

# **St Philip's Church Sheffield**

**Registered Charity Number 1161810**

## **Trustees' Annual Report and Financial Statements for the Year Ended 31<sup>st</sup> December 2023**

## Contents

	Page
<b>Trustees' Annual Report</b>	<b>2</b>
Objectives, public benefit and activities	2
Achievements and performance	3
Financial review	3
Structure, governance and management	4
Reference and administration details	5
Trustees' declaration	5
<b>Financial Statements</b>	<b>6</b>
Statement of Financial Activities	6
Statement of Financial Position (Balance Sheet)	7
Statement of Cash Flows	8
<b>Notes to the Financial Statements</b>	<b>9</b>
1. Basis of preparation	9
2. Accounting policies	9
3. Income breakdown	11
4. Expenditure breakdown	11
5. Trustee remuneration and related party transactions	14
6. Preparation and examination of the financial statements	15
7. Employees	15
8. Pensions	16
9. Tangible assets	17
10. Debtors and prepayments	17
11. Cash at hand and in bank	17
12. Creditors and accruals	17
13. Funds	18
14. Grants over £1,000 from institutions	19
15. Grants to institutions	19
16. Operating lease	19
17. Capital commitments	19
<b>Independent Examiner's Report</b>	<b>20</b>

## **St Philip's Church, Sheffield**

### **Trustees' Annual Report for the year ended 31 December 2023**

The Trustees are pleased to present their Annual Report together with the independently examined financial statements for the year ended 31 December 2023.

## **Objectives, public benefit and activities**

### **Aims and Objectives**

The body of Trustees (usually known as the Church Council) has the responsibility of co-operating with the Church leaders and the staff team of St Philip's Church in promoting the whole mission of the Church, pastoral, evangelistic, social, and ecumenical.

The vision of the Church is to be a community of prayer and mission. We aspire to be an authentic, brave creative and devoted community who, inspired by the words and ways of Jesus, see transformation in people and communities.

The Church's main object is:

To advance the Christian faith in the Area of Benefit in accordance with the principles and practices of the Participating Churches. Our main object is to build communities of prayer and mission. We seek to train and equip missionary leaders. Those equipped go on to lead in a variety of church and community contexts seeking to bring transformation.

### **Statement of Public Benefit**

The Trustees confirm that they have referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing the Church's aims and objectives and in planning future activities. The Trustees are also aware of the Charity Commission's guidance on public benefit in The Advancement of Religion for the Public Benefit and have had regard to it in their administration of the Church. The Church provides the following activities for the benefit of the general public:

- The celebration of public worship;
- The teaching of the Christian faith;
- mission and evangelism;
- pastoral work, including visiting the sick and the bereaved;
- the provision of facilities with a Christian ethos for the local community, including (but not restricted to) the elderly, the young and other groups with special needs; and
- the support of other charities in the UK and overseas.

The Trustees confirm that they have complied with their duties under section 17 of the Charities Act with regard to public benefit.

### **Activities**

The Church met for gathered times of worship, prayer and teaching twice a month in St Stephen's Church, Fawcett Street, S3 7PL. On the first gathering of the month there were three dedicated children and youth groups catering for children aged three to fifteen. On the third Sunday of the month the church met with all ages and explored different ways of being church intergenerationally.

On the other Sundays a more informal gathering called 'Base Community' took place in the morning at St Stephen's, gathering for fellowship, prayer, bible reflection, as well as outreach in the local community.

Other smaller community groups have met either on the alternate Sundays or midweek, including communities focusing on Pitsmoor, Parson Cross, S6, and S10/11.

## **St Philip's Church, Sheffield**

### **Trustees' Annual Report for the year ended 31 December 2023**

Three part-time Community Family Workers continued to develop community initiatives in the Parson Cross and S6 area of Sheffield.

The part-time Children's Work Enabler and the part-time Youth Work Enabler have helped increase our work as a church with children and young people. This has included starting a monthly gathering called 'Firefly' and taking the youth to a Christian summer festival called 'Dreaming the Impossible'.

The office is based at St Stephen's church where a small part-time team work to help with the administration and management of the church activities.

#### **Contribution of Volunteers**

All Church members are expected to be volunteers to a greater or lesser extent. All Church activities rely heavily on volunteer contribution in time, effort, and prayer.

#### **Achievements and performance**

The church continues to enjoy meeting in St Stephen's Church building which provides a good base for some of our work as St Philip's Church. There are regular patterns of gathered prayer, worship and teaching that are facilitated by various different teams.

In the year a Listening Project was undertaken in Netherthorpe, where the church is based. This involved talking to local organisations and individuals in the community with the hope to build links and find opportunities to serve and support, as well as the potential to meet local needs.

The Community Family Workers have continued with their community outreach. In Parson Cross the CFW's regular activities include an S5 Dad's group which meets monthly, a parenting course run in partnership with Kids Matter and a group exploring creativity based on the 'Artist's Way'. CFWS have also catalysed a uniform clothes bank in the local primary school and volunteer at a local community art group aiming to alleviate social isolation.

The Children and Youth Work Enablers have helped create a nurturing culture for our children and youth, making suitable plans for the different groups, growing the team of volunteers and the variety of activities. This has been an important work after Covid in which children missed out on important social and spiritual developmental stages. The Children's Work Enabler completed a three-day training course called 'Godly Play', which has helped equip her and others in the nurture of our children's spirituality.

