

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST. PETER AND ST. PAUL, FLITWICK

England & Wales · Charity number 1169624

Details

Other names	THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST. PETER AND ST. PAUL WITH ST. ANDREW, FLITWICK, ST. PETER AND ST. PAUL WITH ST. ANDREW PCC, FLITWICK
Status	Registered
Legal form	Other
Registered	2016-10-12
Register	View on the Charity Commission register

Contact

Address 26 Dew Pond Road
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Activities

Objects: PROMOTING IN THE PARISH THE WHOLE MISSION OF THE CHURCH, PASTORAL, EVANGELISTIC, SOCIAL AND ECUMENICAL.

Activities: The PCC's charitable objects ('Promoting in the ecclesiastical parish the whole mission of the Church') are primarily focused on the advancement of religion, which is recognised as a charitable purpose having public benefit. All regular public worship is provided free of charge and open to all.

Classification

- **How:** Makes Grants To Organisations, Provides Buildings/facilities/open Space, Provides Services
- **What:** Religious Activities
- **Who:** Children/young People, Elderly/old People, People With Disabilities, Other Charities Or Voluntary Bodies, The General Public/mankind

Geography

- Bedford

Finances

Period end	Income	Expenditure	Assets	Employees
2024-12-31	£393,736	£114,277	-	-
2023-12-31	£81,640	£90,403	-	-
2022-12-31	£73,727	£73,004	-	-
2021-12-31	£70,707	£80,383	-	-
2020-12-31	£89,568	£93,587	-	-

Trustees

Name	Role	Appointed
Rev Claire Louise Harald	Chair	2022-05-05
CAROL ANN THOMPSON		2016-04-18
CIARAN DIVER		2016-04-18
Chris Macintosh		2018-04-23
DAVID WILLIAM WATSON		2016-04-18
Emma Jane Herman		2022-05-16
Emma Louise Gleeson		2024-05-12
Ian Peter Cook		2025-05-11
Jane Fiona Thompson		2024-05-12
Jeremy Andrew Dann		2024-05-12
Joanna Margaret Lacey		2025-07-01
Joanne Amy Rose Farrington-Sharp		2024-05-12
Linda Mary Foale		2019-04-29
Mary McKeand		2016-04-18
Matthew Charles Swansbury		2025-05-11
Nigel Robin Taylor		2021-04-26
Paul Hodgkinson		2025-05-11
Peter Robert Wood		2025-05-11
Rebecca Sian Mynett		2021-04-26
Richard Keith Fullbrook		2022-05-16
Sophie Victoria Tucker		2022-05-12

Accounts

The Life of Our Church - Ministry & Mission Report 2024

2024 was a year of new life, with many firsts and plenty to celebrate! Early on in the year we hosted our first post-pandemic Confirmation Service with Bishop Richard; we celebrated Easter with the first Pilgrimage to St Albans in recent memory; Sophie Tucker was appointed as our Children's and Families worker just in time to help launch ChurchFest (the first of what will become an annual extravaganza week of Summer Activities for our Community); in September we launched two new services called NOSH and Sunday@7; and we concluded the year by celebrating Christmas under a star-lit Nave! Another first!

Throughout the year there was a sense that we were reaping the rewards of our labour in previous years. Our vision of becoming a home for all was beginning to be realised. Our numbers grew and there were several All-Together services which felt as if we were full to the brim! And the variety in our mission and ministry blossomed. You could sum all this up by saying that 2024 was a year of Springtime in our Church!

With so much happening there will inevitable be things which I neglect to mention - apologies in advance! But with that said let's dive into 2024 and all that God has been doing at St Peter's and St Paul's...

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January kicked off with two things which are beginning to ink themselves into our church calendar. Before our All Together service, we had a whole church breakfast in the chapter house with David Golding, a regular cook at the Men's Breakfast, taking charge of feeding everyone. And we ran our second Alpha course. Claire and Myself led this course with a good number of people who were new to our church along with some members of our congregation who were preparing for confirmation or looking to go deeper with their faith. This proved to be a successful Alpha Course with some members continuing on to do two more course in both the summer and autumn terms.

At our Altogether Service in February, we baptised two people – one a young person from YMAAC and the other an adult. Both would go onto to be confirmed later that day at our Confirmation service. In total, 10 people from our congregation were confirmed with one person from All Saints Clifton also being

confirmed. We also had one member of our congregation confirmed at St Michael's Woburn Sands in November.

Whilst there was so much to celebrate in 2024, at this point I have to mention the significant bereavement that we suffered as a church and as a ministry team. Rachel Thompson, our LLW and a life-long member of our church, celebrated her 50th Birthday on the 30th January. She celebrated this after our Sunday service by bringing Champagne for everyone. Unfortunately, later that day she went to hospital and three days later she sadly passed away. Her funeral was held on 14th March and was a standing-room-only-affair. Rachel's life had touched many and they turned out in force to say their goodbyes. She is a great loss to our ministry team, our church and our community.

With all that had happened in February and early March, Easter Week was upon us quite suddenly. But we rallied as a team to journey through Holy Week with some deep and impactful services. There was an opportunity for people to explore the Stations of the Cross in our Churchyard; the Maundy Thursday service involving both foot washing and the stripping of the altar was extremely moving; and a Good Friday service explored how the different characters from the Passion narrative responded to Jesus using Stephen Cottrell's book *The Nail* as its basis. With Messy Easter taking place on the Saturday and a packed Easter morning service, there was just enough time to grab some lunch before some foolhardy people set off on a pilgrimage to St Albans... This was a fantastic 2 day experience! 2 young people took on the challenge and people from across the generations completed some or all of the route. Arriving at St Albans Cathedral on Monday was both a great feeling of relief (we were shattered by this point!) and elation.

Our All Together service in April had yet more baptisms – this was to happen regularly at this service throughout 2024. Seeing children and adults take their next step on their faith journeys has been a great joy for me personally and to see these services so full has also brought much joy to us as a ministry team. Our numbers increased particularly in the first half of the year and this provided the impetus for the new services which would start later in the year.

May saw the opening of Oakfield Gardens Crematorium just outside our parish. This is a great facility on our doorstep and one that Claire and I have visited regularly in the months since as we have conducted our funeral ministry. Along

with this we have had held funeral services in our church including some members of congregation who have sadly died in the 2024.

In June, we kicked off our Sermon Series on Prayer. Throughout the year we had a focus on prayer as a way of deepening our roots of discipleship. Our verses for 2024 were 1 Thessalonians 5:16-18: Rejoice always, pray continually, give thanks in all circumstances; for this is God's will for you in Christ Jesus. One visual aid that seemed to stick with people was teaspoons! Or 'tsp prayers' to be more specific – the encouragement to thank God, say sorry to God and use the word please to ask God for something. Sometimes the simple things are the best!

June also saw Claire commemorate to 80th anniversary of the D-Day landings in her role as Royal British Legion Chaplain. Alongside this role Claire is also the Chaplain to the Sea Cadets which is a role she is growing into more and more as she develops relationships with the young people. Both of these roles come together at the Remembrance Day Service which is another event at the War memorial where we play a central role.

I was ordained (as priest) on the 29th June at St Albans Cathedral – always a good day out! And then like London buses we had another day out at the Cathedral to celebrate Sam's ordination (as deacon). Sam who ventured into a Wednesday communion service at our church several years ago has been on quite a journey and it is with both pride and sadness that we send her off to be a curate in Flamstead and Markyate.

Sophie also completed her Reader training this year and in August she started in her role as Children and families worker. And what a time to start as well... ChurchFest was her baptism of fire! A week of events for the community which was a fantastic success. We were blessed with wonderful weather and people really got behind it with the bouncy picnic and the Finale on Friday both absolutely packed with people we knew and plenty we didn't. Seeing the joy on the kids faces as their teddy's ziplined off the Tower was fantastic to see. I have a feeling ChurchFest will be a fixture for many years to come.

Our Ministry Team grew and in September, along with Sophie joining us as a paid staff member, we added two LLW's to the team in Nigel Taylor and Liz Jefferson. Paul Hodgkinson, who is exploring ordination, has also been a part of the team as and when his work allows. Becky's health improved as the year went on and

she continues to develop her work with the choir as well as support the ministry of the church in her role as Reader.

September also saw the launching of two new services. NOSH is a dinner Church held at Flitwick Lower School once a month. It's target audience is families of lower school aged children. It involves 3 course of afternoon tea interspersed with worship songs, bible stories, games and questions. Sunday@7 is a contemporary worship service meeting once a month. We are very blessed to have some talented musicians who have come together to form a worship band which is a key part of this service.

Our ministry to care homes continues to flourish, particularly at Baycroft where a strong partnership with members of the staff has formed. Sandy, a member of the choir, has begun to join us at the care homes and I for one am very glad to have her beautiful voice filling the room. The residents agree and those that are unable to join are offered to chance to have a blessing in their rooms.

At the other end of the age range, our work with children and families is growing and developing and with the appointment of Sophie it has more potential to do so. Messy Church, Open the Book, Rock Solid, Little Fishes, Pancake and Light Parties, Seasonal School Services etc. All are engaging with a wide variety of children from our local area. YMAAC too has grown as we have completed a Youth Alpha Course and moved to meeting more consistently.

All of this is made possible because of the many volunteers involved and all of that is facilitated through the work of Jane our Parish Safeguarding Officer. In a year where Safeguarding in the Church made headlines for all the wrong reasons we are so grateful to have such a dedicated person in this key position. We recognised Jane's role on Safeguarding Sunday which was one of a number of seasonal services in October and November.

December didn't start with the best news – the boiler in church had stopped working. But that didn't stop us heading toward Christmas in the right spirit. A great Christmas tree was decorated by the YMAAC Youth Group at their sleepover. And the church was also decorated with paper stars lights hanging in the nave. Special thanks to Ciaran who spent countless hours working out all the logistics and sourcing the stars. These decorations provided a celestial backdrop for our Christmas services this year.

Although, with the boiler still out of action we had to move Sunday@7 into the chapter house for our special evening with Gram Seed. Gram has a powerful testimony of a life turned the right way up by Jesus and it was a really intimate occasion to welcome him to share that with our church. Thankfully the boiler was fixed in time for a key Christmas services.

Beer and Carols moved to the Swan this year and we had a fantastic evening with more numbers than the previous year. The pub were very happy and even had to bring in more bar staff on the evening to cope with us all! Our Puppet Power Ministry group started off our Christingle Services with a bang which was a taste of things to come – both services well attended and we raised £540 for the Children's Society. And Emma, in her final Christmas as an Ordinand at Flitwick delivered a "cracking" Christmas Day Talk! All in all it was a very special Christmas.

At the beginning of this report, I talked about 2024 as a year of springtime in our church. Spring is of course a time of promise and possibility. But it can also be fragile. Not everything that is currently blossoming will continue to do so. And new things that haven't even sprouted up yet may well blossom instead. But the general direction of travel is one of growth and of new life springing up. We have so much to be thankful for as we look back at all God is doing in our church. Let's celebrate that!

Revd. Andy Jefferson

Reports to the 2025 Annual Parochial Church Meeting

Background – The Parochial Church Council (PCC) has the responsibility of co-operating with the incumbent in promoting in the Ecclesiastical Parish, the Whole Church, pastoral, evangelistic, social and ecumenical. It also has the responsibility of the Parish Church and Chapter House.

The PCC of the Ecclesiastical Parish of St Peter and St Paul, Flitwick is a registered Charity and is registered with the Charity Commission. Registration number 1169624.

Membership – Members of the PCC are either ex-officio or elected at the Annual Parochial Church Council Meeting (APCM) in accordance with the Church Representation Rules or co-opted during the course of the year. There is also a member of the General Synod who automatically becomes a member of the PCC. There are two members of the Diocesan Synod who are automatically members of the PCC. There are also three elected as representatives for the Deanery Synod who are automatically members of the PCC.

All members of the PCC are DBS checked and have to undertake safeguarding training and domestic abuse awareness training.

The PCC is scheduled to meet every two months. Additional meetings are held if there is a need to discuss urgent and/or important business i.e. approval of the accounts for the APCM meeting.

The Standing Committee which consists of the Vicar, Curate, Church Wardens, Secretary, Treasurer and Emma Williams. The Standing Committee is scheduled to meet every two months.

During the year, Nic Farrington-Sharp was elected to be our third member on the Deanery Synod.

Linda Foale and Richard Fullbrook continued in their roles as Church Wardens and were ably assisted by David Golding and Chris Macintosh.

The following have served as members of the PCC during the calendar year ending 31 December 2024.

Rev Claire Harald (Incumbent), Andy Jefferson (Curate), Becky Mynott (General Synod), Sophie Tucker (Licensed to the Church), Tony Brown (Deanery Synod), David Watson (Deanery Synod), Nic Farrington-Sharp (Deanery Synod), Linda Foale (Church Warden), Richard Fullbrook (Church Warden), David Golding

(Deputy Church Warden), Chris Macintosh (Deputy Church Warden), Terry Thurley (Treasurer), Nigel Taylor (Secretary), Joanna Chandler, Jeremy Dann, Ciaran Diver, Jo Farrington-Sharp, Emma Gleeson, Emma Herman, Mary McKeand, Carol Thompson, Jane Thompson and Emma Williams.

Nigel Taylor - PCC Secretary

Reports

Bellringers

We currently have 10 regular ringers and one learner, although not all are able to regularly support Sunday ringing. The bells were rung for most weekly practices (19:45-21:00 on Fridays) and Sunday services and for all weddings where bells were requested. In addition, the bells were rung on Remembrance Sunday (half-muffled).

The bells and fittings are regularly inspected by the ringers to ensure that the frame, ropes, wheels, pulley blocks, stays, sliders, headstock and clapper bolts are in good order. The most recent formal inspection of the bells was performed in January 2024 by the Honorary Technical Advisor of the Bedfordshire Association of Church Bell Ringers, and all fittings were fully inspected and found to be in good order. The rope tail ends have been showing signs of wear, so new tail ends have been spliced onto four of our ropes to-date by a local bellringer (given that the sallys and ropes are otherwise in good condition).

Ian Holman

Children and Families

Since starting this role on 11th August, I have had a whale of a time!

ChurchFest was an absolute delight as streams of families joined us to enjoy a whole range of events and activities. The whole team effort just made for a wonderful week and I was so proud of our church for being so welcoming and shining Jesus' light on all who came. The week was topped off with a Children & Families Celebration service on Sunday Evening where the majority of volunteers, and their supporting others, came together to worship God and pray for the church's Children and Families Ministry.

While I had already had a fair exposure to the majority of C&F outreach and events, I was not very familiar with the Little Fishes crew so it has been wonderful to attend these sessions on a more regular basis and get to know some of our youngest visitors and their carers. I hope that in 2025 we may be able to offer some sort of Toddler worship for those families that would be interested in exploring faith with/for their little ones.

As a paid employee it has been wonderful to be able to support the Rock Solid team more fully; taking on extra sessions and stepping in last minute where needed. The team do such great work but it is a small team so being able to use my paid status as a reason for taking on more sessions has been useful in avoiding the some members feeling guilty for not doing their 'fair share'. We are so blessed to have such a hardworking team and I hope to support them further by finding some new, equally conscientious, members to join them for 2025.

Since August I have been attending the Care for the Family's Kitchen Table Project sessions looking at Intergenerational Church and Children's Faith: A Whole Church Approach to Family Ministry. These have proved to be helpful in formalising thoughts around and hopes for my C&F Ministry and encouraging me in the work we are already doing.

It was good to continue to connect with the people of the town and Flitwick Town Council through the Family Fun Day, Civic Reception, Civic Service and Coffee Mornings in the village hall. And, despite its cancellation this year, I am already making plans for our offering at the Christmas Light Switch On 2025. There may be animals!!!

What am I looking forward to in 2025:

Attending the Hand in Hand Conference in February 2025

Growing our Rock Solid team

Encouraging a Churches Together presence at Flitwick's Junior Park Run, starting with the first Sunday's of the month

Facilitating a Holiday Club during the May Half Term

Building a community of worshipping families through NOSH (See Nosh section)

Flitwick Food Extra

Flitwick Food Extra continues to be a trusted friend to many families in Flitwick struggling with food poverty. The delivery of boxes has been replaced with collections which has reduced the cost to our volunteers and also enabled us to build relationship with the families as they have a cup of tea and a chat with us. We hope to build on this over the next few boxes and make FFX day a time of relaxation and community for those coming to collect.

This year we have worked with the Community Fridge, Inner Wheel and the ladies at Sacred Heart church on behalf of St Vincent de Paul Society to provide the families with extra goodies such as eco-friendly water balloons, dressing gowns and slippers, easter eggs at Easter and selection boxes at Christmas. Local residents and Ampthill Army Cadets have also given regular donations which have allowed us to keep the cost of the boxes down.

At the beginning of the year, Utilita Ampthill fireworks donated £1000 to FFX as part of their annual give away. During the year I have kept in contact with the organisers to let them know what we have been up to and I hope this growing relationship will keep FFX on their radar for 2025's giveaway.

Unfortunately, the working relationship with Tesco has become difficult with a change of staff so I have not been able to depend on them for donations as in previous years. This however has been offset by Groundworks (the blue token scheme operators) contacting me to see if I would like to submit another application. I am hoping this will lead to a £1500 grant as before

Nosh

Taking elements from Messy Church and our popular All Together services, **NOSH** is a new way to explore faith as a family. Held in Flitwick Lower School at 4pm – 5:30pm on the second Saturday of the month, the service is based around the dinner table and is designed to help the whole family grow in faith by modelling discipleship in a manageable way with simple tools and resources.

Our theme for the first year has taken us to the parties Jesus attended so we can explore His character and learn how we can live our lives differently with this knowledge. In addition to this, the families are also given a doggy bag as they leave with everything they need to have NOSH at home. The questions in the doggy bag introduce the families on key aspects of the Christian faith such as the Grace and the fruits of the spirit.

The first NOSH session was held in September with six families in attendance. These families continue to attend most months with another three joining them over subsequent months.

Puppet Power



What a joy this ministry has been.

Our young people did an amazing job with the puppet performances during the packed-out Christingle Services. Their hard work and commitment really shone through as they battled with parodies of songs they were not familiar with, and evolving choreography as puppeteers worked to fit practices around other commitments and school work.

2024 also welcomed two new puppeteers to Puppet Power; Joe had been watching the puppet performances from the congregation and leapt at the chance to join the group once he was old enough. Sam joined almost by accident. Happily attending ChurchFest with Joe, he found himself waving banners in the background while his mates enthusiastically operated the puppets to the song 'I am a C'. He was invited to join in with the rehearsals for the Christingle Services and agreed.

The plan for 2025 is to have regular Puppet Power meet-ups so the young people can build on their skills, their repertoire and their friendships.

Schools Work

In 2024, Flitwick Church worked with all three lower schools to deliver an Easter Journey (an interactive retelling of the Easter Story), harvest assemblies for all three Lower Schools, a Christingle Workshop for Templefield's Reception classes and Christmas services in church for Flitwick Lower and Templefield.

In addition to this, our Open the Book team has been serving Flitwick's Lower schools each month with stories, songs and prayers that tell the children (and the school staff) of the love of God. The Open the Book team have also helped with the schools work mentioned above and members had also volunteered to help with the Light Switch On before it was cancelled due to the weather.

Open the Book Storytellers:
Don McKeand, Jane Thompson, Jeremy Dan, Linda Pitts (Flitwick Methodist), Mary McKeand, Reece Gordon (Kings Church), Richard Fullbrook, Sheila Briggs, Sheila Smith (Flitwick Methodist) and Sophie Tucker

If you would like to find out more about Open the Book please visit the Scripture Union website or ask any member of the team. We would love to increase our numbers and do more to share God's story.

Sophie Tucker

Director of Music's Report 2024

Choir membership

Overall, choir membership declined in 2024. From a core of six ladies and three men, we are now down to six regular members, two of whom are only able to join us once or twice a month. The drop is largely due to ill health, but we hope some members may be able to return in due course. It is a concern that while our choir are very dedicated and hard-working, no one is getting any younger. If a choir is to be maintained at St Peter and St Paul, we do need more members.

On a brighter note, our list of Choir Friends who are able to join us for occasional evening services has expanded to include people on all voice parts, giving the choir a welcome boost for special occasions.

Regular activities

Continued use of the 'Successful Warmups' programme has further improved the choir's singing technique and confidence. We have now completed the first two years of the programme, which we are repeating in order to consolidate progress. Although we can rarely muster more than two parts, part-singing has further improved over the year and we have continued to tackle more descants and lower parts in hymns, carols and anthems.

Special Services

The choir sang for services on Ash Wednesday, Maundy Thursday and the 'In Loving Memory' service in October. We again invited the Choir Friends to join us for the latter and also the Carol Service and Midnight Mass. It was particularly good to have a number of members of the Music Group join the Choir Friends and take part in the Carol Service.

Organ Accompaniment

Most services were accompanied by Martin Pacey on the organ with John Mower and Richard Luscombe deputising on occasion. The music group continued to play at 10.30 on first Sundays and Richard has written a separate report.

Having decided to discontinue the organ scholarship scheme last year, we now have a young person in our congregation who has started organ lessons supported by the Bedfordshire Organists Association. Unfortunately, however, our organ still has considerable limitations that make it less than ideal for a beginner to learn or practice on, not least the lack of an organ bench of a suitable height for women and young people.

Handbells

We used the handbells in the Carol Service for the first time this year as recruiting ringers for Midnight Mass had proved difficult in the past. Although it was easier to find people able to play at the Carol Service, it was still impossible to get everyone to all rehearsals, which is a major problem as it is impossible to rehearse handbells properly with people missing. If we are to have handbells at Christmas services in future, we will probably need to have regular rehearsals throughout the year.

Update on Future Plans

Plans for additional sung services are now underway, beginning with Evensong in March 2025, for which we will be joined by members of Ampthill choir. There will also be a 'Singing the Seasons' service and choir recruitment event as part of Church Fest. As noted above, more singers are increasingly urgently needed.

Becky Mynott

Eco Church

Eco Church began in 2016, equipping churches to care for God's creation and offering an environmental award scheme for churches in England and Wales. It has been a huge success, inspiring and assisting churches as they seek to embed creation care throughout the whole of church life. Today, Eco Church is spreading around the world finding ways to engage churches of all denominations in creation care.

In the UK, the vision through Eco Church is to create a vast network of churches across England and Wales with each acting as a local centre of creation care in the community - shining beacons of hope for a brighter environmental future.

Here in Flitwick, our own church was one of the first in Bedfordshire to achieve a Bronze Eco Church award in 2020 and currently only one of nine churches in Bedfordshire to have achieved a Silver Eco Church award which we attained in 2024. Further information regarding Eco Church and its objectives can be found on the Eco Church website: **ecochurch.arocha.org.uk**

In addition to a long list of achievements in previous years, in 2024 we set ourselves 7 key objectives, all of which have been successfully achieved:

1. Attaining an Eco Church Silver award
2. Marking Climate Sunday, World Earth Day and Creationtide
3. Planting wild flowers next to the porch within recycled containers in conjunction with the Leading Your Church Into Growth (LYCIG) programme
4. Installing an Internet-based heating control system for the Chapter House to optimise energy usage
5. Investigating the feasibility of alternative low energy heating systems for the church for when our current system reaches its end of life
6. Installing additional bat and bird nesting boxes within the churchyard

7. Raising awareness of the diversity of plants and animals within our churchyard ecosystem

In addition to the above, this year we have been recognised as Carbon Literate by the Carbon Literacy Project (website: www.carbonliteracy.com). The aim of the project is to provide an awareness of climate change and impact of our everyday actions. It involves people and organisations from all sectors and walks of life working together and contributing time, materials and funding to advance understanding and action on climate change.

Over the coming year we have a lot more planned and will continue to reduce our carbon footprint and impact on the environment.

We are a small team and need more help in order to achieve even more. If you are interested in joining the team or would like to help with any of our future initiatives, please speak with any member of the team (Claire Harald, Ciaran Diver, Edith Diver, Don McKeand, Mary McKeand and Matt Swansbury).

Ciaran Diver

Flower team

Our small team includes Marion Tucker, Carol Thompson, Cathy Haycock and Sheila Briggs and thanks go to them for their time and dedication over the past year.

In 2024 we provided flowers in church for every week of the year except Lent and Advent, and nearly all were sponsored by a member of the congregation, to whom we give grateful thanks. The British Legion also made a generous donation towards flower funds.

Easter, Harvest and Christmas provide us with an opportunity to fill the church with flowers and we receive additional help from Pat Payne, Pam Parker, Noreen Clark and Clare Thompson on these occasions.

As part of the Churchfest week the team provided extra flowers to ensure the church looked welcoming and we will do the same in 2025.

Over the past year Marion and Carol have offered wedding couples their services to decorate the church for their wedding and any profit made is donated back to church.

In December they again held a Christmas Wreathmaking workshop in the Chapter House attended by 17 people. As a result of the profits from the session, a further £170 was donated to church funds.

In 2025 we are planning to hold a flower festival over the Harvest weekend entitled “All Things Bright and Beautiful”. We are hoping for lots of designs and support from both congregation and community.

Church flowers are an integral part of church life and we are very lucky to have a small and enthusiastic team who provide lovely decoration during the church year. New volunteers are always welcome and we encourage anyone with an interest in flower arranging, expert or beginners, to speak to Carol or Marion.

Carol Thompson

Little Fishes

We are continuing to have successful sessions of Little Fishes on Monday mornings in the Chapter House during term time.

Our numbers over the last year have been a little lower but this enables us to spend time with the mums and carers as well as the children.

We have a team of church members running Little Fishes which include Enid Clark and Lesley Cogan helped by Christine Denton and Jane Thompson and helped on occasions by Sophie Tucker our Childrens and families worker which makes it a viable and enjoyable activity.

We have increased the cost to £2.00 per session per child which covers our expenses and includes tea/coffee for the adults, fruit for the children and a craft to take home. We have also been able to contribute to the church's heating expenses by £200 for 2024, which with numbers increasing and the rise in charge per session, we should be able to continue this donation to the PCC.

We have met all the Mondays in term time with varying numbers with Mums, Dads, grandparents and carers, not knowing until children turn up how many we will have attending.. The children are noticeably younger than prepandemic as they seem to be leaving to go to nursery sessions younger.

We have toys, playdough, colouring sheets, jigsaws etc and pre-prepared crafts which the adults do with their children, fruit and water for the youngsters and

tea or coffee for the adults which we encourage them to drink safely. Following this we have more constructive play, with tunnel, parachute and floor activities for the children to mix and share, with music time concluding with a story and a children's prayer.

We have a core of regular children who are able to play well together and hope to be able to continue Little Fishes safely, providing an outlet for mums, babies and toddlers at a small cost, with the children going home with a craft they have made themselves.

Enid Clark

Men's breakfast

Our Men's Breakfast has continued to meet on the first Saturday of the month throughout 2024. We have enjoyed some great speakers in that time alongside some great breakfasts. Some have been outside the regular attendees such as Nigel Washington and Richard Luscombe and we have had other talks from members of the group. It has been a great way to get to know people better and to build links among the men who attend.

There were two highlights from this year which I would like to share. The first was our May breakfast where we joined with Westoning Church for a special event where Bishop Alan came to talk with us. This was an excellent morning held at the Chequers Pub in Westoning and Bishop Alan, fresh from his enforced break, shared stories from his life in a way that was both very relatable and inspiring.

The second highlight was the Men's Breakfast twinning at tap with a water tank in Tanzania. Richard Francey's is involved in the organisation Christian Engineers in Development and has pioneered this project. As a group we were delighted to support him in this project with money from our surplus and will be looking at a different charity at either home or abroad to support in 2025.

Revd Andy Jefferson



Messy Church

2024 was another good year for Messy Church. The numbers attending each session increased to capacity and some sessions had a waiting list of people hoping to attend. It has been good to see that some Messy Church families are now continuing to develop their faith journey through the newly started NOSH.

We continue to have a dedicated core team of amazing volunteers who are supplemented by various members of our church community at different sessions. Thank you very much to you all – both existing and new volunteers – you contribute so much to the smooth planning, preparation, running and clearing up of each session. We are also very lucky to have a small dedicated team of Young Leaders who give their time regularly to help lead activities. Their hard work and enthusiasm is very much appreciated.

Our first session in February 2024 was based around The Lord's Prayer exploring it in many different and creative ways including making prayer cubes and prayer bookmarks.

At Easter we followed the events of Holy Week by making Palm Sunday twirlers, decorating chalices and creating mini Easter gardens in empty egg shells (a real challenge to all of us on the team who tried to crack eggs leaving enough shell intact!) This session also involved chocolate, of course.

In June we explored Jesus' saying "I am the vine" – we planted beans, made vine bookmarks and tasted a variety of grapes in an ancient garden.

In July we had a picnic which was blessed with beautiful weather. Everyone made their own sandwich and enjoyed sheep activities based around the theme of "I am the Good Shepherd". We held sheep races, made sheep badges and played sheep tag.

Harvest saw us exploring "I am the bread of life" with bubble painting, floating waterlily prayers, bread making and wellie wanging to work up an appetite for beans on toast for tea.

We rounded off the year by looking at the book “Jesus’ Christmas party” which sees the Christmas story from the viewpoint of the grumpy innkeeper, who is changed dramatically by his encounter with the newborn Jesus. A cast of Messy Church children helped to act out the story before enjoying a mini “Christmas dinner” for tea.

We continue to be challenged and excited by Messy Church and are keen to see what is in store for next year!

Jane Thompson

Mothers Union 2024

The branch of Mothers Union based in Flitwick has met monthly for prayer and discussion throughout 2024 but now in each other’s homes instead of the Chapter House, a change which is working well. Additionally, we have been represented at every Cluster and Diocesan MU meeting which has taken place this year. There have also been Diocesan and Cluster meetings for Lady Day and Mary Sumner Day Services as well as a Diocesan Festival Service.

In the Diocese we have supported many outreach projects such as sending Christmas cards to prisoners, knitting for hospitals and overseas and supporting mothers and children in our local refuges.

In our parish we have continued sending anniversary cards to mark the first three years after a baptism in our church and we have organised posies for Mothering Sunday, Christingle bags and run an afternoon tea during the church Open Week.

In October we ran the Market Teas in the village hall and were able to send £160 to Central MU for the Summer of Hope Project.

Mary McKeand

Music Group.

The past year has been one of our busiest ever, but also one of our most fulfilling. We now have eight members, which is as many as we can practically seat. Having said farewell to our two cellists, we gained two Alices; one on double bass, the other as a singer! Having never previously had a soloist, we can now offer a greater breadth of songs and a more meaningful accompaniment to communion. Many people have commented favourably on this.

Some members are also involved with Healing Services and the exciting new venture of Sunday@7, ably led by Jeremy, along with the Baby Loss Service, Beer and Carols, Open the Book, care homes and Christingle. It is a real privilege to be part of this growth in music; one facet of the overall growth of the church.

Richard Luscombe

Pilgrimage

On 31st March and 1st April, a group of young people and adults took part in the annual pilgrimage to St Albans. This was the first time in recent memory that a group from our Church had taken part in the pilgrimage.

We gathered at the church on the afternoon of Easter Sunday and made our way toward Luton which was due to be our overnight stop. It was a beautiful route following close to railway but also crossing beautiful countryside. Nigel Taylor had walked the route in advance of the pilgrimage to ensure it was safe. At one point on the route, we had one member who was struggling to keep up with the pace and whose footwear was damaged. They were picked up and dropped back at home – thankfully they were able to join us the next day at the Cathedral for the worship service.

