



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

**For the year ended 31<sup>st</sup> 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**

## **The Parochial Church Council of The Parish of Newchapel St James Trustees' Annual Report for the year ended 31<sup>st</sup> 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 2<sup>nd</sup> and 4<sup>th</sup> Sundays, the 5<sup>th</sup> Sunday is usually an 'Anointing with Oil Healing Service', the 3<sup>rd</sup> Sunday is a Morning Praise, and the 1<sup>st</sup> 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 Communion 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, courtesy, 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 59<sup>th</sup> 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.

Rev. 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. Rev. 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 19<sup>th</sup> 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 roof. 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, Rev. 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 Rev. Janet need to gain permissions first, or were they ready to go?). Rev. 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 21<sup>st</sup> 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, gentleman, 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 2<sup>nd</sup> 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 24<sup>th</sup> 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 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 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 2<sup>nd</sup> 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
<b>Ex-Officio</b>		
The Reverend Sister Janet Arnold CA	Chairperson	
Mrs Margaret Smith	Churchwarden & Deanery Synod	
Frank Harper	Churchwarden	
Donna Rampling	Deanery Synod	
<b>Elected members</b>		
Nancy Philips	Secretary	
Margaret Smith		
Sue Timby		
Linda Stubbs		
Wayne Bamford	Safeguarding	
Andrew Lawton		
Simon Nicholson		
<b>Co-opted Members</b>		

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:

*A. Hasper*  
xxxxxxxxxx  
Church Warden

*N. Phillips*  
xxxxxxxxxxxxxx  
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 31<sup>st</sup> 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 31<sup>st</sup> 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
<b>Income and endowments from:</b>						
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	-	-	-	-	-	-
<b>Total income</b>	<b>50,987</b>	<b>-</b>	<b>1,836</b>	<b>-</b>	<b>52,823</b>	<b>59,396</b>
<b>Expenditure on:</b>						
Raising funds	1,255	-	-	-	1,255	799
Expenditure on charitable activities	48,321	-	(46)	-	48,275	56,205
Other expenditure	-	-	-	-	-	-
<b>Total expenditure</b>	<b>49,576</b>	<b>-</b>	<b>(46)</b>	<b>-</b>	<b>49,529</b>	<b>57,004</b>
<b>Net income / (expenditure) resources before transfer</b>	<b>1,411</b>	<b>-</b>	<b>1,882</b>	<b>-</b>	<b>3,293</b>	<b>2,392</b>
<b>Transfers</b>						
Gross transfers between funds - in	-	12,085	-	-	12,085	9,679
Gross transfers between funds - out	(3,500)	(8,585)	-	-	(12,085)	(9,679)
<b>Other recognised gains / losses</b>						
Gains/losses on investment assets	-	-	-	-	-	-
Gains on revaluation, fixed assets, charity's own use	-	10,000	-	-	10,000	-
<b>Net movement in funds</b>	<b>(2,089)</b>	<b>13,500</b>	<b>1,882</b>	<b>-</b>	<b>13,293</b>	<b>2,392</b>
<b>Reconciliation of funds</b>						
<b>Total funds brought forward</b>	<b>20,469</b>	<b>12,870</b>	<b>7,522</b>	<b>-</b>	<b>40,861</b>	<b>38,469</b>
<b>Total funds carried forward</b>	<b>18,380</b>	<b>26,370</b>	<b>9,404</b>	<b>-</b>	<b>54,154</b>	<b>40,861</b>

## Balance Sheet

Class and code	Description	As at 31/12/2023	As at 31/12/2022
<b>Current assets</b>			
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	-	-
	<b>Total Current assets</b>	<b>54,151</b>	<b>42,686</b>
<b>Liabilities</b>			
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	-	-
	<b>Total Liabilities</b>	<b>(3)</b>	<b>1,825</b>
	<b>Net Asset surplus (deficit)</b>	<b>54,154</b>	<b>40,860</b>
<b>Reserves</b>			
	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	-
	<b>Total Reserves</b>	<b>54,154</b>	<b>40,860</b>
	<b>Represented by Funds</b>		
	General (Unrestricted)	18,380	20,469
	Designated	26,370	12,870
	Restricted	9,403	7,521
	<b>Total</b>	<b>54,154</b>	<b>40,860</b>



