	-	9,000	9,000
Graveley PCC (Clergy)	614	-	614	450
Other Income	290	-	290	135
Listed Places of Worship	-	-	-	873
Hawkes Bequest Fund	-	10,661	10,661	39,390
St Albans Diocese Interregnum Contribution	3,052	-	3,052	-
Charitable Activities	200	-	200	190
	13,156	**10,661**	**23,817**	**50,038**

St Nicholas Church, Stevenage
Parochial Church Council

Notes to the Financial Statements
Year Ended 31 December 2023
(Cont'd)

5. Church Running Expenses

	2023 Unrestricted £	2023 Restricted £	2023 Total £	2022 Total £
Services Upkeep	179	-	179	991
Copyright Licences	639	-	639	688
Software Costs	438	-	438	62
Insurance	(387)	3,367	2,980	4,437
Flowers	167	-	167	133
Gas, Electricity, Water and other premises costs	8,577	-	8,577	3,577
General expenses	1,809	-	1,809	1,270
Independent Examiner's Fee	1,050	-	1,050	1,254
Kitchen Upkeep	388	-	388	470
Mission Action Plan	1,365	-	1,365	2,435
Safeguarding	91	-	91	15
Stationery/Printing	208	-	208	2
Sunday Club & Youth Work	100	-	100	100
Equipment Hire	180	-	180	180
Rector Recruitment Expenses	626	-	626	999
Welcome Gift – Rector	425	-	425	-
Leaving Gift – Rector	-	-	-	1,584
Parish Administrator	5,493	-	5,493	5,232
	21,348	**3,367**	**24,715**	**23,429**

Notes to the Financial Statements
Year Ended 31 December 2023
(Cont'd)

6. Mission Giving and Donations

	2023 Unrestricted	2023 Restricted	2023 Total Funds	2022 Unrestricted
	£	£	£	£
Church Overseas				
Church Mission Society	1,560	-	1,560	1,560
Crosslinks	1,560	-	1,560	1,560
Barnabas Fund	1,560	-	1,560	1,560
General Charities				
Bridge Builders	3,120	-	3,120	3,120
Herts Historic Churches	50	-	50	50
Hawkes Bequest Fund	1,900	-	1,900	-
Charitable Donations	1,107	-	1,107	1,278
	10,857	**-**	**10,857**	**9,578**

St Nicholas Church, Stevenage
Parochial Church Council

Notes to the Financial Statements
Year Ended 31 December 2023
(Cont'd)

7. Movement in Funds

	On 1st January 2023	Net Movement in Funds	Transfers Between Funds	On 31st December 2023
	£	£	£	£
Unrestricted Funds				
General Fund	(10,423)	(10,345)	24,168	3,400
Restricted Funds				
Deanery	75	-	(75)	-
Music Fund	2,367	-	(2,367)	-
Revitalisation Fund	21,716	-	(21,716)	-
Mothering Sunday Flowers	5	-	(5)	-
Weston Family	5	-	(5)	-
Friends of St Nicholas	-	2,500	-	2,500
Hawkes Bequest Fund	-	-	-	-
Total Funds	**13,745**	**(7,845)**	**-**	**5,900**

Net movement in funds are as follows:

	Incoming resources	Resources Expended	Gains and Losses	Movement in Funds
	£	£	£	£
Unrestricted Funds				
General Fund	87,181	97,526	-	(10,345)
Restricted Funds				
Friends of St Nicholas	2,500	-	-	2,500
Hawks Bequest Fund	10,661	10,661	-	-
Total Funds	**100,342**	**108,187**	**-**	**(7,845)**

Notes to the Accounts.
Year Ended 31 December 2023
(Cont'd)

7. Movement in Funds (Cont'd)

Comparative net movement in funds, included in the above are as follows:

	On 1st January 2022	Net Movement in Funds	Transfers Between Funds	On 31st December 2022
	£	£	£	£
Unrestricted Funds				
General Fund	(1,852)	(8,571)	-	(10,423)
Restricted Funds				
Deanery	75	-	-	75
Music Fund	2,367	-	-	2,367
Revitalisation Fund	16,928	4,788	-	21,716
Mothering Sunday Flowers	5	-	-	5
Weston Family	5	-	-	5
Hawkes Bequest Fund	-	-	-	-
Total Funds	**17,528**	**(3,783)**	**-**	**13,745**

Net movement in funds are as follows:

	Incoming resources	Resources Expended	Gains and Losses	Movement in Funds
	£	£	£	£
Unrestricted Funds				
General Fund	93,477	102,048	-	(8,571)
Restricted Funds				
Revitalisation Fund	4,788	-	-	4,788
Hawks Bequest Fund	40,263	40,263	-	-
Total Funds	**138,528**	**142,311**	**-**	**(3,783)**

St Nicholas Church, Stevenage
Parochial Church Council

Notes to the Accounts.
Year Ended 31 December 2023
(Cont'd)

7. Movement in Funds (Cont'd)

A current year 12 months and prior year 12 months combined position is as follows:

	At 1st January 2022 £	Net Movement in Funds £	Transfers Between Funds £	At 31st December 2021 £
Unrestricted Funds				
General Fund	(1,852)	(18,916)	24,168	3,400
Restricted Funds				
Deanery	75	-	(75)	-
Music Fund	2,367	-	(2,367)	-
Revitalisation Fund	16,928	4,788	(21,716)	-
Mothering Sunday Flowers	5	-	(5)	-
Weston Family	5	-	(5)	-
Friends of St Nicholas	-	2,500	-	2,500
Hawkes Bequest Fund	-	-	-	-
Total Funds	**17,528**	**(11,628)**	**-**	**5,900**

Net movement in funds, included in the above are as follows:

	Incoming resources £	Resources Expended £	Gains and Losses £	Movement in Funds £
Unrestricted Funds				
General Fund	180,658	199,574	-	(18,916)
Restricted Funds				
Revitalisation Fund	4,788	-	-	4,788
Friends of St Nicholas	2,500	-	-	2,500
Hawks Bequest Fund	50,924	50,924	-	-
Total Funds	**238,780**	**250,498**	**-**	**(11,628)**

Notes to the Accounts.
Year Ended 31 December 2023
(Cont'd)

7. Movement in Funds (Cont'd)

There were no transfers between funds in 2023.

UNRESTRICTED FUNDS

General fund

The general funds are available for the furtherance of the PCC's charitable objectives.

General funds are largely maintained by member's donations and collections.

RESTRICTED FUNDS

Deanery

The deanery funds are available for expenditure on new mugs.

The deanery fund was set up in 2016 by a grant from the deanery. The small underspend on this fund has been transferred to the general fund and the donors have been made aware.

Music Fund

The music funds are available for expenditure on musical scores, fees for organist and possible fees of a music director to produce a full choral evensong.

The fund was set up in 2017 by a grant from The St Nicholas Church Choir. Unspent funds have been transferred to the General Fund and the donors have been made aware.

Revitalisation Fund (formerly New Development Fund)

Church members contributed to the revitalisation fund via church membership fund (CMF) and one off contributions, further one of donations from various organisations have been received for the purpose of the revitalisation of the church.

Funds are restricted for expenditure on major works to the Church Buildings concurrently or subsequent to the renovation of the church floor and lighting that commenced in 2019. The major works project has now been completed and the unspent funds have been transferred to the General Fund the parishioners have been made aware.

Notes to the Accounts
Year Ended 31 December 2023
(Cont'd)

7. Movement in Funds (Cont'd)

Mothering Sunday Fund

In 2018 a donation of £50 was made to fund flowers and posies for Mothering Sunday.

The small underspend on this fund has been transferred to the general fund and the donors have been made aware.

Weston Family Fund

During 2020 the Weston family made a donation of £660 towards a new lectern which was purchased during the year. Unspent funds have been transferred to the General Fund and the donors have been made aware.

Friends of St Nicholas

The Friends of St Nicholas made a donation towards the maintenance of the Church building.

Hawkes Bequest Fund

The Hawkes Bequest funds all maintenance costs of the church building of St Nicholas. The maintenance cost is paid by the PCC and then a request is made to the Trustees of the Hawkes Bequest to reimburse the maintenance cost.

8. Trustees Remuneration and Related Party Transactions

No trustee received any remuneration, benefits or expenses other than as disclosed below:

During the period under review, Alison Hare (a member of the PCC) received £5,493 (2022 £5,232) in payments and expenses for administrative support.

The Rector is due to be in receipt of a monthly allowance for broadband and computer depreciation. Revd. Keene covers the cost of his mobile phone and is responsible for updating his computer, laptop and printer as and when needed, allowances paid in 2023 were £Nil (2022 £814).

Trustees receive payment for reimbursed expenses incurred on the PCC's behalf as agent for the PCC.

The Rev'd E Keene, Karen Walker and Mike Wilton are or were trustees of The Hawkes Will Trust during the period under review, the PCC received restricted grants of £10,661 (2022 £39,390) and paid a donation of £1,900 (2022 £Nil) from and to The Hawkes Will Trust during the year.

During the year total donations received, both regular and one-off, from trustees who have served during the period was £13,380 (2022 £15,160) both for the general and revitalisation fund.

St Nicholas Church, Stevenage
Parochial Church Council

Notes to the Accounts.
Year Ended 31 December 2023
(Cont'd)

9. Legal Status

The Charity is a trust registered at the Charity Commission at St Nicholas Church, Rectory Lane, Stevenage, Herts, SG1 4DA. The charity is a public benefit entity.

St Nicholas Church, Stevenage
Parochial Church Council

Notes to the Accounts
Year Ended 31 December 2023
(Cont'd)

10. Comparatives for the statement of Financial Activities

	Note	2022 Unrestricted	2022 Restricted	2022 Total	2021 Total
Incoming Resources					
Planned Giving		56,221	-	56,221	51,757
Collections		4,139	-	4,139	3,245
Gift Aid Recovered		13,199	958	14,157	13,646
Total		**73,559**	**958**	**74,517**	**68,648**
Other Activities	**2**	5,976	3,830	9,806	10,043
Church Activities	**3**	4,167	-	4,167	4,590
Other Income	**4**	9,775	40,263	50,038	65,305
Total		**19,918**	**44,093**	**64,011**	**79,938**
Total of Incoming Resources		**93,477**	**45,051**	**138,528**	**148,586**
Resources Expended					
Charitable Activities					
Parish Share		60,718	-	60,718	63,170
Clergy & Staffing Costs		1,858	-	1,858	1,632
Church Running Expenses	**5**	19,225	4,204	23,429	22,162
Mission Giving and Donations	**6**	9,578	-	9,578	8,575
Deanery and CTIS		158	-	158	147
Church Improvements		4,364	21,820	26,184	55,957
Repairs and Renewals		6,147	14,239	20,386	15,675
Total		**102,048**	**40,263**	**142,311**	**167,318**
Excess of Expenditure Over Income		**(8,571)**	**4,788**	**(3,783)**	**(18,732)**
Transfer between funds		-	-	-	-
Net movement of funds	**7**	**(8,571)**	**4,788**	**(3,783)**	**(18,732)**
Total funds brought forward		(1,852)	19,380	17,528	36,260
Total funds carried forward		**(10,423)**	**24,168**	**13,745**	**17,528**

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST NICHOLAS, STEVENAG

England & Wales - Charity number 1161229

Accounts

St Nicholas Church, Stevenage
Parochial Church Council

The Report of the Trustees of the Parochial Church Council of St Nicholas Church Stevenage

Registered Charity Number – 1161229

Trustees' Report and Accounts

Year Ended 31 December 2022

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St Nicholas Church, Stevenage
Parochial Church Council

Report of the Trustees
For the Year Ended 31 December 2022

INTRODUCTION

The Parochial Church Council as trustees of St Nicholas Church, Stevenage presents its annual report and financial statements for the year ended 31 December 2022.

The financial statements have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued on 16 July 2014 and the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102) and the Charities Act 2011 and UK Generally Accepted Practice as it applies from 1 January 2015.

Definitions

PCC	The Parochial Church Council comprising clergy and elected representatives, the trustees under the PCC powers measure 1956.
Hawkes Trustees	The Rector and Churchwardens appointed trustees under the will of the late Robert Hawkes who died in 2008.
Friends of St Nicholas	An independent charitable trust established to raise funds for the maintenance and improvement of St Nicholas Church Stevenage
Burymead Trustees	The Rector and Churchwardens are the trustees of the Burymead leisure area. The land is rented by the SBC for a peppercorn rent, and they are fully responsible for managing it.

OBJECTIVES AND ACTIVITIES

Aims and Purposes.

In co-operation with the incumbent, the PCC has the responsibility of promoting the pastoral, evangelistic, social and ecumenical mission of the Church, in the ecclesiastical parish of St Nicholas, Stevenage. This includes the management of the Church building of Rectory Lane, Stevenage.

Resources

The parish is served by a full-time clergy employed by the Diocese of St. Albans. The rector Rev. Dave Brown, who had been in post since 2011, left the position on 14th August 2022, and from this date until 16th June 2023, when a new rector was appointed, the parish was in an interregnum.

Mrs Alison Hare is the Secretary to the PCC and provides administrative support to the clergy. She receives an honorarium.

The mission of the church would not be fulfilled without the many volunteers who willingly serve in many areas of church life.

St Nicholas Church, Stevenage
Parochial Church Council

Report of the Trustees
For the Year Ended 31 December 2022

Objectives

Following a week of prayer and an away day in the autumn of 2016, the PCC confirmed that the following five statements would govern and direct the work of the church in the wider community:

Grounded in the Bible: *The Bible is our foundation.* We need to make sure we are reading it ourselves, in small groups, and reflecting on what is taught on Sundays. The Bible teaching, we receive should be honest to the text, passionate in delivery and relevant to our lives.
Growing in number: *Evangelism is our mission.* As individuals and as a church we have a God-given mission to pass on the gospel message. We need to train and encourage each other to tell others about Jesus to make that witness more effective.
Glorifying God: *This is our watchword.* From our welcome to our music to our coffee, printed materials and online materials, everything we do needs to be done as well as we can because we are doing it for God and his glory.
Greater in likeness to Jesus: *This is our aim.* As individuals and as a church we want to grow more like Jesus in our character. We want to become mature disciple-making disciples whose lives reflect Jesus.
Glued together in a loving community: *This is our family.* We are not called to follow Jesus on our own but as a community. We want to love and serve each other and share our lives. We want to be a church where people eat, drink, celebrate, laugh, cry and mourn together, doing all in the presence of Jesus who is with us by his Spirit.

The PCC confirms that it has referred to the Charity's Commission's guidance on public benefit and believes that its objectives are in accordance with the guidance.

ACHIEVEMENT AND PERFORMANCE IN DELIVERING PUBLIC BENEFIT

The Mission Action Plan (MAP) approved by the Annual Parochial Church Meeting (APCM) in April 2018 sets targets relating to each of the PCC objectives. Some of the achievements over the last 12 months have been as follows:

During our events held in December we advertised that we would be running a Hope Explored course. This course is a three-week course and gives people an introduction into the Christian faith. Once people had been on that course it was hoped that they would want to explore more about our Faith and would want to be involved in the Christianity Explored course which runs for seven weeks. We ran two Hope Explored courses during January one was run on the Monday of 17th, 24th and 31st of January at 13.30 and the other was run on Thursday 20th, 27th of January and 3rd of February at 19.30. On Saturday 29th January we held an Evangelism Training day; we invited 'London City Mission' to come along and help us with our outreach. Phil Moore and Shane Goodyear came along and delivered the training in person. We had people from St Mary's, Longmeadow Church and Grace community church come along for the training. We have put several of their ideas in place and are currently taking their advice and visiting the same street every 6 – 8 weeks.