When we arrived in Luton we made our way towards the train station where our party split into two groups. Over half of the group made there way home via train ready to join us the next day. 6 people stayed overnight in Luton in the hall at St Anne's Luton. We arrived tired and weary but also pleased with our progress in the day. And we had several huge pizzas ordered in! We were asleep before too long and we woke in the morning to rejoin the others at Luton train station.

On the Monday we had some lovely weather - not too hot but beautiful clear skies. A good day for walking. With some additional members joining us, we set off again for St Albans via Harpenden. Again, unfortunately one member of the group had a knee injury which meant they were picked up from Harpenden to join us at St Albans. We all arrived just in time for the beginning of the service in a packed Cathedral.

The Pilgrimage was something which everyone who took part enjoyed. It was wonderful to spend time walking side by side with one another and hearing

different conversations happening. It is something which we will look to do again in 2025.

Rev Andy Jefferson

Rock Solid

Rock Solid is our group of children and young people who meet during the 10.30am Sunday service. We are ably led by a team of dedicated volunteers, now numbering six.

We plan our sessions from an online scheme called Energize, written by people from Urban Saints. We also plan our own sessions when we are celebrating certain days or tying in with what is going on in Church that day.

Our attendees now number around fourteen, with us regularly having between six and nine each Sunday, which is brilliant!

In the spring/summer we moved Rock Solid outdoors and the children enjoyed creating things such as hedgehog houses, “hapa zoming” bunting and clay feelings faces.

For the Autumn term we focused on “Living Like Jesus” and each session looked at one of the fruits of the spirit and how we can live out those values everyday.

Emma Herman

Walk and talk

In March 2013, Claire asked me if I would like to plan a Pilgrimage from the Church to St Albans Cathedral. I agreed and the report is contained elsewhere. Claire then detailed she wanted to “walk the Parish”. We started walking around Flitwick. There were normally three meeting points – The Church, The War Memorial or the Rufus Centre. We were able to walk in every road in Flitwick. However, part way through the year Claire said she wanted to walk around the whole Parish. Looking very carefully at where the Parish boundary was, I found out that part of the boundary was on the motorway. However, four of us walked as close to the boundary edge as possible.

These walks have been very beneficial in that it has given us all great opportunities to talk with people we didn't know and to discover different places in Flitwick. It has also given us the opportunity to look at the countryside and to thank God for his creation. On several of the walks we have been joined by some four-legged friends. We are carrying these walks into 2025 where we will be walking inside the Parish boundary, but many of them will include stepping into other Parishes.

Nigel Taylor

YMAAC

YMAAC, is our youth group for 12–18 year olds. Numbers fluctuated during first half of the year and initially we were meeting just once a month.

In the Summer we decided to run the Youth Alpha course. This was due to a new member of the group who began attending and we decided to seize the initiative and just go for it. The Youth Alpha continued into the new school year and the young people seemed to really engage with course. Meeting each week also made a difference to the dynamics of the group and towards the end of the year after we finished the course, we decided to keep meeting each week so as to build continuity. Since then the group has felt as if it is on an upward curve with two new member joining in he Autumn term.

We finished the year with a sleepover in the church. This was originally planned to be in the church itself but when the heating broke it forced us into the chapter house. A lot of fun was had on that evening but also it sparked an idea for a Youth Led Service in the new year. The young people spontaneously formed a choir in the choir stalls and began singing carols and hymns! It was also encouraging to see how members of our Youth Group have taken on roles in services over the past year, including as puppeteers at our Christingle Service and readers at our Carol Service.

Rev Andy Jefferson

Report on the Proceedings of the Deanery Synod

There have been three meetings of the Deanery Synod over the course of the year and we continue to have a variety of guest speakers, who have spoken on a variety of subjects, including energy usage and social media.

We have seen a number of parishes appoint incumbents this year, including in Benefices of Harlington, Tingrith and Westoning, and in Clophill and Maulden. There have also been confirmation services held and further services planned for the coming year, all of which are an encouraging signs of growth in the Deanery.

Flitwick continues to maintain a significant position in the Deanery, not only because we are a large single-parish benefice, but because we continue to perform outreach and undertake a wide variety of services that appeal to a broad spectrum of individuals; not all parishes possess the resources to achieve this and we should be proud of what we are able to accomplish.

David Watson

Safeguarding Report

2024 has been another busy time for safeguarding.

We have continued to initiate new DBS checks and review checks for existing volunteers where necessary as well as keep a record of training modules completed. Over 100 hours of training was completed by church volunteers during 2024. There are one or two outstanding DBS checks, but these will be completed soon.

A very big thank you to everyone who has completed DBS checks and undertaken training and done so willingly to ensure we do the best we can to keep all our children, young people and vulnerable adults safe.

During the year the PCC has reviewed our Safeguarding policy and other policies and statements in line with Church of England and Diocese guidance.

Any safeguarding issues or concerns have been reported to the Diocesan Safeguarding Adviser and dealt with following his advice, prayerfully and with care, compassion and practical support as needed.

All of this means that once again we are in a good position to complete and return The Archdeacon's Visitation form which focuses on Safeguarding. I can also state that the PCC has complied with their duty to have due regard to the House of Bishops' Safeguarding Policy and Practice guidance as required by the Church of England.

New National Safeguarding Standards have been introduced by the Church of England during 2024 and these will be the focus for our review of our safeguarding practice as we move forward into 2025 and beyond.

We continue to use the Safeguarding Dashboard and Hub as a tool to track our safeguarding – we are now at the top level – Level 3 - and can use it to help us safely recruit and support our new (and existing) very valued volunteers.

Safeguarding policies and procedures are only part of the safeguarding story – we need everyone (whether or not they are involved with activities for children, young people and vulnerable adults) to be vigilant. If you have any worries or concerns about safeguarding in our church or community, please contact Claire, Andy, or me. Sometimes, several small pieces of information are needed to see the bigger picture, so, if something doesn't feel right to you, please do speak to one of us.

Finally, a very big thank you to everyone who has helped us with safeguarding in any way during 2024 – your help, support, vigilance and prayers are very much appreciated.

Jane Thompson
Parish Safeguarding Officer



**THE PAROCHIAL CHURCH COUNCIL OF
THE ECCLESIASTICAL PARISH OF
FLITWICK**

REPORT AND FINANCIAL STATEMENTS

FOR THE YEAR ENDING

31 DECEMBER 2024

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The Parochial Church Council of the Ecclesiastical Parish of Flitwick, is registered with the Charity Commissioners for England and Wales (Charity no. 1169624)

Parochial Church Council of the Ecclesiastical Parish of Flitwick

TRUSTEES' REPORT FOR YEAR ENDING 31 DECEMBER 2024

Aim and Purpose

The Parochial Church Council has the responsibility of co-operating with the Incumbent and promoting in the ecclesiastical parish of Flitwick the whole mission of the Church, pastoral, evangelistic, social and ecumenical. It also has the responsibility for the maintenance of the Parish Church and Chapter House.

Objectives and Activities

When planning our activities for the year, we have considered the Charity Commission's guidance on public benefit and, in particular, the supplementary guidance on charities for the advancement of religion. In particular, we try to enable all people to be able to live out their faith as part of our parish community through:

- Worship and prayer, learning about the Gospel: developing knowledge and trust in Jesus.
- Provision of pastoral care for people living in the parish
- Missionary and outreach work
- The ministry and administration of significant life events; weddings, baptisms, and funerals.

Achievements and Performance

In August this year we employed Sophie Tucker as a Children and Families Worker initially for a 3yr contract. Sophie will work alongside Revd Claire Harald and the Ministry team to promote the work we do with children, young people and their families. Sophie will also work with local schools and the local community encouraging participation in Church activities.

We also introduced two new services. Sunday@7 on the 3rd Sunday of the month, an alternate form of worship held at 7pm in Church.

Also on the 2nd Saturday of the month Nosh which is a family focused service taking elements of Messy Church and the All Together service combined with a plentiful tea and is held in a local Lower School.

Worship and Prayer

During the year we have continued to offer two services on a Sunday morning. A Sunday Celebration at 9am held either in Church, the Chapter House or on the lawn depending on the weather for all ages and stages of life and faith. A Parish Eucharist at 10.30am in Church of which part is live streamed. Our average attendance throughout the year at Sunday morning services was 81 adults and 15 children.

On the first Sunday of the month, we combine the two services for an All-Together service at 10.30am. Refreshments are served following each service.

Morning Prayer is held on Monday, Tuesday, Thursday and Friday led by one of the Ministry team. Wednesday at 10am we hold a said communion service followed by refreshments.

Our Children's Church, Rock Solid, is held during the Sunday morning 10.30 service and our Youth group, YMAC (Youth messing about at Church) met each Sunday evening

Special services throughout the year included all Easter services, including a communion service held in a parishioner's home; In Loving Memory; Baby Loss Service; Midnight Mass and a traditional Carol Service. We also held two Christingle services on Christmas Eve afternoon.

During the preceding Christmas local Lower Schools were welcomed into the Church for a variety of Christmas celebrations.

Pastoral Offices

The following pastoral services were taken this year:

Type of Service	2024	2023
Funerals	21	28
Baptisms	18	16
Weddings	2	6

Pastoral Care:

Members of the congregation and the Ministry team regularly visit those from the Parish who are unwell, housebound or in Hospital often taking the form of a home Communion. In addition, a service of Holy Communion is celebrated at local care homes monthly. This year also included a carol services at these homes.

Mission and Evangelism:

Our Pioneer Enabler, along with the Open the Book team, regularly visited schools to take assemblies throughout the year. Harvest, Christmas and Easter services were taken into schools by our incumbent and Pioneer Enabler.

Our Eco-church team is fully active and this year has achieved the silver award it had been working towards.

As a Church we continue to make regular contributions to the Need Project food bank, as well as raising money for other charities carrying out Gods work, this year making a donation to the Centre point Homeless charity.

Messy Church, our outreach service to families, meets every half term and continues to flourish, and is often oversubscribed.

Flitwick Food Extra (FFX) continued throughout the year; it provides local families with food boxes during the school holidays, the boxes consisting of lots of fresh produce and recipe cards.

Ecumenical Relationships:

The church is a member of Churches Together in Ampthill and Flitwick, and we are continuing to build strong relations with Kings Baptist Church.

Deanery Synod:

Three members of the PCC sit on the Deanery Synod. This provides the PCC with an important link between the parish and the wider structures of the church.

Buildings:

Routine maintenance of our building continues where possible.

Financial Review:

Income and expenditure:

Description	2024	2023
Income	£390,549	£87,961
Expenditure	£110,036	£92,586
Surplus/(Deficit)	£280,513	£(4,625)

Included under Income is £305,828 that relates to the proceeds of St Andrews Church Hall . The rights to this fund were transferred from the Vicar & Church wardens to the Parochial Church Council of the Ecclesiastical parish of Flitwick during 2024.

Giving:

Type of Stewardship/Giving	Dec'24	Dec'23
Number of Parishioners who support our church via the monthly Parish Giving scheme.	47	47
Number of Parishioners who support our church via a monthly/weekly standing order.	15	14
Number of Parishioners who support our church via the regular Envelope scheme.	4	9

To ease the administration burden on our church and to improve cash flow, we are actively asking parishioners to consider moving to the Parish Giving scheme.

Reserves:

It is the PCC's policy to try to maintain a balance on free reserves which equates to between three and six months of unrestricted payments. This is equivalent to approximately £27,509 to £55,017 It is held to smooth out fluctuations in cash flow and to meet emergencies. The balance of the free reserves (unrestricted reserves which have not been designated by the PCC for use for other purposes) at the year-end was £308,806, (Dec'23 £28,293)

Our PCC legacy policy is to use legacy gifts to help fund significant development projects, whether buildings, equipment, mission or staff. The PCC has created a designated Legacy Reserve Fund to separate legacy donations from free reserves. Use of Legacy Reserves to fund specific projects requires approval of the PCC via a PCC resolution. At the year-end, the Legacy reserve stood at £24,125 (Dec'23 £24,125).

The restricted reserves of £24,892 (Dec'23 £25,946) can only be spent for the purposes for which they were originally donated.

The endowment reserves £12,557 (Dec'23 £12,275) are a special kind of restricted fund that must be retained permanently as capital. The income on the PCC's endowment reserves can only be spent on fabric related items and is paid into the restricted Chancel and Fabric repair funds.

It is our policy to invest cash balances over and above those required to fund day to day expenditure with the CCLA Church of England Deposit Fund. Endowment funds are invested in the CCLA Church of England Investment Fund.

Structure, governance and management

The Parochial Church Council of the Ecclesiastical Parish of St Peter & St Paul, Flitwick is a corporate body established by the Church of England. The PCC operates under the Parochial Church Council Powers Measures. The PCC is registered with the Charity Commissioners for England and Wales (Charity no. 1169624)

The method of appointment of PCC members is set out in the Church representation Rules. In this parish, the membership of the PCC consists of the incumbent, members of the Ministry team, members of Deanery Synod and members elected by those members of the congregation who are on the electoral roll of the Parish.

Administrative Information

The Parish Church of St Peter and St Paul is situated on Church Road, Flitwick, MK45 1E. The Parish is part of the Diocese of St Albans within the Church of England. The correspondence address is The Vicarage, 26 Dew Pond Road, Flitwick, Bedford, MK45 1RT.

The following have served as members of the PCC during the calendar year ending 31 December 2023.

Incumbent	Rev Claire Harald
Curate	Rev Andy Jefferson
Licensed to the Church	Sophie Tucker
Church Warden	Linda Foale
Church Warden	Richard Fullbrook
General Synod	Becky Mynett
Deanery Synod	Tony Brown
Deanery Synod	David Watson
Deanery Synod	Nik Farrington - Sharp
Treasurer	Terry Thurley
Secretary	Nigel Taylor
Safeguarding	Jane Thompson
Deputy Church Warden	David Golding -Resigned 11 th May 2025
Deputy Church Warden	Chris Macintosh
	Ciaran Diver
	Jo Farrington-Sharp
	Emma Herman
	Mary McKeand
	Jeremy Dann- Appointed 12/05/2024
	Carol Thompson
	Emma Williams – Term of Office ended 11/05/25
	Emma Gleeson

Report approved by the PCC on 17th September 2025 and signed on their behalf by:

Linda Foale
Churchwarden

Christopher Macintosh
Churchwarden

INDEPENDENT EXAMINER'S REPORT

Report to the Parochial Church Council of the Ecclesiastical Parish of Flitwick. Charity Number 1169624

I report to the trustees on my examination of the accounts of the above charity ("the PCC") for the year ended 31 December 2024, set out on pages 8 to 17.

Responsibilities and Basis of Report

As the charity's 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 PCC'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.

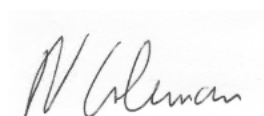
Independent examiner's statement

I have completed my examination.

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

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

I have 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.



Date 25th August 2025

Natalie Coleman FCCA
Chartered Certified Accountant
24 Dew Pond Road
Flitwick
Bedford
MK45 1RT

STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDING 31 DECEMBER 2024

	Note	Unrestricted Funds £	Restricted Funds £	Endowment Funds £	2024 Totals £	2023 Totals £
Income and endowments:	2					
• Grants		1,500	0	0	1,500	500
• Donations & legacies		354,809	3,187	0	357,996	71,357
• Income from Church activities		4,239	0	0	4,239	5,631
• Activities for generating funds		6,805	0	0	6,805	6,900
• Income from Investments		23,196	0	0	23,196	3,575
Total income:		£390,549	£3,187	£0	£393,736	£87,963
Expenditure on:	3					
• Expenditure on Church activities		109,090	0	0	109,090	89,880
• Charitable Expenditures		946	4,241		5,187	2,706
Total expenditure:		£110,036	£4,241	£0	£114,277	£92,586
Net (Deficit)/Gain before investment gains /(losses)		£280,513	£(1,054)	£0	£279,459	£(4,623)
Transfers between funds		£0	£ 0	£0	£0	£0
Other recognised gains/losses		£0	£0	£0	£0	£0
Unrealised Gains/(losses) on investment assets		0	0	282	282	1,064
Net movement in funds		£280,513	£(1,054)	£282	£279,741	£(3,559)
Reconciliation of funds:						
Total funds brought forward		£52,418	25,946	£12,275	£90,639	£94,198,
Total funds carried forward		£332,931	£24,892	£12,557	£370,380	£90,639

The notes on pages 9 to 17 form part of these financial statements

Parochial Church Council of the Ecclesiastical Parish of Flitwick

BALANCE SHEET AT 31 DECEMBER 2024

		2024		2023	
	Note	£	£	£	£
Fixed Assets:					
Tangible assets	7	801		1,068	
Endowment investments	8	12,557		12,274	
Total Fixed Assets			£13,358		£13,342
Current Assets:					
Cash at bank	9	357,366		78,603	
Debtors & prepayments	10	2,101		914	
Total Current Assets			£359,467		£79,517
Creditors: amounts falling due within one year	11		£2,445		£2,221
Net Current Assets:			£357,022		£77,296
Total Net Assess			£370,380		£90,639
The Funds of the Charity:					
General (Unrestricted)	12	308,806		28,293	
Legacy (Designated)	12	24,125		24,125	
Restricted	13	24,892		25,946	
Endowment	14	12,557		12,275	
Total Funds of the Charity			£370,380		£90,639

Approved by the PCC on 17th September and signed on their behalf by

Mrs Linda Foale
Churchwarden

Mr Christopher Macintosh
Churchwarden

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDING 31 DECEMBER 2024

1 ACCOUNTING POLICIES

Basis of preparation:

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, together with FRS102 as the applicable accounting standards and the Statement of Recommended Practice, Accounting and Reporting by Charities (SORP(FRS102)).

The financial statements have been prepared under the historical cost convention except for the valuation of investment assets, which are shown at fair value.

Income and Endowments:

Recognition: These are included in the Statement of Financial Activities (SOFA) when:

1. the PCC becomes legally entitled to the use of the resources; and
2. inflow of economic benefit is probable; and
3. the monetary value can be measured with sufficient reliability.

Fund Raising: Funds raised from events and trading activities are reported gross in the SOFA – i.e., before any related costs that may have been deducted from the gross proceeds.

Grants and donations: Grants and donations are included in the SOFA when any preconditions preventing their use by the PCC have been met. For collections and planned giving this is when the funds are received.

Gift Aid Tax claims, etc., on cash donations: Gift Aid and other tax claims are included in the SOFA at the same time as the cash donations to which they relate.

Investment gains and losses: This includes any gain or loss on the sale of investments and any gain or loss resulting from revaluing investments to market value at the end of the year.

Expenditure & Liabilities:

Liability Recognition: Liabilities are recognised as soon as there is a legal or constructive obligation and settlement is probable and quantifiable.

Assets:

Consecrated and benefice property: In so far as consecrated and benefice property of any kind is excluded from the statutory definition of "charity" by Section 10(2) (a) and (c) of the Charities Act 2011 such assets are not capitalised in the financial statements.

Tangible fixed assets for use by charity: These are capitalised if they can be used for more than one year, and cost at least £400. They are valued at cost.

Depreciation is calculated to write off the capitalized cost of fixed assets less their currently anticipated residual fair value over their estimated useful lives as follows:

- Office equipment and lawn mower - 5 years

Investments: Investments quoted on a recognised stock exchange or whose value derives from them are valued at market value at the year end.

Short term deposits: Include cash held on deposit either with the CBF Church of England Funds or at the bank.

Funds:

Unrestricted Funds: These represent the 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 future projects.

Designated Funds: These represent unrestricted funds that are set aside for a designated purpose.

Restricted Funds: These are income funds that must be spent on restricted purposes and details of the funds held and restrictions provided are shown in the notes to the accounts.

Endowment Funds: These 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 their restrictions are shown in note 10.

	Unrestricted Funds		Restricted Funds	Endowment Funds	Totals	
2. Income & endowments	General	Designated			2024	2023
	£	£	£	£	£	£
Grants						
St Albans Diocese Re Easter & Christmas Journey/Play	500	0	0	0	500	0
St Albans Diocese Re New Styles of Ministry	1,000	0	0	0	1,000	0
St Albans Diocese	0	0	0	0	0	500
Total Grants Received	£1,500	£0	£0	£0	£1, 500	£500
Donations & legacies						
Parish Giving Scheme	30,973	0	0	0	30,973	25,152
Regular Stewardship (Gift Aided)	8,399	0	0	0	8,399	10,800
Regular Stewardship (Not Gift Aided)	1,127	0	0	0	1,127	1,796
Donations (Gift Aided)	3,882	0	0	0	3,882	3,100
Donations (Not Gift Aided)	5,142	0	30	0	5,172	5,312
Sum Up (Donation machine)	4,086	0	0	0	4,086	2,499
Charities Aid Foundation	600	0	0	0	600	600
Candle stand Donations	164	0	0	0	164	378
Gift Aid Tax Reclaim	10,988	0	0	0	10,988	9,673
Philippian Trust	1,300	0	0	0	1,300	1,100
Little Fishes	300	0	0	0	300	150
Donation Ecclesiastical Insurance Co	260	0	0	0	260	0
Sponsored Bike Ride	160	0	0	0	160	0
Wreath Making Course	184	0	0	0	184	
Children's Society	0	0	0	0	0	211
Flitwick Singers	0	0	0	0	0	50
Bishops Harvest Appeal	0	0	0	0	0	50
Donation – Friends of Flitwick Church Re Spitter Repairs	0	0	0	0	0	3,317
Choir Donation	0	0	0	0	0	140
Historic Church's Trust	0	0	0	0	0	257
Bible Donations	0	0	0	0	0	675
FXX (Flitwick Food Extra's)	0	0	3,157	0	3,157	6,097
Proceeds from the sale of St Andrews transferred *	287,244	0	0	0	287,244	0
Total Donations & Legacies	£354,809	£0	£3,187	£0	£357,996	£71,357
Income from Church Activities						
Weddings	2,254	0	0	0	2,254	2,248
Funerals	1,985	0	0	0	1,985	3,382
Total Income from Church Activities	£4,239	£0	£0	£0	£4,239	£5,630

	Unrestricted Funds		Restricted Funds	Endowment Funds	Totals	
	General	Designated			2024	2023
Activities for Generating Funds						
Men's Breakfast Club	358	0	0	0	358	186
Quiz	93	0	0	0	93	102
Fun Day	161	0	0	0	161	95
Church Festival	252	0	0	0	252	2,607
Lettings Chapter House	3,609	0	0	0	3,609	2,617
Village Hall Coffee Morning	375	0	0	0	375	658
Refreshments	536	0	0	0	536	0
Craft Fair	1,306	0	0	0	1,306	0
Sale keyboard	115	0	0	0	115	0
Xmas Stars	0	0	0	0	0	157
Reader Training	0	0	0	0	0	275
Messy Church	0	0	0	0	0	202
Total Activities for Generating Funds	£6,805	£0	£0	£0	£6,805	£6,900
Income from Investments						
Interest from CCLA/CBF Funds (See notes 9 & 16)	23,196	0	0	0	23,196	3,575
Total Income from Investments	£23,196	£0	£0	£0	£23,196	£3,575
Total Income (Grants/Donations/Church Activities/Activities to Generate Funds/Interest/Dividends)	£390,549	£0	£3,187	£0	£393,736	£87,962

*Included under Donations is £287,444 & Under Interest £18,384 that relates to the proceeds of St Andrews Church Hall . The rights to this fund were transferred from the Vicar & Church wardens to the Parochial Church Council of the Ecclesiastical parish of Flitwick during 2024.

	Unrestricted Funds		Restricted Funds	Endowment Funds	Totals	
	General	Designated			2024	2023
	£	£	£	£		£
3. Expenditure:						
Expenditure on Church Activities:						
Parish Share	66,177	0	0	0	66,177	62,001
Parish Clergy Expenses	203	0	0	0	203	265
Worship Supplies & Costs of Services	735	0	0	0	735	472
Mission	589	0	0	0	589	63
Safeguarding	30	0	0	0	30	6
Messy Church	71	0	0	0	71	507
Churches Together (Amp & Flit)	50	0	0	0	50	100
Light Party	26	0	0	0	26	0
Upkeep of Churchyard	98	0	0	0	98	0
Music	5,172	0	0	0	5,172	4,167
Salaries	13,106	0	0	0	13,106	2,376
Light/Heat/Water	7,157	0	0	0	7,157	6,348
Youth Bibles	784	0	0	0	784	330
Eco Church	52	0	0	0	52	128
Broadband/Office Software/Zoom/Printing/Postage & Stationery	3,759	0	0	0	3,759	2,618
Cleaning	1,396	0	0	0	1,396	1,297
Repairs & Maintenance	5,538	0	0	0	5,538	5,274
Insurance	2,343	0	0	0	2,343	2,272
Depreciation	267	0	0	0	267	266
Bank Charges	120	0	0	0	120	195
Training Family Worker	271	0	0	0	271	350
Alpha Course	149	0	0	0	149	153
Rock Solid	77	0	0	0	77	0
A Frame – Pavement Sign	86	0	0	0	86	0
YMACC (Youth Messing Around in Church)	29	0	0	0	29	
Sophie's Robes	421	0	0	0	421	0
NOSH	220	0	0	0	220	0
First Aid Kit	85	0	0	0	85	275
Readers Training	79	0	0	0	79	174
Children's Church	0	0	0	0	0	417
Tea/Coffee	0	0	0	0	0	35
Turkey & Syria Earthquake Appeal	0	0	0	0	0	261
FFX Food	0	0	0	0	0	2,238
Sunday Group	0	0	0	0	0	51
Expenditure on Church Activities:	£109,090	£0	£0	£0	£109,090	£92,639

3.Expenditure (cont.):	Unrestricted Funds		Restricted Funds	Endowment Funds	Totals	
	General	Designated			2024	2023
Charitable Expenditure						
Bishops Harvest Appeal (Leprosy Mission)	183	0	0	0	183	0
Donation from Men's Breakfast Club (Christian Engineers Development)	140	0	0	0	140	0
Centre Point (Youth Homeless)	140	0	0	0	140	167
Christingle (Children's Society)	268	0	0	0	268	261
Beds & Herts Historic Trust	40	0	0	0	40	40
Collection Confirmation Service	175	0	0	0	174	0
FFX Flitwick Food Extra	0	0	3,781	0	3,781	6,097
Choir Fund	0	0	460	0	460	0
Total Charitable Expenditure	£946	£0	£4,241	£0	£5,187	£6,565
Total Expenditure	£110,036	£0	£4,241	£0	£114,277	£99,204

4	Staff Costs & Employee Benefits	2024	2023
	Wages & Salaries	£13,106	£4,255
	Employees	3	2
	During the year the PCC employed two part time staff (Director of Music and Parish Administrator). In August we employed a full time Children and Families Worker. The Church contributes to a NEST Pension for the Children and Families Worker. No employee received employee benefits for the year of more than £60,000.		

5	Transactions with Trustees
	During the year the Rev'd Claire Harald, chair of the PCC, received a total of £203 (2023: £265) of expenses related to her duties within the parish. All expenses are consistent with Church of England guidance on the parochial expenses of clergy. During the year members of the PCC, were reimbursed for expenditure incurred as agents on behalf of the PCC. These other payments were recorded in the accounts under the relevant expenditure category.

6	Independent Examiners Remuneration:
	The Independent Examiner was not remunerated for her work on the 2024 accounts (2023 £Nil).

7	Tangible Fixed Assets	Office Equipment	Lawn Mower	Total
	Cost			
	At 1 st January 2024	£2,590	£925	£3,515
	Additions	0	0	0
	Disposals	0	0	0
	At 31st December 2024	£2,590	£925	£3,515
	Depreciation			
	At 1 st January 2024	£2,262	£185	£2,477
	Depreciation	£82	£185	£267
	Disposals	0	0	0
	At 31st December 2024	£2,344	£370	£2,714
	Net Book Value at 1st January 2024	£328	£740	£1,068
	Net Book Value at 31st December 2024	£246	£555	£801

8	Endowments	Value 1 st January 2024	Increase / (Decrease) in Value	Value 31 st December 2024
	Brooks Fabric Endowment Fund	6,193	143	6,336
	Byron Endowment Fund	339	8	347
	Chancel Endowment Fund	5,743	131	5,874
	Total	£12,275	£282	£12,557

9	Cash at bank & in hand	2024	2023
	Short Term Deposit Accounts (see below)	£352,722	£54,646
	Cash at bank	£4,644	£23,956
		£357,366	£78,602
	Short Term Deposits includes, £305,628 being the net sales proceeds and accumulated interest from the sale of St Andrews Hall. Please refer to note 16 for further information.		

10	Debtors and Prepayments	2024	2023
	Debtors & Prepayments	£2,101	£914
		£2,101	£914

11	Creditors and Accruals	2024	2023
	Creditors & Accruals	£2,445	2,221
		£2,445	£2,221

12	Funds of The Charity	1 st Jan'24	Income	Expend	Transfers	31 st Dec'24
	General Fund	28,293	390,549	(110,036)	0	308,806
	Legacy Fund (Designated)	24,125	0	0	0	24,125
	Total Unrestricted Funds	£52,418	£103,305	£(110,036)	0	£332,931
	Legacy funds are used to help fund significant projects, whether building, equipment, mission or staff.					

13	Restricted Funds	1 st Jan'24	Income	Expend	Transfers	Gains/ (Losses)	31 st Dec'24
	Religious Education Fund	6,992	0	0	0	0	6,992
	Lynch Gate Repair Fund	3,751	0	0	0	0	3,751
	Fabric Repair Fund	3,189	0	0	0	0	3,189
	Bell Fund	3,471	30	0	0	0	3,501
	FFX (Flitwick Food Extra)	4,786	3,157	(3,781)	0	0	4,162
	Furnishing Fund	1,673	0	0	0	0	1,673
	Choir Fund	829	0	(460)	0	0	369
	Chancel Fabric Fund	536	0	0	0	0	536
	Pither Legacy (Charitable uses in Parish) Fund	476	0	0	0	0	476
	Appeals for Charity Fund	183	0	0	0	0	183
	Church Flowers Fund	60	0	0	0	0	60
	Total	£25,946	£3,187	(£4,241)	£0	£0	£24,892

**Restricted Funds have been donated to the PCC for the specific purposes,
and may only be used for the purpose for which they were donated.**

Religious Education Fund	Represents the accumulated income from the Old School Endowment, a separate charity of which the Vicar and Churchwardens are Trustees. The income of such Endowment Funds is restricted by an Act of Parliament and can only be used for Religious Education.
Lynch Gate Repair Fund	Represents amounts donated to fund the repairs to the Lynch Gate in 2018/19. The remaining balance will be spent on completion of the planned repairs and future repairs to the Lynch Gate.
Fabric Repair Fund	Represents amounts donated by individuals as well as the Friends of Flitwick Church and is restricted to, expenditure on the fabric of the church building (including the Chapter House) and the Churchyard.
Bell Fund	Is restricted to repairs and maintenance of the Bells and other Bellringing expenses.
FFX (Flitwick Food Extra)	Is the balance of the FFX Fund.
Furnishing Fund	Is restricted to expenditure on furnishings for the Church and Chapter House.
Choir Fund	Represents donations by individuals for Choir related expenditure.
Chancel Fabric Fund	Is restricted by the Ecclesiastical Dilapidations Measure 1923 to repairs to the Church Building and Churchyard.
Pither Legacy (Charitable uses in Parish) Fund	Is restricted to charitable use within the Parish and is spent at the discretion of the incumbent.
Appeals for Charity Fund	Represents collections for specific Charities which have yet to be paid to the Charity.
Church Flowers Fund	Represents donations to the Church Flower Fund, which is administered by the Flower Arrangers.

