



Just as a body, though one, has many parts, but all its many parts form one body, so it is with Christ. For we were all baptized by one Spirit so as to form one body
1 Corinthians 12:12

Annual Report and Financial Statements

for the parish of Kingsclere

For the year ended 31st December 2022



Introduction and statutory information

The parish of Kingsclere is one of two parishes which together make up the United Benefice of Kingsclere and Ashford Hill with Headley, within the Diocese of Winchester, within the Church of England. Rev Ben Read was the incumbent up until March 2022.

The parish church is St Mary's. The correspondence address is Church Office, 37 George Street, Kingsclere, Berks, RG20 5NH.

The Parochial Church Council (PCC) is a charity registered with the Charity Commission, number 1164911.

Objectives

The Parochial Church Council (PCC) has the responsibility of working with the incumbent in promoting the whole mission of the Church – pastoral, evangelistic, social and ecumenical – together with care of the church buildings and churchyard. Our benefice vision is defined as: "Follow Jesus, Love God's Family, Bless Others". Our Mission Action Plan was developed from this and the actions we plan to take are all focused on how we can improve the way we Follow Jesus, Love God's family and Bless others.

The membership of the PCC during 2022 was follows:

Vicar (Chair)	Rev Ben Read (to March 2022) then vacant
Churchwardens	Sarah Mussett (to April 2022) then vacant
Licenced Lay Minister	Steve Green
Deanery Synod Members	Janet Larkins (from June 2022)
PCC Members	Sara Hannan (from April 2022) Janet Larkins (from April 2022) Kate Pink (from May 2021) John Price (appointed by PCC mid year November 2022) Rodolph de Salis (appointed by PCC mid year November 2022) Lesh Stapley (from May 2021) Richard Parry (to September 2022)
Co-Opted Members	John Wooldridge (from April 2022) Rev Rupert Shelley (from APCM April 2022 to September 2022)
Secretary	Emma Rivers

PCC members are elected for a three-year term according to the Church Representation Rules. At its APCM in 2005, Kingsclere passed a resolution to set a limit of 3 years for continuous service (unless elected in another capacity) after which an individual would be required to step down for a minimum of 1 year. This has been in operation since April 2006. All regular worshippers are encouraged to register on the electoral roll and stand for election to the PCC.

Officers of the PCC

Chair: Vacant

Electoral Roll Officer: Les Wallace

Treasurer: Lesh Stapley

Safeguarding Officer: Emma Rivers

Secretary: Emma Rivers (non-voting)

Sub-Committees & Working Groups

The PCC fulfils its responsibilities by delegating to various smaller groups.

The Standing Committee is a statutory sub-Committee and made up of the Vicar and Churchwardens (ex-officio) and at least two representatives of the PCC. During 2022 the standing committee did not meet, but instead the PCC met as a whole. At the end of 2021 the Tower became an organisation in it's own right and is therefore no longer a sub-committee of the PCC. The Finance sub-committee ceased to meet after December 2021 too, and finance were reviewed by the PCC. Therefore, the only other group was the Ministry Team, who continued to meet during 2022.

What has the PCC done during the year?

The PCC met 7 times during the year. The average level of attendance was 81%.

During the year, the PCC:

- Managed the process of Rev Ben leaving (Mar 2022)
- Launched "Team St Mary's" a way of everyone pulling together and doing little things to bring the church family together while we were without a vicar.
- Navigated two "rounds" of processes to appoint a new Vicar - one in May which was unsuccessful and then one in late 2022 which lead to interviews in early 2023.
- Worked closely with Ashford Hill with Headley PCC throughout the appointment process as well as planning services and dealing with benefice-wide issues.
- Employed an Administrative Assistant so our Administrator could help with the PCC finances.
- Maintained the Vicarage while empty
- Appointed a new Foundation Governor
- Carried out essential maintenance on St Mary's Church including repairs to the Kingsmill Room internal door and repairs to stained glass windows
- Held an Emotional Wellbeing event for parents of children in year 6 to year 13
- Held "Game on" a Christian Sports Day for children
- Re-started Junior Church and ran weekly sessions for our children on Sundays
- Celebrated Queen Elizabeth's Platinum Jubilee in June 2022 and then sadly in September 2022 held services and vigils around the time of her death and state funeral.
- Received regular reports on the finances of the PCC and reviewed spend against budget, adjusting our CMF contribution at the end of the year to account for rising costs and decreasing income.
- Held services twice-weekly throughout the year as well as special services for festivals and other celebrations, led mainly by our Ministry Team consisting of Neil Britton - a retired member of clergy, Steve Green our Licenced Lay Minister and those that hold the Bishop's Commission for Mission (Janet Larkins, John Price and Emma Rivers)