For two consecutive Sundays during February and March (27th and 6th) we looked at the Living in Love and Faith, which was open to the church family, this was well attended. We started our quiet evening of prayer on the 2nd of March from 7.00 to 7.30 pm and we have continued with this. We held a pancake evening in church for our children on the 1st March where we played games had pancakes and the older children were able to make pancakes and toss them.

Report of the Trustees
For the Year Ended 31 December 2022

ACHIEVEMENT AND PERFORMANCE IN DELIVERING PUBLIC BENEFIT (Cont'd)

We held a joint men and women's breakfast on 12th March where we used this to kick off Momentum and Women@StNics, which has changed its name to Women Food Fellowship and Faith. For Lent this year we did not have a Study for this period; however, a selection of books was recommended which could be purchased on the book stall for £2.00 each and we were encouraged to read the book with someone else. Dave also every week provided a passage to read and asked two questions and provided a song to listen too online. We held our Easter fun day on 16th April, we had Teddys going down a zip wire from the tower, a barbecue, cream teas and cake. We had games for the children and a treasure hunt in the church yard.

We were a part of 'Passion for Life' where we went out on the doors in our parish delivering and speaking about passion for life and telling the people about the events we were holding. We joined up with Longmeadow evangelical church and Grace community church and we held three events which we could bring friends, neighbours work colleagues and people in the parish too. On Saturday 12th March Longmeadow held a quiz and pudding night message. Grace Community church held 'The Roots of Jazz' evening and St Nicholas held a comedy, Night; all three churches had a Gospel message at their events. We joined up with Christ church Baldock and some other local evangelical churches to hold the nationwide events, which were held between the 25th to 30th of April. We had David Moss a GB footballer, Tamar Pollard, Piyush Jani a ENT surgeon, Billie McCurry a former terrorist, Jeremy Marshall a businessman and cancer sufferer and Yvonne Edwards a former drug addict, these events were hosted by Roger Carswell.

On the 17th April, Easter day we announced to our church family that our Rector David Brown would be leaving us On the 14th August to be the team rector in Newton Abbott and would be installed on the 20th September.

On the 20th May we start a youth evening this was called 'YOUTH' which was for year 6 and above, this was led by Dave and Judy. On Friday 3rd June we held our 'Jubilee fun afternoon, we had traditional cream teas and cake and a treasure hunt in the church. On the 17th June our Lady mayoress opened our flower festival the flower festival was over three days from 17th June to the 19th June. The displays beautifully depict themes from the Bible we also provided refreshments and we had a large amount of people enjoying the displays. We also ran Hope Explored and Christianity Explored courses during June, these were run to pick up new people from the Easter events and passion for life events who wanted to know more about our faith.

On the 15th June we got together with St Mary's to start our work on the parish profile so that we would be advertise for a new Rector once David had been installed at Newton Abbott on the 20th September. The whole profile included members form both St Nicholas and St Mary's PCCs; there were 22 people working together on the process.

On the 16th July David and Judy held our church family barbecue in the rectory, there was a huge turn out and the weather was glorious. We held 24 hours of prayer from the 9th to 10th August, in which the entire Bible was read.

Report of the Trustees
For the Year Ended 31 December 2022

ACHIEVEMENT AND PERFORMANCE IN DELIVERING PUBLIC BENEFIT (Cont'd)

during this time, we prayed with regards the interregnum and for David and Judy starting their ministry in Newton Abbott. On the 30th August we held a joint PCC meeting to finalise the church profile.

After the announcement of the Death of Queen Elizabeth on the 8th September we opened the church for people to pay their condolences and write in the book. We had a picture of the queen and some flowers by her picture and candles that people could light to pay their respects. We had a joint meeting on the 24th September with St Mary's which was our section 11 meeting this is where both PCCs signed off the church profile which then allowed us to advertise for a new rector. Straight after this meeting at 11am we had a vacancy meeting with Archdeacon Janet. We advertised for the vacancy on ... and the closing date was for 26th October at 12 noon. The parish representatives were Eunice Sirkett, Mike Wilton, Andrea Kelly and Karen Walker, along with Bishop Alan, Archdeacon Janet and The Rural Dean Andy Thomas. We short listed on 7th November, where we chose two candidates for interview on 30th November. Unfortunately, we did not appoint this time.

We took part in operation shoebox and we were the drop off point during the week commencing 14th November. We also held a guitar workshop every Saturday for six weeks from 12th November. On Sunday the 20th of November we held a 'newcomers' afternoon tea for all those who were new to the church in this year.

For the first time since pre covid on the 14th of December we were able to go into Norman court one of the care homes. We sang carols and had Bible readings. The care home provided drinks and food and we had a wonderful time catching up with the residents and meeting new ones. During December we had some of the local school coming into church to learn about Christmas and Jesus. We had Almond hill school coming in at 1.30 on the 19th and 20th December. On 18th of December we had our nine lessons and carols which was well attended. As we are in an interregnum we could only hold one Christingle service, so we held this on Christmas eve at 3pm and we had 200 adults and children attending, it was wonderful to see the church pact out with families and enjoying themselves.

Worship and Prayer

Throughout the year we have tried hard to maintain our weekly schedule of services, keeping to similar times and styles wherever possible.

Prayer Times

We originally had an hour of corporate prayer every other Tuesday morning at 7am to 8am, for God's blessing on the church, the people and the wider world. This has been changed to a Wednesday morning to keep in line with the quiet prayer time and the benefice prayer time both on alternative Wednesday evenings. The morning prayer time on a Wednesday remains on zoom.

Report of the Trustees
For the Year Ended 31 December 2022

ACHIEVEMENT AND PERFORMANCE IN DELIVERING PUBLIC BENEFIT (Cont'd)

Sundays at 9:30am—a service up to 90 minutes in length with hymns and songs and a longer talk. Children go to their own groups*after the first 10 minutes and re-join the service later. On at least two Sundays per month the service includes Holy Communion.

Home Groups. Home Bible study groups meet throughout the week. All home groups now meet at someone's house, earlier in the year some were still use zoom. The home groups meet every other week.

Data

On 31 December 2022 the Church Electoral Roll included 84 parishioners. Where 42 lived in the parish and 42 lived outside the parish

The average weekly attendance of adults and children, counted during October was 65

As well as regular services, the church enables the 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.

2022 we had 7 baptism and only 10 weddings. There were 17 funerals in the church with clergy taking 4 other funeral services at the crematorium or cemetery chapel.

Deanery Synod

Two members of the church were elected to sit on the Stevenage Deanery Synod and are ex-officio members of the PCC. This provides the PCC with an important link between the parish and the wider structure of the church.

Church Buildings and Churchyard

In 2008 the will of the late Robert Hawkes bequeathed the residue of his estate in trust to the Rector and Churchwardens for the maintenance of the St Nicholas church building. Under Canon Law the funds are held by the Diocesan Board of Finance as custodian trustee. The PCC determines the scope of work to be undertaken, obtains the necessary consents and applies for grants from the trustees. In previous years invoices for grant financed work were settled directly from trust funds. To avoid potential accounting difficulties, from 1 January 2018 the trustees agreed that all invoices should be approved by and settled from PCC funds. The expenditure is then reimbursed by the Hawkes trustees.

Report of the Trustees
For the Year Ended 31 December 2021

ACHIEVEMENT AND PERFORMANCE IN DELIVERING PUBLIC BENEFIT (Cont'd)

Friday Evening Prayer 8 pm

A time for church members to come along to pray together or in silent it is an opportunity for people to come and go when they wanted to where there was no planned structure.

Home Groups. Home Bible study groups meet throughout the week. Some still use zoom and others either meet in someone's home or in the church.

Data

On 31st December 2021 the Church Electoral Roll included 86 parishioners. Where 43 lived in the parish and 43 lived outside the parish

The average weekly attendance of adults and children, counted during October was 68

As well as regular services, the church enables the 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.

2021 we had 1 baptism and only 5 weddings. There were 12 funerals in the church with clergy taking 15 other funeral services at the crematorium or cemetery chapel.

Deanery Synod

Two members of the church were elected to sit on the Stevenage Deanery Synod and are ex-officio members of the PCC. This provides the PCC with an important link between the parish and the wider structure of the church.

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Report of the Trustees
For the Year Ended 31 December 2021

ACHIEVEMENT AND PERFORMANCE IN DELIVERING PUBLIC BENEFIT (Cont'd)

During 2022 the following grants were made from the Hawkes Trust to the PCC

Recurring general maintenance

Item	£
Recurring Maintenance	
Church buildings insurance (Ecclesiastical 90%)	3,993
CCTV Line Rental & Broad Band	211
Non-Recurring Maintenance	
Organ Refurbishment	9,000
Roof Alarm	5,239
CCTV maintenance	2,742
Building refurbishment project	20,947
Total Grants	**39,390**

The Hawkes Will Trustees have indicated that during 2023 they intend to continue their funding of church upkeep using the Trust's funds.

On 1st April 2020 the keys were handed back to the Church from Borras. The implementation of the PCC plans for the renewal of the floor, installation of underfloor heating, improvement of lighting, installation of a mezzanine floor in the Parish Room have been met. In 2019 the Hawkes Trustees approved the funding of those works constituting maintenance within the terms of the Trust. The PCC raised most of the balance of the funds required with substantial contributions from members of the congregation. The rest of the money came in from grants from the Friends, from local councillors and various charitable bodies.

The quinquennial inspection was completed in November 2021. The Hawkes trustees have agreed a 10-year funding rate of planned maintenance repairs and will release funds as repairs take place.

The PCC thanks Bernie Matthews, Paul Drakes and Stuart Marshall who regularly inspect and carry out minor maintenance on the inside and outside of the building.

Mission and Evangelism

The continuing work of mission and evangelism is a major part of our life as a church which seeks to proclaim the gospel of Jesus across our parish and across the town. During July as the restrictions were lifted our evangelism team were able to go out door to door in our parish and as we brought the good news of Jesus, we handed out our church leaflet and if someone was out, we put the leaflet through the letter box.

Our Thursday afternoons hot chocolate has grown from strength to strength where we now have up to forty children coming into church each week. We have got to know the children well and we are always seeing new faces coming along. We also have parents with younger children coming in as well for hot chocolate and people out for a walk. We This year the pandemic has prevented us reaching out as we would like to, but we have turned to technology to live stream services and have been pleased to have many people viewing online. This has in turn seen some people coming to church. We have had talks on how to witness to Jehovah witnesses and Muslims. We now have a welcome

Report of the Trustees
For the Year Ended 31 December 2022

ACHIEVEMENT AND PERFORMANCE IN DELIVERING PUBLIC BENEFIT (Cont'd)

Mission and Evangelism (cont'd)

also hand out Gospel tracts. We are seeking God's wisdom to take the next step with the outreach to these school children.

As part of our initiative to increase our witness and presence on the St Nicholas estate, we again ensured delivery of Christmas invitations to over two thousand homes and supplemented this with paid on-line adverts on Facebook.

We now have a welcome pack containing information about our church with some tracts and chocolate which we use for people moving into the area.

We have the church opened several times a week; Tuesday 2-4 Wednesday 12-2 and Thursday 10-12 which allows people to come in and have a look at the church and we can share the gospel with them. newsletters.

The mission of the wider church is supported by donations to five external e Christian charities: Church Mission Society (CMS) with a particular link to Jimmy and Katia Rocks in Brazil: Bridge Builders, our local gospel partners in the primary schools in Stevenage: The Barnabas fund supporting persecuted Christians around the world: And Crosslinks with a particular link to Rachel and Bernie Muluuta working in Kampala, Uganda, to reach, teach, disciple and train young adults. Bridgebuilders receive 40% of our mission giving and the remainder 20% each.

During 2022 the church continued to support the worldwide Anglican movement GAFCON, and the UK based RENEW movement which is working for the renewal of the Church of England and the growth and planting of healthy Bible-teaching Anglican Churches.

Ecumenical Relationships

Whilst we work most closely with other Anglican churches across the Stevenage area our strongest link is with St Mary's Church in Gravely, with whom we are a joint benefice. Sermon series are shared, and both churches share baptism and marriage preparation. There were also several shared services in 2022.

We are also part of Churches Together in Stevenage and are continuing to deepen our working relationships with other churches who share our vision for mission and evangelism. As part of this we have continued our partnership with Grace Community Church, St Peters Church and Longmeadow Evangelical Church.

Some members from the PCC have looked at Living in Love and faith and have provided feed back to the PCC. This was reported to the congregation.

Church Building

We have been able to open up our church building to various organisations.

The Stevenage Choral Society held concerts on 9th April and 10th December.
The Weston Music Society held concerts on 14th May and 19th November.
Fourwinds held concerts on 11th June and 2nd December.
Stevenage AA hold their meetings here.
Forster Bugs

Report of the Trustees
For the Year Ended 31 December 2022

FINANCIAL REVIEW

Full details of the accounts are provided in pages 14 – 26 of this report.

Total receipts of unrestricted funds were £93,477. This comprised the following:

Source of funds	*Amount (£)*
Planned giving	56,221
Unrestricted voluntary donations	4,076
Grant for fire alarm	1,900
Collections in church	4,139
Wedding and funeral fees	4,167
HMRC tax refund	13,199
Contribution from St Mary's, Graveley towards the Parish Share and clergy	9,450
Other Income	325

Total receipts of restricted funds were £45,051. This comprised the following:

Source of funds	*Amount (£)*
Restricted Donations	3,830
HMRC tax refund	958
Hawkes Bequest	39,390
LPOW VAT grant	873

Compared to 2021, *our planned giving increased by 9% and collections in church increased by 28%.*

The PCC wishes to record its thanks to all those who, through their generous financial giving, demonstrate our growing commitment to the work that God is doing in this corner of his kingdom.

Provision has been made in our balance sheet for the following monetary assets:

- £7,082 for gift aid reclaim from HMRC for the period July – December 2022
- 2022 independent examination fess £1,002.

£102,048 was spent from unrestricted funds to provide the Christian ministry from St. Nicholas' Church, including the contribution of £60,718 to the diocesan parish share that largely provides the stipends and housing for the clergy. The amounts that the churches in the deanery must find are shared between the churches according to a formula that is based mainly on a headcount of the congregations, and local demography. We must find more of the total required at our church in relation to others because of our location in the town.

£7,800 was spent from the unrestricted funds on the four charities (CMS, Bridge Builders, Barnabas fund and Crosslinks) selected by the PCC.

£6,147 was spent on maintenance of the church building and £6,147 was spent on church improvements from unrestricted funds.

Report of the Trustees
For the Year Ended 31 December 2022

FINANCIAL REVIEW (Cont'd)

Provision has been made in our balance sheet for the following liabilities:

- £1,002 for the independent examination fee of the accounts for 2022 (due in 2023)

The result for the year was a deficit of income over expenditure of £44,166 on unrestricted funds, a surplus of £18,533 on restricted funds and overall deficit of £25,633. Adding bank and deposit balances brought forward at the beginning of the year, together with outstanding assets and liabilities (including long term deferred parish Share £32,777) there are **net reserves** of £10,627 to carry forward on 31st December 2022.

Reserves policy

It is our practice to maintain a balance in the current account of approximately £8,000 to cover the monthly forecast of planned expenditure.

As of 31st December 2022, £6,273 is held on easy access deposit to smooth out fluctuations in cash flow and to meet emergencies.