14	Endowment Funds/Fixed Asset Investments	1 st Jan'24	Expend	Transfers	Unrealised Gains/ (Losses)	31 st Dec'24
	Brooks Legacy Endowment (Fabric)	6,193	0	0	143	6,336
	Byron Bequest Endowment (Fabric)	339	0	0	8	347
	Chancel Endowment Fund (Chancel Fabric)	5,743	0	0	131	5,874
	Total	£12,275	£0	£0	£282	£12,557

15	Old Sunday School Fund:
	When the Old Sunday School was sold the proceeds were placed in Trust with the Diocese. The Funds were to be used for the "<i>purpose of religious education of the children of Flitwick</i>". The Vicar and Church Wardens decide how the monies should be spent, not the Parochial Church Council (PCC). An application was made to the Charity Commissioners to widen the scope of the Fund. The Charity Commissioners approved our application. The Fund can now be used to employ a Children's and Family Worker, to promote Religious Education in Flitwick. As the Old Sunday School Fund is not controlled by the PCC, it does not need to be reflected in these accounts. For information purposes only - The value of the Old Sunday School Fund at 31st December 2024 was £57,825 (2023 = £56,531).

16	Sale of St Andrews Hall:
	St Andrews Hall was sold in May'23. After the deduction of associated expenses, £287,244 was deposited with CCLA. An application was made to the Diocese to change who controlled the monies from The Vicar and Church Wardens to the Parochial Church Council (PCC). The application was approved by the Diocese. As the proceeds of the sale of St Andrews Hall is now controlled by the PCC, these funds have now been incorporated into the Church's accounts. The PCC will review how the proceeds plus any interest from the sale of St Andrews Hall should be used to benefit the Parish of Flitwick on an annual basis.



**THE PAROCHIAL CHURCH COUNCIL OF
THE ECCLESIASTICAL PARISH OF
FLITWICK**

REPORT AND FINANCIAL STATEMENTS

FOR THE YEAR ENDING

31 DECEMBER 2024

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The Parochial Church Council of the Ecclesiastical Parish of Flitwick, is registered with the Charity Commissioners for England and Wales (Charity no. 1169624)

Parochial Church Council of the Ecclesiastical Parish of Flitwick

TRUSTEES' REPORT FOR YEAR ENDING 31 DECEMBER 2024

Aim and Purpose

The Parochial Church Council has the responsibility of co-operating with the Incumbent and promoting in the ecclesiastical parish of Flitwick the whole mission of the Church, pastoral, evangelistic, social and ecumenical. It also has the responsibility for the maintenance of the Parish Church and Chapter House.

Objectives and Activities

When planning our activities for the year, we have considered the Charity Commission's guidance on public benefit and, in particular, the supplementary guidance on charities for the advancement of religion. In particular, we try to enable all people to be able to live out their faith as part of our parish community through:

- Worship and prayer, learning about the Gospel: developing knowledge and trust in Jesus.
- Provision of pastoral care for people living in the parish
- Missionary and outreach work
- The ministry and administration of significant life events; weddings, baptisms, and funerals.

Achievements and Performance

In August this year we employed Sophie Tucker as a Children and Families Worker initially for a 3yr contract. Sophie will work alongside Revd Claire Harald and the Ministry team to promote the work we do with children, young people and their families. Sophie will also work with local schools and the local community encouraging participation in Church activities.

We also introduced two new services. Sunday@7 on the 3rd Sunday of the month, an alternate form of worship held at 7pm in Church.

Also on the 2nd Saturday of the month Nosh which is a family focused service taking elements of Messy Church and the All Together service combined with a plentiful tea and is held in a local Lower School.

Worship and Prayer

During the year we have continued to offer two services on a Sunday morning. A Sunday Celebration at 9am held either in Church, the Chapter House or on the lawn depending on the weather for all ages and stages of life and faith. A Parish Eucharist at 10.30am in Church of which part is live streamed. Our average attendance throughout the year at Sunday morning services was 81 adults and 15 children.

On the first Sunday of the month, we combine the two services for an All-Together service at 10.30am. Refreshments are served following each service.

Morning Prayer is held on Monday, Tuesday, Thursday and Friday led by one of the Ministry team. Wednesday at 10am we hold a said communion service followed by refreshments.

Our Children's Church, Rock Solid, is held during the Sunday morning 10.30 service and our Youth group, YMAC (Youth messing about at Church) met each Sunday evening

Special services throughout the year included all Easter services, including a communion service held in a parishioner's home; In Loving Memory; Baby Loss Service; Midnight Mass and a traditional Carol Service. We also held two Christingle services on Christmas Eve afternoon.

During the preceding Christmas local Lower Schools were welcomed into the Church for a variety of Christmas celebrations.

Pastoral Offices

The following pastoral services were taken this year:

Type of Service	2024	2023
Funerals	21	28
Baptisms	18	16
Weddings	2	6

Pastoral Care:

Members of the congregation and the Ministry team regularly visit those from the Parish who are unwell, housebound or in Hospital often taking the form of a home Communion. In addition, a service of Holy Communion is celebrated at local care homes monthly. This year also included a carol services at these homes.

Mission and Evangelism:

Our Pioneer Enabler, along with the Open the Book team, regularly visited schools to take assemblies throughout the year. Harvest, Christmas and Easter services were taken into schools by our incumbent and Pioneer Enabler.

Our Eco-church team is fully active and this year has achieved the silver award it had been working towards.

As a Church we continue to make regular contributions to the Need Project food bank, as well as raising money for other charities carrying out Gods work, this year making a donation to the Centre point Homeless charity.

Messy Church, our outreach service to families, meets every half term and continues to flourish, and is often oversubscribed.

Flitwick Food Extra (FFX) continued throughout the year; it provides local families with food boxes during the school holidays, the boxes consisting of lots of fresh produce and recipe cards.

Ecumenical Relationships:

The church is a member of Churches Together in Ampthill and Flitwick, and we are continuing to build strong relations with Kings Baptist Church.

Deanery Synod:

Three members of the PCC sit on the Deanery Synod. This provides the PCC with an important link between the parish and the wider structures of the church.

Buildings:

Routine maintenance of our building continues where possible.

Financial Review:

Income and expenditure:

Description	2024	2023
Income	£390,549	£87,961
Expenditure	£110,036	£92,586
Surplus/(Deficit)	£280,513	£(4,625)

Included under Income is £305,828 that relates to the proceeds of St Andrews Church Hall . The rights to this fund were transferred from the Vicar & Church wardens to the Parochial Church Council of the Ecclesiastical parish of Flitwick during 2024.

Giving:

Type of Stewardship/Giving	Dec'24	Dec'23
Number of Parishioners who support our church via the monthly Parish Giving scheme.	47	47
Number of Parishioners who support our church via a monthly/weekly standing order.	15	14
Number of Parishioners who support our church via the regular Envelope scheme.	4	9

To ease the administration burden on our church and to improve cash flow, we are actively asking parishioners to consider moving to the Parish Giving scheme.

Reserves:

It is the PCC's policy to try to maintain a balance on free reserves which equates to between three and six months of unrestricted payments. This is equivalent to approximately £27,509 to £55,017 It is held to smooth out fluctuations in cash flow and to meet emergencies. The balance of the free reserves (unrestricted reserves which have not been designated by the PCC for use for other purposes) at the year-end was £308,806, (Dec'23 £28,293)

Our PCC legacy policy is to use legacy gifts to help fund significant development projects, whether buildings, equipment, mission or staff. The PCC has created a designated Legacy Reserve Fund to separate legacy donations from free reserves. Use of Legacy Reserves to fund specific projects requires approval of the PCC via a PCC resolution. At the year-end, the Legacy reserve stood at £24,125 (Dec'23 £24,125).

The restricted reserves of £24,892 (Dec'23 £25,946) can only be spent for the purposes for which they were originally donated.

The endowment reserves £12,557 (Dec'23 £12,275) are a special kind of restricted fund that must be retained permanently as capital. The income on the PCC's endowment reserves can only be spent on fabric related items and is paid into the restricted Chancel and Fabric repair funds.

It is our policy to invest cash balances over and above those required to fund day to day expenditure with the CCLA Church of England Deposit Fund. Endowment funds are invested in the CCLA Church of England Investment Fund.

Structure, governance and management

The Parochial Church Council of the Ecclesiastical Parish of St Peter & St Paul, Flitwick is a corporate body established by the Church of England. The PCC operates under the Parochial Church Council Powers Measures. The PCC is registered with the Charity Commissioners for England and Wales (Charity no. 1169624)

The method of appointment of PCC members is set out in the Church representation Rules. In this parish, the membership of the PCC consists of the incumbent, members of the Ministry team, members of Deanery Synod and members elected by those members of the congregation who are on the electoral roll of the Parish.

Administrative Information

The Parish Church of St Peter and St Paul is situated on Church Road, Flitwick, MK45 1E. The Parish is part of the Diocese of St Albans within the Church of England. The correspondence address is The Vicarage, 26 Dew Pond Road, Flitwick, Bedford, MK45 1RT.

The following have served as members of the PCC during the calendar year ending 31 December 2023.

Incumbent	Rev Claire Harald
Curate	Rev Andy Jefferson
Licensed to the Church	Sophie Tucker
Church Warden	Linda Foale
Church Warden	Richard Fullbrook
General Synod	Becky Mynett
Deanery Synod	Tony Brown
Deanery Synod	David Watson
Deanery Synod	Nik Farrington - Sharp
Treasurer	Terry Thurley
Secretary	Nigel Taylor
Safeguarding	Jane Thompson
Deputy Church Warden	David Golding -Resigned 11 th May 2025
Deputy Church Warden	Chris Macintosh
	Ciaran Diver
	Jo Farrington-Sharp
	Emma Herman
	Mary McKeand
	Jeremy Dann- Appointed 12/05/2024
	Carol Thompson
	Emma Williams – Term of Office ended 11/05/25
	Emma Gleeson

Report approved by the PCC on 17th September 2025 and signed on their behalf by:

Linda Foale
Churchwarden

Christopher Macintosh
Churchwarden

INDEPENDENT EXAMINER'S REPORT

Report to the Parochial Church Council of the Ecclesiastical Parish of Flitwick. Charity Number 1169624

I report to the trustees on my examination of the accounts of the above charity ("the PCC") for the year ended 31 December 2024, set out on pages 8 to 17.

Responsibilities and Basis of Report

As the charity's 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 PCC'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.

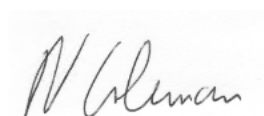
Independent examiner's statement

I have completed my examination.

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

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

I have 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.



Date 25th August 2025

Natalie Coleman FCCA
Chartered Certified Accountant
24 Dew Pond Road
Flitwick
Bedford
MK45 1RT

STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDING 31 DECEMBER 2024

	Note	Unrestricted Funds £	Restricted Funds £	Endowment Funds £	2024 Totals £	2023 Totals £
Income and endowments:	2					
• Grants		1,500	0	0	1,500	500
• Donations & legacies		354,809	3,187	0	357,996	71,357
• Income from Church activities		4,239	0	0	4,239	5,631
• Activities for generating funds		6,805	0	0	6,805	6,900
• Income from Investments		23,196	0	0	23,196	3,575
Total income:		£390,549	£3,187	£0	£393,736	£87,963
Expenditure on:	3					
• Expenditure on Church activities		109,090	0	0	109,090	89,880
• Charitable Expenditures		946	4,241		5,187	2,706
Total expenditure:		£110,036	£4,241	£0	£114,277	£92,586
Net (Deficit)/Gain before investment gains /(losses)		£280,513	£(1,054)	£0	£279,459	£(4,623)
Transfers between funds		£0	£ 0	£0	£0	£0
Other recognised gains/losses		£0	£0	£0	£0	£0
Unrealised Gains/(losses) on investment assets		0	0	282	282	1,064
Net movement in funds		£280,513	£(1,054)	£282	£279,741	£(3,559)
Reconciliation of funds:						
Total funds brought forward		£52,418	25,946	£12,275	£90,639	£94,198,
Total funds carried forward		£332,931	£24,892	£12,557	£370,380	£90,639

The notes on pages 9 to 17 form part of these financial statements

Parochial Church Council of the Ecclesiastical Parish of Flitwick

BALANCE SHEET AT 31 DECEMBER 2024

		2024		2023	
	Note	£	£	£	£
Fixed Assets:					
Tangible assets	7	801		1,068	
Endowment investments	8	12,557		12,274	
Total Fixed Assets			£13,358		£13,342
Current Assets:					
Cash at bank	9	357,366		78,603	
Debtors & prepayments	10	2,101		914	
Total Current Assets			£359,467		£79,517
Creditors: amounts falling due within one year	11		£2,445		£2,221
Net Current Assets:			£357,022		£77,296
Total Net Assess			£370,380		£90,639
The Funds of the Charity:					
General (Unrestricted)	12	308,806		28,293	
Legacy (Designated)	12	24,125		24,125	
Restricted	13	24,892		25,946	
Endowment	14	12,557		12,275	
Total Funds of the Charity			£370,380		£90,639

Approved by the PCC on 17th September and signed on their behalf by

Mrs Linda Foale
Churchwarden

Mr Christopher Macintosh
Churchwarden

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDING 31 DECEMBER 2024

1 ACCOUNTING POLICIES

Basis of preparation:

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, together with FRS102 as the applicable accounting standards and the Statement of Recommended Practice, Accounting and Reporting by Charities (SORP(FRS102)).

The financial statements have been prepared under the historical cost convention except for the valuation of investment assets, which are shown at fair value.

Income and Endowments:

Recognition: These are included in the Statement of Financial Activities (SOFA) when:

1. the PCC becomes legally entitled to the use of the resources; and
2. inflow of economic benefit is probable; and
3. the monetary value can be measured with sufficient reliability.

Fund Raising: Funds raised from events and trading activities are reported gross in the SOFA – i.e., before any related costs that may have been deducted from the gross proceeds.

Grants and donations: Grants and donations are included in the SOFA when any preconditions preventing their use by the PCC have been met. For collections and planned giving this is when the funds are received.

Gift Aid Tax claims, etc., on cash donations: Gift Aid and other tax claims are included in the SOFA at the same time as the cash donations to which they relate.

Investment gains and losses: This includes any gain or loss on the sale of investments and any gain or loss resulting from revaluing investments to market value at the end of the year.

Expenditure & Liabilities:

Liability Recognition: Liabilities are recognised as soon as there is a legal or constructive obligation and settlement is probable and quantifiable.

Assets:

Consecrated and benefice property: In so far as consecrated and benefice property of any kind is excluded from the statutory definition of "charity" by Section 10(2) (a) and (c) of the Charities Act 2011 such assets are not capitalised in the financial statements.

Tangible fixed assets for use by charity: These are capitalised if they can be used for more than one year, and cost at least £400. They are valued at cost.

Depreciation is calculated to write off the capitalized cost of fixed assets less their currently anticipated residual fair value over their estimated useful lives as follows:

- Office equipment and lawn mower - 5 years

Investments: Investments quoted on a recognised stock exchange or whose value derives from them are valued at market value at the year end.

Short term deposits: Include cash held on deposit either with the CBF Church of England Funds or at the bank.

Funds:

Unrestricted Funds: These represent the 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 future projects.

Designated Funds: These represent unrestricted funds that are set aside for a designated purpose.

Restricted Funds: These are income funds that must be spent on restricted purposes and details of the funds held and restrictions provided are shown in the notes to the accounts.

Endowment Funds: These 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 their restrictions are shown in note 10.

	Unrestricted Funds		Restricted Funds	Endowment Funds	Totals	
2. Income & endowments	General	Designated			2024	2023
	£	£	£	£	£	£
Grants						
St Albans Diocese Re Easter & Christmas Journey/Play	500	0	0	0	500	0
St Albans Diocese Re New Styles of Ministry	1,000	0	0	0	1,000	0
St Albans Diocese	0	0	0	0	0	500
Total Grants Received	£1,500	£0	£0	£0	£1, 500	£500
Donations & legacies						
Parish Giving Scheme	30,973	0	0	0	30,973	25,152
Regular Stewardship (Gift Aided)	8,399	0	0	0	8,399	10,800
Regular Stewardship (Not Gift Aided)	1,127	0	0	0	1,127	1,796
Donations (Gift Aided)	3,882	0	0	0	3,882	3,100
Donations (Not Gift Aided)	5,142	0	30	0	5,172	5,312
Sum Up (Donation machine)	4,086	0	0	0	4,086	2,499
Charities Aid Foundation	600	0	0	0	600	600
Candle stand Donations	164	0	0	0	164	378
Gift Aid Tax Reclaim	10,988	0	0	0	10,988	9,673
Philippian Trust	1,300	0	0	0	1,300	1,100
Little Fishes	300	0	0	0	300	150
Donation Ecclesiastical Insurance Co	260	0	0	0	260	0
Sponsored Bike Ride	160	0	0	0	160	0
Wreath Making Course	184	0	0	0	184	
Children's Society	0	0	0	0	0	211
Flitwick Singers	0	0	0	0	0	50
Bishops Harvest Appeal	0	0	0	0	0	50
Donation – Friends of Flitwick Church Re Spitter Repairs	0	0	0	0	0	3,317
Choir Donation	0	0	0	0	0	140
Historic Church's Trust	0	0	0	0	0	257
Bible Donations	0	0	0	0	0	675
FXX (Flitwick Food Extra's)	0	0	3,157	0	3,157	6,097
Proceeds from the sale of St Andrews transferred *	287,244	0	0	0	287,244	0
Total Donations & Legacies	£354,809	£0	£3,187	£0	£357,996	£71,357
Income from Church Activities						
Weddings	2,254	0	0	0	2,254	2,248
Funerals	1,985	0	0	0	1,985	3,382
Total Income from Church Activities	£4,239	£0	£0	£0	£4,239	£5,630

	Unrestricted Funds		Restricted Funds	Endowment Funds	Totals	
	General	Designated			2024	2023
Activities for Generating Funds						
Men's Breakfast Club	358	0	0	0	358	186
Quiz	93	0	0	0	93	102
Fun Day	161	0	0	0	161	95
Church Festival	252	0	0	0	252	2,607
Lettings Chapter House	3,609	0	0	0	3,609	2,617
Village Hall Coffee Morning	375	0	0	0	375	658
Refreshments	536	0	0	0	536	0
Craft Fair	1,306	0	0	0	1,306	0
Sale keyboard	115	0	0	0	115	0
Xmas Stars	0	0	0	0	0	157
Reader Training	0	0	0	0	0	275
Messy Church	0	0	0	0	0	202
Total Activities for Generating Funds	£6,805	£0	£0	£0	£6,805	£6,900
Income from Investments						
Interest from CCLA/CBF Funds (See notes 9 & 16)	23,196	0	0	0	23,196	3,575
Total Income from Investments	£23,196	£0	£0	£0	£23,196	£3,575
Total Income (Grants/Donations/Church Activities/Activities to Generate Funds/Interest/Dividends)	£390,549	£0	£3,187	£0	£393,736	£87,962

*Included under Donations is £287,444 & Under Interest £18,384 that relates to the proceeds of St Andrews Church Hall . The rights to this fund were transferred from the Vicar & Church wardens to the Parochial Church Council of the Ecclesiastical parish of Flitwick during 2024.

	Unrestricted Funds		Restricted Funds	Endowment Funds	Totals	
	General	Designated			2024	2023
	£	£	£	£		£
3. Expenditure:						
Expenditure on Church Activities:						
Parish Share	66,177	0	0	0	66,177	62,001
Parish Clergy Expenses	203	0	0	0	203	265
Worship Supplies & Costs of Services	735	0	0	0	735	472
Mission	589	0	0	0	589	63
Safeguarding	30	0	0	0	30	6
Messy Church	71	0	0	0	71	507
Churches Together (Amp & Flit)	50	0	0	0	50	100
Light Party	26	0	0	0	26	0
Upkeep of Churchyard	98	0	0	0	98	0
Music	5,172	0	0	0	5,172	4,167
Salaries	13,106	0	0	0	13,106	2,376
Light/Heat/Water	7,157	0	0	0	7,157	6,348
Youth Bibles	784	0	0	0	784	330
Eco Church	52	0	0	0	52	128
Broadband/Office Software/Zoom/Printing/Postage & Stationery	3,759	0	0	0	3,759	2,618
Cleaning	1,396	0	0	0	1,396	1,297
Repairs & Maintenance	5,538	0	0	0	5,538	5,274
Insurance	2,343	0	0	0	2,343	2,272
Depreciation	267	0	0	0	267	266
Bank Charges	120	0	0	0	120	195
Training Family Worker	271	0	0	0	271	350
Alpha Course	149	0	0	0	149	153
Rock Solid	77	0	0	0	77	0
A Frame – Pavement Sign	86	0	0	0	86	0
YMACC (Youth Messing Around in Church)	29	0	0	0	29	
Sophie's Robes	421	0	0	0	421	0
NOSH	220	0	0	0	220	0
First Aid Kit	85	0	0	0	85	275
Readers Training	79	0	0	0	79	174
Children's Church	0	0	0	0	0	417
Tea/Coffee	0	0	0	0	0	35
Turkey & Syria Earthquake Appeal	0	0	0	0	0	261
FFX Food	0	0	0	0	0	2,238
Sunday Group	0	0	0	0	0	51
Expenditure on Church Activities:	£109,090	£0	£0	£0	£109,090	£92,639

3.Expenditure (cont.):	Unrestricted Funds		Restricted Funds	Endowment Funds	Totals	
	General	Designated			2024	2023
Charitable Expenditure						
Bishops Harvest Appeal (Leprosy Mission)	183	0	0	0	183	0
Donation from Men's Breakfast Club (Christian Engineers Development)	140	0	0	0	140	0
Centre Point (Youth Homeless)	140	0	0	0	140	167
Christingle (Children's Society)	268	0	0	0	268	261
Beds & Herts Historic Trust	40	0	0	0	40	40
Collection Confirmation Service	175	0	0	0	174	0
FFX Flitwick Food Extra	0	0	3,781	0	3,781	6,097
Choir Fund	0	0	460	0	460	0
Total Charitable Expenditure	£946	£0	£4,241	£0	£5,187	£6,565
Total Expenditure	£110,036	£0	£4,241	£0	£114,277	£99,204

4	Staff Costs & Employee Benefits	2024	2023
	Wages & Salaries	£13,106	£4,255
	Employees	3	2
	During the year the PCC employed two part time staff (Director of Music and Parish Administrator). In August we employed a full time Children and Families Worker. The Church contributes to a NEST Pension for the Children and Families Worker. No employee received employee benefits for the year of more than £60,000.		

5	Transactions with Trustees
	During the year the Rev'd Claire Harald, chair of the PCC, received a total of £203 (2023: £265) of expenses related to her duties within the parish. All expenses are consistent with Church of England guidance on the parochial expenses of clergy. During the year members of the PCC, were reimbursed for expenditure incurred as agents on behalf of the PCC. These other payments were recorded in the accounts under the relevant expenditure category.

6	Independent Examiners Remuneration:
	The Independent Examiner was not remunerated for her work on the 2024 accounts (2023 £Nil).

7	Tangible Fixed Assets	Office Equipment	Lawn Mower	Total
	Cost			
	At 1 st January 2024	£2,590	£925	£3,515
	Additions	0	0	0
	Disposals	0	0	0
	At 31st December 2024	£2,590	£925	£3,515
	Depreciation			
	At 1 st January 2024	£2,262	£185	£2,477
	Depreciation	£82	£185	£267
	Disposals	0	0	0
	At 31st December 2024	£2,344	£370	£2,714
	Net Book Value at 1st January 2024	£328	£740	£1,068
	Net Book Value at 31st December 2024	£246	£555	£801

8	Endowments	Value 1st January 2024	Increase / (Decrease) in Value	Value 31st December 2024
	Brooks Fabric Endowment Fund	6,193	143	6,336
	Byron Endowment Fund	339	8	347
	Chancel Endowment Fund	5,743	131	5,874
	Total	£12,275	£282	£12,557

9	Cash at bank & in hand	2024	2023
	Short Term Deposit Accounts (see below)	£352,722	£54,646
	Cash at bank	£4,644	£23,956
		£357,366	£78,602
	Short Term Deposits includes, £305,628 being the net sales proceeds and accumulated interest from the sale of St Andrews Hall. Please refer to note 16 for further information.		

10	Debtors and Prepayments	2024	2023
	Debtors & Prepayments	£2,101	£914
		£2,101	£914

11	Creditors and Accruals	2024	2023
	Creditors & Accruals	£2,445	2,221
		£2,445	£2,221

12	Funds of The Charity	1st Jan'24	Income	Expend	Transfers	31st Dec'24
	General Fund	28,293	390,549	(110,036)	0	308,806
	Legacy Fund (Designated)	24,125	0	0	0	24,125
	Total Unrestricted Funds	£52,418	£103,305	£(110,036)	0	£332,931
	Legacy funds are used to help fund significant projects, whether building, equipment, mission or staff.					

13	Restricted Funds	1st Jan'24	Income	Expend	Transfers	Gains/ (Losses)	31st Dec'24
	Religious Education Fund	6,992	0	0	0	0	6,992
	Lynch Gate Repair Fund	3,751	0	0	0	0	3,751
	Fabric Repair Fund	3,189	0	0	0	0	3,189
	Bell Fund	3,471	30	0	0	0	3,501
	FFX (Flitwick Food Extra)	4,786	3,157	(3,781)	0	0	4,162
	Furnishing Fund	1,673	0	0	0	0	1,673
	Choir Fund	829	0	(460)	0	0	369
	Chancel Fabric Fund	536	0	0	0	0	536
	Pither Legacy (Charitable uses in Parish) Fund	476	0	0	0	0	476
	Appeals for Charity Fund	183	0	0	0	0	183
	Church Flowers Fund	60	0	0	0	0	60
	Total	£25,946	£3,187	(£4,241)	£0	£0	£24,892

**Restricted Funds have been donated to the PCC for the specific purposes,
and may only be used for the purpose for which they were donated.**

Religious Education Fund	Represents the accumulated income from the Old School Endowment, a separate charity of which the Vicar and Churchwardens are Trustees. The income of such Endowment Funds is restricted by an Act of Parliament and can only be used for Religious Education.
Lynch Gate Repair Fund	Represents amounts donated to fund the repairs to the Lynch Gate in 2018/19. The remaining balance will be spent on completion of the planned repairs and future repairs to the Lynch Gate.
Fabric Repair Fund	Represents amounts donated by individuals as well as the Friends of Flitwick Church and is restricted to, expenditure on the fabric of the church building (including the Chapter House) and the Churchyard.
Bell Fund	Is restricted to repairs and maintenance of the Bells and other Bellringing expenses.
FFX (Flitwick Food Extra)	Is the balance of the FFX Fund.
Furnishing Fund	Is restricted to expenditure on furnishings for the Church and Chapter House.
Choir Fund	Represents donations by individuals for Choir related expenditure.
Chancel Fabric Fund	Is restricted by the Ecclesiastical Dilapidations Measure 1923 to repairs to the Church Building and Churchyard.
Pither Legacy (Charitable uses in Parish) Fund	Is restricted to charitable use within the Parish and is spent at the discretion of the incumbent.
Appeals for Charity Fund	Represents collections for specific Charities which have yet to be paid to the Charity.
Church Flowers Fund	Represents donations to the Church Flower Fund, which is administered by the Flower Arrangers.

14	Endowment Funds/Fixed Asset Investments	1 st Jan'24	Expend	Transfers	Unrealised Gains/ (Losses)	31 st Dec'24
	Brooks Legacy Endowment (Fabric)	6,193	0	0	143	6,336
	Byron Bequest Endowment (Fabric)	339	0	0	8	347
	Chancel Endowment Fund (Chancel Fabric)	5,743	0	0	131	5,874
	Total	£12,275	£0	£0	£282	£12,557

15	Old Sunday School Fund:
	When the Old Sunday School was sold the proceeds were placed in Trust with the Diocese. The Funds were to be used for the "<i>purpose of religious education of the children of Flitwick</i>". The Vicar and Church Wardens decide how the monies should be spent, not the Parochial Church Council (PCC). An application was made to the Charity Commissioners to widen the scope of the Fund. The Charity Commissioners approved our application. The Fund can now be used to employ a Children's and Family Worker, to promote Religious Education in Flitwick. As the Old Sunday School Fund is not controlled by the PCC, it does not need to be reflected in these accounts. For information purposes only - The value of the Old Sunday School Fund at 31st December 2024 was £57,825 (2023 = £56,531).

16	Sale of St Andrews Hall:
	St Andrews Hall was sold in May'23. After the deduction of associated expenses, £287,244 was deposited with CCLA. An application was made to the Diocese to change who controlled the monies from The Vicar and Church Wardens to the Parochial Church Council (PCC). The application was approved by the Diocese. As the proceeds of the sale of St Andrews Hall is now controlled by the PCC, these funds have now been incorporated into the Church's accounts. The PCC will review how the proceeds plus any interest from the sale of St Andrews Hall should be used to benefit the Parish of Flitwick on an annual basis.

Accounts



Home for all : Sharing God's love



Annual Report for the year ending 31 December

Celebrating the Life of our Church

The Life of Our Church - Ministry & Mission Report 2023

Where do you even begin to review a whole year of ministry and mission!

Let's start at the very beginning... New Year's Day 2023.

What was so wonderful about the very start of 2023 was how we began our year with church breakfast together, before our first All Together Service on New Years Day!

These moments of togetherness in 2023, happening mostly over food of course, have been core to the coming together of us all as a church family over this past year – Kings Coronation Garden Party, Volunteer Sunday Church Picnic, Quiz Night, Beer & Carols, Flower Festival & Fete! They have been opportunities for cementing relationships, forming new ones and creating memories together – and this, is family. It is through our togetherness, united in our faith and service, that we grow in strength!



Post pandemic and post vacancy, 2023 was what I would maybe refer to as the 'Year of Stability'. It was the first year where everything seemed to return to some form of 'norm'. That 'normal' may well be our 'new normal' but we settled as a church into a new rhythm and pattern of worship and togetherness. I also felt that by the beginning of 2023, having been here for seven months, I had personally begun to settle as the 'new vicar' and my feet felt firmly planted within you all.

~*~

Having started the work on our church vision and Mission Action Plan (MAP) in September 2022, March saw the launch of what we discerned to be God's new vision for our church. The vision to be:

A Home for All : Sharing God's Love

From this vision, we felt God was guiding us to strive towards being a church with core values of welcome, connection and rootedness.



As we came together prayerfully, we felt God was guiding us to be 'Home'; where everyone feels welcomed and valued, where we are connected to our community, to God and one another and a place where we can seek to grow deeper roots in our faith.

This vision and these values are now what unite us and drive us forward in our ministry. This vision is the place we always come back to when we consider our ministry here at St Peter & St Paul's.

Mission Action Plans, (ours attached to the end of this report) provide a way to focus churches on specific projects, goals or actions and be intentional about mission and growth, growing spiritually, numerically and in engagement with our community,

Through our Mission Action planning, we set our church focus to look at community engagement, ministry with our young people and the spiritual life of the church. Some of these goals have been reached already.

