THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST JAMES NEWCHAPEL

England & Wales · Charity number 1163088

Details

Other names	NEWCHAPEL ST JAMES
Status	Registered
Legal form	Previously excepted
Registered	2015-08-11
Register	View on the Charity Commission register

Contact

Address	Lichfield Diocesan Board Of Finance Inc St. Marys House The Close Lichfield WS13 7LD
Phone	01543306052
Email	finance@lichfield.anglican.org
Website	http://www.stjamesnewchapel.co.uk

Activities

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

Activities: Regular public worship open to all. The provision of sacred space for personal prayer and contemplation. Pastoral work, including visiting the sick and the bereaved. Teaching of Christianity through sermons, courses and small groups. Promoting the whole mission of the Church through provision of activities for senior citizens, parents and toddlers and other special need groups.

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Classification

- **How:** Makes Grants To Individuals, Makes Grants To Organisations, Provides Buildings/facilities/open Space, Provides Services
- **What:** Religious Activities
- **Who:** The General Public/mankind

Geography

- Stoke-on-trent City

Finances

Period end	Income	Expenditure	Assets	Employees
2024-12-31	£74,433	£66,080	-	-
2023-12-31	£50,987	£49,576	-	-
2022-12-31	£59,396	£57,004	-	-
2021-12-31	£60,647	£62,418	-	-
2020-12-31	£56,561	£37,261	-	-

Trustees

Name	Role	Appointed
Andrew Lawton		2023-03-26
DONNA RAMPLING		2018-04-15
David Phillips		2024-04-07
Frank Harper		2022-07-17
Gordon Pritchard		2025-04-13
JEAN TIDBALL		2024-04-07
Kenneth Charles John Tidball		2024-04-07
Linda Joan Stubbs		2022-05-01
Margaret Smith		2021-08-08
NANCY PHILLIPS		2018-04-18
Sarah Elizabeth Gidman		2024-04-07

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THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST JAMES NEWCHAPEL

England & Wales - Charity number 1163088

Accounts

Annual Report and Financial Statements of the Parochial Church Council of Newchapel St James

For the year ended 31st December 2024

Charity registration number: 1163088

"Don't be afraid, dear Zion, don't despair.
Your God is present among you."

Zephaniah 3:17 (the Message) **Church motto verse for 2023**

DIOCESE OF LICHFIELD

Come follow Christ in the footsteps of St Chad

The Parochial Church Council of The Parish of Newchapel St James
Trustees' Annual Report for the year ended 31st December 2024

Objectives and Activities

The Parochial Church Council of Newchapel St James (the PCC) has the responsibility of co-operating with the incumbent. However, Newchapel St James is currently in vacancy, in promoting in the ecclesiastical parish, the whole mission of the Church, pastoral, evangelical, social, and ecumenical. The PCC is also spiritually responsible for the maintenance of the church.

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

Public benefit

The trustees of the PCC are aware of the Charity Commission's guidance on public benefit in 'The Advancement of Religion for the Public Benefit' and have had regard to it in their administration of the Charity. The trustees believe that, by promoting the work of the Church of England in the Ecclesiastical Parish of St James Newchapel, it helps to promote the whole mission of the Church by following Christ in the footsteps of St Chad, through vocation, discipleship, and evangelism, and that in doing so it provides a benefit to the public.

Achievements and Performance

At the start of 2024 we began an interregnum in which we have mostly managed to have 2 Holy Communions a month, run a Lent course, a Start course which carried on to the end of the year as a house group. We have hosted Ladies and men's Breakfasts. We had Churchyard Day and invited members of the community to join us also an evening with the Cubs and Scouts helping to tidy the Christmas wreaths off the graves. At the end of the year, we 72 members on the Church Electoral Roll which is 5 more than 2023.

Safeguarding

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

Our safeguarding officer has worked really hard this year on bring the PCC and all those volunteers involved in activities which include vulnerable children and adults, to have all the on line training they need.

Reporting Serious Incidents

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

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

Fundraising

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

Volunteers

The members of the PCC would like to thank all 61 volunteers who work so hard to make our Church a lively and vibrant community.

Risk Management

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

Structure, Governance and Management

The PCC is a Body Corporate established by the Church of England and is a Charity registered with the Charity Commission under registration number 1163088. The PCC is governed by the Parochial Church Council Powers Measure (1956) as amended that came into effect on 2nd January 1957, and the Church Representation Rules (contained in Schedule 3 to the Synodical Government Measure 1969 as amended).

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

The PCC members are responsible for making decisions on all matters of general concern and importance in the parish, and for all financial matters. The PCC met 9 times in 2024.

Financial Review

PCC of Newchapel St James

Net Total Assets: £62,507 [2023 £54,154]
Excess: £8,353 – Unrestricted Excess: £3,793 Restricted Excess £4,561
[2023 Excess £13,293]

Reserves Policy

It is PCC policy to try to build up free reserves (net current assets) which equates to at least three months unrestricted payments. The Reserve Fund now stands at £10,500, almost equivalent to three month's usual bills when the church started to make these reserves. The PCC must be reminded that these funds must be sufficient to cover 3 months of expenses which they currently do not as costs have increased per month to around £12,666. The PCC will need to keep a check on this moving forward and make provision within the reserves for this increased expense. The balance of the free reserves at the year-end was £17,880 (2023 £18,380) plus the reserves designated = £28,380, so above this target. Due to the exponential rise in cost of building materials the church is going to struggle for a number of years to continue with a programme of urgent remedial repairs due on the church therefore the plan to wait until they are complete before saving for the reserves seems unwise; the PCC plan to set aside a growing reserve, year on year, until at least the sum of three months unrestricted payments is held in a reserve fund.

Investment Policy

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

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

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

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

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

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

"We aim to invest in companies that:

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

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

Reporting Serious Incidents

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

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

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

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Structure, Governance and Management

The PCC is a Body Corporate established by the Church of England and is a Charity registered with the Charity Commission under registration number 1130297. The PCC is governed by the Parochial Church Council Powers Measure (1956) as amended that came into effect on 2nd January 1957, and the Church Representation Rules (contained in Schedule 3 to the Synodical Government Measure 1969 as amended).

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

The PCC members are responsible for making decisions on all matters of general concern and importance in the parish, and for all financial matters. The PCC met 9 times in 2024. [Given its responsibilities, the PCC has a number of sub committees, each dealing with a particular aspect of parish life. These include Finance and Standing Committee. Each reports back to the PCC with the minutes of their meetings.]

Related Parties

There are no related parties employed by the PCC or awarded contracts for work

Reference and Administrative Details

The Church is situated in Station Road, Newchapel, Stoke-on-Trent, ST7 4QT and is part of the Deanery of Stoke-on-Trent, in the Diocese of Lichfield. The correspondence address is St James Church, Newchapel, Station Road, Newchapel ST7 4QT. Registered charity number 1163088. Our website address is: http://www.stjamesnewchapel.co.uk

Charity Name: The Parochial Church Council of the Ecclesiastical Parish of Newchapel St James

Other names the charity is known by: N/A

PCC Members: Who Served from 1 January 2024 to the date this report was approved

Trustee name	Office (if any)	Dates acted if not for whole period
Ex-Officio		
The Reverend Sister Janet Arnold CA	Chairperson	Resigned 4/02/2024
Mrs Margaret Smith	Churchwarden & Deanery Synod	
Frank Harper	Churchwarden	
Donna Rampling	Deanery Synod	
Elected members		
Nancy Philips	Secretary	Term Finished 06/04/2024
David Phillips		07/04/2024
Sarah Gidman		07/04/2024
Sue Timbey		Resigned 07/04/2024
Linda Stubbs		
Jean Tidball		07/04/2024
Wayne Bamford		Resigned 07/04/2024
Andrew Lawton		
Ken Tidball		07/04/2024
Simon Nicholson		Resigned 03/2025
Paul Elden		07/04/2024
Co-opted Members		
Nancy Phillips	Secretary	13/05/2024
Judith Nicholson-Goold	Safeguarding	13/05/2024 – 03/2025

Independent Examiner's report to the trustees/members of The PCC of The Parish of Newchapel St James

I report on the accounts for the year ended 31st December 2024 which are set out on the following pages.

Respective responsibilities of the Trustees and Independent Examiner

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

It is my responsibility

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

Basis of Independent Examiner's Statement

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

Independent Examiner's Statement

In connection with my examination, no material matters have come to my attention which gives me cause to believe that in any material respect:

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

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

Signed: ..... Date: 16/04/2025.

Lichfield Diocesan Board of Finance
St Mary's House, The Close, Lichfield WS13 7LD

Bank	Natwest , Burslem Fountain Place Branch
Investment Managers	CCLA 1 Angel Ln London EC4R 3AB
Independent Examiner	Lichfield Diocesan Board of Finance St Mary's House, The Close, Lichfield. WS13 7LD

Approved by the PCC on 24.03.2025 and signed on its behalf by:

Church warden

Secretary

Balance Sheet 2024

The Parish of Newchapel St James
Notes to the Financial Statements
For the year ended 31st December 2024

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

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

The financial statements have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant notes to these accounts. 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 main affiliation to another body nor those that are informal gatherings of Church members.

Cashflow Statement
The Charity has taken advantage of the exemption in FRS102 from the requirement to produce a cashflow statement on the grounds that the income does not exceed £500,000.

Going Concern
There are no material uncertainties that relate to events or conditions that cast significant doubt on the charity's ability to continue as a going concern.

Accounting Estimates and Prior Year Errors
No changes to accounting estimates have occurred in the reporting period. No material prior year errors have been identified in the reporting period

Description of Funds

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

An explanation of purpose of each Designated fund is as follows:

Name of fund	Purpose
BOILER - D - Boiler Designated Fund	New Boiler
Hall - Church Hall (The Hub) Designated	The Hub - Transferred to PCC bank in Dec 2023
RES - Reserve Designated Fund	PCC Designated for Reserve at meeting on 07.06.21
ROOF-D - Roof, West Wall & Repairs Designated	Roof, West Wall & Repairs

Restricted funds comprise of two elements :-

a) income from trusts or endowments which may be expended only on those restricted objects provided in the terms of the trust or bequest

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

An explanation of purpose of each Restricted fund is as follows:

Name of fund	Purpose
CYARD - Churchyard Restricted Fund	Churchyard Maintenance
FABRIC - Fabric Restricted Fund	For the upkeep and maintenance of the fabric of the church
KNIT & NATTER - Knit & Natter	Community Group Knit & Knatter
ROOF-R - Roof, West Wall & Repairs Restricted	Roof, West Wall & Repairs
TTF - Tiddlers, Toddlers & Friends Restricted	Tiddlers, Toddlers & Friends Group

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

An explanation of purpose of each Endowment fund is as follows:

The PCC does not hold any Endowment Funds

Incoming Resources
Planned giving, collections and donations are recognised when received or when the PCC becomes entitled to the resource and the monetary value can be measured with sufficient reliability. Tax refunds are recognised when the incoming resource to which they relate is received. Grants and Legacies are accounted for when the PCC is legally entitled to the amounts due and the monetary value can be measured with sufficient reliability. Dividends are accounted for when receivable, interest is accrued. All other income is recognised when it is receivable. All incoming resources are accounted for gross.

Resources Expended
Grants and donations are accounted for when paid over, or when awarded, if that award creates a binding or constructive obligation on the PCC. The diocesan parish share is accounted for when due. Amounts received specifically for mission are dealt with as restricted funds. All other expenditure is generally recognised when it is incurred and is accounted for gross.

Governance and Support Costs
Support costs should be allocated between governance costs and other support. Governance costs comprise all costs involving public accountability of the PCC and its compliance with regulation and good practice.
Support costs include central functions and have been allocated to activity cost categories on a basis consistent with the use of resources eg by allocating staff costs by time spent and other costs by their usage.

Fixed Assets
Consecrated and benefice property is not included in the accounts by s.10(2)(a)&(C) of the Charities Act 2011.
Moveable church furnishings held by the Vicar and Churchwardens on special trust for the PCC and which require a faculty for disposal are inalienable property, listed in the Church's inventory, which can be inspected (at any reasonable time). For anything acquired prior to 2000 there is insufficient cost information available and therefore such assets are not valued in the financial statements.

Investments
Investments in quoted shares, traded bonds and similar investments are valued initially at cost and subsequently at market value at the year end. Investments held for re-sale are treated as current asset investments.

Debtors
Debtors are measured on initial recognition at settlement amount. Subsequently they are measured as cash expected to be received.

Creditors and Accruals
Creditors are measured at settlement amounts less any trade discounts. Accruals are measured on best estimate of the amount required to settle the obligation at the reporting date.

The Parish of Newchapel St James year ending 2024

Statement of Financial Activities 2024

	Unrestricted funds	Designated funds	Restricted funds	Endowment funds	2024	2023
Receipts						
Donations and legacies	49,623	1,582	3,865	-	55,071	45,810
Income from charitable activities	1,910	14,809	298	-	17,017	5,794
Other trading activities	1,632	94	620	-	2,346	1,219
Investments	-	-	-	-	-	-
Other income	-	-	-	-	-	-
Total income	**53,166**	**16,485**	**4,783**	**-**	**74,433**	**52,823**
Payments						
Raising funds	1,403	236	-	-	1,639	1,255
Expenditure on charitable activities	49,263	14,956	222	-	64,441	48,275
Other expenditure	-	-	-	-	-	-
Total expenditure	**50,666**	**15,192**	**222**	**-**	**66,080**	**49,529**
Net income / (expenditure) resources before transfer	**2,500**	**1,293**	**4,561**	**-**	**8,353**	**3,293**
Transfers						
Gross transfers between funds - in	300	2,400	1,300	-	4,000	12,085
Gross transfers between funds - out	(3,300)	-	(700)	-	(4,000)	(12,085)
Other recognised gains / losses						
Gains/losses on investment assets	-	-	-	-	-	-
Gains on revaluation, fixed assets, charity's own use	-	-	-	-	-	10,000
Net movement in funds	**(500)**	**3,693**	**5,161**	**-**	**8,353**	**13,293**
Reconciliation of funds						
Total funds brought forward	**18,380**	**26,370**	**9,404**	**-**	**54,154**	**40,861**
Total funds carried forward	**17,880**	**30,063**	**14,564**	**-**	**62,507**	**54,154**

Class and code	Description	As at 31/12/2024	As at 31/12/2023
Current assets			
05426197	Natwest current account	62,675	53,097
6590	Cash in hand	-	-
6600	Tax recoverable at year end	-	1,054
Z05	Accounts Receivable	-	-
	Total Current assets	**62,675**	**54,151**
Liabilities			
6602	LDBF Common Fund - Current Year	-	-
6610	Common Fund arrears	-	-
6611	Common Fund Current Year	-	-
6650	Accrued expenditure	-	-
6655	Creditors at year end	-	-
6699	Agency collections	168	(3)
Z04	Accounts Payable	-	-
	Total Liabilities	**168**	**(3)**
	Net Asset surplus (deficit)	**62,507**	**54,154**
Reserves			
	Excess/(deficit) to date	8,353	51,929
Z01	Starting balances	54,154	(7,775)
Z03	Gains/(losses) on reval of fixed assets	-	10,000
	Total Reserves	**62,507**	**54,154**
	Represented by Funds		
	General (Unrestricted)	17,880	18,380
	Designated	30,063	26,370
	Restricted	14,564	9,404
	Total	**62,507**	**54,154**

Approved by the PCC on 24.03.2025 and signed on its behalf by:

A. Harper

Church warden

N Phillips

Secretary

Balance Sheet 2023

Class and code	Description	As at 31/12/2023	As at 31/12/2022
Current assets			
6501	Natwest current account	53,097	40,965
6590	Cash in hand	-	62
6600	Tax recoverable at year end	1,054	1,660
Z05	Accounts Receivable	-	-
	Total Current assets	**54,151**	**42,686**
Liabilities			
6650	Accrued expenditure	-	840
6655	Creditors at year end	-	160
6699	Agency collections	(3)	826
Z04	Accounts Payable	-	-
	Total Liabilities	**(3)**	**1,826**
	Net Asset surplus (deficit)	**54,154**	**40,861**

Analysis of income and expenditure 2024

	Unrestricted	Designated	Restricted	Endowment	2024	2023
RECEIPTS						
Donations and legacies						
0101 - Giving via standing order with Gift Aid	16,739	-	-	-	16,739	14,315
0105 - Giving via Giving Direct	497	-	-	-	497	464
0110 - Gift Aid Giving via envelope scheme	10,173	-	-	-	10,173	5,860
0201 - Other planned giving	7,668	-	-	-	7,668	14,112
0301 - Giving via cash on collection plate	3,422	-	-	-	3,422	3,207
0303 - Contactless	80	-	-	-	80	-
0410 - Giving through church boxes	-	-	-	-	-	2
0501 - One-off Gift Aid gifts	-	-	-	-	-	84
0550 - Donations appeals etc	2,948	1,582	3,865	-	8,395	834
0601 - Tax recoverable on Gift Aid	5,796	-	-	-	5,796	5,932
0701 - Legacies	2,000	-	-	-	2,000	1,000
08A1 - Non-recurring one-off grants	300	-	-	-	300	-
Donations and legacies Totals	**49,623**	**1,582**	**3,865**	**-**	**55,071**	**45,810**
Income from charitable activities						
0556 - Knit and Natter	-	-	-	-	-	350
0912 - Craft Fayres Gross Income	572	-	298	-	870	1,534
1101 - Fees for weddings and funerals	1,338	-	-	-	1,338	3,118
1102 - PCC Local Fees	-	-	-	-	-	792
1230 - Hub Hire	-	14,809	-	-	14,809	-
Income from charitable activities Totals	**1,910**	**14,809**	**298**	**-**	**17,017**	**5,794**
Other trading activities						
0901 - Other funds generated	1,602	94	620	-	2,316	-
0910 - Occasional Events	-	-	-	-	-	403
1245 - Catering Income	30	-	-	-	30	816
Other trading activities Totals	**1,632**	**94**	**620**	**-**	**2,346**	**1,219**
Receipts Grand totals	**53,166**	**16,485**	**4,783**	**-**	**74,433**	**52,823**

PAYMENTS						
Raising funds						
1720 - Costs of stewardship campaign	-	-	-	-	-	56
1725 - Catering Expenditure	-	-	-	-	-	1,162
1730 - Costs of fetes & other events	1,393	100	-	-	1,493	38
1740 - Bank Charges	11	136	-	-	146	-
Raising funds Totals	**1,403**	**236**	**-**	**-**	**1,639**	**1,255**
Expenditure on charitable activities						
1801 - Giving to missionary societies	754	40	-	-	794	4,672
1860 - Donation to Hub	-	-	-	-	-	570
1910 - Common Fund	38,588	-	-	-	38,588	59,315
1911 - Parish Share - Special Assessment	-	-	-	-	-	(22,565)
2001 - Assistant staff costs	-	3,214	-	-	3,214	-
2002 - Hub Cleaner	-	291	-	-	291	-
2101 - Working expenses of incumbent	-	-	-	-	-	652
2150 - Vicar's telephone and internet	181	-	-	-	181	478
2201 - Parish training and mission	141	-	-	-	141	-
2301 - Church running - insurance	2,018	-	-	-	2,018	1,997
2310 - Church office - telephone	61	-	-	-	61	-
2311 - Licences & Subscriptions	-	-	-	-	-	337
2330 - Church maintenance	1,475	-	-	-	1,475	164
2331 - Cleaning	76	47	-	-	123	39
2340 - Upkeep of services	1,437	-	-	-	1,437	34
2350 - Upkeep of churchyard	80	-	222	-	302	554
2360 - Administration	2,366	923	-	-	3,289	783
2401 - Church running - electric	-	-	-	-	-	489
2410 - Church running - gas	-	-	-	-	-	952
2420 - Church running - water	-	-	-	-	-	167
2440 - Church running - heating and lighting	1,842	-	-	-	1,842	-
2550 - The Hub - Insurance	-	1,407	-	-	1,407	-
2560 - The Hub - Maintenance	9	3,038	-	-	3,047	-
2561 - The Hub - Car Park Payments	-	900	-	-	900	-
2570 - The Hub - Telephone	-	121	-	-	121	-
2580 - The Hub - Water	69	209	-	-	278	-
2590 - The Hub - Heating & Lighting	162	4,766	-	-	4,929	-
2620 - Book Keeping Costs	-	-	-	-	-	475
2701 - Church major repairs - structure	-	-	-	-	-	(840)
2840 - Other PCC property upkeep	5	-	-	-	5	-
Expenditure on charitable activities Totals	**49,263**	**14,956**	**222**	**-**	**64,441**	**48,275**
Payments Grand totals	**50,666**	**15,192**	**222**	**-**	**66,080**	**49,529**

Fund movement by type 2024

Fund	Opening	Incoming	Outgoing	Transfers	Gains/Losses	Journals	Closing
BOILER - D							
Designated	-	-	-	100	-	-	100
Sub-totals	**-**	**-**	**-**	**100**	**-**	**-**	**100**
CYARD							
Restricted	1,000	-	222	-	-	-	778
Sub-totals	**1,000**	**-**	**222**	**-**	**-**	**-**	**778**
FABRIC							
Restricted	3,290	-	-	-	-	-	3,290
Sub-totals	**3,290**	**-**	**-**	**-**	**-**	**-**	**3,290**
HARD							
Designated	-	-	40	-	-	-	(40)
Sub-totals	**-**	**-**	**40**	**-**	**-**	**-**	**(40)**
Hub							
Designated	10,000	15,248	15,152	2,300	-	-	12,396
Sub-totals	**10,000**	**15,248**	**15,152**	**2,300**	**-**	**-**	**12,396**
RES							
Designated	10,500	-	-	-	-	-	10,500
Sub-totals	**10,500**	**-**	**-**	**-**	**-**	**-**	**10,500**
ROOF-D							
Designated	5,870	1,237	-	-	-	-	7,107
Sub-totals	**5,870**	**1,237**	**-**	**-**	**-**	**-**	**7,107**
ROOF-R							
Restricted	4,902	3,865	-	1,300	-	-	10,067
Sub-totals	**4,902**	**3,865**	**-**	**1,300**	**-**	**-**	**10,067**
TTF							
Restricted	212	620	-	(700)	-	-	132
Sub-totals	**212**	**620**	**-**	**(700)**	**-**	**-**	**132**
General							
Unrestricted	18,380	53,166	50,666	(3,000)	-	-	17,880
Sub-totals	**18,380**	**53,166**	**50,666**	**(3,000)**	**-**	**-**	**17,880**
None							
Restricted	-	298	-	-	-	-	298
Sub-totals	**-**	**298**	**-**	**-**	**-**	**-**	**298**
Totals	**54,154**	**74,433**	**66,080**	**-**	**-**	**-**	**62,507**

Fund movement by type 2023

Fund	Opening	Incoming	Outgoing	Transfers	Gains/Losses	Journals	Closing
BOILER - D							
Designated	5,085	-	-	(5,085)	-	-	-
Sub-totals	**5,085**	-	-	**(5,085)**	-	-	-
CYARD							
Restricted	244	1,000	244	-	-	-	1,000
Sub-totals	**244**	**1,000**	**244**	-	-	-	**1,000**
FABRIC							
Restricted	3,290	-	-	-	-	-	3,290
Sub-totals	**3,290**	-	-	-	-	-	**3,290**
Hall							
Designated	-	-	-	-	-	10,000	10,000
Sub-totals	-	-	-	-	-	**10,000**	**10,000**
KNIT & NATTER							
Restricted	-	350	350	-	-	-	-
Sub-totals	-	**350**	**350**	-	-	-	-
RES							
Designated	7,000	-	-	3,500	-	-	10,500
Sub-totals	**7,000**	-	-	**3,500**	-	-	**10,500**
ROOF-D							
Designated	785	-	-	5,085	-	-	5,870
Sub-totals	**785**	-	-	**5,085**	-	-	**5,870**
ROOF-R							
Restricted	3,988	74	(840)	-	-	-	4,902
Sub-totals	**3,988**	**74**	**(840)**	-	-	-	**4,902**
TTF							
Restricted	-	412	200	-	-	-	212
Sub-totals	-	**412**	**200**	-	-	-	**212**
General							
Unrestricted	20,469	50,987	49,576	(3,500)	-	-	18,380
Sub-totals	**20,469**	**50,987**	**49,576**	**(3,500)**	-	-	**18,380**
Totals	**40,861**	**52,823**	**49,529**	-	-	**10,000**	**54,154**

Staff Costs

The PCC did not have any employees in the previous or current year

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

The PCC did pay one trustee Judith Nicholson-Goold as a booking administrator for the Hub £2,912 2024 [£1,709 2023]. Any discussions held regarding the rate of payment take place without Judith Nicholson-Goold or Simon Nicholson present.

