



**ANNUAL REPORT
AND
FINANCIAL STATEMENTS
OF THE
PAROCHIAL CHURCH COUNCIL
FOR THE YEAR ENDED 31st DECEMBER 2023**

Parish of St. Philip, Tunbridge Wells

Registered charity number: 1163165

Parish of St. Philip, Tunbridge Wells

Reference and Administrative Information 2023

Office: Church Office

St Philip's Church

Birken Rd

Tunbridge Wells TN2 3TE

Vicar: The Revd, Richard Thomas

The Vicarage

Birken Road

Tunbridge Wells TN2 3TE

Bankers: Lloyds TSB Bank PLC

Mount Pleasant Road

Tunbridge Wells

TN1 1RP

Barclays Bank PLC

10 Calverley Road

Tunbridge Wells

TN1 2UZ

Independent Examiner: Zachary Ramsden
63 Deakin Leas
Tonbridge
TN9 2JT

| | | |
|---------------------|-------------------------|------------------|
| Members of the PCC: | The Revd Richard Thomas | Vicar (Chairman) |
| | Mr Martyn Root | Warden |
| | Mr Andrew Collins | Warden |

| | | |
|--------------------------|-------------------|-----------|
| Elected to Deanery Synod | Mr Dennis Pearce | (2023-26) |
| | Mrs Cathie Kitley | (2023-26) |

| | | |
|-----------------|---------------------|-----------|
| Elected Members | Mrs Sarah Farnes | (2023-26) |
| | Mrs Heather Payne | (2023-26) |
| | Miss Ciara Tringham | (2023-26) |
| | Mrs Ailsa Hemsley | (2022-25) |
| | Mr Mike Hobden | (2022-25) |
| | Mrs Morgan Senior | (2022-25) |
| | Mrs Lynda Howlett | (2021-24) |

| | |
|--------------------|-----------|
| Mrs Catherine Root | (2021-24) |
| Mrs Kay Williams | (2021-24) |

| | | |
|-----------------|-------------------|-----------------------|
| Co-opted Member | Mrs Ailsa Hemsley | Secretary from 3.4.22 |
|-----------------|-------------------|-----------------------|

| | |
|---|-----------------|
| Parish Administrator/ Finance Officer/ Gift Aid Secretary | Ms Emma Heasman |
|---|-----------------|

| | |
|-------------------|---------|
| Parish Treasurer: | Vacancy |
|-------------------|---------|

Registered Charity number: 1163165

Website: www.stphilipstw.co.uk

Signed:
RICHARD THOMAS on behalf of the PCC

Structure, Governance and Management

The Parish of St Philip, Tunbridge Wells was created with effect from 1 August 2004. The Parochial Church Council (PCC) is registered as a charity under the Charities Act 2011. The function and purpose of the PCC is outlined in the Parochial Church Councils (Powers) Measure 1956.

Charities Law requires the PCC to prepare financial statements for each financial year that give a true and fair view of the state of affairs of the charity for that period. In preparing these financial statements the PCC have:

- selected suitable accounting policies and applied them consistently
- made judgements and estimates that are reasonable and prudent
- stated whether applicable accounting standards have been followed subject to any material departures disclosed and explained in the financial statements and
- prepared the financial statements on the ongoing concern basis.

The PCC have overall responsibility for ensuring the charity has appropriate systems of control, financial and otherwise. They are also responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act 2011.

It is also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities and to provide reasonable assurance that:

- the charity is operating efficiently and effectively
- the assets are safeguarded against unauthorised use and disposition
- proper records are maintained and financial information used within the charity or for publication is reliable
- the charity complies with relevant laws and regulations.

Members of the PCC are either ex officio or elected by the Annual Parochial Church Meeting (APCM) in accordance with the Church Representation Rules. The APCM also appoints representatives to serve on the Deanery Synod. The names of those who have served on the PCC during the year are shown on Page 1. The APCM was held on May 14, 2023.

Several teams operated by the PCC meet between full meetings of the PCC.

The Standing Committee is the only committee required by law. It has power to transact the business of the PCC between its meetings, subject to any directions given by the Council. The Standing Committee has not formally met during the period of this report although has corresponded via email.

Other teams of the PCC oversee the worship and prayer life of the church, children & youth work, finance, buildings improvement, pastoral care and local outreach.

The PCC is also represented on several Christian organisations and associations in the town.

Objectives and Activities

St Philip's Church is located in the Sherwood district of Tunbridge Wells - an area designated as one of high social need.

When planning activities for the year, the vicar and PCC have considered the Chantry Commission's guidance on public benefit in "The Advancement of Religion for the Public Benefit" and have regard to it in their administration of the Parish. The PCC believes that, by fulfilling its responsibility to work together with the vicar in the parish and co-operate in all matters of concern and importance for the promotion of the whole mission of the Church, pastoral, evangelistic, social and ecumenical, it provides a benefit to the public by:

- Providing resources and facilities for public worship, pastoral care and spiritual, moral and intellectual development, both for its members and for anyone who wishes to benefit from what the Church offers.
- Supporting the wider mission of the Church through both prayer and grants to mission work, charities, and Christian relief agencies.

- Promoting Christian values, and service by Church members in their communities, to the benefit of individuals and society as a whole.
- Providing community facilities in Church premises for groups to meet for social and educational purposes.

Safeguarding

The Council has complied with its duty under section 5 of the Safeguarding and Clergy Discipline Measure 2016 (duty to have due regard to House of Bishops' guidance on safeguarding children and vulnerable adults).

We continue to be committed to establishing a culture of safeguarding that believes that keeping children and vulnerable adults safe is everyone's responsibility and that we have strong systems in place to ensure that victims of historic abuse are able to seek help and support, and new concerns are dealt with swiftly and appropriately.

There have been two referrals made to the Parish Safeguarding Officer Catherine Root this year with Diocesan advice being sought on both occasion and appropriate action being taken. Thank you to the Church community for your vigilance and support in this area.