~*~

Led by Emma, Sam and myself, our first Alpha Course was run in January. We were able to invite people through Christmas services and this course saw sixteen people come together, to discover more about the Christian faith. We had an amazing nine weeks of discovery and discussion and from this course, some found a new and exciting faith and have taken the steps to be confirmed, others finished with a desire to keep seeking and some felt their faith was deepened through it.

Many from our Alpha group enjoyed this course so much that they asked to continue together and from here we followed with two further discipleship courses, resulting now in the joy of our first weekly 'home group' being born, post pandemic.

In March, the land of the site of St Andrews church was finally sold. We held a wonderfully poignant service on the site with members of the St Andrews congregation joining us and Revd Canon Michael Bradley returning to lead the service. There was joy and there was sadness and despite rain that had threatened us all day, the sun shone upon us as we thanked God for the ministry and service of St Andrews church.

Easter and Holy Week was a highlight in our year, with once again a set of new services for our church. Embraced by all who attended, the journey through Holy Week was a rollercoaster of emotion, drama and worship culminating in a wonderful Easter Day service and egg hunt in the churchyard.

There was a focus after Easter towards our biggest outreach and fundraising event, our 'Flower Festival and Fete'. It was a weekend of colour (and sun) as we welcomed our community into our church to admire the amazing displays of flowers, into the Chapter House to sample the cake and scones and onto the lawn to bounce on the bouncy castle! It was a huge team effort and through all that was happening and on offer, we were able to engage beautifully with those in our community we knew already and those we didn't yet know – and we raised an amazing amount of money along with it!

Through our 'Generosity' sermon series this year, as a ministry team we preached into the world of giving and this sparked a wonderful response to a request for us all to review how we have supported the church, both of ourselves and financially. It was deeply encouraging to see the impact this made and continues to make to our resources and our mission.

In June, a team made up from members of our PCC (Parochial Church Council), were invited to join me at a weekend conference designed at helping churches to focus on church growth. The 'Leading Your Church into Growth' (LYCiG) conference was a wonderful opportunity to spend focussed time considering how we can grow a flourishing and thriving church.



It was not a course about 'how to get people into our pews', it started with considering how we can foster a prayerful culture and seeking to look to God for our inspiration and guidance. It went on to ask us to consider how we welcome, what are we inviting people into when we invite them to our church? (fundamentally, is worship the best it can be?), how do we engage with our community? And... at the heart, are we intentional about church growth?

Our LYGiC group now meet regularly as we strive to keep God at the heart of what we do here, whilst intentionally focussing on growing His people and His church.

In light of this, we focussed our preaching in September on the book of Nehemiah. It was an opportunity to consider how we 'Restore, Renew and Rebuild' our church post pandemic, as Nehemiah restored, renewed and rebuilt the walls of Jerusalem... the fruits of this year have been evident in our services and worshipping community across the board.

We are a growing church... and what a joy!

Not only did we grow as a congregation, but we also welcomed a new member to our ministry team. Revd Andy Jefferson was ordained deacon in June at a fantastic service at St Albans Cathedral and he began his curacy with us the day after!



Andy remains with us for a three year period to train in his calling to be a priest and to learn all about the joys (and challenges) of church leadership. Andy brought with him, his own experience in pioneer and youth ministry and we hope the learning will be a two-way pathway! Andy settled very quickly into life and ministry in Flitwick and through his first six months has helped to launch youth work and sowed the seeds of men's ministry, which fills the church with the smell of bacon, in the form of monthly 'Men's Breakfast'.

We have continued to provide our usual pattern of regular worship and have expanded that to include a few focussed or themed services, with the introduction of an Eco-Church service 'For the Beauty of the Earth' and our new 'Safeguarding Sunday' service. We also include our additional services of 'In Loving Memory', 'Baby Loss' and Christmas and Easter Services, as well as Harvest and Remembrance Day.

Through this year we supported our town Mayor by hosting an ecumenical Civic Service involving all town churches and we support the Royal British Legion by leading the service at the war memorial on Remembrance Sunday.

Our 'All Together Service' has found its feet over the last year utilising creative and interactive ways to worship together. The support of this service has been quite overwhelming from our existing congregation, who may at times be thrown a little outside their comfort zone. What is the greatest gift to



our church is to have the faithful and committed congregation that we do, supporting all ministry and embracing difference.

The Home Communion team continue to visit those we are 'Together at Home' with and provide critical pastoral visiting to those who are unable to come to church. Alongside this vital ministry, we began new relationships with both Ferndale and Baycroft care homes and now attend both monthly to hold communion services in each residential home, serving

approximately 30-40 people unable to come to church. At Christmas we were able to take members of our choir and our worship team into both homes to sing carols together – it was joyful!

Christmas happened in the most joyous of ways and through our Christmas services we were able to see the fruit of the work as a church, to outreach and mission.

We shared the Christmas story in our schools, care homes, with our families through Messy Church, within our community by carol singing at our Beer & Carols event (which was awesome and the pub wanted us back in January!), at the Light Switch on with our 'Pop Up Nativity', in our traditional candlelit carol service, through our wonderful 'all singing, all dancing, beach ball throwing' Christingle Services and beautiful Midnight Service... and of course, the joyful Christmas Day service, welcoming Christ into the world.

It has been quite a year!

As I read this report back, I recognise the use of the word joy in many places and if I were to sum up ministry in our church, it is the one word I would use. Ministry here is an absolute joy (challenging at times for us all, but still full of joy), and the joy of this ministry is held together by a very dedicated ministry team, a huge number of committed and generous volunteers and you all, our faithful and faith-filled congregation. There is no way to thank you all however, please know how appreciated you all are in every big and small way.

As we continue to be inspired by God in 2024, we are grateful for his guidance and assurance though this last year. As we keep our eyes fixed firmly on Him, let us continue down our path of 'Restoration, renewal and rebuilding' carrying out our ministry and mission here at St Peter & St Paul's in His name.

What a joy!

Rev'd Claire

MISSION ACTION PLANNING - July 2023
An update to our Mission Action Plan is in green

1st Priority – Community Connection

Transforming Communities / Making New Disciples

Planning ways to intentionally engage and effectively communicate with the local community to make our presence known and shine Christ's light.

1) Three community engagement events throughout the year (Christmas, Easter, Summer)

Completion aim: Sept 2024 and then ongoing each year

Lead: Leading Your Church into Growth (LYCiG) focus group / Event Team

Beer & Carols – a fantastic success

2) Engaging with our local schools by offering an Easter Journey to all lower schools – either to be held in the church or taken into schools.

Completion aim: Easter 2024

Lead: Sophie Tucker, Pioneer Enabler.

3) Develop a communication strategy for engaging with our community – looking at how can we communicate more effectively, who we are and what we do? Reviewing our social media presence, mailchimp email system, parish magazine, notice sheets

Completion aim: Summer term 2024

Lead: Leading Your Church into Growth (LYCiG) focus group

2nd Priority – Rooted in Faith

Going Deeper into God

Developing the Spiritual Life of the Church

We have a desire to grow as a praying community and recognise the need to focus our attention on the praying heart of the church. We hope to listen well to God and to learn His will for us as a church and community.

1) Creating a prayer space in the church for those who visit when the church is open and also to allow for some creative prayer opportunities. This also allows for prayer ministry to be a focal point for our church community.

Completion aim: Easter 2024

Lead: Sam Davis

2) Organise and gather a church wide walking pilgrimage to St Albans Cathedral.

Completion aim: Easter Monday 2024

Lead: Revd Andy

3) Bringing together a team to develop and encourage prayer ministry within the church.

Completion aim: Summer 2024

Lead: Revd Claire

3rd Priority – Growth (Young People)

Making New Disciples / Going Deeper into God

With no current provision for the young people in our church or on the fringe of our church community, we aim to intentionally focus on creating opportunities for spiritual and personal growth for our young people.

Fostering an environment where our young people are known to be valued and appreciated.

- 1) Setting up and running an activity (ice skating & pizza night) that encourages engagement with our current group of young people and listening to their needs and hopes for youthwork at our church.**

Completion aim: Sept 2023

Lead: Revd Claire & Revd Andy

Ice skating was great fun !! From this a new monthly youth group formed and after school coffee meet up.

- 2) Develop and grow a team to work with our young people.**

Completion aim: Jan 2024

Lead: Revd Andy & Revd Claire

New team developed and growth begins!

- 3) Start a regular group/session to encourage and engage young people in their faith.**

Completion aim: Jan 2024

Lead: Youth Team

Y:MaaC youth group was formed and ran three sessions before Christmas

Reports to the 2024 Annual Parochial Church Meeting

Background

The Parochial Church Council (PCC) has the responsibility of co-operating with the incumbent in promoting in the Ecclesiastical Parish, the Whole Church, pastoral, evangelistic, social and ecumenical. It also has the responsibility of the Parish Church and Chapter House. It did have responsibility for St Andrew's Hall in Windmill Road.

The PCC of the Ecclesiastical Parish of St Peter and St Paul, Flitwick is a registered Charity and is registered with the Charity Commission. Registration number 1169624. The name of the charity was changed following the sale of St Andrew's Hall.

Membership

Members of the PCC are either ex-officio or elected at the Annual Parochial Church Council Meeting (APCM) in accordance with the Church Representation Rules or co-opted during the course of the year. There are also two members of the PCC who have been elected as representatives for the Deanery Synod.

All members of the PCC are DBS checked and have to undertake safeguarding training and domestic abuse awareness training.

We welcomed Andy Jefferson as our new Curate.

The PCC meets every two months. There was however an additional meeting in February 2023.

The Standing Committee which consists of the Vicar, Curate, Church Wardens, Secretary, Treasurer and Emma Williams. The Standing Committee meets every two months.

During the year, we have continued with a vacancy for the third place on the Deanery Synod.

Linda Foale and Richard Fullbrook continued in their roles as Church Wardens and were ably assisted by David Golding and Chris Macintosh.

During the calendar year, Samantha Davis did not seek re-election to the PCC, due to training commitments. John Stafford resigned from the PCC, Jo Farrington-Sharp was co-opted to fill the vacancy. Emma Williams stood down from her role as Safeguarding Lead. This was taken on by Jane Thompson and she was invited to attend PCC meetings.

The following have served as members of the PCC during the calendar year ending 31 December 2023. The number of meetings they have attended is shown in brackets.

Incumbent	Rev Claire Harald	(7)
Curate	Andy Jefferson	(2)
Licensed to the Church	Sophie Tucker	(3)
Church Warden	Linda Foale	(5)
Church Warden	Richard Fullbrook	(4)
General Synod	Becky Mynett	(1)
Deanery Synod	Tony Brown	(7)
Deanery Synod	David Watson	(5)
Treasurer	Terry Thurley	(2)
Secretary	Nigel Taylor	(7)
Safeguarding	Emma Williams	(6)
Deputy Church Warden	David Golding	(4)
Deputy Church Warden	Chris Macintosh	(4)
	Joanna Chandler	(3)
	Samantha Davis	(1)
	Ciaran Diver	(7)
	Jo Farrington-Sharp	(2)
	Emma Herman	(3)
	Mary McKeand	(7)
	John Stafford	(3)
	Carol Thompson	(6)
	Jane Thompson	(2) by invitation

Church Safeguarding Report for the APCM 2024

There have been several changes to Safeguarding practice and procedures introduced this year by the Diocese and Church of England, however what has remained constant is the commitment of the members of our church family to keeping our children, young people and vulnerable adults safe.

Emma and I completed a comprehensive handover in the autumn and I am very grateful to her for maintaining such effective records. Thank you also to Claire, who along with Emma has always been willing to answer a myriad of questions.

During this year we have continued to use the Parish Dashboard as a reporting tool to the PCC. We are also now starting to use Level Two of the Safeguarding hub, which helps to ensure that we safely recruit all volunteers and any paid staff. As a result of all the above we will be in a strong position to complete the Diocese Safeguarding Declaration Form, which forms part of our annual return, stating that we are compliant with current safeguarding requirements.

One major change, required by the Church of England was that by January this year, all DBS checks must have been renewed within the past three years, instead of every five years, as previously. Thank you to everyone who responded so willingly to enable this to happen. We will continue to renew all DBS checks every three years. Thank you also to everyone who has undertaken or renewed safeguarding training over the past year.

In November we celebrated national Safeguarding Sunday with a special service, with a superb sermon by Emma, followed by a get together for leaders of children's groups and PCC members. Over 20 people looked at the Biblical basis for Safeguarding and how it relates to best practice in our church. We came to the realisation that safeguarding is not the responsibility of a few, but something we all need to be involved in, just as Jesus' ministry was all about safeguarding. The Church of England has a short online Safeguarding module called Basic Awareness and this can be accessed by any interested member of our church family.

Thank you to everyone who has contributed to the safeguarding of our children, adults and young people with such willingness, however we must never be complacent and always remain vigilant. As a church community we also have a responsibility to safeguard and protect each other. Please don't hesitate to get in touch with either Claire or myself if you have any questions or concerns about safeguarding, however small or insignificant they may seem. Thank you.

Jane Thompson
Parish Safeguarding Officer

Church Life Reports 2024

Bellringers Report for APCM 2024

We currently have 9 regular ringers, although not all are able to regularly support Sunday ringing. The bells were rung for most weekly practices (19:45-21:00 on Fridays) and Sunday services and for all weddings where bells were requested. In addition, the bells were rung on Remembrance Sunday (half-muffled).

The bells and fittings are regularly inspected by the ringers to ensure that the frame, ropes, wheels, pulley blocks, stays, sliders, headstock and clapper bolts are in good order. The most recent formal inspection of the bells was performed in January 2024 by the Honorary Technical Advisor of the Bedfordshire Association of Church Bell Ringers, and all fittings were fully inspected and found to be in good order. The rope tail ends are showing signs of wear and it is planned that replacements will be purchased (from the Bells reserve fund) during 2024.

Ian Holman

Churches Together in Ampthill and Flitwick

Events planned for 2024 include a Walk of Witness, Sunrise service, a Mind, body and spirit event, big brekkie for Christian Aid Week, Breeze in the Park (a celebration of Pentecost) an outdoor event during the summer and carol singing possibly at Aldi.

Events often have a low attendance and we are looking to see how we can encourage people to attend.

Carmel Golding

Director of Music's Report 2023

Choir membership

Choir membership remained fairly steady in 2023. We had a core of six ladies regularly attending rehearsals plus three men, who joined us whenever they were able. We welcomed Sheila Briggs to the choir but sadly one other member appears to have left the church. Unfortunately, we had no response to our summer recruitment drive this year.

Regular activities

Services in 2023 were back to the 'new normal' after the pandemic and vacancy. The sung Sanctus and Benedictus were reintroduced to the 10.30 service, using the setting by David Thorne to match the Gloria reintroduced in 2022.



In the summer term, choir rehearsals were temporarily moved to Thursday afternoons, due to the Director of Music's continued long covid, but returned to Thursday evenings after the August break.

The choir has continued to use the 'Successful Warmups' programme to improve their singing technique and they have gained in confidence over the year, enabling us to sing more music in parts and to add descants to more hymns and carols.

Special Services

The choir sang for services on Ash Wednesday, Maundy Thursday and the 'In Loving Memory' service in October. We again invited friends of the choir to join us for the Carol Service and Midnight Mass.

Organ Accompaniment

Most services were accompanied by Martin Pacey on the organ. We are also very grateful to John Mower who stepped in at very short notice to play for the Carol Service and Midnight Mass when Martin was unwell. The music group continued to play at 10.30 on first Sundays and Richard has written a separate report.

It was decided not to continue the organ scholarship scheme as it has now been realised that there are considerable limitations to our organ that make it less than ideal for a beginner to learn or practice on (Becky is learning to play properly and has to use an instrument elsewhere to do so properly, largely due to the organ bench being too high, but there are other limitations too). The Director of Music and Vicar felt that it was unreasonable to expect an organ scholar to play here.

Handbells

As in the last couple of years, a band of handbell ringers was convened to play at Midnight Mass, despite the difficulties of finding people both able to attend the service and rehearse during November and December.

Update on Future Plans

- It is hoped that we will be able to hold a recruitment event in the summer – more singers, especially men who can sing (or learn to sing) tenor or bass, are always welcome!
- The plans for starting a junior choir that were approved by the PCC just before the pandemic are still on hold pending an improvement in the Director of Music's health.
- It is intended that there will be additional sung evening services during the year in due course, hopefully beginning in 2024.

Becky Mynett

Eco Church

Eco Church began as an A Rocha UK project in 2016 in partnership with others, equipping churches to care for God's creation and offering an environmental award scheme for churches in England and Wales. It has been a huge success, inspiring and assisting churches as they seek to embed creation care throughout the whole of church life. Today, Eco Church is spreading around the world as different A Rocha national organisations and their partners find ways to engage churches in creation care.

In the UK, the vision through Eco Church is to create a vast network of churches across England and Wales as local centres of creation care in the community - shining beacons of hope for a brighter environmental future.

Here in Flitwick, our own church was one of the first in Bedfordshire to achieve a Bronze Eco Church award and we are now working towards achieving a Silver Award.

The small team supported by Rev Claire comprising Ciaran Diver, Heather MacIntosh, and Don and Mary McKeand has achieved a significant amount to date including:

- A dedicated area on the Chapter House noticeboard with news and information on Eco Church
- Updating the churchyard noticeboard with seasonal posters
- Better compost facilities to allow our grass cuttings and dead flowers to decompose quicker naturally
- A bird feeder and bug hotel outside the Chapter House
- A bird identification poster in the Chapter House
- Installation of bird and bat nesting boxes in the churchyard
- Eco Church themed prayers in the churchyard contemplation box
- Twinning our churchyard and our toilets to help communities in developing countries
- Recycle bins in the kitchen and vestry, and energy saving ice blocks in the freezer
- A survey of all energy-consuming devices within the church premises
- Commissioning an external energy audit to help reduce our carbon footprint and energy costs
- Small notices dotted around the church and Chapter House advising how we can save energy
- Monitoring of our gas and electricity consumption to help reduce the amount of energy we use
- Renewing our electricity contract on a renewable energy tariff at no extra cost
- Installing a smart meter to get more accurate readings of our electricity usage
- Changing our Gas supply contract to reduce our heating costs
- Notepads made from scrap paper in the vestry
- An Eco Church prayer station in the North Aisle of the church
- Organising Eco services
- Supporting the Church of England's path to net zero carbon
- Connecting with the Town Council as part of community engagement within their environmental policy
- A stall with games at the Summer Fete to raise awareness across the community
- Exhibiting at the Church Flower Festival
- Mapping out the wild flowers in the churchyard
- Taking part in the 2024 Great British Birdwatch



We could not have achieved all of this without the support of all of you, our church members – through your prayers, your financial giving, and your time. So, a big thank you to you all. Over the coming year we have a lot more planned and will be working to achieve an Eco Church Silver Award and investigate replacing our aging Chapter House boiler to reduce our carbon footprint.

We are a small team and need more help so we can achieve even more. If you are interested in joining the team or would like to help with any of our future initiatives, please speak with any member of the team.

Further information regarding the Eco Church and its objectives can be found on the Eco Church website: ecochurch.arochoa.org.uk

Ciaran Diver

Flower team

In 2023 the flower team provided flowers throughout the year in church (except for Lent and Advent). Marion Tucker and Carol Thompson were ably supported by Sheila Briggs and Belinda Jenkins. On those special occasions, Easter, Harvest and Christmas, we were also grateful for the help of Noreen Clark, Pam Parker, Pat Payne, Catherine Haycock and Clare Thompson. Thank you everyone for your support.

We look forward to welcoming Catherine to our regular flower team rota in 2024.

Church flowers are an integral part of church life and we would welcome any new members to our team. If you would like to see how it's done, we are usually preparing the display on a Friday morning and would welcome anyone who might be interested to join us. You do not need to have any experience – just enthusiasm!

We are grateful to all the individual sponsors which have ensured the flowers incurred no cost to the church. A sheet is kept in the porch and anyone wishing to sponsor a week's flowers should put their name on the list.

Highlight of our year was a most successful flower festival held in May. With the theme "Flitwick Past and Present" the team, with the support of other congregation members and local organisations, produced 26 interpretive designs and welcomed lots of visitors to the church, raising funds for the church.

Marion and Carol have continued to offer wedding couples their services to decorate the church for their wedding. This has resulted in extra funds being raised for church. They will continue to offer their services to wedding couples in 2024.

In December we again ran our popular Christmas Wreathmaking workshop in the Chapter House attended by 16 people, which was thoroughly enjoyed by all who came. We were able to give over £150 profits from the session to the church funds.

Carol Thompson



Flitwick Food Extra

Flitwick Food Extra continues to serve families in Flitwick who have been hardest hit by the cost of living crisis. While the numbers have gone down, and we celebrate this, we are very aware that there are still parents and carers out there, struggling to feed their families. The move to collections rather than deliveries has enable us to spend time with the parents, having a chat over a cup of tea and a slice of cake, and getting to find out more about how our provision can help.

FFX now has three regular contributors:

- Tesco continue to donate goods as requested for each box. They also allow us to use their fruit and veg boxes to pack our recipes.
- Judith has forged a relationship with the Ampthill Army Cadets who are now collecting long life and canned goods for our boxes on a termly basis.
- A member of the community has also reached out to FFX and is now part of our shopping team, donating his purchases each half term.

In September, we were contacted by Groundworks (the organisers of the blue token scheme at Tesco) as they needed a third charity for their October – January campaign. I was happy to submit another application with them and was pleased that this resulted in another £1000 grant.

In addition, the lovely people at Sacred Heart church on behalf of St Vincent de Paul Society donated Easter eggs from the meaningful chocolate company for our Easter Boxes. This meant that every child had an Easter Egg and a booklet telling them of the true meaning of Easter.

Sophie Tucker

Little Fishes

We have now been back doing Little Fishes since October 2021 since stopping during the covid pandemic in March 2020 and having successful sessions on Monday mornings in the Chapter House during term time.

We have kept the cost to £1.50 per child which covers our expenses and also enables us to contribute to the church's heating expenses by £100 per term.

We have a team of church members running Little Fishes which include Enid Clark and Lesley Cogan helped by Christine Denton and Jane Thompson which makes it a viable and enjoyable activity.

We have met all the Mondays in term time with varying numbers from 8 to 18, with Mums, Dads, grandparents and carers, not knowing until children turn up how many we will have attending.. The children are noticeably younger than prepandemic as they seem to be leaving to go to nursery sessions younger.

We have toys, playdough, colouring sheets, jigsaws etc and pre-prepared crafts which the adults do with their children, fruit and water for the youngsters and tea or coffee for the adults which we encourage them to drink safely. Following this we have more constructive play, with tunnel, parachute and floor activities for the children to mix and share, with music time concluding with a children's prayer.

We have a core of regular children who are able to play well together and hope to be able to continue Little Fishes safely, providing an outlet for mums, babies and toddlers at a small cost, with the children going home with a craft they have made themselves.

Enid Clark

Men's Breakfast

We started the Men's Breakfast on the first Saturday in September and have subsequently had a breakfast on each first Saturday of the month since.

It's a very simple concept – we have tea and coffee as people arrive and then sit down for a cooked breakfast which is then followed by a short talk/presentation/discussion. This creates an opportunity for

men to do something which they are not always good at – connect with one another. It is hoped that this will be accessible to both regular members of our church, those who are new and even those who currently have no connection to our church.

On our first week we started with just seven men and have steadily grown since then with 15 being our largest number. Overall, over 20 different men have attended across the different weeks. This includes people who are regulars at both the 9am and 10.30am services and also some men who are new to the church or on the fringes. One of the encouraging things from my perspective has been seeing how people who see one another regularly but don't necessarily know each other very well have deepened in their friendships. And it has also been a place where new members have felt welcomed and further involved in the life of the church.

We are very grateful for our small and dedicated kitchen team who have taken on the challenge of catering for these events. One of the challenges moving forward is trying to draw more people into this team so that we can share the load more widely.

Overall it has been a very positive start for this ministry.

Rev'd Andy

Messy Church Report for APCM 2024

This last year has been very busy and exciting for Messy Church. We have been pleased and privileged to welcome approximately 70+ people (including volunteers) to most sessions. The booking system is working well, helping us to keep track of numbers and dietary requirements, however sadly we have had to cap numbers, meaning some people are disappointed not to be able to attend, but we cannot fit more in the Chapter House at meal times.

Instead of Messy Church, in May, families were invited to attend the church flower festival and fete and it was good to chat to some of them in the beautiful sunshine.

July was our Messy Church picnic with a seaside theme when the children had great fun making painty footprints for a beach scene. It turned out to be the wettest day of the year – however spirits were not dampened, and we gathered on picnic rugs in the Chapter House for an indoor picnic.



Harvest was celebrated at the end of September with a theme based around the days of creation, including a light and dark tent and a nature trail around the churchyard. There were so many families taking part, and the weather was glorious, so we enjoyed hot dogs with crunchy salad vegetables outside.



In December we explored the Christmas story with activities which included sheep stacking (no sheep were harmed in this session!) and an encounter with a wise man from long ago. Children also enjoyed making a nativity scene with chocolate biscuits for the stable, a Mary and Joseph made from grapes, a Jelly Baby Jesus, a cheese star and mini marshmallow sheep! We were also pleased to meet some families again at Christingle and other Christmas events.

Worship and celebration is always a vital part of Messy Church and it is lovely to see so many children and adults joining together enthusiastically in the songs and activities and exploring creative ways of praying, including the Messy Church Grace, with actions!

In 2024 we are now looking forward to our February session where we will be exploring The Lord's Prayer, in interesting and creative ways. Messy Church continues to be popular, and this session was full within a couple of days of booking opening! We will hope to find ways to expand Messy Church in some way during this year.

During the past year we have been delighted to welcome some new volunteers helping in the kitchen, leading activities, preparing food for the meals, and clearing up afterwards. It has also been great to have 4 young leaders from our church family who have helped out with craft activities and games. Messy Church is always busy and sometimes feels a bit chaotic, however the warmth and enthusiasm of everyone attending is great to experience in a faith filled environment, with wonderful conversations, friendship and fellowship taking place.

Thank you very much to everyone who has helped at Messy Church or supported us in any way and thank you to everyone who has responded to our odd requests for resources for sessions. We are very lucky to have such willing and enthusiastic volunteers who contribute enormously to each session. We are always ready to welcome new volunteers to our friendly and supportive team.

Jane Thompson - Messy Church co-ordinator

Mothers Union 2023

MU has continued to meet monthly and in spite of low numbers we have continued with our core activities. Our aims call on us to pray for the world, especially for families and those whose lives have met with adversity. We also offer practical help in the form of collecting and making items to be given to local refuges, Yarlswood, hospitals and, recently, refugees too.

Amongst us we have managed to attend every MU cluster and diocesan event held this year as well as having a representative at the International Gathering in York in September.

We took part in the Wave of Prayer in June, being a link in the continuous chain of prayer offered by MU members worldwide every hour of every day. In August we hosted the West Cluster service for Mary Sumner Day (beautifully led by Claire and Andy) followed by a picnic in our churchyard.

We were delighted when Carol Thompson decided to become an enrolled member in March. In August we provided the market day coffee morning in the village hall, raising £160 for the national MU Summer of Hope appeal. In September we had an outing, cruising on the river in Bedford on the John Bunyan community boat.

In the parish we have helped by assembling Christingle kits and also making posies of daffodils to be distributed on Mothering Sunday. Baptism cards continue to be sent to those baptised here. In May we took part in the flower festival. We would welcome new members.

Mary McKeand

Music Group.

2023 has been an extraordinary year for the group, with four new musicians added to our number. At the risk of sounding like pre-concert credits, we would like to welcome Alice on double bass (our first ever), Alison on cello, Jo on clarinet and Jeremy on guitar, ukulele or mandolin. Of course, it's great to celebrate increased numbers, but our main aim is always to support the tone and message of worship, in whatever

context. It has therefore been really pleasing to hear people remark how 'All Together' services have been enhanced by the group, and I would like to thank every player for their talents and dedication.

This has also been one of our busiest years. Aside from the regular monthly services, members have played at the annual Baby Loss Service, Healing Services, and a memorable month of Christmas commitments, including two Christingle services, two care homes, and, for the first time, a full-spirited evening of pub carols. For special choir occasions, some members have also joined as singers and handbell-ringers.

There are a couple of practical considerations as well. Firstly, we deeply appreciate the kind donation of a more portable new keyboard. The previous one is still in excellent condition after over 20 years' service, but needed two people to carry it and this was becoming a problem. Secondly, our growing numbers mean that we are fast outgrowing our space, so we are in discussion about how to address this. It is, however, a nice problem to have.

Richard Luscombe

Open the Book

Open the Book continues to be well received in all members including two new members who Kingsmoor now that some of our existing The team is working well together and the without me when there was a clash of events. Story in Templefield and the Advent Nativity at the Baptist church.

So with our Methodist storytellers, Open the Book

Sophie Tucker

three lower schools in Flitwick. The Team has 10 stepped forward after a plea in church for help at storytellers have other commitments on Thursdays. Storytellers felt comfortable to present an assembly The Open the Book team also helped with the Easter the Light switch on, which also involved members of

has become a great ecumenical project for Flitwick.

Pioneer Enabler

I survived the first year of **Reader Training** and have passed all the modules, with better grades than I had previously thought possible. The Residential weekend in April was a wonderful time with my fellow students and the practical aspects gave me plenty to think about. I have enjoyed being in St Albans for the autumn term of year two and have found the Pastoral Care and Preaching modules immensely engaging. I have also enjoyed participating in the worship at the beginning of each session, although I was a little daunted to be first up to preach in September, having not witnessed any previous homilies while participating in the course via the online sessions for the first year. But after some encouraging feedback from the course facilitator and my fellow students, I have grown in confidence and feel encouraged to continue to preach as myself, and not be tempted to fit into the mould of others.

Sophie Tucker

Puppet Power Ministry Team

The group of young people who puppeteer have been growing in confidence and in number over this last year. They have puppeteered for a number of our All Together Services, with particular focus towards the amazing songs they performed at our festival services, Easter Day, Harvest and Christingle.

The group of seven young people who support our ministry and services, do a wonderful job of bringing the Gospel alive in a fun and engaging way, through their song and choreography. They help to bridge the gap for those where church may be unfamiliar and encourage people to discover more. The message they bring is for all people and is not simply for children, adults enjoy them just as much... maybe even more! This ministry and group of young has been supported by Sophie Tucker and Emma Herman.

Rev'd Claire

Rock Solid

The Rock Solid Group has grown throughout the year. We provide activities, singing, bible stories and when possible getting outside onto the lawn. There is always a buzz when the children leave the main service for their own time together. There is also the anticipation of the children returning to the main service when parents/carers are waiting to go for Communion. We continue to grow in numbers of children and also in people helping with the group. It is especially pleasing to see more teenagers helping the children with the activities.

Emma Herman

YMAAC

Introducing YMAAC, or Youth Messing Around At Church, our new youth group for 12-18 year olds.

In the Summer of 2023, Claire applied to the diocese for a small grant which we received to help start up a new youth project. This money was used to fund an October trip to Milton Keynes Ice Planet and a Pizza Restaurant for a group of young people who we already have contact with but were not yet formed as a group. We used this as an opportunity to ask the young people whether they would like to be part of a youth group and, if so, what they would like from a new youth group.