Trustees' Remuneration & Expenses

One Trustee has been reimbursed £181 [£1,130 2023] for travel and phone expenses during the year

Related Parties

Donations from related parties [13 PCC members] totalled £12,666 [£9,931 2023].

Fees for the examination of the accounts

	2024	2023 £
Independent Examiner's fees	150	150
Other fees - Bookkeeping	700	475
Total	**850**	**625**

Analysis of Transfer between Funds 2024

There were no transfers in 2024.

Analysis of Transfer between Funds 2023

Debit	Credit	Description	Fund	Fund Type
-	4,500.00	From General to Contingency	CONT	Des
4,500.00	-	General to Contingency	General	Unr
-	-4,500.00	From General to Contingency	CONT	Des
-4,500.00	-	General to Contingency	General	Unr
-	3,500.00	2023 budget	General	Unr
3,500.00	-	2023 budget	BOILER - D	Des
-	5,000.00	INCORRECTLY TRANSFER TO BOILER DES	BOILER - D	Des
5,000.00	-	TRF FROM GEN TO ROOF DES	ROOF-D	Des
-	85	INCORRECTLY TRANSFER TO BOILER DES	BOILER - D	Des
85	-	TRF FROM GEN TO ROOF DES	ROOF-D	Des
-	3,500.00	INCORRECTLY TRANSFER TO BOILER DES	BOILER - D	Des
3,500.00	-	TRF GEN TO RESERVE DES	RES	Des

Fixed Assets

The PCC does not hold any Tangible Fixed Assets

Liabilities

Liabilities due within one year

	2024 £	2023 £
Agency	168	(3)
Other Creditors	0	0
Total	**168**	**(3)**

Summary of Assets by Fund 2024

Represented by						
General (Unrestricted)	17,880	-	-	-	17,880	18,380
Designated - BOILER - D	-	100	-	-	100	-
Designated - HARDSH	-	(40)	-	-	(40)	-
Designated - RES	-	10,500	-	-	10,500	10,500
Designated - ROOF-D	-	7,107	-	-	7,107	5,870
Restricted - CYARD	-	-	778	-	778	1,000
Restricted - AGEN	-	-	298	-	298	-
Restricted - FABRIC	-	-	3,290	-	3,290	3,290
Restricted - ROOF-R	-	-	10,067	-	10,067	4,902
Restricted - TTF	-	-	132	-	132	212
Total	**17,880**	**30,063**	**14,564**	**-**	**62,507**	**54,154**

Summary of Assets by Fund 2023

Represented by						
General (Unrestricted)	18,380	-	-	-	18,380	20,469
Designated - BOILER - D	-	-	-	-	-	5,085
Designated - Hall	-	10,000	-	-	10,000	-
Designated - RES	-	10,500	-	-	10,500	7,000
Designated - ROOF-D	-	5,870	-	-	5,870	785
Restricted - CYARD	-	-	1,000	-	1,000	244
Restricted - FABRIC	-	-	3,290	-	3,290	3,290
Restricted - ROOF-R	-	-	4,902	-	4,902	3,988
Restricted - TTF	-	-	212	-	212	-
Total	**18,380**	**26,370**	**9,404**	**-**	**54,154**	**40,861**

Income & Expenditure Comparatives

Previous Year 2023

Statement of Financial Activities 2023

	Unrestricted funds	Designated funds	Restricted funds	Endowment funds	Total funds	Prior year total funds
Income and endowments from:						
Donations and legacies	44,324	-	1,486	-	45,810	52,380
Income from charitable activities	5,444	-	350	-	5,794	5,555
Other trading activities	1,219	-	-	-	1,219	1,461
Investments	-	-	-	-	-	-
Other income	-	-	-	-	-	-
Total income	**50,987**	**-**	**1,836**	**-**	**52,823**	**59,396**
Expenditure on:						
Raising funds	1,255	-	-	-	1,255	799
Expenditure on charitable activities	48,321	-	(46)	-	48,275	56,205
Other expenditure	-	-	-	-	-	-
Total expenditure	**49,576**	**-**	**(46)**	**-**	**49,529**	**57,004**
Net income / (expenditure) resources before transfer	**1,411**	**-**	**1,882**	**-**	**3,293**	**2,392**
Transfers						
Gross transfers between funds - in	-	12,085	-	-	12,085	9,679
Gross transfers between funds - out	(3,500)	(8,585)	-	-	(12,085)	(9,679)
Other recognised gains / losses						
Gains/losses on investment assets	-	-	-	-	-	-
Gains on revaluation, fixed assets, charity's own use	-	10,000	-	-	10,000	-
Net movement in funds	**(2,089)**	**13,500**	**1,882**	**-**	**13,293**	**2,392**
Reconciliation of funds						
Total funds brought forward	**20,469**	**12,870**	**7,522**	**-**	**40,861**	**38,469**
Total funds carried forward	**18,380**	**26,370**	**9,404**	**-**	**54,154**	**40,861**

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST JAMES NEWCHAPEL

England & Wales - Charity number 1163088

Accounts

Annual Report and Financial Statements of the Parochial Church Council of Newchapel St James

For the year ended 31st December 2023

Charity registration number: 1163088

"Don't be afraid, dear Zion, don't despair.
Your God is present among you."

Zephaniah 3:17 (the Message) **Church motto verse for 2023**

DIOCESE OF LICHFIELD

Come follow Christ in the footsteps of St Chad

The Parochial Church Council of The Parish of Newchapel St James
Trustees' Annual Report for the year ended 31st December 2023

Objectives and Activities

The Parochial Church Council of Newchapel St James (the PCC) has the responsibility of co-operating with the incumbent, the Reverend Sister Janet Arnold CA, in promoting in the ecclesiastical parish, the whole mission of the Church, pastoral, evangelical, social, and ecumenical. The PCC is also spiritually responsible for the maintenance of the church.

The PCC is committed to enabling as many as possible to worship at our church and to become part of our parish community at Newchapel. The PCC maintains an overview of worship throughout the parish and makes suggestions on how our services and social occasions can involve the many groups that live within our parish. Our services and worship put faith into practice through prayer, scripture, music, and sacrament, sending us out for service and mission in the community and world. Through the Occasional Offices we listen to the needs of the community and share with them the Good News of God's love made personal through Jesus. Also, through prayerful support and non-sacramental activities such as hospitality, fellowship, work with local schools and Puppet Services (at a nearby Care Home), we aim to reach non churched members of the community.

Public benefit

The trustees of the PCC are aware of the Charity Commission's guidance on public benefit in 'The Advancement of Religion for the Public Benefit' and have had regard to it in their administration of the Charity. The trustees believe that, by promoting the work of the Church of England in the Ecclesiastical Parish of St James Newchapel, it helps to promote the whole mission of the Church by following Christ in the footsteps of St Chad, through vocation, discipleship, and evangelism, and that in doing so it provides a benefit to the public.

Worship Services

The current worship service pattern at St James' Church is the principal worship service at 10.30am Sunday mornings; there is a service of Holy Communion on 2nd and 4th Sundays, the 5th Sunday is usually an 'Anointing with Oil Healing Service', the 3rd Sunday is a Morning Praise, and the 1st Sunday of the month is an All-Age Service. In order to bring the congregation back together following the pandemic, and encourage families to re-engage, the PCC decided to try a type of Café Church called H-All Together, last Autumn where the congregation are sat around tables at the Hub, on the first Sunday of the month as the principal service (whenever the Hub is not already hired out). This service is less formal with time for discussion around tables. These services were held the first Sundays of most months in 2023 as they are starting to attract families along to them. There is an activity for children provided during the talk/ discussions at tables. There are some church members who do not attend these services and there is scope for re-starting the 9am service on this Sunday, with a communion service.

The Churchmanship of St James' congregation is evangelical/charismatic in style. Music is led by a small worship group including 2 drummers. For worship in the Hub internet downloads are projected- there have been several issues with this including not being able to see the words and light reflecting through the windows onto the screen. The screen has been moved away from the morning light and words and music are sometimes separated and displayed together or a words sheet is provided, where there might be a problem with reading the words on the screen (people do prefer to sit at the back, especially visitors) and more families are attending on this Sunday and there has been positive feedback despite the issues. Another really successful Nativity was held the first Sunday of December involving the 'Tiddler, Toddler & Friends' Group, despite a heavy fall of snow overnight, most of the families made it to the Hub- it was the Church members that didn't make it! It was a delightful and joyous occasion and we are so

glad that Tots Group families came along. The Stepping Stones Sunday Group for children (& parents) has sadly still not yet re-started since the Covid-19 lockdowns. This group would need to re-start if we hope to keep contact with baptism families.

Although St James no longer holds weekly or monthly 6.30pm Sunday services, there are a group of around 6 who attend occasional Stoke Deanery Services, Ecumenical Celebrations at Swanbank and events at Stoke Minister that are promoted through the deanery and Connect ministers' prayer mornings.

It has been decided that St James' Church Mission Action Plan, needs to have a light touch, with no long lists of actions and with not too much pressure to start new things. Work on this has begun. The congregation, like many, has aged during the Covid19 pandemic and we are not where we were five years ago. I sense a tiredness and exhaustion in the congregation with too few people doing too many jobs. This situation cannot continue and we are grateful for Janet Plimley who has stepped up to train and upload worship onto the projector, Simon who has stepped up to take on the paying-out role for the church, and Andy Lawton who has stepped up as a PCC member and is training to help out with the finance team; just to name a few. Lower congregation numbers due to sickness, those who are less mobile and unable to get to church, the deaths of some dear members of the church, people not returning after the Covid-19 pandemic, lower numbers of people retiring before 70 years of age, and therefore the lower number of younger volunteers have changed our priorities and what might be possible.

The Electoral Roll

The Electoral Roll for 2023 has 67 members currently listed. Aveen, operates the list with support from Nancy, and encourages new members to enrol using the forms which are available from the back of the church. As always, the figures will be reported to the Diocesan Office in Lichfield.

We have sadly lost some dear church members this year; Roy Dudley and Neil Gidman went to be with the Lord, in Glory. Roy had been a Church warden, spent many hours keeping the churchyard tidy and was a Searchers leader with Joyce, amongst other roles within the church family. Neil served the church on the sound desk, as Church Warden and PCC member for many years and in leading the Men's Breakfast meetings. I also need to mention here Christine Hodgkinson who died at Christmas time last year and who had been a member and friend of St James' congregation and resident of Ian Road for many years. We rejoice that their suffering is ended and that they are with Father God... but we miss them.

Church Activities

During 2023 there were a total of 10 funerals held in St James' Church, and 1 funeral held only at the Crematorium, 1 graveside burial in St James' Churchyard and 6 internments of ashes in church grounds, most of which were into existing ashes plots. There were no weddings held at St James' in 2023 but there were 1 set of away banns read for weddings in another parish. Most of the funerals and internments of ashes occurred in the first 3 months of the year, with only 3 in the whole 9 months rest of the year. This provided an even busier time as the vicar made preparations January-March for the church during her sabbatical and spent time planning for the sabbatical. The annual Memorial Service and Tea was attended by around 50 bereaved family members, and it was good to see the church again bulging at the seams for the Packmoor Ormiston Primary School Carol Service, an excellent start to Christmas.

There were 4 baptisms and 1 Thanksgiving Service held at St James' during 2023, although there were also a number of enquiries which did not materialize. The PCC had agreed to temporarily shifting baptism services to after the church service so that family members could attend without the Covid-19 restriction of numbers in the building, baptisms have been during the morning service or in Church following the H-All Together service.

Since Covid-19 lockdowns, no formal system has been operating for pastoral visiting, though it happens in an organic way and as relationships develop. The Vicar continued to do pastoral visiting particularly for the bereaved, the housebound, offering Home Communions at least twice a year, visiting church members in hospital. It was felt that more could be done to keep in touch with members who were ill or housebound and a list of church members who would welcome a weekly phone call has been created. In the process of this list being created, one member returned to church attendance. Moving forward, the plan is that those on the list would receive a weekly call from Margaret Smith, Frank or Margaret Harper, Karin Pritchard, Nancy Phillips, or the vicar. Lorraine Green continues to support the vicar on baptism preparation visits with her amazing testimony and sharing the gospel with them. Thanks to Sarah Gidman baptism preparation continued during the sabbatical with Lorraine.

Whilst the vicar was away on sabbatical, an excellent party was held to celebrate King Charles' coronation; around 80 people from the church and community met for a celebration meal and were given a holding cross to take away with them. Thanks goes particularly to Margaret, Frank & Will for enabling this to happen. Following on from the free Coronation Party the following day Sue Timbey led a service with the focus on the coronation.

There have been a couple of excellent Quiz Nights with a Pie & Pea Supper, but generally, social evenings are still difficult to get people to attend, especially as the Covid-19 pandemic is not yet over.

Four Craft Fairs have been held this year and an additional one was cancelled due to there being not enough stall holders. The Café at Craft Fairs continues to draw people in and the new Cake Stall has gone down a treat! The Craft Fairs are staffed by the congregation with the support of members from Knit & Natter Group. It takes a lot of volunteer hours to continue to hold these fairs creating and posting posters and leaflets, putting up tables, car park duty, in the kitchen, waiting on, taking cash, cleaning away afterwards and washing tablecloths. Good job! Thank you to all who make this possible!

The church could not function at all without so many dedicated, dependable volunteers giving their time and money sacrificially to St. James' Church, this is crucial to the ongoing ministry and mission of the church and is much appreciated.

Despite 2022-23 being challenging years in the church finances, the church continued their tithing at the start of 2023 of monies received in 2022. Charities that benefitted included: Child Sponsorship, Crisis, Operation Mobilization, Tear Fund and Church Army, giving away over £5,000, also we gave to charities through the Harvest Appeal for Tearfund (£127), Foodbank and Christmas Card donations (for MNDA). Will Timbey writes: *"2023 has been a difficult year with regard to the church finances. We have managed to cover all our running expenses including the Common Fund (previously Parish Share), and this is almost entirely due to the generosity of members of the congregation supporting the church via their standing orders and plate donations. However, income has struggled to match our expenditure each month and our bank balance has not increased to meet the growing needs for church repairs, maintenance and mission. "*

The 2023 Common Fund (Parish Share) was agreed at a temporary special discount with Lichfield diocesan board of finance at £36,750 for 2023. This has been a great help in meeting our financial challenges and this is almost entirely due to the generosity of members of the congregation supporting the church via their standing orders and plate donations too. We thank God for Will's hard work with the paying-out role and finances, as he hands over to Simon and steps into a supporting and training role, we are so grateful for all the time and energy he has given to this, especially in the face of some difficult circumstances. I echo Will's comments that: *"... we thank God that we have ended the year financially 'in the black' {Revd Janet -this is remarkable, given the challenges of the last 2 years!} and with money in the bank. We trust in God and all things are achievable. Moving forward into 2024, I am hoping that more members of the congregation can be encouraged to donate to the church via their bank as this has been significant in the church being able to currently cover 52% alone of its general running expenses. In respect of the remedial repairs to the church fabric, we pray that God will be gracious hoping that members of the community and congregation may be able to donate either monies or their time in fund raising activities, every pound counts."*

The Lichfield Diocese Finance Team have once again been generous with their advice and support this year, without their support and help the church would literally not keep functioning. Fiona North has continued as Secretary to the Hub Management Committee, and we thank her for all she has done over the years to support the Hub and the Church. The PCC owes enormous gratitude to Fiona and her colleagues; Jonathan Hill, Cosy Bagot Jewitt, Jean Overton, Sue Schulz and Jess Dace who have helped us with our annual finance reports and ongoing treasurer work for the Church and Hub. Thank you so very much!

The Hub held a successful Information Sharing Breakfast in January. There have been further changes with the Hub this year – after a year of the vicar acting as the Hub Administrator, Judith Nicholson-Goold stepped in at the very last minute to keep things rolling at the Hub whilst the vicar was on sabbatical. She did an excellent job and was willing to stay on in the 5 paid hours a week role. Judith continues to manage the Hub and enquirers with excellent organisation, curtesy, humour, welcome and nous! We are blessed to have her, thank the Lord! The regular bookings have increased by 100% as Mustard Seed International Church now meet on a Sunday 12.30-2.30pm, to plant a new church. If this goes well, they will be looking to hire the Hub at other times; this is excellent news!

There continues to be no paid Hub cleaner and I know that Margaret and Judith do more than they should to keep things ticking over. Hub repairs continue to be a challenge, including the large windows that are currently showering water through the wooden frames when the rain and wind are in the wrong direction. There has also been an intermittent problem with the heating system too... these niggles remain challenging but have to be faced to keep us open and welcoming the community.

Earlier in the year the Hub Management Committee, along with the Diocesan Board of Finance decided to return the management of the Hub to the PCC of St James' and to 'wipe out' half of the large debt that is owed by the church, to the diocese, for the funds to build the project (except on condition of a large donation or legacy being received). This means that the Church and Hub owe

£250,000 instead of half a million pounds to the diocese. This is amazingly good news and very welcome as the Hub struggles to maintain itself.

Following the report of a serious injury of a child in 2022 by the leader of 'Danceline' Group at the Hub, no further information was ever provided by their leader or unknown child's parents nor were any contact details ever shared with us. The Hub insurance company were never contacted by the family either. Danceline have never returned their set of keys to the Hub, but following some unconfirmed use of the Hall, the locks have been changed and there has not been any of this trouble since then.

We are very grateful to Archdeacon Terry Bloor who has chaired the Hub Management Committee meetings over the last couple of years and to Bishop Matthew who sat on the committee as Archdeacon before Terry, despite both being extremely busy people. We are grateful for their wisdom, practical help and support.

Achievements and Performance

Changes within the congregation's mobility and ability to be actively involved has taken its toll this year on the activities and performance of St James' Church. Since Covid-19 so much has felt like hard work, and a struggle; there have been so many members unwell, caring for loved ones, or dealing with bereavement. This has had an undeniable impact and none more so than the long-running drama group started by Hazel Adams in 1999.

Hopes and Dreams has met, prayed together, practised together, and performed at Diocesan, Deanery events, in Schools and in the Open Air and most often at St James' Church. The polished performances, the humour and clear evangelistic message have been a much-valued part of the church life for decades. For the moment it is clear that there needs to be an 'interval' in their performances, and we pray that God will open up the curtain on new paths, new ways and new people to shape something for his glory in the years to come. We applaud God for all that has been performed and shared and the many people who have been touched by God in the making and performing of the pantomimes, spiritual dance, dramas and testimonies of members and we thank Amy, Jean and Ken who have steered things over the last few years.

Mission, evangelism, charismatic worship and healing in the power of the Holy Spirit are part of the DNA of St James' and my prayer for the church moving forward is that you hold on to these core values and expressions of your faith, pray for your new incumbent and with them move forward into a new chapter; growing in Christ in depth of faith and numbers and experience afresh that which is at the heart of this church's DNA and vision.

My prayer too is that you will have a group exchange visit to Malaysia and rekindle the link with Holy Spirit Church, Ipoh and our friends in Malaysia.

During 2023 as a Church, we have followed the lectionary readings during Advent and Christmas. We have at other times focused sermons on the letter of 1 Peter and the book of Esther, which has surprised us all with links to our current situation and to the war in Gaza, Israel and the West Bank. We have also been looking at characters from the Bible who have been 'Running on Empty' in our H-All Together Sundays. We are very grateful for all the support given through my sabbatical by priests and curates from St. Andrew's Church, Sneyd Green and St. Thomas's Church Kidsgrove, Heather Kemball from Alsager / Church Army and Youth for Christ members. The Church wardens report that this all went smoothly during the vicar's sabbatical, so it was worth the hard work of preparation.

St James' Ministry Team have shared in 4 Anointing with Oil Services this year and offered personal prayer after services as well as in people's homes. The times of prayer before the services have been extended to pray for many who are sick or ill and occasionally on a Tuesday evening. Sue Timbey and Lesley Stoker ran a 'Stepping into the Supernatural' Course in April – May '23, which was attended by 11 people from St James' church and elsewhere, 4 of whom were ministry team members. The Prayer chain has had some issues of confidentiality and has been re-vamped, requiring all members to sign up to a statement of confidentiality.

Sadly, the Start! Course didn't get off to a good start! this year. There were not enough members for a good discussion and unfortunately constraints of time have not allowed for this to be picked up in the Autumn.

There were 3 Deanery Synod meetings held in person this year, and at least one held at St James'. One of these was focused on school's work and the deanery synod experienced an Open the Book school assembly performed for them which was very inspiring.

Margaret Smith and Frank Harper ably led the congregation during the vicar's sabbatical between mid-April and mid-July and report that all went smoothly, which is a testament to their hard work. The Vicar attended Chapter Meetings in person, including

one whilst on sabbatical and hosting 2 Chapter Meetings and a Deanery Synod at St James'. She also attended the Deanery Standing Committee meetings except when she was on sabbatical.

St. James Church has a large churchyard and Frank cannot cover the whole churchyard area with grass cutting, pruning, trimming and tidying. There is a large area of the churchyard where the grass is very long and there have been complaints from some families that cannot reach their loved one's grave, but when the situation is explained, they are usually sympathetic. Families are invited and reminded of their responsibility to maintain their family graves and are encouraged to cut the grass, and even offered the use of our equipment. The PCC of St James' would like to have a completely neat, cared for churchyard but we simply don't have the volunteers to make this happen. The PCC have voted to explore the possibility of closing the whole Churchyard, but this would mean getting the churchyard into a good state and maintaining it for some time. We are very grateful for the 59th Newchapel Scout Group (Beaver section), leaders and parents who once again gave the church support in clearing old wreaths from graves, on a light evening in late spring. There has been a notable legacy from the estate of Harry Worthington of £1,000 for graveyard maintenance which will be extremely useful.
The churchwardens are also exploring the possibility of using a probation team to help maintain the churchyard.

This year the church has paid for the council to empty two brown garden waste bins for the graveyard in 2023 which are used for discarded and faded flowers and wreaths. A clear-up church day was organised and a skip paid for to dispose of unstable plastic and metal chairs, amongst other things, and the garden waste from the scouts clear-up. 50 of the old red-seated metal chairs from the Hub were given to a church in Cheadle (and the church was given a gift-aided donation), 20 remain in the Hub for the Knit and Natter Group and the rest have been moved to the upstairs lounge, above the church.

There has been a clear out of an unused drum kit. The reduced Cleaning Team continue to keep the old building looking good, clean, and tidy- thank you to all involved! If anyone would like to join the cleaning team, please speak to Hazel.

Revd. Janet has led collective worship at the local schools this year; she has led several assemblies at Packmoor Ormiston Primary School, and at Watermill Special School in person. Classes of children from Thursfield School and Watermill Special School visited the church. Revd. Janet led the Remembrance Day Memorial Service on Millennium Green and Christmas assembly at Packmoor Ormiston Primary School who held a crowded Carol Service at St James' Church on 19th December.

The Men's Breakfast, continue to meet monthly at 8am, in the Railway Inn, Kidsgrove. This group attracts 6-12 men who meet to discuss a Bible passage or question, over breakfast. Neil is sorely missed.

Church maintenance
This year minor maintenance has continued. Frank Harper and Will Timbey re-built and weather-proofed the wooden boundary fence around the car park. The Quinquennial Inspection Report was received in late 2022 and following a meeting between Frank & Will, the PCC are waiting for a list of priority repairs that need to be done and to discuss action in moving forward. The PCC is still aiming to start phase 2 of roof repairs and West wall re-pointing once a workable financial plan can be put into place.

There are a number of Faculties which remain incomplete at this stage as the vicar cannot find enough hours in the day to get them completed.