#### **Financial Review**

##### **Budget and Reserves**

The Church's core activities run on the income of the General unrestricted fund. Each year the Church leaders prepare a budget which is closely monitored during the year. As part of the process church members are asked to pray and as an expression of their faith in God to make a commitment of how much they will give to the General Fund during the year. This process is expected to be continued for future years.

The Church had about 29 committed regular givers through 2023. At the year-end it retained operating capital of £38,649 in its General Fund, equivalent to circa 4.5 months running costs. The trustees are happy with 2 months running costs as the level to be maintained as a buffer against unforeseen circumstances.

## **Risk Management**

The Trustees have given due consideration to the health, safety data protection and financial risks it faces in managing the operations of the Church. They believe they have in place adequate systems to monitor and control health and safety issues as they arise. They believe they have devised an appropriate system for the authorisation, recording and control of accounting and financial information sufficient to show and explain the financial transactions of the Church. Overall financial supervision by the Trustees is maintained by the use of budgetary control, monthly financial statements and special reports.

## **Review of the Financial Statements**

Total income (including restricted income) was £81,738. The main source of income was church members' giving, including gift aid (99%).

Total expenditure (including restricted expenditure) was £100,093. The major areas of expenditure were staff (55%), rent, maintenance and administration (20%), ministry (19%) and charitable gifts (6%).

## **Structure, governance and management**

### **Governing Document**

The Church Council (the body of Trustees) is a corporate body established by the Church of England and the Baptist Union of Great Britain under the Local Ecumenical Partnership LEP Constitution of St Philip's Church and operating under the Parochial Church Council Powers Measure. It became a registered charity on 26<sup>th</sup> May 2015. The Church is governed by a constitution adopted 25<sup>th</sup> January 2015.

### **Recruitment and Appointment of Trustees**

The Church Council is made up of:

- Ex officio Trustees - the Accredited Minister(s), Anglican or Baptist, of the LEP;
- Elected Trustees - elected at the Annual Congregational Meeting; and,
- Co-opted Trustees (known to the Church as Church Wardens) who are recommended by the leadership team to the Trustees for a formal vote of agreement to be taken. If agreed by the trustees, this recommendation is further taken to the Annual Congregational Meeting for a vote of ratification by the membership of the church. Church Wardens should be representative of both denominational streams where possible.

Elected and co-opted trustees are appointed for a term of three years and may be re-elected at the end of their term. They must be at least 18 years old and be Church members. Further details concerning trustees are to be found in the constitution.

### **Induction and Training of Trustees**

New trustees undergo orientation to brief them on their roles and responsibilities, their legal obligations under charity law, the content of the constitution, the decision-making process and the recent financial performance of the Church.

Trustees' Annual Report for the year ended 31 December 2023

## Membership of the Church

People are entitled to become members of the Church if:

- They have been a regular participant in the life of the church for a year or more;
- They are member of a missional community, small group or huddle within the church;
- They are over the age of 16;
- They are sympathetic to mainstream Christian doctrine as defined by Churches Together in England; and,
- They actively choose to become a member.

The Trustees are required to keep a membership roll which must be made available to any member on request. Further details concerning membership can be found in the constitution.

## Membership Numbers

At the end of 2023 the enrolled membership was as follows:

Baptists	4
Anglicans	6
Enrolled but not affiliated to either denomination	30
Identified as regular participants but not yet enrolled	5

## Organisational Structure

The Church Council delegates the day-to-day management of the Church to the staff team headed by the Church Leaders, David and Sarah Ducker. The staff team comprises both paid employees and volunteers. They undergo training appropriate to their areas of responsibility.


Missional Community leaders have pastoral oversight of the members of their communities, and they are accountable to the Church Leaders.

## Reference and administration details

Charity name	St Philip's Church
Registered charity number	1161810
Address	St Stephen's Church, Fawcett Street, S3 7PL
Website	<a href="http://www.stphilipssheffield.org">www.stphilipssheffield.org</a>
Trustees – ex-officio	Mr David Ducker (Joint Church Leader) Mrs Sarah Ducker (Joint Church Leader)
Co-opted trustees (Church Wardens)	Mr Matthew Atkins Miss Deborah Green (appointed 6 <sup>th</sup> July 2022)
Elected trustees	Mr Ben Ashworth (appointed 18 <sup>th</sup> September 2022) Mrs Linda Daniel (appointed 21 <sup>st</sup> September 2021) Miss Deborah Green (until 6 <sup>th</sup> July 2022) Miss Frances Hall (appointed 21 <sup>st</sup> September 2021) Mr Peter Holt (appointed 15 <sup>th</sup> November 2020)

## Trustees' declaration

The current Trustees declare that they have approved the Trustees' Annual Report on the date: 1/7/24

Signed on their behalf by 

Mr Matthew Atkins, Chair of Trustees

St Philip's Church, Sheffield  
Statement of Financial Activities for the year ended 31 December 2023