STRUCTURE, GOVERNANCE AND MANAGEMENT

The method of appointment of PCC members is set out in the Church Representation Rules. At St Nicholas Church, the membership of the PCC consists of the incumbent (our Rector), churchwardens, and members elected by those members of the congregation who are on the electoral roll of the church. All those who attend our services are encouraged to register on the Electoral Roll and stand for election to 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.

The full PCC met six times during the period with an average attendance of 76%. Given its wide responsibilities the PCC has a number of committees, each dealing with a particular aspect of parish life. These committees, which include worship, pastoral, giving and support for mission, finance, buildings and fabric, social and hospitality, are all responsible to the PCC and report back to it as appropriate with notes of their meetings and decisions. The full PCC discusses and ratifies any decisions as necessary.

Report of the Trustees
For the Year Ended 31 December 2021

STRUCTURE, GOVERNANCE AND MANAGEMENT (Cont'd)

Risk Management Policy

The Rector and Churchwardens on behalf of the PCC have considered the risks to which it is exposed. They relate to the following major areas:

Risk Area	*Nature of Risk*	*Management Arrangements*
Financial Risks	Fraudulent misappropriation of PCC assets and funds	Financial controls are in place including oversight of bank accounts and payment processes. Insurance cover against theft
Damage to buildings	The church may be damaged by weather, neglect, external abuse	Insurance cover against the usual perils backed by a bequest for the maintenance of the building
Health and safety of people using church premises	Users of the building may suffer injury because of an incident on the premises	Regular reviews of safety arrangements backed by public liability insurance
Abuse to children and vulnerable adults	Children or vulnerable adults may be abused by members of the church in the context of church activities	Care policy in place with screening of individuals by the *Disclosure and Barring Service*

A surveyor appointed by Ecclesiastical Insurance visited the Church and submitted a formal Risk Management Report in July 2015. This inspection is required every 5 years. The following two actions have been completed:

- A church *Health and Safety Policy* has been compiled in the format supplied by Ecclesiastical Insurance.
- An asbestos register has been generated.
- The Safeguarding Policy has been reviewed and updated.

Volunteers

We would like to thank all the volunteers who work so hard to maintain our church as a lively and vibrant community. We want to mention:

- Our churchwardens, **Mike Wilton and Karen Walker**, and their team of assistant wardens.
- Our Treasurer, Jason Cox, and his team of volunteers.

They have all worked tirelessly on our behalf.

Administrative Information

St Nicholas Church is situated in Rectory Lane, Stevenage, Herts SG1 4DA. It is part of the Diocese of St Albans within the Church of England. The correspondence address is St Nicholas House, 2A North Road, Stevenage, Herts SG1 4AT.

The PCC is a body corporate (PCC Powers Measure 1956, Church Representation Rules 2006) and is registered with the Charity Commission.

Report of the Trustees
For the Year Ended 31 December 2021

STRUCTURE, GOVERNANCE AND MANAGEMENT (Cont'd

Administrative Information (cont'd)

PCC members who have served at any time from 1st January 2022 until the date this report was approved are:

Ex-Officio members:

Clergy and Chairman
Revd Dave Brown – Until 14th August 2022

Churchwardens:
Karen Walker
Mike Wilton

Deanery Synod Reps:
Stuart Marshall
Cathy Bibby

CTiS Rep:
Stuart Marshall

Elected Members:
Martin Bailey (Safeguarding Lead) - Chairman from 15th August 2022
Christine Chambers
Edward Kaahwa
Chris Taplin
Jason Cox - Treasurer
Mark Parker
Irina Teoh
Mathew Isaac
Kate Casey (from April 2022)

Co-opted:
Alison Hare – Secretary
Steve Bamford – Deputy Wrden

Approved by the PCC on 20/8/23 *and signed on their behalf by Martin Bailey (PCC Chairman)*

M Bailey

Martin Bailey (PCC Chairman)

Independent Examiner's Report to the Trustees of St Nicholas Church, Stevenage, Parochial Church Council

I report to the trustees on my examination of the accounts of the St Nicholas Church, Stevenage, Parochial Church Council, for the year ended 31 December 2022.

Responsibilities and basis of report

As the charity trustees of the St Nicholas Church, Stevenage, Parochial Church Council, 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 St Nicholas Church, Stevenage, Parochial Church Council's 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:

1. accounting records were not kept in respect of the St Nicholas Church, Stevenage, Parochial Church Council as required by section 130 of the Act; or

2. the accounts do not accord with those records; or

3. 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 on 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.

C Wilkinson FCCA

Barker Wilkinson Limited
19-21 Middle Row
Stevenage
Hertfordshire
SG1 3AW

Date 20/8/2023



St Nicholas Church, Stevenage
Parochial Church Council



Income and Expenditure Account
(Incorporating Statement of Financial Activities)
Year Ended 31 December 2022

	Note	2022 Unrestricted	2022 Restricted	2022 Total	2021 Total
Incoming Resources					
Planned Giving		56,221	-	56,221	51,757
Collections		4,139	-	4,139	3,245
Gift Aid Recovered		13,199	958	14,157	13,646
Total		**73,559**	**958**	**74,517**	**68,648**
Other Activities	2	5,976	3,830	9,806	10,043
Church Activities	3	4,167	-	4,167	4,590
Other Income	4	9,775	40,263	50,038	65,305
Total		**19,918**	**44,093**	**64,011**	**79,938**
Total of Incoming Resources		**93,477**	**45,051**	**138,528**	**148,586**
Resources Expended					
Charitable Activities					
Parish Share		60,718	-	60,718	63,170
Clergy & Staffing Costs		1,858	-	1,858	1,632
Church Running Expenses	5	19,225	4,204	23,429	22,162
Mission Giving and Donations	6	9,578	-	9,578	8,575
Deanery and CTIS		158	-	158	147
Church Improvements		4,364	21,820	26,184	55,957
Repairs and Renewals		6,147	14,239	20,386	15,675
Total		**102,048**	**40,263**	**142,311**	**167,318**
Excess of Expenditure Over Income		**(8,571)**	**4,788**	**(3,783)**	**(18,732)**
Transfer between funds		-	-	-	-
Net movement of funds	7	**(8,571)**	**4,788**	**(3,783)**	**(18,732)**
Total funds brought forward		(1,852)	19,380	17,528	36,260
Total funds carried forward		**(10,423)**	**24,168**	**13,745**	**17,528**

St Nicholas Church, Stevenage
Parochial Church Council

Balance Sheet
As At 31 December 2022

	Note	2022 Unrestricted	2022 Restricted	2022 Total	2021 Total
Cash Funds					
General Current Account		10,436	23,733	34,169	41,682
General Reserve Account		6,273	-	6,273	6,273
Wedding Current Account		1,108	-	1,108	3,441
Total Cash Funds		**17,817**	**23,733**	**41,550**	**51,396**
Other debtors					
Gift Aid - Recoverable		6,647	435	7,082	6,600
Graveley Parish Share		-	-	-	-
Total Current Assets		**24,464**	**24,168**	**48,632**	**57,996**
Creditors: amounts falling due within one year					
Independent Examiners fee		1,002	-	1,002	750
Wedding Deposits		1,108	-	1,108	3,341
Deferred Parish Share		32,777	-	32,777	36,377
Total Liabilities		**34,877**	**-**	**34,877**	**40,468**
Net Current Assets		**(10,423)**	**24,168**	**13,745**	**17,528**
Totals Funds	7	**(10,423)**	**24,168**	**13,745**	**17,528**

The notes on pages 17 to 26 form part of these accounts

Approved by the PCC on 2023 and signed on their behalf:

Jason Cox
Treasurer

Mike Wilton
Churchwarden

Karen Walker
Churchwarden

Notes to the Financial Statements
Year Ended 31 December 2022

1. Accounting Policies

The accounts for the year ended 31 December 2022 have been prepared using the accruals basis of accounting.

Basis of preparing the financial statements.

The financial statements have been prepared under the historical cost convention.

The financial statements have been prepared under the Church Accounting Regulations 2006, the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued on 16 July 2014 and with the Charities Act 2011.

The financial statements include all transactions, assets and liabilities for which the PCC is responsible in law. They do not include the accounts of church groups that owe their affiliation to another body, nor those that are informal gatherings of church members.

The trustees are not aware of any material uncertainties about the charity's ability to continue and therefore the Charity's financial statements have been prepared on a going concern basis.

Incoming resources

Planned giving, collections and similar donations are recognised when received.

Tax refunds are recognised when the incoming resource to which they relate is received.

Grants and legacies are recognised when the PCC is entitled to the use of the resources, their ultimate receipt is considered reasonably certain and the amounts due are reliably quantifiable.

Interest as and when accrued by the payer. All incoming resources are accounted for gross.

Resources expended.

Grants and donations are recognised when paid, or when awarded, if that award creates a binding or constructive obligation on the PCC.

The diocesan parish share expected to be paid over is recognised when due.

All other expenditure is generally recognised when it is incurred.

Notes to the Financial Statements
Year Ended 31 December 2022
(Cont'd)

1. Accounting Policies (Cont'd)

Fixed assets

Consecrated and benefice property is not included in the accounts in accordance with s10(2)(a) and (c) of the Charities Act 2011.

Individual items of equipment with a purchase price in excess of £1,000 are capitalised and depreciation is charged from the year of acquisition on a straight-line basis over the estimated useful lives.

Fund accounting

Restricted funds comprise revenue donations or grants for specific PCC activities intended by the donor.

Unrestricted funds are income funds which are to be spent for the PCC general purposes.

Designated funds are unrestricted funds set aside by the PCC trustees for use in the future.

Project funds are unrestricted funds designated for projects or for administration purposes only. Designated funds remain unrestricted and the PCC will transfer any surplus/deficits to/from other general funds and the end of the designated project.

Financial Instruments

The charity only has financial assets and liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at settlement value.

2. Other Activities

	2022 Unrestricted £	2022 Restricted £	2022 Total £	2021 Total £
Donations	4,076	-	4,076	3,293
Building Fund Donations	-	3,830	3,830	6,750
Roof Alarm (Grant)	1,900	-	1,900	-
Total	**5,976**	**3,830**	**9,806**	**10,043**

Notes to the Financial Statements
Year Ended 31 December 2022
(Cont'd)

3. Church Activities

	2022 Unrestricted £	2022 Restricted £	2022 Total £	2021 Total £
Weddings, Funerals & Other Fees	4,167	-	4,167	4,590

4. Other Income

	2022 Unrestricted £	2022 Restricted £	2022 Total £	2021 Total £
Graveley PCC (Parish Share)	9,000	-	9,000	9,000
Graveley PCC (Clergy)	450	-	450	450
Other Income	135	-	135	176
Listed Places of Worship	-	873	873	1,865
Hawkes Bequest Fund	-	39,390	39,390	53,814
Charitable Activities	190	-	190	-
	9,775	**40,263**	**50,038**	**65,305**

Notes to the Financial Statements
Year Ended 31 December 2022
(Cont'd)

5. Church Running Expenses

	2022 Unrestricted £	2022 Restricted £	2022 Total £	2020 Total £
Services Upkeep	991	-	991	875
Copyright Licences	750	-	750	601
Fire Safety, Security & Insurance	444	3,993	4,437	3,941
Flowers	133	-	133	(122)
Gas, Electricity & Water	3,577	-	3,577	6,294
General expenses	1,059	211	1,270	1,248
Independent Examiner's Fee	1,254	-	1,254	954
Kitchen Upkeep	470	-	470	92
Mission Action Plan	2,435	-	2,435	2,268
Safeguarding	15	-	15	18
Stationery/Printing	2	-	2	40
Sunday Club & Youth Work	100	-	100	129
Equipment Hire	180	-	180	842
Rector Recruitment Expenses	999	-	999	-
Leaving Gift – Rector	1,584	-	1,584	-
Parish Administrator	5,232	-	5,232	4,982
	19,225	**4,204**	**23,429**	**22,162**

Notes to the Financial Statements
Year Ended 31 December 2022
(Cont'd)

6. Mission Giving and Donations

	2022 Unrestricted	2022 Restricted	2022 Total Funds	2021 Unrestricted
	£	£	£	£
Church Overseas				
Church Mission Society	1,560	-	1,560	1,560
Crosslinks	1,560	-	1,560	1,560
Barnabas Fund	1,560	-	1,560	1,755
General Charities				
Bridge Builders	3,120	-	3,120	3,350
Herts Historic Churches	50	-	50	50
Music Ministries	-	-	-	100
Welwyn Garden City Band	-	-	-	200
Charitable Donations	1,728	-	1,728	-
	9,578	**-**	**9,578**	**8,575**

Notes to the Financial Statements
Year Ended 31 December 2022
(Cont'd)

7. Movement in Funds

	On 1st January 2022	Net Movement in Funds	Transfers Between Funds	On 31st December 2022
	£	£	£	£
Unrestricted Funds				
General Fund	(1,852)	(8,571)	-	(10,423)
Restricted Funds				
Deanery	75	-	-	75
Music Fund	2,367	-	-	2,367
Revitalisation Fund	16,928	4,788	-	21,716
Mothering Sunday Flowers	5	-	-	5
Weston Family	5	-	-	5
Hawkes Bequest Fund	-	-	-	-
Total Funds	**17,528**	**(3,783)**	**-**	**13,745**

Net movement in funds are as follows:

	Incoming resources	Resources Expended	Gains and Losses	Movement in Funds
	£	£	£	£
Unrestricted Funds				
General Fund	93,477	102,048	-	(8,571)
Restricted Funds				
Revitalisation Fund	4,788	-	-	4,788
Hawks Bequest Fund	40,263	40,263	-	-
Total Funds	**138,528**	**142,311**	**-**	**(3,783)**

Notes to the Financial Statements
Year Ended 31 December 2022
(Cont'd)

7. Movement in Funds (Cont'd)

A current year 12 months and prior year 12 months combined position is as follows:

	At 1st January 2021 £	Net Movement in Funds £	Transfers Between Funds £	At 31st December 2021 £
Unrestricted Funds				
General Fund	16,956	(18,808)	-	(1,852)
Restricted Funds				
Deanery	75	-	-	75
Music Fund	2,367	-	-	2,367
Revitalisation Fund	16,852	76	-	16,928
Mothering Sunday Flowers	5	-	-	5
Weston Family	5	-	-	5
Hawkes Bequest Fund	-	-	-	-
Total Funds	**36,260**	**(18,732)**	**-**	**17,528**

Net movement in funds, included in the above are as follows:

	Incoming resources £	Resources Expended £	Gains and Losses £	Movement in Funds £
Unrestricted Funds				
General Fund	84,469	103,277	-	(18,808)
Restricted Funds				
Revitalisation Fund	8,438	8,362	-	76
Hawks Bequest Fund	55,679	55,679	-	-
Total Funds	**148,586**	**167,318**	**-**	**(18,732)**

Notes to the Accounts.
Year Ended 31 December 2022
(Cont'd)

7. Movement in Funds (Cont'd)

There were no transfers between funds in 2022.

UNRESTRICTED FUNDS

General fund

The general funds are available for the furtherance of the PCC's charitable objectives.

General funds are largely maintained by member's donations and collections.

RESTRICTED FUNDS

Deanery

The deanery funds are available for expenditure on new mugs.

The deanery fund was set up in 2016 by a grant from the deanery.

Revitalisation Fund (formerly New Development Fund)

Church members contributed to the revitalisation fund via church membership fund (CMF) and one off contributions, further one of donations from various organisations have been received for the purpose of the revitalisation of the church.

Funds are restricted for expenditure on major works to the Church Buildings concurrently or subsequent to the renovation of the church floor and lighting that commenced in 2019.

Mothering Sunday Fund

In 2018 a donation of £50 was made to fund flowers and posies for Mothering Sunday.