Nothing has been heard from Alliance Builders or the Architect Philip Wootton regarding the continued ingress of rain and snow along the joint between the chancel and nave rooves. The remainder of the bill from this work in 2021 has been withheld and is due for payment when this investigation is completed. When there was no response from emails to Alliance, and in the light of a written report and pictures from Will Timbey of falling masonry from the Leche tower, Revd. Janet contacted the architect Philip Wootton (who is no longer self-employed), he kindly came in his own time and investigated the large lumps of fallen debris which turned out to be plaster rather than masonry falling from the leche and saw where wet tiles had fallen and exposed and damaged a plug which had to be isolated. He recommended that the room be 'off limits' but, having spotted some wooden planks in the loft, he suggested these be laid across the Prayer Room carpet to offer a layer of protection from falling plaster. He also said that he would contact Alliance builders to establish what the hold-up is in checking the nave / chancel leak (did Revd. Janet need to gain permissions first, or were they ready to go?). Revd. Janet has not heard from him since then.

Safeguarding
Safeguarding Training was again offered in January 2023 and 8 people completed the Basic and 9 people completed the Foundation Courses. DBS clearances were applied for but sadly had the wrong deanery name and so had to be started again from scratch, along with the verification processes. The church wardens both obtained new DBS clearance prior to the vicar's sabbatical and their licensing by Bishop Matthew and another 12 or so DBS clearances have now been completed since then. All the Church Safeguarding Records were held securely by the Safeguarding Officer - Wayne Bamford.

Due to illness Wayne has not been attending St James' church and so he has returned the Safeguarding records to the Vicar for safe keeping. A coloured file remains in the vicarage filing cabinet which is updated on a regular basis regarding any safeguarding issues, when required and will be passed on to any subsequent clergy. There have been no safeguarding incidents reported this year. Revd. Janet completed further sections of Safeguarding training whilst on sabbatical.

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

Fundraising
The PCC takes its fundraising responsibilities seriously and is very grateful to all who give to St James' Church – whether regular or occasionally, especially those who are able to gift aid and give through their bank – in their support of the church and church events. PCC supporters are never taken for granted. The PCC take full responsibility for fundraising and do not use commercial organisations or professional fundraisers. All money raised is either by donations, fundraising events, special appeals or legacies for which the PCC are most grateful.

During 2023 fundraising has continued to be difficult. Social events have not pulled in the crowds they once did and many church members are unable to attend or bring guests. Two Quiz Nights with a Pie 'n' Pea' supper were held, but numbers were low. As already stated, Craft Fairs have been held and do generate funds for the Church and the Hub, the café is particularly popular, as is the new Cake stall, but the event requires a great deal of work.

The church is completely reliant on the giving of the congregation and the PCC is very grateful for additional gifts given by church members. There has been no Gift Day this year due to the number of funerals in the first part of the year and the early AGM things were very busy. Gifts from the Memorial Service were donated for the 'Roof, West Wall and Repairs Fund'.

Volunteers
Our special thanks go to; the PCC Secretary; Nancy Phillips and Church Wardens Margaret Smith and Frank Harper for the specific roles they hold which enable the church to function well.

The Vicar and Churchwardens are enormously grateful for the many dedicated, hard-working volunteers who keep things running and make mission and ministry at St James' Church possible, especially under the increased pressures of fewer members in the congregation and a less able congregation. We as a church want to be a friendly and welcoming place. Without them (YOU), the church simply could not function or grow.

This year I particularly want to highlight the gifts that Will and Sue Timbey bring and for all that they have done and still do to keep the church running smoothly- from the finances to Messy Church, individual mentoring to grass mowing, cleaning to downloading, the weekly notice sheet to ministry team, prayer ministry to the overhead projector and so much more! We are so thankful for all the gifts and time they commit to St James' and we are grateful for the quiet way they go about crucial ministries, in the background, THANK YOU! They contribute so much to our worshipping community. A big THANK YOU! We recognise that Sue's illness has changed things for the time being and we long to see her restored, not because of all that she was involved in, but because they are close to our hearts and to give witness and praise to God!

These church members give particularly generously of their time to volunteering at St James', we owe them, and others, a huge debt of gratitude.

There are approximately 15% of church members who have not returned to church since Covid-19, and other members' priorities, willingness, or ability to volunteer have changed. It has been a struggle to offer any additional activities this year and more volunteers are needed for various aspects of church's life and ministry, this is going to be a theme that continues into 2024.

Knit & Natter continues to meet on Wednesday mornings, sharing craft ideas, knitting patterns, and lots of friendly nattering. In December most of the group went out for a Christmas meal together. Volunteers Karen and Heather (who come when they can)

enabled Margaret to continue with 'Tiddlers, Toddlers & Friends' group, on term-time Thursday mornings between 9.30am and 11.15am. They led the nativity at the Hub in early December despite the snow. More help is always welcome.

J C Puppets are now DBS cleared and ready to go back into Park Lane Nursing Home, Knypersley. The group hold a short service with the residents, including singing familiar songs and the use of puppets.

2023 Vicar's Report

This year has been a strange one, from my perspective; St James' Church congregation continues to struggle to emerge from the shadow of Covid19 which lingers on. The strains of the virus this year were easily caught and passed on to others and impact health, though not as severely as pre-vaccine levels. There are still members of the congregation who have not yet made it back to church, since Covid19 lockdowns.

The motto verse for the year has been reassuring:

"Don't be afraid. Dear Zion, don't despair. Your God is present among you..."
Zephaniah 3:16,17 (The Message Version)

This year the 'H-All Together' service in the Hub as our main Sunday Service once a month has continued as a type of Café Church, less formal, sat around tables and involving discussion questions and sometimes prayer together at the tables. There are children and families attending this more regularly than the church services. The screen has been moved to a different side and words are provided when we suspect that the sound quality will not be good enough or light on the screen will limit what people can see.

At the start of 2023 the congregation were each given a copy of a journal-ing edition of Matthew's Gospel to encourage reading, reflection and discussion of Scripture. Matthew was the lectionary gospel for this year, although Matthew was not strictly followed most Sundays. The Sunday preaching centred around a series on 1 Peter, then the lectionary readings for Easter, and once I returned from sabbatical, there was a series on the book of Esther leading up to lectionary advent and Christmas readings. However, there was a concurrent series for the H-All Together services on characters in the Bible who were 'Running on Empty'.

For me, the year seems to fall into three distinct sections: January- Easter, Easter-July and July-Christmas.
January-Easter was a time for getting the church ready for my sabbatical alongside planning the sabbatical. The annual reports were written and processed through the PCC, ready for the Annual Meeting which was held slightly earlier this year. The New Year Party was cancelled through lack of numbers. There were Safeguarding Training mornings held 21st January 2023 and April. There were more than half the usual annual number of funerals and internments in the first 3 months. Sadly, this included our dear, gentle-man, Roy Dudley who is now in Glory. I met with the wardens almost weekly to check arrangements and updates. I booked all the preachers and service leaders for the time I was to be away on sabbatical as well as spending time off planning the sabbatical three months. The heavy red chairs that were surplus to requirement from the Hub were moved to the upper lounge and were given, for a donation, to another church. Those remaining in the Hub are used for the Knit and Natter group as they are more stable and comfortable when sitting for a period of time. The new chairs have been welcomed by Hub users...

The church warden's DBS clearances finally arrived Just before I went on sabbatical, and they were licensed by Bishop Matthew on his visit after Easter. Judith Nicholson-Goold agreed to take on the role of Booking Secretary/ Hub Administrator in my absence, Easter-July and then on a more permanent basis. Judith has really taken to the role and I am so grateful that the Hub is in very capable hands. Church Wardens Margaret Smith & Frank Harper ably led the church through my study leave time. In this time the church leche continued to drop plaster into the upstairs Prayer Room, which had to be closed to use. At some point an electric plug was damaged by falling plaster and had to be isolated and dealt with.

July-Christmas: On my return from Sabbatical, the wardens and Judith had done excellent work and Judith was willing to stay on as Booking Secretary/Administrator for the Hub. However, the church felt really low numbers-wise and there were so many sick, ill or in hospital. On a general Sunday, the numbers could be in the low 30's. I also, gradually discovered that some church members had been trying-out and visiting other churches in the area. This is always difficult to hear.

The church could not function at all without so many dedicated, dependable volunteers giving their time and money sacrificially to St. James' Church, this is crucial to the ongoing ministry and mission of the church and is much appreciated. In 2022 the Church reinstated their tithing, in 2023 over £5,000 was given away as a tithe of moneys received in 2022, to other charities. Charities that benefited included: Child Sponsorship, Crisis, Operation Mobilization, Tearfund and Church Army.

In October I announced that after 6 ½ years, I would be leaving St James' to return to the Wirral and the parish where I was curate, to be Rector at Holy Cross, Woodchurch. I was expecting to take up the post in the new year. As the year drew to a close our dear friend Neil Gidman went to be with the Lord. The crowds at his funeral testified to the impact that Neil had within the church and the community.

It is hard to be leaving the people and the place of Newchapel, so many of you have a special place in my heart. I trust that God is in this move and that it will be the right thing for both churches too. We look forward with faith, and joy to what God has for our future with Him...
December 2023 Revd Sister Janet Arnold, CA, Vicar

Map Review
There has been little development in St James' Church Mission Action Plan. An away day was discussed but just managing through this year without extra things in the diary has seemed challenge enough for the congregation.

Risk Management
The Churchwarden(s) carry out regular visual Health and Safety checks on the building, especially following inclement weather and with the Wardens or Maintenance Team regularly inspects the premises for potential hazards or frozen pipes in cold weather.

Our insurances are reviewed annually ensuring there is adequate cover, and an informal review of any new risks which may impact the work of the Church in the Parish is ongoing.

Structure, Governance and Management
The PCC is a Body Corporate established by the Church of England (PCC Powers Measure 1956, and the Church Representation Rules 2006) and is a Charity registered with the Charity Commission. The PCC is governed by the Parochial Church Council Powers Measure (1956) as amended that came into effect on 2nd January 1957, and the Church Representation Rules (contained in Schedule 3 to the Synodical Government Measure 1969 as amended).

The method of appointment of the PCC members is set out in the Church Representation Rules. The Council at St James comprises of the Incumbent, the Churchwardens, those elected to the Deanery Synod, and other members who are elected at the Annual Parochial Church Meeting, by those on the Electoral Roll. Members of the congregation are encouraged to join the Electoral Roll, although some previous members have stood down following the complete revision of 2019 but still attend church.
Congregation members are encouraged and supported to take on new roles and to stand for election to the PCC.

In 2018 the AGM voted to accept the new rolling 3-year membership of the PCC which is now operating, but there are a number of vacancies for membership of the PCC who can only stand for a maximum of two consecutive terms of three years before having to take a break from the PCC. The PCC now has 9 elected members, and 2 places for Deanery Representatives (due to the drop in numbers on the electoral roll) in addition to the Incumbent and Church Wardens.

PCC members are responsible for making decisions on all matters of general concern and importance in the parish, and for all financial matters. In 2022, the PCC met 7 times, with an attendance record of 59% (this has dropped considerably due to two members who have not attended throughout the year due to ill health and work commitments). The Standing Committee met 3 times. The AGM took place on 26th March 2023.

We are so grateful for the work of our finance team (Will Timbey, Donna Rampling, Nancy Phillips) as Will steps down and Simon Nicholson steps up to the paying-out role again there is the new 2-stage verification to set in place for online payments etc... and we pray that God continues to provide for all the church's needs. Lichfield Diocese Finance Team remain the official 'Treasurer' for the church and supply a separate Independent Examiner to check the church accounts for year ending 2023. The 2022 accounts were officially accepted at the eAPCM held on the 24th September 2023.

Andrew Lawton became the newest member of the PCC. There are currently three vacancies on the PCC. The main topics of discussion for the PCC this year were: Church Tithing, the urgent investigation and repairs needed where water is still leaking at the nave/chancel joint, and the Leche area. Phase 2 building repairs. Church Services including H-All Together on the first Sunday of each month, issues relating to the Hub, the use of the car parks, fundraising, activities, MAP and outreach. The cost of Phase 2 of the building repairs is extremely challenging, and we continue to pray for the necessary finances to complete the work. Other issues include finances, the work outstanding as indicated in the Quinquennial report and Safeguarding which is on our agenda at every meeting.

We thank the Lichfield Diocese for the temporary special reduction of the Parish Share (now known as The Common Fund) during 2023 St James paid £36,750 and the forecast is £38,588 for 2024, an increase of £1,838. The reserves (seen in the total of our current bank statement) are now £10,500 and this needs to rise to cover at least 3 month's bills as an emergency fund. The Church and Hub are still struggling from a financial point of view, post-Covid19 there has been a drop in regular hirers for the Hub; the church congregation is now beginning to grow again following a drop in numbers due to the pandemic, and we owe our thanks to all for their continued financial support. Nancy's prayer as the PCC Secretary is "We pray earnestly and thankfully for God's grace to enable His church to overcome all challenges, as we endeavour to persevere in the battle to follow His plans for St James.".

Financial Review

PCC of Newchapel St James
Net Total Assets: £54,154 [2022 £40861]
Excess: £13,293 – Unrestricted Excess: £11,411 Restricted Excess £1,882
[2022 Excess £2,392]

Reserves Policy
It is PCC policy to try to build up free reserves (net current assets) which equates to at least three months unrestricted payments. This year the PCC has made an addition to this fund of £3,500 (total reserves are now £10,500), almost equivalent to three month's usual bills when the church started to make these reserves. The PCC is to be reminded that these funds must be sufficient to cover 3 months of expenses which they currently do not as costs have increased per month to around £4,000-£4,500 so if we use £4,500 as our guide this equates to £13,500. The PCC will need to keep a check on this moving forward and make provision within the reserves for this increased expense. The balance of the free reserves at the year-end was £18,380 plus the reserves designated = £28,880 so above this target. Due to the exponential rise in cost of building materials the church is going to struggle for a number of years to continue with a programme of urgent remedial repairs due on the church therefore the plan to wait until they are complete before saving for the reserves seems unwise; the PCC plan to set aside a growing reserve, year on year, until at least the sum of three months unrestricted payments is held in a reserve fund.

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

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

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

Investment policy for long-term funds is aimed primarily at generating a sustainable income, with due regard to the need for the preservation of capital value, and the possible need to realise investments to meet operational needs. The charity does not have a policy of generating income at excessive or high risk – known as "purchasing income", where high returns are guaranteed at the expense of capital.
In summary, the charity has an overall policy to maximise income while preserving the real value of its funds. Due to the nature of the charity, an ethical investment policy is taken into consideration when investments are made:
The charity follows the Ethical Investment Advisory policy as recommended by the Lichfield Diocese which includes the following:
"We aim to invest in companies that:
* will develop their business in the interests of shareholders;
* demonstrate responsible employment practices;
* are conscientious concerning issues of corporate governance, the environment and human rights;
* are sensitive to the community in which they operate."

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

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

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

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

Volunteers
The members of the PCC would like to thank all the volunteers who work so hard to make our Church a lively and vibrant community.

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

Structure, Governance and Management
The PCC is a Body Corporate established by the Church of England and is a Charity registered with the Charity Commission under registration number 1130297. The PCC is governed by the Parochial Church Council Powers Measure (1956) as amended that came into effect on 2nd January 1957, and the Church Representation Rules (contained in Schedule 3 to the Synodical Government Measure 1969 as amended).

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

The PCC members are responsible for making decisions on all matters of general concern and importance in the parish, and for all financial matters. The PCC met X times in 202X. [Given its responsibilities, the PCC has a number of sub committees, each dealing with a particular aspect of parish life. These include Finance and Standing Committee. Each reports back to the PCC with the minutes of their meetings.]

Related Parties
There are no related parties employed by the PCC or awarded contracts for work

Reference and Administrative Details

The Church is situated in Station Road, Newchapel, Stoke-on-Trent, ST7 4QT and is part of the Deanery of Stoke-on-Trent, in the Diocese of Lichfield. The correspondence address is The Vicarage, 32 Pennyfields Road, Newchapel, Stoke-on-Trent. ST7 4PN. Registered charity number 1163088. Our website address is: http://www.stjamesnewchapel.co.uk

Charity Name: The Parochial Church Council of the Ecclesiastical Parish of Newchapel St James

Other names the charity is known by: N/A

PCC Members: Who Served from 1 January 2023 to the date this report was approved

Trustee name	**Office (if any)**	**Dates acted if not for whole period**
Ex-Officio		
The Reverend Sister Janet Arnold CA	Chairperson	
Mrs Margaret Smith	Churchwarden & Deanery Synod	
Frank Harper	Churchwarden	
Donna Rampling	Deanery Synod	
Elected members		
Nancy Philips	Secretary	
Margaret Smith		
Sue Timby		
Linda Stubbs		
Wayne Bamford	Safeguarding	
Andrew Lawton		
Simon Nicholson		
Co-opted Members		

Bank	Natwest , Burslem Fountain Place Branch
Investment Managers	CCLA 1 Angel Ln London EC4R 3AB
Independent Examiner	Jonathan Hill Lichfield Diocesan Board of Finance St Mary's House, The Close, Lichfield. WS13 7LD

Approved by the PCC on 11/03/2024 and signed on its behalf by:

T. Harper
XXXXXXXXXX
Church Warden

N Phillips
XXXXXXXXXXXX
Secretary

Independent Examiner's report to the trustees/members of The PCC of The Parish of Newchapel St James

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

Respective responsibilities of the Trustees and Independent Examiner

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

It is my responsibility

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

Basis of Independent Examiner's Statement

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

Independent Examiner's Statement

In connection with my examination, no material matters have come to my attention which gives me cause to believe that in any material respect:

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

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

Signed: ..... Date: ~~XX/XX/~~2023 06/06/2024

Jonathan Hill FCMA CGMA
Lichfield Diocesan Board of Finance
St Mary's House, The Close, Lichfield WS13 7LD

The Parish of Newchapel St James
Notes to the Financial Statements
For the year ended 31st December 2023

Accounting Policies

The PCC is a public benefit entity within the meaning of FRS102. The financial statements have been prepared under the Charities Act 2011 and in accordance with the Church Accounting Regulations 2006 governing the individual accounts of PCCs, and with the Regulations' "true and fair view" provisions. They have also been prepared in accordance with the Charities SORP (FRS102).

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

The financial statements have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant notes to these accounts. 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 main affiliation to another body nor those that are informal gatherings of Church members.

Cashflow Statement

The Charity has taken advantage of the exemption in FRS102 from the requirement to produce a cashflow statement on the grounds that the income does not exceed £500,000.

Going Concern

There are no material uncertainties relate to events or conditions that cast significant doubt on the charity's ability to continue as a going concern.

Accounting Estimates and Prior Year Errors

No changes to accounting estimates have occurred in the reporting period.
No material prior year errors have been identified in the reporting period

Description of Funds

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

An explanation of purpose of each Designated fund are as follows:

Name of fund	Purpose
BOILER - D - Boiler Designated Fund	New Boiler
Hall - Church Hall (The Hub) Designated	The Hub - Transferred to PCC bank in Dec 2023
RES - Reserve Designated Fund	PCC Designated for Reserve at meeting on 07.06.21
ROOF-D - Roof, West Wall & Repairs Designated	Roof, West Wall & Repairs

Restricted funds comprise of two elements :-

a) income from trusts or endowments which may be expended only on those restricted objects provided in the terms of the trust or bequest

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

An explanation of purpose of each Restricted fund are as follows:

Name of fund	Purpose
CYARD - Churchyard Restricted Fund	Churchyard Maintenance
FABRIC - Fabric Restricted Fund	For the upkeep and maintenance of the fabric of the church
KNIT & NATTER - Knit & Natter	Community Group Knit & Knatter
ROOF-R - Roof, West Wall & Repairs Restricted	Roof, West Wall & Repairs
TTF - Tiddlers, Toddlers & Friends Restricted	Tiddlers, Toddlers & Friends Group

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

An explanation of purpose of each Endowment fund are as follows:

The PCC does not hold any Endowment Funds

Incoming Resources

Planned giving, collections and donations are recognised when received or when the PCC becomes entitled to the resource and the monetary value can be measured with sufficient reliability. Tax refunds are recognised when the incoming resource to which they relate is received. Grants and Legacies are accounted for when the PCC is legally entitled to the amounts due and the monetary value can be measured with sufficient reliability. Dividends are accounted for when receivable, interest is accrued. All other income is recognised when it is receivable. All incoming resources are accounted for gross.

Resources Expended

Grants and donations are accounted for when paid over, or when awarded, if that award creates a binding or constructive obligation on the PCC. The diocesan parish share is accounted for when due. Amounts received specifically for mission are dealt with as restricted funds. All other expenditure is generally recognised when it is incurred and is accounted for gross.

Governance and Support Costs

Support costs should be allocated between governance costs and other support. Governance costs comprise all costs involving public accountability of the PCC and its compliance with regulation and good practice.
Support costs include central functions and have been allocated to activity cost categories on a basis consistent with the use of resources eg by allocating staff costs by time spent and other costs by their usage.

Fixed Assets

Consecrated and benefice property is not included in the accounts by s.10(2)(a)&(C) of the Charities Act 2011.
Moveable church furnishings held by the Vicar and Churchwardens on special trust for the PCC and which require a faculty for disposal are inalienable property, listed in the Church's inventory, which can be inspected (at any reasonable time). For anything acquired prior to 2000 there is insufficient cost information available and therefore such assets are not valued in the financial statements.

Investments

Investments in quoted shares, traded bonds and similar investments are valued initially at cost and subsequently at market value at the year end. Investments held for re-sale are treated as current asset investments.

Debtors

Debtors are measured on initial recognition at settlement amount. Subsequently they are measured as cash expected to be received.

Creditors and Accruals

Creditors are measured at settlement amounts less any trade discounts. Accruals are measured on best estimate of the amount required to settle the obligation at the reporting date.