From these conversations we have launched a monthly Sunday night youth group which combines three



key ingredients: faith, food and fun! A sit-down meal where we engage in conversations is a central part of this and we are introducing the group to different approaches to pray and bible study too. And there are also lots of games and laughter too! Alongside this session we also have been offering a monthly midweek meetup at Costa Coffee after school. This has been attended by a smaller group but has been a good way to deepen friendships and build community within the group. And finally, one of the other things which the young people decided on was a Christmas outing to Ninja Warrior. This was a great evening together jumping around an inflatable assault

course and climbing across monkey bars though some of the leaders were still aching several days later!

Speaking of leaders, a group of seven (five involved in youth sessions and two providing food) has formed and we are steadily getting to grips with organising these sessions and growing in confidence as a team.

There is a lot of potential for growth for this group. There are 10 young people who have attended so far – though never all at the same time. And we have not yet advertised it or opened it out beyond those families who are already in our church. This has been so that the group can settle and form its own identity first. Advertising it more broadly may well be part of the next steps for this group.

Rev'd Andy



**THE PAROCHIAL CHURCH COUNCIL OF
THE ECCLESIASTICAL PARISH OF
FLITWICK**

REPORT AND FINANCIAL STATEMENTS

FOR THE YEAR ENDING

31 DECEMBER 2023

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The Parochial Church Council of the Ecclesiastical Parish of Flitwick, is registered with the Charity Commissioners for England and Wales (Charity no. 1169624)

Parochial Church Council of the Ecclesiastical Parish of Flitwick

TRUSTEES' REPORT FOR YEAR ENDING 31 DECEMBER 2023

Aim and Purpose

The Parochial Church Council has the responsibility of co-operating with the Incumbent and promoting in the ecclesiastical parish of Flitwick the whole mission of the Church, pastoral, evangelistic, social and ecumenical. It also has the responsibility for the maintenance of the Parish Church and Chapter House.

Objectives and Activities

When planning our activities for the year, we have considered the Charity Commission's guidance on public benefit and, in particular, the supplementary guidance on charities for the advancement of religion. In particular, we try to enable all people to be able to live out their faith as part of our parish community through:

- Worship and prayer, learning about the Gospel: developing knowledge and trust in Jesus.
- Provision of pastoral care for people living in the parish
- Missionary and outreach work
- The ministry and administration of significant life events; weddings, baptisms, and funerals.

Achievements and Performance

In July this year we welcomed the Revd. Andy Jefferson as assistant curate in training in the parish. Over the next 3 years he will continue his ministerial training in Flitwick and assist the Revd. Claire Harald

Worship and Prayer

During the year we have continued to offer two services on a Sunday morning. A Sunday Celebration at 9am held either in Church or on the lawn depending on the weather for all ages and stages of life and faith. A Parish Eucharist at 10.30am in Church of which part is live streamed. Our average attendance throughout the year was 76 adults and 12 children.

On the first Sunday of the month, we combine the two services for an All-Together service at 10.30am. Refreshments are served following each service.

Morning Prayer is held on Monday, Tuesday, Thursday and Friday led by one of the Ministry team. Wednesday at 10am we hold a said communion service followed by refreshments.

Our Children's Church held during the Sunday morning service was renamed Rock Solid and our Youth group re named Ymaac (Youth messing about at Church)

Special services throughout the year included all Easter services, including a communion service held in a parishioner's home; In Loving Memory; Baby Loss Service; Midnight Mass and a traditional Carol Service. We also held two Christingle services on Christmas Eve afternoon.

During one-week preceding Christmas local Lower Schools were welcomed into the Church for a variety of Christmas celebrations

An ecumenical Civic Service was held in conjunction with Flitwick Town Mayor and Town Council.

Pastoral Offices

The following pastoral services were taken this year:

Type of Service	2023	2022
Funerals	28	30
Baptisms	16	11
Weddings	6	10

Pastoral Care:

Members of the congregation and the Ministry team regularly visit those from the Parish who are unwell, housebound or in Hospital often taking the form of a home Communion. In addition, a service of Holy Communion is regularly celebrated at local care homes.

Mission and Evangelism:

Our Pioneer Enabler, along with the Open the Book team, regularly visited schools to take assemblies throughout the year. Harvest, Christmas and Easter services were taken into schools by our incumbent and Pioneer Enabler.

Our Eco-church team is fully active and will be working towards achieving a silver award

As a Church we continue to make regular contributions to the Need Project food bank, as well as raising money for other charities carrying out Gods work.

Messy Church, our outreach service to families, meets every half term and continues to flourish, and is often oversubscribed.

Flitwick Food Extra (FFX) continued throughout the year; it provides local families with food boxes during the school holidays, the boxes consisting of lots of fresh produce and recipe cards.

Ecumenical Relationships:

The church is a member of Churches Together in Ampthill and Flitwick, and we are continuing to build strong relations with Kings Baptist Church.

Deanery Synod:

Three members of the PCC sit on the Deanery Synod. This provides the PCC with an important link between the parish and the wider structures of the church.

Buildings:

Routine maintenance of our building continues where possible.

We completed on the sale of the St Andrew's site

Financial Review:**Income and expenditure:**

Description	£ 2023	£ 2022
Income	£87,961	£73,727
Expenditure	£92,586	£73,004
Surplus/(Deficit)	£ (4,625)	£723

Giving:

Type of Stewardship/Giving	2023	2022
Number of Parishioners who support our church via the monthly Parish Giving scheme.	47	41
Number of Parishioners who support our church via a monthly/weekly standing order.	14	14
Number of Parishioners who support our church via the regular Gift Aid envelope scheme.	9	10

To ease the administration burden on our church and to improve cash flow, we are actively asking parishioners to consider moving to the Parish Giving scheme.

Reserves:

It is the PCC's policy to try to maintain a balance on free reserves which equates to between three and six months of unrestricted payments. This is equivalent to approximately £22,600 to £45,200. It is held to smooth out fluctuations in cash flow and to meet emergencies. The balance of the free reserves (unrestricted reserves which have not been designated by the PCC for use for other purposes) at the year-end were £26,438.

Our PCC legacy policy is to use legacy gifts to help fund significant development projects, whether buildings, equipment, mission or staff. The PCC has created a designated Legacy Reserve Fund to separate legacy donations from free reserves. Use of Legacy Reserves to fund specific projects requires approval of the PCC via a PCC resolution. At the year-end, the Legacy reserve stood at £24,125 (2021 £24,125).

The restricted reserves of £25,946 (2022 £21,947) can only be spent for the purposes for which they were originally donated.

The endowment reserves £12,275 (2022 £11,211) are a special kind of restricted fund that must be retained permanently as capital. The income on the PCC's endowment reserves can only be spent on fabric related items and are paid into the restricted Chancel and Fabric repair funds.

It is our policy to invest cash balances over and above those required to fund day to day expenditure with the CCLA Church of England Deposit Fund. Endowment funds are invested in the CCLA Church of England Investment Fund.

Structure, governance and management

The Parochial Church Council of the Ecclesiastical Parish of St Peter & St Paul, Flitwick is a corporate body established by the Church of England. The PCC operates under the Parochial Church Council Powers Measures. The PCC is registered with the Charity Commissioners for England and Wales (Charity no. 1169624)

The method of appointment of PCC members is set out in the Church representation Rules. In this parish, the membership of the PCC consists of the incumbent, members of the Ministry team, members of Deanery Synod and members elected by those members of the congregation who are on the electoral roll of the Parish.

Administrative Information

The Parish Church of St Peter and St Paul is situated on Church Road, Flitwick, MK45 1E. The Parish is part of the Diocese of St Albans within the Church of England. The correspondence address is The Vicarage, 26 Dew Pond Road, Flitwick, Bedford, MK45 1RT.

The following have served as members of the PCC during the calendar year ending 31 December 2023. The number of meetings attended is shown in brackets.

Incumbent	Rev Claire Harald
Curate	Rev Andy Jefferson
Licensed to the Church	Sophie Tucker
Church Warden	Linda Foale
Church Warden	Richard Fullbrook
General Synod	Becky Mynett
Deanery Synod	Tony Brown
Deanery Synod	David Watson
Treasurer	Terry Thurley
Secretary	Nigel Taylor
Safeguarding	Emma Williams
Deputy Church Warden	David Golding
Deputy Church Warden	Chris Macintosh
	Ciaran Diver
	Jo Farrington-Sharp
	Emma Herman
	Mary McKeand
	Carol Thompson
	Joanna Chandler-Clarke

Report approved by the PCC on 10th October 2024 and signed on their behalf by:

Reverend Claire Harald (Incumbent)

Terry Thurley (Treasurer)

INDEPENDENT EXAMINER'S REPORT

Report to the Parochial Church Council of the Ecclesiastical Parish of Flitwick. Charity Number 1169624

I report to the trustees on my examination of the accounts of the above charity ("the PCC") for the year ended 31 December 2023, set out on pages 8 to 16.

Responsibilities and Basis of Report

As the charity's 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 PCC'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 which gives me cause to believe that in any material respect:

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

I have 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.



25th September 2024

Natalie Coleman FCCA
Chartered Certified Accountant
24 Dew Pond Road
Flitwick
Bedford
MK45 1RT

STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDING 31 DECEMBER 2023

	Note	Unrestricted Funds £	Restricted Funds £	Endowment Funds £	Totals £	Totals £
						2022
Income and endowments:	2					
• Grants		500	0	0	500	1,279
• Donations & legacies		65,120	6,237	0	71,357	60,198
• Income from Church activities		5,631	0	0	5,631	8,031
• Activities for generating funds		6,900	0	0	6,900	1,486
• Income from Investments		3,575	0	0	3,575	2,733
Total income:		£81,726	£6,237	£0	£87,963	£73,727
Expenditure on:	3					
• Expenditure on Church activities		90,348	2,238	0	92,586	73,004
Total expenditure:		£90,348	£2,238	£0	£92,586	£73,004
Net Surplus/(Deficit) before investment gains /(losses)		£ (8,622)	£3,999	£0	£ (4,623)	£723
Transfers between funds		£0	£ 0	£0	£0	£0
Other recognised gains/losses						
Unrealised Gains/(losses) on investment assets		0	0	1,064	1,064	108
Net movement in funds		£ (8,624)	£3,999	£1,064	£ (3,559)	£831
Reconciliation of funds:						
Total funds brought forward		£61,040	£21,947	£11,211	£94,198	£93,367
Total funds carried forward		£52,418	£25,946	£12,275	£90,639	£94,198

The notes on pages 9 to 16 form part of these financial statements

Parochial Church Council of the Ecclesiastical Parish of Flitwick

BALANCE SHEET AT 31 DECEMBER 2023

		2023		2022	
	Note	£	£	£	£
Fixed Assets:					
Tangible assets	7	1,068		0	
Endowment investments	8	12,275		11,211	
Total Fixed Assets			£13,343		£11,211
Current Assets:					
Cash at bank	9	78,603		80,157	
Debtors & prepayments	10	914		11,099	
Total Current Assets			£79,517		£91,256
Creditors: amounts falling due within one year	11		£2,221		£8,269
Net Current Assets:			£77,296		£82,987
Total Net Assess			£90,639		£94,198
The Funds of the Charity:					
Unrestricted	12	52,418		61,040	
Restricted	13	25,946		21,947	
Endowment	14	12,275		11,211	
Total Funds of the Charity			£90,639		£94,198

Approved by the PCC on 10th October 2024 and signed on their behalf by

Reverend Claire Harald (Incumbent)

Terry Thurley (Treasurer)

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDING 31 DECEMBER 2023

1 ACCOUNTING POLICIES

Basis of preparation:

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, together with FRS102 as the applicable accounting standards and the Statement of Recommended Practice, Accounting and Reporting by Charities (SORP(FRS102)).

The financial statements have been prepared under the historical cost convention except for the valuation of investment assets, which are shown at fair value.

Income and Endowments:

Recognition: These are included in the Statement of Financial Activities (SOFA) when:

1. the PCC becomes legally entitled to the use of the resources; and
2. inflow of economic benefit is probable; and
3. the monetary value can be measured with sufficient reliability.

Fund Raising: Funds raised from events and trading activities are reported gross in the SOFA – i.e., before any related costs that may have been deducted from the gross proceeds.

Grants and donations: Grants and donations are included in the SOFA when any preconditions preventing their use by the PCC have been met. For collections and planned giving this is when the funds are received.

Gift Aid Tax claims, etc., on cash donations: Gift Aid and other tax claims are included in the SOFA at the same time as the cash donations to which they relate.

Investment gains and losses: This includes any gain or loss on the sale of investments and any gain or loss resulting from revaluing investments to market value at the end of the year.

Expenditure & Liabilities:

Liability Recognition: Liabilities are recognised as soon as there is a legal or constructive obligation and settlement is probable and quantifiable.

Assets:

Consecrated and benefice property: In so far as consecrated and benefice property of any kind is excluded from the statutory definition of "charity" by Section 10(2) (a) and (c) of the Charities Act 2011 such assets are not capitalised in the financial statements.

Tangible fixed assets for use by charity: These are capitalised if they can be used for more than one year, and cost at least £400. They are valued at cost.

Depreciation is calculated to write off the capitalized cost of fixed assets less their currently anticipated residual fair value over their estimated useful lives as follows:

- Office equipment and lawn mower - 5 years

Investments: Investments quoted on a recognised stock exchange or whose value derives from them are valued at market value at the year end.

Short term deposits: Include cash held on deposit either with the CBF Church of England Funds or at the bank.

Funds:

Unrestricted Funds: These represent the 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 future projects.

Designated Funds: These represent unrestricted funds that are set aside for a designated purpose.

Restricted Funds: These are income funds that must be spent on restricted purposes and details of the funds held and restrictions provided are shown in the notes to the accounts.

NOTES TO THE FINANCIAL STATEMENTS (cont.)

Endowment Funds: These 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 their restrictions are shown in note 10.

	Unrestricted Funds		Restricted Funds	Endowment Funds	Totals	
2. Income & endowments	General	Designated			2023	2022
	£	£	£	£		£
Grants						
Energy Grant	0	0	0	0	0	1,279
Historic Churches Grant	0	0	0	0	0	0
Covid Grant Central Beds Council	0	0	0	0	0	0
St Albans Diocese	500	0	0	0	500	1,175
Total Grants Received	£500	£0	£0	£0	£500	£2,454
Donations & legacies						
Parish Giving Scheme	25,152	0	0	0	25,152	21,343
Regular Stewardship (Gift Aided)	10,800	0	0	0	10,800	12,185
Regular Stewardship (Not Gift Aided)	1,796	0	0	0	1,796	2,340
Donations (Gift Aided)	3,100	0	0	0	3,100	2,026
Donations (Not Gift Aided)	5,312	0	0	0	5,312	7,306
Sum Up (donation machine)	2,499	0	0	0	2,499	1,432
Charities Aid Foundation	600	0	0	0	600	600
Candle stand Donations	378	0	0	0	378	344
Gift Aid Tax Reclaim	9,673	0	0	0	9,673	9,987
Philippian Trust	1,100	0	0	0	1,100	1,160
Little Fishes	150	0	0	0	150	200
Bible Donations	675	0	0	0	675	0
Children's Society	211	0	0	0	211	0
Flitwick Singers	50	0	0	0	50	0
Bishops Harvest Appeal	50	0	0	0	50	0
Donation – Friends of Flitwick Church Re Spitter Repairs	3,317	0	0	0	3,317	0
Choir Donation	0	0	140	0	140	0
Historic Church's Trust	257	0	0	0	257	0
Flitwick Town Council	0	0	0	0	0	100
FFX (Flitwick Food Extra)	0	0	6,097	0	6,097	
Total Donations & Legacies	£65,120	£0	£6,237	£0	£71,357	£59,023
Income from Church Activities						
Weddings	2,249	0	0	0	2,248	3,105
Funerals	3,382	0	0	0	3,382	4,926
Total Income from Church Activities	£5,631	£0	£0	£0	£5,631	£8,031

	Unrestricted Funds		Restricted Funds	Endowment Funds	Totals	
	General	Designated			2023	2022
Activities for Generating Funds						
Men's Breakfast Club	187	0	0	0	187	0
Quiz	102	0	0	0	102	268
Surplus Annual Flowers	95	0	0	0	95	0
Xmas Stars	157	0	0	0	157	83
Flower Festival	2,607	0	0	0	2,607	0
Reader Training	275	0	0	0	275	0
Messy Church	202	0	0	0	202	0
Lettings Chapter House	2,617	0	0	0	2,617	585
Village Hall Coffee Morning	658	0	0	0	658	330
Sunday Morning Coffee/Tea	0	0	0	0	0	165
Parish Magazine Advertising	0	0	0	0	0	55
Total Activities for Generating Funds	£6,900	£0	£0	£0	£6,900	£1,486
Income from Investments						
Interest from CCLA/CBF Funds	3,575	0	0	0	3,575	2,733
Total Income from Investments	£3,575	£0	£0	£0	£3,575	£2,733
Total Income (Grants/Donations/Church Activities/Activities to Generate Funds/Interest/Dividends)	£81,726	£0	£6,237	£0	£87,963	£73,727

	Unrestricted Funds		Restricted Funds	Endowment Funds	Totals	
	General	Designated			2023	2022
	£	£	£	£		£
3. Expenditure:						
Expenditure on Church Activities:						
Parish Share	62,001	0	0	0	62,001	55,757
Parish Clergy Expenses	265	0	0	0	265	331
Worship Supplies & Costs of Services	472	0	0	0	472	619
Readers Training	174	0	0	0	174	0
Baptism Cards	0	0	0	0	0	8
Mission	63	0	0	0	63	35
Rev'd Claire Advert	70	0	0	0	70	0
Safeguarding	6	0	0	0	6	3
Messy Church	507	0	0	0	507	28
Sunday Group	51	0	0	0	51	0
Churches Together (Amp & Flit)	100	0	0	0	100	0
Rev'd Claire's Induction	0	0	0	0	0	353
Beds & Herts Historic Trust	40	0	0	0	40	40
Flowers	0	0	0	0	0	-63
Upkeep of Churchyard	0	0	0	0	0	219
Music	4,167	0	0	0	4,167	4,016
Parish Administrator Salary	2,376	0	0	0	2,376	3,516
Children's Church	417	0	0	0	417	0
Tea/Coffee	35	0	0	0	35	0
Light/Heat/Water	6,348	0	0	0	6,348	5,521
Energy Audit	330	0	0	0	330	0
Eco Church	128	0	0	0	128	29
Broadband/Office Software/Zoom/Printing/Postage & Stationery	2,618	0	0	0	2,618	2,431
Cleaning	1,297	0	0	0	1,297	1,150
Repairs & Maintenance	5,274	0	0	0	5,274	2,437
Insurance	2,272	0	0	0	2,272	2,487
Depreciation	266	0	0	0	266	772
Bank Charges	195	0	0	0	195	110
Turkey & Syria Earthquake Appeal	350	0	0	0	350	0
Christingle	261	0	0	0	261	0
Centre Point (Homeless)	167	0	0	0	167	0
Alpha Course	153	0	0	0	153	0
Miscellaneous	0	0	0	0	0	455
Corgi Home Plan	0	0	0	0	0	252
Guide Dogs for the Blind	-55	0	0	0	-55	60
FFX Food	0	0	2,238	0	2,238	2,352
Adjustment to St Andrews Expenses	0	0	0	0	0	(9,914)
Expenditure on Church Activities:	£90,348	£0	£2,238	£0	£92,586	£73,004

NOTES TO THE FINANCIAL STATEMENTS (cont.)

4	Staff Costs & Employee Benefits	2023	2022
	Wages & Salaries	£4,255	£5,566
	Employees	2	2
	During the year the PCC employed a Director of Music and a Parish Administrator (both part-time). Payments were not large enough to attract social security costs. No employee received employee benefits for the year of more than £60,000.		

5	Transactions with Trustees
	During the year the Rev'd Claire Harald, chair of the PCC, received a total of £265 (£331) of expenses related to her duties within the parish. All expenses are consistent with Church of England guidance on the parochial expenses of clergy. During the year members of the PCC, were reimbursed for expenditure incurred as agents on behalf of the PCC. These other payments were recorded in the accounts under the relevant expenditure category.

6	Independent Examiners Remuneration:
	The Independent Examiner was not remunerated for her work on the 2023 accounts (2022 £Nil).

7	Tangible Fixed Assets	Office Equipment	Lawn Mower	Total
	Cost			
	At 1 st January 2023	£2,180	£0	£2,180
	Additions	410	925	1,335
	Disposals	0	0	0
	At 31st December 2023	£2,590	£925	£3,515
	Depreciation			
	At 1 st January 2023	£2,180	£0	£2,180
	Depreciation	£82	£185	£267
	Disposals	0	0	0
	At 31st December 2023	£2,262	£185	£2,477
	Net Book Value at 1st January 2023	£0	0	£0
	Net Book Value at 31st December 2023	£328	£740	£1,068

8	Endowments	Value 1 st January 2023	Increase / (Decrease) in Value	Value 31 st January 2023
	Fabric Endowment Fund	5,657	537	6,194
	Byron Endowment Fund	310	29	339
	Chancel Endowment Fund	5,244	498	5,742
	Total	£11,211	£1,064	£12,275

NOTES TO THE FINANCIAL STATEMENTS (cont.)

9	Cash at bank & in hand	2023	2022
	Short Term Deposit Accounts	£54,647	£52,796
	Cash at bank	£23,956	£27,361
		£78,603	£80,157

10	Debtors and Prepayments	2023	2022
	Debtors & Prepayments	£914	£11,099
		£914	£11,099

11	Creditors and Accruals	2023	2022
	Creditors & Accruals	£2,221	£8,269
		£2,221	£8,269

12	Funds of The Charity	1st Jan'23	Income	Expend	Transfers	31st Dec'23
	General Fund	36,915	81,726	90,348	0	28,293
	Legacy Fund (Designated)	24,125	0	0	0	24,125
	Total Unrestricted Funds	£61,040	£81,726	£90,348	£0	£52,418
	Legacy funds are used to help fund significant projects, whether building, equipment, mission or staff.					

13	Restricted Funds	1st Jan'23	Income	Expend	Transfers	Gains/ (Losses)	31st Dec'23
	Religious Education Fund	6,992	0	0	0	0	6,992
	Lych Gate Repair Fund	3,751	0	0	0	0	3,751
	Fabric Repair Fund	3,189	0	0	0	0	3,189
	Bell Fund	3,471	0	0	0	0	3,471
	FFX (Flitwick Food Extra)	927	6,097	(2,238)	0	0	4,786
	Furnishing Fund	1,673	0	0	0	0	1,673
	Choir Fund	689	140	0	0	0	829
	Chancel Fabric Fund	536	0	0	0	0	536
	Pither Legacy (Charitable uses in Parish) Fund	476	0	0	0	0	476
	Appeals for Charity Fund	183	0	0	0	0	183
	Church Flowers Fund	60	0	0	0	0	60
	Total	£21,947	£6,237	(£2,238)	£0	£0	£25,946

NOTES TO THE FINANCIAL STATEMENTS (cont.)

Restricted Funds have been donated to the PCC for the specific purposes, and may only be used for the purpose for which they were donated.	
Religious Education Fund	Represents the accumulated income from the Old School Endowment, a separate charity of which the Vicar and Churchwardens are Trustees. The income of such Endowment Funds is restricted by an Act of Parliament and can only be used for Religious Education.
Lynch Gate Repair Fund	Represents amounts donated to fund the repairs to the Lynch Gate in 2018/19. The remaining balance will be spent on completion of the planned repairs and future repairs to the Lynch Gate.
Fabric Repair Fund	Represents amounts donated by individuals as well as the Friends of Flitwick Church and is restricted to, expenditure on the fabric of the church building (including the Chapter House) and the Churchyard.
Bell Fund	Is restricted to repairs and maintenance of the Bells and other Bellringing expenses.
FFX (Flitwick Food Extra)	Is the balance of the FFX Fund.
Furnishing Fund	Is restricted to expenditure on furnishings for the Church and Chapter House.
Choir Fund	Represents donations by individuals for Choir related expenditure.
Chancel Fabric Fund	Is restricted by the Ecclesiastical Dilapidations Measure 1923 to repairs to the Church Building and Churchyard.
Pither Legacy (Charitable uses in Parish) Fund	Is restricted to charitable use within the Parish and is spent at the discretion of the incumbent.
Appeals for Charity Fund	Represents collections for specific Charities which have yet to be paid to the Charity.
Church Flowers Fund	Represents donations to the Church Flower Fund, which is administered by the Flower Arrangers.

14	Endowment Funds/Fixed Asset Investments	1 st Jan'23	Expend	Transfers	Unrealised Gains/ (Losses)	31 st Dec'23
	Brooks Legacy Endowment (Fabric)	5,657	0	0	537	6,194
	Byron Bequest Endowment (Fabric)	310	0	0	29	339
	Chancel Endowment Fund (Chancel Fabric)	5,244	0	0	498	5,742
	Total	£11,211	£0	£0	£1,064	£12,275

15	Old Sunday School Fund:
	When the Old Sunday School was sold the proceeds were placed in Trust with the Diocese. The Funds were to be used for the "<i>purpose of religious education of the children of Flitwick</i>". The Vicar and Church Wardens decide how the monies should be spent, not the Parochial Church Council (PCC). An application was made to the Charity Commissioners to widen the scope of the Fund. The Charity Commissioners approved our application. The Fund can now be used to employ a Children's and Family Worker, to promote Religious Education in Flitwick. As the Old Sunday School Fund is not controlled by the PCC, it does not need to be reflected in these accounts. For information purposes only - The value of the Old Sunday School Fund at 31st December 2023 was £56,531 (2022 = £51,631).

16	Sale of St Andrews Hall:
	St Andrews Hall was sold in May'23. After the deduction of associated expenses, £287,244 was deposited with CCLA. The PCC are currently seeking clarification from the Diocese as to who controls these monies, the PCC or the Incumbent plus the Church Wardens. There are no restrictions as to how the monies can be spent. The value of the Sale of St Andrews Fund as at 31st December 2023 was £290,160.



**THE PAROCHIAL CHURCH COUNCIL OF
THE ECCLESIASTICAL PARISH OF
FLITWICK**

REPORT AND FINANCIAL STATEMENTS

FOR THE YEAR ENDING

31 DECEMBER 2023

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The Parochial Church Council of the Ecclesiastical Parish of Flitwick, is registered with the Charity Commissioners for England and Wales (Charity no. 1169624)

Parochial Church Council of the Ecclesiastical Parish of Flitwick

TRUSTEES' REPORT FOR YEAR ENDING 31 DECEMBER 2023

Aim and Purpose

The Parochial Church Council has the responsibility of co-operating with the Incumbent and promoting in the ecclesiastical parish of Flitwick the whole mission of the Church, pastoral, evangelistic, social and ecumenical. It also has the responsibility for the maintenance of the Parish Church and Chapter House.

Objectives and Activities

When planning our activities for the year, we have considered the Charity Commission's guidance on public benefit and, in particular, the supplementary guidance on charities for the advancement of religion. In particular, we try to enable all people to be able to live out their faith as part of our parish community through:

- Worship and prayer, learning about the Gospel: developing knowledge and trust in Jesus.
- Provision of pastoral care for people living in the parish
- Missionary and outreach work
- The ministry and administration of significant life events; weddings, baptisms, and funerals.

Achievements and Performance

In July this year we welcomed the Revd. Andy Jefferson as assistant curate in training in the parish. Over the next 3 years he will continue his ministerial training in Flitwick and assist the Revd. Claire Harald

Worship and Prayer

During the year we have continued to offer two services on a Sunday morning. A Sunday Celebration at 9am held either in Church or on the lawn depending on the weather for all ages and stages of life and faith. A Parish Eucharist at 10.30am in Church of which part is live streamed. Our average attendance throughout the year was 76 adults and 12 children.

On the first Sunday of the month, we combine the two services for an All-Together service at 10.30am. Refreshments are served following each service.

Morning Prayer is held on Monday, Tuesday, Thursday and Friday led by one of the Ministry team. Wednesday at 10am we hold a said communion service followed by refreshments.

Our Children's Church held during the Sunday morning service was renamed Rock Solid and our Youth group re named Ymaac (Youth messing about at Church)

Special services throughout the year included all Easter services, including a communion service held in a parishioner's home; In Loving Memory; Baby Loss Service; Midnight Mass and a traditional Carol Service. We also held two Christingle services on Christmas Eve afternoon.

During one-week preceding Christmas local Lower Schools were welcomed into the Church for a variety of Christmas celebrations

An ecumenical Civic Service was held in conjunction with Flitwick Town Mayor and Town Council.

Pastoral Offices

The following pastoral services were taken this year:

Type of Service	2023	2022
Funerals	28	30
Baptisms	16	11
Weddings	6	10

Pastoral Care:

Members of the congregation and the Ministry team regularly visit those from the Parish who are unwell, housebound or in Hospital often taking the form of a home Communion. In addition, a service of Holy Communion is regularly celebrated at local care homes.

Mission and Evangelism:

Our Pioneer Enabler, along with the Open the Book team, regularly visited schools to take assemblies throughout the year. Harvest, Christmas and Easter services were taken into schools by our incumbent and Pioneer Enabler.

Our Eco-church team is fully active and will be working towards achieving a silver award

As a Church we continue to make regular contributions to the Need Project food bank, as well as raising money for other charities carrying out Gods work.

Messy Church, our outreach service to families, meets every half term and continues to flourish, and is often oversubscribed.

Flitwick Food Extra (FFX) continued throughout the year; it provides local families with food boxes during the school holidays, the boxes consisting of lots of fresh produce and recipe cards.

Ecumenical Relationships:

The church is a member of Churches Together in Ampthill and Flitwick, and we are continuing to build strong relations with Kings Baptist Church.

Deanery Synod:

Three members of the PCC sit on the Deanery Synod. This provides the PCC with an important link between the parish and the wider structures of the church.

Buildings:

Routine maintenance of our building continues where possible.

We completed on the sale of the St Andrew's site

Financial Review:**Income and expenditure:**

Description	£ 2023	£ 2022
Income	£87,961	£73,727
Expenditure	£92,586	£73,004
Surplus/(Deficit)	£ (4,625)	£723

Giving:

Type of Stewardship/Giving	2023	2022
Number of Parishioners who support our church via the monthly Parish Giving scheme.	47	41
Number of Parishioners who support our church via a monthly/weekly standing order.	14	14
Number of Parishioners who support our church via the regular Gift Aid envelope scheme.	9	10

To ease the administration burden on our church and to improve cash flow, we are actively asking parishioners to consider moving to the Parish Giving scheme.

Reserves:

It is the PCC's policy to try to maintain a balance on free reserves which equates to between three and six months of unrestricted payments. This is equivalent to approximately £22,600 to £45,200. It is held to smooth out fluctuations in cash flow and to meet emergencies. The balance of the free reserves (unrestricted reserves which have not been designated by the PCC for use for other purposes) at the year-end were £26,438.

Our PCC legacy policy is to use legacy gifts to help fund significant development projects, whether buildings, equipment, mission or staff. The PCC has created a designated Legacy Reserve Fund to separate legacy donations from free reserves. Use of Legacy Reserves to fund specific projects requires approval of the PCC via a PCC resolution. At the year-end, the Legacy reserve stood at £24,125 (2021 £24,125).

The restricted reserves of £25,946 (2022 £21,947) can only be spent for the purposes for which they were originally donated.

The endowment reserves £12,275 (2022 £11,211) are a special kind of restricted fund that must be retained permanently as capital. The income on the PCC's endowment reserves can only be spent on fabric related items and are paid into the restricted Chancel and Fabric repair funds.