		Unrestricted Funds		----- Restricted Funds -----								
Notes	General	Designated - Capital	Arise Community	Dreaming the Impossible	Families Outreach	Kids Matter	Parson Cross	Training	Generosity Pot	Total 2023	Total 2022	
	£	£	£	£	£	£	£	£	£	£	£	
Income from:												
Donations & grants	3.1	78,534	-	-	1,033	820	-	-	230	415	81,032	77,990
Charitable activities	3.2	-	-	-	-	-	-	-	-	-	-	-
Other trading activities	3.3	-	-	-	-	-	-	-	-	-	-	243
Investments (Bank interest)		706									706	133
Total Income		79,240	-	-	1,033	820	-	-	230	415	81,738	78,367
Expenditure on:												
Charitable activities:												
Staff	4.1	56,139	-	-	-	-	1,094	-	-	-	57,233	44,710
Ministry	4.2	14,837	-	24	1,149	414	572	134	230	-	17,361	15,575
Venue	4.3	11,293	(1,642)	-	-	-	-	-	-	-	9,651	5,832
Administration	4.4	10,614	-	-	-	-	-	-	-	7	10,621	10,134
Independent examiner	4.5	550	-	-	-	-	-	-	-	-	550	500
Charitable Gifts	4.6	3,655	-	-	-	-	-	-	-	1,021	4,676	4,818
Total Expenditure		97,089	(1,642)	24	1,149	414	1,666	134	230	1,028	100,093	81,569
Net Income /(Expenditure)		(17,848)	1,642	(24)	(117)	406	(1,666)	(134)	-	(613)	(18,355)	(3,202)
Gross transfers between funds	4.7	(123)	-	-	117	-	-	-	-	6	-	-
Net movement in funds		(17,971)	1,642	(24)	-	406	(1,666)	(134)	-	(607)	(18,355)	(3,202)
Total funds at 01 January 2023		56,620	2,340	24	-	-	1,666	730	-	768	62,149	65,351
Funds at 31 December 2023		38,649	3,982	-	-	406	-	595	-	161	43,794	62,149

St Philip's Church, Sheffield  
Statement of Financial Position as at 31 December 2023  
(Balance Sheet)

Notes	Unrestricted Funds		Restricted Funds							Total 2023	Total 2022
	General	Designated - Capital	Arise Community	Dreaming the Impossible	Families Outreach	Kids Matter	Parson Cross	Training	Generosity Pot		
	£	£	£	£	£	£	£	£	£	£	£
<b>Fixed Assets</b>											
Equipment, fixtures & fittings	9	-	3,982	-	-	-	-	-	-	3,982	2,340
<b>Current Assets</b>											
Debtors	10	3,910	-	-	-	-	-	-	-	3,910	15,528
Cash at bank and in hand	11	36,441	-	-	406	-	595	-	161	37,603	45,447
Total current assets		40,351	-	-	406	-	595	-	161	41,513	60,975
<b>Liabilities</b>											
Creditors: Amounts falling due within one year	12.1	(1,702)	-	-	-	-	-	-	-	(1,702)	(1,167)
Net current assets		38,649	-	-	406	-	595	-	161	39,812	59,809
Total assets less current liabilities		38,649	3,982	-	-	406	-	595	-	43,794	62,149
Creditors: Amounts falling due after more than one year	12.2	-	-	-	-	-	-	-	-	-	-
<b>Total net assets</b>		<b>38,649</b>	<b>3,982</b>	<b>-</b>	<b>-</b>	<b>406</b>	<b>-</b>	<b>595</b>	<b>-</b>	<b>43,794</b>	<b>62,149</b>
<b>Funds</b>											
Unrestricted Funds		38,649	3,982	-	-	406	-	595	-	42,631	58,960
Restricted Funds		-	-	-	-	-	-	-	161	1,162	3,188
<b>Total Funds</b>		<b>38,649</b>	<b>3,982</b>	<b>-</b>	<b>-</b>	<b>406</b>	<b>-</b>	<b>595</b>	<b>161</b>	<b>43,794</b>	<b>62,149</b>

The financial statements and notes on pages 6 to 19 were approved by the trustees on the date 11/7/24 and signed on their behalf by: Mr Matthew Atkins

Mr Matthew Atkins, Chair of Trustees



**St Philip's Church, Sheffield**  
**Statement of Cash Flows**  
**for the year ended 31 December 2023**

	<b>2023</b>	<b>2022</b>
	<b>£</b>	<b>£</b>
<b>Reconciliation of net income/(expenditure) to net cash flow from operating activities</b>		
Net income / (expenditure) for the year	(18,355)	(3,202)
<b>Adjustments for:</b>		
Depreciation charges	1,088	810
Interest receivable	(706)	(133)
(Increase)/decrease in Debtors	11,618	(10,501)
Increase/(decrease) in Creditors	535	(539)
<b>Net cash provided by /(used in) operating activities</b>	<b>(5,819)</b>	<b>(13,565)</b>
<b>Statement of cash flows</b>		
Net cash provided by /(used in) operating activities	(5,819)	(13,565)
<b>Cash flows from investing activities</b>		
Bank interest	706	133
(Purchase of tangible assets)	(2,730)	(608)
Sale of tangible fixed assets	-	-
Loss / (Gain) on sale of assets	-	-
<b>Change in cash in the year</b>	<b>(7,844)</b>	<b>(14,040)</b>
Cash at bank and in hand at beginning of the year	45,447	59,487
<b>Cash at the end of the year</b>	<b>37,603</b>	<b>45,447</b>
<b>Analysis of cash at year end</b>		
Petty cash	82	103
Cash at CAF Bank	37,521	45,344
<b>Total cash held</b>	<b>37,603</b>	<b>45,447</b>

**St Philip's Church, Sheffield**  
**Notes to the financial statements**

## **1. Basis of preparation**

### **1.1 Basis of accounting**

These accounts have been prepared on the going concern basis the historical cost convention in accordance with:

- a) Accounting and Reporting by Charities – Statement of Recommended Practice - Charities SORP FRS 102
- b) The Charities Act 2011
- c) The Church Accounting Regulations 2015

### **1.2 Change in basis of accounting - none**

## **2. Accounting policies**

### **2.1 Form of Financial Statements**

Fund movements and balances are split between general, designated and restricted funds.