Areas of focus this year have included:

- Continuation of ensuring that people on church teams have appropriate safeguarding training and have been DBS checked
- Formation of regular safeguarding meetings involving the PSO, Vicar and Church Administrator
- Implementation of a more rigorous recruitment of volunteers to church teams process
- The refreshment of the safeguarding noticeboard and website page
- 'Safeguarding spots' at occasional Sunday morning services
- Review of hirers' safeguarding practices

In all its activities the PCC depends upon Church members who give freely of their time and talents to help achieve its mission. This resource cannot be quantified in monetary terms and is not included in the accounts.

Achievements and performance

The full PCC met six times during the year in person. Average attendance was 82%. Major decisions included approval of:

- a) Publication of a range of policies relating to health & safety and safeguarding
- b) Introduction of a non-alcoholic communion option
- c) The reappointment of Catherine Root as Parish Safeguarding Officer
- d) Appointment of Emma Heasman as finance lead, including for Gift Aid

- e) Redevelopment of church website
- f) Completion of the toilet refurbishment and projector replacement
- g) Initial approval to roof replacement project (to be continued during 2024)
- h) Introduction of the larder café
- i) Approval of the introduction of a youth group for neurodiverse young people during 2024.

The average weekly attendance of adults and children at the 10am Sunday service during 2023 was 56 compared to 50 in 2022 and this includes substantial growth in the number of young people attending. Although services have been conducted in person during 2023, the services have also been recorded for upload to the church website.

Volunteers from the church have run a weekly Community Larder which is financed by users' donations, as well as several grants, and benefits from discounted purchases from Fair Share. An average of 72 people attend each week, often additionally on behalf of others. It is estimated that a total of 207 people each week benefit from support of the Larder. An average of 36 people attend the café, limited by space and tables/chairs.

Other outreach initiatives held during the year include:

January

- Church Quiz Night

December:

- Christmas Craft evening

The generally private ministry of pastoral care in the parish also is carried out.

The church also holds daily prayer meetings, youth group meetings and courses including Alpha, Holy Spirit and Lent courses.

Electoral Roll

As of December 2023, there were 77 on the Church Electoral Roll, unchanged on the previous year.

Ailsa Hemsley

PCC secretary

Financial review

The Report of the PCC has been prepared in accordance with *Accounting and Reporting by Charities* (SORP FRS102).

Reserves

The PCC reserves policy is that a level of freely available unrestricted general funds should be maintained equivalent to between three and six months' regular running costs which would be an amount of between £30 and £60k a year. At the end of 2023 the actual level of free reserves was £113k which is in excess of this level.

Financial risks

A financial appraisal of the parish funding showed that there would be a high impact on parish finances if some members' regular giving was reduced or ceased. Another financial risk is the lack of rental income as a result of pandemic as we experienced in 2020-2021 due to Covid-19.

Income

Total income of £116k is slightly lower than last year's total income of £118k. There was extra income towards upgrading the toilets last year, and this year there were extra grants received for the Community Larder.

Expenses

Expenses totalled £152k compared to £84k last year. This increase was mainly due to spending on upgrading the toilets, increases in gas and electricity costs and a youth worker salary for part of the year.

Transfers

The PCC sets aside funds for the maintenance of the Church as agreed with the Diocese under the quinquennial repair programme. £4k was transferred into the repair fund, the same as last year.

Funds

Overall the net movement of funds is a deficit of £35k resulting in net assets of £369k at the end of 2023 compared to £405k last year.

The general fund shows a deficit of £25k for the year leaving a balance of £107k to be carried forward as freely available reserves.

Other than Vicarage property fund, the major part of the Designated Fund includes £25k for church repair, £9k for Children's worker and £8k for Community Outreach Larder project.

The balance on restricted funds stands at £nil as £6k remaining from the shower project was used to upgrade the toilets and £3k was spent on the children's worker salary.

Emma Heasman

Finance Officer

Parish of St Philip, Tunbridge Wells

STATEMENT OF FINANCIAL ACTIVITIES for the year ended 31st December 2023

| | Note | 2023 | | | 2022 |
|--|-----------|---------------------------|-------------------------|----------------|------------------|
| | | Unrestricted Funds | Restricted Funds | Total | Total |
| | | £ | £ | £ | £ |
| INCOME AND ENDOWMENTS from | | | | | |
| Donations and legacies | 2 (a) | 56,303 | 24,650 | 80,953 | 78,587 |
| Investment income | 2 (b) | 997 | - | 997 | 158 |
| Charitable activities* | 2 (c) | 12,072 | - | 12,072 | 23,420 |
| Other trading activities | 2 (d) | 22,266 | - | 22,266 | 16,797 |
| TOTAL | | 91,638 | 24,650 | 116,288 | 118,962 |
| EXPENDITURE on | | | | | |
| Raising funds | 3 (a) | - | - | - | - |
| Charitable activities | | | | | |
| (I) Provision of Christian worship and ministry | 3 (b i) | 85,133 | 29,958 | 115,091 | 77,002 |
| (II) Support for the wider mission of the Church | 3 (b ii) | 3,643 | - | 3,643 | 1,850 |
| (III) Provision of community facilities | 3 (b iii) | 30,140 | 3,889 | 34,029 | 6,146 |
| TOTAL | | 118,916 | 33,847 | 152,763 | 84,998 |
| NET MOVEMENT IN FUNDS in 2023 | | -27,278 | -9,197 | -36,475 | 33,964 |
| Balances brought forward from end of last year | | 396,579 | 9,197 | 405,776 | 371,812 |
| BALANCES CARRIED FORWARD 31st December 2023 | | 369,301 | - | 369,301 | £ 405,776 |