Weston Family Fund

During 2020 the Weston family made a donation of £660 towards a new lectern which was purchased during the year.

7. Movement in Funds (Cont'd)

Hawkes Bequest Fund

The Hawkes Bequest funds all maintenance costs of the church building of St Nicholas. The maintenance cost is paid by the PCC and then a request is made to the Trustees of the Hawkes Bequest to reimburse the maintenance cost.

8. Trustees Remuneration and Related Party Transactions

No trustee received any remuneration, benefits or expenses other than as disclosed below:

During the period under review, Alison Hare (a member of the PCC) received £5,232 (2021 £4,982) in payments and expenses for administrative support.

The Revd. D. Brown is in receipt of a monthly allowance for broadband, computer depreciation and hospitality. Revd. D. Brown covers the cost of his mobile phone and is responsible for updating his computer, laptop and printer as and when needed, allowances paid in 2022 were £814 (2021 £990).

Trustees receive payment for reimbursed expenses incurred on the PCC's behalf as agent for the PCC.

The Rev'd D Brown, Karen Walker and Mike Wilton are or were trustees of The Hawkes Will Trust during the period under review, the PCC received restricted grants of £39,390 (2021 £55,679) from The Hawkes Will Trust during the year.

During the year total donations received, both regular and one-off, from trustees who have served during the period was £15,160 (2021 £12,429) both for the general and revitalisation fund.

9. Legal Status

The Charity is a trust registered at the Charity Commission at St Nicholas Church, Rectory Lane, Stevenage, Herts, SG1 4DA. The charity is a public benefit entity.

Notes to the Accounts.
Year Ended 31 December 2022
(Cont'd)

10. Comparatives for the statement of Financial Activities

	2021 Unrestricted	2021 Restricted	2021 Total
Incoming Resources			
Planned Giving	51,757	-	51,757
Collections	3,245	-	3,245
Gift Aid Recovered	11,958	1,688	13,646
Total	**66,960**	**1,688**	**68,648**
Other Activities	3,293	6,750	10,043
Church Activities	4,590	-	4,590
Other Income	9,626	55,679	65,305
Total	**17,509**	**62,429**	**79,938**
Total of Incoming Resources	**84,469**	**64,117**	**148,586**
Resources Expended			
Charitable Activities			
Parish Share	63,170	-	63,170
Clergy & Staffing Costs	1,632	-	1,632
Church Running Expenses	18,237	3,925	22,162
Church Improvements	9,326	46,631	55,957
Mission Giving and Donations	8,575	-	8,575
Deanery and CTIS	147	-	147
Repairs and Renewals	2,190	13,485	15,675
Total	**103,277**	**64,041**	**167,318**
Excess of Expenditure Over Income	**(18,808)**	**76**	**(18,732)**
Transfer between funds	-	-	-
Net movement of funds	**(18,808)**	**76**	**(18,732)**
Total funds brought forward	16,956	19,304	36,260
Total funds carried forward	**(1,852)**	**19,380**	**17,528**

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST NICHOLAS, STEVENAG

England & Wales - Charity number 1161229

Accounts

St Nicholas Church, Stevenage
Parochial Church Council

The Report of the Trustees of the Parochial Church Council of St Nicholas Church Stevenage

Registered Charity Number – 1161229

Trustees' Report and Accounts

Year Ended 31 December 2021

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St Nicholas Church, Stevenage
Parochial Church Council

Report of the Trustees
For the Year Ended 31 December 2021

INTRODUCTION

The Parochial Church Council as trustees of St Nicholas Church, Stevenage presents its annual report and financial statements for the year ended 31 December 2021.

The financial statements have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued on 16 July 2014 and the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102) and the Charities Act 2011 and UK Generally Accepted Practice as it applies from 1 January 2015.

Definitions

PCC	The Parochial Church Council comprising clergy and elected representatives, the trustees under the PCC powers measure 1956.
Hawkes Trustees	The Rector and Churchwardens appointed trustees under the will of the late Robert Hawkes who died in 2008.
Friends of St Nicholas	An independent charitable trust established to raise funds for the maintenance and improvement of St Nicholas Church Stevenage
Burymead Trustees	The Rector and Churchwardens are the trustees of the Burymead leisure area. The land is rented by the SBC for a peppercorn rent, and they are fully responsible for managing it.

OBJECTIVES AND ACTIVITIES

Aims and Purposes.

In co-operation with the incumbent, the PCC has the responsibility of promoting the pastoral, evangelistic, social and ecumenical mission of the Church, in the ecclesiastical parish of St Nicholas, Stevenage. This includes the management of the Church building of Rectory Lane, Stevenage.

Resources

The parish is served by a full-time clergy employed by the Diocese of St. Albans. The current Rector is the Rev. Dave Brown, who has been in post since 2011.

Mrs Alison Hare is the Secretary to the PCC and provides administrative support to the clergy. She receives an honorarium.

The mission of the church would not be fulfilled without the many volunteers who willingly serve in many areas of church life.

ACHIEVEMENT AND PERFORMANCE IN DELIVERING PUBLIC BENEFIT (Cont'd)

and there is no longer a booking in system, but we still do have to limit the number in church. There have been no cases of Covid transmission between people at our services.

We now encourage people to meet in church for meetings such as, PCC, corporate prayer, discipleship course, homegroups and other meetings but we still use zoom for those who are uncomfortable with meeting in person. We also ran an online course for those wanting to explore the Christian faith and later in the year we met in person.

For our lent course we studied in our homegroups 'Gentle and Lowly' by Dane Ortlund.

Sadly, other events such as a planned Church Weekend @home with Wallace Benn, weekly Snack and Chat lunches, our involvement in the Franklin Graham mission are still on hold. We were able to resume our Easter events on Easter Sunday we sang outside church first then processed into church as we were unable at that time to sing in church. We did our Easter treasure hunt in the grounds where families could pick up a treasure pack at the Lych gate and go around on their own. Some of the community groups that normally use our premisses, such as the Brownies and Happy Hedgehogs have not yet returned. We do have Foster Bugs and AA which are using our church building to meet weekly. Little Lambs did start to meet but with the emergence of the omicron Covid strain this stopped people meeting up again.

Due to the newly mutated faster spreading Omicron Covid virus the numbers attending our advent and Christmas services were massively reduced again. We were able to hold three Christingle services 1pm 3pm and 5pm where all the components for the orange were placed in a bag for the families to make up themselves during the service.

We held the 'Christmas Journey' during December and unfortunately some schools did cancel due to the new Omicron covid virus. On 4th December we hosted a brass band concert in aid of 'Bridge Builders', this went very well.

Confirmation

We have had several members of our congregation confirmed during the year, Lauren Kaahwa and Isaac Amuzu were confirmed on 7th June. Ronnie Badero and Abi Connell were confirmed on 6th October.

Worship and Prayer

Throughout the year we have tried hard to maintain our weekly schedule of services, keeping to similar times and styles wherever possible.

Sundays at 9:30am—a service up to 90 minutes in length with hymns and songs and a longer talk. Children go to their own groups* after the first 10 minutes and re-join the service later. On at least two Sundays per month the service includes Holy Communion. **Children have not always been allowed to go into their groups due to COVID restrictions.*

Tuesdays from 7-8am—an hour of corporate prayer for God's blessing on the church, the people and the wider world. People are invited to come for all or part of the time. This is currently held online.

St Nicholas Church, Stevenage
Parochial Church Council

Report of the Trustees
For the Year Ended 31 December 2021

Objectives

Following a week of prayer and an away day in the autumn of 2016, the PCC confirmed that the following five statements would govern and direct the work of the church in the wider community:

Grounded in the Bible: *The Bible is our foundation.* We need to make sure we are reading it ourselves, in small groups, and reflecting on what is taught on Sundays. The Bible teaching, we receive should be honest to the text, passionate in delivery and relevant to our lives.
Growing in number: *Evangelism is our mission.* As individuals and as a church we have a God-given mission to pass on the gospel message. We need to train and encourage each other to tell others about Jesus to make that witness more effective.
Glorifying God: *This is our watchword.* From our welcome to our music to our coffee, printed materials and online materials, everything we do needs to be done as well as we can because we are doing it for God and his glory.
Greater in likeness to Jesus: *This is our aim.* As individuals and as a church we want to grow more like Jesus in our character. We want to become mature disciple-making disciples whose lives reflect Jesus.
Glued together in a loving community: *This is our family.* We are not called to follow Jesus on our own but as a community. We want to love and serve each other and share our lives. We want to be a church where people eat, drink, celebrate, laugh, cry and mourn together, doing all in the presence of Jesus who is with us by his Spirit.

The PCC confirms that it has referred to the Charity's Commission's guidance on public benefit and believes that its objectives are in accordance with the guidance.

ACHIEVEMENT AND PERFORMANCE IN DELIVERING PUBLIC BENEFIT

The Mission Action Plan (MAP) approved by the Annual Parochial Church Meeting (APCM) in April 2018 sets targets relating to each of the PCC objectives. Some of the achievements over the last 12 months have been as follows:

We came out of lock down during January but this time we were able to keep the church opened if we adhered to the government's guidance and rules. We had a booking in system which contains the information of those coming to church and we closed the bookings when we had received the maximum number of people which was deemed to be safe to be able to distance one another. Face masks had to be always worn along with the use of hand gel. The seating was arranged so that each family group or individual could be distanced by the 2-metre rule. This year we have been able to use the building more due to the easing of covid rules and it has been wonderful to welcome and serve a 21st century congregation and community with up-to-date worship facilities and function rooms and spaces that are accessible, warm, bright and meet current standards.

With the restrictions of the COVID-19 virus continuing in one form or another we are still using YouTube and Facebook to share pre-recorded services and live-streamed services. These were supplemented by emailed weekly briefings. We still work hard to implement Covid-19 government guidance provide a safe place for people to gather in worship. These protocols included limiting the number of people in church, the wearing of face coverings as people enter church and making hand gel available on entry. During July the rules changed and If people did not want to wear a mask, they did not have to, but they had to sit at the front of the church we now have congregational singing

ACHIEVEMENT AND PERFORMANCE IN DELIVERING PUBLIC BENEFIT (Cont'd)

Friday Evening Prayer 8 pm

A time for church members to come along to pray together or in silent it is an opportunity for people to come and go when they wanted to where there was no planned structure.

Home Groups. Home Bible study groups meet throughout the week. Some still use zoom and others either meet in someone's home or in the church.

Data

On 31st December 2021 the Church Electoral Roll included 86 parishioners. Where 43 lived in the parish and 43 lived outside the parish

The average weekly attendance of adults and children, counted during October was 68

As well as regular services, the church enables the 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.

2021 we had 1 baptism and only 5 weddings. There were 12 funerals in the church with clergy taking 15 other funeral services at the crematorium or cemetery chapel.

Deanery Synod

Two members of the church were elected to sit on the Stevenage Deanery Synod and are ex-officio members of the PCC. This provides the PCC with an important link between the parish and the wider structure of the church.

Church Buildings and Churchyard

In 2008 the will of the late Robert Hawkes bequeathed the residue of his estate in trust to the Rector and Churchwardens for the maintenance of the St Nicholas church building. Under Canon Law the funds are held by the Diocesan Board of Finance as custodian trustee. The PCC determines the scope of work to be undertaken, obtains the necessary consents and applies for grants from the trustees. In previous years invoices for grant financed work were settled directly from trust funds. To avoid potential accounting difficulties, from 1st January 2018 the trustees agreed that all invoices should be approved by and settled from PCC funds. The expenditure is then reimbursed by the Hawkes trustees.

St Nicholas Church, Stevenage
Parochial Church Council

Report of the Trustees
For the Year Ended 31 December 2021

ACHIEVEMENT AND PERFORMANCE IN DELIVERING PUBLIC BENEFIT (Cont'd)

During 2021 the following grants were made from the Hawkes Trust to the PCC

Recurring general maintenance

Item	£
Church buildings insurance (Ecclesiastical 90%)	3,547
Line Rental & Broad Band	378
Organ tuning and servicing December 2020	395
CCTV maintenance	2,742
Non-recurring expenditure in 2021	
Building refurbishment project	46,631

The Hawkes Will Trustees have indicated that during 2022 they intend to continue their funding of church upkeep using the Trust's funds.

On 1st April 2020 the keys were handed back to the Church from Borras. The implementation of the PCC plans for the renewal of the floor, installation of underfloor heating, improvement of lighting, installation of a mezzanine floor in the Parish Room have been met. In 2019 the Hawkes Trustees approved the funding of those works constituting maintenance within the terms of the Trust. The PCC raised most of the balance of the funds required with substantial contributions from members of the congregation. The rest of the money came in from grants from the Friends, from local councillors and various charitable bodies.

The quinquennial inspection was completed in November 2021. The Hawkes trustees have agreed a 10-year funding rate of planned maintenance repairs and will release funds as repairs take place.

The PCC thanks Bernie Matthews, Paul Drakes and Stuart Marshall who regularly inspect and carry out minor maintenance on the inside and outside of the building.

Mission and Evangelism

The continuing work of mission and evangelism is a major part of our life as a church which seeks to proclaim the gospel of Jesus across our parish and across the town. During July as the restrictions were lifted our evangelism team were able to go out door to door in our parish and as we brought the good news of Jesus, we handed out our church leaflet and if someone was out, we put the leaflet through the letter box. During this time our team knocked on 1572 doors. During late November it was too cold to do door knocking so on a Thursday starting at 2.30 we handed out hot chocolate to school children dog walkers and anyone passing, we have had good conversations with many taking gospels and tracts.

As part of our initiative to increase our witness and presence on the St Nicholas estate, we again ensured delivery of Christmas invitations to over two thousand homes and supplemented this with paid on-line adverts on Facebook.

This year the pandemic has prevented us reaching out as we would like to, but we have turned to technology to live stream services and have been pleased to have many people viewing online. This has in turn seen some people coming to church. We have had talks on how to witness to Jehovah witnesses and Muslims. We now have a welcome

ACHIEVEMENT AND PERFORMANCE IN DELIVERING PUBLIC BENEFIT (Cont'd)

Mission and Evangelism (cont'd)

pack containing information about our church with some tracts and chocolate which we use for people moving into the area.

We have the church opened several times a week; Tuesday 2-4 Wednesday 12-2 and Thursday 10-12 which allows people to come in and have a look at the church and we can share the gospel with them. There have been various treasure hunts around the church and gospel tracts hanging on the lych gate for passers-by to take. We stayed connected with church family members by calling specific members on our church family list and through regular newsletters. These were then posted to Facebook to engage with the local community.

The mission of the wider church is supported by donations to five external Christian charities: Church Mission Society (CMS) with a particular link to Jimmy and Katia Rocks in Brazil: Bridge Builders, our local gospel partners in the primary schools in Stevenage: The Barnabas fund supporting persecuted Christians around the world: And Crosslinks with a particular link to Rachel and Bernie Muluuta working in Kampala, Uganda, to reach, teach, disciple and train young adults. Bridgebuilders receive 40% of our mission giving and the remainder 20% each.

During 2021 the church continued to support the worldwide Anglican movement GAFCON, and the UK based RENEW movement which is working for the renewal of the Church of England and the growth and planting of healthy Bible-teaching Anglican Churches.

Ecumenical Relationships

Whilst we work most closely with other Anglican churches across the Stevenage area our strongest link is with St Mary's Church in Graveley, with whom we are a joint benefice. Sermon series are shared, and both churches share baptism and marriage preparation. There were also several shared services in 2021

We are also part of Churches Together in Stevenage and are continuing to deepen our working relationships with other churches who share our vision for mission and evangelism. As part of this we have continued our partnership with Grace Community Church, St Peters Church and Longmeadow Evangelical Church.