In addition reports were received from the Treasurer of the PCC accounts, the Deanery representative and others to ensure that the PCC were monitoring and supporting all the activities being undertaken in its name.

Risk

The Council identifies risk in relation to the investments and take appropriate actions to minimise the financial effect of that risk. The Council endeavours to identify the risks relating to their activities and take such action to avoid or minimise such risks.

Statement of trustees' responsibilities

Charity law requires the trustees to prepare financial statements for each financial year which show a true and fair view of the state of affairs of the charity and its financial activities for that year and of its financial position at the end of the year. In preparing those financial statements the trustees are required to:

- Set suitable accounting policies and then apply them consistently;
- Make judgements and estimates that are reasonable and prudent;
- State whether applicable accounting standards and statements of recommended practice have been followed, subject to any departures disclosed and explained in the financial statements; and
- Prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operational existence.

The Council is responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and to enable them to ensure that the financial statements comply with the Charities Act 2011. They are 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.

Safeguarding

Throughout the year the PCC have complied with their duty to have due regard to the House of Bishops' Safeguarding Policy and Practice Guidance.

The above report was adopted by PCC at its meeting on 6th March 2023

John Price (Churchwarden)

St Mary's Church, Kingsclere
Financial Report – Year ending 31st December 2022

Independent examiner's report to the trustees of Parochial Church Council of St Mary's Church, Kingsclere

I report to the trustees on my examination of the accounts of the Parochial Church Council of St Mary's Church, Kingsclere for the year ended 31 December 2022.

Responsibilities and basis of report

As the charity trustees you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

I report in respect of my examination of the charity's accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect

1. accounting records were not kept in respect of the Trust as required by section 130 of the Act; or
2. the accounts do not accord with those records.

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



Mark Ellis (ACMA)

21 Coppice Road
Kingsclere
Newbury

7th April 2023

Financial Statements for the Year Ended 31 December 2022**Receipts and Payments Accounts**

	<i>Note</i>	Unrestricted funds £	Restricted funds £	Total 2022 £	Total 2021 £
RECEIPTS					
Voluntary receipts:					
1. Planned giving		32,446	0	32,446	41,212
2. Collections		3,157	0	3,157	4,214
3. All other giving/voluntary receipts	4a	25,609	8,629	34,238	130,103
4. Tax and Gift Aid recovered		13,946	0	13,946	9,165
		<u>75,158</u>	<u>8,629</u>	<u>83,787</u>	<u>184,692</u>
5. Activities for generating funds	4b	2,241	0	2,241	15,592
6. Investment income		-8,968	0	-8,968	16,604
7. Church activities	4c	12,034	0	12,034	7,862
Total receipts		<u>80,465</u>	<u>8,629</u>	<u>89,093</u>	<u>224,751</u>
PAYMENTS					
Church activities:					
8. Diocesan parish contribution		39,497	0	39,497	47,978
9. Clergy and staffing costs		27,315	184	27,500	38,136
10. Church running expenses	4d	27,924	6,229	34,153	123,905
		<u>94,736</u>	<u>6,414</u>	<u>101,150</u>	<u>210,019</u>
11. Cost of generating funds		0	0	0	17,440
Total payments		<u>94,736</u>	<u>6,414</u>	<u>101,150</u>	<u>227,459</u>
Surplus/(deficit) of receipts over payments		-14,271	2,215	-12,056	-2,708
Transfers between funds		0	0	0	0
		<u>-14,271</u>	<u>2,215</u>	<u>-12,056</u>	<u>-2,708</u>
Cash at bank and in hand at 1 January		129,292	10,270	139,562	142,270
Cash at bank and in hand at 31 December		<u>115,020</u>	<u>12,485</u>	<u>127,506</u>	<u>139,562</u>