<b>General funds</b>	The funds of the Church that are not subject to any restrictions regarding their use and are available for the general purposes of the Church.
<b>Designated funds</b>	Funds set aside out of general funds by the Trustees for a specific purpose over whose use and purpose the Council of Trustees has discretion.
<b>Restricted funds</b>	Funds subject to specific conditions imposed by the donor(s) or by specific terms of a trust deed or other legal measure.

All funds over which the Council of Trustees has use, control and management are consolidated in the full financial statements.

### **2.2 Income**

<b>Recognition of income</b>	Income is included in the Statement of Financial Activities (SoFA) when: <ul style="list-style-type: none"><li>· the Church becomes entitled to it;</li><li>· the trustees are virtually certain they will receive it; and</li><li>· the monetary value can be measured with sufficient reliability.</li></ul>
<b>Income with related expenditure</b>	Where incomes has related expenditure (as with fundraising or contract income) the incomes and its related expenditure are reported gross in the SoFA.
<b>Grants and donations</b>	Grants and donations are only included in the SoFA when the Church has unconditional entitlement to them.
<b>Tax reclaims on donations and gifts</b>	Income from tax reclaims is included in the SoFA at the same time as the gifts to which it relates.
<b>Contractual income and performance related grants</b>	This is only included in the SoFA once the related goods or services have been delivered.

**St Philip's Church, Sheffield**  
**Notes to the financial statements**

<b>Gifts in kind</b>	<p>Gifts in kind are accounted for at a reasonable estimate of their value to the Church or the amount actually realised.</p> <p>Gifts in kind for sale or distribution are included in the accounts as gifts only when sold or distributed by the Church.</p> <p>Gifts in kind for use by the charity are included in the SoFA as income when receivable.</p>
<b>Donated services and facilities</b>	<p>These are only included in incoming resources (with an equivalent amount in resources expended) where the benefit to the charity is reasonably quantifiable, measurable and material. The value placed on these resources is the estimated value to the charity of the service or facility received.</p>
<b>Volunteer help</b>	<p>The value of any voluntary help received is not included in the accounts but is described in the trustees' annual report.</p>
<b>Investment income</b>	<p>This is included in the accounts when receivable. It consists only of bank interest.</p>

## **2.3 Expenditure and Liabilities**

<b>Liability recognition</b>	<p>Liabilities are recognised as soon as there is a legal or constructive obligation committing the Church to pay out resources.</p>
<b>Gifts and grants</b>	<p>Where the Church gives a grant either with conditions for its payment being a specific level of service or output to be provided or with no conditions, such grants are recognised in the SoFA as soon as they have been paid to the recipient.</p>

## **2.4 Pension Costs**

<b>Employer contributions</b>	<p>Employer contributions to are charged to expenditure each month. This applies to all eligible employees whether or not they have signed up to the staff pension scheme. All contributions payable to the pension scheme are paid when due.</p>
-------------------------------	---

## **2.5 Assets**

<b>Properties</b>	<p>To date the Church owns no properties.</p>
<b>Equipment, Fixtures and Fittings</b>	<p>These are capitalised if they can be used for more than one year, and cost at least £500. They are valued at cost or a reasonable value on receipt.</p>
<b>Depreciation</b>	<p>Depreciation is provided at rates calculated to write off the cost less residual value of each asset over its expected useful life as follows:</p> <p>Equipment, fixtures and fittings - 25% per annum straight line.</p>

## **2.6 Taxation**

The Church is not liable to income tax or capital gains tax on its charitable activities. Irrecoverable VAT is included in the asset cost or expense to which it relates.

St Philip's Church, Sheffield  
Notes to the financial statements

Notes	Unrestricted Funds		----- Restricted Funds -----							Total 2023	Total 2022	
	General	Designated - Capital	Arise Community	Dreaming the Impossible	Families Outreach	Kids Matter	Parson Cross	Training	Generosity Pot			
	£	£	£	£	£	£	£	£	£			
<b>3 Income breakdown</b> (where required)												
<b>3.1 Donations &amp; grants</b>												
Members' committed giving	63,939	-	-	-	-	-	-	-	-	63,939	61,635	
Other offerings	435	-	-	885	-	-	-	-	440	1,760	631	
Gift-aid tax recovery	14,160	-	-	148	-	-	-	-	(25)	14,282	13,724	
Grants from organisations	-	-	-	-	820	-	-	230	-	1,050	2,000	
	78,534	-	-	1,033	820	-	-	230	415	81,032	77,990	
<b>3.2 Charitable activities</b>												
There was no income from charitable activities during the year										-	-	
	-	-	-	-	-	-	-	-	-	-	-	
<b>3.3 Other trading activities</b>												
Lettings	-	-	-	-	-	-	-	-	-	-	55	
Sale of Office Equipment	-	-	-	-	-	-	-	-	-	-	114	
Miscellaneous	-	-	-	-	-	-	-	-	-	-	75	
	-	-	-	-	-	-	-	-	-	-	243	
<b>4 Expenditure breakdown</b> (where required)												
<b>Charitable activities:</b>												
<b>4.1 Staff</b>												
Payroll - core employees	36,418	-	-	-	-	-	-	-	-	36,418	32,875	
Payroll - other employees	18,050	-	-	-	-	1,094	-	-	-	19,145	10,938	
Staff expenses	1,671	-	-	-	-	-	-	-	-	1,671	897	
	56,139	-	-	-	-	1,094	-	-	-	57,233	44,710	