Parish of St Philip, Tunbridge Wells

BALANCE SHEET as at 31st December 2023

| | Note | 2023 | | | 2022 |
|-----------------------------------|------|---------------------------|-------------------------|----------------|----------------|
| | | Unrestricted Funds | Restricted Funds | Total | Total |
| | | £ | £ | £ | £ |
| FIXED ASSETS | | | | | |
| Tangible Fixed Assets | 7 | 220,887 | - | 220,887 | 218,016 |
| CURRENT ASSETS | | | | | |
| Debtors | 8 | 2,936 | - | 2,936 | 3,713 |
| Short Term Deposits | 9 | 36,061 | - | 36,061 | 31,063 |
| Cash at Bank & in Hand | 10 | 113,566 | - | 113,566 | 156,086 |
| | | 152,563 | - | 152,563 | 190,862 |
| LIABILITIES: | | | | | |
| Amounts falling due within 1 year | 11 | 4,149 | - | 4,149 | 3,102 |
| NET CURRENT ASSETS | | 148,414 | - | 148,414 | 187,760 |
| NET ASSETS | | 369,301 | - | 369,301 | 405,776 |
| FUNDS | | | | | |
| - General | 12 | 106,826 | - | 106,826 | 132,205 |
| - Designated | 12 | 262,475 | - | 262,475 | 264,374 |
| Unrestricted | | 369,301 | - | 369,301 | 396,579 |
| Restricted | 13 | - | - | - | 9,197 |
| TOTAL FUNDS | | 369,301 | - | 369,301 | 405,776 |

Parish of St Philip, Tunbridge Wells

NOTES TO THE ACCOUNTS for the year ended 31st December 2023

2 INCOME AND ENDOWMENTS

| | Unrestricted Funds | 2023 Restricted Funds | Total | 2022 Total |
|--|---------------------------|------------------------------|----------------|-------------------|
| | £ | £ | £ | £ |
| 2 (a) Donations and legacies | | | | |
| Charities Aid Foundation donations | 6,060 | | 6,060 | 5,835 |
| Tax recoveries | 7,876 | | 7,876 | 7,665 |
| Other planned giving | 39,902 | | 39,902 | 53,855 |
| Plate collections at services | 2,427 | | 2,427 | 948 |
| Grants/Restricted/Designated donations | - | 24,650 | 24,650 | 7,385 |
| Legacies | - | | - | 2,022 |
| All other giving | 38 | | 38 | 877 |
| | 56,303 | 24,650 | 80,953 | 78,587 |
| 2 (b) Investment income | | | | |
| Interest | 997 | - | 997 | 158 |
| 2 (c) Charitable activities | | | | |
| Community outreach | 11,396 | | 11,396 | 21,970 |
| Pippins | - | | - | 447 |
| Clergy fees | 676 | | 676 | 1,003 |
| | 12,072 | - | 12,072 | 23,420 |
| 2 (d) Other activities | | | | |
| Rentals | 21,574 | - | 21,574 | 14,477 |
| Other income | 692 | - | 692 | 2,320 |
| | 22,266 | - | 22,266 | 16,797 |
| TOTAL | 91,638 | 24,650 | 116,288 | 118,962 |

Parish of St Philip, Tunbridge Wells

NOTES TO THE ACCOUNTS for the year ended 31st December 2023

3 EXPENDITURE

| | Unrestricted Funds £ | 2023 Restricted Funds £ | Total £ | 2022 Total £ |
|--|----------------------------|----------------------------------|----------------|--------------------|
| 3 (a) Planned giving scheme expenses | - | | - | - |
| 3 (b) Charitable activities | | | | |
| (i) Provision of Christian worship and ministry | | | | |
| Diocese "offer" | 30,000 | | 30,000 | 30,000 |
| Clergy expenses & housing costs | 4,724 | | 4,724 | 4,619 |
| Services & fellowship | 838 | | 838 | 1,775 |
| Adult work | 1,484 | | 1,484 | - |
| Youth & childrens' work | 1,285 | 2,715 | 4,000 | 11,369 |
| Training and development | - | | - | 300 |
| Outreach and publicity | 110 | | 110 | 255 |
| Community outreach costs | 12,997 | 24,650 | 37,647 | 15,411 |
| Subscriptions & sundry | 1,542 | | 1,542 | 619 |
| Church & premises costs (note 4) | 19,129 | 2,593 | 21,722 | 3,412 |
| Management and administration (note 5) | 13,025 | | 13,025 | 9,243 |
| | 85,133 | 29,958 | 115,091 | 77,002 |
| (ii) Support for the wider mission of the Church | | | | |
| Grants and outward giving (note 14) | 3,643 | | 3,643 | 1,850 |
| (iii) Provision of community facilities | | | | |
| Church & premises costs (note 4) | 28,693 | 3,889 | 32,582 | 5,119 |
| Management and administration (note 5) | 1,447 | | 1,447 | 1,027 |
| | 30,140 | 3,889 | 34,029 | 6,146 |
| TOTAL | 118,916 | 33,847 | 152,763 | 84,998 |

Parish of St Philip, Tunbridge Wells

NOTES TO THE ACCOUNTS for the year ended 31st December 2023

4 CHURCH AND PREMISES COSTS

| | 2023 | | | 2022 |
|---------------------------------|---------------------------|-------------------------|---------------|--------------|
| | Unrestricted Funds | Restricted Funds | Total | Total |
| | £ | £ | £ | £ |
| Insurance | 1,580 | - | 1,580 | 1,460 |
| Water rates | 143 | - | 143 | 103 |
| Gas | 4,738 | - | 4,738 | 1,323 |
| Electricity | 3,601 | - | 3,601 | 1,262 |
| Cleaning | 4,391 | - | 4,391 | 3,521 |
| Maintenance & repairs | 30,212 | 6,482 | 36,694 | 570 |
| Equipment maintenance & renewal | 2,200 | - | 2,200 | 292 |
| Depreciation | 957 | - | 957 | - |
| | 47,822 | 6,482 | 54,304 | 8,531 |

allocated to activities in proportion to usage

| | | | | |
|---|---------------|--------------|---------------|--------------|
| Provision of Christian worship and ministry - 40% | 19,129 | 2,593 | 21,722 | 3,412 |
| Provision of community facilities - 60% | 28,693 | 3,889 | 32,582 | 5,119 |
| | 47,822 | 6,482 | 54,304 | 8,531 |

