

# ST MARY'S CHURCH HADLOW

## ANNUAL PAROCHIAL CHURCH MEETING FOR THE YEAR 2023

To be held on

Sunday 21 April 2024, 11.30 a.m. in  
St Mary's Church, Hadlow

Documents for the meeting:

Agenda for the 2024 APCM, p.2

Minutes of the APCM Meeting held 30 April 2023, p.3

Churchwardens', committee and other reports for 2023, p.5

The 2023 Annual Report and Accounts, p.15

# ST MARY'S CHURCH, HADLOW ANNUAL PAROCHIAL CHURCH MEETING

Sunday 21<sup>st</sup> April 2024, 11.30 a.m. in  
St Mary's Church, Hadlow

## AGENDA

1. Apologies for absence
2. Minutes of the Annual Parochial Church Meeting held on 30th April 2023
3. Election of TWO (2) Churchwardens  
(*Two churchwardens to be chosen in accordance with the Churchwardens' Measure 2001*)
4. Election of ONE (1) parochial representative of the laity to the Deanery Synod
5. Election of FOUR (4) parochial representatives of the laity to the Parochial Church Council
6. The appointment of an Independent Examiner
7. Report on changes to the Electoral Roll (a copy of the Roll is available for inspection)
8. Adoption of The Annual Report on the proceedings of the PCC, the activities of the Parish generally and the Financial Statements of the PCC for the year ending 31st December 2023
9. The Churchwardens' Report on the fabric, goods and ornaments of the Church\*  
(*in accordance with Section 50 of the & Ecclesiastical Jurisdiction and Care of Churches Measure 2018*)
10. Report on the proceedings of the Paddock Wood Deanery Synod\*
11. Reports of the activities of the sub-committees of the PCC\*:
  - a. Communication
  - b. Education;
  - c. Fabric;
  - d. Finance (Treasurer's Report);
  - e. Social and Fundraising;
  - f. Worship & Mission.
12. Reports on other areas of the life of the Parish\*:
  - a. Anna Chaplain, Bell Ringers; Café Plus; Church Brass Cleaning; Church Cleaning; Coffee Pots and Tiny Tots; Delhi Brotherhood Society; Church Flowers; Food Bank; Kibakwe Link; Hospital Car Service; Messy Church; Music; Newsletter Delivery; Sides Persons;
13. The vicar's reflections

\* Reports for items 2 and 9 to 13 follow in this document, which may also be downloaded from our 'A Church Near You' website <https://www.achurchnearyou.com/church/16980/>. There is a sign-up sheet at the back of church If you would like a paper copy.

# Minutes of the Annual Parochial Church Meeting of St Mary's Church, Hadlow held 30 April 2023

Held in Church on Sunday 30<sup>th</sup> April 2023

In the Chair:

Fr Jim Horton

Minutes taken by:

Martin Massy, PCC Secretary

## **1. Members present**

Fr Jim Horton, Vicar

Officers of the current PCC: John Speed, Churchwarden (JS), Michael Payne, Churchwarden (MP), Martin Massy, Secretary (MM).

Plus 27 members present in church and five listening via Zoom.

Apologies were received from Sylvia Bush, Carol Wickham, Mavis Oakley, Lee Kirk.

## **2. Minutes of the Annual Parochial Church Meeting held on 24th April 2022**

Minutes of the Annual Parochial Church Meeting held on Sunday 24th April 2022 were approved by unanimous vote.

## **3. Election of Churchwardens**

Nominations were received for Katerina Nixon and John Speed. There being no other nominations, Katerina and John were elected unopposed.

## **4. Election of parochial representatives of the laity to the Parochial Church Council (PCC)**

There were nine nominations for vacant positions on the PCC – Nicola C (2026), Kirsty Finch (2025), Jenny Hopkins (2025), Richard Hopkinson (2024), Janice Massy (2026), Martin Massy (2024), Jim May (2026), Joycelyn Gage (2026) and Sharon Vanns (2024) – all were elected unopposed. [post-meeting note: Lots were drawn at the PCC meeting in May to decide who was to retire in 2024, who in 2025 and who in 2026 in order to have one-third of members retire in each subsequent year (Rule M16(5) of the Church Representation Rules 2023), the years are indicated in brackets.]