Some members from the PCC have looked at Living in Love and faith and have provided feed back to the PCC. This will in turn be reported to the congregation.

Passion for Life

We are part of 'Passion for Life' where we are working with other churches in Stevenage to equip all church family members to share their faith with family, friends and work colleagues, this will culminate during Easter 2022 when we will bring those who we know and love or those who we meet to hear the gospel proclaimed at various events.

St Nicholas Church, Stevenage
Parochial Church Council

Report of the Trustees
For the Year Ended 31 December 2021

FINANCIAL REVIEW

Full details of the accounts are provided in pages 12 – 26 of this report.

Total receipts of unrestricted funds were £84,469. This comprised the following:

Source of funds	*Amount (£)*
Planned giving	51,757
Unrestricted voluntary donations	3,245
Collections in church	3,293
Wedding and funeral fees	4,590
HMRC tax refund	11,958
Contribution from St Mary's, Graveley towards the Parish Share and clergy	9,450
Other Income	176

Total receipts of restricted funds were £62,429. This comprised the following:

Source of funds	*Amount (£)*
Restricted Donations	6,750
HMRC tax refund	1,688
Hawkes Bequest	55,679

Compared to 2020, *our planned giving decreased by 46% and collections in church decreased by 10%.*

The PCC wishes to record its thanks to all those who, through their generous financial giving, demonstrate our growing commitment to the work that God is doing in this corner of his kingdom.

Provision has been made in our balance sheet for the following monetary assets:

- £6,599.63 for gift aid reclaim from HMRC for the period July – December 2021
- 2021 independent examination fess £750.00

£103,277 was spent from unrestricted funds to provide the Christian ministry from St. Nicholas' Church, including the contribution of £63,170 to the diocesan parish share that largely provides the stipends and housing for the clergy. The amounts that the churches in the deanery must find are shared between the churches according to a formula that is based mainly on a headcount of the congregations, and local demography. We must find more of the total required at our church in relation to others because of our location in the town.

£8,575 was spent from the unrestricted funds on the four charities (CMS, Bridge Builders, Barnabas fund and Crosslinks) selected by the PCC.

£2,190 was spent on maintenance of the church building and £9,326 was spent on church improvements from unrestricted funds.

Provision has been made in our balance sheet for the following liabilities:

FINANCIAL REVIEW (Cont'd)

- £750 for the independent examination fee of the accounts for 2021 (due in 2022)

The result for the year was a deficit of income over expenditure of £18,808 on unrestricted funds, a surplus of £76 on restricted funds and overall deficit of £18,732. Adding bank and deposit balances brought forward at the beginning of the year, together with outstanding assets and liabilities (including long term deferred parish Share £36,377) there are **net reserves** of £17,528 to carry forward on 31st December 2021.

Reserves policy

It is our practice to maintain a balance in the current account of approximately £8,000 to cover the monthly forecast of planned expenditure.

As of 31st December 2021, £6,273 is held on easy access deposit to smooth out fluctuations in cash flow and to meet emergencies.

STRUCTURE, GOVERNANCE AND MANAGEMENT

The method of appointment of PCC members is set out in the Church Representation Rules. At St Nicholas Church, the membership of the PCC consists of the incumbent (our Rector), churchwardens, and members elected by those members of the congregation who are on the electoral roll of the church. All those who attend our services are encouraged to register on the Electoral Roll and stand for election to 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.

The full PCC met six times during the period with an average attendance of 88%. Given its wide responsibilities the PCC has a number of committees, each dealing with a particular aspect of parish life. These committees, which include worship, pastoral, giving and support for mission, finance, buildings and fabric, social and hospitality, are all responsible to the PCC and report back to it as appropriate with notes of their meetings and decisions. The full PCC discusses and ratifies any decisions as necessary.

STRUCTURE, GOVERNANCE AND MANAGEMENT (Cont'd)

Risk Management Policy

The Rector and Churchwardens on behalf of the PCC have considered the risks to which it is exposed. They relate to the following major areas:

Risk Area	*Nature of Risk*	*Management Arrangements*
Financial Risks	Fraudulent misappropriation of PCC assets and funds	Financial controls are in place including oversight of bank accounts and payment processes. Insurance cover against theft
Damage to buildings	The church may be damaged by weather, neglect, external abuse	Insurance cover against the usual perils backed by a bequest for the maintenance of the building
Health and safety of people using church premises	Users of the building may suffer injury because of an incident on the premises	Regular reviews of safety arrangements backed by public liability insurance
Abuse to children and vulnerable adults	Children or vulnerable adults may be abused by members of the church in the context of church activities	Care policy in place with screening of individuals by the *Disclosure and Barring Service*

A surveyor appointed by Ecclesiastical Insurance visited the Church and submitted a formal Risk Management Report in July 2015. This inspection is required every 5 years. The following two actions have been completed:

- A church *Health and Safety Policy* has been compiled in the format supplied by Ecclesiastical Insurance.
- An asbestos register has been generated.
- The Safeguarding Policy has been reviewed and updated.

Volunteers

We would like to thank all the volunteers who work so hard to maintain our church as a lively and vibrant community. We want to mention:

- Our churchwardens, **Mike Wilton and Karen Walker**, and their team of assistant wardens.
- Our Treasurer, Jason Cox, and his team of volunteers.

They have all worked tirelessly on our behalf.

Administrative Information

St Nicholas Church is situated in Rectory Lane, Stevenage, Herts SG1 4DA. It is part of the Diocese of St Albans within the Church of England. The correspondence address is St Nicholas House, 2A North Road, Stevenage, Herts SG1 4AT.

The PCC is a body corporate (PCC Powers Measure 1956, Church Representation Rules 2006) and is registered with the Charity Commission.

For the Year Ended 31 December 2021

STRUCTURE, GOVERNANCE AND MANAGEMENT (Cont'd

Administrative Information (cont'd)

PCC members who have served at any time from 1st January 2021 until the date this report was approved are:

Ex-Officio members:

Clergy and Chairman:
Revd Dave Brown

Churchwardens:
Karen Walker
Mike Wilton

Deanery Synod Reps:
Stuart Marshall
Cathy Bibby

CTiS Rep:
Stuart Marshall

Elected Members:
Martin Bailey (Safeguarding Lead)
Christine Chambers
Edward Kaahwa
Chris Taplin
Jason Cox - Treasurer
Mark Parker
Irina Teoh
Mathew Isaac

Co-opted:
Alison Hare - Secretary

Approved by the PCC on 19 July 2022 *and signed on their behalf by Revd Dave Brown (PCC Chairman)*



Revd Dave Brown (PCC Chairman)

St Nicholas Church, Stevenage
Parochial Church Council

Independent Examiner's Report to the Trustees of St Nicholas Church, Stevenage, Parochial Church Council

I report to the trustees on my examination of the accounts of the St Nicholas Church, Stevenage, Parochial Church Council, for the year ended 31 December 2021.

Responsibilities and basis of report

As the charity trustees of the St Nicholas Church, Stevenage, Parochial Church Council, 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 St Nicholas Church, Stevenage, Parochial Church Council's 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:

1. accounting records were not kept in respect of the St Nicholas Church, Stevenage, Parochial Church Council as required by section 130 of the Act; or

2. the accounts do not accord with those records; or

3. 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 on 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.

C Wilkinson FCCA

Barker Wilkinson Limited
19-21 Middle Row
Stevenage
Hertfordshire
SG1 3AW

Date 19/7/2022

St Nicholas Church, Stevenage
Parochial Church Council

Income and Expenditure Account
(Incorporating Statement of Financial Activities)
Year Ended 31 December 2021

	Note	2021 Unrestricted	2021 Restricted	2021 Total	2020 Total
Incoming Resources					
Planned Giving		51,757	-	51,757	96,346
Collections		3,245	-	3,245	3,976
Gift Aid Recovered		11,958	1,688	13,646	25,170
Total		**66,960**	**1,688**	**68,648**	**125,492**
Other Activities	**2**	3,293	6,750	10,043	50,118
Church Activities	**3**	4,590	-	4,590	2,254
Other Income	**4**	9,626	55,679	65,305	380,968
Total		**17,509**	**62,429**	**79,938**	**433,340**
Total of Incoming Resources		**84,469**	**64,117**	**148,586**	**558,832**
Resources Expended					
Charitable Activities					
Parish Share		63,170	-	63,170	67,505
Clergy & Staffing Costs		1,632	-	1,632	3,685
Church Running Expenses	**5**	18,237	3,925	22,162	36,902
Church Improvements		9,326	46,631	55,957	453,969
Mission Giving and Donations	**6**	8,575	-	8,575	8,814
Deanery and CTIS		147	-	147	140
Repairs and Renewals		2,190	13,485	15,675	-
Total		**103,277**	**64,041**	**167,318**	**571,015**
Excess of Expenditure Over Income		**(18,808)**	**76**	**(18,732)**	**(12,183)**
Transfer between funds		-	-	-	-
Net movement of funds	**7**	**(18,808)**	**76**	**(18,732)**	**(12,183)**
Total funds brought forward		16,956	19,304	36,260	48,443
Total funds carried forward		**(1,852)**	**19,380**	**17,528**	**36,260**

St Nicholas Church, Stevenage
Parochial Church Council

Balance Sheet
As At 31 December 2021

	Note	2021 Unrestricted	2021 Restricted	2021 Total	2020 Total
Cash Funds					
General Current Account		23,015	18,667	41,682	60,617
General Reserve Account		6,273	-	6,273	6,273
Wedding Current Account		3,441	-	3,441	4,114
Total Cash Funds		**32,729**	**18,667**	**51,396**	**71,004**
Other debtors					
Gift Aid - Recoverable		5,887	713	6,600	5,997
Graveley Parish Share		-	-	-	4,000
Total Current Assets		**38,616**	**19,380**	**57,996**	**81,001**
Creditors: amounts falling due within one year					
Independent Examiners fee		750	-	750	750
Wedding Deposits		3,341	-	3,341	4,014
Deferred Parish Share		36,377	-	36,377	39,977
Total Liabilities		**40,468**	**-**	**40,468**	**44,741**
Net Current Assets		**(1,852)**	**19,380**	**17,528**	**36,260**
Totals Funds	7	**(1,852)**	**19,380**	**17,528**	**36,260**

The notes on pages 15 to 24 form part of these accounts

Approved by the PCC on 2022 and signed on their behalf:

Jason Cox
Treasurer
.....

Mike Wilton
Churchwarden
.....

Karen Walker
Churchwarden
.....

St Nicholas Church, Stevenage
Parochial Church Council

Notes to the Financial Statements
Year Ended 31 December 2021

1. Accounting Policies

The accounts for the year ended 31 December 2021 have been prepared using the accruals basis of accounting.

Basis of preparing the financial statements.

The financial statements have been prepared under the historical cost convention.

The financial statements have been prepared under the Church Accounting Regulations 2006, the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued on 16 July 2014 and with the Charities Act 2011.

The financial statements include all transactions, assets and liabilities for which the PCC is responsible in law. They do not include the accounts of church groups that owe their affiliation to another body, nor those that are informal gatherings of church members.

The trustees are not aware of any material uncertainties about the charity's ability to continue and therefore the Charity's financial statements have been prepared on a going concern basis.

Incoming resources

Planned giving, collections and similar donations are recognised when received.

Tax refunds are recognised when the incoming resource to which they relate is received.

Grants and legacies are recognised when the PCC is entitled to the use of the resources, their ultimate receipt is considered reasonably certain and the amounts due are reliably quantifiable.

Interest as and when accrued by the payer. All incoming resources are accounted for gross.

Resources expended.

Grants and donations are recognised when paid, or when awarded, if that award creates a binding or constructive obligation on the PCC.

The diocesan parish share expected to be paid over is recognised when due.

All other expenditure is generally recognised when it is incurred.

St Nicholas Church, Stevenage
Parochial Church Council

Notes to the Financial Statements
Year Ended 31 December 2021
(Cont'd)

1. Accounting Policies (Cont'd)

Fixed assets

Consecrated and benefice property is not included in the accounts in accordance with s10(2)(a) and (c) of the Charities Act 2011.

Individual items of equipment with a purchase price in excess of £1,000 are capitalised and depreciation is charged from the year of acquisition on a straight-line basis over the estimated useful lives.

Fund accounting

Restricted funds comprise revenue donations or grants for specific PCC activities intended by the donor.

Unrestricted funds are income funds which are to be spent for the PCC general purposes.

Designated funds are unrestricted funds set aside by the PCC trustees for use in the future.

Project funds are unrestricted funds designated for projects or for administration purposes only. Designated funds remain unrestricted and the PCC will transfer any surplus/deficits to/from other general funds and the end of the designated project.

Financial Instruments

The charity only has financial assets and liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at settlement value.

2. Other Activities

	2021 Unrestricted £	2021 Restricted £	2021 Total £	2020 Total £
Donations	3,293	-	3,293	3,663
Building Fund Donations	-	6,750	6,750	46,455
Total	**3,293**	**6,750**	**10,043**	**50,118**



St Nicholas Church, Stevenage
Parochial Church Council



Notes to the Financial Statements
Year Ended 31 December 2021
(Cont'd)

3. Church Activities

	2021 Unrestricted £	2021 Restricted £	2021 Total £	2020 Total £
Weddings, Funerals & Other Fees	4,590	-	4,590	2,254

4. Other Income

	2021 Unrestricted £	2021 Restricted £	2021 Total £	2020 Total £
Graveley PCC (Parish Share)	9,000	-	9,000	8,000
Graveley PCC (Clergy)	450	-	450	450
Other Income	176	-	176	188
Listed Places of Worship	-	1,865	1,865	14,542
Hawkes Bequest Fund	-	53,814	53,814	357,788
	9,626	**55,679**	**65,305**	**380,968**

Notes to the Financial Statements
Year Ended 31 December 2021
(Cont'd)

5. Church Running Expenses

	2021 Unrestricted £	2021 Restricted £	2021 Total £	2020 Total £
Services Upkeep	875	-	875	481
Copyright Licences	601	-	601	589
Fire Safety, Security & Insurance	394	3,547	3,941	3,904
Flowers	(122)	-	(122)	149
Gas, Electricity & Water	6,294	-	6,294	7,003
General expenses	870	378	1,248	3,862
Independent Examiner's Fee	954	-	954	930
Kitchen Upkeep	92	-	92	104
Mission Action Plan	2,268	-	2,268	6,674
Safeguarding	18	-	18	9
Stationery/Printing	40	-	40	49
Sunday Club & Youth Work	129	-	129	100
School Hire	-	-	-	1,160
Equipment Hire	842	-	842	137
General Repairs	-	-	-	6,305
Lectern	-	-	-	655
Parish Administrator	4,982	-	4,982	4,791
	18,237	**3,925**	**22,162**	**36,902**

Notes to the Financial Statements
Year Ended 31 December 2021
(Cont'd)

6. Mission Giving and Donations

	2021 Unrestricted	2021 Restricted	2021 Total Funds	2020 Unrestricted
	£	£	£	£
Church Overseas				
Church Mission Society	1,560	-	1,560	1,560
Crosslinks	1,560	-	1,560	1,430
Barnabas Fund	1,755	-	1,755	1,560
General Charities				
Bridge Builders	3,350	-	3,350	3,120
Herts Historic Churches	50	-	50	-
Music Ministries	100	-	100	-
Welwyn Garden City Band	200	-	200	-
Charitable Donation	-	-	-	1,144
	8,575	**-**	**8,575**	**8,814**