**St Philip's Church, Sheffield**  
**Notes to the financial statements**

		Unrestricted Funds		----- Restricted Funds -----									
Notes	General	Designated - Capital	Arise Community	Dreaming the Impossible	Families Outreach	Kids Matter	Parson Cross	Training	Generosity Pot	Total 2023	Total 2022		
	£	£	£	£	£	£	£	£	£	£	£		
<b>4.2 Ministry</b>													
Whole church gatherings	6,833	-	-	-	-	-	-	-	-	6,833	5,184		
PA/Worship	2,998	-	-	-	-	-	-	-	-	2,998	2,851		
Youth, Children & families	2,030	-	-	-	-	-	-	-	-	2,030	1,528		
Leaders & members training	620	-	-	-	-	-	-	230	-	850	464		
Pastoral support	69	-	-	-	-	-	-	-	-	69	-		
Hospitality	512	-	-	-	-	-	-	-	-	512	147		
Kids Matter	-	-	-	-	-	572	-	-	-	572	334		
Mission Focus - Parson Cross	496	-	-	-	-	-	134	-	-	631	4,055		
Arise Community	-	-	24	-	-	-	-	-	-	24	4,055		
S5 Dad's	-	-	-	-	414	-	-	-	-	414	4,055		
DTI Event	-	-	-	1,149	-	-	-	-	-	1,149	-		
Pitsmoor mission & gatherings	-	-	-	-	-	-	-	-	-	-	347		
Other mission activity	1,279	-	-	-	-	-	-	-	-	1,279	665		
	14,837	-	24	1,149	414	572	134	230	-	17,361	23,685		
<b>4.3 Venue</b>													
Business rates	-	-	-	-	-	-	-	-	-	-	109		
Lease of Buildings	3,600	-	-	-	-	-	-	-	-	3,600	4,600		
Insurance	323	-	-	-	-	-	-	-	-	323	325		
Utilities	-	-	-	-	-	-	-	-	-	-	-		
Telephone & broadband	-	-	-	-	-	-	-	-	-	-	-		
Worship licences	502	-	-	-	-	-	-	-	-	502	474		
Waste collection	-	-	-	-	-	-	-	-	-	-	-		
Repairs & sundries	6,868	-	-	-	-	-	-	-	-	6,868	122		
Events sundries	-	-	-	-	-	-	-	-	-	-	-		
Capitalised additions	9	(2,730)	-	-	-	-	-	-	-	(2,730)	(608)		
Capitalised disposals	9	-	-	-	-	-	-	-	-	-	-		
Depreciation	9	1,088	-	-	-	-	-	-	-	1,088	810		
	11,293	(1,642)	-	-	-	-	-	-	-	9,651	5,832		
<b>4.4 Administration</b>													
Stationery, office supplies, software, bank ch	883	-	-	-	-	-	-	-	7	891	455		
IT	131	-	-	-	-	-	-	-	-	131	1,424		
Communications	312	-	-	-	-	-	-	-	-	312	384		
Accountancy Fees	9,288	-	-	-	-	-	-	-	-	9,288	7,872		
Contingencies & miscellaneous	-	-	-	-	-	-	-	-	-	-	-		
	10,614	-	-	-	-	-	-	-	7	10,621	10,134		
<b>4.5 Independent Examiner</b>													
	550									550	500		

**St Philip's Church, Sheffield**  
**Notes to the financial statements**

Notes	Unrestricted Funds		----- Restricted Funds -----								Total 2023	Total 2022	
	General	Designated - Capital	Arise Community	Dreaming the Impossible	Families Outreach	Kids Matter	Parson Cross	Training	Generosity Pot				
	£	£	£	£	£	£	£	£	£	£			£
4.6 Charitable gifts													
Baptist Union	205	-	-	-	-	-	-	-	-	-	205	186	
Church Army	-	-	-	-	-	-	-	-	-	279	279	-	
Frank Stammel ministry support	-	-	-	-	-	-	-	-	-	438	438	-	
India crisis	-	-	-	-	-	-	-	-	-	-	-	800	
Magic Breakfast	-	-	-	-	-	-	-	-	-	279	279	-	
Safe Families	-	-	-	-	-	-	-	-	-	25	25	-	
Sheffield Diocese	1,800	-	-	-	-	-	-	-	-	-	1,800	1,750	
The Promised Land	50	-	-	-	-	-	-	-	-	-	50	331	
YBA Home Mission & other YBA	1,600	-	-	-	-	-	-	-	-	-	1,600	1,750	
	3,655	-	-	-	-	-	-	-	-	1,021	4,676	4,818	
4.7 Transfers													
DTI Funds	(117)	-	-	117	-	-	-	-	-	-	-	-	
Generosity Pot Funds	(6)	-	-	-	-	-	-	-	-	6	-	-	
Surplus on disposal of assets	-	-	-	-	-	-	-	-	-	-	-	-	
	(123)	-	-	117	-	-	-	-	-	6	-	-	