It is our policy to invest cash balances over and above those required to fund day to day expenditure with the CCLA Church of England Deposit Fund. Endowment funds are invested in the CCLA Church of England Investment Fund.

Structure, governance and management

The Parochial Church Council of the Ecclesiastical Parish of St Peter & St Paul, Flitwick is a corporate body established by the Church of England. The PCC operates under the Parochial Church Council Powers Measures. The PCC is registered with the Charity Commissioners for England and Wales (Charity no. 1169624)

The method of appointment of PCC members is set out in the Church representation Rules. In this parish, the membership of the PCC consists of the incumbent, members of the Ministry team, members of Deanery Synod and members elected by those members of the congregation who are on the electoral roll of the Parish.

Administrative Information

The Parish Church of St Peter and St Paul is situated on Church Road, Flitwick, MK45 1E. The Parish is part of the Diocese of St Albans within the Church of England. The correspondence address is The Vicarage, 26 Dew Pond Road, Flitwick, Bedford, MK45 1RT.

The following have served as members of the PCC during the calendar year ending 31 December 2023. The number of meetings attended is shown in brackets.

Incumbent	Rev Claire Harald
Curate	Rev Andy Jefferson
Licensed to the Church	Sophie Tucker
Church Warden	Linda Foale
Church Warden	Richard Fullbrook
General Synod	Becky Mynett
Deanery Synod	Tony Brown
Deanery Synod	David Watson
Treasurer	Terry Thurley
Secretary	Nigel Taylor
Safeguarding	Emma Williams
Deputy Church Warden	David Golding
Deputy Church Warden	Chris Macintosh
	Ciaran Diver
	Jo Farrington-Sharp
	Emma Herman
	Mary McKeand
	Carol Thompson
	Joanna Chandler-Clarke

Report approved by the PCC on 10th October 2024 and signed on their behalf by:

Reverend Claire Harald (Incumbent)

Terry Thurley (Treasurer)

INDEPENDENT EXAMINER'S REPORT

Report to the Parochial Church Council of the Ecclesiastical Parish of Flitwick. Charity Number 1169624

I report to the trustees on my examination of the accounts of the above charity ("the PCC") for the year ended 31 December 2023, set out on pages 8 to 16.

Responsibilities and Basis of Report

As the charity's 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 PCC'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 which gives me cause to believe that in any material respect:

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

I have 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.



25th September 2024

Natalie Coleman FCCA
Chartered Certified Accountant
24 Dew Pond Road
Flitwick
Bedford
MK45 1RT

STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDING 31 DECEMBER 2023

	Note	Unrestricted Funds £	Restricted Funds £	Endowment Funds £	Totals £	Totals £
						2022
Income and endowments:	2					
• Grants		500	0	0	500	1,279
• Donations & legacies		65,120	6,237	0	71,357	60,198
• Income from Church activities		5,631	0	0	5,631	8,031
• Activities for generating funds		6,900	0	0	6,900	1,486
• Income from Investments		3,575	0	0	3,575	2,733
Total income:		£81,726	£6,237	£0	£87,963	£73,727
Expenditure on:	3					
• Expenditure on Church activities		90,348	2,238	0	92,586	73,004
Total expenditure:		£90,348	£2,238	£0	£92,586	£73,004
Net Surplus/(Deficit) before investment gains /(losses)		£ (8,622)	£3,999	£0	£ (4,623)	£723
Transfers between funds		£0	£ 0	£0	£0	£0
Other recognised gains/losses						
Unrealised Gains/(losses) on investment assets		0	0	1,064	1,064	108
Net movement in funds		£ (8,624)	£3,999	£1,064	£ (3,559)	£831
Reconciliation of funds:						
Total funds brought forward		£61,040	£21,947	£11,211	£94,198	£93,367
Total funds carried forward		£52,418	£25,946	£12,275	£90,639	£94,198

The notes on pages 9 to 16 form part of these financial statements

Parochial Church Council of the Ecclesiastical Parish of Flitwick

BALANCE SHEET AT 31 DECEMBER 2023

		2023		2022	
	Note	£	£	£	£
Fixed Assets:					
Tangible assets	7	1,068		0	
Endowment investments	8	12,275		11,211	
Total Fixed Assets			£13,343		£11,211
Current Assets:					
Cash at bank	9	78,603		80,157	
Debtors & prepayments	10	914		11,099	
Total Current Assets			£79,517		£91,256
Creditors: amounts falling due within one year	11		£2,221		£8,269
Net Current Assets:			£77,296		£82,987
Total Net Assess			£90,639		£94,198
The Funds of the Charity:					
Unrestricted	12	52,418		61,040	
Restricted	13	25,946		21,947	
Endowment	14	12,275		11,211	
Total Funds of the Charity			£90,639		£94,198

Approved by the PCC on 10th October 2024 and signed on their behalf by

Reverend Claire Harald (Incumbent)

Terry Thurley (Treasurer)

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDING 31 DECEMBER 2023

1 ACCOUNTING POLICIES

Basis of preparation:

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, together with FRS102 as the applicable accounting standards and the Statement of Recommended Practice, Accounting and Reporting by Charities (SORP(FRS102)).

The financial statements have been prepared under the historical cost convention except for the valuation of investment assets, which are shown at fair value.

Income and Endowments:

Recognition: These are included in the Statement of Financial Activities (SOFA) when:

1. the PCC becomes legally entitled to the use of the resources; and
2. inflow of economic benefit is probable; and
3. the monetary value can be measured with sufficient reliability.

Fund Raising: Funds raised from events and trading activities are reported gross in the SOFA – i.e., before any related costs that may have been deducted from the gross proceeds.

Grants and donations: Grants and donations are included in the SOFA when any preconditions preventing their use by the PCC have been met. For collections and planned giving this is when the funds are received.

Gift Aid Tax claims, etc., on cash donations: Gift Aid and other tax claims are included in the SOFA at the same time as the cash donations to which they relate.

Investment gains and losses: This includes any gain or loss on the sale of investments and any gain or loss resulting from revaluing investments to market value at the end of the year.

Expenditure & Liabilities:

Liability Recognition: Liabilities are recognised as soon as there is a legal or constructive obligation and settlement is probable and quantifiable.

Assets:

Consecrated and benefice property: In so far as consecrated and benefice property of any kind is excluded from the statutory definition of "charity" by Section 10(2) (a) and (c) of the Charities Act 2011 such assets are not capitalised in the financial statements.

Tangible fixed assets for use by charity: These are capitalised if they can be used for more than one year, and cost at least £400. They are valued at cost.

Depreciation is calculated to write off the capitalized cost of fixed assets less their currently anticipated residual fair value over their estimated useful lives as follows:

- Office equipment and lawn mower - 5 years

Investments: Investments quoted on a recognised stock exchange or whose value derives from them are valued at market value at the year end.

Short term deposits: Include cash held on deposit either with the CBF Church of England Funds or at the bank.

Funds:

Unrestricted Funds: These represent the 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 future projects.

Designated Funds: These represent unrestricted funds that are set aside for a designated purpose.

Restricted Funds: These are income funds that must be spent on restricted purposes and details of the funds held and restrictions provided are shown in the notes to the accounts.

NOTES TO THE FINANCIAL STATEMENTS (cont.)

Endowment Funds: These 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 their restrictions are shown in note 10.

	Unrestricted Funds		Restricted Funds	Endowment Funds	Totals	
2. Income & endowments	General	Designated			2023	2022
	£	£	£	£		£
Grants						
Energy Grant	0	0	0	0	0	1,279
Historic Churches Grant	0	0	0	0	0	0
Covid Grant Central Beds Council	0	0	0	0	0	0
St Albans Diocese	500	0	0	0	500	1,175
Total Grants Received	£500	£0	£0	£0	£500	£2,454
Donations & legacies						
Parish Giving Scheme	25,152	0	0	0	25,152	21,343
Regular Stewardship (Gift Aided)	10,800	0	0	0	10,800	12,185
Regular Stewardship (Not Gift Aided)	1,796	0	0	0	1,796	2,340
Donations (Gift Aided)	3,100	0	0	0	3,100	2,026
Donations (Not Gift Aided)	5,312	0	0	0	5,312	7,306
Sum Up (donation machine)	2,499	0	0	0	2,499	1,432
Charities Aid Foundation	600	0	0	0	600	600
Candle stand Donations	378	0	0	0	378	344
Gift Aid Tax Reclaim	9,673	0	0	0	9,673	9,987
Philippian Trust	1,100	0	0	0	1,100	1,160
Little Fishes	150	0	0	0	150	200
Bible Donations	675	0	0	0	675	0
Children's Society	211	0	0	0	211	0
Flitwick Singers	50	0	0	0	50	0
Bishops Harvest Appeal	50	0	0	0	50	0
Donation – Friends of Flitwick Church Re Spitter Repairs	3,317	0	0	0	3,317	0
Choir Donation	0	0	140	0	140	0
Historic Church's Trust	257	0	0	0	257	0
Flitwick Town Council	0	0	0	0	0	100
FFX (Flitwick Food Extra)	0	0	6,097	0	6,097	
Total Donations & Legacies	£65,120	£0	£6,237	£0	£71,357	£59,023
Income from Church Activities						
Weddings	2,249	0	0	0	2,248	3,105
Funerals	3,382	0	0	0	3,382	4,926
Total Income from Church Activities	£5,631	£0	£0	£0	£5,631	£8,031

	Unrestricted Funds		Restricted Funds	Endowment Funds	Totals	
	General	Designated			2023	2022
Activities for Generating Funds						
Men's Breakfast Club	187	0	0	0	187	0
Quiz	102	0	0	0	102	268
Surplus Annual Flowers	95	0	0	0	95	0
Xmas Stars	157	0	0	0	157	83
Flower Festival	2,607	0	0	0	2,607	0
Reader Training	275	0	0	0	275	0
Messy Church	202	0	0	0	202	0
Lettings Chapter House	2,617	0	0	0	2,617	585
Village Hall Coffee Morning	658	0	0	0	658	330
Sunday Morning Coffee/Tea	0	0	0	0	0	165
Parish Magazine Advertising	0	0	0	0	0	55
Total Activities for Generating Funds	£6,900	£0	£0	£0	£6,900	£1,486
Income from Investments						
Interest from CCLA/CBF Funds	3,575	0	0	0	3,575	2,733
Total Income from Investments	£3,575	£0	£0	£0	£3,575	£2,733
Total Income (Grants/Donations/Church Activities/Activities to Generate Funds/Interest/Dividends)	£81,726	£0	£6,237	£0	£87,963	£73,727

	Unrestricted Funds		Restricted Funds	Endowment Funds	Totals	
	General	Designated			2023	2022
	£	£	£	£		£
3. Expenditure:						
Expenditure on Church Activities:						
Parish Share	62,001	0	0	0	62,001	55,757
Parish Clergy Expenses	265	0	0	0	265	331
Worship Supplies & Costs of Services	472	0	0	0	472	619
Readers Training	174	0	0	0	174	0
Baptism Cards	0	0	0	0	0	8
Mission	63	0	0	0	63	35
Rev'd Claire Advert	70	0	0	0	70	0
Safeguarding	6	0	0	0	6	3
Messy Church	507	0	0	0	507	28
Sunday Group	51	0	0	0	51	0
Churches Together (Amp & Flit)	100	0	0	0	100	0
Rev'd Claire's Induction	0	0	0	0	0	353
Beds & Herts Historic Trust	40	0	0	0	40	40
Flowers	0	0	0	0	0	-63
Upkeep of Churchyard	0	0	0	0	0	219
Music	4,167	0	0	0	4,167	4,016
Parish Administrator Salary	2,376	0	0	0	2,376	3,516
Children's Church	417	0	0	0	417	0
Tea/Coffee	35	0	0	0	35	0
Light/Heat/Water	6,348	0	0	0	6,348	5,521
Energy Audit	330	0	0	0	330	0
Eco Church	128	0	0	0	128	29
Broadband/Office Software/Zoom/Printing/Postage & Stationery	2,618	0	0	0	2,618	2,431
Cleaning	1,297	0	0	0	1,297	1,150
Repairs & Maintenance	5,274	0	0	0	5,274	2,437
Insurance	2,272	0	0	0	2,272	2,487
Depreciation	266	0	0	0	266	772
Bank Charges	195	0	0	0	195	110
Turkey & Syria Earthquake Appeal	350	0	0	0	350	0
Christingle	261	0	0	0	261	0
Centre Point (Homeless)	167	0	0	0	167	0
Alpha Course	153	0	0	0	153	0
Miscellaneous	0	0	0	0	0	455
Corgi Home Plan	0	0	0	0	0	252
Guide Dogs for the Blind	-55	0	0	0	-55	60
FFX Food	0	0	2,238	0	2,238	2,352
Adjustment to St Andrews Expenses	0	0	0	0	0	(9,914)
Expenditure on Church Activities:	£90,348	£0	£2,238	£0	£92,586	£73,004

NOTES TO THE FINANCIAL STATEMENTS (cont.)

4	Staff Costs & Employee Benefits	2023	2022
	Wages & Salaries	£4,255	£5,566
	Employees	2	2
	During the year the PCC employed a Director of Music and a Parish Administrator (both part-time). Payments were not large enough to attract social security costs. No employee received employee benefits for the year of more than £60,000.		

5	Transactions with Trustees
	During the year the Rev'd Claire Harald, chair of the PCC, received a total of £265 (£331) of expenses related to her duties within the parish. All expenses are consistent with Church of England guidance on the parochial expenses of clergy. During the year members of the PCC, were reimbursed for expenditure incurred as agents on behalf of the PCC. These other payments were recorded in the accounts under the relevant expenditure category.

6	Independent Examiners Remuneration:
	The Independent Examiner was not remunerated for her work on the 2023 accounts (2022 £Nil).

7	Tangible Fixed Assets	Office Equipment	Lawn Mower	Total
	Cost			
	At 1 st January 2023	£2,180	£0	£2,180
	Additions	410	925	1,335
	Disposals	0	0	0
	At 31st December 2023	£2,590	£925	£3,515
	Depreciation			
	At 1 st January 2023	£2,180	£0	£2,180
	Depreciation	£82	£185	£267
	Disposals	0	0	0
	At 31st December 2023	£2,262	£185	£2,477
	Net Book Value at 1st January 2023	£0	0	£0
	Net Book Value at 31st December 2023	£328	£740	£1,068

8	Endowments	Value 1 st January 2023	Increase / (Decrease) in Value	Value 31 st January 2023
	Fabric Endowment Fund	5,657	537	6,194
	Byron Endowment Fund	310	29	339
	Chancel Endowment Fund	5,244	498	5,742
	Total	£11,211	£1,064	£12,275

NOTES TO THE FINANCIAL STATEMENTS (cont.)

9	Cash at bank & in hand	2023	2022
	Short Term Deposit Accounts	£54,647	£52,796
	Cash at bank	£23,956	£27,361
		£78,603	£80,157

10	Debtors and Prepayments	2023	2022
	Debtors & Prepayments	£914	£11,099
		£914	£11,099

11	Creditors and Accruals	2023	2022
	Creditors & Accruals	£2,221	£8,269
		£2,221	£8,269

12	Funds of The Charity	1st Jan'23	Income	Expend	Transfers	31st Dec'23
	General Fund	36,915	81,726	90,348	0	28,293
	Legacy Fund (Designated)	24,125	0	0	0	24,125
	Total Unrestricted Funds	£61,040	£81,726	£90,348	£0	£52,418
	Legacy funds are used to help fund significant projects, whether building, equipment, mission or staff.					

13	Restricted Funds	1st Jan'23	Income	Expend	Transfers	Gains/ (Losses)	31st Dec'23
	Religious Education Fund	6,992	0	0	0	0	6,992
	Lych Gate Repair Fund	3,751	0	0	0	0	3,751
	Fabric Repair Fund	3,189	0	0	0	0	3,189
	Bell Fund	3,471	0	0	0	0	3,471
	FFX (Flitwick Food Extra)	927	6,097	(2,238)	0	0	4,786
	Furnishing Fund	1,673	0	0	0	0	1,673
	Choir Fund	689	140	0	0	0	829
	Chancel Fabric Fund	536	0	0	0	0	536
	Pither Legacy (Charitable uses in Parish) Fund	476	0	0	0	0	476
	Appeals for Charity Fund	183	0	0	0	0	183
	Church Flowers Fund	60	0	0	0	0	60
	Total	£21,947	£6,237	(£2,238)	£0	£0	£25,946

NOTES TO THE FINANCIAL STATEMENTS (cont.)

Restricted Funds have been donated to the PCC for the specific purposes, and may only be used for the purpose for which they were donated.	
Religious Education Fund	Represents the accumulated income from the Old School Endowment, a separate charity of which the Vicar and Churchwardens are Trustees. The income of such Endowment Funds is restricted by an Act of Parliament and can only be used for Religious Education.
Lynch Gate Repair Fund	Represents amounts donated to fund the repairs to the Lynch Gate in 2018/19. The remaining balance will be spent on completion of the planned repairs and future repairs to the Lynch Gate.
Fabric Repair Fund	Represents amounts donated by individuals as well as the Friends of Flitwick Church and is restricted to, expenditure on the fabric of the church building (including the Chapter House) and the Churchyard.
Bell Fund	Is restricted to repairs and maintenance of the Bells and other Bellringing expenses.
FFX (Flitwick Food Extra)	Is the balance of the FFX Fund.
Furnishing Fund	Is restricted to expenditure on furnishings for the Church and Chapter House.
Choir Fund	Represents donations by individuals for Choir related expenditure.
Chancel Fabric Fund	Is restricted by the Ecclesiastical Dilapidations Measure 1923 to repairs to the Church Building and Churchyard.
Pither Legacy (Charitable uses in Parish) Fund	Is restricted to charitable use within the Parish and is spent at the discretion of the incumbent.
Appeals for Charity Fund	Represents collections for specific Charities which have yet to be paid to the Charity.
Church Flowers Fund	Represents donations to the Church Flower Fund, which is administered by the Flower Arrangers.

14	Endowment Funds/Fixed Asset Investments	1 st Jan'23	Expend	Transfers	Unrealised Gains/ (Losses)	31 st Dec'23
	Brooks Legacy Endowment (Fabric)	5,657	0	0	537	6,194
	Byron Bequest Endowment (Fabric)	310	0	0	29	339
	Chancel Endowment Fund (Chancel Fabric)	5,244	0	0	498	5,742
	Total	£11,211	£0	£0	£1,064	£12,275

15	Old Sunday School Fund:
	When the Old Sunday School was sold the proceeds were placed in Trust with the Diocese. The Funds were to be used for the "<i>purpose of religious education of the children of Flitwick</i>". The Vicar and Church Wardens decide how the monies should be spent, not the Parochial Church Council (PCC). An application was made to the Charity Commissioners to widen the scope of the Fund. The Charity Commissioners approved our application. The Fund can now be used to employ a Children's and Family Worker, to promote Religious Education in Flitwick. As the Old Sunday School Fund is not controlled by the PCC, it does not need to be reflected in these accounts. For information purposes only - The value of the Old Sunday School Fund at 31st December 2023 was £56,531 (2022 = £51,631).

16	Sale of St Andrews Hall:
	St Andrews Hall was sold in May'23. After the deduction of associated expenses, £287,244 was deposited with CCLA. The PCC are currently seeking clarification from the Diocese as to who controls these monies, the PCC or the Incumbent plus the Church Wardens. There are no restrictions as to how the monies can be spent. The value of the Sale of St Andrews Fund as at 31st December 2023 was £290,160.

Accounts



**THE PAROCHIAL CHURCH COUNCIL OF
THE ECCLESIASTICAL PARISH OF
FLITWICK**

REPORT AND FINANCIAL STATEMENTS

FOR THE YEAR ENDING

31 DECEMBER 2022

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The Parochial Church Council of the Ecclesiastical Parish of Flitwick, is registered with the Charity Commissioners for England and Wales (Charity no. 1169624)

Parochial Church Council of the Ecclesiastical Parish of Flitwick

TRUSTEES' REPORT FOR YEAR ENDING 31 DECEMBER 2022

Aim and Purpose

The Parochial Church Council has the responsibility of co-operating with the Incumbent and promoting in the ecclesiastical parish of Flitwick the whole mission of the Church, pastoral, evangelistic, social and ecumenical. It also has the responsibility for the maintenance of the Parish Church and Chapter House.

Objectives and Activities

When planning our activities for the year, we have considered the Charity Commission's guidance on public benefit and, in particular, the supplementary guidance on charities for the advancement of religion. In particular, we try to enable all people to be able to live out their faith as part of our parish community through:

- Worship and prayer, learning about the Gospel: developing knowledge and trust in Jesus.
- Provision of pastoral care for people living in the parish
- Missionary and outreach work
- The ministry and administration of significant life events; weddings, baptisms, and funerals.

Achievements and Performance

Worship and Prayer continues to be impacted by COVID 19 and being in vacancy for part of the year. However, we have continued to be a worshipping community. Our worship has included:

- Daily Prayer livestreamed on Facebook each weekday from the home of a member of the ministry team.
- Morning Prayer resumed in church, led by the ministry team after the vacancy was filled.
- Wednesday mornings coffee and reflection ended when the vacancy was filled and the 10am Communion service resumed.
- An all-Age Sunday Celebration Service at 9am in Church or on the lawn, weather permitting.
- Parish Eucharist worship in Church at 10.30am Sundays continued in Church as permitted throughout the year and was also live streamed.
- A new All Together monthly worship service for all ages and stages of life and faith.
- Lectionaries and devotional materials sent by post for those not online, together with details of worship available by phone, on the radio and television.
- Special services throughout the year including all Easter services, In Loving Memory, Baby Loss Service, Midnight Mass and a traditional Carol Service were held in Church. The Christmas Eve afternoon Carol services were replaced by two Christingle services.
- A Service of Remembrance was held in memory of our late Queen Elizabeth II
- An ecumenical Civic Service was held in conjunction with Flitwick Town Mayor and Town Council.
- The re-introduction of Sunday groups for children and young people.

Pastoral Offices

The following pastoral services were taken this year:

Type of Service	2022	2021
Funerals (Church and Burial)	20	24
Internment of Ashes	5	9
Baptisms	11	21
Funerals (Crematorium)	5	13
Weddings	10	8

Pastoral Care:

As restrictions began to lift, normal hospital visiting, pastoral care visits and home communions resumed. Visits to care homes began again towards the end of the year and continue to be monitored closely by the homes.

Mission and Evangelism:

Our Pioneer Enabler, along with the Open the Book team regularly visited schools to take assemblies throughout the year. Harvest and Christmas services were taken into schools by our incumbent and Pioneer Enabler.

Our Eco-church team was relaunched as restrictions lifted and a new focus has been given to our churches environmental impact.

As a Church we continue to make regular contributions to the Need Project food bank, as well as raising money for other charities carrying out Gods work.

Messy Church, our outreach service to families, resumed in October and was such a success that a second one was run at Christmas.

Flitwick Food Extra (FFX) continued throughout the year. Providing local families food boxes during the school holidays, the boxes consisting of lots of fresh produce and recipe cards.

Worship has continued in Church and on the lawn for Sunday Celebration when the weather allowed. The 10.30am Sunday Eucharist continued to be live streamed therefor allowing more people to come in contact with our services.

Ecumenical Relationships:

The church is a member of Churches Together in Ampthill and Flitwick, and we are now building strong relations with Kings Baptist Church.

Deanery Synod:

Three members of the PCC sit on the Deanery Synod. This provides the PCC with an important link between the parish and the wider structures of the church.

Buildings:

Routine maintenance of our building continues where possible.

Financial Review:

Income and expenditure:

Description	2022 £	2021 £	Comments
Income	£73,727	£70,845	Income for the year was slightly up. Due to a return to regular worship in church, and grants from the diocese to help with Energy costs.
Expenditure	£73,004*	£87,380*	Like all households the impact of the dramatic increase in energy costs is a serious and ongoing concern for our church.
Surplus/ (Deficit)	£723	£ (16,535)	

*Expenditure on St Andrews was incorrectly charged to reserves of £6,997 in 2021 & £2,917 in earlier years. This is reversed in 2022 £9,914. This is a debtor and fully refundable.

Giving:

Type of Stewardship/Giving	2022	2021
Number of Parishioners who support our church via the monthly Parish Giving scheme.	41	40
Number of Parishioners who support our church via a monthly/weekly standing order.	14	38
Number of Parishioners who support our church via the regular Gift Aid envelope scheme.	10	8

To ease the administration burden on our church and to improve cash flow, we are actively asking parishioners to consider moving to the Parish Giving scheme.

Reserves:

It is PCC policy to try to maintain a balance on free reserves which equates to between three and six months of unrestricted payments. This is equivalent to approximately £20,150 to £42,300 It is held to smooth out fluctuations in cash flow and to meet emergencies. The balance of the free reserves (unrestricted reserves which have not been designated by the PCC for use for other purposes) at the year-end were £36,915.

Our PCC legacy policy is to use legacy gifts to help fund significant development projects, whether buildings, equipment, mission or staff. The PCC has created a designated Legacy Reserve Fund to separate legacy donations from free reserves. Use of Legacy Reserves to fund specific projects requires approval of the PCC via a PCC resolution. At the year-end, the Legacy reserve stood at £24,125 (2021 £24,125).

The costs relating to a future sale of St. Andrew's Hall have been identified and will be recovered when St. Andrew's Hall is sold. As at 31st December the balance was £10,204 (2022 £9,914).

The restricted reserves of £21,947 (2021 £24,191) can only be spent for the purposes for which they were originally donated. The largest of these is the Religious Education Fund of £6,992 which can only be spent on Education. The Religious Education Fund receives income from the Old School Sunday School fund.

The endowment reserves £11,211 (2021 £11,103) are a special kind of restricted fund that must be retained permanently as capital. The income on the PCC's endowment reserves can only be spent on fabric related items and are paid into the restricted Chancel and Fabric repair funds.

It is our policy to invest cash balances over and above those required to fund day to day expenditure with the CCLA Church of England Deposit Fund. Endowment funds are invested in the CCLA Church of England Investment Fund

Structure, governance and management

The Parochial Church Council of the Ecclesiastical Parish of St Peter & St Paul with St Andrew, Flitwick is a corporate body established by the Church of England. The PCC operates under the Parochial Church Council Powers Measures. The PCC is registered with the Charity Commissioners for England and Wales (Charity no. 1169624)

The method of appointment of PCC members is set out in the Church representation Rules. In this parish, the membership of the PCC consists of the incumbent, members of the Ministry team, members of Deanery Synod and members elected by those members of the congregation who are on the electoral roll of the Parish.

Administrative Information

The Parish Church of St Peter and St Paul is situated on Church Road, Flitwick, MK45 1E. The Parish is part of the Diocese of St Albans within the Church of England. The correspondence address is The Vicarage, 26 Dew Pond Road, Flitwick, Bedford, MK45 1RT.

The following have served as members of the PCC during the calendar year ending 31 December 2022. The number of meetings attended is shown in brackets.

Incumbent	Rev Claire Harald	(6)	From 5 May 2022
Church Warden	Linda Foale	(7)	Elected 16 May 2022
Church Warden	Christopher MacIntosh May	(9)	Church Warden until 16 2022
Church Warden 2022	Richard Fullbrook	(4)	Elected 16 May
Deanery Synod	Tony Brown	(9)	
Deanery Synod	David Watson	(9)	
Treasurer	Donna Morris	(1)	Resigned 12 September 2022
Treasurer	Terry Thurley	(3)	Co-opted 12 September 2022
Secretary	Nigel Taylor	(9)	
Safeguarding Officer	Emma Williams	(7)	
	Joanna Chandler	(6)	
	Ian Cook	(0)	Resigned 10 March 2022
	Samantha Davis	(6)	
	Ciaran Diver	(7)	
	David Golding	(3)	
2022	Emma Herman	(7)	Co-opted 10 January
	David Loader	(1)	
	Mary McKeand	(9)	
	Becky Mynett	(3)	
	Karen Rabjohn	(0)	
	John Stafford	(4)	Elected 16 May 2022
	Carol Thompson	(7)	
	Sophie Tucker	(8)	Co-opted 10 January 2022

Report approved by the PCC on 13th September 2023 and signed on their behalf by:

Linda Foale
Churchwarden

Richard Fullbrook
Churchwarden

INDEPENDENT EXAMINER'S REPORT

Report to the Parochial Church Council of the Ecclesiastical Parish of Flitwick. Charity Number 1169624

I report to the trustees on my examination of the accounts of the above charity ("the PCC") for the year ended 31 December 2022, set out on pages 8 to 15.

Responsibilities and Basis of Report

As the charity's 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 PCC'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 which gives me cause to believe that in any material respect:

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

I have 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.

27th August 2023

Natalie Coleman FCCA
Chartered Certified Accountant
24 Dew Pond Road
Flitwick
Bedford
MK45 1RT

Parochial Church Council of the Ecclesiastical Parish of Flitwick

STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDING 31 DECEMBER 2022

	Not e	Unrestrict ed Funds £	Restrict ed Funds £	Endowm ent Funds £	Totals £	Totals £
					2022	2021
Income and endowments:	2					
• Grants		1,279	0	0	1,279	2,070
• Donations & legacies		57,952	2,246	0	60,198	57,587
• Income from Church activities		8,031	0	0	8,031	6,991
• Activities for generating funds		1,486	0	0	1,486	2,079
• Income from Investments		2,733	0	0	2,733	2,118
Total income:		£71,481	£2,246	£0	£73,727	£70,845
Expenditure on:	3					
• Raising funds		0	0	0	0	0
• Expenditure on Church activities		70,652	2,352	0	73,004	87,380
Total expenditure:		£70,652	£2,352	£0	£73,004	£87,380
Net Surplus/(Deficit) before investment gains /(losses)		£829	(£106)	£0	£723	£ (16,535)
Transfers between funds		£2,138	£ (2,138)	£0	£0	£0
Other recognised gains/losses						
Unrealised Gains/(losses) on investment assets		0	0	108	108	0
Net movement in funds		£2,967	(£2,244)	£108	£831	£ (16,535)
Reconciliation of funds:						
Total funds brought forward		£58,073	£24,191	£11,103	£93,367	£109,902
Total funds carried forward		£61,040	£21,947	£11,211	£94,198	£93,367

The notes on pages 9 to 15 form part of these financial statements

Parochial Church Council of the Ecclesiastical Parish of Flitwick

BALANCE SHEET AT 31 DECEMBER 2022

		2022		2021	
	Note	£	£	£	£
Fixed Assets:					
Tangible assets	7	0		772	
Endowment investments	8	11,211		12,845	
Total Fixed Assets			£11,211		£13,617
Current Assets:					
Cash at bank	11	80,157		91,952	
Debtors & prepayments	9	11,099		0	
Total Current Assets			£91,256		£91,952
Creditors: amounts falling due within one year	10		£8,269		£10,460
Net Current Assets:			£82,987		£81,492
Total Net Assess			£94,198		£93,367
The Funds of the Charity:					
Unrestricted	12	61,040		58,073	
Restricted	13	21,947		24,191	
Endowment	14	11,211		11,103	
Total Funds of the Charity			£94,198		£93,367

Approved by the PCC on 10th May 2023 and signed on their behalf by

Mrs Linda Foale
Churchwarden

Mr Richard Fullbrook
Churchwarden

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDING 31 DECEMBER 2022

1 ACCOUNTING POLICIES

Basis of preparation:

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, together with FRS102 as the applicable accounting standards and the Statement of Recommended Practice, Accounting and Reporting by Charities (SORP(FRS102)).