The Parish of Newchapel St James year ending 2023

Statement of Financial Activities 2023

	Unrestricted funds	Designated funds	Restricted funds	Endowment funds	Total funds	Prior year total funds
Income and endowments from:						
Donations and legacies	44,324	-	1,486	-	45,810	52,380
Income from charitable activities	5,444	-	350	-	5,794	5,555
Other trading activities	1,219	-	-	-	1,219	1,461
Investments	-	-	-	-	-	-
Other income	-	-	-	-	-	-
Total income	**50,987**	**-**	**1,836**	**-**	**52,823**	**59,396**
Expenditure on:						
Raising funds	1,255	-	-	-	1,255	799
Expenditure on charitable activities	48,321	-	(46)	-	48,275	56,205
Other expenditure	-	-	-	-	-	-
Total expenditure	**49,576**	**-**	**(46)**	**-**	**49,529**	**57,004**
Net income / (expenditure) resources before transfer	**1,411**	**-**	**1,882**	**-**	**3,293**	**2,392**
Transfers						
Gross transfers between funds - in	-	12,085	-	-	12,085	9,679
Gross transfers between funds - out	(3,500)	(8,585)	-	-	(12,085)	(9,679)
Other recognised gains / losses						
Gains/losses on investment assets	-	-	-	-	-	-
Gains on revaluation, fixed assets, charity's own use	-	10,000	-	-	10,000	-
Net movement in funds	**(2,089)**	**13,500**	**1,882**	**-**	**13,293**	**2,392**
Reconciliation of funds						
Total funds brought forward	**20,469**	**12,870**	**7,522**	**-**	**40,861**	**38,469**
Total funds carried forward	**18,380**	**26,370**	**9,404**	**-**	**54,154**	**40,861**

Balance Sheet

Class and code	Description	As at 31/12/2023	As at 31/12/2022
Current assets			
05426197	Natwest current account	53,096	40,964
6590	Cash in hand	-	61
6600	Tax recoverable at year end	1,054	1,660
Z05	Accounts Receivable	-	-
	Total Current assets	**54,151**	**42,686**
Liabilities			
6610	Common Fund arrears	-	-
6611	Common Fund Current Year	-	-
6650	Accrued expenditure	-	840
6655	Creditors at year end	-	160
6699	Agency collections	(3)	825
Z04	Accounts Payable	-	-
	Total Liabilities	**(3)**	**1,825**
	Net Asset surplus (deficit)	**54,154**	**40,860**
Reserves			
	Excess/(deficit) to date	3,293	48,635
Z01	Starting balances	40,860	(7,775)
Z03	Gains/(losses) on reval of fixed assets	10,000	-
	Total Reserves	**54,154**	**40,860**
	Represented by Funds		
	General (Unrestricted)	18,380	20,469
	Designated	26,370	12,870
	Restricted	9,403	7,521
	Total	**54,154**	**40,860**

Balance Sheet

Class and code	Description		As at 31/12/2023		As at 31/12/2022
Current assets					
6501	Natwest current account		53,097		40,965
6590	Cash in hand		-		62
6600	Tax recoverable at year end		1,054		1,660
Z05	Accounts Receivable		-		-
	Total Current assets		**54,151**		**42,686**
Liabilities					
6650	Accrued expenditure		-		840
6655	Creditors at year end		-		160
6699	Agency collections		(3)		826
Z04	Accounts Payable		-		-
	Total Liabilities		**(3)**		**1,826**
	Net Asset surplus (deficit)		**54,154**		**40,861**
Reserves					
	Excess/(deficit) to date		3,293		48,636
Z01	Starting balances	40,861		(7,775)	
Z03	Hub Transfer from LDBF 31.12.23		10,000		-
	Total Reserves		**54,154**		**40,861**
	Represented by Funds				
	General (Unrestricted)	18,380		20,469	
	Designated	26,370		12,870	
	Restricted		9,404		7,522
	Total		**54,154**		**40,861**

Approved by the PCC on 11/03/2024 and signed on its behalf by:

J. O'Hagan — N Phillips

XXXXXXXXXX — XXXXXXXXXXXX

Church Warden — Secretary

Analysis of income and expenditure 2023

	Unrestricted	Designated	Restricted	Endowment	Total This year	Total Last year
INCOME AND ENDOWMENTS FROM:						
Donations and legacies						
0101 - Giving via standing order with Gift Aid	14,315	-	-	-	14,315	16,814
0105 - Giving via Giving Direct	464	-	-	-	464	495
0110 - Gift Aid Giving via envelope scheme	5,860	-	-	-	5,860	5,888
0201 - Other planned giving	14,112	-	-	-	14,112	13,464
0301 - Giving via cash on collection plate	2,795	-	412	-	3,207	3,091
0410 - Giving through church boxes	2	-	-	-	2	65
0501 - One-off Gift Aid gifts	84	-	-	-	84	25
0550 - Donations appeals etc	760	-	74	-	834	4,486
0601 - Tax recoverable on Gift Aid	5,932	-	-	-	5,932	7,402
0701 - Legacies	-	-	1,000	-	1,000	-
08A1 - Non-recurring one-off grants	-	-	-	-	-	650
Donations and legacies Totals	**44,324**	**-**	**1,486**	**-**	**45,810**	**52,380**
Income from charitable activities						
0556 - Knit and Natter	-	-	350	-	350	-
0912 - Craft Fayres Gross Income	1,534	-	-	-	1,534	786
1101 - Fees for weddings and funerals	3,118	-	-	-	3,118	3,677
1102 - PCC Local Fees	792	-	-	-	792	676
1230 - Church hall lettings - objectives	-	-	-	-	-	416
Income from charitable activities Totals	**5,444**	**-**	**350**	**-**	**5,794**	**5,555**
Other trading activities						
0901 - Other funds generated	-	-	-	-	-	873
0910 - Occasional Events	403	-	-	-	403	348
1240 - Church hall lettings - fund raising	-	-	-	-	-	240
1245 - Catering Income	816	-	-	-	816	-
Other trading activities Totals	**1,219**	**-**	**-**	**-**	**1,219**	**1,461**
Income and endowments Grand totals	**50,987**	**-**	**1,836**	**-**	**52,823**	**59,396**
EXPENDITURE ON:						
Raising funds						
1720 - Costs of stewardship campaign	56	-	-	-	56	51
1725 - Catering Expenditure	1,162	-	-	-	1,162	246
1730 - Costs of fetes & other events	38	-	-	-	38	503
Raising funds Totals	**1,255**	**-**	**-**	**-**	**1,255**	**799**
Expenditure on charitable activities						
1801 - Giving to missionary societies	4,672	-	-	-	4,672	5,144
1860 - Donation to Hub	20	-	550	-	570	350
1910 - Parish Share (Current Year)	59,315	-	-	-	59,315	59,315
1911 - Parish Share - Special Assessment	(22,565)	-	-	-	(22,565)	(17,396)
1912 - Parish Share Support	-	-	-	-	-	(6,919)
2101 - Working expenses of incumbent	652	-	-	-	652	977
2150 - Vicar's telephone and internet	478	-	-	-	478	655
2201 - Parish training and mission	-	-	-	-	-	40
2301 - Church running - insurance	1,997	-	-	-	1,997	1,983
2311 - Licences & Subscriptions	337	-	-	-	337	597
2329 - Church Maintenance (minor works by congregation)	-	-	-	-	-	58
2330 - Church maintenance	164	-	-	-	164	200

2331 - Cleaning	39	-	-	-	39	-
2340 - Upkeep of services	34	-	-	-	34	79
2350 - Upkeep of churchyard	310	-	244	-	554	14
2360 - Administration	783	-	-	-	783	310
2365 - Photocopier (Rental and printing)	-	-	-	-	-	158
2366 - Church website	-	-	-	-	-	135
2401 - Church running - electric	489	-	-	-	489	413
2410 - Church running - gas	952	-	-	-	952	359
2420 - Church running - water	167	-	-	-	167	95
2450 - Church Inspections	-	-	-	-	-	715
2620 - Book Keeping Costs	475	-	-	-	475	450
2701 - Church major repairs - structure	-	-	(840)	-	(840)	840
2711 - Boiler Replacement (Church Upstairs/reception area)	-	-	-	-	-	7,635
Expenditure on charitable activities Totals	**48,321**	**-**	**(46)**	**-**	**48,275**	**56,205**
Expenditure Grand totals	**49,576**	**-**	**(46)**	**-**	**49,529**	**57,004**

Fund movement by type 2023

Fund	Opening	Incoming	Outgoing	Transfers	Gains/Losses	Journals	Closing
BOILER - D							
Designated	5,085	-	-	(5,085)	-	-	-
Sub-totals	**5,085**	**-**	**-**	**(5,085)**	**-**	**-**	**-**
CYARD							
Restricted	244	1,000	244	-	-	-	1,000
Sub-totals	**244**	**1,000**	**244**	**-**	**-**	**-**	**1,000**
FABRIC							
Restricted	3,290	-	-	-	-	-	3,290
Sub-totals	**3,290**	**-**	**-**	**-**	**-**	**-**	**3,290**
Hall							
Designated	-	-	-	-	-	10,000	10,000
Sub-totals	**-**	**-**	**-**	**-**	**-**	**10,000**	**10,000**
KNIT & NATTER							
Restricted	-	350	350	-	-	-	-
Sub-totals	**-**	**350**	**350**	**-**	**-**	**-**	**-**
RES							
Designated	7,000	-	-	3,500	-	-	10,500
Sub-totals	**7,000**	**-**	**-**	**3,500**	**-**	**-**	**10,500**
ROOF-D							
Designated	785	-	-	5,085	-	-	5,870
Sub-totals	**785**	**-**	**-**	**5,085**	**-**	**-**	**5,870**
ROOF-R							
Restricted	3,988	74	(840)	-	-	-	4,902
Sub-totals	**3,988**	**74**	**(840)**	**-**	**-**	**-**	**4,902**
TTF							
Restricted	-	412	200	-	-	-	212
Sub-totals	**-**	**412**	**200**	**-**	**-**	**-**	**212**
General							
Unrestricted	20,469	50,987	49,576	(3,500)	-	-	18,380
Sub-totals	**20,469**	**50,987**	**49,576**	**(3,500)**	**-**	**-**	**18,380**
Totals	**40,861**	**52,823**	**49,529**	**-**	**-**	**10,000**	**54,154**

Fund movement by type 2022

Fund		Opening	Incoming	Outgoing	Transfers	Gains/Losses	Journals	Closing
BOILER - D								
Designated		6,700	-	6,700	5,085	-	-	5,085
	Sub-totals	**6,700**	**-**	**6,700**	**5,085**	**-**	**-**	**5,085**
BOILER - R								
Restricted		100	-	100	-	-	-	-
	Sub-totals	**100**	**-**	**100**	**-**	**-**	**-**	**-**
CATER								
Designated		754	-	-	(755)	-	-	-
	Sub-totals	**754**	**-**	**-**	**(755)**	**-**	**-**	**-**
CYARD								
Restricted		243	-	-	-	-	-	243
	Sub-totals	**243**	**-**	**-**	**-**	**-**	**-**	**243**
FABRIC								
Restricted		3,289	-	-	-	-	-	3,289
	Sub-totals	**3,289**	**-**	**-**	**-**	**-**	**-**	**3,289**
HARD								
Designated		39	-	-	(40)	-	-	-
	Sub-totals	**39**	**-**	**-**	**(40)**	**-**	**-**	**-**
KNIT & NATTER								
Restricted		-	650	350	(301)	-	-	-
	Sub-totals	**-**	**650**	**350**	**(301)**	**-**	**-**	**-**
RES								
Designated		3,500	-	-	3,500	-	-	7,000
	Sub-totals	**3,500**	**-**	**-**	**3,500**	**-**	**-**	**7,000**
ROOF-D								
Designated		785	-	-	-	-	-	785
	Sub-totals	**785**	**-**	**-**	**-**	**-**	**-**	**785**
ROOF-R								
Restricted		837	3,990	840	-	-	-	3,988
	Sub-totals	**837**	**3,990**	**840**	**-**	**-**	**-**	**3,988**
General								
Unrestricted		22,218	54,755	49,013	(7,491)	-	-	20,469
	Sub-totals	**22,218**	**54,755**	**49,013**	**(7,491)**	**-**	**-**	**20,469**
	Totals	**38,469**	**59,395**	**57,003**	**-**	**-**	**-**	**40,860**

Staff Costs
The PCC does not employ anyone

Trustees' Remuneration & Expenses
One Trustee has been reimbursed £1,130 [£1,632 2022] for travel and phone expenses during the year

Related Parties
Donations from related parties [10 PCC members] totalled £9,931 [£11,273 2022].

Analysis of Transfer between Funds 2023

Debit	Credit	Description	Fund	Fund Type
-	4,500.00	From General to Contingency	CONT	Des
4,500.00	-	General to Contingency	General	Unr
-	-4,500.00	From General to Contingency	CONT	Des
-4,500.00	-	General to Contingency	General	Unr
-	3,500.00	2023 budget	General	Unr
3,500.00	-	2023 budget	BOILER - D	Des
-	5,000.00	INCORRECTLY TRANSFER TO BOILER DES	BOILER - D	Des
5,000.00	-	TRF FROM GEN TO ROOF DES	ROOF-D	Des
-	85	INCORRECTLY TRANSFER TO BOILER DES	BOILER - D	Des
85	-	TRF FROM GEN TO ROOF DES	ROOF-D	Des
-	3,500.00	INCORRECTLY TRANSFER TO BOILER DES	BOILER - D	Des
3,500.00	-	TRF GEN TO RESERVE DES	RES	Des

Analysis of Transfer between Funds 2022

Debit	Credit	Description	Fund	Fund Type
-	3,500.00	TRF TO RESERVES DES	General	Unr
3,500.00	-	TRF FROM GENERAL FUND	RES	Des
-	5,085.00	PCC Meeting 7th February 2022	General	Unr
5,085.00	-	PCC Minutes 7th February 2022	BOILER - D	Des
-	39	To General email 07/02/2023	HARD	Des
39	-	From Hardship email 07/02/2023	General	Unr
-	0.01	To General	HARD	Des
0.01	-	From Hardship email 07/02/2023	General	Unr
-	754.91	To General email 07/02/2023	CATER	Des
754.91	-	From Catering	General	Unr
-	300.2	To General	KNIT & NATTER	Res
300.2	-	From Knit and Natter	General	Unr

Fixed Assets
The PCC does not hold any Tangible Fixed Assets

Liabilities

Liabilities due within one year

	2023 £	2022 £
Agency	(3)	826
Other Creditors	0	1000
Total	**(3)**	**1826**

Summary of Assets by Fund 2023

Unrestricted					
General fund	18,380	-	-	18,380	20,469
Designated					
Boiler Designated Fund	-	-	-	-	5,085
Reserve Designated Fund	10,500	-	-	10,500	7,000
Roof, West Wall & Repairs Designated	5,870	-	-	5,870	785
The Hub	10,000	-	-	10,000	-
Restricted					
Churchyard Restricted Fund	-	1,000	-	1,000	243
Fabric Restricted Fund	-	3,289	-	3,289	3,289
Roof, West Wall & Repairs Restricted	-	4,902	-	4,902	3,988
Tiddlers, Toddlers & Friends Restricted	-	212	-	212	-
Total funds	**44,750**	**9,403**	**-**	**54,154**	**40,860**

Summary of Assets by Fund 2022

Unrestricted					
General fund	20,469	-	-	20,469	22,218
Designated					
Boiler Designated Fund	5,085	-	-	5,085	6,700
Catering Designated	-	-	-	-	754
Contingency Designated Fund	-	-	-	-	-
Hardship Designated Fund	-	-	-	-	39
Reserve Designated Fund	7,000	-	-	7,000	3,500
Roof, West Wall & Repairs Designated	785	-	-	785	785
The Hub	-	-	-	-	-
Restricted					
Boiler Restricted Fund	-	-	-	-	100
Churchyard Restricted Fund	-	243	-	243	243
Fabric Restricted Fund	-	3,289	-	3,289	3,289
Roof, West Wall & Repairs Restricted	-	3,988	-	3,988	837
Tiddlers, Toddlers & Friends Restricted	-	-	-	-	-
Total funds	**33,339**	**7,521**	**-**	**40,860**	**38,469**

Income & Expenditure Comparatives

Previous Year 2022

	Unrestricted funds	Restricted funds	Endowment funds	2022	2021
Income and endowments from:					
Donations and legacies	48,389	3,990	-	52,379	55,432
Income from charitable activities	5,554	-	-	5,554	4,480
Other trading activities	811	650	-	1,461	734
Investments	-	-	-	-	-
Other income	-	-	-	-	-
Total income	**54,755**	**4,640**	**-**	**59,395**	**60,646**
Expenditure on:					
Raising funds	799	-	-	799	112
Expenditure on charitable activities	54,914	1,290	-	56,204	68,999
Other expenditure	-	-	-	-	-
Total expenditure	**55,713**	**1,290**	**-**	**57,003**	**69,112**
Net income / (expenditure) resources before transfer	**(959)**	**3,350**	**-**	**2,391**	**(8,466)**
Transfers					
Gross transfers between funds - in	9,679	-	-	9,679	16,000
Gross transfers between funds - out	(9,379)	(301)	-	(9,680)	(16,000)
Other recognised gains / losses					
Gains/losses on investment assets		-	-	-	-
Gains on revaluation, fixed assets, charity's own use	-	-	-	-	
Net movement in funds	**(659)**	**3,050**	**-**	**2,391**	**(8,466)**
Total funds brought forward	**33,997**	**4,471**	**-**	**38,469**	**40,239**
Total funds carried forward	**33,339**	**7,521**	**-**	**40,860**	**31,774**

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST JAMES NEWCHAPEL

England & Wales - Charity number 1163088

Accounts

St James Church, Newchapel
"The Church on the Hill"
Annual Financial Statements for the year ended 31st December 2022

Charity registration number: 1163088

DIOCESE OF LICHFIELD

The Parochial Church Council of Newchapel St James

Trustees' Annual Report for the year ended 31st December 2022

Charity registration number: 1163088

Objectives and Activities

The Parochial Church Council of Newchapel St James (the PCC) has the responsibility of co-operating with the incumbent, the Reverend Sister Janet Arnold CA, in promoting in the ecclesiastical parish, the whole mission of the Church, pastoral, evangelical, social, and ecumenical. The PCC is also spiritually responsible for the maintenance of the church.

The PCC is committed to enabling as many as possible to worship at our church and to become part of our parish community at Newchapel. The PCC maintains an overview of worship throughout the parish and makes suggestions on how our services and social occasions can involve the many groups that live within our parish. Our services and worship put faith into practice through prayer, scripture, music, and sacrament, sending us out for service and mission in the community and world. Through the Occasional Offices we listen to the needs of the community and share with them the Good News of God's love made personal through Jesus. Also, through prayerful support and non-sacramental activities such as hospitality, fellowship, work with local schools and Puppet Services (at a nearby Care Home), we aim to reach non churched members of the community.

Public Benefit

The trustees of the PCC are aware of the Charity Commission's guidance on public benefit in The Advancement of Religion for the Public Benefit and have had regard to it in their administration of the Charity. The trustees believe that, by promoting the work of the Church of England in the Ecclesiastical Parish of Newchapel St James it helps to promote the whole mission of the Church by following Christ in the footsteps of St Chad, through vocation, discipleship, and evangelism, and that in doing so it provides a benefit to the public.

Worship Services

The current worship service pattern at St James' Church is the principal worship service at 10.30am Sunday mornings; there is a service of Holy Communion on 2nd and 4th Sundays, the 5th Sunday is usually an 'Anointing with Oil Healing Service', the 3rd Sunday is a Morning Praise, and the 1st Sunday of the month is an All-Age Service. In order to bring the congregation back together following the pandemic, and encourage families to re-engage, the PCC decided to try a type of Café Church called H-All Together, where the congregation are sat around tables at the Hub, on the first Sunday of the month as the principal service (whenever the Hub is not already hired out). This service is less formal with time for discussion around tables. These services were held the first Sundays

of September, November and December and the PCC voted to extend this for a further 6 months into 2023.

The Churchmanship of St James' congregation is evangelical/charismatic in style. Music is led by a small worship group including 3 drummers. For worship in the Hub internet downloads are projected- there have been several issues with this including not being able to see the words and light reflecting through the windows onto the screen. These are gradually getting ironed out, but more families are attending on this Sunday and there has been positive feedback despite the issues. A really successful Nativity was held the first Sunday of December involving the 'Tiddler, Toddler & Friends' Group and there were around 14 adults who attended with their children. The Stepping Stones Group has sadly not yet re-started since the first lockdown, in March 2020 and most weeks we don't have children amongst us, which is such a loss.

St James' Church Mission Action Plan, first formed during 2018 is now in the process of being re-written. Lower congregation numbers due to people not returning after the Covid-19 pandemic, lower numbers of people retiring before 60 years of age, and therefore the lower number of younger volunteers have changed our priorities and might be possible. There was a MAP Re-Start morning held in October when Archdeacon Megan Smith led us with an inspiring talk and discussions around 'Looking back with Thanksgiving / Mourning what has been Lost', 'Looking at the current situation with Courage' and 'Looking forward with Hope'. There were also conversations regarding the same topics during a morning service when comments were noted on slips of paper. The coronavirus outbreak has continued with Covid-19 variants; there have been further vaccination programmes but there is less of a risk from serious illness or death, so the church has been open all year. Many of the 9am service congregation are attending the 10.30am principal service now, but less regularly. Generally the population have aged due to the lock-downs or are less mobile, so the 9am service has not been able to restart yet. The 6.30pm service is no longer viable in terms of the costs of heating the building for the 2-3 people who might attend or come to run the service. Occasional Stoke Deanery Services, Ecumenical Celebrations and events at Stoke Minister are promoted and attended by a few on Sunday evenings.

The Electoral Roll

The Electoral Roll for 2022 has 69 members currently listed, with 43 people living within the parish and 26 living outside. Aveen, who operates the list with support from Nancy, says "Let us pray that God continues to pour out His Holy Spirit on His church and that we may see much growth in the year to come, both in numbers and in our spiritual lives. As always, the figures will be reported to the Diocesan Office in Lichfield.

There are forms available to anyone wishing to enrol". Approximately 15% of Church members who have not returned to church since Covid-19, and other members' priorities, willingness, or ability to volunteer have changed.

We have sadly lost some dear church members this year; Peter Smith, Pat Dalton and Edward Stubbs, faithful members who contributed their gifts in different ways. Peter served the Lord and St. James' Church for many, many years as Church Warden and then as Treasurer, Pat had a wider ministry and mission in her younger days as a sought-after singer at mission events, she was a real nurturer of people... and Edward came to faith more recently and was our gentle giant, whose faith blossomed in his later years and an encouragement to those who had the opportunity to get to know him.

Church Activities

During 2022 there were 7 funerals held in St James' Church, 1 funeral held only at the Crematorium, 1 graveside burial in St Lawrence's Churchyard and 12 internments of ashes in church grounds, most of which were into existing ashes plots. There were 3 weddings held at St James' in 2022 including the wedding of the daughter of a local farmer and milkman; the bride arrived on a decorated milk float and the guests travelled to the reception in the field opposite the church on a truck, sat on bales of hay, pulled by the tractor. The annual Memorial Service and Tea was attended by around 50 bereaved family members, and it was good to see the church bulging at the seams for the Packmoor Ormiston Primary School Carol Service.

Although there were a number of enquiries regarding children from the community being baptised, some of these were from outside the parish and most did not appear in Church, none of these contacts have so far resulted in a baptism taking place, but one is now booked for next year. The PCC agreed to temporarily shifting baptism services to after the church service so that family members could attend without the restriction of numbers in the building.

Since Covid-19 lockdowns, no formal system has been operating for pastoral visiting, though it happens in an organic way and as relationships develop. The Vicar continued to do pastoral visiting particularly for the bereaved, the housebound, offering Home Communions at least twice a year, and working with Lorraine Green visiting families enquiring about Baptism.

We enjoyed celebrating Queen Elizabeth II's Platinum Jubilee in style with party food, crafts, hats, games and a quiz and then cakes at the service on Sunday, but it felt like only days later that we opened the church for a week for anyone who wanted to pray or be quiet and remember her following her sudden death. We gathered for a special service to commemorate her sad passing. We placed a large wooden cross in the church grounds and people laid flowers in memory of Her Majesty; she was a Queen of such Christian faith, dignity and duty.

There was New Year Party during January, a 60''s Music Night (with Pie 'n' Pea Supper) held this year as well as the indoor Jubilee Party with quizzes and puppet performances. There were 6 Craft Fairs held at the Community Hub with quite a few regular crafters who return and always say how friendly it is. Church Warden, Margaret says "We could not continue to hold these fairs if it was not for all the people who volunteer, taking out posters and posting leaflets though doors, putting up tables, car park, in the kitchen, waiting on, taking cash and cleaning up after and washing tablecloths etc a big thank you to each and every one".

The church could not function at all without so many dedicated, dependable volunteers giving their time and money sacrificially to St. James' Church, this is crucial to the ongoing ministry and mission of the church and is much appreciated. This year the Church reinstated their tithing, giving away over £5,000 as a tithe of monies received in 2021. Charities that benefitted included: Child Sponsorship, Crisis, Mercy Ships, Tear Fund and Church Army. During 2022 the congregation has managed to cover all the running expenses of the Church including the Common Fund (Parish Share), and this is almost entirely due to the generosity of members of the congregation supporting the church via their standing orders and plate donations too.

The Lichfield Diocese Finance Team have again been generous with their advice and support this year, without their support and help the church would literally not keep functioning. The PCC owes enormous gratitude to; Jonathan Hill, Cosy Bagot Jewitt, Jean Overton, Sue Schulz and Jess Dace who have helped us with our annual finance reports and ongoing treasurer work for the Church and Hub, Thank you!

The Hub has had further changes this year – after a year as the Administrator, the regular bookings had not increased and Sonya Cooper was put on a rolling contract, with no permanent contract as the Hub could not financially commit to that. In June, Sonya resigned from her role as Administrator and the cleaner also left the same month. Revd Janet has for now, taken on the role of administrator. We are very grateful to Archdeacon Terry Bloor who continues to chair the Hub Management meetings, ably assisted by Fiona North who takes the minutes. Fiona has also won funding from 'Awards for All' for 188 new, folding chairs and chair trollies and carried out the feasibility study for future work.