5 MANAGEMENT & ADMINISTRATION

| | | | | |
|-------------------------------------|---------------|----------|---------------|---------------|
| Salaries | 11,376 | - | 11,376 | 7,488 |
| Stationery & postage | 264 | - | 264 | 290 |
| Telephone | 804 | - | 804 | 616 |
| Office computer and software | 585 | - | 585 | 1,099 |
| Office equipment hire & maintenance | - | - | - | 317 |
| Website maintenance | 427 | - | 427 | - |
| Other administrative costs | 12 | - | 12 | - |
| Independent Examiner's fees | 1,004 | - | 1,004 | 460 |
| | 14,472 | - | 14,472 | 10,270 |

allocated to activities in proportion to Administrator's time spent

| | | | | |
|---|---------------|----------|---------------|---------------|
| Provision of Christian worship and ministry (90%) | 13,025 | - | 13,025 | 9,243 |
| Provision of community facilities (10%) | 1,447 | - | 1,447 | 1,027 |
| Total | 14,472 | - | 14,472 | 10,270 |

6 STAFF COSTS

| | |
|-------------|-------------|
| 2023 | 2022 |
| 17,804 | 21,176 |

During 2023 the PCC employed an office administrator, a cleaner, and a youth worker, all on a part-time basis working from 6 to 16 hours per week, none of whom earned over £60,000.

None of the PCC members have been paid any remuneration or received any other benefits from the charity (2022 - none).

No payment other than for reimbursed expenses were made to PCC members (2022 - none).

There have been no transactions with persons or entities that are closely connected to the charity or the PCC members (2022 - none).

NOTES TO THE ACCOUNTS for the year ended 31st December 2023

7 FIXED ASSETS FOR USE BY THE PCC

Land and Buildings

As set out in Note 1 to these accounts, the PCC is not obliged under the requirements of the Charities SORP to allocate any value to consecrated buildings. St Philip's Church is an unconsecrated building, but due to its special nature no market valuation can be readily determined.

The Parish has a 60.56% legal interest in the vicarage known as St Philip's Vicarage. The share of the vicarage owned by the PCC is included at a market value assessed by the PCC in March 2008 following consultation with the Diocese. The PCC have reviewed the value of the property at 31 December 2018 and consider the carrying value to be the same as the initial value in March 2008 in light of the fluctuations in the UK property market.

Land and building Valuation

| | £ |
|-------------------|----------------|
| At 31st Dec. 2022 | <u>218,016</u> |
| At 31st Dec. 2023 | <u>218,016</u> |

Equipment

| | |
|--------------------------------|--------------|
| Cost at 31st Dec. 2022 | - |
| Additions in the year | <u>3,828</u> |
| Cost at 31st Dec. 2023 | <u>3,828</u> |
| Depreciation at 31.12.22 | - |
| Depreciation in the year | <u>957</u> |
| Depreciation at 31st Dec. 2023 | <u>957</u> |

Net book value

| | |
|-------------------|----------------|
| At 31st Dec. 2022 | <u>218,016</u> |
| At 31st Dec. 2023 | <u>220,887</u> |

| | 2023 | | 2022 |
|--------------------------------------|---------------------------|-------------------------|----------------|
| | Unrestricted Funds | Restricted Funds | Total |
| | £ | £ | £ |
| 8 DEBTORS | | | |
| Tax recoverable | 1,996 | - | 1,996 |
| Other debtors | 940 | - | 940 |
| | <u>2,936</u> | <u>-</u> | <u>2,936</u> |
| 9 SHORT TERM DEPOSITS | | | |
| Diocesan Loans Fund | 10,221 | - | 10,221 |
| Diocesan Church Repair Fund | 25,840 | - | 25,840 |
| | <u>36,061</u> | <u>-</u> | <u>36,061</u> |
| 10 CASH AT BANK & IN HAND | | | |
| Lloyds Bank | 74,123 | - | 74,123 |
| Barclays Bank | 39,322 | - | 39,322 |
| Cash in hand | 121 | - | 121 |
| | <u>113,566</u> | <u>-</u> | <u>113,566</u> |
| 11 LIABILITIES | | | |
| Sundry creditors and accruals | 4,149 | - | 4,149 |
| | <u>4,149</u> | <u>-</u> | <u>4,149</u> |

NOTES TO THE ACCOUNTS for the year ended 31st December 2023

| 12 UNRESTRICTED FUNDS | At 1/1/23 | Income | Expenditure | Transfers | At 31/12/23 |
|---------------------------------|------------------|----------------|--------------------|------------------|--------------------|
| | £ | £ | £ | £ | £ |
| General Fund (page 15) | 132,205 | 79,564 | -105,919 | 976 | 106,826 |
| Designated Funds | | | | | |
| Vicarage Property Fund | 218,016 | | | | 218,016 |
| Community outreach | 10,719 | 11,396 | -12,997 | 99 | 9,217 |
| Church Repair Fund | 21,161 | 678 | | 4,000 | 25,839 |
| Renovation Fund | 2,864 | | | -2,864 | - |
| Vicar's Discretionary Fund | 403 | | - | | 403 |
| Children and Families | | | | | |
| Worker Support Fund | 9,000 | | | | 9,000 |
| Men's work | 500 | | | -500 | - |
| Youth fund | 1,280 | | | -1,280 | - |
| Mission specific giving | - | - | - | - | - |
| Pippins | 431 | - | - | -431 | - |
| Total Designated Funds | 264,374 | 12,074 | -12,997 | -976 | 262,475 |
| Total unrestricted funds | 396,579 | 91,638 | -118,916 | - | 369,301 |
| 13 RESTRICTED FUNDS | | | | | |
| Youth worker fund | 2,715 | - | -2,715 | | - |
| Pastoral fund | - | | | | - |
| Shower and Toilet fund | 6,482 | - | -6,482 | | - |
| Larder grants | - | 24,650 | -24,650 | | - |
| | 9,197 | 24,650 | -33,847 | - | - |
| Total Funds | 405,776 | 116,288 | -152,763 | - | 369,301 |

DESCRIPTION OF FUNDS

The General Fund represents the funds available to the PCC for the day to day running of the church and the parish.