The financial statements have been prepared under the historical cost convention except for the valuation of investment assets, which are shown at fair value.

Income and Endowments:

Recognition: These are included in the Statement of Financial Activities (SOFA) when:

1. the PCC becomes legally entitled to the use of the resources; and
2. inflow of economic benefit is probable; and
3. the monetary value can be measured with sufficient reliability.

Fund Raising: Funds raised from events and trading activities are reported gross in the SOFA – i.e., before any related costs that may have been deducted from the gross proceeds.

Grants and donations: Grants and donations are included in the SOFA when any preconditions preventing their use by the PCC have been met. For collections and planned giving this is when the funds are received.

Gift Aid Tax claims, etc., on cash donations: Gift Aid and other tax claims are included in the SOFA at the same time as the cash donations to which they relate.

Investment gains and losses: This includes any gain or loss on the sale of investments and any gain or loss resulting from revaluing investments to market value at the end of the year.

Expenditure & Liabilities:

Liability Recognition: Liabilities are recognised as soon as there is a legal or constructive obligation and settlement is probable and quantifiable.

Assets:

Consecrated and benefice property: In so far as consecrated and benefice property of any kind is excluded from the statutory definition of "charity" by Section 10(2) (a) and (c) of the Charities Act 2011 such assets are not capitalised in the financial statements.

Tangible fixed assets for use by charity: These are capitalised if they can be used for more than one year, and cost at least £400. They are valued at cost.

Depreciation is calculated to write off the capitalized cost of fixed assets less their currently anticipated residual fair value over their estimated useful lives as follows:

- Office equipment - 5 years

Investments: Investments quoted on a recognised stock exchange or whose value derives from them are valued at market value at the year end.

Short term deposits: Include cash held on deposit either with the CBF Church of England Funds or at the bank.

Funds:

Unrestricted Funds: These represent the 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 future projects.

Designated Funds: These represent unrestricted funds that are set aside for a designated purpose.

Restricted Funds: These are income funds that must be spent on restricted purposes and details of the funds held and restrictions provided are shown in the notes to the accounts.

NOTES TO THE FINANCIAL STATEMENTS (cont.)

Endowment Funds: These 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 their restrictions are shown in note 10.

	Unrestricted Funds		Restricted Funds	Endowment Funds	Totals	
2. Income & endowments	General	Designated			2022	2021
	£	£	£	£	£	£
Grants						
Energy Grant	1,279	0	0	0	1,279	0
Historic Churches Grant	0	0	0	0	0	70
Covid Grant Central Beds Council	0	0	0	0	0	2,000
Total Grants Received	£1,279	£0	£0	£0	£1,279	£2,070
Donations & legacies						
Parish Giving Scheme	21,343	0	0	0	21,343	22,680
Regular Stewardship (Gift Aided)	12,185	0	0	0	12,185	14,769
Regular Stewardship (Not Gift Aided)	2,340	0	0	0	2,340	3,140
Donations (Gift Aided)	2,026	0	0	0	2,026	2,401
Donations (Not Gift Aided)	5,060	0	2,246	0	7,306	2,293
Donation machine	1,432	0	0	0	1,432	829
Charities Aid Foundation	600	0	0	0	600	2,487
Candle stand Donations	344	0	0	0	344	630
Gift Aid Tax Reclaim	9,987	0	0	0	9,987	7,455
Philippian Trust	1,160	0	0	0	1,160	80
Little Fishes	200	0	0	0	200	0
Flitwick Town Council	100	0	0	0	100	0
St Albans Diocese	1,175	0	0	0	1,175	0
PayPal	0	0	0	0	0	811
Listed Places of Worship	0	0	0	0	0	284
Coffee	0	0	0	0	0	12
Assistance with costs during vacancy	0	0	0	0	0	(350)
Make Lunch/Transforming Life's (net)	0	0		0		66
Total Donations & Legacies	£57,952	£0	£2,246	£0	£60,198	£57,587
Income from Church Activities						
Weddings	3,105	0	0	0	3,105	2,314
Funerals	4,926	0	0	0	4,926	4,677
Total Income from Church Activities	£8,031	£0	£0	£0	£8,031	£6,991
Activities for Generating Funds						
Parish Magazine Advertising	55	0	0	0	55	20
Xmas Stars	83	0	0	0	83	0
Chapter House Letting	585	0	0	0	585	2,059
Village Hall Coffee Morning	330	0	0	0	330	0
Sunday Morning coffee	165	0	0	0	165	0

Quiz	268	0	0	0	268	0
Total Activities for Generating Funds	£1,486	£0	£0	£0	£1,486	£2,079
Income from Investments						
Bank interest	345	0	0	0	345	0
Dividends from Investment Funds	2,388	0	0	0	2,388	2,118
Total Income from Investments	£2,733	£0	£0	£0	£2,733	£2,118
Total Income & Endowments	£71,481	£0	£2,246	£0	£73,727	£70,845

	Unrestricted Funds		Restrict ed Funds	Endowm ent Funds	Totals	
	Gener al	Designat ed			2022	2021
	£	£	£	£	£	£
3. Expenditure:						
Expenditure on Raising Funds	0	0	0	0	0	0
Expenditure on Church Activities:						
Parish Share	55,757	0	0	0	55,757	56,818
Parish Clergy Expenses	331	0	0	0	331	3,745
Worship Supplies & Costs of Services	619	0	0	0	619	268
Organist and Organ repairs/maintenance	1,550	0	0	0	1,550	1,337
Repairs to organ	200	0	0	0	200	
Music licence	171	0	0	0	171	
Royal Choir School	45	0	0	0	45	
Choir Director	2,050	0	0	0	2,050	2,050
Parish Administrator Salary	3,516	0	0	0	3,516	3,568
Broadband/Office Software/Zoom/Printing/Postage & Stationery etc.	2,431	0	0	0	2,431	1,467
Cleaning	1,150	0	0	0	1,150	0
Repairs & Maintenance	2,437	0	0	0	2,437	0
Cleaning & Routine Maintenance	0	0	0	0	0	2,589
Light & Heat Parish Office	1,021	0	0	0	1,021	0
Light & Heat Church	4,193	0	0	0	4,193	0
Electric St Andrews	48	0	0	0	48	0
Water Church	259	0	0	0	259	0
Gas, Electric & Water	0	0	0	0	0	2,934
Insurance	2,487	0	0	0	2,487	2,346
Depreciation	772	0	0	0	772	435
Bank Charges	110	0	0	0	110	121
Flowers	-63	0	0	0	-63	20
Beds & Herts Historic Trust	40	0	0	0	40	40
Mission	35	0	0	0	35	0
Upkeep of Churchyard	219	0	0	0	219	0
Rev'd Claire's Induction	353	0	0	0	353	0
Safeguarding	3	0	0	0	3	46
Miscellaneous	455	0	0	0	455	0
Corgi Home Plan	252	0	0	0	252	0
Guide Dogs for the Blind	60	0	0	0	60	0
Eco Church	29	0	0	0	29	0

Messy Church	28	0	0	0	28	0
Baptism Cards	8	0	0	0	28	0
Bike Rack	0	0	0	0	0	289
Quinquennial Inspection Report	0	0	0	0	0	1,008
Advert New Vicar	0	0	0	0	0	459
Repair Bell	0	0	0	0	0	479
Sound Speaker	0	0	0	0	0	370
FFX Food	0	0	2,352	0	2,352	0
Adjustment to St Andrews Expenses	(9,914)	0	0	0	(9,914)	6,997
Expenditure on Church Activities:	£70,652	£0	£2,352	£0	£73,004	£87,380

NOTES TO THE FINANCIAL STATEMENTS (cont.)

4	Staff Costs & Employee Benefits	2022	2021
	Wages & Salaries	£5,566	£5,618
	Employees	2	2
	During the year the PCC employed a Director of Music and a Parish Administrator (both part-time). Payments were not large enough to attract social security costs. No employee received employee benefits for the year of more than £60,000.		

5	Transactions with Trustees
	During the year the Rev'd Claire Harald, chair of the PCC, received a total of £331 of expenses related to her duties within the parish. All expenses are consistent with Church of England guidance on the parochial expenses of clergy. During the year members of the PCC, were reimbursed for expenditure incurred as agents on behalf of the PCC. These other payments were recorded in the accounts under the relevant expenditure category.

6	Independent Examiners Remuneration:
	The Independent Examiner was not remunerated for her work on the 2022 accounts (2021 £Nil).

7	Tangible Fixed Assets	Office Equipment	Total
	Cost		
	At 1 st January 2022	£2,180	£2,180
	Additions	0	0
	Disposals	0	0
	At 31st December 2022	£2,180	£2,180
	Depreciation		
	At 1 st January 2022	£1,409	£1,409
	Depreciation	£771	£771
	Disposals	0	0
	At 31st December 2022	£2,180	£2,180
	Net Book Value at 1 st January 2022	£771	£771
	Net Book Value at 31 st December 2022	£0	£0

8	Investments	Valuation at 31st December 2022	Valuation at 31st December 2021
	Listed Investments	£11,211	£11,103

9	Debtors and Prepayments	2022	2021
	Prepayments	£895	0
	Other Debtors	£10,204	0
		£11,099	0

NOTES TO THE FINANCIAL STATEMENTS (cont.)

10	Creditors & Accruals	2022	2021
	Trade Creditors	£8,269	£10,460
	Accruals	0	0
		£8,269	£10,460

11	Cash at bank & in hand	2022	2021
	Short Term Deposit Accounts	£52,796	0
	Cash at bank	£27,362	£91,952
		£80,158	£91,952

12	Funds of The Charity	1 st Jan'22	Income	Expend	Transfer s	31 st Dec'22
	General Fund	33,948	71,481	70,652	2,138	36,915
	Legacy Fund (Designated)	24,125	0	0	0	24,125
	Total Unrestricted Funds	£58,073	£71,481	£70,652	2,138	£61,040
	Legacy funds are used to help fund significant projects, whether building, equipment, mission or staff.					

1 3	Restricted Funds	1 st Jan'22	Income	Expend	Transfe rs	Gains/ (Losses)	31 st Dec'22
	Religious Education Fund	6,992	0	0	0	0	6,992
	Lych Gate Repair Fund	3,751	0	0	0	0	3,751
	Fabric Repair Fund	3,189	0	0	0	0	3,189
	Bell Fund	3,011	460	0	0	0	3,471
	FFX (Flitwick Food Extra)	3,631	1,785	2,351	(2,138)	0	927
	Furnishing Fund	1,673	0	0	0	0	1,673
	Choir Fund	689	0	0	0	0	689
	Chancel Fabric Fund	536	0	0	0	0	536
	Pither Legacy (Charitable uses in Parish) Fund	476	0	0	0	0	476
	Appeals for Charity Fund	183	0	0	0	0	183
	Church Flowers Fund	60	0	0	0	0	60
	Total	£24,191	£2,245	£2,351	(£2,138)	£0	£21,947

Restricted Funds have been donated to the PCC for the specific purposes, and may only be used for the purpose for which they were donated.

Religious Education Fund	Represents the accumulated income from the Old School Endowment, a separate charity of which the Vicar and Churchwardens are Trustees. The income of such Endowment Funds is restricted by an Act of Parliament and can only be used for Religious Education.
Lynch Gate Repair Fund	Represents amounts donated to fund the repairs to the Lynch Gate in 2018/19. The remaining balance will be spent on completion of the planned repairs and future repairs to the Lynch Gate.
Fabric Repair Fund	Represents amounts donated by individuals as well as the Friends of Flitwick Church and is restricted to, expenditure on the fabric of the church building (including the Chapter House) and the Churchyard.
Bell Fund	Is restricted to repairs and maintenance of the Bells and other Bellringing expenses.
FFX (Flitwick Food	Is the balance of the FFX Fund.

Extra)	
Furnishing Fund	Is restricted to expenditure on furnishings for the Church and Chapter House.
Choir Fund	Represents donations by individuals for Choir related expenditure.
Chancel Fabric Fund	Is restricted by the Ecclesiastical Dilapidations Measure 1923 to repairs to the Church Building and Churchyard.
Pither Legacy (Charitable uses in Parish) Fund	Is restricted to charitable use within the Parish and is spent at the discretion of the incumbent.
Appeals for Charity Fund	Represents collections for specific Charities which have yet to be paid to the Charity.
Church Flowers Fund	Represents donations to the Church Flower Fund, which is administered by the Flower Arrangers.

14	Endowment Funds/Fixed Asset Investments	Income Generated 2022	1 st Jan'22	Expend	Transfers	Unrealised Gains/(Losses)	31 st Dec'22
	Brooks Legacy Endowment (Fabric)	168.38	5,602	0	0	54	5,657
	Byron Bequest Endowment (Fabric)	9.21	307	0	0	3	310
	Chancel Endowment Fund (Chancel Fabric)	156.08	5,194	0	0	51	5,244
	Total		£11,103	£0	£0	£108	£11,211

These Endowment Funds are restricted funds, that must be retained as trust capital permanently and generate income for the PCC to be used for restricted purposes. Income from the Brooks and Byron funds is restricted to fabric expenditure and is recorded against the restricted Fabric Fund. Income from the Chancel Fund is recorded against the restricted Chancel Fund.

These Funds are invested in The CBF Church of England Investment Fund. Income from them is restricted to fabric expenditure.

15	Old Sunday School Fund:
	When the Old Sunday School was sold the proceeds were placed in Trust with the Diocese. The Funds were/are to be used for the " <i>purpose of religious education of the children of Flitwick</i> ". The Vicar and Church Wardens decide how the monies should be spent, not the Parochial Church Council (PCC). As the Old Sunday School Fund is not controlled by the PCC, it does not need to be reflected in these accounts. For information purposes only - the value of the Old Sunday School Fund as at 31 st December 2022 was £51,631 (2021 £58,485).

Accounts



**THE PAROCHIAL CHURCH COUNCIL OF
THE ECCLESIASTICAL PARISH OF
FLITWICK**

REPORT AND FINANCIAL STATEMENTS

FOR THE YEAR ENDING

31 DECEMBER 2021

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The Parochial Church Council of the Ecclesiastical Parish of Flitwick, is registered with the Charity Commissioners for England and Wales (Charity no. 1169624)

Parochial Church Council of the Ecclesiastical Parish of Flitwick

TRUSTEES' REPORT FOR YEAR ENDING 31 DECEMBER 2021

Aim and Purpose

The Parochial Church Council has the responsibility of co-operating with the Incumbent and during the current vacancy the Churchwardens in promoting in the ecclesiastical parish of Flitwick the whole mission of the Church, pastoral, evangelistic, social and ecumenical. It also has the responsibility for the maintenance of the Parish Church and Chapter House.

Objectives and Activities

When planning our activities for the year, we have considered the Charity Commission's guidance on public benefit and, in particular, the supplementary guidance on charities for the advancement of religion. In particular, we try to enable ordinary people to live out their faith as part of our parish community through:

- Worship and prayer, learning about the Gospel: developing knowledge and trust in Jesus
- Provision of pastoral care for people living in the parish
- Missionary and outreach work

Achievements and Performance

Worship and Prayer continues to be impacted by COVID 19 and being in vacancy. However, we have continued to be a worshipping community. Our worship has included

- Morning Prayer livestreamed on Facebook each weekday from the home of a member of the ministry team leading to twice a week in person in Church as the year progressed.
- Wednesdays Coffee and Chat on Zoom went back to Church for a Communion service until vacancy then changed to Coffee and Reflection on the Gospel reading in the Chapter House.
- An all-age Sunday Celebration at 9am on the lawn and in the building as restrictions and weather allowed
- Parish Eucharist worship in Church at 10.30am Sundays continued in Church as permitted throughout the year and was also live streamed.
- Lectionaries and devotional materials sent by post for those not online, together with details of worship available by phone, on the radio and television.
- Special services throughout the year including Midnight Mass and a Carol Service were held in Church as well as live streamed. The Christmas Eve afternoon Carol services were replaced by a Christingle service on the lawn.

Pastoral Offices

The following pastoral services were taken this year:

Type of Service	2021	2020
Funerals (Church and Burial)	24	18
Internment of Ashes	9	0
Baptisms	21	10
Funerals (Crematorium)	13	8
Weddings	8	0

Pastoral Care

During COVID restrictions our normal visits to hospital, homes and care homes were not permitted these are restarting as restrictions are being lifted.

Mission and Evangelism

Members of the congregation, and our Pioneer Enabler would usually regularly visit schools providing assemblies, RE curriculum support and other activities. These activities continued online by live streaming and zoom recordings

As a Church we continue to make regular contributions to the Need Project food bank, as well as raising money for other charities carrying out Gods work.

Make Lunch continued throughout the year but broke away from the national charity to become Food Extra concentrating on providing local families food boxes during the school holidays, the boxes consisting of lots of fresh produce and recipe cards

Worship continued in Church where possible and on the lawn for Sunday Celebration when the weather allowed. The 10.30am Sunday Eucharist continued to be live streamed therefor allowing more people to come in contact with faith.

Ecumenical relationships

The church is a member of Churches Together in Amptill and Flitwick.

Deanery Synod

Three members of the PCC sit on the Deanery Synod. This provides the PCC with an important link between the parish and the wider structures of the church.

Buildings

Routine maintenance of our building continues where possible. In 2021 the Quinquennial was carried out pointing out a small number of jobs required which were being dealt with.

Financial Review

Income in 2021 was down £21,045 from the prior year (2021 £68,523 - 2020 £89,568), largely due to the effects of the Covid pandemic and lockdowns. The income streams most affected by Covid were Collections at Services, Fundraising Events and the biggest impact has been a reduction in regular giving.

Last year we offset similar reductions in income against one-off "Other Donations" of £12,724 but in 2021 this figure was £ Nil. The PCC now receives 86 regular planned giving donations, 40 (down from 48) by Direct Debit through the Parish Giving Scheme 38 by Standing Order or Bank Transfer and 8 via our Envelope scheme. This represents a decrease of 12 donors during 2021.

Total expenditure was down £13,204, from the prior year (2021 £80,383 - 2020 £93,587). A reflection of lower running costs due to decreased activity during Covid and to the impact of vacancy. Expenditure currently includes those expenses relating to the sale of St Andrews (£6,997 in 2021). We also incurred £1,008 in costs related to the quinquennial inspection.

Reserves

It is PCC policy to try to maintain a balance on free reserves which equates to between three and six months of unrestricted payments. This is equivalent to approximately £20,100 to £40,200. It is held to smooth out fluctuations in cash flow and to meet emergencies. The balance of the free reserves (unrestricted reserves which have not been designated by the PCC for use for other purposes) at the year-end were £38,839.

Our PCC legacy policy is to use legacy gifts to help fund significant development projects, whether buildings, equipment, mission or staff. The PCC has created a designated Legacy Reserve Fund to separate legacy donations from free reserves and has transferred the legacies donated in 2019 & 2020 to this reserve. Use of the reserve to fund specific projects requires approval of the PCC via a PCC resolution. At the year-end, the Legacy reserve stood at £28,031.

The costs relating to a future sale of St. Andrew's Hall have been separated into a separate designated reserve, to be netted off against any future income from that sale. The St Andrews sale reserve had a deficit balance of £9,914 at year end.

The restricted reserves of £23,712 can only be spent for the purposes for which they were originally donated. The largest of these is the Religious Education Fund of £6,992 which can only be spent on Education. The Religious Education Fund receives income from the Old School Sunday School fund.

The endowment reserves of £12,698 are a special kind of restricted fund that must be retained permanently as capital. The income on the PCC's endowment reserves can only be spent on fabric related items and are paid into the restricted Chancel and Fabric repair funds.

It is our policy to invest cash balances over and above those required to fund day to day expenditure with the CCLA Church of England Deposit Fund. Endowment funds are invested in the CCLA Church of England Investment Fund

Structure, governance and management

The Parochial Church Council of the Ecclesiastical Parish of St Peter & St Paul with St Andrew, Flitwick is a corporate body established by the Church of England. The PCC operates under the Parochial Church Council Powers Measures. The PCC is a registered charity.

The method of appointment of PCC members is set out in the Church representation Rules. In this parish, the membership of the PCC consists of the incumbent, members of the Ministry team, members of Deanery Synod and members elected by those members of the congregation who are on the electoral roll of the Parish.

Administrative Information

The Parish Church of St Peter and St Paul is situated on Church Road, Flitwick, MK45 1E. The Parish is part of the Diocese of St Albans within the Church of England. The correspondence address is The Vicarage, 26 Dew Pond Road, Flitwick, Bedford, MK45 1RT.

PCC members who have served at any time from 1st January 2021 until the date this report was approved are:

Incumbent	Revd Lucy Davis – Chair	until 4 th July 2021
Churchwardens	Mr David Watson Lay Chair	until 27 th April 2021
	Mr Chris Macintosh Lay Chair	from 27 th April 2021
	Mrs Linda Foale	from 27 th April 2021
Assistant Curate	Revd Andrea Maffei	until 29 th August 2021
Representatives of the Deanery Synod	Dr Anthony Brown	from 12 th October 2020
	Mr Anthony Davis	until 27 th April 2021
	Mr David Watson	from 27 th April 2021
	Mr David Golding	from 12 th October 2020
Other Elected members	Ms Donna Morris (Treasurer)	
	Mrs Linda Foale (secretary until 27 th April 2021)	
	Mr Nigel Taylor (secretary from 27 th April 2021)	
	Mrs Jane Thompson (safeguarding until 27 th July 2021)	
	Mrs Emma Williams (safeguarding from 27 th July 2021)	
	Ms Becky Mynett (ex-officio from 4 th July 2021)	
	Mr Ciaran Diver	
	Mrs Sam Davis	
	Mrs Carol Thompson	
	Mr Ian Cook	
	Mrs Heather Macintosh (until 11 th October 2021)	
	Mrs Karen Rabjohn	
	Mrs Mary McKeand	
	Ms Jo Chandler	
	Mr David Loader	

Report approved by the PCC on 9th October 2022 and signed on their behalf by

Christopher Macintosh
Mr Chris Macintosh
Churchwarden

Linda Foale
Mrs Linda Foale
Churchwarden

INDEPENDENT EXAMINER'S REPORT

Report to the Parochial Church Council of the Ecclesiastical Parish of Flitwick. Charity Number 1169624

I report to the trustees on my examination of the accounts of the above charity ("the PCC") for the year ended 31 December 2021, set out on pages 7 to 14.

Responsibilities and Basis of Report

As the charity's 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 PCC'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 which gives me cause to believe that in any material respect:

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

I have 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.

[Terry Thurley](#)

Terry Thurley
October 2022

Glade, 15 Hampden Close
Flitwick
Bedford
MK45 1HR

Parochial Church Council of the Ecclesiastical Parish of Flitwick

STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDING 31 DECEMBER 2021

Note	Unrestricted Funds £	Restricted Funds £	Endowment Funds £	Totals £	Totals £
				2021	2020
2 Income and endowments:					
• Donations & legacies	59,453	66	0	59,519	83,245
• Income from Church activities	6,991	0	0	6,991	4,122,
• Activities for generating funds	2,079	0	0	2,079	1,671
• Income from Investments	0	2,118	0	2,118	530
Total income:	68,523	2,184	0	70,707	89,568
3 Expenditure on:					
• Raising funds	0	0	0	0	2,442
• Expenditure on Church activities	80,383	0	0	80,383	91,144
Total expenditure:	80,383	0	0	80,383	£93,587
Net income/(expenditure)	(11,860)	2,184	0	(9,676)	(4,018)
Transfers:					
Gross transfers between funds in	0	0	0	0	0
Gross transfers between funds - out	0	0	0	0	0
Other recognised gains/losses					
Gains/losses on investment assets	0	0	0	0	
Gains on revaluation, fixed assets	0	0	0	0	717
Net movement in funds	(11,860)	2,184	0	(9,676)	(3,301)
Reconciliation of funds:					
Total funds brought forward	£74,673	£24,126	£11,103	£109,901	£113,202
Total funds carried forward	£56,956	£23,712	£12,698	£93,367	£109,901

The notes on pages 9 to 14 form part of these financial statements

Parochial Church Council of the Ecclesiastical Parish of Flitwick

BALANCE SHEET AT 31 DECEMBER 20210

		2021		2020	
	Note	£	£	£	£
Fixed Assets:					
Tangible assets	7	772		1,207	
Investments	10	11,103		11,103	
			£11,875		£12,310
Current Assets:					
Cash at bank & in hand		91,952		97,806	
Debtors		0		2,507	
		£91,952		£100,312	
Current Liabilities:					
Creditors payable within one year		£10,460		£2,720	
Net Current Assets:			£81,492		£97,592
Total Net Assess			£93,367		£109,902
The Funds of the Charity:					
General	8	32,353		50,221	
Designated		24,125		24,452	
			£56,478		£74,673
Restricted Income Funds:					
Restricted	9	24,191		24,126	
Endowment	10	12,698		11,103	
			36,889		£35,229
Total Funds of the Charity			£93,367		£109,902

Approved by the PCC on 9th October 2022 and signed on their behalf by

Christopher MacIntosh

Mr Christopher Macintosh
Deputy Church Warden

Nigel Taylor

Mr Nigel Taylor
PCC Secretary

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDING 31 DECEMBER 2021

1 ACCOUNTING POLICIES

Basis of preparation:

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, together with FRS102 (2016) as the applicable accounting standards and the 2016 version of the Statement of Recommended Practice, Accounting and Reporting by Charities (SORP(FRS102)).

The financial statements have been prepared under the historical cost convention except for the valuation of investment assets, which are shown at fair value.

Income and Endowments:

Recognition: These are included in the Statement of Financial Activities (SOFA) when:

1. the PCC becomes legally entitled to the use of the resources; and
2. inflow of economic benefit is probable; and
3. the monetary value can be measured with sufficient reliability.

Fund Raising: Funds raised from events and trading activities are reported gross in the SOFA – i.e., before any related costs that may have been deducted from the gross proceeds.

Grants and donations: Grants and donations are included in the SOFA when any preconditions preventing their use by the PCC have been met. For collections and planned giving this is when the funds are received.

Gift Aid Tax claims, etc., on cash donations: Gift Aid and other tax claims are included in the SOFA at the same time as the cash donations to which they relate.

Investment gains and losses: This includes any gain or loss on the sale of investments and any gain or loss resulting from revaluing investments to market value at the end of the year.

Expenditure & Liabilities:

Liability Recognition: Liabilities are recognised as soon as there is a legal or constructive obligation and settlement is probable and quantifiable.

Assets:

Consecrated and benefice property: In so far as consecrated and benefice property of any kind is excluded from the statutory definition of "charity" by Section 10(2) (a) and (c) of the Charities Act 2011 such assets are not capitalised in the financial statements.

Tangible fixed assets for use by charity: These are capitalised if they can be used for more than one year, and cost at least £400. They are valued at cost.

Depreciation is calculated to write off the capitalized cost of fixed assets less their currently anticipated residual fair value over their estimated useful lives as follows:

- Office equipment - 5 years

Investments: Investments quoted on a recognised stock exchange or whose value derives from them are valued at market value at the year end.

Short term deposits: Include cash held on deposit either with the CBF Church of England Funds or at the bank.

Funds:

Unrestricted Funds: These represent the 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 future projects.

Restricted Funds: These are income funds that must be spent on restricted purposes and details of the funds held and restrictions provided are shown in the notes to the accounts.

Endowment Funds: These 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 their restrictions are shown in note 10.

NOTES TO THE FINANCIAL STATEMENTS (cont.)

	Unrestricted Funds		Restricted Funds	Endowment Funds	Totals	
	General	Designated			2021	2020
	£	£	£	£	£	£
2. Income & endowments						
Donations & legacies						
Parish Giving Scheme	22,680	0	0	0	22,680	65,262
Regular Stewardship (Gift Aided)	14,769	0	0	0	0	0
Regular Stewardship (Not Gift Aided)	3,140	0	0	0	14,769	0
Donations (Gift Aided)	2,401	0	0	0	0	0
Donations (Not Gift Aided)	2,155	0	0	0	3,140	2,611
Donation machine	829	0	0	0	2,401	0
Charities Aid Foundation	2,487	0	0	0	2,155	0
PayPal	811	0	0	0	829	0
Candle stand Donations	630	0	0	0	2,487	0
Gift Aid Tax Reclaim	7,455	0	0	0	811	0
Listed Places of Worship	284	0	0	0	630	0
Historic Churches Grant	70	0	0	0	7,455	0
Philippian Trust	80	0	0	0	284	0
Coffee	12	0	0	0	70	0
Covid Grant Central Beds Council	2,000	0	0	0	80	0
Assistance with costs during vacancy	(350)	0	0	0	12	0
Make Lunch/Transforming Life's (net)	0	0	66	0	2,000	0
Other donation	0	0	0	0	(350)	0
Grants for Religious Education	0	0	0	0	0	1,200
Total Donations & Legacies	£59,453	£0	£66	£0	£59,519	£83,245
Income from Church Activities						
Weddings	2,314	0	0	0	2,314	2,576
Funerals	4,677	0	0	0	4,677	1,546
Parish Magazine Subscriptions	0	0	0	0	0	0
Total Income from Church Activities	£6,991	£0	£0	£0	£6,991	£4,122
Activities for Generating Funds						
Fundraising Events	0	0	0	0	0	607
Parish Magazine Advertising	20	0	0	0	20	100
Chapter House Letting	2,059	0	0	0	2,059	964
Total Activities for Generating Funds	£2,079	£0	£0	£0	£2,079	£1,671
Income from Investments						
Bank interest	0	0	0	0	0	218
Dividends from Investment Funds	0	0	2,118	0	2,118	312
Total Income from Investments	£0	£0	£2,118	£0	£2,118	£530
Total Income & Endowments	£68,523	£0	£2,184	£0	£70,707	£89,568

NOTES TO THE FINANCIAL STATEMENTS (cont.)

	Unrestricted Funds		Restricted Funds	Endowment Funds	Totals	
	General	Designated			2021	2020
	£	£	£	£	£	£
3. Expenditure:						
Raising Funds:						
Giving & Gift Aid costs (Netted Off for 2021)	0	0	0	0	0	160
Sale of St Andrews Costs (2020 charge written back & shown as a Debtor at 31/12/21)	0	0	0	0	0	2,282
Raising Funds Totals	£0	£0	£0	£0	£0	£2,442
Expenditure on Church Activities:						
Parish Share	56,818	56,818	0	0	56,818	61,023
Parish Clergy Expenses	3,745	3,745	0	0	3,745	1,261
Worship Supplies & Costs of Services	268	268	0	0	268	2,115
Organist & Organ	1,337	1,337	0	0	1,337	415
Director of Music Salary	2,050	2,050	0	0	2,050	2,084
Parish Administrator Salary	3,568	3,568	0	0	3,568	2,879
Administration & parish Office Costs	1,461	0	0	0	0	1,826
Training & Safeguarding	46	46	0	0	46	10
Cleaning & Routine Maintenance	2,589	2,589	0	0	2,589	2,875
Gas, Electric & Water	2,934	2,934	0	0	2,934	2,762
Insurance	2,346	2,346	0	0	2,346	2,067
Depreciation	435	435	0	0	435	436
Bank Charges	121	121	0	0	121	0
Bike Rack	289	289	0	0	289	0
Quinquennial Inspection Report	1,008	1,008	0	0	1,008	0
Advert New Vicar	459	459	0	0	459	0
Repair Bell	479	0	479	0	479	0
Sound Speaker	370	370	0	0	370	0
Flowers	20	20	0	0	20	0
Beds & Herts Historic Trust	40	40	0	0	40	0
Fresh Expression Costs	0	0	0	0	0	27
Education & Children	0	0	0	0	0	439
Make Lunch Costs	0	0	0	0	0	533
Mission Giving	0	0	0	0	0	1,405
Mission & Evangelism	0	0	0	0	0	59
Other Church Running Costs	0	0	0	0	0	57
Parish Magazine Costs	0	0	0	0	0	354
Major Repairs & Maintenance	0	0	0	0	0	714
Major Installations	0	0	0	0	0	3,422
Upkeep of Churchyard	0	0	0	0	0	3,780
St Andrews Running Costs	0	0	0	0	0	601
Expenditure on Church Activities:	£80,383	£79,904	£479	£0	£80,383	£91,144
Expenditure Grand Total	£80,383	£79,904	£479	£0	£80,383	£93,587

NOTES TO THE FINANCIAL STATEMENTS (cont.)