## **5. Election of parochial representatives of the laity to the Deanery Synod**

There were no nominations to fill the role of a second representative to the Deanery Synod. The role remains vacant.

## **6. Report on the Electoral Roll (A copy of the Roll is available for inspection)**

MM thanked David Lear who acted again as our Electoral Roll Officer. There are 128 on the Electoral Roll, of whom 87 are resident in this parish, and 41 non-resident (68:32 split). Of the 10 names removed from the list: 3 had not habitually attended in the last six months, 2 had died, 3 had moved, 1 left and 1 was ordained.

## **7. Adoption of the Annual Report on the proceedings of the PCC, the activities of the Parish generally and the Financial Statements of the PCC for the year ending 31st December 2021**

MM proposed that the APCM adopt the Annual Report and Accounts for the year ending 31 December 2021. Approved unanimously.

## **8. The appointment of an Independent Examiner**

MM proposed that David Stephens be re-appointed as Independent Examiner (IE). The motion was carried unanimously. [post-meeting note: Mr. Stephens gave notice that he would be retiring at the end of 2023 and would therefore not act as IE for the 2023 financial accounts. Jason Foxwell, FCCA, FACIE, was appointed in January 2024 to act as IE in his place.]

## **9. The Churchwardens' report on the fabric, goods and ornaments of the Church**

Fr Jim drew members' attention to the Churchwardens' report in the APCM booklet. JS thanked Michael Payne for his service as churchwarden in the past year and drew attention to Michael's comprehensive inventory of movable assets.

## **10. Other Reports**

Reports on all other areas of church life were in the documents available from the church website. There were no questions.

## **11. Vicar's reflections**

Fr Jim gave his reflections on his first two months in Hadlow. Firstly, he had been welcomed beautifully. He observed that church and village make Hadlow a special place. He gave thanks for what had gone before, noting that a robed choral tradition is difficult to find.

We should celebrate the numbers registered on the electoral roll and attending church, which are better than many rural churches. However, there is work to do to improve the demographics and hair colour (too much grey!). There needs to be change, a focus on bringing in new people. We need to attract people who don't normally feel as if they are welcome in church. It is the job of all of us.

Fr Jim said he was blown away by the administration – the parish profile showed every job filled – and gave heartfelt thanks. "Without you it would be impossible for the vicar to do his job."

He concluded that, looking towards Pentecost, we need to start praying for the power of the Holy Spirit to come on this place to help us build God's kingdom here on earth.

Signature .....

Date: 18 March 2024

## REPORTS FOR THE YEAR 2023

### Agenda Item 9: Churchwardens' Report on the fabric, goods & ornaments of the church

2023 showed signs of a proper return to normality after the events of the previous few years. The Churchwardens' report is to cover the fabric and ornaments of the Church and for the most part they are in good condition.

2023 was supposed to be the year of the Quinquennial inspection but due to circumstances outside of our control this was postponed and at time of writing this report we have not been given a new date.

With Fr. Jim well and truly in post, the PCC and Fabric Committees were able to start looking towards the future of St Mary's and reviewing what we think we will want from the Church in the future. Several projects have been identified to look at over the next 5-10 years. One such project is the replacement of the chairs. We realised that for the Church to remain relevant in the community, the space needs to be more flexible. This project was announced to the congregation during the year, and we have already raised nearly 2/3rds of the money required.

Work will continue into 2024 to fully develop plans for further projects that will likely take place over the next decade. These are likely to include, green energy supplies, heating changes, reordering of the Choir and Occasional Vestries, redecorating and levelling of the floor.

Last year, Francis Griffiths and family sadly moved away from the area, meaning we lost one of our organists. We thank Francis for all he has done for the Choir over the years. Both Katerina and John pass on their heartfelt thanks to Michael Pound, who once again has taken on further responsibilities and is currently playing the organ at the majority of services and leading the Choir. Our goal is to employ a dedicated Organist / Choir Director in 2024.

The congregation has continued to grow since Covid, and we are pleased to welcome several new faces to our congregation. We do continue to suffer from a lack of volunteers in many areas of the Church. While we are thankful for all the work that people have done over many years, we do ask that anyone who is able to volunteer to do so. This will enable us to do what we need to do to encourage more new people and grow the Church, therefore taking the pressure off of the few who do so much.