Achievements and Performance

Please find in the appendix the comments and Psalms written at our Mission Action Plan review session in October and service in December. Work needs to be done to bring this into sections on Vocation, Discipleship and Evangelism priorities for St James Church.

The planned 2020 Mission visit of the Vicar and a group from the congregation to our link church of Holy Spirit, in Ipoh, Malaysia in May was sadly cancelled; due to the pandemic- another sad consequence of the pandemic and currently it is not known yet when this might be re-instated, but there have been hints from our friends in Malaysia.

During 2022 as a Church, we worked through the gospel of Luke in our morning sermons. We had a sermon mini-series on the homes that Jesus visited and a series on The Lord's Prayer. During Advent and Christmas, the church has followed readings for the season.

St James' Ministry Team have shared in 5 Anointing with Oil Services this year and offer personal prayer after services as well as in people's homes. There has been no formal Ministry Team training this year. The faithful Tuesday Prayer Group has been meeting in Church all year, often wrapped in woolly gloves and warm coats in the winter months.

There was a START! Course offered in early 2022 and Cathrine, Jack, John, Dennis, and Jacqui attended. Jack now works away, so we often don't see him, but Cathrine, John and Jacqui all started using the follow-on CPO's 'Life Sheets' for Bible Study, reflection, and discussion, partnered with Hazel, Will and myself. The Pilgrim Group, ably led by Charlie Crouch has gathered around 12/13 members, now meeting in the Hub and they have studied Paul's letters to the early church this year.

There were 3 Deanery Synod meetings held in person this year, the first was attended by Margaret Smith and Revd Janet; introducing possible avenues of training and support for parishes, the new archdeacon the Rev. Megan Smith, spoke to us about learning communities and the different mission agencies who would get involved with churches, then we went into groups to discuss different ways to move forward. The next 2 meetings Donna Rampling joined the Deanery Synod, where we heard about how the Church Commissioners and the Diocese are financially supporting a strategic development fund development bid to help build connections with schools and about reaching communities by setting up Christian Recovery groups.

Gordon Pritchard officially stood down as Churchwarden and Margaret Smith was sworn in as Churchwarden when Bishop Matthew visited St James'. However, although Frank Harper has agreed to act as Churchwarden, he cannot be licensed until he has received his DBS, which remains outstanding after 8 months. The Vicar attended 7 Chapter Meetings in person, only missing one when she was on holiday and hosting the Christmas Chapter at the Hub. She also attended the Deanery Standing Committee.

St. James Church has a large churchyard and Will, Sue (and occasionally Frank) cannot cover the whole churchyard area with grass cutting, pruning, trimming and tidying. There is a large area of the churchyard where the grass is very long and there have been complaints from some families that cannot reach their loved one's grave, but when the situation is explained, they are more sympathetic. Families are invited and reminded of their responsibility to maintain their family graves and are encouraged to cut the grass, and even offered the use of our equipment. The PCC of St James' would like to have a completely neat, cared for churchyard but we simply don't have the volunteers to make this happen. Again, some equipment appears to have disappeared this year. There continues to be inappropriate items and plastic flowers, solar lights etc placed on graves, these have been cleared a couple of times and families allowed to collect their items (some appeared back on graves despite the noticeboard sign "Fresh Flowers only"). There have been two family petitions to the Diocesan Chancellor regarding gravestones which the vicar is not allowed to agree, both were granted. One involved a headstone of different shape, colour than is allowed under the regulations and use of the word 'Dad' was agreed on the stone. This second application has been misrepresented in the local and national press and the vicar has not been asked to comment on the claims made by the family. This same family have also confronted the vicar and another member of the congregation in an aggressive manner in the churchyard and written to the Bishop of Lichfield asking for the vicar to be removed and stating that unidentified church members wanted her to leave.

Again, Church members have paid for the council to empty two brown garden waste bins for the graveyard in 2022 which are used for discarded and faded flowers and wreaths. In March the 59th Newchapel Scout Group (Beaver section), leaders and parents helped clear the churchyard of an enormous pile of branches and leaves cut from the laurel hedge and remove spent wreaths from the graves. There was also churchyard clear up organised in April, the same day as a Craft Fayre with a free drink and bacon sandwich offered to volunteers. Newcastle Borough Council collected the bin bags of waste.

The Cleaning Team of: Hazel, Karin, Sue, Norma, Sarah & Nancy (where are the men?) continue to keep the old building looking good, clean, and tidy. If anyone would like to join the cleaning team, please speak to Hazel. There has been a clear out of: clothes left over from the Clothes Sale 2020, un-needed electrical equipment, an organ which is now leading the worship in a church in Africa and 50 metal and padded red chairs which were previously used in the Hub which were given to a church in Cheadle, and the church was given a gift aided donation. A series of unused metal chairs have gone to another good home too and others await to be taken to the tip (by arrangement).

Revd. Janet had increased input with the local schools this year; she has led several assembles at Packmoor Ormiston Primary School, and at Watermill Special School in person. Classes of children from Thursfield School and Watermill Special School visited the church; - Watermill School for

teaching on Baptism and Thursfield School to commemorate Queen Elizabeth's death and lay flowers at our cross outside. Revd. Janet led the Remembrance Day Memorial Service on Millennium Green and Packmoor Ormiston Primary School also held a crowded Carol Service at St James' Church in December.

The temporary Booking Secretary for Newchapel Community Hub, Sonya Cooper had her contract extended on a rolling basis and then resigned in June for a full-time job. The same week the Hub Cleaner Sue also resigned. The Hub finances are separate from the church finances, under the umbrella of 'The Mercian Community Trust' and the Hub continued to pay the rent on the Paddock Car Park this year. Although the Hub has benefitted from a grant for 188 new folding chairs and chair trolleys which are light and stored folded. The two remaining regular bookings (depleted as a result of Covid-19 decreased attendance at groups) reduced to Pilates in the Summer. The Group 'Danceline', had reported the serious injury of a child in their group, only a brief written account was eventually offered and although the group leader reported that the family were planning to sue the Hub, the family never got in touch. The Hub insurance company were duly informed but were never contacted by the family either. Danceline, informed us that they would not be continuing with the hire from September 2022, but have not yet paid their outstanding fees for the last term or returned the keys. The number of one-off Hub bookings has increased (but so have the bills), but there are seasons when this is busier than others and requires much more input than the regular bookings. The 'Pilgrim Group', 'Knit and Natter' group and 'Tiddlers, Toddlers and Friends' have re-started, the Tots Group with some new volunteers. The lack of leaders and volunteers has meant that 'Messy Church', and the 'Early Born Meals', have not restarted since Covid-19. The Hub has struggled to break even this year, separate finance reports are submitted for Newchapel Community Hub through the Mercian Trust.

The Men's Breakfast, run by Neil Gidman started meeting again at the start of the year. This group attracts 9-15 men, now meeting at an earlier time of 8am, at the Railway Inn, Kidsgrove. Neil continues to administer the group but through a health condition is no longer able to lead the discussions.

The Hopes and Dreams Drama Group co-led by Amy and Jean has led dramas which challenge and inspire us, within the church services at Easter and Christmas Carol Service, despite Jean recovering from illness. The group have a restricted fund within the PCC accounts but have declared that currently they do not hold any funds. A new member of the congregation has joined this group.

Church maintenance

The major piece of fabric work this year was the replacement and re-siting of the boiler from the upstairs church kitchen to the men's downstairs toilets. This involved gaining a temporary faculty, (for which the full faculty still needs additional information sent to the Archdeacon).

The Architect Philip Wootton and Alliance Builders eventually responded to requests regarding the continued ingress of rain and snow along the joint between the chancel and nave rooves. This will be investigated at the next reported leak, the remainder of the bill from this work in 2021 has been withheld and is due for payment when this investigation is completed. There was a roof inspection via a cherry picker in 2021, by Alliance Builders during the building works last year that revealed roof nails had rusted and around 10 rows of roof tiles on the south side had slipped and

there was a gap where there was no felting or water-proofing in the roof. The roof on this south side needs the tiles removing, felting added and the tiles re-secured in. The 2022 Church Building Quinquennial was completed and revised for November 2022, but the above repair did not appear to feature heavily. The Quinquennial will be looked at in more detail in the New Year and a plan of action drawn up.

The Maintenance Team (Frank and Will) report this year is the same as usual with routine repairs that can be fixed at little cost such as light bulbs replacement, wall tiles in ladies toilets, and plumbing works in ladies toilets. Other general repairs have been to the fencing area around the Hub, Newcastle Borough Council (without any warning) have partially concreted and tarmacked the main driveway to the church entrance and filled in one of the large holes in the car parking area. A channel around the ground vestry rooms has been cleared of all the trees and rubble to get air ventilation to the outside walls. Many thanks to Frank and Will for the often hidden work they do to maintain and keep the buildings functioning!

Reserves Policy

It is PCC policy to try to build up free reserves (net current assets) which equates to at least three months unrestricted payments. This is equivalent to £12,254 (2021: £11,540). This year the PCC has made an addition to this fund of £3,500 (total reserves are now £7,000), almost equivalent to two month's usual bills. The PCC intend to add to this fund this year, if funds allow, to be held to smooth out fluctuations in cash flow and to meet emergencies. The balance of the free reserves at the year-end was £20,469 (2021: £22,219) which is considerably higher than the target. Due to the exponential rise in cost of building materials the church is going to struggle for a number of years to continue with a programme of urgent remedial repairs due on the church therefore the plan to wait until they are complete before saving for the reserves seems unwise; the PCC plan to set aside a growing reserve, year on year, until at least the sum of three months unrestricted payments is held in a reserve fund.

Safeguarding

In April Revd Janet held a cooked Breakfast and Training Morning for the Basic and Foundation Safeguarding Training. 16 people completed the Basic level Training and 13 completed their Foundation level Training, it was a busy morning. Each was awarded their certificates. Finally, Wayne Bamford was officially our Safeguarding Officer when his DBS Clearance came through. There was one incident reported and the information passed on to the Diocesan Safeguarding Dept. for the Diocese. Policies for the Church and Hub have been checked this year and remain adequate for the task. Safeguarding remains an item on the agenda of every PCC meeting. At the 2022 Annual Parochial Church meeting Frank Harper was willing to stand as a Churchwarden and gained the support of the church, but he is not fully or officially able to take up the post as his DBS Clearance has still not come through. There have been 2 applications for DBS clearance during 2022 in addition to the Vicar's clearance.

In the Autumn, Revd. Janet handed over the Safeguarding files to Wayne so that he could begin to get his head around the paperwork as a further Safeguarding Training will take place early next year.

A coloured file remains in the vicarage filing cabinet which is updated on a regular basis regarding any safeguarding issues, when required and will be passed on to any subsequent clergy. There has been one safeguarding incident reported this year. A reference to the Safeguarding Policy and contact details have been placed on the front pages of the Church and Hub websites.

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

Fundraising

The PCC takes its fundraising responsibilities seriously and is very grateful to all who give to St James' Church – whether regularly or occasionally, especially those who are able to gift aid and give through their bank – in their support of the church and church events. PCC supporters are never taken for granted. The PCC take full responsibility for fundraising and do not use commercial organisations or professional fundraisers. All money raised is either by donations, fundraising events, special appeals or legacies for which the PCC are most grateful.

During 2022 fundraising has continued to be difficult. A Jubilee Party was held at the Hub to Celebrate Queen Elizabeth's Platinum Jubilee; this event went very well, including many members of the community. There was a '60's Music and Pie 'n' Pea' night held, but numbers were low. Craft Fayres have been held and do generate funds for the Church and the Hub, the café is particularly popular, but the event requires a great deal of work.

The church is completely reliant on the giving of the congregation and the PCC is very grateful for additional gifts given by church members. A Gift Day was held in March to encourage financial gifts for the repairs needed for the 'Roof, West Wall and Repairs Fund'. The Gift Day resulted in £3,554.50 extra gifts. This year Fiona North (Diocesan Finance Team and Hub Management Committee member) applied for and won an 'Awards for All' grant for new chairs and storage trollies, resulting in 188 new grey folding chairs and 3 trollies.

Volunteers

The members of the PCC would like to thank all the volunteers who give their time and energy to keep everything running smoothly at St James', especially under the increased pressures of fewer members in the congregation and an aging congregation. The Church tries to be a friendly and welcoming place. Our special thanks go to; the PCC Secretary; Nancy Phillips and Wardens Margaret Smith and Frank Harper (Frank has not yet received his DBS clearance after 8 months of waiting). All three of these church members give generously of their time to volunteering at Church along with Simon Nicholson who has been doing the 'paying out' role on the church finance team but has now resigned due to the pressures of work.

The Vicar and Churchwarden(s) are enormously grateful for the many dedicated, hard-working volunteers who keep things running and make mission and ministry at St James' Church possible.

Without them (YOU), the church simply could not function or grow. This year I particularly want to highlight the gifts that Norma Wright, our organist, who shares with us so faithfully in playing the organ, and our Worship Group, which is such a gift to the worship at James. The Worship Group works well together with Nancy Phillips leading, bringing them together, (often choosing our songs) with Norma, our 3 drummers (Donna, Frank, and Jean) singers (Nancy and Ken) as they contribute so much to our enjoying live worship. A big THANK YOU, now that we are properly back after Covid-19, when we couldn't have live worship in the same way... we know how much difference the worship group makes to services, and the vicar and congregation are so grateful.

There are approximately 15% of church members who have not returned to church since Covid-19, and other members' priorities, willingness, or ability to volunteer have changed. It has been a struggle to offer any additional activities like quiz nights or social events. More volunteers are needed for various aspects of church's life and ministry, this is going to be a theme that continues into 2023.

Knit & Natter continues to meet on Wednesday mornings, sharing ideas, patterns, and lots of friendly nattering. They held a coffee morning in March to try to encourage others to join the group, a coffee morning in aid of Douglas Macmillan Charity, in September and in December most of the group went to the Furlong Pub for lunch.

New volunteers Heather, Karen, and Sarah (who come when they can) enabled Margaret to re-start the 'Tiddlers, Toddlers & Friends' group in October on Thursday mornings between 9.30am and 11.15am. Although back only a few weeks, the group held the Nativity service in the Hub at the start of December, and this was well supported. More help is always welcome.

Another group that has re-started up is J C Puppets who have been out of action for a few years, but now are back with an invitation from Park Lane Nursing Home, Knypersley. The group hold a short service with the residents, including singing familiar songs and the use of puppets.

Vicar's Report 2022

A Review of the Year.

Map Review

St James' Church Mission Action Plan, first formed during 2018 is now in the process of being re-written as the volunteer situation and numbers since the Covid-19 pandemic have changed priorities. There was a Review morning held in October when Archdeacon Megan Smith led us with an inspiring talk and discussions around 'Looking back with Thanksgiving & Mourning what has been Lost', 'Looking at the current situation with Courage' and 'Looking forward with Hope'. There were also conversations regarding the same topics during a morning service with people being invited to put their views on post-it notes. This needs to be moved forward into realistic priorities, facing the more challenging situation following the pandemic.

Risk Management

The Churchwarden(s) carry out regular visual Health and Safety checks on the building, especially in cold weather and with the Wardens or Maintenance Team regularly inspects the premises for potential hazards and frozen pipes.

Our insurances are reviewed annually ensuring there is adequate cover, and an informal review of any new risks which may impact the work of the Church in the Parish is ongoing.

Structure, Governance and Management

The PCC is a Body Corporate established by the Church of England (PCC Powers Measure 1956, and the Church Representation Rules 2006) and is a Charity registered with the Charity Commission. The PCC is governed by the Parochial Church Council Powers Measure (1956) as amended that came into effect on 2nd January 1957, and the Church Representation Rules (contained in Schedule 3 to the Synodical Government Measure 1969 as amended).

The method of appointment of the PCC members is set out in the Church Representation Rules. The Council at St James comprises of the Incumbent, the Churchwardens, those elected to the Deanery Synod, and other members who are elected at the Annual Parochial Church Meeting, by those on the Electoral Roll. Members of the congregation are encouraged to join the Electoral Roll, although some previous members have stood down following the complete revision of 2019 but still attend church.

Congregation members are encouraged and supported to take on new roles and to stand for election to the PCC.

In 2018 the AGM voted to accept the new rolling 3-year membership of the PCC which is now operating, but there are a number of vacancies for membership of the PCC who can only stand for a maximum of two consecutive terms of three years before having to take a break from the PCC. The PCC now has 9 elected members, and 3 places for Deanery Representatives, in addition to the Incumbent and Church Wardens. We have welcomed Donna Rampling as a new Deanery Synod representative this year.

PCC members are responsible for making decisions on all matters of general concern and importance in the parish, and for all financial matters. In 2022, the PCC met 7 times, with an attendance record of 73% and the Standing Committee met 5 times, with an attendance record of 74%. The AGM took place on 1st May.

The finance team (Simon Nicholson, Donna Rampling, Nancy Phillips and Revd. Janet) continue their work, however, Simon is stepping down due to pressures of work, and we pray for a replacement for him and for a full handover before the AGM in March next year. Lichfield Diocese Finance Team remain the official 'Treasurer' for the church and supply a separate Independent Examiner to check the church accounts for year ending 2022. The 2021 accounts were officially accepted at the eAPCM held on the 15th of May 2022.

PCC members Hazel Adams, Margaret Harper and Lesley Stoker stepped down after serving on the PCC for three years. Linda Stubbs and Wayne Bamford were elected new members onto the PCC. There are currently four vacancies for the PCC. The main topics of discussion for the PCC this year were: Church Tithing which was agreed, whenever we can possibly afford it; the urgent

investigation and repairs needed for water ingress at the nave/chancel joint; Phase 2 building repairs and costs; Church Services including H-All Together; issues relating to the Hub; the use of the Paddock Car Park and fitting of a padlock; the new boiler has been sited in the Gents' /disabled toilets; Finances, planning the Quinquennial, the Shaping for Mission agenda, MAP, renewing ongoing safety certificates; the graveyard; and Safeguarding which is on our agenda at every meeting.

We thank the Lichfield Diocese for the temporary special reduction of the Parish Share (now known as The Common Fund) during 2022 St James paid £35,000 and the forecast is £36,750 for 2023, an increase of £1,750. The reserves (seen in the total of our current bank statement) are now £7,000 and this needs to rise to cover at least 3 month's bills as an emergency fund. The Church and Hub are still struggling from a financial point of view, post-Covid19 there has been a drop in regular hirers for the Hub; the church congregation is now beginning to grow again following a drop in numbers due to the pandemic, and we owe our thanks to all for their continued financial support. Nancy's prayer as the PCC Secretary is "for God's grace to enable His church to overcome these stumbling blocks, as we endeavour to persevere in the battle to follow His plans for St James".

Related Parties

The PCC are asked to declare any conflicts of interest and relationship with any related parties. None were declared.

1 trustee has been reimbursed £1,610 (2021: £1,278) during the year for travel, internet, telephone and office expenses incurred during the year.

No other expenses were paid to any other PCC member, persons closely connected to them or related parties. Donations from related parties (PCC members) during the year were £11,273 (2021: £9,308).

Reference and Administrative details

The Church is situated in Station Road, Newchapel, Stoke-on-Trent, ST7 4QT and is part of the Deanery of Stoke-on-Trent, in the Diocese of Lichfield. The correspondence address is The Vicarage, 32 Pennyfields Road, Newchapel, Stoke-on-Trent. ST7 4PN. Registered charity number 1163088. Our website address is: http://www.stjamesnewchapel.co.uk

PCC members who have served from 1st January 2022 until the date this report was

approved were:

Ex Officio Members		
The Incumbent	The Reverend Sister Janet Arnold CA (Chairperson)	
Churchwardens	Margaret Smith (& Deanery Synod)	1st year of 1st term from 2022
	Frank Harper (from AGM 22)	1st year of 1st term from 2022
	Gordon Pritchard (until AGM 22)	
Deanery Synod Reps	Donna Rampling (from AGM 22)	1st year of 1st term from AGM 22
	1 vacancy	

Elected members	Nancy Philips (Secretary)	2nd year of 2nd term from AGM 22
	Hazel Adams (until AGM 22)	
	Margaret Harper (until AGM 22)	
	Lesley Stoker (until AGM 22)	
	Simon Nicholson	1st term from AGM 20
	Sue Timbey	1st term from AGM 21
	Linda Stubbs 1st term from	1st term from AGM 22
	Wayne Bamford (Safeguarding)	1st term from AGM 22

Bank	NatWest
Independent	Cosy Bagot Jewitt
Examiner	Lichfield Diocesan Board of Finance
	St Marys House, The Close, Lichfield WS13 7LD

Approved by the PCC on 2nd July 2023 and signed on its behalf by:

.....

pp Church warden.

Reverend Sister Janet Arnold CA (Chairperson)

.....

Nancy Phillips (Secretary)

MAP Re-Start 2022

This is where we are up to...

We Mourn

1) Reduction in congregation, members taking up substitute roles (+6)
2) Lack of willing helpers (+7)
3) Fewer mature Christians (+2)
4) No House Groups (+6)
5) Fewer Prayer Ministry Members (+2)
6) Lack of motivation (+3)
7) Loss of loved ones/ illness (+2)
8) Outreach (+3)
9) Messy Church (+13)
10) Lack of Group Leaders (+5)
11) Sat. morning Open Church (+2)
12) Lunch-club/ Early born Meals (+4)
13) Loss/ decrease of Younger people in church & Children's activities (+13)
14) Lack of Youth Club/ no Youth Group Leaders (+5)
15) Distraction of church & graveyard maintenance (+6)
16) No hugs (+1)
17) No training for Trauma
18) Mums & Tots Group (+3)
19) Less energy & we are not starting back where we were pre-Covid19

We are Thankful for:

1) During Covid19: zoom worship (7), printed service sheets (2), shopping for me (2), phone calls (7), Bible Studies on zoom (3), I.T. (2), Serving the Community through Vaccination programme (3)
2) START! Course & new Christians (7)
3) We are a Welcoming Church (4)
4) Prayer Ministry is ongoing (6) A core of mature Christians (3) Fruitful Worship Group (5) Prayer-chain (5) Tuesday Prayer Group (3)
5) Coming back to Church (2) After church fellowship back (3)
6) Previous Outreach (2), children's clubs, Trekkers/ Pathfinders (5) Messy Church (3)
7) Visiting Nursing Home (previous & new) (5)
8) Mums & Tots Group restarted (6)
9) Hopes & Dreams to convey visual message (4)
10) Craft Fair as potential for reaching out to community (7)

Our Strengths are:

Faithful committed members of prayer group/ Sense of fellowship & support/ Welcoming fellowship/ Opportunities for fellowship over coffee/ Opportunities for prayer after the service & other times/ New people still joining fellowship & staying/ START! course/ one-2-one Life Sheets/ Men's Breakfast/ Toddlers/ Craft Fair/ The most caring community inside & outside of Church / Desire to reach out to community/ The People/ Hopes & Dreams/ Willingness to host Christian workshops

We are Learning to: Focus on who we are, New people staying, Widening core group, Need to re-build welcome, Work with other Churches & use external resources

Independent Examiner's report to the trustees/members of The PCC of Newchapel St James

Registered charity number : 1163088

I report on the accounts for the year ended 31st December 2022 which are set out on the following pages.

Respective responsibilities of the Trustees and Independent Examiner

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

It is my responsibility

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

Basis of Independent Examiner's Statement

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

Independent Examiner's Statement

In connection with my examination, no material matters have come to my attention which gives me cause to believe that in any material respect:

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

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

Signed: Cosy Bagot Jewitt Date: 6th July 2023

Cosy Bagot Jewitt
For and on behalf of Lichfield Diocesan Board of Finance
St Mary's House, The Close, Lichfield. WS13 7LD

Accounting Policies

The PCC is a public benefit entity within the meaning of FRS 102. The financial statements have been prepared under the Charities Act 2011 and in accordance with the Church Accounting Regulations 2006 governing the individual accounts of PCCs, and with the Regulations' "true and fair view" provisions. They have also been prepared in accordance with the Charities SORP (FRS 102).

The financial statements have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant notes to these accounts. 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 main affiliation to another body nor those that are informal gatherings of Church members.