7. Movement in Funds

	On 1st January 2021	Net Movement in Funds	Transfers Between Funds	On 31st December 2021
	£	£	£	£
Unrestricted Funds				
General Fund	16,956	(18,808)	-	(1,852)
Restricted Funds				
Deanery	75	-	-	75
Music Fund	2,367	-	-	2,367
Revitalisation Fund	16,852	76	-	16,928
Mothering Sunday Flowers	5	-	-	5
Weston Family	5	-	-	5
Hawkes Bequest Fund	-	-	-	-
Total Funds	**36,260**	**(18,732)**	**-**	**17,528**

Net movement in funds are as follows:

	Incoming resources	Resources Expended	Gains and Losses	Movement in Funds
	£	£	£	£
Unrestricted Funds				
General Fund	84,469	103,277	-	(18,808)
Restricted Funds				
Revitalisation Fund	8,438	8,362	-	76
Hawks Bequest Fund	55,679	55,679	-	-
Total Funds	**148,586**	**167,318**	**-**	**(18,732)**

7. Movement in Funds (Cont'd)

A current year 12 months and prior year 12 months combined position is as follows:

	At 1st January 2020 £	Net Movement in Funds £	Transfers Between Funds £	At 31st December 2021 £
Unrestricted Funds				
General Fund	(4,101)	2,249	-	(1,852)
Restricted Funds				
Deanery	75	-	-	75
Music Fund	2,367	-	-	2,367
Revitalisation Fund	50,077	(33,149)	-	16,928
Mothering Sunday Flowers	25	(20)	-	5
Weston Family	-	5	-	5
Hawkes Bequest Fund	-	-	-	-
Total Funds	**48,443**	**(30,915)**	-	**17,528**

Net movement in funds, included in the above are as follows:

	Incoming resources £	Resources Expended £	Gains and Losses £	Movement in Funds £
Unrestricted Funds				
General Fund	213,232	210,983	-	2,249
Restricted Funds				
Revitalisation Fund	65,517	98,666	-	(33,149)
Mothering Sunday Flowers	-	20	-	(20)
Weston Family	660	655	-	5
Hawkes Bequest Fund	428,009	428,009	-	-
Total Funds	**707,418**	**738,333**	-	**(30,915)**

Notes to the Accounts.
Year Ended 31 December 2021
(Cont'd)

7. Movement in Funds (Cont'd)

There were no transfers between funds in 2021.

UNRESTRICTED FUNDS

General fund

The general funds are available for the furtherance of the PCC's charitable objectives.

General funds are largely maintained by member's donations and collections.

RESTRICTED FUNDS

Deanery

The deanery funds are available for expenditure on new mugs.

The deanery fund was set up in 2016 by a grant from the deanery.

Revitalisation Fund (formerly New Development Fund)

Church members contributed to the revitalisation fund via church membership fund (CMF) and one off contributions, further one of donations from various organisations have been received for the purpose of the revitalisation of the church.

Funds are restricted for expenditure on major works to the Church Buildings concurrently or subsequent to the renovation of the church floor and lighting that commenced in 2019.

Mothering Sunday Fund

In 2018 a donation of £50 was made to fund flowers and posies for Mothering Sunday.

Weston Family Fund

During 2020 the Weston family made a donation of £660 towards a new lectern which was purchased during the year.

St Nicholas Church, Stevenage
Parochial Church Council

Notes to the Accounts.
Year Ended 31 December 2021
(Cont'd)

7. Movement in Funds (Cont'd)

Hawkes Bequest Fund

The Hawkes Bequest funds all maintenance costs of the church building of St Nicholas. The maintenance cost is paid by the PCC and then a request is made to the Trustees of the Hawkes Bequest to reimburse the maintenance cost.

8. Trustees Remuneration and Related Party Transactions

No trustee received any remuneration, benefits or expenses other than as disclosed below:

During the period under review, Alison Hare (a member of the PCC) received £4,982 (2020 £4,791) in payments and expenses for administrative support.

The Revd. D. Brown is in receipt of a monthly allowance for broadband, computer depreciation and hospitality. Revd. D. Brown covers the cost of his mobile phone and is responsible for updating his computer, laptop and printer as and when needed, allowances paid in 2021 were £990 (2020 £240).

Trustees receive payment for reimbursed expenses incurred on the PCC's behalf as agent for the PCC.

The Rev'd D Brown, Karen Walker and Mike Wilton are or were trustees of The Hawkes Will Trust during the period under review, the PCC received restricted grants of £55,679 (2020 £357,788) from The Hawkes Will Trust during the year.

Peter Gordon and The Revd. D. Brown are trustees of The Friends of St Nicholas Church the PCC received a donation of £Nil (2020 - £15,000) from The Friends of St Nicholas Church during the prior year.

During the year total donations received, both regular and one-off, from trustees who have served during the period was £12,429 (2020 £34,585) both for the general and revitalisation fund.

9. Legal Status

The Charity is a trust registered at the Charity Commission at St Nicholas Church, Rectory Lane, Stevenage, Herts, SG1 4DA. The charity is a public benefit entity.

St Nicholas Church, Stevenage
Parochial Church Council

Notes to the Accounts.
Year Ended 31 December 2021
(Cont'd)

10. Comparatives for the statement of Financial Activities

	2020 Unrestricted	2020 Restricted	2020 Total
Incoming Resources			
Planned Giving	96,346	-	96,346
Collections	3,976	-	3,976
Gift Aid Recovered	14,546	10,624	25,170
Total	**114,868**	**10,624**	**125,492**
Other Activities	3,003	47,115	50,118
Investment Income	-	-	-
Church Activities	2,254	-	2,254
Other Income	8,638	372,330	380,968
Total	**13,895**	**419,445**	**433,340**
Total of Incoming Resources	**128,763**	**430,069**	**558,832**
Resources Expended			
Charitable Activities			
Parish Share	67,505	-	67,505
Clergy & Staffing Costs	3,685	-	3,685
Church Running Expenses	27,562	9,340	36,902
Church Improvements	-	453,969	453,969
Mission Giving and Donations	8,814	-	8,814
Deanery and CTIS	140	-	140
Total Resources Expended	**107,706**	**463,309**	**571,015**
Excess of Expenditure Over Income	**21,057**	**(33,240)**	**(12,183)**
Transfer between funds	-	-	-
Net movement of funds	**21,057**	**(32,240)**	**(12,183)**
Total funds brought forward	**(4,101)**	**52,544**	**48,443**
Total funds carried forward	**16,956**	**19,304**	**36,260**

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST NICHOLAS, STEVENAG

England & Wales - Charity number 1161229

Accounts

St Nicholas Church, Stevenage
Parochial Church Council

Annual Report and Accounts of the Parochial Church Council of the Ecclesiastical Parish of St Nicholas Church Stevenage

Year Ended 31 December 2020

Registered Charity Number – 1161229

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St Nicholas Church, Stevenage
Parochial Church Council

Report of the Trustees
For the Year Ended 31 December 2020

INTRODUCTION

The Parochial Church Council as trustees of St Nicholas Church, Stevenage presents its annual report and financial statements for the year ended 31 December 2020.

The financial statements have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102), the Charities Act 2011 and UK Generally Accepted Practice.

Definitions

PCC	The Parochial Church Council comprising clergy and elected representatives, the trustees under the PCC powers measure 1956.
Hawkes Trustees	The Rector and Churchwardens appointed trustees under the will of the late Robert Hawkes who died in 2008.
Friends of St Nicholas	An independent charitable trust established to raise funds for the maintenance and improvement of St Nicholas Church Stevenage
Burymead Trustees	The Rector and Churchwardens are the trustees of the Burymead leisure area. The land is rented by the SBC for a peppercorn rent, and they are fully responsible for managing it.

OBJECTIVES AND ACTIVITIES

Aims and Purposes.

In co-operation with the incumbent, the PCC has the responsibility of promoting the pastoral, evangelistic, social and ecumenical mission of the Church, in the ecclesiastical parish of St Nicholas, Stevenage. This includes the management of the Church building in Rectory Lane, Stevenage.

Resources

The parish is served by a full-time clergy employed by the Diocese of St. Albans. The current Rector is the Rev. Dave Brown, who has been in post since 2011.

Mrs Alison Hare is the Secretary to the PCC and provides administrative support to the clergy. She receives an honorarium.

The mission of the church would not be fulfilled without the many volunteers who willingly serve in many areas of church life.

St Nicholas Church, Stevenage
Parochial Church Council

Report of the Trustees
For the Year Ended 31 December 2020
(Cont'd)

Objectives

Following a week of prayer and an away day in the autumn of 2016, the PCC confirmed that the following five statements would govern and direct the work of the church in the wider community:

Grounded in the Bible: *The Bible is our foundation.* We need to make sure we are reading it ourselves, in small groups, and reflecting on what is taught on Sundays. The Bible teaching, we receive should be honest to the text, passionate in delivery and relevant to our lives.
Growing in number: *Evangelism is our mission.* As individuals and as a church we have a God-given mission to pass on the gospel message. We need to train and encourage each other to tell others about Jesus to make that witness more effective.
Glorifying God: *This is our watchword.* From our welcome to our music to our coffee, printed materials and online materials, everything we do needs to be done as well as we can because we are doing it for God and his glory.
Greater in likeness to Jesus: *This is our aim.* As individuals and as a church we want to grow more like Jesus in our character. We want to become mature disciple-making disciples whose lives reflect Jesus.
Glued together in a loving community: *This is our family.* We are not called to follow Jesus on our own but as a community. We want to love and serve each other and share our lives. We want to be a church where people eat, drink, celebrate, laugh, cry and mourn together, doing all in the presence of Jesus who is with us by his Spirit.

The Trustees confirm they have referred to the Charity's Commission's guidance on public benefit and believes that its objectives are in accordance with the guidance.

ACHIEVEMENT AND PERFORMANCE IN DELIVERING PUBLIC BENEFIT

The Mission Action Plan (MAP) approved by the Annual Parochial Church Meeting (APCM) in April 2018 sets targets relating to each of the PCC objectives. Some of the achievements over the last 12 months have been as follows:

We left the Leys school during March 2019 and at the same time the whole country went into lock down due to the COVID-19 virus Pandemic. Having been out of the church building for almost a year the Church building was finally handed back to us by Borras, the building contractors, on 1st April 2020. We began meeting in the church building, albeit with limited numbers and under COVID-19-safe conditions, once lockdown restrictions were lifted. The building works achieved its goal to improve the worship space and provide additional rooms and flexible accommodation to make the church better able to welcome and serve a 21st century congregation and community with up-to-date worship facilities and function rooms and spaces that are accessible, warm, bright and meet current standards.

We had our official re-opening of the Church on 12th September 2020, with Bishop Michael cutting the ribbon. Although this celebration was far less grand than we had hope for, we were blessed with a sunny day and were able to hold COVID-19 safe tours around the church and offer those attending limited refreshments. Unfortunately, as this whole year has been subject to the COVID-19 Virus, we have been unable to use the new facilities to their full advantage due to social distancing, lockdowns and limitations to our normal worship patterns.

St Nicholas Church, Stevenage
Parochial Church Council

Report of the Trustees
For the Year Ended 31 December 2020
(Cont'd)

ACHIEVEMENT AND PERFORMANCE IN DELIVERING PUBLIC BENEFIT (Cont'd)

With the restrictions of the COVID-19 virus, like other Churches we had to rethink our proclamation of the Gospel and have used the technology available through YouTube and Facebook to share pre-recorded and live-streamed services. These were supplemented by Bite-Sized Bible video talks and emailed weekly briefings. In the early months, services were recorded and uploaded to YouTube, but in June 2020 we began live streaming our services and welcoming people back into the building. The PCC approved COVID-19 safe protocols and we worked hard to implement them to provide a safe place for people to gather in worship, until we were forced to close again for the month of November. These protocols included limiting the number of people in church, the wearing of face coverings, making hand gel available on entry, implementing a 2-metre rule for social distancing, no congregational singing and setting up a booking system for those wanting to attend the services so that the PCC would be able to help with track and trace should that become necessary. There have been no cases of Covid transmission between people at our services.

We have made use of zoom for our church meetings, PCC, corporate prayer and to keep in contact with one another during this time. We also ran an online course for those wanting to explore the Christian faith.

Prior to the first lockdown we shared our Lent Course with St Peter's Broadwater, working through the book 'Pray Big' by Alistair Begg. However, towards the end of the course we ended up studying online by skype or zoom due to the national lock down.

Sadly other events such as a planned Church Weekend @home with Wallace Benn, weekly Snack and Chat lunches, our involvement in the Franklin Graham mission and many of our Easter events had to be cancelled or postponed. None of the community groups that normally use our premises, such as the Brownies, Happy Hedgehogs and Baby Bugs were able to meet this year. It is hoped that these groups will return once the Covid crisis is over, and that the new facilities will also encourage increased building usage.

Due to a newly mutated faster spreading COVID-19 virus which had been found during lockdown, the numbers attending our advent and Christmas services were massively reduced and we were unable to have our annual child friendly Christingle service. Although many people seemed to watch events on line, Christmas attendances cannot be comparatively assessed due to the unprecedented situation.

Thanks to God we were still able to open our church after the November lock down, but many church members preferred to watch the services online, so numbers were few. We did, however, hold a Covid-safe Christmas Story treasure hunt in the church grounds during this time. We also arranged for families to pick up their Christingle kits at the lych gate so they could join in with our online Nativity Christingle service.

We also held a joint Drive-In Christmas Carol Service at the Stevenage FC Training centre at Shephalbury Park, in conjunction with St Peters and Longmeadow Churches, and with support from CTiS. This was a huge success.

St Nicholas Church, Stevenage
Parochial Church Council

Report of the Trustees
For the Year Ended 31 December 2020
(Cont'd)

ACHIEVEMENT AND PERFORMANCE IN DELIVERING PUBLIC BENEFIT (Cont'd)

Worship and Prayer

Throughout the year we have tried hard to maintain our weekly schedule of services, keeping to similar times and styles wherever possible.

Sundays at 9:30am—a service up to 90 minutes in length with hymns and songs and a longer talk. Children go to their own groups*after the first 10 minutes and re-join the service later. On at least two Sundays per month the service includes Holy Communion. **Children have not always been allowed to go into their groups due to COVID restrictions.*

Tuesdays from 7-8am—an hour of corporate prayer for God's blessing on the church, the people and the wider world. People are invited to come for all or part of the time. This is currently held online.

Home Groups. Home Bible study groups meet throughout the week. This has continued via Zoom.

Data

On 31 December 2020, the Church Electoral Roll included 87 parishioners.

The average weekly attendance of adults and children, counted during October was 59.

As well as regular services, the church enables the 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.

Sadly, COVID-19 restricted the use of the building and opportunities to gather, so during 2020 we had 0 baptisms and only 4 weddings. There were 12 funerals in the church with clergy taking 17 other funeral services at the crematorium or cemetery chapel.

Deanery Synod

Two members of the church were elected to sit on the Stevenage Deanery Synod and are ex-officio members of the PCC. This provides the PCC with an important link between the parish and the wider structure of the church.

Church Buildings and Churchyard

In 2008 the will of the late Robert Hawkes bequeathed the residue of his estate in trust to the Rector and Churchwardens for the maintenance of the St Nicholas church building. Under Canon Law the funds are held by the Diocesan Board of Finance as custodian trustee. The PCC determines the scope of work to be undertaken, obtains the necessary consents and applies for grants from the trustees. In previous years invoices for grant financed work were settled directly from trust funds. To avoid potential accounting difficulties, from June 2018 the trustees agreed that all invoices should be approved by and settled from PCC funds. The expenditure is then reimbursed by the Hawkes trustees.