The Vicarage Property Fund represents the PCC's proportionate share of the freehold value of the Vicarage.

The Church Repair Fund represents the funds held with the Diocese set aside for future quinquennial repairs.

The Renovation Fund has been established to set money aside for making the church premises more welcoming by improving signage, foyer environment and provision of information.

Vicar's Discretionary Fund is set aside for assistance to parishioners at the confidential discretion of the vicar.

The Children and Family Worker Support Fund has been set up to enable a medium term employment commitment to be made for a part-time family worker in the parish.

Other designated asset funds represent monies given to the PCC towards projects or one-off items of expenditure which otherwise would have been funded from the general fund.

Associated Organisations show the movements of the funds held for or by the various bodies belonging to the parish fellowship.

Restricted Funds represent funds given for specific purposes and cannot be used by the PCC for any other

Parish of St Philip Tunbridge Wells

NOTES TO THE ACCOUNTS for the year ended 31st December 2023

14. GRANTS/OUTWARD GIVING

| | 2023 | | | 2022 |
|--|---------------------------|-------------------------|--------------|--------------|
| | Unrestricted Funds | Restricted Funds | Total | Total |
| | £ | £ | £ | £ |
| 1. Overseas relief and development agencies | | | | |
| Magunda Care Centre | 400 | | 400 | 400 |
| Kisumu Children Trust | 400 | | 400 | 400 |
| UNICEF | 360 | | 360 | - |
| Christian Aid | 270 | | 270 | - |
| 2. Home mission and other charitable giving | | | | |
| Life and Soul | 400 | | 400 | 400 |
| Tunbridge Wells Youth for Christ | 400 | | 400 | 400 |
| Temple Grove School | 275 | | 275 | 250 |
| Aspens | 175 | | 175 | - |
| Hospice in the Weald | 175 | | 175 | - |
| Churches for Tunbridge Wells | 25 | | 25 | - |
| Gifts to individuals | 370 | | 370 | - |
| Increase in Mission tithe creditor | 393 | | 393 | - |
| Totals* | 3,643 | - | 3,643 | 1,850 |

PROFORMA GENERAL ACCOUNT for the year ended 31st December 2023

INCOME

| | |
|--|--|
| Envelopes & direct to bank | |
| Charities Aid Foundation donations | |
| Tax recoveries | |
| Plate & other donations | |
| Legacies | |
| Fees, hirings & other income | |
| TOTAL INCOME per accounts (page 13) | |

| 2023 |
|---------------|
| 39,540 |
| 6,060 |
| 7,876 |
| 2,427 |
| - |
| 23,661 |
| 79,564 |

| 2022 |
|---------------|
| 53,855 |
| 5,835 |
| 7,665 |
| 1,825 |
| 2,022 |
| 17,858 |
| 89,060 |

EXPENDITURE & OUTGOINGS

| | |
|--|--|
| Diocese "offer" | |
| Clergy and other expenses | |
| Church running costs including repairs | |
| Mission Tithe allocation | |
| TOTAL EXPENDITURE (page 13) | |

| |
|----------------|
| 30,000 |
| 22,980 |
| 49,296 |
| 3,643 |
| 105,919 |

| |
|---------------|
| 30,000 |
| 22,521 |
| 10,450 |
| 1,500 |
| 64,471 |

| | |
|---------------------------|--|
| Transfer to Repairs Fund | |
| Transfer from other funds | |

| |
|--------|
| 4,000 |
| -4,976 |

| |
|-------|
| 4,000 |
| - |

TOTAL OUTGOINGS

| |
|----------------|
| 104,943 |
|----------------|

| |
|---------------|
| 68,471 |
|---------------|

SURPLUS FOR YEAR

| |
|----------------|
| -25,379 |
|----------------|

| |
|---------------|
| 20,589 |
|---------------|

Balance brought forward

| |
|---------|
| 132,205 |
|---------|

| |
|---------|
| 111,616 |
|---------|

Balance carried forward (pages 7/13)

| |
|----------------|
| 106,826 |
|----------------|

| |
|----------------|
| 132,205 |
|----------------|

Parish of St Philip, Tunbridge Wells

STATEMENT OF FINANCIAL ACTIVITIES for the year ended 31st December 2023

| | Note | 2023 | | | 2022 |
|--|-----------|---------------------------|-------------------------|----------------|------------------|
| | | Unrestricted Funds | Restricted Funds | Total | Total |
| | | £ | £ | £ | £ |
| INCOME AND ENDOWMENTS from | | | | | |
| Donations and legacies | 2 (a) | 56,303 | 24,650 | 80,953 | 78,587 |
| Investment income | 2 (b) | 997 | - | 997 | 158 |
| Charitable activities* | 2 (c) | 12,072 | - | 12,072 | 23,420 |
| Other trading activities | 2 (d) | 22,266 | - | 22,266 | 16,797 |
| TOTAL | | 91,638 | 24,650 | 116,288 | 118,962 |
| EXPENDITURE on | | | | | |
| Raising funds | 3 (a) | - | - | - | - |
| Charitable activities | | | | | |
| (I) Provision of Christian worship and ministry | 3 (b i) | 85,133 | 29,958 | 115,091 | 77,002 |
| (II) Support for the wider mission of the Church | 3 (b ii) | 3,643 | - | 3,643 | 1,850 |
| (III) Provision of community facilities | 3 (b iii) | 30,140 | 3,889 | 34,029 | 6,146 |
| TOTAL | | 118,916 | 33,847 | 152,763 | 84,998 |
| NET MOVEMENT IN FUNDS in 2023 | | -27,278 | -9,197 | -36,475 | 33,964 |
| Balances brought forward from end of last year | | 396,579 | 9,197 | 405,776 | 371,812 |
| BALANCES CARRIED FORWARD 31st December 2023 | | 369,301 | - | 369,301 | £ 405,776 |