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

Cashflow Statement
The Charity has taken advantage of the exemption in FRS102 from the requirement to produce a Cash flow statement on the grounds that the income does not exceed £500,000.

Going Concern
There are no material uncertainties related to events or conditions that cast significant doubt on the charity's ability to continue as a going concern.

Post Balance Sheet Event
The ongoing worldwide outbreak of the COVID-19 virus still represents a significant event since the end of the financial year. The Charity has reviewed its cash flow forecasts and considered the impact on going concern, concluding that the going concern basis remains an appropriate basis of preparation for these financial statements given the likely cash flow impact of operations for 12 months from the date of signing this report.

Accounting Estimates and Prior Year Errors
No changes to accounting estimates have occurred in the reporting period.
No material prior year errors have been identified in the reporting period.

Description of Funds
Unrestricted funds are income funds of the PCC that are available for spending on the general purposes of the PCC, including amounts designated by the PCC for fixed assets for its own use or for spending on a future project and which are therefore not included in its "free reserves" as disclosed in the trustees' annual report.
Restricted funds comprise of two elements:
a) income from trusts or endowments which may be expended only on those restricted objects provided in the terms of the trust or bequest
b) donations or grants received for a specific object or invited by the PCC for a specific object. The funds may only be expended on the specific object for which they were given. Any balance remaining unspent at the end of each year must be carried forward as a balance on that fund. The PCC does not usually invest separately for each fund. Where there is no separate investment, interest is apportioned to individual funds on an average balance basis.
Endowment funds are restricted funds that must be retained as trust capital either permanently or subject to a discretionary power to spend capital as income, and where the use of any income or other benefit derived from the capital may be restricted or unrestricted. Full details of all their restrictions are shown in the notes to the accounts.

Income
Planned giving, collections and donations are recognised when received or when the PCC becomes entitled to the resource and the monetary value can be measured with sufficient reliability. Tax refunds are

recognised when the incoming resource to which they relate is received. Grants and Legacies are accounted for when the PCC is legally entitled to the amounts due and the monetary value can be measured with sufficient reliability. Dividends are accounted for when receivable, interest is accrued. All other income is recognised when it is receivable. All incoming resources are accounted for gross.

Expenditure
Grants and donations are accounted for when paid over, or when awarded, if that award creates a binding or constructive obligation on the PCC. The diocesan parish share is accounted for when due. Amounts received specifically for mission are dealt with as restricted funds. All other expenditure is generally recognised when it is incurred and is accounted for gross.

Governance and Support Costs
Support costs should be allocated between governance costs and other support. Governance costs comprise all costs involving public accountability of the PCC and its compliance with regulation and good practice.
Support costs include central functions and have been allocated to activity cost categories on a basis consistent with the use of resources eg by allocating staff costs by time spent and other costs by their usage.

Fixed Assets
Consecrated and benefice property is not included in the accounts by s.10(2)(a)&(C) of the Charities Act 2011.
Moveable church furnishings held by the Vicar and Churchwardens on special trust for the PCC and which require a faculty for disposal are inalienable property, listed in the Church's inventory, which can be inspected (at any reasonable time). For anything acquired prior to 2000 there is insufficient cost information available and therefore such assets are not valued in the financial statements.
No depreciation is provided on buildings as the currently estimated residual value of the properties is not less than their carrying value and the remaining useful life of these assets exceeds 50 years, so that any depreciation charges would be immaterial.

Investments
Investments in quoted shares, traded bonds and similar investments are valued initially at cost and subsequently at market value at the year end. Investments held for re-sale are treated as current asset investments.

Debtors
Debtors are measured on initial recognition at settlement amount. Subsequently they are measured at cash expected to be received.

Creditors and Accruals
Creditors are measured at settlement amounts less any trade discounts. Accruals are measured on best estimate of the amount required to settle the obligation at the reporting date.

Statement of Financial Activities

	Unrestricted funds	Designated funds	Restricted funds	Endowment funds	Total funds	Prior year total funds
Income and endowments from:						
Donations and legacies	48,389	—	3,990	—	52,380	55,433
Income from charitable activities	5,555	—	—	—	5,555	4,480
Other trading activities	811	—	650	—	1,461	734
Total income	**54,755**	**—**	**4,641**	**—**	**59,396**	**60,647**
Expenditure on:						
Raising funds	799	—	—	—	799	113
Expenditure on charitable activities	48,215	6,700	1,290	—	56,205	62,305
Total expenditure	**49,014**	**6,700**	**1,290**	**—**	**57,004**	**62,418**
Net income / (expenditure) resources before transfer	**5,741**	**(6,700)**	**3,351**	**—**	**2,392**	**(1,771)**
Transfers						
Gross transfers between funds - in	1,094	8,585	—	—	9,679	16,000
Gross transfers between funds - out	(8,585)	(794)	(300)	—	(9,679)	(16,000)
Other recognised gains / losses						
Net movement in funds	**(1,750)**	**1,091**	**3,050**	**—**	**2,392**	**(1,771)**
Total funds brought forward	**22,219**	**11,779**	**4,471**	**—**	**38,469**	**40,240**
Total funds carried forward	**20,469**	**12,870**	**7,522**	**—**	**40,861**	**38,469**
Represented by						
Unrestricted						
General fund	20,469	—	—	—	20,469	22,219
Designated						
BOILER DESIGNATED FUND	—	5,085	—	—	5,085	6,700
CATERING DESIGNATED	—	—	—	—	—	755
HARDSHIP DESIGNATED FUND	—	—	—	—	—	39
RESERVE DESIGNATED FUND	—	7,000	—	—	7,000	3,500
ROOF, WEST WALL & REPAIRS DESIGNATED	—	785	—	—	785	785
Restricted						
BOILER RESTRICTED FUND	—	—	—	—	—	100
CHURCHYARD RESTRICTED FUND	—	—	244	—	244	244
FABRIC RESTRICTED FUND	—	—	3,290	—	3,290	3,290
ROOF, WEST WALL & REPAIRS RESTRICTED	—	—	3,988	—	3,988	838

Balance sheet

	Total funds	Prior year funds
Current assets		
Debtors	1,660	3,757
Cash at bank and in hand	41,026	34,937
	42,686	38,694
Liabilities		
Creditors: Amounts falling due in one year	1,826	225
	1,826	225
Net current assets less current liabilities	40,861	38,469
Total assets less current liabilities	40,861	38,469
Total net assets less liabilities	40,861	38,469
Represented by		
Unrestricted		
General fund	20,469	22,219
Designated		
BOILER DESIGNATED FUND	5,085	6,700
CATERING DESIGNATED	—	755
HARDSHIP DESIGNATED FUND	—	39
RESERVE DESIGNATED FUND	7,000	3,500
ROOF, WEST WALL & REPAIRS DESIGNATED	785	785
Restricted		
BOILER RESTRICTED FUND	—	100
CHURCHYARD RESTRICTED FUND	244	244
FABRIC RESTRICTED FUND	3,290	3,290
ROOF, WEST WALL & REPAIRS RESTRICTED	3,988	838
Funds of the church	40,861	38,469

Approved by the PCC on 2nd July 2023 2023 and signed on its behalf by:

.....
pp Church Warden.

Reverend Sister Janet Arnold CA (Chairperson)

.....

Nancy Phillips (Secretary)

Statement of assets and liabilities - 2022

	General	Designated	Restricted	Endowment	This year	Last year
Current assets - Cash at bank and in hand						
Natwest current account -	18,908	12,870	9,187	—	40,965	34,875
Cash in hand -	62	—	—	—	62	62
Totals	**18,969**	**12,870**	**9,187**	**—**	**41,026**	**34,937**
Current assets - Debtors						
Tax recoverable at year end -	1,660	—	—	—	1,660	—
Accounts Receivable -	—	—	—	—	—	3,757
Totals	**1,660**	**—**	**—**	**—**	**1,660**	**3,757**
Liabilities - Agency accounts						
Agency collections -	—	—	826	—	826	48
Totals	**—**	**—**	**826**	**—**	**826**	**48**
Liabilities - Creditors: Amounts falling due in one year						
Accrued expenditure -	—	—	840	—	840	—
Creditors at year end -	160	—	—	—	160	—
Accounts Payable -	—	—	—	—	—	177
Totals	**160**	**—**	**840**	**—**	**1,000**	**177**
Grand total	**20,469**	**12,870**	**7,522**	**—**	**40,861**	**38,469**

Statement of assets and liabilities - 2021

	General	Designated	Restricted	Endowment	This year	Last year
Current assets - Cash at bank and in hand						
Natwest current account -	18,577	11,779	4,519	—	34,875	44,065
Cash in hand -	62	—	—	—	62	62
Totals	**18,639**	**11,779**	**4,519**	**—**	**34,937**	**44,127**
Current assets - Debtors						
Accounts Receivable -	3,757	—	—	—	3,757	3,124
Totals	**3,757**	**—**	**—**	**—**	**3,757**	**3,124**
Liabilities - Agency accounts						
Agency collections -	—	—	48	—	48	317
Totals	**—**	**—**	**48**	**—**	**48**	**317**
Liabilities - Creditors: Amounts falling due in one year						
Parish Share Arrears -	—	—	—	—	—	6,695
Accounts Payable -	177	—	—	—	177	—
Totals	**177**	**—**	**—**	**—**	**177**	**6,695**
Grand total	**22,219**	**11,779**	**4,471**	**—**	**38,469**	**40,240**

Fund movement by type

	Opening	Incoming	Outgoing	Transfers	Gains/losses	Closing
BOILER - D - BOILER DESIGNATED FU						
Designated	6,700	—	6,700	5,085	—	5,085
Sub-total for BOILER - D	**6,700**	**—**	**6,700**	**5,085**	**—**	**5,085**
BOILER - R - BOILER RESTRICTED FU						
Restricted	100	—	100	—	—	—
Sub-total for BOILER - R	**100**	**—**	**100**	**—**	**—**	**—**
CATER - CATERING DESIGNATED						
Designated	755	—	—	(755)	—	—
Sub-total for CATER	**755**	**—**	**—**	**(755)**	**—**	**—**
CYARD - CHURCHYARD RESTRICTE						
Restricted	244	—	—	—	—	244
Sub-total for CYARD	**244**	**—**	**—**	**—**	**—**	**244**
FABRIC - FABRIC RESTRICTED FU						
Restricted	3,290	—	—	—	—	3,290
Sub-total for FABRIC	**3,290**	**—**	**—**	**—**	**—**	**3,290**
HARD - HARDSHIP DESIGNATED						
Designated	39	—	—	(39)	—	—
Sub-total for HARD	**39**	**—**	**—**	**(39)**	**—**	**—**
KNIT & NAT - KNIT & NATTER						
Restricted	—	650	350	(300)	—	—
Sub-total for KNIT & NAT	**—**	**650**	**350**	**(300)**	**—**	**—**
RES - RESERVE DESIGNATED F						
Designated	3,500	—	—	3,500	—	7,000
Sub-total for RES	**3,500**	**—**	**—**	**3,500**	**—**	**7,000**
ROOF-D - ROOF, WEST WALL & RE						
Designated	785	—	—	—	—	785
Sub-total for ROOF-D	**785**	**—**	**—**	**—**	**—**	**785**
ROOF-R - ROOF, WEST WALL & RE						
Restricted	838	3,990	840	—	—	3,988
Sub-total for ROOF-R	**838**	**3,990**	**840**	**—**	**—**	**3,988**
General - General fund						
Unrestricted	22,219	54,755	49,014	(7,491)	—	20,469
Sub-total for General	**22,219**	**54,755**	**49,014**	**(7,491)**	**—**	**20,469**
Grand total	**38,469**	**59,396**	**57,004**	**—**	**—**	**40,861**

Fund Transfers – 2022

Reference	Debit	Credit	Description	Fund	Fund Type
PCC MINS TRF	-	3,500	TRF TO RESERVES DES	General	Unr
PCC MINS TRF	3,500	-	TRF FROM GENERAL FUND	RES	Des
Transfer	-	5,085	PCC Meeting 7th February 2022	General	Unr
Transfer	5,085	-	PCC Minutes 7th February 2022	BOILER - D	Des
Hardship to General	-	39	To General email 07/02/2023	HARD	Des
Hardship to General	39	-	From Hardship email 07/02/2023	General	Unr
Hardship	-	0	To General	HARD	Des
Hardship	0	-	From Hardship email 07/02/2023	General	Unr
Catering to General	-	755	To General email 07/02/2023	CATER	Des
Catering to General	755	-	From Catering	General	Unr
Knit and Natter to General	-	300	To General	KNIT & NATTER	Res
Knit and Natter to General	300	-	From Knit and Natter	General	Unr
Total	**9,679**	**9,679**			

Fund Description

- Boiler Designated: Funds for a new Boiler, designated by the PCC
- Boiler Restricted: Fundraising for a new Boiler
- Catering Designated: For the catering income and expenditure from the Hub Kitchen
- COVID Restricted: To assist parish in staying connected with people during Covid
- Churchyard Restricted: For the upkeep and maintenance of the churchyard
- Fabric Restricted: upkeep and maintenance of the fabric of the church
- Hardship Designated: To assist those in hardship / food & electric for people in need during lockdown
- Reserve Designated: PCC designated at a meeting on 07.06.21
- Roof & West Wall Repairs (Designated and Restricted): For the repair and maintenance of the roof and west wall

Transfers between Funds - 2020

Reference	Debit	Credit	Description	Fund
BANKED 31.12.20	-	100.00	BOILER FUND GIFT DAY	FABRIC
BANKED 20.12.20	100.00	-	BOILER FUND GIFT DAY	BOILER - R
TRF GEN TO ROOF DES	-	5,000.00	DESIGNATED TO ROOF FUND	General
TRF GEN TO ROOF DES	5,000.00	-	TRF FROM GENERAL	ROOF-D
TO NEW RESERVE FUND	-	3,500.00	TRF TO NEW RESERVE FUND	General
TO NEW RESERVE FUND	3,500.00	-	TRF FROM GENERAL	RES
2.5% RETENTION	-	700.00	BUILDING REPAIR WORK RETENTION	General
2.5% RETENTION	700.00	-	BUILDING REPAIR WORK RETENTION	ROOF-D
TRF FROM GEN	-	6,700.00	TRF TO BOILER DESIGNATED FUND	General
TRF FROM GEN	6,700.00	-	FROM GEN TO BOILER DESIGNATED FUND	BOILER - D
Total	**16,000.00**	**16,000.00**		

Fund movement by type - 2021

	Opening	Incoming	Outgoing	Transfers	Gains/losses	Closing
BOILER - D - BOILER DESIGNATED FU						
Designated	6,700	—	—	—	—	6,700
Sub-total for BOILER - D	**6,700**	**—**	**—**	**—**	**—**	**6,700**
BOILER - R - BOILER RESTRICTED FU						
Restricted	—	—	—	100	—	100
Sub-total for BOILER - R	**—**	**—**	**—**	**100**	**—**	**100**
CATER - CATERING DESIGNATED						
Designated	755	—	—	—	—	755
Sub-total for CATER	**755**	**—**	**—**	**—**	**—**	**755**
COVID - COVID RESTRICTED FUN						
Restricted	—	804	804	—	—	—
Sub-total for COVID	**—**	**804**	**804**	**—**	**—**	**—**
CYARD - CHURCHYARD RESTRICTE						
Restricted	224	20	—	—	—	244
Sub-total for CYARD	**224**	**20**	**—**	**—**	**—**	**244**

FABRIC - FABRIC RESTRICTED FU						
Restricted	3,390	—	(100)	—	—	3,290
Sub-total for FABRIC	**3,390**	**—**	**(100)**	**—**	**—**	**3,290**
HARD - HARDSHIP DESIGNATED						
Designated	39	—	—	—	—	39
Sub-total for HARD	**39**	**—**	**—**	**—**	**—**	**39**
KNIT & NAT - KNIT & NATTER						
Restricted	—	650	350	(300)	—	—
Sub-total for KNIT & NAT	**—**	**650**	**350**	**(300)**	**—**	**—**
RES - RESERVE DESIGNATED F						
Designated	—	—	—	3,500	—	3,500
Sub-total for RES	**—**	**—**	**—**	**3,500**	**—**	**3,500**
ROOF-D - ROOF, WEST WALL & RE						
Designated	3,072	85	8,072	5,700	—	785
Sub-total for ROOF-D	**3,072**	**85**	**8,072**	**5,700**	**—**	**785**
ROOF-R - ROOF, WEST WALL & RE						
Restricted	4,232	3,985	7,379	—	—	838
Sub-total for ROOF-R	**4,232**	**3,985**	**7,379**	**—**	**—**	**838**
TTF - TIDDLERS, TODDLERS A						
Restricted	—	—	—	—	—	—
Sub-total for TTF	**—**	**—**	**—**	**—**	**—**	**—**
General - General fund						
Unrestricted	28,528	55,753	46,162	(15,900)	—	22,219
Sub-total for General	**28,528**	**55,753**	**46,162**	**(15,900)**	**—**	**22,219**
Grand total	**40,240**	**60,647**	**62,418**	**—**	**—**	**38,469**

Analysis of income and expenditure

	Unrestricted	Designated	Restricted	Endowment	Total This year	Total Last year
INCOME AND ENDOWMENTS						
Donations and legacies						
Giving via standing order with Gift Aid	16,494	—	320	—	16,814	18,316
Giving via Giving Direct	495	—	—	—	495	443
Gift Aid Giving via envelope scheme	5,888	—	—	—	5,888	5,279
Other planned giving	13,464	—	—	—	13,464	14,248
Giving via cash on collection plate	3,091	—	—	—	3,091	4,158
Giving through church boxes	65	—	—	—	65	—
One-off Gift Aid gifts	25	—	—	—	25	95
Donations appeals etc	816	—	3,670	—	4,486	4,447
Tax recoverable on Gift Aid	7,402	—	—	—	7,402	7,644
Non-recurring one-off grants	650	—	—	—	650	804
Total	48,389	—	3,990	—	52,380	55,433
Income from charitable activities						
Craft Fayres Gross Income	786	—	—	—	786	—
Fees for weddings and funerals	3,677	—	—	—	3,677	3,700
PCC Local Fees	676	—	—	—	676	780
Church hall lettings - objectives	416	—	—	—	416	—
Total	5,555	—	—	—	5,555	4,480

Other trading activities						
Other funds generated	223	—	650	—	873	—
Occasional Events	348	—	—	—	348	734
Church hall lettings - fund raising	240	—	—	—	240	—
Total	811	—	650	—	1,461	734
INCOME TOTAL	54,755	—	4,641	—	59,396	60,647

EXPENDITURE

Raising funds						
Costs of stewardship campaign	51	—	—	—	51	—
Catering Expenditure	246	—	—	—	246	69
Costs of fetes & other events	503	—	—	—	503	44
Total	799	—	—	—	799	113
Expenditure on charitable activities						
Giving to missionary societies	5,144	—	—	—	5,144	672
Home mission	—	—	—	—	—	105
Donation to Hub	—	—	350	—	350	85
Parish Share (Current Year)	59,315	—	—	—	59,315	52,396
Parish Share - Special Assessment	(17,396)	—	—	—	(17,396)	(17,396)
Parish Share Support	(6,919)	—	—	—	(6,919)	(4,376)
Parish Share Arrears Written off	—	—	—	—	—	(6,695)
Working expenses of incumbent	977	—	—	—	977	759
Vicar's telephone and internet	655	—	—	—	655	519
Parish training and mission	40	—	—	—	40	—
Church running - insurance	1,983	—	—	—	1,983	1,916
Licences & Subscriptions	597	—	—	—	597	685
Church Maintenance (minor works by congr	58	—	—	—	58	—
Church maintenance	200	—	—	—	200	308
Cleaning	—	—	—	—	—	10
Upkeep of services	79	—	—	—	79	25
Upkeep of churchyard	14	—	—	—	14	14
Administration	310	—	—	—	310	1,441
Photocopier (Rental and printing)	158	—	—	—	158	—
Church website	135	—	—	—	135	—
Church running - electric	413	—	—	—	413	297
Church running - gas	359	—	—	—	359	1,572
Church running - water	95	—	—	—	95	4
Church Inspections	715	—	—	—	715	—
Book Keeping Costs	450	—	—	—	450	450
Church major repairs - structure	—	—	840	—	840	29,513
Boiler Replacement (Church Upstairs/rece	835	6,700	100	—	7,635	—
Total	48,215	6,700	1,290	—	56,205	62,305
EXPENDITURE TOTAL	49,014	6,700	1,290	—	57,004	62,418
GRAND TOTAL	5,741	(6,700)	3,351	—	2,392	(1,771)

Allocation of Support Costs

Support costs comprise Trustee Training and Governance Costs etc. Due to the nature of the financial activities of the PCC, these would be allocated across Charitable Expenditure which comprises the majority of its expenditure and as such are automatically charged there.

Staff Costs

The PCC has no employees (2021: nil).

Trustees' Remuneration & Expenses

1 trustee has been reimbursed £1,632 (2021: £1,278) for travel and phone expenses incurred during the year.

Related Parties

No expenses were paid to any other PCC member, persons closely connected to them or related parties. (2021: nil)

Donations from related parties (PCC members) totalled £11,273 (2021 £9,308)

Fees for the examination of the accounts

	2022 £	2021 £
Independent Examiner's fees	-	-
Other fees (eg accountancy services) paid to the Independent Examiner incl IE	450	450

Debtors

	2022 £	2021 £
Gift aid recoverable	1,660	3,757
Other debtors	-	-
Total	**1,660**	**3,757**

Liabilities

Amounts falling due in one year

	2022 £	2021 £
Agency	826	48
Diocesan parish share	-	-
Other Creditors	1,000	177
Total	**1,826**	**225**

Statement of Financial Activities - 2021

	Unrestricted funds	Designated funds	Restricted funds	Endowment funds	Total funds	Prior year total funds
Income and endowments from:						
Donations and legacies	50,641	85	4,706	—	55,433	51,663
Income from charitable activities	4,480	—	—	—	4,480	3,912
Other trading activities	631	—	103	—	734	1,077
Investments	—	—	—	—	—	—
Other income	—	—	—	—	—	—
Total income	**55,753**	**85**	**4,809**	**—**	**60,647**	**56,651**
Expenditure on:						
Raising funds	113	—	—	—	113	301
Expenditure on charitable activities	46,049	8,072	8,183	—	62,305	36,960
Total expenditure	**46,162**	**8,072**	**8,183**	**—**	**62,418**	**37,261**
Gains / losses on investment assets	—	—	—	—	—	—
Net income / (expenditure) resources before transfer	**9,591**	**(7,987)**	**(3,374)**	**—**	**(1,771)**	**19,390**
Transfers						
Gross transfers between funds - in	—	15,900	100	—	16,000	2,314
Gross transfers between funds - out	(15,900)	—	(100)	—	(16,000)	(2,314)
Other recognised gains / losses						
Gains on revaluation, fixed assets, charity's own use	—	—	—	—	—	—
Net movement in funds	**(6,309)**	**7,913**	**(3,374)**	**—**	**(1,771)**	**19,390**
Total funds brought forward	**28,528**	**3,866**	**7,846**	**—**	**40,240**	**20,849**
Total funds carried forward	**22,219**	**11,779**	**4,471**	**—**	**38,469**	**40,240**

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST JAMES NEWCHAPEL

England & Wales - Charity number 1163088

Accounts

Annual Report and Financial Statements of the Parochial Church Council of Newchapel St James

For the year ended 31st December 2021

Charity registration number: 1163088

“The Light shines in the darkness and the darkness has not overcome it”

John 1:5 (NIV) Church motto verse for 2021

The Parochial Church Council of Newchapel St James
Trustees' Annual Report for the year ended 31st December 2021

Charity registration number : 1163088

Objectives and Activities

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

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

Public benefit

The trustees of the PCC are aware of the Charity Commission's guidance on public benefit in The
Advancement of Religion for the Public Benefit and have had regard to it in their administration of the Charity. The trustees believe that, by promoting the work of the Church of England in the Ecclesiastical Parish of Newchapel St James it helps to promote the whole mission of the Church by following Christ in the footsteps of St Chad, through vocation, discipleship and evangelism, and that in doing so it provides a benefit to the public.