**St Philip's Church, Sheffield**  
**Notes to the financial statements**

## **5 Trustee Remuneration and Related Party Transactions**

<b>5 Reimbursements</b>	<b>2023</b>	<b>2022</b>
Travel and other out of pocket expenses were reimbursed to trustees and other related parties as follows:		
Number of trustees and other related parties reimbursed	7	4
	<b>£</b>	<b>£</b>
Training for ministry	58	414
Church activities	1,414	829
Staff expenses & hospitality	508	230
Venue and office sundries	791	1,332
	<u>2,771</u>	<u>2,804</u>

### **5 Pay and benefits**

During the year 3 of the trustees and 1 spouse of a trustee were paid for their services as employees. They benefitted as follows:

	----- 2023 -----		----- 2022 -----	
	Salary	Pension Contributions	Salary	Pension Contribution
	£	£	£	£
David Ducker (Joint Church Leader)	13,373	913	12,919	881
Sarah Ducker (Joint Church Leader)	15,225	1,042	13,213	901
Frances Hall (Administrator)	1,612	-	401	-
Rowan Holt (Youth Enabler)	3,758	-	570	-

### **5 Gifts from Trustees**

All members of the Church, including Trustees, are expected to give generously to the Church to support its ministry. This is part of their expression of faith in God. No trustee gave larger gifts than the norm to the Church. No trustee sought to influence the activities of the Church by the amount that they gave.

## **6 Transactions**

Ben Ashworth provided design and print services to the Charity in 2023. The value of this design and print services amounted to £313 (2022: £nil). The Charity owed £nil (2022: £nil) to Ben Ashworth at the year end. Apart from these transactions, no Trustee or other person related to the Trustees had any personal interest in any contract or transaction entered into by the Charity during the year (2022: £nil).

**St Philip's Church, Sheffield**  
**Notes to the financial statements**

## 6 Preparation and examination of the financial statements

These statements have been prepared by an outsourced accountant who prepares the Church's monthly accounts. They have been examined by an independent examiner.

	<b>2023</b>	<b>2022</b>
	<b>£</b>	<b>£</b>
Provision for Independent Examiner's fee & costs	550	500

## 7 Employees

No employee earned more than £60,000 during the year.

	<b>2023</b>	<b>2022</b>
	<b>£</b>	<b>£</b>
<b>Payroll costs</b>		
Central Ministry & Administration	36,418	32,875
Families Outreach	19,145	10,938
	<u>55,562</u>	<u>43,813</u>

### Payroll breaks down as:

Gross pay to employees	53,608	41,880
Employer's national insurance	1,487	1,246
Employment Allowance	(1,487)	(1,246)
Statutory Maternity Pay recoverable from HMRC	-	-
Employer's pension contributions	1,955	1,933
	<u>55,562</u>	<u>43,813</u>

### Average head count

Full-time employees	0.0	0.0
Part-time employees	7.1	5.8
	<u>7.1</u>	<u>5.8</u>

### Full time equivalent employees

Central Ministry & Administration	1.6	1.1
Families Outreach	0.5	0.5
	<u>2.1</u>	<u>1.6</u>



**St Philip's Church Sheffield**  
**Notes to the financial statements**

## **8 Pensions**

The Church participates in the Pension Builder Scheme section of CWPf for lay staff. CWPf is administered by the Church of England Pensions Board, which holds the CWPf assets separately from those of the Employer and other participating employers.

CWPf has two sections:

1. the Defined Benefits Scheme
2. the Pension Builder Scheme, which has two subsections:
  - a. a deferred annuity section known as Pension Builder Classic, and,
  - b. a cash balance section known as Pension Builder 2014.

### **Pension Builder Scheme**

Both sections of the Pension Builder Scheme are classed as defined benefit schemes.

**Pension Builder Classic** provides a pension, accumulated from contributions paid and converted into a deferred annuity during employment based on terms set and reviewed by the Church of England Pensions Board from time to time. Discretionary increases may also be added, depending on investment returns and other factors.

**Pension Builder 2014** is a cash balance scheme that provides a lump sum which members use to provide benefits at retirement. Pension contributions are recorded in an account for each member. Discretionary bonuses may be added before retirement, depending on investment returns and other factors. The account, plus any bonuses declared is payable, unreduced, from age 65.

There is no sub-division of assets between employers in each section of the Pension Builder Scheme.

The scheme is considered to be a multi-employer scheme as described in Section 28 of FRS 102. This is because it is not possible to attribute the Pension Builder Scheme's assets and liabilities to specific employers and means that contributions are accounted for as if the Scheme were a defined contribution scheme.

A valuation of the Pension Builder Scheme is carried out once every three years. The most recent valuation was carried out as at 31 December 2019.