Parish of St Philip, Tunbridge Wells

BALANCE SHEET as at 31st December 2023

| | Note | 2023 | | | 2022 |
|-----------------------------------|------|---------------------------|-------------------------|----------------|----------------|
| | | Unrestricted Funds | Restricted Funds | Total | Total |
| | | £ | £ | £ | £ |
| FIXED ASSETS | | | | | |
| Tangible Fixed Assets | 7 | 220,887 | - | 220,887 | 218,016 |
| CURRENT ASSETS | | | | | |
| Debtors | 8 | 2,936 | - | 2,936 | 3,713 |
| Short Term Deposits | 9 | 36,061 | - | 36,061 | 31,063 |
| Cash at Bank & in Hand | 10 | 113,566 | - | 113,566 | 156,086 |
| | | 152,563 | - | 152,563 | 190,862 |
| LIABILITIES: | | | | | |
| Amounts falling due within 1 year | 11 | 4,149 | - | 4,149 | 3,102 |
| NET CURRENT ASSETS | | 148,414 | - | 148,414 | 187,760 |
| NET ASSETS | | 369,301 | - | 369,301 | 405,776 |
| FUNDS | | | | | |
| - General | 12 | 106,826 | - | 106,826 | 132,205 |
| - Designated | 12 | 262,475 | - | 262,475 | 264,374 |
| Unrestricted | | 369,301 | - | 369,301 | 396,579 |
| Restricted | 13 | - | - | - | 9,197 |
| TOTAL FUNDS | | 369,301 | - | 369,301 | 405,776 |

Parish of St Philip, Tunbridge Wells

NOTES TO THE ACCOUNTS for the year ended 31st December 2023

2 INCOME AND ENDOWMENTS

| | Unrestricted Funds | 2023 Restricted Funds | Total | 2022 Total |
|--|---------------------------|------------------------------|----------------|-------------------|
| | £ | £ | £ | £ |
| 2 (a) Donations and legacies | | | | |
| Charities Aid Foundation donations | 6,060 | | 6,060 | 5,835 |
| Tax recoveries | 7,876 | | 7,876 | 7,665 |
| Other planned giving | 39,902 | | 39,902 | 53,855 |
| Plate collections at services | 2,427 | | 2,427 | 948 |
| Grants/Restricted/Designated donations | - | 24,650 | 24,650 | 7,385 |
| Legacies | - | | - | 2,022 |
| All other giving | 38 | | 38 | 877 |
| | 56,303 | 24,650 | 80,953 | 78,587 |
| 2 (b) Investment income | | | | |
| Interest | 997 | - | 997 | 158 |
| 2 (c) Charitable activities | | | | |
| Community outreach | 11,396 | | 11,396 | 21,970 |
| Pippins | - | | - | 447 |
| Clergy fees | 676 | | 676 | 1,003 |
| | 12,072 | - | 12,072 | 23,420 |
| 2 (d) Other activities | | | | |
| Rentals | 21,574 | - | 21,574 | 14,477 |
| Other income | 692 | - | 692 | 2,320 |
| | 22,266 | - | 22,266 | 16,797 |
| TOTAL | 91,638 | 24,650 | 116,288 | 118,962 |

Parish of St Philip, Tunbridge Wells

NOTES TO THE ACCOUNTS for the year ended 31st December 2023

3 EXPENDITURE

| | Unrestricted Funds £ | 2023 Restricted Funds £ | Total £ | 2022 Total £ |
|--|----------------------------|----------------------------------|----------------|--------------------|
| 3 (a) Planned giving scheme expenses | - | | - | - |
| 3 (b) Charitable activities | | | | |
| (i) Provision of Christian worship and ministry | | | | |
| Diocese "offer" | 30,000 | | 30,000 | 30,000 |
| Clergy expenses & housing costs | 4,724 | | 4,724 | 4,619 |
| Services & fellowship | 838 | | 838 | 1,775 |
| Adult work | 1,484 | | 1,484 | - |
| Youth & childrens' work | 1,285 | 2,715 | 4,000 | 11,369 |
| Training and development | - | | - | 300 |
| Outreach and publicity | 110 | | 110 | 255 |
| Community outreach costs | 12,997 | 24,650 | 37,647 | 15,411 |
| Subscriptions & sundry | 1,542 | | 1,542 | 619 |
| Church & premises costs (note 4) | 19,129 | 2,593 | 21,722 | 3,412 |
| Management and administration (note 5) | 13,025 | | 13,025 | 9,243 |
| | 85,133 | 29,958 | 115,091 | 77,002 |
| (ii) Support for the wider mission of the Church | | | | |
| Grants and outward giving (note 14) | 3,643 | | 3,643 | 1,850 |
| (iii) Provision of community facilities | | | | |
| Church & premises costs (note 4) | 28,693 | 3,889 | 32,582 | 5,119 |
| Management and administration (note 5) | 1,447 | | 1,447 | 1,027 |
| | 30,140 | 3,889 | 34,029 | 6,146 |
| TOTAL | 118,916 | 33,847 | 152,763 | 84,998 |