St James' Church Mission Action Plan, formed during 2018 was being put into action but suffered a major set-back this year, as did all activities in 2021 by the worldwide COVID-19 pandemic. The coronavirus outbreak and high death toll meant the government closed all activities which presented a risk in passing on the virus. The year opened with too much snow to meet in person in the church building and following rising Covid-19 infection rates it was decided to close church worship from 24th January until 28th March during which zoom worship was on offer. Zoom precluded communion services although agapes were shared on a monthly basis. When 'in person' worship was re-started, initially weekly services at 9am and 10.30am (with keeping doors open for ventilation and disinfecting pews and surfaces in between services) were offered in case numbers exceeded space at a social distance of 2 meters for the 10.30am service, but this was extra work for some and only 2 people attended who had not been attending the 10.30am, but who were willing to switch their attendance. St. James' Church has not been closed since 28th March. Finally the Worship Group restarted leading worship which was a significant and joyous shift, and typed copies of the service and sermons have continued to be prepared and made available to those who continue to join the live service via zoom whenever possible. There were government restrictions on singing in church until July and wearing masks in church shifted from mandatory to a recommendation,

when other restrictions on space were also eased, then masks were back as mandatory again in December. The MAP plans, and it seems most of life, had again to be put on hold during 2021 as the Covid-19 virus continued to mutate, re-infect and spread although the vaccination programme has meant that life, work and worship could return to some extent.

Although the usual pattern at St James' Church of a principal worship service is 10.30 Sunday morning, there is a 9am service on the 1st and 3rd Sundays, a monthly Evening Communion Service at 6.30pm, on the 1st Sunday, this has been halted due to a congregational decision to close for covid-19 safety reasons from

January until March and the pattern of worship changing, with over 25 church members who have not returned to worship in church. When Church re-opened in March, Communion services with wafers and wine were again possible, by careful planning and strict protocols. Deanery Chapter, Synod meetings and PCC meetings were held on zoom and 'in person'. Prayer meetings were held on zoom, outside and inside with good ventilation and mask wearing. Diocesan training continued online. There were members of the PCC and the Standing Committee who could not attend on zoom and others who struggled to hear and participate online.

The Churchmanship of St James' congregation is evangelical/charismatic in style. Music, that would usually be led by a small worship group has for most of the year been led by internet downloads, that can be hummed along to- those on zoom were able to sing from their own homes. When the church was solely using zoom, Nancy and Dave Phillips led the singing online without musical accompaniment as St. James' did not have a streaming licence and when in person, Sue Timbey has operated the projector and Will Timbey the zoom connection and camera. The monthly All Age Worship were re-started in September but the Stepping Stones Group has not been held since the first lockdown, in March 2020. A few families with children started to return to worship in December.

It is noted that the overall average adult attendance during 2020 has dropped dramatically because of Covid-
19 restrictions, for the regular congregation. This is mainly due to church members shielding from the virus, certain member's age, illness, bereavement, and an inability to get to the church, without a lift. There are 25 church members who have not returned to worship in person.

The Electoral Roll for 2021 has 71 currently listed, with 44 people living within and 27 living outside the parish. It has been sad to say goodbye to Laura Woods who moved to be close to family members. There have several new members attending online or in person; Alex who was baptized by full immersion in September, and others who have more recently started to attend.

During lockdown the Vicar continued to do pastoral 'visiting' (mostly not entering homes and at a distance, wearing gloves) and has delivered the printed worship services fortnightly when the church was closed, supported by Margaret Smith.

A Covid-19 Vaccination Station operated from the Community Hub (which was closed to usual hirers) from January until June, this was initially only one of a very few church buildings being used in this way and only the second vaccination station in a church hall in the Lichfield Diocese. Around 7 church volunteers (Dave & Nancy, Sarah & Neil, Margaret, Gordon, & Laura) faithfully turned up for long shifts, some standing in the pouring rain or freezing temperatures all day or having to deal with long queues of people, some who had even travelled from as far as London to Newchapel to get their vaccine. Eventually the vaccine station moved to another community building within the community, but the church volunteers have continued to serve the community in a fantastic way.

Following an application to the Local Connexions Fund, the church received funding to support a project;
'Keeping Connected during Covid'. This involved dividing contacts into 5 groups and a team made up of the
Warden, PCC Secretary, previous Warden and Vicar made phone calls or texts to all on the list, on a weekly basis, then fortnightly, to offer extra pastoral or practical support, keep in touch and continue to pray for each other. Over 80 people were telephoned or given phone support on a regular basis. The project provided funding for the paper, printing and delivery of the weekly service, notices and notes to over 20 isolated couples or individuals and the cost of purchasing over 300 plants which were wrapped and accompanied by a laminated message from the vicar and congregation and a poem by Peter Smith. Isolated neighbours were

targeted for these plants and goodwill message and the numbers allowed for the delivery of one whole street in Packmoor…

There was a large wooden cross erected during lent and decorated with black and red streamers which changed to yellow and white streamers and being covered with yellow and white flowers on Easter Day and the days that followed. There was also a display of painted plastic bottle bases as forget-me-nots and cheerfulness with large laminated leaves presenting testimonies of local people during lockdowns. These displays were noticed by many who came for vaccination and were read by visitors to the graveyard and the Vaccination Station.

The major piece of work this year was the application, permission to go ahead and completion of the first phase of building repairs to St James' Church. There was an asbestos report, bat survey and finally the work by Alliance Builders started on 4th March and was completed in April, earlier than scheduled; the roof of the north side of the connection between the church nave and chancel had never had lead or soak-aways and a replacement piece of lead needed fixing in a gully above the old organ room. The roof had a closer inspection and it was discovered that nails had rusted and around 10 rows of roof tiles on the south side had slipped and there was a gap where there was no felting or water-proofing.

Visits to bereaved families were held outside, socially distanced, in church or by telephone. In 2021 a number of Christian funerals held at the crematorium for this parish did not come to the vicar. There were 8 Church funerals, 1 Crematorium only funeral, and 9 burials or internments in church grounds, most of which were into existing ashes plots. There were two weddings which had to be cancelled a number of times last year which at last took place, with three weddings in total held at St James' in 2021. The annual Memorial Service tea was attended by around 45 bereaved family members and it was good to see the church full for the service in church.

Wedding Banns couples are interviewed and their identification details recorded. Wedding couples meet at least 3 times with the Vicar and have a rehearsal prior to their wedding. There was one adult baptism this year; Alex Gould, who was baptized by full immersion outside the church doors. Although there were a number of enquiries regarding children from the community to be baptized, when families were asked to meet the vicar after a service, none of them turned up. The PCC agreed to temporarily shifting baptism services to after the church service so that family members could attend without the restriction of numbers in the building. There is one family partially prepared for Baptism last year who have postponed the baptism for now, but still attend occasionally. The Baptism visitors have not been used this year due to covid-19 as visiting other people's homes has not been permitted for most of this year.

There was no New Year Party, as for some of the year the Community Hub has been closed to activities and when open, careful streaming of people and hand-gelling has been required because of the pandemic. There were two Craft Fairs, in September and December. There was a special service in December where people were invited to attend dressed as Messengers-Old Testament prophets, angels, etc… this was attended by a number of families.

The church could not function at all without so many dedicated, dependable volunteers giving their time and money sacrificially to St. James' Church, this is crucial to the ongoing ministry and mission of the church and is much appreciated.

The Lichfield Diocese Finance Team have again been generous with their advice, time and help this year, without the support and help of the diocesan finance team, we literally could not do what we do, we owe them enormous gratitude.

The Hub has gone through many changes this year and the first was the setting up of only the second church hall in the diocese to become a Covid Vaccination Station. Revd Janet was able to apply for and receive a faculty to allow this to take place, run by a local Pharmacist. Church members (mentioned elsewhere) were committed to enabling this to happen, volunteering for welcome, refreshments, admin and on car park and duty. Those on car park duty often had to manage long queues of impatient people, over 900 cars in the car parks on one day and the highs and very lows of standing outside for whole days. This was a magnificent effort from Church people. The Hub Management Group was ably chaired for most of the year, by Robert Mountford, and we are grateful to him for this work and for setting up a new website and facebook page for the Hub. Robert gave up this role this year and it is proving extremely difficult to replace him. We are grateful for all who give of their time and energy to serve and help out with the running of the Hub. We are particularly thankful to Jean Tidball who stepped down from being Church/Hub Rep. at the AGM and Margaret Smith who has taken this up with a new term on the PCC and to Archdeacon Matthew Parker (Bishop Stafford elect) replaced by

Assistant Archdeacon Terry Bloor. At the turn of the year the efficient Margaret McGregor continued as the temporary booking secretary, on shorter hours, to keep things ticking over, but was furloughed for the second and third lockdown. The Hub benefitted from a couple of local authority grants due to having to close the building because of the Covid19 crisis, without which the year-end finances would not have balanced.

Achievements and Performance

Please find attached a review of our Mission Action Plan completed in early 2021 which sets out the Vocation, Discipleship and Evangelism priorities for St James Church however, we have been waiting until more Church members have returned to church before we have a re-vamp and vision day on our Mission Action Plan, so the plan attached is out of date and in need to updating. We are aware that as a result of Covid-19 many things have changed, the leader of Messy Church has resigned, the few volunteers who cooked for Early Born meals have had a long break from lifting heavy pots and pans and unless the teams change and a large number of new volunteers step forward, these groups will not restart following covid-19 restrictions. Therefore, once the church is back to a more usual routine, without restrictions there needs to be full review and rewriting of St. James' MAP.

The planned 2020 Mission visit of the Vicar and a group from the congregation to our link church of Holy Spirit, in Ipoh, Malaysia in May was sadly cancelled; due to the pandemic-another sad consequence of the pandemic and currently it is not known yet when this might be re-instated.

During 2021 there was a sermon series on the Sunday sermons have focused on Mark's gospel, a series on the Psalms over the Summer, and Journeying through 'Mission Impossible' in the book of Jonah before returning to Advent and Christmas Bible passages.

St James' ministry team restarted the Anointing with Oil Service and personal prayer is offered after the services and the prayer group has continued to meet on zoom and in-person. It has not been possible to re- start 'Stepping into the Supernatural' courses, due to the pandemic… There was a particular period of listening to God during August/ September and in church and focused in the Tuesday night prayer times for God's future for St James and the words and pictures from this time were recorded and put up in the
Church Foyer… in a summary of what we felt that God has been saying to us a church. The themes that stood out were: Seek my (God's) face; I (God) want your heart; Jump off I will lead you; unity in Him, and;
God will show us his light in our darkness.

There were no START! courses offered in 2021 due to the extreme challenges of providing a course online. After a long wait due to COVID-19 restrictions, at last Dennis, Wayne & Kathy were confirmed in December by Bishop Matthew Parker the Bishop of Stafford.

Alex, who attended the START! course in 2020 continued with further personal discipleship follow-on using CPO's 'Life Sheets' for Bible Study, reflection, and discussion, mostly via Zoom, with Neil Gidman who then was involved in Alex's baptism by full immersion.

There were a couple of Deanery Synod meetings held, on line and in person. St James' is taking part in the Deanery 'Shaping for Mission' online training and discussion, through a PCC and a clergy survey. Gordon Pritchard attended the Archdeacon's Visitation in 2021 and was sworn in for his second/third year as Churchwarden. The Vicar attended Chapter Meetings online and one Deanery Standing Committee
meeting was held.

St. James Church has a large churchyard and visitors have continued during lockdown, but Gordon and Will have not been able to cover the whole churchyard area with grass cutting this year, with others isolating or shielding, due to the pandemic. There is a large area of the churchyard where the grass is very long and there have been complains from those who use the churchyard that vases are removed to cut the grass around the ashes plot area and it is impossible to replace them in the correct places, so they are left
on the side for families. Some old equipment to be used for parts in the maintenance store appears to have disappeared. There continue to be inappropriate items and plastic flowers, solar lights etc… placed on graves, these have been cleared with the help of the Newchapel Scout Group who again helped to clear and fill bin liners… Will Timbey cut around 6 foot was

cut off a large laurel bush and it took the scouts, their parents, leaders and church volunteers a long time to clear the high pile of branches.

Church members have paid for the council to empty two brown garden waste bins for the graveyard in 2021 which are used for discarded and faded flowers and wreaths.

Revd Janet had less input with the local schools this year, but she has led several assembles via being recorded on Teams at Packmoor Ormiston School, and a couple in person at Watermill Special School and

Thursfield Primary; an Advent assembly. The usual Millennium Green Remembrance Service was once again organised by Packmoor (Ormiston) School which the Vicar introduced and led, alongside the lay minister at Newchapel Methodist Church.

The temporary Booking Secretary for Newchapel Community Hub, Margaret McGregor, continued to be furloughed with the majority of her salary paid by a government scheme for the first part of the year and then handed over to Sonya Cooper, the Hub Administrator who has kept things ticking over, Sue continues as the Hub cleaner… The Hub finances are separate from the church finances, under the umbrella of 'The Mercian Community Trust' and the Hub continued to pay the rent on the Paddock Car Park this year. Although the Hub has benefitted from some grants by the council, the regular bookings that had increased at the start of last year sadly have not sustained commitment; many of the children's groups have not regained numbers enough to re-start and so in December there were only two regular paid bookings per week- Pilates and Danceline. The church-led 'Knit and Natter' group has restarted and includes members who have not returned to church. But sadly the 'Tiddlers, Toddlers and Friends', 'Messy Church', and the 'Early Born Meals', have not restarted and will struggle for leadership.

The Men's Breakfast were unable to meet for most of the year but re-started in November this year and Hopes and Dreams were finally able to re-start with Amy and Jean sharing leadership, in November and led a drama in the Carol Service.

Church maintenance

2021 has been a poor year for maintenance due to the church being closed to worship for several months, many people continued to self-isolate at home from the Covid19 virus, major building repair work being carried out and the focus of many key volunteers being volunteering at the Vaccination Station. There were
further delays in gaining the faculty permission to replace the upstairs boiler which is causing further damp problems in that part of the building. Minor repairs to the church have been carried out such as light bulbs,
loose tiles in toilets etc... We also had a major operation to tidy the graveyard of bush cuttings assisted by the Scouts and Cubs, all help by them and church members was very much appreciated.

Phase one of the remedial church building repairs were begun in March and completed in April this year, these covered the putting in of lead and soak-aways down the north side of the junction between the nave and chancel, checking the other side and replacing the lead cracked and allowing water ingress over the organ room on the south side of the roof area. This major roof repair was governed by List B and Faculty permission. Alliance builders worked quietly and well, enabling the vaccination station to continue in the Hub next door. The work was completed earlier than expected and a large cherry picker was used to investigate the water ingress around the fleche but no cause was found. The cherry picker also helped workers remove the flu for the old upstairs boiler and a new discovery was made that 10-11 rows of tiles on the south side of the church roof had rusted nails and have slipped, causing a space where water can access into the roof and ceiling space with no felting or prevention in place; this has become the next
urgent job in the list of building repairs.

The Council grass-cutting has resumed following lock-down stoppage.

The Vicar and Churchwarden are enormously grateful for the many dedicated, hard-working volunteers who keep things running and make mission and ministry at St James' Church possible, even during the difficult months of lockdowns this year. Without you, the church simply could not function or grow. Our Churchwarden, Gordon, has spent many hours cutting grass, checking security, and organising the care of our Church building, and volunteering with the vaccination station this year. I particularly want to highlight this year the amazing and unseen work of church cleaning which has been carried out for years by May & Charlie

Crouch, who have had to retire from this work for health reasons. They would be up at church for 7-
9am every Friday and if ever a week was missed it was noticeable to all. We thank them both for this
commitment and background work at St. James' over about 40 years! 'Thank you' is not enough, but we do thank you! A new team has been established by Hazel Adams and making a difference and expanding the ongoing task; thank you!

Reserves Policy

It is PCC policy is to try to build up free reserves (net current assets) which equates to at least three months unrestricted payments. This year the PCC has made a start to this by setting aside £3,500 for reserves, this almost equivalent to one month's usual bills. The PCC intend to add to this each year for at least the next 2 years to be held to smooth out fluctuations in cash flow and to meet emergencies. The balance of the free reserves at the year-end was £22,219. Due to the exponential rise in cost of building materials the church is going to struggle for a number of years to continue with a programme of urgent remedial repairs due on the church therefore the plan to wait until they are complete before saving for the reserves seems unwise; the PCC plan to set aside a growing reserve, year on year, until at least the sum of three months unrestricted payments is held in a reserve fund.

Safeguarding

Safeguarding is on the agenda of every PCC meeting. There has been one safeguarding incident reported to Revd Janet involving a member of the church, offsite and two accidents reported (one at the Hub) in
2021. Trevor resigned as Safeguarding and Health & Safety Officer in October 2020, prior to the October EAPCM and at the 2021 APCM Wayne Bamford was willing to take on the post. Since then it has taken a
long time to submit his DBS form and we await his clearance to take on the role as the new Safeguarding
Officer.
There have been 3 applications for DBS clearance during 2021 and Revd Janet underwent the 2-day Clergy training online accompanied by extra written work in October 2021. There have been various Covid19 Risk Assessments written and re-written and a new basic Hub Risk Assessment written too.

A new Safeguarding Officer needs to be found for St. James' Church as a matter of urgency.

There is a Safeguarding Policy in place, with packs available in both Church and Hub and signage displayed. DBS checking of staff and volunteers continued with the support of the Safeguarding Officer and since he resigned, by the Vicar and Diocese.

There is also a coloured file in the vicarage filing cabinet which is updated on a regular basis regarding any safeguarding issues, when required and will be passed on to any subsequent clergy. There have been no safeguarding incidents reported this year.

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

Fundraising

The PCC takes its fundraising responsibilities seriously and is very grateful to all who give to St James' Church – whether regular or occasionally, especially those who are able to gift aid and give through their bank – in their support of the church and church events. PCC supporters are never taken for granted. The PCC take full responsibility for fundraising and do not use commercial organisations or professional fundraisers. All money raised is either by donations, fundraising events, special appeals or legacies for which the PCC are most grateful.

During 2021 fundraising has been continued to be difficult. A stall of hot drinks, plants and cards were put up during a vaccination day, and despite the bad weather raised around £60. Most other fundraising has not been possible although Craft fairs re-started in September. Craft fairs are a great deal of work but do generate funds for the Church and the Hub.

The church is completely reliant on the giving of the congregation and the PCC is very grateful for additional gifts given by church members of £50 and £1,000 towards the ‘Roof, West Wall and Repairs Fund’ which were gift aided too. This year the Church won a grant for the ‘Keeping Connected during Covid’ project of just under £1,000 and the Hub benefitted from the Government furlough scheme for the Booking Secretary/ Administrator and LA grants to keep the facility open.

Volunteers

The members of the PCC would like to thank all the volunteers who work so hard to keep things running at St James', especially during covid-19, and that make our Church a friendly and welcoming place, despite the restrictions. Our special thanks go to; the PCC Secretary; Nancy Philips and her husband Dave who have led the singing at Zoom church and supervised and helped at services in person, alongside Gordon, our Warden. Also to the Diocesan Finance Team of Jonathan Hill, Cosy Bagot Jewitt, Jean Overton, and Sue Schulz who have helped us with our annual finance reports and ongoing treasurer work.

More volunteers are needed for various aspects of church's life and ministry, this is going to be a theme
that continues into 2022 and beyond.

Vicar's Report 2021

A Review of the Year

Map Review

The Mission Action Plan has had to be put on hold for 2021 due to covid-19 restrictions, however there is a plan, once there is greater confidence at meeting together in 2022 to have a review day for MAP and re- establish what might well be new priorities in the face a very changed situation from 2019.

Risk Management

The Church Warden carries out regular visual Health and Safety checks of the building, especially during lockdown and in cold weather and with the Maintenance Team regularly inspects the premises for potential hazards. There were a number of Covid19 risk assessments completed, a building work risk assessment and a new general risk assessment for the Hub completed this year.

Our insurances are reviewed annually ensuring there is adequate cover and an informal review of any new risks which may impact the work of the Church in the Parish is ongoing.

Structure, Governance and Management

The PCC is a Body Corporate established by the Church of England (PCC Powers Measure 1956, and the Church Representation Rules 2006) and is a Charity registered with the Charity Commission. The PCC is governed by the Parochial Church Council Powers Measure (1956) as amended that came into effect on 2nd January 1957, and the Church Representation Rules (contained in Schedule 3 to the Synodical Government Measure 1969 as amended).

The method of appointment of the PCC members is set out in the Church Representation Rules. The Council at St James's comprises of the Incumbent, the Churchwarden, those elected to the Deanery Synod, and other members who are elected at the Annual Parochial Church Meeting, by those on the Electoral Roll. Members of the congregation are encouraged to join the Electoral Roll, although some previous members have stood down following the complete revision of 2019 but still attend church.
Congregation members are encouraged and supported to take on new roles and to stand for election to the
PCC.

In 2018 the AGM voted to accept the new rolling 3-year membership of the PCC. This is now in action; members of the PCC can stand for a maximum of two consecutive terms of three years before having to take a break from the PCC. The PCC now has potentially 9 elected members, the Safeguarding Officer as a co-opted member, 3 places for Deanery Representatives, in addition to the Incumbent and Church

wardens. Currently we have welcomed Margaret Smith as the new Deanery Synod representative and have two vacancies and have one Church Warden - Gordon Pritchard, who is in his third year and intending to step down at the next AGM.

PCC members are responsible for making decisions on all matters of general concern and importance in the parish, and for all financial matters. In 2021 the PCC met 8 times (4 times using Zoom technology, due to the Covid-19 restrictions), with a 89% attendance record, this was due to 2 members being excluded by the Zoom technology and one being unwell. The Standing Committee also met 9 times, (4 times on Zoom).

The APCM was held on 25th April 2021 in the Church building and on zoom, led by the Rural Dean Revd Shaun Morris as Revd Janet was on bereavement leave. The 2021 PCC has worked well with a Standing Committee which meets between PCC meetings and occasionally more often, and a Finance Committee which meets when required. It is hoped that in the future other sub-committees will be established. Each reports back to the PCC.

Main topics of concern for the PCC were: Covid guidelines and reviewing the worship that can be offered in the midst of restrictions; the urgent remedial repairs required to the Church Building (Phase 1 having been completed in April) and the re-siting and replacement of the condemned upstairs church boiler which
heated the foyer area, vestry, photocopy room and upstairs hall and rooms. Other issues have included
Church Finances (including a draft budget for 2021), the 'Shaping for Mission' agenda within the Deanery to hone for mission and make decisions on where to place salaried clergy and other ministers; and the parking
of local cars on the church grounds and consideration of how we might charge them and administer the
arrangements, which would provide much needed funds to repair the large potholes in the car park.

Faculties were granted permission to use the Community Hub as a 'Vaccination Station' and List B permission was granted for the Phase 1 external repair work, and the placing of gel stations on the Hub walls, by the Archdeacon. A family petition was granted permission in the churchyard for a gravestone to have two vases and another family ended the year applying to the Chancellor for various personal requests in terms of a gravestone.

The application for the replacement and re-siting of the upstairs boiler has been held up as the advice of
two heating engineers was needed. The second gave advice from a different diocese and an application for an interim faculty was made on 30th October, but there has been no news since.

We continue to thank Lichfield Diocese Finance Dept. for the special reduction of the Parish Share, and we can confirm that the arrears of Parish Share from 2010-2013 of £28,000 has at the end of 2021 now been fully paid, due to a special arrangement with the diocese which we have paid over the last 3 years. The Finance Team and Diocesan Synod have frozen the amount due in Parish Share next year at £35,000 but the Parish Share will now be known in future years as The Common Fund and each church will be given a minimum figure it needs to pay.

There are still financial concerns and vulnerabilities for both the Church and Community Hub, partly due to non-return of congregation members and Hub regular hirers, because of the Covid19 pandemic issues some groups have now completely closed. The PCC secretary writes "We cannot fail to thank all those who contribute to church funds for their continued financial support from the church fellowship and anonymous donors. We need to consider that even when the church is closed, the bills still need to be paid. By the grace of God and our own sacrificial efforts, we pray that we can overcome this mountain: man makes mountains out of molehills, but God makes molehills out of mountains!".