Financial Statements for the Year Ended 31 December 2022

Statement of Assets and Liabilities

	Note	Unrestricted funds £	Restricted funds £	Total 2022 £	Total 2021 £
Cash funds					
St Marys Bank Account		25,933	8,330	34,263	40,888
St Marys Petty Cash		300	0	300	300
Community Food Larder Bank Account		0	3,549	3,549	631
Community Food Larder Petty Cash		0	606	606	188
		<u>26,233</u>	<u>12,485</u>	<u>38,718</u>	<u>41,806</u>
Investment assets					
Investment funds held at market value	2	88,787	0	88,787	97,756
Cash at bank and in hand at 31 December		<u>115,020</u>	<u>12,485</u>	<u>127,506</u>	<u>139,562</u>
Liabilities at year end		0	0	0	0
Assets retained for church use after liabilities		<u>115,020</u>	<u>12,485</u>	<u>127,506</u>	<u>139,562</u>

Notes

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

2. Funds are held in the CCLA CBF Church of England Investment Fund. Returns are used for ordinary church purposes.

3. The movements in restricted funds and liabilities during the year were:

	b/fwd	Receipts	Payments	c/fwd
Community Food Larder Fund	819	8,179	4,842	4,155
Mission fund	1,491	0	184	1,306
Children & Family Fund	6,655	450	351	6,754
Kingsclere Sunday School Fund	1,306	0	1,036	270
	0	0	0	0
	<u>10,270</u>	<u>8,629</u>	<u>6,414</u>	<u>12,485</u>

The Community Food Larder Fund is to be spent on activities and resources for the Community Food Larder.

The Mission fund to be spent on evangelism.

The Children & Family Fund to be spent on children and family activities.

The Kingsclere Sunday School Fund to be spent on childrens' activities

Financial Statements for the Year Ended 31 December 2022

4. Further Analysis of Receipts and Payments Accounts

Note	Unrestricted funds £	Restricted funds £	Total 2022 £	Total 2021 £
RECEIPTS				
a) All other giving/voluntary receipts				
General Donations	12,083	450	12,533	19,123
Insurance Claims	980	0	980	0
Community Larder Donations and Grants	8,179	0	8,179	0
Fabric projects (incl Drainage) grants and fund raising	0	0	0	96,412
From Ashford Hill/Headley + Benefice of Future	12,547	0	12,547	14,568
	<u>33,788</u>	<u>450</u>	<u>34,238</u>	<u>130,103</u>
b) Activities for generating funds				
Fete	0	0	0	10,658
Tower Parish magazine	0	0	0	4,138
Lights, Coffee Mornings and other	2,241	0	2,241	796
	<u>2,241</u>	<u>0</u>	<u>2,241</u>	<u>15,592</u>
c) Church activities				
Fees for weddings and funerals	10,785	0	10,785	7,800
Room hire	1,249	0	1,249	62
	<u>12,034</u>	<u>0</u>	<u>12,034</u>	<u>7,862</u>
PAYMENTS				
d) Church running expenses				
Donations	3,973	600	4,573	1,667
Utilities	5,588	0	5,588	2,235
School Bibles and Youth Mission	0	999	999	3,309
Cost of services	2,421	0	2,421	5,545
Repairs and maintenance	5,974	0	5,974	105,821
AV and music	456	0	456	468
Supplies	3,209	4,630	7,839	0
Flowers	349	0	349	0
Cleaning	776	0	776	0
Training	136	0	136	0
Insurance	5,044	0	5,044	4,860
	<u>27,924</u>	<u>6,229</u>	<u>34,153</u>	<u>123,905</u>