Parish of St Philip, Tunbridge Wells

NOTES TO THE ACCOUNTS for the year ended 31st December 2023

4 CHURCH AND PREMISES COSTS

| | 2023 | | | 2022 |
|---------------------------------|---------------------------|-------------------------|---------------|--------------|
| | Unrestricted Funds | Restricted Funds | Total | Total |
| | £ | £ | £ | £ |
| Insurance | 1,580 | - | 1,580 | 1,460 |
| Water rates | 143 | - | 143 | 103 |
| Gas | 4,738 | - | 4,738 | 1,323 |
| Electricity | 3,601 | - | 3,601 | 1,262 |
| Cleaning | 4,391 | - | 4,391 | 3,521 |
| Maintenance & repairs | 30,212 | 6,482 | 36,694 | 570 |
| Equipment maintenance & renewal | 2,200 | - | 2,200 | 292 |
| Depreciation | 957 | - | 957 | - |
| | 47,822 | 6,482 | 54,304 | 8,531 |

allocated to activities in proportion to usage

| | | | | |
|---|---------------|--------------|---------------|--------------|
| Provision of Christian worship and ministry - 40% | 19,129 | 2,593 | 21,722 | 3,412 |
| Provision of community facilities - 60% | 28,693 | 3,889 | 32,582 | 5,119 |
| | 47,822 | 6,482 | 54,304 | 8,531 |

5 MANAGEMENT & ADMINISTRATION

| | | | | |
|-------------------------------------|---------------|----------|---------------|---------------|
| Salaries | 11,376 | - | 11,376 | 7,488 |
| Stationery & postage | 264 | - | 264 | 290 |
| Telephone | 804 | - | 804 | 616 |
| Office computer and software | 585 | - | 585 | 1,099 |
| Office equipment hire & maintenance | - | - | - | 317 |
| Website maintenance | 427 | - | 427 | - |
| Other administrative costs | 12 | - | 12 | - |
| Independent Examiner's fees | 1,004 | - | 1,004 | 460 |
| | 14,472 | - | 14,472 | 10,270 |

allocated to activities in proportion to Administrator's time spent

| | | | | |
|---|---------------|----------|---------------|---------------|
| Provision of Christian worship and ministry (90%) | 13,025 | - | 13,025 | 9,243 |
| Provision of community facilities (10%) | 1,447 | - | 1,447 | 1,027 |
| Total | 14,472 | - | 14,472 | 10,270 |

6 STAFF COSTS

| | |
|-------------|-------------|
| 2023 | 2022 |
| 17,804 | 21,176 |

During 2023 the PCC employed an office administrator, a cleaner, and a youth worker, all on a part-time basis working from 6 to 16 hours per week, none of whom earned over £60,000.

None of the PCC members have been paid any remuneration or received any other benefits from the charity (2022 - none).

No payment other than for reimbursed expenses were made to PCC members (2022 - none).

There have been no transactions with persons or entities that are closely connected to the charity or the PCC members (2022 - none).

NOTES TO THE ACCOUNTS for the year ended 31st December 2023

7 FIXED ASSETS FOR USE BY THE PCC

Land and Buildings

As set out in Note 1 to these accounts, the PCC is not obliged under the requirements of the Charities SORP to allocate any value to consecrated buildings. St Philip's Church is an unconsecrated building, but due to its special nature no market valuation can be readily determined.

The Parish has a 60.56% legal interest in the vicarage known as St Philip's Vicarage. The share of the vicarage owned by the PCC is included at a market value assessed by the PCC in March 2008 following consultation with the Diocese. The PCC have reviewed the value of the property at 31 December 2018 and consider the carrying value to be the same as the initial value in March 2008 in light of the fluctuations in the UK property market.

Land and building Valuation

| | £ |
|-------------------|----------------|
| At 31st Dec. 2022 | <u>218,016</u> |
| At 31st Dec. 2023 | <u>218,016</u> |

Equipment

| | |
|--------------------------------|--------------|
| Cost at 31st Dec. 2022 | - |
| Additions in the year | <u>3,828</u> |
| Cost at 31st Dec. 2023 | <u>3,828</u> |
| Depreciation at 31.12.22 | - |
| Depreciation in the year | <u>957</u> |
| Depreciation at 31st Dec. 2023 | <u>957</u> |

Net book value

| | |
|-------------------|----------------|
| At 31st Dec. 2022 | <u>218,016</u> |
| At 31st Dec. 2023 | <u>220,887</u> |

| | 2023 | | | 2022 |
|--------------------------------------|---------------------------|-------------------------|----------------|----------------|
| | Unrestricted Funds | Restricted Funds | Total | Total |
| | £ | £ | £ | £ |
| 8 DEBTORS | | | | |
| Tax recoverable | 1,996 | - | 1,996 | 3,379 |
| Other debtors | 940 | - | 940 | 334 |
| | <u>2,936</u> | <u>-</u> | <u>2,936</u> | <u>3,713</u> |
| 9 SHORT TERM DEPOSITS | | | | |
| Diocesan Loans Fund | 10,221 | - | 10,221 | 9,902 |
| Diocesan Church Repair Fund | 25,840 | - | 25,840 | 21,161 |
| | <u>36,061</u> | <u>-</u> | <u>36,061</u> | <u>31,063</u> |
| 10 CASH AT BANK & IN HAND | | | | |
| Lloyds Bank | 74,123 | - | 74,123 | 101,878 |
| Barclays Bank | 39,322 | - | 39,322 | 54,037 |
| Cash in hand | 121 | - | 121 | 171 |
| | <u>113,566</u> | <u>-</u> | <u>113,566</u> | <u>156,086</u> |
| 11 LIABILITIES | | | | |
| Sundry creditors and accruals | 4,149 | - | 4,149 | 3,102 |
| | <u>4,149</u> | <u>-</u> | <u>4,149</u> | <u>3,102</u> |