Related Parties

The PCC are asked to declare any conflicts of interest and relationship with any related parties. None were declared.

1 trustee has been reimbursed £1,278 (2020: £901) during the year for travel and telephone expenses incurred during the year.

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

Donations from related parties (PCC members) during the year was £9,308 (2020: £9,120).

Reference and Administrative details

The Church is situated in Station Road, Newchapel, Stoke-on-Trent, ST7 4QT and is part of the Deanery of Stoke-on-Trent, in the Diocese of Lichfield. The correspondence address is The Vicarage, 32 Pennyfields Road, Newchapel, Stoke-on-Trent. ST7 4PN. Registered charity number 1163088. Our website address is: http://www.stjamesnewchapel.co.uk

PCC members who have served from 1st January 2021 until the date this report was

approved were**: Ex Officio Members**

The Incumbent	The Reverend Sister Janet Arnold CA (Chairperson)	
Churchwardens	Gordon Pritchard	3rd year of 1st term ends 2022
	1 vacancy	
Deanery Synod	Mary Elden	1st year of 2nd term (Finance Team) (Resigned Feb' 2021)
	Paul Elden	1st year of 2nd term (Finance Team) (Resigned Feb' 2021)
	Margaret Smith	1st year of 1st term started September 2021
Elected Members	Nancy Phillips	1st year of 2nd term from '21
	(Secretary) Donna Rampling	1st year of 2nd term from '21 Until 25th April '21
	Rose Smith	1st term ends AGM '22
	Hazel Adams	1st term ends AGM '22
	Margaret Harper	1st term ends AGM '22
	Lesley Stoker	1st term from AGM '20
	Simon Nicholson	1st term from AGM '20
	Margaret Smith	1st term from AGM '21
	1 vacancy	

Bank	NatWest
Independent Examiner	Sue Schulz Lichfield Diocesan Board of Finance St Marys House, The Close, Lichfield WS13 7LD

Approved by the PCC on 7th February 2022 and signed on its behalf by:

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Reverend Sister Janet Arnold CA (Chairperson) Nancy Phillips (Secretary)

Independent Examiner’s report to the trustees/members of The PCC of Newchapel St James

Registered charity number : 1163088

I report on the accounts for the year ended 31st December 2021 which are set out on the following pages.

Respective responsibilities of the Trustees and Independent Examiner

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

It is my responsibility

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

Basis of Independent Examiner's Statement

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

Independent Examiner's Statement

In connection with my examination, no material matters have come to my attention which gives me cause to believe that in any material respect:

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

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

Signed: ..... Date: .....

Sue Schulz
For and on behalf of Lichfield Diocesan Board of Finance
St Mary’s House, The Close, Lichfield. WS13 7LD

The Parochial Church Council of Newchapel St James
Financial Statements for the Year Ended 31st December 2021

Accounting Policies

The PCC is a public benefit entity within the meaning of FRS 102. The financial statements have been prepared under the Charities Act 2011 and in accordance with the Church Accounting Regulations 2006 governing the individual accounts of PCCs, and with the Regulations' "true and fair view" provisions. They have also been prepared in accordance with the Charities SORP (FRS 102).

The financial statements have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant notes to these accounts. 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 main affiliation to another body nor those that are informal gatherings of Church members.

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

Cashflow Statement
The Charity has taken advantage of the exemption in FRS102 from the requirement to produce a Cash flow statement on the grounds that the income does not exceed £500,000.

Going Concern
There are no material uncertainties related to events or conditions that cast significant doubt on the charity's ability to continue as a going concern.

Post Balance Sheet Event
The ongoing worldwide outbreak of the COVID-19 virus still represents a significant event since the end of the financial year. The Charity has reviewed its cash flow forecasts and considered the impact on going
concern, concluding that the going concern basis remains an appropriate basis of preparation for these
financial statements given the likely cash flow impact of operations for 12 months from the date of signing this report.

Accounting Estimates and Prior Year Errors
No changes to accounting estimates have occurred in the reporting period. No material prior year errors have been identified in the reporting period.

Description of Funds
Unrestricted funds are income funds of the PCC that are available for spending on the general purposes of the PCC, including amounts designated by the PCC for fixed assets for its own use or for spending on a future project and which are therefore not included in its "free reserves" as disclosed in the trustees' annual report.
Restricted funds comprise of two elements:
a) income from trusts or endowments which may be expended only on those restricted objects provided in the terms of the trust or bequest
b) donations or grants received for a specific object or invited by the PCC for a specific object. The funds may only be expended on the specific object for which they were given. Any balance remaining unspent at
the end of each year must be carried forward as a balance on that fund. The PCC does not usually invest
separately for each fund. Where there is no separate investment, interest is apportioned to individual funds on an average balance basis.
Endowment funds are restricted funds that must be retained as trust capital either permanently or subject to a discretionary power to spend capital as income, and where the

use of any income or other benefit derived from the capital may be restricted or unrestricted. Full details of all their restrictions are shown in
the notes to the accounts.

Income
Planned giving, collections and donations are recognised when received or when the PCC becomes entitled to the resource and the monetary value can be measured with sufficient reliability. Tax refunds are recognised when the incoming resource to which they relate is received. Grants and Legacies are accounted for when the PCC is legally entitled to the amounts due and the monetary value can be measured with sufficient reliability. Dividends are accounted for when receivable, interest is accrued. All other income is recognised when it is receivable. All incoming resources are accounted for gross.

Expenditure
Grants and donations are accounted for when paid over, or when awarded, if that award creates a binding or constructive obligation on the PCC. The diocesan parish share is accounted for when due. Amounts
received specifically for mission are dealt with as restricted funds. All other expenditure is generally recognised when it is incurred and is accounted for gross.

Governance and Support Costs
Support costs should be allocated between governance costs and other support.
Governance costs comprise all costs involving public accountability of the PCC and its compliance with regulation and good practice.
Support costs include central functions and have been allocated to activity cost categories on a basis consistent with the use of resources eg by allocating staff costs by time spent and other costs by their
usage.

Fixed Assets
Consecrated and benefice property is not included in the accounts by s.10(2)(a)&(C) of the Charities Act
2011.
Moveable church furnishings held by the Vicar and Churchwardens on special trust for the PCC and which require a faculty for disposal are inalienable property, listed in the Church's inventory, which can be inspected (at any reasonable time). For anything acquired prior to 2000 there is insufficient cost information available and therefore such assets are not valued in the financial statements.
No depreciation is provided on buildings as the currently estimated residual value of the properties is not less than their carrying value and the remaining useful life of these assets exceeds 50 years, so that any
depreciation charges would be immaterial.

Investments
Investments in quoted shares, traded bonds and similar investments are valued initially at cost and subsequently at market value at the year end. Investments held for re-sale are treated as current asset
investments.

Debtors
Debtors are measured on initial recognition at settlement amount. Subsequently they are measured at cash expected to be received.

Creditors and Accruals
Creditors are measured at settlement amounts less any trade discounts. Accruals are measured on best estimate of the amount required to settle the obligation at the reporting date.

The Parochial Church Council of Newchapel St James
For the year ending 31st December 2021

Statement of Financial Activities

	Unrestricted funds	Designated funds	Restricted funds	Endowment funds	Total funds	Prior year total funds
Income and endowments from:						
Donations and legacies	50,641	85	4,70	—	55,43	51,663
Income from charitable activities	4,480	—	—	—	4,48	3,912
Other trading activities	631	—	103	—	734	1,077
Investments	—	—	—	—	—	—
Other income						
Total income	**55,753**	**85**	**4,809**	**—**	**60,647**	**56,651**
Expenditure on:						
Raising funds	113	—	—	—	113	301
Expenditure on charitable activities	46,049					36,960
Total expenditure	**46,162**	**8,072**	**8,183**	**—**	**62,418**	**37,261**
Gains / losses on investment assets						
Net income / (expenditure) resources before transfer	**9,591**	**(7,987)**	**(3,374)**	**—**	**(1,771)**	**19,390**
Transfers						
Gross transfers between funds - in	—	15,900	100	—	16,000	2,314
Gross transfers between funds - out	(15,900)	—	(100	—	(16,000	(2,314)
Other recognised gains / losses						
Gains on revaluation, fixed assets, charity's own	—	—	—	—	—	—
Net movement in funds	**(6,309)**	**7,913**	**(3,374)**	**—**	**(1,771)**	**19,390**
Total funds brought forward	**28,528**	**3,866**	**7,846**	**—**	**40,240**	**20,849**
Total funds carried forward	**22,219**	**11,779**	**4,711**	**—**	**38,469**	**40,240**
Represented by						
Unrestricted						
General fund	22,219	—	—	—	22,219	28,528
Designated						
BOILER DESIGNATED	—	6,700	—	—	6,700	755
CATERING DESIGNATED	—	755	—	—	755	755
HARDSHIP DESIGNATED FUND	—	39	—	—	39	39
RESERVE DESIGNATED FUND	—	3,500	—	—	3,500	—
ROOF, WEST WALL & REPAIRS DESIGNATED	—	785	—	—	785	3,072
Restricted						
BOILER RESTRICTED FUND	—	—	100	—	100	—
CHURCHYARD RESTRICTED FUND	—	—	244	—	244	224
FABRIC RESTRICTED FUND	—	—	3,29	—	3,29	3,390
ROOF, WEST WALL & REPAIRS RESTRICTED	—	—	838	—	838	4,232

The Parochial Church Council of Newchapel St James
For the year ending 31st December 2021

Balance sheet

Class	Description	This year	Last year
Current assets			
	Natwest current account	34,875	44,065
	Cash in hand	62	62
	Accounts Receivable		
	Total Current assets	**38,694**	**47,251**
Liabilities			
	PARISH SHARE ARREARS	—	6,695
	Agency collections	48	317
	Accounts Payable		
	Total Liabilities	**225**	**7,011**
	Net Asset surplus(deficit)	**38,46**	**40,24**
Reserves			
	Excess / (deficit) to date	(1,771)	19,390
	Starting balances		
	Total Reserves	**38,469**	**40,240**
	Represented by funds		
	Unrestricted	22,219	28,528
	Designated	11,779	3,866
	Restricted	4,471	7,846
	Endowment		
	Total		

Approved by the Parochial Church Council on..... 2022 and signed on its behalf by:

Signature:

..... Name:

.....

The notes on the following pages form part of these accounts

Statement of assets and liabilities – 2021

		General	Designated	Restricted	Endowment	
		This year	Last year			
Current assets - Cash at bank and in hand						
Natwest current account -		18,577	11,779	4,519	—	34,875	44,065
Cash in hand -		62	—	—	—	62	62
	Totals	**18,639**	**11,779**	**4,519**	**—**	**34,937**	**44,127**
Current assets - Debtors						
Accounts Receivable -		3,757	—	—	—	3,757	3,124
	Totals	**3,757**	**—**	**—**	**—**	**3,757**	**3,124**
Liabilities - Agency accounts						
Agency collections -		—	—	48	—	48	317
	Totals	**—**	**—**	**48**	**—**	**48**	**317**
Liabilities - Creditors: Amounts falling due in one year						
PARISH SHARE ARREARS -		—	—	—	—	—	6,695
Accounts Payable -		177	—	—	—	177	—
	Totals	**177**	**—**	**—**	**—**	**177**	**6,695**
	Grand total	**22,219**	**11,779**	**4,471**	**—**	**38,469**	**40,24**

Statement of assets and liabilities - 2020

		General	Designated	Restricted	Endowment	
		This year	Last year			
Current assets - Cash at bank and in hand						
Natwest current account -		32,087	3,866	8,112	—	44,065	29,132
Natwest current account -		—	—	—	—	—	30
Cash in hand -		62	—	—	—	62	62
	Totals	**32,149**	**3,866**	**8,112**	**—**	**44,127**	**29,223**
Current assets - Debtors						
Accounts Receivable -		3,074	—	50	—	3,124	4,840
Accounts Receivable -		—	—	—	—	—	60
	Totals	**3,074**	**—**	**50**	**—**	**3,124**	**4,900**
Liabilities - Agency accounts						
Agency collections -		—	—	317	—	317	(117)
	Totals	**—**	**—**	**317**	**—**	**317**	**(117)**
Liabilities - Creditors: Amounts falling due in one year						
PARISH SHARE ARREARS -		6,695	—	—	—	6,695	13,391
	Totals	**6,695**	**—**	**—**	**—**	**6,695**	**13,391**
	Grand total	**28,528**	**3,866**	**7,846**	**—**	**40,240**	**20,84**

Debtors

	2021	2020
Gift aid recoverable	375	3,12
Other debtors	-	-
Total	**3,75**	**3,12**

Liabilities

Amounts falling due in one year

	2021	2020
Agency	48	31
Diocesan parish	-	6,69
Other Creditors	17	-
Total	**22**	**7,01**

Fund movement by type - 2021

	Opening	Incoming	Gains/losses	Outgoing	Transfers	Closing
BOILER - D - BOILER DESIGNATED FU						
Designated						6,700
Sub-total for BOILER - D	**—**	**—**	**—**	**6,700**	**—**	**6,700**
BOILER – R – BOILER RESTRICTED						
Restricted						100
Sub-total for BOILER - R	**—**	**—**	**—**	**100**	**—**	**100**
CATER - CATERING DESIGNATED						
Designated	755					755
Sub-total for CATER	**755**	**—**	**—**	**—**	**—**	**755**
COVID - COVID RESTRICTED FUN						
Restricted						
Sub-total for COVID	**—**	**804**	**804**	**—**	**—**	**—**
CYARD - CHURCHYARD RESTRICTE						
Restricted	224					244
Sub-total for CYARD	**224**	**20**	**—**	**—**	**—**	**244**
FABRIC - FABRIC RESTRICTED FU						
Restricted	3,390			(10		3,290
Sub-total for FABRIC	**3,390**	**—**	**—**	**(100**	**—**	**3,290**
HARD - HARDSHIP DESIGNATED						
Designated	39					39
Sub-total for HARD	**39**	**—**	**—**	**—**	**—**	**39**
RES - RESERVE DESIGNATED F						
Designated						3,500
Sub-total for RES	**—**	**—**	**—**	**3,500**	**—**	**3,500**
ROOF-D - ROOF, WEST WALL & RE						
Designated	3,072					785
Sub-total for ROOF-D	**3,072**	**85**	**8,072**	**5,700**	**—**	**785**
ROOF-R - ROOF, WEST WALL & RE						
Restricted	4,232					838
Sub-total for ROOF-R	**4,232**	**3,985**	**7,379**	**—**	**—**	**838**
General - General fund						
Unrestricted	28,528					22,219
Sub-total for General	**28,528**	**55,753**	**46,162**	**(15,900)**	**—**	**22,219**
Grand total	**40,248**	**60,647**	**62,418**	**—**	**—**	**38,469**

Fund Description

- Boiler Designated: Funds for a new Boiler, designated by the PCC
- Boiler Restricted: Fundraising for a new Boiler

- Catering Designated: For the catering income and expenditure from the Hub Kitchen
- COVID Restricted: To assist parish in staying connected with people during Covid
- Churchyard Restricted: For the upkeep and maintenance of the churchyard
- Fabric Restricted: upkeep and maintenance of the fabric of the church
- Hardship Designated: To assist those in hardship / food & electric for people in need during lockdown
- Reserve Designated: PCC designated at a meeting on 07.06.21
- Roof & West Wall Repairs (Designated and Restricted) : For the repair and maintenance of the roof and west wall

Transfers between Funds

Reference	Debit	Credit	Descriptio	Fund
BANKED 31.12.20	-	100.00	BOILER FUND GIFT DAY	FABRIC
BANKED 20.12.20	100.00	-	BOILER FUND GIFT DAY	BOILER - R
TRF GEN TO ROOF DES	-	5,000.00	DESIGNATED TO ROOF FUND	General
TRF GEN TO ROOF DES	5,000.00	-	TRF FROM GENERAL	ROOF-D
TO NEW RESERVE FUND	-	3,500.00	TRF TO NEW RESERVE FUND	General
TO NEW RESERVE FUND	3,500.00	-	TRF FROM GENERAL	RES
2.5% RETENTION	-	700.00	BUILDING REPAIR WORK RETENTION	General
2.5% RETENTION	700.00	-	BUILDING REPAIR WORK RETENTION	ROOF-D
TRF FROM GEN	-	6,700.00	TRF TO BOILER DESIGNATED FUND	General
TRF FROM GEN	6,700.00	-	FROM GEN TO BOILER DESIGNATED FUND	BOILER - D
Total	**16,000.00**	**16,000.0**		

Fund movement by type - 2020

	Opening	Incoming	Outgoing	Transfers	Gains/losses	Closing
CATER - CATERING						
Designated	809					755
Sub-total for CATER	**809**	**—**	**54**	**—**	**—**	**755**
CHILDREN - CHILDRENS WORK						
Restricted	90					
Sub-total for CHILDREN	**90**	**420**	**542**	**32**	**—**	**—**
COMMUNITY - COMMUNITY						
Restricted	137			(61		
Sub-total for COMMUNITY	**137**	**477**	**—**	**(614)**	**—**	**—**
CYARD - CHURCHYARD FUND						
Restricted	224					224
Sub-total for CYARD	**224**	**—**	**—**	**—**	**—**	**224**
EARLY - EARLY BORN MEALS						
Restricted	687					
Sub-total for EARLY	**687**	**408**	**75**	**(1,020)**	**—**	**—**
FABRIC - REPAIRS AND DECORATI						
Restricted	3,290					3,390
Sub-total for FABRIC	**3,290**	**100**	**—**	**—**	**—**	**3,390**
HARD - HARDSHIP						
Designated						39
Sub-total for HARD	**—**	**100**	**61**	**—**	**—**	**39**
ROOF - ROOF AND WESTON WALL						
Restricted	6,662					4,232
Sub-total for ROOF	**6,662**	**456**	**2,886**	**—**	**—**	**4,232**
ROOFD - ROOF AND WESTON WALL						
Designated	2,072					3,072

Sub-total for	**2,072**	**1,00**	**—**	**—**	**—**	**3,072**

TTF - TIDDLERS TODDLERS AN						
Restricted				(64		
Sub-total for TTF	**773**	**168**	**294**	**(647**	**—**	**—**
General - General fund						
Unrestricted						28,528
Sub-total for General	**6,105**	**53,523**	**33,349**	**2,249**	**—**	**28,528**
Grand total	**20,840**	**56,651**	**37,261**	**—**	**—**	**40,240**

Analysis of income and expenditure

	Unrestricted year	Designated	Restricted	Endowment	Total This year	Last year
INCOME AND ENDOWMENTS						
Donations and legacies						
Gift Aid - Bank	18,316	—	—	—	18,31	14,744
GIVING DIRECT	443	—	—	—	443	200
Gift Aid - Envelopes	5,279	—	—	—	5,27	8,004
Other planned giving	14,248	—	—	—	14,24	12,743
Loose plate collections	3,837	85	235	—	4,15	2,230
Messy Church Collections	—	—	—	—	—	100
Regular gift days	—	—	—	—	—	6,778
Giving through church boxes	—	—	—	—	—	—
One-off Gift Aid gifts	95	—	—	—	95	66
Gifts of quoted securities	—	—	—	—	—	—
Donations appeals etc	780	—	3,66	—	4,44	1,011
Tax recoverable on Gift Aid	7,644	—	—	—	7,64	5,788
Legacies	—	—	—	—	—	—
Recurring grants	—	—	—	—	—	—
Non-recurring one-off grants	—					
Total	50,641	85	4,70	—	55,43	51,663
Income from charitable activities						
Fees for weddings and funerals	3,700	—	—	—	3,70	2,802
PCC LOCAL FEES	780	—	—	—	780	705
EARLY BORN MEALS	—					
Total	4,480	—	—	—	4,48	3,912
Other trading activities						
Other funds generated	—	—	—	—	—	200
FUND RAISING EVENTS	631	—	103	—	734	399
Bookstall sales - fund raising	—	—	—	—	—	1
Magazine income - advertising	—	—	—	—	—	195
Parish magazine sales	—					
Total	631	—	103	—	734	1,077
INCOME TOTAL	55,753	85	4,809	—	60,647	56,651
EXPENDITURE						
Raising funds						
Costs of stewardship campaign	—	—	—	—	—	133
CATERING EXPENDITURE	69	—	—	—	69	29
Costs of fetes & other events	44					
Total	113	—	—	—	113	301

Expenditure on charitable activities						
Giving to missionary societies	672	—	—	—	672	704
Home mission	—	—	105	—	105	61
DONATION TO HUB	85	—	—	—	85	—
Parish Share (Current Year)	52,39	—	—	—	52,39	53,856
Parish Share - Special Assessment	(17,396	—	—	—	(17,396	(17,396
Parish Share Support	(4,376	—	—	—	(4,376	(4,374)
PARISH SHARE ARREARS WRITTEN OFF	(6,695)	—	—	—	(6,695)	(6,696)
Working expenses of incumbent	722	—	37	—	759	901
Other expenses of Clergy	—	—	—	—	—	150
Vicar's telephone and internet	519	—	—	—	519	462
Parish training and mission	—	—	—	—	—	293
Church running - insurance	1,91	—	—	—	1,91	1,945
LICENSES & SUBSCRIPTIONS	685	—	—	—	685	623
Church maintenance	308	—	—	—	308	3,319
Cleaning	10	—	—	—	10	57
Upkeep of services	25	—	—	—	25	70
Upkeep of churchyard	14	—	—	—	14	174
Administration	779	—	662	—	1,44	820
Church running - electric	297	—	—	—	297	305
Church running - gas	1,57	—	—	—	1,57	1,230
Church running - water	4	—	—	—	4	100
EARLY BORN MEAL COSTS	—	—	—	—	—	75
Hall running - maintenance	—	—	—	—	—	284
Book Keeping Costs	450	—	—	—	450	—
Church major repairs - structure	14,06	8,07	7,37	—	29,51	—
2830 - HUB FURNISHING/FITTINGS						
EXPENDITURE TOTAL	46,16 2	8,07 2	8,18 3	—	62,41 8	37,261
GRAND	9,59	(7,987	(3,374	—	(1,771	19,390

Allocation of Support Costs

Support costs comprise Trustee Training and Governance Costs etc. Due to the nature of the financial activities of the PCC, these would be allocated across Charitable Expenditure which comprises the majority of its expenditure and as such are automatically charged there.

Staff Costs

The PCC has no employees.

Trustees’ Remuneration & Expenses

1 trustee has been reimbursed £1,278 (2020: £901) for travel and phone expenses incurred during the year.

Related Parties

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

Donations from related parties (PCC members) totalled £9,308 (2020 £9,120)

Fees for the examination of the accounts

	2021	2020
Independent Examiner's	-	150
Other fees (eg accountancy services) paid to the Independent	450	150

Statement of Financial Activities - 2020

	Unrestricted funds	Designated funds	Total funds	Restricted funds	Endowment funds	Prior year total funds
Income and endowments from:						
Donations and legacies	49,587	1,100	976	—	51,663	61,135
Income from charitable activities	3,507	—	405	—	3,912	6,996
Other trading activities	429	—	648	—	1,077	6,948
Investments						0
Total income	**53,523**	**1,100**	**2,029**	**—**	**56,651**	**75,080**
Expenditure on:						
Raising funds	236	54	10	—	301	1,448
Expenditure on charitable activities	33,112					40,835
Total expenditure	**33,349**	**115**	**3,797**	**—**	**37,261**	**42,283**
Net income / (expenditure) resources before transfer	**20,174**	**985**	**(1,768)**	**—**	**19,390**	**32,797**
Transfers						
Gross transfers between funds - in	2,282	—	32	—	2,314	—
Gross transfers between funds - out	(32)	—	(2,282	—	(2,314	—
Other recognised gains / losses						
Net movement in funds	**22,423**	**985**	**(4,018)**	**—**	**19,390**	**32,797**
Total funds brought forward	**6,105**	**2,881**	**11,863**	**—**	**20,849**	**(11,948)**
Total funds carried forward	**28,528**	**3,866**	**7,845**	**—**	**40,240**	**20,849**