St Nicholas Church, Stevenage
Parochial Church Council

Report of the Trustees
For the Year Ended 31 December 2020
(Cont'd)

ACHIEVEMENT AND PERFORMANCE IN DELIVERING PUBLIC BENEFIT (Cont'd)

During 2020 the following grants were made from the Hawkes Trust to the PCC

Recurring general maintenance

Item	£
Church buildings insurance (Ecclesiastical 90%)	3,514
Lightning conductor maintenance and annual test (8/06/2020)	143
Septic tank emptying (once, 1/07/2020)	250
CCTV maintenance	594
Telephone line rental & Broadband	351

Non-recurring expenditure in 2020

Building refurbishment project	349,124
Quinquennial Inspection	1,200
Conversion of Choir Kneeler to Manifold Covers	1,730
Environmental Woodboring Beetle Inspection	882

The Hawkes Will Trustees have indicated that during 2021 they intend to continue their funding of church upkeep using the Trust's funds. The PCC is expecting to submit the following requests for funding to the Hawkes Will Trustees:

Item	£
<u>Church upkeep maintenance for 2021:</u>	
CCTV maintenance	1,500
Empty septic tank (three times)	750
Organ maintenance	600
Boiler maintenance	162
ICO data protection registration	40
Buildings and contents insurance	3,600
Lightning conductor test and maintenance	150
Miscellaneous minor repairs	600
Electrical wiring maintenance and inspection	150
Ongoing planned structural maintenance	11,000

The Rector and Church Wardens would like to record there grateful thanks to Sandy Taylor for her invaluable assistance by serving as Finance Officer for the Hawkes Bequest Trustees.

St Nicholas Church, Stevenage
Parochial Church Council

Report of the Trustees
For the Year Ended 31 December 2020
(Cont'd)

ACHIEVEMENT AND PERFORMANCE IN DELIVERING PUBLIC BENEFIT (Cont'd)

On 1 April 2020 the keys were handed back to the Church from Borras, the building contractor. The implementation of the PCC plans for the renewal of the floor, installation of underfloor heating, improvement of lighting and installation of a mezzanine floor in the Parish Room have been met. In 2019 the Hawkes Trustees approved the funding of those works constituting maintenance within the terms of the Trust. The PCC raised most of the balance of the funds required with substantial contributions from members of the congregation. The rest of the money came in from grants from the Friends, from local councillors and various charitable bodies.

A church member, Anthony Taylor, was appointed to manage the process on behalf of the PCC and did a fabulous job throughout monitoring the work and keeping costs in check. We cannot thank him enough.

The quinquennial inspection was completed in November 2020. The Hawkes trustees have agreed a 10-year funding rate of planned maintenance repairs and will release funds as repairs take place.

The PCC thanks Bernie Matthews, Paul Drakes, Chris Taplin and Stuart Marshall who regularly inspect and carry out minor maintenance on the inside and outside of the building.

Mission and Evangelism

The continuing work of mission and evangelism is a major part of our life as a church which seeks to proclaim the gospel of Jesus across our parish and across the town. Through this year the pandemic has prevented us reaching out as we would like to, but we have turned to technology to live stream services, and have been pleased to have many people viewing online. This has in turn seen some people coming to church.

There have been various treasure hunts around the church and gospel tracts hanging on the lych gate for passers-by to take. We kept in contact with church family members by calling specific members on our church family list and through regular newsletters. These were then posted to Facebook to engage with the local community.

The church has been unable to run monthly services in Pine Lodge Care Home or continue to support a fortnightly Bible Study at the Cygnet Hospital. We were also unable to hold carol services at the Truro Court and Norman Court sheltered accommodations, but did record and stream a carol service for the residents of Cygnet hospital and made a short, pre-recorded carol service available to other residential homes.

As part of our initiative to increase our witness and presence on the St Nicholas estate, we again ensured delivery of Christmas invitations to over 2000 homes, and supplemented this with paid on-line adverts on Facebook.

The mission of the wider church is supported by donations to five external Christian charities: Church Mission Society (CMS) with a particular link to Jimmy and Katia Rocks in Brazil: Bridge Builders, our local gospel partners in the primary schools in Stevenage: The Barnabas fund supporting persecuted Christians around the world: And Crosslinks with a particular link to Rachel and Bernie Muluuta working in Kampala, Uganda, to reach, teach, disciple and train young adults. Bridgebuilders receive 40% of our mission giving and the remainder 20% each. During 2020 the church continued to support the worldwide Anglican movement GAFCON and the UK based RENEW movement which is working for the renewal of the Church of England and the growth and planting of healthy Bible-teaching Anglican Churches.

St Nicholas Church, Stevenage
Parochial Church Council

Report of the Trustees
For the Year Ended 31 December 2020
(Cont'd)

ACHIEVEMENT AND PERFORMANCE IN DELIVERING PUBLIC BENEFIT (Cont'd)

Ecumenical Relationships

Whilst we work most closely with other Anglican churches across the Stevenage area our strongest link is with St Mary's Church in Graveley, with whom we are a joint benefice. Sermon series are shared, and both churches share baptism and marriage preparation. There were also a number of shared services in 2020.

We are also part of Churches Together in Stevenage and are continuing to deepen our working relationships with other churches who share our vision for mission and evangelism. As part of this we have continued our partnership with Grace Community Church, St Peters Church and Longmeadow Evangelical Church.

FINANCIAL REVIEW

Full details of the financial situation are provided on pages 14 – 27 of this report.

Total receipts of unrestricted funds were £128,763. This comprised the following:

Source of funds	*Amount (£)*
Planned giving	96,346
Unrestricted voluntary donations	3,003
Collections in church	3,976
Wedding and funeral fees	2,254
HMRC tax refund	14,546
Contribution from St Mary's, Graveley towards the Parish Share and clergy	8,450
Other Income	188

Total receipts of restricted funds were £430,069. This comprised the following:

Source of funds	*Amount (£)*
Restricted Donations	46,455
Hawkes Bequest	357,788
Western Family Lectern Gift	660
HMRC tax refund	10,624
HMRC VAT refund	14,542

St Nicholas Church, Stevenage
Parochial Church Council

Report of the Trustees
For the Year Ended 31 December 2020
(Cont'd)

FINANCIAL REVIEW (Cont'd)

Compared to 2019, *our planned giving increased by 102% and collections in church decreased by 53%.*

The PCC wishes to record its thanks to all those who, through their generous financial giving, demonstrate our growing commitment to the work that God is doing in this corner of his kingdom.

£107,706 was spent from unrestricted funds to provide the Christian ministry from St. Nicholas' Church, including the contribution of £67,505 to the diocesan parish share that largely provides the stipends and housing for the clergy. The amounts that the churches in the deanery must find are shared between the churches according to a formula that is based mainly on a headcount of the congregations, and local demography. We must find more of the total required at our church in relation to others because of our location in the town.

£7,670 was spent from the unrestricted funds on the four charities (CMS, The Barnabas Fund, Bridge Builders and Crosslinks) selected by the PCC.

£453,969 was spent on church improvements and repairs from restricted funds.

Provision has been made in our balance sheet for the following liabilities:

- £750 for the independent examination fee of the accounts for 2020 (due in 2021)
- £39,977 outstanding Parish Share from 2019

The result for the year was a surplus of income over expenditure of £21,057 on unrestricted funds, and an over expenditure of £12,183 in overall funds. Adding bank and deposit balances brought forward at the beginning of the year, together with outstanding assets and liabilities, there are **net reserves** of £36,260 to carry forward on 31st December 2020.

Reserves policy

It is our practice to maintain a balance in the current account of approximately £8,000 to cover the monthly forecast of planned expenditure.

As of 31st December 2020, £6,273 is held on easy access deposit to smooth out fluctuations in cash flow and to meet emergencies.

STRUCTURE, GOVERNANCE AND MANAGEMENT

The method of appointment of PCC members is set out in the Church Representation Rules. At St Nicholas Church, the membership of the PCC consists of the incumbent (the rector), churchwardens, and members elected by those members of the congregation who are on the electoral roll of the church. All those who attend services are encouraged to register on the Electoral Roll and stand for election to 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.

St Nicholas Church, Stevenage
Parochial Church Council

Report of the Trustees
For the Year Ended 31 December 2020
(Cont'd)

STRUCTURE, GOVERNANCE AND MANAGEMENT (Cont'd)

The full PCC met six times during the year with an average attendance of 81%. Given its wide responsibilities the PCC has several committees, each of which deals with a particular aspect of parish life. These committees, which include worship, pastoral, giving and support for mission, finance, buildings and fabric, social and hospitality, are all responsible to the PCC and report back to it as appropriate with notes of their meetings and decisions. The full PCC discusses and ratifies any decisions, as necessary.

Risk Management Policy

The Rector and Churchwardens on behalf of the PCC have considered the risks to which it is exposed. They relate to the following major areas:

Risk Area	*Nature of Risk*	*Management Arrangements*
Financial Risks	Fraudulent misappropriation of PCC assets and funds	Financial controls are in place including oversight of bank accounts and payment processes. Insurance cover against theft
Damage to buildings	The church may be damaged by weather, neglect, external abuse	Insurance cover against the usual perils backed by a bequest for the maintenance of the building
Health and safety of people using church premises	Users of the building may suffer injury because of an incident on the premises	Regular reviews of safety arrangements backed by public liability insurance
Abuse to children and vulnerable adults	Children or vulnerable adults may be abused by members of the church in the context of church activities	Care policy in place with screening of individuals by the *Disclosure and Barring Service*

A surveyor appointed by Ecclesiastical Insurance visited the Church and submitted a formal Risk Management Report in July 2015. This inspection is required every 5 years. The following two actions have been completed:

- A church *Health and Safety Policy* has been compiled in the format supplied by Ecclesiastical Insurance.
- An asbestos register has been generated.
- The Safeguarding Policy has been reviewed and updated.

St Nicholas Church, Stevenage
Parochial Church Council

Report of the Trustees
For the Year Ended 31 December 2020
(Cont'd)

STRUCTURE, GOVERNANCE AND MANAGEMENT (Cont'd)

Volunteers

We would like to thank all the volunteers who work so hard to maintain our church as a lively and vibrant community. We want to mention:

- Our churchwardens, **Steve Bamford, Mike Wilton and Karen Walker**, and their team of assistant wardens.
- Our Treasurer, Jason Cox, and his team of volunteers.

These people, along with many others, have all worked tirelessly on our behalf.

Administrative Information

St Nicholas Church is situated in Rectory Lane, Stevenage, Herts SG1 4DA. It is part of the Diocese of St Albans within the Church of England. The correspondence address is St Nicholas House, 2A North Road, Stevenage, Herts SG1 4AT.

The PCC is a body corporate (PCC Powers Measure 1956, Church Representation Rules 2006) and is registered with the Charity Commission.

PCC members who have served at any time from 1st January 2020 until the date this report was approved are:

Ex-Officio members:

Clergy and Chairman:
Revd Dave Brown

Churchwardens:
Karen Walker
Mike Wilton (from Sept 2020)
Steve Bamford (until Sept 2020)

Deanery Synod Reps:
Stuart Marshall
Cathy Bibby
Mike Wilton (until Sept 2020)
Roisin Schimmel (until Sept 2020)

CTiS Rep:
Stuart Marshall

St Nicholas Church, Stevenage
Parochial Church Council

Report of the Trustees
For the Year Ended 31 December 2020
(Cont'd)

STRUCTURE, GOVERNANCE AND MANAGEMENT (Cont'd)

Administrative Information (Cont'd)

Elected Members:
Alison Hare – Secretary
Martin Bailey (Safeguarding Lead)
Christine Chambers
Edward Kaahwa
Chris Taplin
Jason Cox - Treasurer (from Sept 2020)
Mark Parker (from Sept 2020)
John Knight (until Sept 2020)
Eunice Oballa (until Sept 2020)

Approved by the PCC on 25th May 2021and signed on their behalf by Revd Dave Brown (PCC Chairman)

.....
Revd Dave Brown (PCC Chairman)

St Nicholas Church, Stevenage
Parochial Church Council

Independent Examiner's Report to the Trustees of St Nicholas Church, Stevenage, Parochial Church Council

I report to the trustees on my examination of the accounts of the St Nicholas Church, Stevenage, Parochial Church Council, for the year ended 31 December 2020.

Responsibilities and basis of report

As the charity trustees of the St Nicholas Church, Stevenage, Parochial Church Council, 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 St Nicholas Church, Stevenage, Parochial Church Council's 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:

1. accounting records were not kept in respect of the St Nicholas Church, Stevenage, Parochial Church Council as required by section 130 of the Act; or

2. the accounts do not accord with those records; or

3. 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 on 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.

C Wilkinson FCCA

Barker Wilkinson Limited
108, High Street
Stevenage
Hertfordshire
SG1 3DW

25th May 2021

St Nicholas Church, Stevenage
Parochial Church Council

Income and Expenditure Account
(Incorporating Statement of Financial Activities)
Year Ended 31 December 2020

	Note	2020 Unrestricted	2020 Restricted	2020 Total	2019 Total
Incoming Resources					
Planned Giving		96,346	-	96,346	47,770
Collections		3,976	-	3,976	8,388
Gift Aid Recovered		14,546	10,624	25,170	26,199
Total		**114,868**	**10,624**	**125,492**	**82,357**
Other Activities	2	3,003	47,115	50,118	119,157
Investment Income		-	-	-	13
Church Activities	3	2,254	-	2,254	2,364
Other Income	4	8,638	372,330	380,968	437,517
Total		**13,895**	**419,445**	**433,340**	**559,051**
Total of Incoming Resources		**128,763**	**430,069**	**558,832**	**641,408**
Resources Expended					
Charitable Activities					
Parish Share		67,505	-	67,505	68,543
Clergy & Staffing Costs		3,685	-	3,685	10,700
Church Running Expenses	5	27,562	9,340	36,902	31,111
Church Improvements		-	453,969	453,969	497,774
Mission Giving and Donations	6	8,814	-	8,814	7,800
Deanery and CTIS		140	-	140	158
Total Resources Expended		**107,706**	**463,309**	**571,015**	**616,086**
Excess of Expenditure Over Income		**21,057**	**(33,240)**	**(12,183)**	**25,322**
Transfer between funds		-	-	-	-
Net movement of funds	6	**21,057**	**(32,240)**	**(12,183)**	**25,322**
Total funds brought forward		**(4,101)**	**52,544**	**48,443**	**23,121**
Total funds carried forward		**16,956**	**19,304**	**36,260**	**48,443**

The notes on pages 16 to 26 form part of these accounts

St Nicholas Church, Stevenage
Parochial Church Council

Balance Sheet
As at 31 December 2020

	Note	2020 Unrestricted	2020 Restricted	2020 Total	2019 Total
Cash Funds					
General Current Account		42,410	18,208	60,618	64,725
General Reserve Account		6,273	-	6,273	6,273
Wedding Current Account		4,114	-	4,114	1,932
Total Cash Funds		**52,797**	**18,208**	**71,005**	**72,930**
Other debtors					
Gift Aid - Recoverable		4,900	1,096	5,996	11,031
Listed Places of Worship Grant		-	-	-	7,141
Graveley Parish Share		4,000	-	4,000	-
Total Current Assets		**61,697**	**19,304**	**81,001**	**91,102**
Creditors: amounts falling due within					
Parish share		39,977	-	39,977	39,977
Independent Examiners fee		750	-	750	750
Wedding Deposits		4,014	-	4,014	1,932
Total Liabilities		**44,741**	-	**44,741**	**42,659**
Net Current Assets		**16,956**	**19,304**	**36,260**	**48,443**
Totals Funds	6	**16,956**	**19,304**	**36,260**	**48,443**

Approved by the PCC on 25th May 2021 and signed on their behalf:

Jason Cox
Treasurer

Mike Wilton
Churchwarden

Karen Walker
Churchwarden

The notes on pages 16 to 26 form part of these accounts

St Nicholas Church, Stevenage
Parochial Church Council

Notes to the Financial Statements
Year Ended 31 December 2020

1. Accounting Policies

The accounts for the year ended 31 December 2020 have been prepared using the accruals basis of accounting.