NOTES TO THE ACCOUNTS for the year ended 31st December 2023

| 12 UNRESTRICTED FUNDS | At 1/1/23 | Income | Expenditure | Transfers | At 31/12/23 |
|---------------------------------|------------------|----------------|--------------------|------------------|--------------------|
| | £ | £ | £ | £ | £ |
| General Fund (page 15) | 132,205 | 79,564 | -105,919 | 976 | 106,826 |
| Designated Funds | | | | | |
| Vicarage Property Fund | 218,016 | | | | 218,016 |
| Community outreach | 10,719 | 11,396 | -12,997 | 99 | 9,217 |
| Church Repair Fund | 21,161 | 678 | | 4,000 | 25,839 |
| Renovation Fund | 2,864 | | | -2,864 | - |
| Vicar's Discretionary Fund | 403 | | - | | 403 |
| Children and Families | | | | | |
| Worker Support Fund | 9,000 | | | | 9,000 |
| Men's work | 500 | | | -500 | - |
| Youth fund | 1,280 | | | -1,280 | - |
| Mission specific giving | - | - | - | - | - |
| Pippins | 431 | - | - | -431 | - |
| Total Designated Funds | 264,374 | 12,074 | -12,997 | -976 | 262,475 |
| Total unrestricted funds | 396,579 | 91,638 | -118,916 | - | 369,301 |
| 13 RESTRICTED FUNDS | | | | | |
| Youth worker fund | 2,715 | - | -2,715 | | - |
| Pastoral fund | - | | | | - |
| Shower and Toilet fund | 6,482 | - | -6,482 | | - |
| Larder grants | - | 24,650 | -24,650 | | - |
| | 9,197 | 24,650 | -33,847 | - | - |
| Total Funds | 405,776 | 116,288 | -152,763 | - | 369,301 |

DESCRIPTION OF FUNDS

The General Fund represents the funds available to the PCC for the day to day running of the church and the parish.

The Vicarage Property Fund represents the PCC's proportionate share of the freehold value of the Vicarage.

The Church Repair Fund represents the funds held with the Diocese set aside for future quinquennial repairs.

The Renovation Fund has been established to set money aside for making the church premises more welcoming by improving signage, foyer environment and provision of information.

Vicar's Discretionary Fund is set aside for assistance to parishioners at the confidential discretion of the vicar.

The Children and Family Worker Support Fund has been set up to enable a medium term employment commitment to be made for a part-time family worker in the parish.

Other designated asset funds represent monies given to the PCC towards projects or one-off items of expenditure which otherwise would have been funded from the general fund.

Associated Organisations show the movements of the funds held for or by the various bodies belonging to the parish fellowship.

Restricted Funds represent funds given for specific purposes and cannot be used by the PCC for any other

Parish of St Philip Tunbridge Wells

NOTES TO THE ACCOUNTS for the year ended 31st December 2023

14. GRANTS/OUTWARD GIVING

| | 2023 | | | 2022 |
|--|---------------------------|-------------------------|--------------|--------------|
| | Unrestricted Funds | Restricted Funds | Total | Total |
| | £ | £ | £ | £ |
| 1. Overseas relief and development agencies | | | | |
| Magunda Care Centre | 400 | | 400 | 400 |
| Kisumu Children Trust | 400 | | 400 | 400 |
| UNICEF | 360 | | 360 | - |
| Christian Aid | 270 | | 270 | - |
| 2. Home mission and other charitable giving | | | | |
| Life and Soul | 400 | | 400 | 400 |
| Tunbridge Wells Youth for Christ | 400 | | 400 | 400 |
| Temple Grove School | 275 | | 275 | 250 |
| Aspens | 175 | | 175 | - |
| Hospice in the Weald | 175 | | 175 | - |
| Churches for Tunbridge Wells | 25 | | 25 | - |
| Gifts to individuals | 370 | | 370 | - |
| Increase in Mission tithe creditor | 393 | | 393 | - |
| Totals* | 3,643 | - | 3,643 | 1,850 |

PROFORMA GENERAL ACCOUNT for the year ended 31st December 2023

INCOME

| | |
|--|--|
| Envelopes & direct to bank | |
| Charities Aid Foundation donations | |
| Tax recoveries | |
| Plate & other donations | |
| Legacies | |
| Fees, hirings & other income | |
| TOTAL INCOME per accounts (page 13) | |

| 2023 |
|---------------|
| 39,540 |
| 6,060 |
| 7,876 |
| 2,427 |
| - |
| 23,661 |
| 79,564 |

| 2022 |
|---------------|
| 53,855 |
| 5,835 |
| 7,665 |
| 1,825 |
| 2,022 |
| 17,858 |
| 89,060 |

EXPENDITURE & OUTGOINGS

| | |
|--|--|
| Diocese "offer" | |
| Clergy and other expenses | |
| Church running costs including repairs | |
| Mission Tithe allocation | |
| TOTAL EXPENDITURE (page 13) | |

| |
|----------------|
| 30,000 |
| 22,980 |
| 49,296 |
| 3,643 |
| 105,919 |

| |
|---------------|
| 30,000 |
| 22,521 |
| 10,450 |
| 1,500 |
| 64,471 |

| | |
|---------------------------|--|
| Transfer to Repairs Fund | |
| Transfer from other funds | |

| |
|--------|
| 4,000 |
| -4,976 |

| |
|-------|
| 4,000 |
| - |

TOTAL OUTGOINGS

| |
|----------------|
| 104,943 |
|----------------|

| |
|---------------|
| 68,471 |
|---------------|

SURPLUS FOR YEAR

| |
|----------------|
| -25,379 |
|----------------|

| |
|---------------|
| 20,589 |
|---------------|

Balance brought forward

| |
|---------|
| 132,205 |
|---------|

| |
|---------|
| 111,616 |
|---------|

Balance carried forward (pages 7/13)

| |
|----------------|
| 106,826 |
|----------------|

| |
|----------------|
| 132,205 |
|----------------|