For the Pension Builder Classic section, the 2019 valuation revealed a deficit of £4.8m on the ongoing assumptions used. At the most recent annual review effective 1 January 2024, the Board chose to grant a discretionary bonus of 6.7% to both pensions not yet in payment and pensions in payment in respect of service prior to April 1997; and a bonus on pensions in payment in respect of post April 2006 service so that the pension increase was 5% (where usually it would be calculated based on inflation up to 2.5%). This followed improvements in the funding position over 2023. There is no requirement for deficit payments at the current time.

For the Pension Builder 2014 section, the 2019 valuation revealed a surplus of £5.5m on the ongoing assumptions used. There is no requirement for deficit payments at the current time.

The next valuation is due as at 31 December 2022. Calculations for this are currently under way.

The legal structure of the scheme is such that if another employer fails, the Church could become responsible for paying a share of the failed employer's pension liabilities.

At 31 December 2023 the Church had 2 active members in the Pension Builder 2014 section.

The Church contributes 7% of basic salary (which includes 1% for death in service cover of 4 times salary) and the employees are required to contribute a minimum contribution of 2%. The pensions costs charged to the SoFA in the year are the contributions payable (2023: £1,955, 2022: £1,933).

**St Philip's Church, Sheffield**  
**Notes to the financial statements**

**9 Tangible fixed assets**

The Church owns no land or buildings. Its only fixed assets consist of equipment, fixtures and fittings.

	<b>2023</b>	<b>2022</b>
<b>Cost</b>	<b>£</b>	<b>£</b>
Brought forward	4,583	3,975
Additions	2,730	608
Disposals	-	-
Total at the end of the year	<u>7,313</u>	<u>4,583</u>
<b>Depreciation</b>		
Brought forward	2,243	1,433
On disposals	-	-
Charge for the year	1,088	810
Total at the end of the year	<u>3,331</u>	<u>2,243</u>
Net book value at the end of the year	<u>3,982</u>	<u>2,340</u>
Net book value at the beginning of the year	<u>2,340</u>	<u>2,542</u>

**10 Debtors and Prepayments**

	<b>£</b>	<b>£</b>
Accounts receivable	-	-
Gift Aid - income tax recoverable	3,182	15,004
Prepayments	728	525
Sundry debtors	-	-
	<u>3,910</u>	<u>15,528</u>

**11 Cash at Bank and in Hand**

	<b>£</b>	<b>£</b>
Cash at Bank	37,521	45,344
Cash in Hand	82	103
	<u>37,603</u>	<u>45,447</u>
<b>Total Current Assets</b>	41,513	60,975

**12 Creditors and Accruals**

**12.1 Creditors due within one year**

	<b>£</b>	<b>£</b>
Trade creditors	(1,801)	(565)
Pension contributions accrual	211	198
PAYE tax & national insurance	420	223
Sundry creditors and accruals	2,872	1,310
	<u>1,702</u>	<u>1,167</u>

**12.2 Creditors: amounts falling due after more than one year**

There were no long term creditors	-	-
	<u>-</u>	<u>-</u>

**St Philip's Church Sheffield**  
**Notes to the financial statements**

## **13 Funds**

The movement and balances of all funds are given in detail in the SoFA and SoFP and the notes to which they refer.

### **Unrestricted Funds**

#### **13.1 General Fund**

The General Fund is used for the general ministry of the church. It can be used for any of the charitable objectives of the Church. Its use is at the direction of the Trustees

#### **13.2 Capital Fund (Designated)**

A designated fund is a fund where the Trustees have chosen to set aside money or other assets for a particular purpose. They have discretion to move some or all of the designated fund back into the general fund at any time.

The Trustees prefer the General Fund to reflect just the movement and balance of the liquid unrestricted assets (cash, debtors and creditors) of the Church. Hence the value of the tangible assets is held separately in this designated fund.

### **Restricted Funds**

#### **13.3 Arise Community Fund**

Arise is a missional community based in Pitsmoor. Money is received into this fund particularly for work and community events amongst children and their families in that area.

	<b>Opening Balance</b>	<b>Income</b>	<b>Transfers</b>	<b>Expended</b>	<b>Closing Balance</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
Arise Community	24	-	-	(24)	-

#### **13.4 Dreaming the Impossible**

Dreaming the Impossible is a youth event held at the Staffordshire showground in July each year run by the Vineyard Churches UK & Ireland. The Church received gifts from members to support the Church's youth in attending this event.

	<b>Opening Balance</b>	<b>Income</b>	<b>Transfers</b>	<b>Expended</b>	<b>Closing Balance</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
Dreaming the Impossible	-	1,033	117	(1,149)	-

#### **13.5 Families Outreach**

In December 2023 the Church was awarded a grant of £820 from Sheffield City Council (SCC) to be used towards S5 Dads special events, including a Christmas party and mobile petting zoo. S5 Dads is a Families Outreach project involving a monthly community group in Parson Cross providing a space for food, connection and play for dads and their children.

	<b>Opening Balance</b>	<b>Income</b>	<b>Transfers</b>	<b>Expended</b>	<b>Closing Balance</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
Families Outreach	-	820	-	(414)	406

**St Philip's Church Sheffield**  
**Notes to the financial statements**

**13.6 Kids Matter**

The Church received a Cinnamon micro grant for £2,000 provided by their partners Andrews Charitable Trust. The grant is to be match funded by the Church and is for the setting up and running of a Kids Matter project. Kids Matter is an organisation that helps run parenting programmes to equip mums, dads and carers with the confidence, competence and community they need to enable their children to thrive.