4	Staff Costs & Employee Benefits	2021	2020
	Wages & Salaries	5,618	4,963
	Employees	2	2
	During the year the PCC employed a Director of Music and a Parish Administrator (both part-time). Payments were not large enough to attract social security costs.		

5	Transactions with Trustees
	During the year the Rev'd Lucy Davis, chair of the PCC and the Rev'd Andrea Maffei, a PCC member, received a total of £3,596 of expenses related to the performance of their duties as parish clergy. In addition, a further £149 was paid to visiting clergy during vacancy. All expenses are consistent with Church of England guidance on the parochial expenses of clergy. During the year members of the PCC, were reimbursed for expenditure incurred as agents on behalf of the PCC. These other payments were recorded in the accounts under the relevant expenditure category.

6	Independent Examiners Remuneration:
	The Independent Examiner was not remunerated for his work on the 2021 accounts (2021 £nil)

7	Tangible Fixed Assets	Cost 1st Jan'21	Accum Dep 1st Jan'21	Net Value 1st Jan'21	Dep in 2021	Carrying Value 31st Dec'21
	Office Computer	499	300	199	100	99
	Photocopier	1,680	672	1,008	336	672
	Carry forward value 31 st Dec'21	£2,179	£972	£1,207	£436	£771

8	Unrestricted Funds	1st Jan'21	Income	Expend	Transfers	31st Dec'21
	General Fund	50,220	68,523	79,904	0	38,839
	Legacy Fund (Designated)	27,370	661	0	0	28,031
	St Andrews Sale Fund (Designated)	(2,917)	0	6,997	0	(9,914)
	Total Unrestricted Funds	£74,673	£69,184	£87,380	0	£56,956
	Legacy gifts are used to help fund significant projects, whether building, equipment, mission or staff.					

NOTES TO THE FINANCIAL STATEMENTS (cont.)

9	Restricted Funds	1 st Jan'21	Income	Expend	Transfers	Gains/ (Losses)	31 st Dec'21
	Religious Education Fund	6,992	0	0	0	0	6,992
	Lynch Gate Repair Fund	3,751	0	0	0	0	3,751
	Fabric Repair Fund	3,189	0	0	0	0	2,532,189
	Bell Fund	3,011	0	479	0	0	2,532
	Fresh Expression Fund	2,588	0	0	0	0	2,588
	Furnishing Fund	1,673	0	0	0	0	1,673
	Make Lunch Fund	977	66	0	0	0	1,043
	Choir Fund	689	0	0	0	0	689
	Chancel Fabric Fund	536	0	0	0	0	536
	Pither Legacy (Charitable uses in Parish) Fund	476	0	0	0	0	476
	Appeals for Charity Fund	183	0	0	0	0	183
	Church Flowers Fund	60	0	0	0	0	60
	Total	£24,125	£66	£0	£0	£0	£23,712

Restricted Funds have been donated to the PCC for the specific purposes and may only be used for the purpose for which they were donated.	
Religious Education Fund	Represents the accumulated income from the Old School Endowment, a separate charity of which the Vicar and Churchwardens are Trustees. The income of such Endowment Funds is restricted by an Act of Parliament and can only be used for Religious Education.
Lynch Gate Repair Fund	Represents amounts donated to fund the repairs to the Lynch Gate in 2018/19. The remaining balance will be spent on completion of the planned repairs and future repairs to the Lynch Gate.
Fabric Repair Fund	Represents amounts donated by individuals as well as the Friends of Flitwick Church and is restricted to, expenditure on the fabric of the church building (including the Chapter House) and the Churchyard.
Bell Fund	Is restricted to repairs and maintenance of the Bells and other Bellringing expenses.
Fresh Expression Fund	Is the balance of a grant from the Dioceses of St Albans towards the costs of Flitwick FX.
Furnishing Fund	Is restricted to expenditure on furnishings for the Church and Chapter House.
Make Lunch Fund	Represents donations towards the Make Lunch scheme to provide meals to families in food poverty.
Choir Fund	Represents donations by individuals for Choir related expenditure.
Chancel Fabric Fund	Is restricted by the Ecclesiastical Dilapidations Measure 1923 to repairs to the Church Building and Churchyard.
Pither Legacy (Charitable uses in Parish) Fund	Is restricted to charitable use within the Parish and is spent at the discretion of the incumbent.
Appeals for Charity Fund	Represents collections for specific Charities which have yet to be paid to the Charity.
Church Flowers Fund	Represents donations to the Church Flower Fund, which is administered by the Flower Arrangers.

10	Endowment Funds/Fixed Asset Investments	1 st Jan'21	Income	Expend	Transfers	Gains/ (Losses)	31 st Dec'21
	Brooks Legacy Endowment (Fabric)	5,602	163	0	0	806	6,408
	Byron Bequest Endowment (Fabric)	308	9	0	0	42	350
	Chancel Endowment Fund (Chancel Fabric)	5,193	1,946	0	0	747	5,940
	Total	£11,103	£2,118	£0	£2	£1,595	£12,698
	These Endowment Funds are restricted funds, that must be retained as trust capital permanently and generate income for the PCC to be used for restricted purposes. Income from the Brooks and Byron funds is restricted to fabric expenditure and is recorded against the restricted Fabric Fund. Income from the Chancel Fund is recorded against the restricted Chancel Fund. These Funds are invested in The CBF Church of England Investment Fund. Income from them is restricted to fabric expenditure.						

Accounts



**THE PAROCHIAL CHURCH COUNCIL OF
THE ECCLESIASTICAL PARISH OF
FLITWICK**

REPORT AND FINANCIAL STATEMENTS

FOR THE YEAR ENDING

31 DECEMBER 2020

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The Parochial Church Council of the Ecclesiastical Parish of Flitwick, is registered with the Charity Commissioners for England and Wales (Charity no. 1169624)

Parochial Church Council of the Ecclesiastical Parish of Flitwick

TRUSTEES' REPORT FOR THE YEAR ENDING 31 DECEMBER 2020

Aim and Purposes

The Parochial Church Council has the responsibility of co-operating with the Incumbent, the Reverend Lucy Davis, in promoting in the ecclesiastical parish Flitwick the whole mission of the Church, pastoral, evangelistic, social and ecumenical. It also has responsibility for the maintenance of the Parish Church and Chapter House.

Objectives and Activities

When planning our activities for the year, we have considered the Charity Commission's guidance on public benefit and, in particular, the supplementary guidance on charities for the advancement of religion. In particular, we try to enable ordinary people to live out their faith as part of our parish community through:

- Worship and prayer; learning about the Gospel; and developing their knowledge and trust in Jesus.
- Provision of pastoral care for people living in the parish.
- Missionary and outreach work.

Achievements and performance

Worship and Prayer

Our worship was significantly impacted by COVID19, with the church building having to close completely with the first national lockdown on 23rd March 2020. However, we have continued to be a worshipping community. Our worship has included:

- Morning Prayer livestreamed on Facebook each weekday from the home of a member of the ministry team.
- 'Worship Together, Apart' livestreamed on Facebook from the home of one of the clergy during the first Lockdown and then with a gathered congregation in church when it became possible.
- 'Coffee and Chat' on Zoom in place of our Wednesday Communion service, with prayer and reflection on the Gospel reading from the preceding Sunday.
- An all-age Sunday Celebration at 9am weekly, variously on Zoom, on the church lawn and in our building as restrictions and weather allowed.
- Eucharistic worship in church on Wednesdays and at 10:30 am on Sundays, as permitted during the year.
- Lectionaries and devotional materials sent by post for those not on line, together with details of worship available by phone, on the radio and television.
- Special services throughout the year, including on Christmas Eve a livestream Midnight Mass with 480 views, and a Christingle service with nearly 1,000.

Pastoral Offices were significantly curtailed, with no weddings taking place (2019 – 8 weddings) and only 10 baptisms (2019 – 34 baptisms). Clergy from the Parish officiated at 46 funerals: 18 in church and 28 elsewhere (2019 – 20 in church, 28 elsewhere)

Pastoral Care

During COVID restrictions our normal visits to hospitals, homes and care homes were not possible.

In March 2020 the Church established Hubs, so that every member of our contact database received a phone call weekly. In August, the Hubs were reduced in size so that those who were most isolated continued to be called. In addition, the church was instrumental in setting up the Flitwick Community Lifeline, together with other agencies, a phone service providing shopping and prescriptions for those who were shielding during Lockdown, meeting some 50 requests each week at the peak in April 2020.

Mission and Evangelism

Members of the congregation, the vicar and the curate usually regularly visit to local schools, providing assemblies, RE curriculum support and other activities. During COVID restrictions these activities continued online via livestream and recordings.

As a church, we continued to make regular contributions to the Need project food bank, as well as raising money for other charities carrying out God's work, including our nominated Charities for the year, Keech Hospice Care and Shelter.

In Autumn 2020 we began Make Lunch, a scheme to provide families in danger of food poverty with meals during the school holidays. In the Christmas holidays, we provided boxes containing 300 meals, including recipe cards and lots of fresh produce.

One effect of moving our worship online during the pandemic has been the number of people who have come into contact with faith and how widely we have been able to speak the Good News of Jesus Christ in our community and beyond.

Ecumenical relationships

The church is a member of Churches Together in Amptill and Flitwick.

Deanery Synod

Three members of the PCC sit on the deanery synod. This provides the PCC with an important link between the parish and the wider structures of the church.

Buildings

Routine maintenance of our building continued as far as possible with the restrictions on working practices in place. We were required by law to close our building completely from March until June, reopening for private prayer from 15th June, ensuring the safety from infection for visitors by a daily cleaning regime carried out by a team of volunteers.

Financial review

Income in 2020 was down £33,117 from the prior year (2020 £89,568, 2019 122,685), largely due to the effects of the Covid pandemic and lockdowns. The income streams most affected by Covid were Collections at Services (down £9,450 or 78%), Wedding and Funeral fees (down £2,942 or 41%), Fundraising Events (down £4,017 or 75%) and Chapter House Letting (down £1,007 or 51%). In addition, unrelated to Covid, the PCC did not receive further grants for the Fresh Expression (2019 £2,750) or from the Friends of Flitwick Church for Fabric expenditure (2019 £21,329).

Somewhat offsetting these decreases were one-off "Other Donations" of £12,724 (an increase of £6,397 or 23% from the prior year). Planned Giving income also increased by £4,137 or 9% from the prior year. The PCC now receives 98 regular planned giving donations, 48 by Direct Debit through the Parish Giving Scheme 38 by Standing Order or Bank Transfer and 12 via our Envelope scheme. This represents an increase of 5 donors during 2020 and 13 donors during 2019.

Total expenditure was down £34,244 from the prior year (2020 93,587, 2019 127,010). This was almost entirely due to the prior year expenditure on major maintenance projects not being repeated this year (2019 Lych Gate and Church floor projects). Significant items of expenditure in 2020 included £3,780 on tree surgery (met from the legacy fund) £1,954 on hymn books (also met from the Legacy Fund) and 1,469 on a new shed (met from General Funds).

Net expenditure for the year was £4,018 (2019 £4,325).

Reserves

It is PCC policy to try to maintain a balance on free reserves which equates to between three and six months of unrestricted payments. This is equivalent to approximately £22,500 to £45,000. It is held to smooth out fluctuations in cash flow and to meet emergencies. The balance of the free reserves (unrestricted reserves which have not been designated by the PCC for use for other purposes) at the year-end was £50,221 which is slightly higher than this target.

Our PCC legacy policy is to use legacy gifts to help fund significant development projects, whether buildings, equipment, mission or staff. The PCC has created a designated Legacy Reserve Fund to separate legacy donations from free reserves and has transferred the legacies donated in the past two years to this reserve. Use of the reserve to fund specific projects requires approval of the PCC via a PCC resolution. At the year-end, the Legacy reserve stood at £27,370.

The costs relating to a future sale of St. Andrew's Hall have been separated into a separate designated reserve, to net off against any future income from that sale. The St Andrews sale reserve had a deficit balance of £2,917 at year end.

The restricted reserves of £24,126 can only be spent for the purposes for which they were originally donated. The largest of these is the Religious Education Fund of £6,992 which can only be spent on Education receives income from the Old School Sunday School fund (2020 £1,435, 2019 £1,393).

The endowment reserves of £11,103 are a special kind of restricted fund that must be retained permanently as capital. The income on the PCC's endowment reserves can only be spent on fabric related items and are paid into the restricted Chancel and Fabric repair funds.

It is our policy to invest cash balances over and above those required to fund day to day expenditure with the CCLA Church of England Deposit Fund. Endowment funds are invested in the CCLA Church of England Investment Fund.

Structure, governance and management

The Parochial Church Council of the Ecclesiastical Parish of St Peter & St Paul with St Andrew, Flitwick, is a corporate body established by the Church of England. The PCC operates under the Parochial Church Council Powers Measure. The PCC is a registered charity.

The method of appointment of PCC members is set out in the Church Representation Rules. In this parish, the membership of the PCC consists of the incumbent (our vicar), the assistant curate, churchwardens, members of Deanery Synod, members elected by those members of the congregation who are on the electoral roll of the Parish.

Administrative information

The Parish Church of St Peter and St Paul is situated on Church Road, Flitwick, MK45 1AE. The Parish is part of the Diocese of St Albans within the Church of England. The correspondence address is The Vicarage, 26 Dew Pond Road, Flitwick, Bedford, MK45 1RT. Registered charity number 1169624.

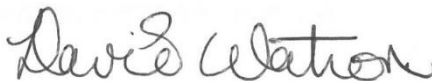
PCC members who have served at any time from 1 January 2019 until the date this report was approved are:

Incumbent	Revd Lucy Davis – Chair
Churchwardens:	Mr Chris Macintosh Mr David Watson – Lay Chair
Assistant Curate	Revd Andrea Maffei
Representatives of the Deanery Synod	Dr Anthony Brown Mr Anthony Davis (from 12 th October 2020) Mr David Golding (from 12 th October 2020) Mrs Karen Rabjohn (until 12 th October 2020) Mrs Rachel Thompson (until 12 th October 2020)
Other Elected Members	Mr Ian Cook Mr Anthony Davis (Treasurer until 27 th April 2020) Mrs Samantha Davis Mr Ciaran Diver Mrs Linda Foale – Secretary Mr Richard Fullbrook (until 12 th October 2020) Mr Richard Harris Mrs Wendy Harris – Safeguarding Officer Mr David Loader (from 12 th October 2020) Mrs Heather Macintosh Mrs Mary McKeand Ms Donna Morris – Treasurer (from 27 th April 2020) Mrs Karen Rabjohn (from 12 th October 2020) Mrs Carol Thompson Ms Sarah Watt (until 27 th April 2020)

Report approved by the PCC on 8th March 2020 and signed on their behalf by



Rev Lucy Davis
Chair



Mr David Watson
Lay Chair

INDEPENDENT EXAMINER'S REPORT

Report to the Parochial Church Council of the Ecclesiastical Parish of Flitwick. Charity Number 1169624

I report to the trustees on my examination of the accounts of the above charity ("the PCC") for the year ended 31 December 2020, set out on pages 7 to 13.

Responsibilities and Basis of Report

As the charity's 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 PCC'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.

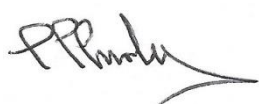
Independent examiner's statement

I have completed my examination.

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

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

I have 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.



Terry Thurley
8th March 2020

Gladive, 15 Hampden Close
Flitwick
Bedford
MK45 1HR

Parochial Church Council of the Ecclesiastical Parish of Flitwick

STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDING 31 DECEMBER 2020

Note		Unrestricted	Restricted	Endowment	TOTALS	
		Funds £	Funds £	Funds £	2020 £	2019 £
2	Income and endowments:					
	Donations and legacies	80,042	3,203	-	83,245	105,877
	Income from Church Activities	4,122	-	-	4,122	8,839
	Activities for Generating Funds	1,671	-	-	1,671	7,347
	Income from Investments	208	322	-	530	622
	Total income	86,044	3,525	-	89,568	122,685
3	Expenditure on:					
	Raising funds	2,442	-	-	2,442	1,622
	Expenditure on Church Activities	87,898	3,247	-	91,144	125,388
	Total expenditure	90,340	3,247	-	93,587	127,010
	Net income / (expenditure) resources	(4,296)	278	-	(4,018)	(4,325)
	Transfers:					
	Gross transfers between funds - in	-	-	-	-	-
	Gross transfers between funds - out	-	-	-	-	-
	Other recognised gains / losses					
	Gains/losses on investment assets	-	-	-	-	1,638
	Gains on revaluation, fixed assets, charit	-	-	717	717	-
	Net movement in funds	(4,296)	278	717	(3,301)	(2,687)
	Reconciliation of funds					
	Total funds brought forward	78,969	23,847	10,385	113,202	115,889
	Total funds carried forward	74,673	24,126	11,103	109,901	113,202

The notes on pages 9 to 13 form part of these financial statements

Parochial Church Council of the Ecclesiastical Parish of Flitwick

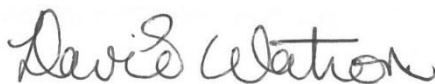
BALANCE SHEET AT 31 DECEMBER 2020

		2020		2019	
	Note	£	£	£	£
FIXED ASSETS					
Tangible assets	7		1,207		1,643
Investments	10		11,103		10,385
			12,310		12,028
CURRENT ASSETS					
Cash at Bank and in Hand		97,806		99,258	
Debtors		2,507		3,963	
		100,312		103,221	
CURRENT LIABILITIES					
Creditors payable within one year		2,721		2,048	
NET CURRENT ASSETS					
			97,591		101,174
TOTAL NET ASSETS					
			109,901		113,202
THE FUNDS OF THE CHARITY					
Unrestricted income funds:					
General	8		50,221		46,502
Designated			24,452		32,468
			74,673		78,969
Restricted income funds:					
Restricted	9		24,126		23,847
Endowment	10		11,103		10,385
			109,901		113,202

Approved by the PCC on 8th March 2020 and signed on their behalf by



Rev Lucy Davis
Chair



Mr David Watson
Churchwarden

Parochial Church Council of the Ecclesiastical Parish of Flitwick

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDING 31 DECEMBER 2020

1 ACCOUNTING POLICIES

Basis of preparation:

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, together with FRS102 (2016) as the applicable accounting standards and the 2016 version of the Statement of Recommended Practice, Accounting and Reporting by Charities (SORP(FRS102)).

The financial statements have been prepared under the historical cost convention except for the valuation of investment assets, which are shown at fair value.

Income and Endowments:

Recognition: These are included in the Statement of Financial Activities (SOFA) when:

1. the PCC becomes legally entitled to the use of the resources; and
2. inflow of economic benefit is probable; and
3. the monetary value can be measured with sufficient reliability.

Fund Raising: Funds raised from events and trading activities are reported gross in the SOFA – i.e., before any related costs that may have been deducted from the gross proceeds.

Grants and donations: Grants and donations are included in the SOFA when any preconditions preventing their use by the PCC have been met. For collections and planned giving this is when the funds are received.

Gift Aid Tax claims, etc., on cash donations: Gift Aid and other tax claims are included in the SOFA at the same time as the cash donations to which they relate.

Investment gains and losses: This includes any gain or loss on the sale of investments and any gain or loss resulting from revaluing investments to market value at the end of the year.

Expenditure & Liabilities:

Liability Recognition: Liabilities are recognised as soon as there is a legal or constructive obligation and settlement is probable and quantifiable.

Assets:

Consecrated and benefice property: In so far as consecrated and benefice property of any kind is excluded from the statutory definition of "charity" by Section 10(2) (a) and (c) of the Charities Act 2011 such assets are not capitalised in the financial statements.

Tangible fixed assets for use by charity: These are capitalised if they can be used for more than one year, and cost at least £400. They are valued at cost.

Depreciation is calculated to write off the capitalized cost of fixed assets less their currently anticipated residual fair value over their estimated useful lives as follows:

- Office equipment - 5 years

Investments: Investments quoted on a recognised stock exchange or whose value derives from them are valued at market value at the year end.

Short term deposits: Include cash held on deposit either with the CBF Church of England Funds or at the bank.

Funds:

Unrestricted Funds: These represent the 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 future projects.

Restricted Funds: These are income funds that must be spent on restricted purposes and details of the funds held and restrictions provided are shown in the notes to the accounts.

Endowment Funds: These 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 their restrictions are shown in note 10.

NOTES TO THE FINANCIAL STATEMENTS (cont.)

	Unrestricted Funds		Restricted	Endowment	TOTALS	
	General	Designated	Funds	Funds	2020	2019
	£	£	£	£	£	£
2 Income and endowments:						
Donations and legacies						
1010 - Planned Giving - Gift Aided	42,533	-	-	-	42,533	37,589
1030 - Planned Giving - Other	9,895	-	-	-	9,895	10,702
1110 - Collections at Services	2,429	-	183	-	2,611	12,061
1115 - Collections at FX services	12	-	-	-	12	24
1220 - Other Donations	12,340	-	385	-	12,725	6,328
1410 - Grants for Property Maintenance	-	-	-	-	-	21,329
1420 - Grants for Religious Education	-	-	1,435	-	1,435	1,393
1430 - Grant for Fresh Expression	-	-	-	-	-	2,750
1440 - Grant for Make Lunch	-	-	1,200	-	1,200	-
1610 - Gift Aid recoverable	12,834	-	-	-	12,834	13,701
Donations and legacies Totals	80,042	-	3,203	-	83,245	105,877
Income from Church Activities						
2110 - Weddings & Funerals - Statutory Fees	2,576	-	-	-	2,576	5,518
2120 - Weddings & Funerals - Other Fees	1,546	-	-	-	1,546	1,665
2130 - Parish Magazine Subscriptions	-	-	-	-	-	934
2225 - Other Income from Church Activities	-	-	-	-	-	723
Income from Church Activities Totals	4,122	-	-	-	4,122	8,839
Activities for Generating Funds						
2210 - Fundraising Events	607	-	-	-	607	4,624
2220 - Parish Magazine Advertising	100	-	-	-	100	750
2230 - Chapter House Letting	964	-	-	-	964	1,971
2240 - Other Fundraising	-	-	-	-	-	1
Activities for Generating Funds Totals	1,671	-	-	-	1,671	7,347
Income from Investments						
2310 - Bank Interest	208	-	10	-	219	320
2320 - Dividends from Investment Funds	-	-	312	-	312	303
Income from Investments Totals	208	-	322	-	530	622
Income and endowments: Grand totals	86,044	-	3,525	-	89,568	122,685

NOTES TO THE FINANCIAL STATEMENTS (cont.)

	Unrestricted Funds		Restricted	Endowment	TOTALS	
	General	Designated	Funds	Funds	2020	2019
	£	£	£	£	£	£
3 Expenditure on:						
Raising funds						
3110 - Giving and Gift-Aid Costs	160	-	-	-	160	192
3210 - Fundraising Events Costs	-	-	-	-	-	794
9130 - St Andrews Sale costs	-	2,282	-	-	2,282	635
Raising funds Totals	160	2,282	-	-	2,442	1,622
Expenditure on Church Activities						
4110 - Parish Share	61,023	-	-	-	61,023	59,059
5110 - Parish Clergy Expenses	1,261	-	-	-	1,261	2,021
5710 - Worship Supplies & Costs of Services	1,949	-	166	-	2,115	2,550
5720 - Organist Fees	415	-	-	-	415	1,168
5730 - Director of Music Salary	2,084	-	-	-	2,084	1,685
5810 - Fresh Expression Costs	27	-	-	-	27	162
6310 - Education & Children	-	-	439	-	439	589
6410 - Make Lunch Costs	-	-	533	-	533	-
6510 - Mission Giving	80	-	1,325	-	1,405	3,163
6610 - Mission and Evangelism - Other	-	-	59	-	59	503
7410 - Parish Administrator Salary	2,879	-	-	-	2,879	3,542
7510 - Administration & Parish Office Costs	1,826	-	-	-	1,826	1,865
7520 - Staff & Volunteer training	-	-	10	-	10	119
7610 - Other Church Running Costs	57	-	-	-	57	934
7710 - Parish Magazine Costs	354	-	-	-	354	1,690
8710 - Cleaning & Routine Maintenance (Paris	2,875	-	-	-	2,875	4,741
8720 - Utility Bills (Parish Church)	2,762	-	-	-	2,762	4,113
8730 - Insurance (Parish Church)	2,067	-	-	-	2,067	1,973
8780 - Upkeep of Churchyard	-	3,780	-	-	3,780	713
8810 - St Andrews Running Costs	601	-	-	-	601	767
8820 - Church Furnishings (not capitalised)	-	-	-	-	-	72
8910 - Depreciation	436	-	-	-	436	841
9110 - Major Repairs & Maintenance	-	-	715	-	715	32,276
9115 - Major Installations	1,469	1,954	-	-	3,423	845
Expenditure on Church Activities Totals	82,164	5,734	3,247	-	91,144	125,388
Expenditure Grand totals	82,324	8,016	3,247	-	93,587	127,010

NOTES TO THE FINANCIAL STATEMENTS (cont.)

	2020 £	2019 £
4 STAFF COSTS AND EMPLOYEE BENEFITS		
Wages and Salaries	4,963	5,227
Employees	2	1

During the year the PCC employed a Director of Music and a Parish Administrator (both part-time). Payments were not large enough to attract social security costs

5 TRANSACTIONS WITH TRUSTEES

During the year the Rev'd Lucy Davis, chair of the PCC and the Rev'd Andrea Maffei, PCC member, received a total of £1,261 of expenses related to the performance of their duties as parish clergy. All expenses are consistent with Church of England guidance on the parochial expenses of clergy. During the course of the year members of the PCC, were reimbursed for other expenditure incurred as agents on behalf of the PCC. These other payments are recorded in the accounts under the relevant expenditure category.

6 INDEPENDENT EXAMINER'S REMUNERATION

The Independent Examiner was not remunerated for his work on the 2020 accounts (2019 - nil)

	Cost at 1 January 2020 £	Accum Depreciation at 1 January 2020 £	Carrying Value at 1 January 2020 £	Deprec'n in year £	Carrying Value at 31 Dec 2020 £
7 TANGIBLE FIXED ASSETS					
Office Computer	499	200	299	100	199
Photocopier	1,680	336	1,344	336	1,008
Carrying value at 31 December	<u>2,179</u>	<u>536</u>	<u>1,643</u>	<u>436</u>	<u>1,207</u>

	1 January 2020 £	Income £	Expend. £	Transfers £	Gains/ (Losses) £	31 Dec 2020 £
8 UNRESTRICTED FUNDS						
General Fund	46,502	86,044	82,324	-	-	50,221
Legacy Fund (Designated)	33,103	-	5,734	-	-	27,370
St Andrews Sale Fund (Designated)	(635)	-	2,282	-	-	(2,917)
	<u>78,969</u>	<u>86,044</u>	<u>90,340</u>	<u>-</u>	<u>-</u>	<u>74,673</u>

Legacy gifts are used to help fund significant development projects; whether buildings, equipment, mission or staff.

NOTES TO THE FINANCIAL STATEMENTS (cont.)

9	RESTRICTED FUNDS	1 January 2020 £	Income £	Expend. £	Transfers £	Gains/ (Losses) £	31 Dec 2020 £
	Religious Education	6,006	1,435	449	-	-	6,992
	Lych Gate Repair fund	4,467	-	715	-	-	3,751
	Fabric Repair Fund	3,023	166	-	-	-	3,189
	Bell fund	3,003	9	-	-	-	3,011
	Fresh Expression	2,588	-	-	-	-	2,588
	Furnishing Fund	1,673	-	-	-	-	1,673
	Make Lunch	-	1,510	533	-	-	977
	Choir Fund	711	-	22	-	-	689
	Chancel Fabric Fund	388	148	-	-	-	536
	Pither Legacy (Charitable use in Parish)	535	-	59	-	-	476
	Appeals for Charities	1,325	183	1,325	-	-	183
	Church Flowers	130	75	145	-	-	60
		23,847	3,525	3,247	-	-	24,126

Restricted funds have been donated to the PCC for specific purposes and may only be used for the purpose for which they were donated:

The Religious Education fund is the accumulated income from the Old School Endowment, a separate charity of which the Vicar and Churchwardens are trustees. This income of such endowment funds is restricted by an Act of Parliament and can only be spent on religious education

The Lych Gate Repair fund represents amounts donated to fund the repairs to the Lych Gate in 2018/19. The remaining balance will be spent on completion of the planned repairs and any future repairs to the gate.

The Fabric Repair fund represents amounts donated by individuals as well as the Friends of Flitwick Church and is restricted to expenditure on the fabric of the Church building (including the Chapter House) and the churchyard

The Bell fund is restricted to repairs and maintenance of the bells and other bellringing expenses

The Fresh Expression fund is the balance of a grant from the Diocese of St Albans towards the costs of Flitwick FX

The Furnishing fund is restricted to expenditure on furnishings for the Church and Chapter House

The Make Lunch fund has arisen from donations and grants towards the Make Lunch scheme to provide meals to families in food poverty.

The Choir fund has been donated by individuals for Choir related expenditure

The Chancel Fabric fund is restricted by the Ecclesiastical Dilapidations Measure 1923 to repairs to the Church building and churchyard

The EM Pither Legacy is restricted to charitable use in the Parish and is spent at the discretion of the incumbent

The Appeals fund represents collections for specific charities which have yet to be paid to that charity

Donations for Church Flowers are paid in to the Church Flowers fund, which is administered by the flower arrangers

10	ENDOWMENT FUNDS/ FIXED ASSET INVESTMENTS	1 January 2020 £	Income £	Expend. £	Transfers £	Gains/ (Losses) £	31 Dec 2020 £
	Brooks Legacy Endowment (Fabric)	5,241	-	-	-	362	5,602
	Byron Bequest Endowment (Fabric)	287	-	-	-	20	307
	Chancel Endowment Fund (Chancel Fabric)	4,858	-	-	-	335	5,193
		10,385	-	-	-	717	11,103

These endowment funds are restricted funds that must be retained as trust capital permanently and generate income for the PCC to be used for restricted purposes. Income from the Brooks and Byron funds is restricted to fabric expenditure and is recorded against the restricted Fabric Fund, income from the Chancel fund is recorded against the restricted Chancel Fund.

These funds are invested in The CBF Church of England Investment Fund. Income from them is restricted to fabric expenditure.