Basis of preparing the financial statements

The financial statements have been prepared under the historic cost convention and in accordance with the Charities SORP (FRS 102) '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) (effective 1 January 2019)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Charities Act 2011 .

The financial statements include all transactions, assets and liabilities for which the PCC is responsible in law. They do not include the accounts of church groups that owe their affiliation to another body, nor those that are informal gatherings of church members.

Going Concern

As at the balance sheet date, the emergence of the COVID-19 pandemic had begun to have a major impact on the economies of the UK and the World. Accordingly, the trustees have assessed the carrying values of all assets and liabilities and any estimates contained therein as at the balance sheet date so as to reflect the then known economic conditions and any impact of the virus so far as they could have been reasonably known or anticipated as at the balance sheet date. Additionally, the trustees have assessed various factors and risks affecting the charity and its ability in these difficult social and economic times to continue as a going concern.

The trustees recognise that there will inevitably be an impact on the UK and World economies due to the social and economic consequences of COVID-19 but in line with some political and economic commentators' views the trustees are hopeful that conditions will eventually improve.

At the balance sheet date the unrestricted general fund was showing a surplus of £16,956 the major creditor is a balance of the Parish Share of £39,977 for 2019 which the PCC has deferred payment until such time as the PCC has sufficient funds available and the trustees are hopeful that this amount can be repaid in the current year 2021.

Given the nature of the various assets and liabilities as at 31st December 2020, the trustees do not believe that their carrying values have been impaired.

On the basis of all of the foregoing, the financial statements for the year ended 31st December 2020 have been prepared using the going concern basis of accounting.

St Nicholas Church, Stevenage
Parochial Church Council

Notes to the Financial Statements
Year Ended 31 December 2020
(Cont'd)

1. Accounting Policies (Cont'd)

Incoming resources

Planned giving, collections and similar donations are recognised when received.

Tax refunds are recognised when their ultimate receipt is considered reasonably certain and the amounts due are reliably quantifiable. .

Grants and legacies are recognised when the PCC is entitled to the use of the resources, their ultimate receipt is considered reasonably certain and the amounts due are reliably quantifiable.

Interest as and when accrued by the payer. All incoming resources are accounted for gross.

Resources expended

Grants and donations are recognised when paid, or when awarded, if that award creates a binding or constructive obligation on the PCC.

The diocesan parish share expected to be paid over is recognised when due.

All other expenditure is generally recognised when it is incurred.

Irrecoverable VAT and Income Tax

Irrecoverable VAT is aggregated with and charged to the expenditure heading for which it was incurred. The Listed Places of Worship Grant Scheme makes grants towards the VAT incurred in making repairs and improvements to listed buildings mainly used for public worship. Any grants received under this scheme are included within the Statement of financial activities as part of 'Other income'.

Fixed assets

Consecrated and benefice property is not included in the accounts in accordance with s10(2)(a) and (c) of the Charities Act 2011. All expenditure incurred during the year on consecrated or benefice whether maintenance or improvement, is written off as expenditure in the Statement of Financial Activities and separately disclosed within the accounts.

Individual items of equipment with a purchase price in excess of £1,000 are capitalised and depreciation is charged from the year of acquisition on a straight-line basis over the estimated useful lives.

St Nicholas Church, Stevenage
Parochial Church Council

Notes to the Financial Statements
Year Ended 31 December 2020
(Cont'd)

1. Accounting Policies (Cont'd)

Fund accounting

Restricted funds comprise revenue donations or grants for specific PCC activities specified by the donor.

Unrestricted funds are income funds which are to be spent for the PCC general purposes.

Designated funds are unrestricted funds set aside by the PCC trustees for use in the future.

Project funds are unrestricted funds designated for particular projects or for administration purposes only. Designated funds remain unrestricted and the PCC will transfer any surplus/deficits to/from other general funds at the end of the designated project.

Financial Instruments

The charity only has financial assets and liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at settlement value.

2. Other Activities

	2020 Unrestricted £	2020 Restricted £	2020 Total £	2019 Total £
Donations	3,003	660	3,663	1,547
Building Fund Donations	-	46,455	46,455	117,610
Total	**3,003**	**47,115**	**50,118**	**119,157**

3. Church Activities

	2020 Unrestricted £	2020 Restricted £	2020 Total £	2019 Total £
Weddings, Funerals & Other Fees	**2,254**	-	**2,254**	**2,364**

St Nicholas Church, Stevenage
Parochial Church Council

Notes to the Financial Statements
Year Ended 31 December 2020
(Cont'd)

4. Other Income

	2020 Unrestricted	2020 Restricted	2020 Total	2019 Total
	£	£	£	£
Graveley PCC (Parish Share)	8,000	-	8,000	12,164
Graveley PCC (Clergy)	450	-	450	493
Other Income	188	-	188	508
Listed Places of Worship	-	14,542	14,542	18,095
Hawkes Bequest Fund	-	357,788	357,788	406,257
	8,638	**372,330**	**380,968**	**437,517**

5. Church Running Expenses

	2020 Unrestricted	2020 Restricted	2020 Total	2019 Total
	£	£	£	£
Services Upkeep	481	-	481	293
Copyright Licences	589	-	589	578
Fire Safety, Security & Insurance	390	3,514	3,904	4,079
Flowers	129	20	149	281
Gas, Electricity & Water	7,003	-	7,003	5,262
General expenses	3,511	351	3,862	2,842
Independent Examiner's Fee	930	-	930	780
Kitchen Upkeep	104	-	104	239
Mission Action Plan	6,674	-	6,674	3,928
Safeguarding	9	-	9	81
Stationery/Printing	49	-	49	143
Sunday Club & Youth Work	100	-	100	93
School Hire	1,160	-	1,160	2,240
Pastoral Work	-	-	-	210
Equipment Hire	137	-	137	220
General Repairs	1,505	4,800	6,305	5,051
Lectern	-	655	655	-
Parish Administrator	4,791	-	4,791	4,791
	27,562	**9,340**	**36,902**	**31,111**

St Nicholas Church, Stevenage
Parochial Church Council

Notes to the Accounts.
Year Ended 31 December 2020
(Cont'd)

6. Mission Giving and Donations

	2020 Unrestricted £	2020 Restricted £	2020 Total Funds £	2019 Unrestricted £
Church Overseas				
Church Mission Society	1,560	-	1,560	1,560
Tear Fund	-	-	-	1,560
UCCF	-	-	-	1,560
Barnabas Fund	1,560	-	1,560	1,560
Crosslinks	1,430	-	1,430	-
General Charities				
Bridge Builders	3,120	-	3,120	1,560
Donation – Charity	1,144	-	1,144	-
	8,814	**-**	**8,814**	**7,800**

Restricted Special Collections

When special collections simply pass through the PCC's bank account, but the funds do not belong to the PCC, then neither the receipt nor the payment is recorded in the Income and Expenditure Accounts). Details of these collections in 2020 are as follows:

	2020 £	2019 £
General Charities		
Barnabas Fund – Cameroon	-	300

St Nicholas Church, Stevenage
Parochial Church Council

Notes to the Accounts.
Year Ended 31 December 2020
(Cont'd)

7. Movement in Funds

	On 1st January 2020	Net Movement in Funds	Transfers Between Funds	On 31st December 2020
	£	£	£	£
Unrestricted Funds				
General Fund	(4,101)	21,057	-	16,956
Restricted Funds				
Deanery	75	-	-	75
Music Fund	2,367	-	-	2,367
Revitalisation Fund	50,077	(33,225)	-	16,852
Mothering Sunday Flowers	25	(20)	-	5
Weston Family	-	5	-	5
Hawkes Bequest Fund	-	-	-	-
Total Funds	**48,443**	**(12,183)**	**-**	**36,260**

Net movement in funds, included in the above are as follows:

	Incoming resources	Resources Expended	Gains and Losses	Movement in Funds
	£	£	£	£
Unrestricted Funds				
General Fund	128,763	107,706	-	21,507
Restricted Funds				
Revitalisation Fund	57,079	90,304	-	(32,225)
Mothering Sunday Flowers	-	20	-	(20)
Weston Family	660	655	-	5
Hawks Bequest Fund	372,330	372,330	-	-
Total Funds	**558,832**	**571,015**	**-**	**(12,183)**

St Nicholas Church, Stevenage
Parochial Church Council

Notes to the Accounts.
Year Ended 31 December 2020
(Cont'd)

7. Movement in Funds (Cont'd)

Comparatives for movement in funds:

	At 1st January 2019 £	Net Movement in Funds £	Transfers Between Funds £	At 31st December 2019 £
Unrestricted Funds				
General Fund	18,803	(22,904)	-	(4,101)
Restricted Funds				
Deanery	75	-	-	75
Music Fund	2,367	-	-	2,367
Revitalisation Fund	1,851	48,226	-	50,077
Mothering Sunday Flowers	25	-	-	25
Hawkes Bequest Fund	-	-	-	-
Total Funds	**23,121**	**25,322**	**-**	**48,443**

Net movement in funds, included in the above are as follows:

	Incoming resources £	Resources Expended £	Gains and Losses £	Movement in Funds £
Unrestricted Funds				
General Fund	86,436	109,340	-	(22,904)
Restricted Funds				
Revitalisation Fund	148,715	100,489	-	48,226
Hawkes Bequest Fund	406,257	406,257	-	-
Total Funds	**641,408**	**616,086**	**-**	**25,322**

St Nicholas Church, Stevenage
Parochial Church Council

Notes to the Accounts.
Year Ended 31 December 2020
(Cont'd)

7. Movement in Funds (Cont'd)

A current year 12 months and prior year 12 months combined position is as follows:

	At 1st January 2019 £	Net Movement in Funds £	Transfers Between Funds £	At 31st December 2020 £
Unrestricted Funds				
General Fund	18,803	(1,847)	-	16,956
Restricted Funds				
Deanery	75	-	-	75
Music Fund	2,367	-	-	2,367
Revitalisation Fund	1,851	15,001	-	16,852
Mothering Sunday Flowers	25	(20)	-	5
Weston Family	-	5	-	5
Hawkes Bequest Fund	-	-	-	-
Total Funds	**23,121**	**13,139**	**-**	**36,260**

Net movement in funds, included in the above are as follows:

	Incoming resources £	Resources Expended £	Gains and Losses £	Movement in Funds £
Unrestricted Funds				
General Fund	215,199	217,046	-	(1,847)
Restricted Funds				
Revitalisation Fund	205,794	190,793	-	15,001
Mothering Sunday Flowers	-	20	-	(20)
Weston Family	660	655	-	5
Hawkes Bequest Fund	778,587	778,587	-	-
Total Funds	**1,200,240**	**1,187,101**	**-**	**13,139**

7. Movement in Funds (Cont'd)

UNRESTRICTED FUNDS

General fund

The general funds are available for the furtherance of the PCC's charitable objectives.

General funds are largely maintained by member's donations and collections.

RESTRICTED FUNDS

Deanery

The deanery funds are available for expenditure on new mugs.

The deanery fund was set up in 2016 by a grant from the deanery.

Revitalisation Fund (formerly New Development Fund)

Church members contributed to the revitalisation fund via church membership fund (CMF) and one off contributions, further one of donations from various organisations have been received for the purpose of the revitalisation of the church.

Funds are restricted for expenditure on major works to the Church Buildings concurrently or subsequent to the renovation of the church floor and lighting that commenced in 2019.

Mothering Sunday Fund

In 2018 a donation of £50 was made to fund flowers and posies for Mothering Sunday.

Weston Family Fund

During 2020 the Weston family made a donation of £660 towards a new lectern which was purchased during the year.

Hawkes Bequest Fund

The Hawkes Bequest funds all maintenance costs of the church building of St Nicholas. The maintenance cost is paid by the PCC and then a request is made to the Trustees of the Hawkes Bequest to reimburse the maintenance cost.

St Nicholas Church, Stevenage
Parochial Church Council

Notes to the Accounts.
Year Ended 31 December 2020
(Cont'd)

8. Financial Commitments

At the balance sheet date the PCC were committed to expend a further £12,421 towards the revitalisation of the Church the expenditure is to be funded from the restricted revitalisation funds carried forward at the balance sheet date.

9. Trustees Remuneration and Related Party Transactions

No trustee received any remuneration, benefits or expenses other than as disclosed below:

During the period under review, Alison Hare (a member of the PCC) received £4,791 (2019 £4,791) in payments and expenses for administrative support.

The Revd. D. Brown is in receipt of a monthly allowance for broadband, computer depreciation and hospitality. Revd. D. Brown covers the cost of his mobile phone and is responsible for updating his computer, laptop and printer as and when needed, allowances paid in 2020 were £240 (2019 £901).

Trustees receive payment for reimbursed expenses incurred on the PCC's behalf as agent for the PCC.

The Rev'd D Brown, Stephen Bamford, Karen Walker and Mike Wilton are or were trustees of The Hawkes Will Trust during the period under review, the PCC received restricted grants of £357,788 (2019 £406,257) from The Hawkes Will Trust during the year.

Peter Gordon and The Revd. D. Brown are trustees of The Friends of St Nicholas Church the PCC received a donation of £15,000 from The Friends of St Nicholas Church during the prior year.

During the year total donations received, both regular and one-off, from trustees who have served during the period was £34,585 (2019 £47,267) both for the general and revitalisation fund.

10. Legal Status

The Charity is a trust registered at the Charity Commission at St Nicholas Church, Rectory Lane, Stevenage, Herts, SG1 4DA. The charity is a public benefit entity.

St Nicholas Church, Stevenage
Parochial Church Council

Notes to the Accounts.
Year Ended 31 December 2020
(Cont'd)

11. Comparatives for the Statement of Financial Activities

	2019 Unrestricted	2019 Restricted	2019 Total
Incoming Resources			
Voluntary Income			
Planned Giving	47,770	-	47,770
Collections	8,388	-	8,388
Gift Aid Recovered	13,189	13,010	26,199
	69,347	**13,010**	**82,357**
Other Activities	1,547	117,610	119,157
Investment Income	13	-	13
Church Activities	2,364	-	2,364
Other Income	13,165	424,352	437,517
Total of Incoming Resources	**86,436**	**554,972**	**641,408**
Resources Expended			
Charitable Activities			
Parish Share	68,543	-	68,543
Clergy & Staffing Costs	10,700	-	10,700
Church Running Expenses	22,139	8,972	31,111
AV System Deprecation	-	-	-
Major Works	-	497,774	497,774
Mission Giving and Donations	7,800	-	7,800
Deanery and CTIS	158	-	158
Unrecoverable Fraud Scam	-	-	-
Total	**109,340**	**506,746**	**616,086**
Transfer between funds	-	-	-
Net movement of funds	**(22,904)**	**48,226**	**25,322**
Total funds brought forward	18,803	4,318	23,121
Total funds carried forward	**(4,101)**	**52,544**	**48,443**