# Balance Sheet

Class and code	Description	As at 31/12/2023	As at 31/12/2022
<b>Current assets</b>			
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	-	-
	<b>Total Current assets</b>	<b>54,151</b>	<b>42,686</b>
<b>Liabilities</b>			
6650	Accrued expenditure	-	840
6655	Creditors at year end	-	160
6699	Agency collections	(3)	826
Z04	Accounts Payable	-	-
	<b>Total Liabilities</b>	<b>(3)</b>	<b>1,826</b>
	<b>Net Asset surplus (deficit)</b>	<b>54,154</b>	<b>40,861</b>
<b>Reserves</b>			
	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	-
	<b>Total Reserves</b>	<b>54,154</b>	<b>40,861</b>
<b>Represented by Funds</b>			
	General (Unrestricted)	18,380	20,469
	Designated	26,370	12,870
	Restricted	9,404	7,522
	<b>Total</b>	<b>54,154</b>	<b>40,861</b>

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

*J. Harper*  
 xxxxxxxxxxxx  
 Church Warden

*N Phillips*  
 xxxxxxxxxxxx  
 Secretary

## Analysis of income and expenditure 2023

					Total	
	Unrestricted	Designated	Restricted	Endowment	This year	Last year
<b>INCOME AND ENDOWMENTS FROM:</b>						
<b>Donations and legacies</b>						
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
<b>Donations and legacies Totals</b>	<b>44,324</b>	<b>-</b>	<b>1,486</b>	<b>-</b>	<b>45,810</b>	<b>52,380</b>
<b>Income from charitable activities</b>						
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
<b>Income from charitable activities Totals</b>	<b>5,444</b>	<b>-</b>	<b>350</b>	<b>-</b>	<b>5,794</b>	<b>5,555</b>
<b>Other trading activities</b>						
0901 - Other funds generated	-	-	-	-	-	873
0910 - Occasional Events	403	-	-	-	403	348
1240 - Church hall lettings - fund raising	-	-	-	-	-	240
1245 - Catering Income	816	-	-	-	816	-
<b>Other trading activities Totals</b>	<b>1,219</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>1,219</b>	<b>1,461</b>
<b>Income and endowments Grand totals</b>	<b>50,987</b>	<b>-</b>	<b>1,836</b>	<b>-</b>	<b>52,823</b>	<b>59,396</b>
<b>EXPENDITURE ON:</b>						
<b>Raising funds</b>						
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
<b>Raising funds Totals</b>	<b>1,255</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>1,255</b>	<b>799</b>
<b>Expenditure on charitable activities</b>						
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
<b>Expenditure on charitable activities Totals</b>	<b>48,321</b>	-	<b>(46)</b>	-	<b>48,275</b>	<b>56,205</b>
<b>Expenditure Grand totals</b>	<b>49,576</b>	-	<b>(46)</b>	-	<b>49,529</b>	<b>57,004</b>

**Fund movement by type 2023**

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

**Fund movement by type 2022**

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

**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
<b>Total</b>	<b>(3)</b>	<b>1826</b>

**Summary of Assets by Fund 2023****Unrestricted**

General fund	18,380	-	-	18,380	20,469
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**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	-

<b>Total funds</b>	<b>44,750</b>	<b>9,403</b>	<b>-</b>	<b>54,154</b>	<b>40,860</b>
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## Summary of Assets by Fund 2022

### Unrestricted

General fund	20,469	-	-	20,469	22,218
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### 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	-	-	-	-	-

<b>Total funds</b>	<b>33,339</b>	<b>7,521</b>	<b>-</b>	<b>40,860</b>	<b>38,469</b>
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**Income & Expenditure Comparatives**  
**Previous Year 2022**

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