	Opening Balance	Income	Transfers	Expended	Closing Balance
	£	£	£	£	£
Kids Matter	1,666	-	-	(1,666)	-

**13.7 Parson Cross Fund**

The Church has a mission team based in the Parson Cross area. Church members have given gifts to this fund to enable outreach activities. Disbursal of the fund is supervised by the Parson Cross mission team leader.

	Opening Balance	Income	Transfers	Expended	Closing Balance
	£	£	£	£	£
Parson Cross	730	-	-	(134)	595

**13.8 Training**

In July 2023 the Church received a grant of £230 from Whirlow Grange as a contribution to Godly Play training costs for staff

	Opening Balance	Income	Transfers	Expended	Closing Balance
	£	£	£	£	£
Training	-	230	-	(230)	-

**13.9 Generosity Pot**

From time to time the Church appeals for offerings to support mission organisations or individuals engaged in mission. The gifts received into this fund are forwarded as soon as practicable to the designated beneficiaries.

<b>14 Grants over £1,000 from institutions</b>	<b>2023</b>	<b>2022</b>
	£	£
No grants over £1,000 were received from institutions in 2023 (2022: £nil)	-	-

**15 Grants to institutions**

All gifts and grants are detailed in Note 4.6.

**16 Operating lease**

The Church contracted for a lease at St Stephen's Church on the 14th of July 2022 on a month-to-month rolling basis. The Landlord is St Tims & The Vine Sheffield of Primrose Hill, Sheffield. S6 2UW

**17 Capital commitments**

The Church had no capital commitments at the year end.

## **Independent Examiner's Report to the Trustees of St Philip's Church, Sheffield**

I report on the accounts of St Philip's Church, Sheffield (the Charity) for the year ended 31 December 2023, which are set out on pages 6 to 20.

### **Respective responsibilities of trustees and examiner**

The Charity's trustees are responsible for the preparation of the accounts. The Charity's trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the 2011 Act
- to follow the procedures laid down in the general Directions given by the commission under section 145(5)(b) of the 2011 Act
- to state whether particular matters have come to my attention

### **Basis of independent examiner's report**

My examination was carried out in accordance with the general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the next statement.

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

In connection with my examination, no matter has come to my attention:

(1) which gives me reasonable cause to believe that in any material respect the requirements:

- to keep accounting records in accordance with section 130 of the 2011 Act and
- to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Act

have not been met or

(2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached

Signature:

Name:

Address:

Date:

## INDEPENDENT EXAMINER'S REPORT TO ST PHILIP'S CHURCH

I report on the accounts of St Philip's Church for the year ended 31st December 2023

### Respective responsibilities of the PCC and examiner

St Philip's Church is responsible for the preparation of the accounts. St Philip's Church considers that an audit is not required for this year (under section 144(2) of the Charities Act 2011 (the 2011 Act)) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts (under section 145(5)(b) of the 2011 Act);
- to follow the procedures laid down in the General Directions given by the Charity Commission; and
- To state whether particular matters have come to my attention.

### Basis of independent examiner's report

My examination was carried out in accordance with the General Directions given by the Charity Commission. An examination includes a review of the accounting records kept by St Philip's Church and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts and seeking explanations from St Philip's Church concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently I do not express an audit opinion on the view given by the accounts.

### Independent examiner's statement


In connection with my examination, no matter has come to my attention:

- 1) which gives me reasonable cause to believe that in any material respect the requirements
  - to keep accounting records in accordance with section 130 of the 2011 Act; and
  - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Act have not been met; or
- 2) To which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

**FaithStar LLP**  
SADACCA Building,  
2<sup>nd</sup> Floor. 48 Wicker  
S3 8JB,  
Sheffield,

LLP



  
Signed Independent Examiner  
Mr Ash Najib  
AAT, ACIE

25/06/2024



## INDEPENDENT EXAMINER'S REPORT TO ST PHILIP'S CHURCH

I report on the accounts of St Philip's Church for the year ended 31st December 2023

### Respective responsibilities of the PCC and examiner

St Philip's Church is responsible for the preparation of the accounts. St Philip's Church considers that an audit is not required for this year (under section 144(2) of the Charities Act 2011 (the 2011 Act)) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts (under section 145(5)(b) of the 2011 Act);
- to follow the procedures laid down in the General Directions given by the Charity Commission; and
- To state whether particular matters have come to my attention.

### Basis of independent examiner's report

My examination was carried out in accordance with the General Directions given by the Charity Commission. An examination includes a review of the accounting records kept by St Philip's Church and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts and seeking explanations from St Philip's Church concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently I do not express an audit opinion on the view given by the accounts.

### Independent examiner's statement


In connection with my examination, no matter has come to my attention:

- 1) which gives me reasonable cause to believe that in any material respect the requirements
  - to keep accounting records in accordance with section 130 of the 2011 Act; and
  - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Act have not been met; or
- 2) To which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

**FaithStar LLP**  
SADACCA Building,  
2<sup>nd</sup> Floor. 48 Wicker  
S3 8JB,  
Sheffield,

LLP



  
Signed Independent Examiner  
Mr Ash Najib  
AAT, ACIE

25/06/2024