Our thanks go to everyone who has helped make 2023 a successful year for our Church, there are too many to name individually. However, I do wish to thank Janice and Martin Massy, who both work tirelessly behind the scenes, doing so much to keep our Church running smoothly.

With everyone's support there are so many possibilities for the year ahead to continue to build the Church and promote more activities.

Katerina and John

### Agenda Item 10: Report on Paddock Wood Deanery Synod for 2023

The Paddock Wood Deanery comprises 15 churches in Brenchley, Capel, Collier Street, Five Oak Green, Hadlow, Horsmonden, East Peckham, Laddingford, Lamberhurst, Matfield, Nettlestead, Paddock Wood, Pembury, Tudeley and Yalding.

In May the Deanery met for a presentation by Kathy Cox and Adam Male of the Kent Savers Credit Union. The KSCU aims to offer ethical and affordable financial services in Kent, working with people who would not be able to source loans through the mainline banks. Loans are typically in small amounts of £200-£300 for daily living costs, essential goods or home repairs and are financed by members depositing funds.

The KSCU is a co-operative and acts like a mini bank with the same controls and safeguards but has a small team operating online with no branches to keep costs down. They exist for the benefit of members and are non-profit making. Interest rates vary according to the size of loan, but for smaller amounts are about 42% APR.

The November meeting was held by Zoom and focused on a presentation by Andrew Axon, the Area Dean, on his doctoral research on ministerial burnout. This included discussion about the three Covenants (Bishops, Clergy and Parishioners) detailing approaches to ensure that Clergy are valued and their wellbeing protected.

There was also a brief report on the General Synod's consideration of Living in Love & Faith (LLF), requesting that people respect the opinions of others on the matter.

The Deanery operates a Mission Fund and a small donation was made towards the expenses incurred by Yalding church for their Alpha course.

The Parishes of Horsmonden and Brenchley were now in interregna.

Mike Harvey

## **Agenda Item 11: PCC Committee Reports**

### **Fabric Committee**

The fabric committee supports the churchwardens in discharging their responsibility for the fabric of the church and develops and implements projects to improve the church building. In 2023 the committee began development of a long-term plan for improvements. Several projects have been identified but as yet need building into a plan that will enable us to attract grant funding given that the costs cannot be met from our own resources.

However, we did commission a detailed survey of church levels (floor levels) with the aim of providing a firm basis for designing a project to have a level floor throughout at least the nave. This would improve accessibility and eliminate the tripping hazard posed by the change in level between the aisle and the seating on either side and the heating pipes. Levelling the floor would be tied into a project to replace the heating possibly using modern electric radiant heaters, which would help us move towards 'zero carbon' in line with the Church of England target of becoming carbon neutral by 2030. We are also looking into the cost and use of solar PV panels.

Sadly, we have not yet reached agreement on best choice of chairs to replace the current seating despite extensive research; the general approach is to have a certain number of 'comfy' chairs for normal services plus stackable chairs for events, etc. to maximise flexibility in use of the space. We would also dearly like to have a simple downstairs kitchen and café area to avoid people carrying things up and down the stairs to the existing kitchen.

A comprehensive lighting design carried out in 2022 was too expensive to implement all at once, so we negotiated a smaller scheme to prioritise replacing high-level lights in the nave and chancel, which were failing, obsolete and inefficient, and improving the emergency lighting, plus some other items. Following PCC approval this work was done in January 2024. We look forward to

being able to implement the remaining elements of the design at some point, with additional funding.

Thanks are due to the committee members, who are: Stephanie Ingham, Anne Hughes, James Mendeny-Kolozsvári, Richard Hopkinson, Mike Harvey and Joycelyn Gage. The vicar and churchwardens are ex officio members.

Martin Massy, Convenor

### **Finance Committee**

The treasurer is supported by the finance committee, with additional assistance from Duncan Murray (bookkeeper), Gabrielle and David Lear (accounting advice and support throughout the year and particularly for year-end) and John Speed (Gift Aid). The finance committee has discussed contactless card donation terminals – a permanent terminal has been purchased and placed at the back of the church – Giving campaigns, risk management. A new Independent Examiner (IE) has been appointed for the 2023 financial accounts owing to the retirement of David Stephens, our previous IE, following an online recruitment process.

Committee members are: Jim May, Mike Harvey, Joycelyn Gage and Richard Hopkinson. The vicar and churchwardens are ex officio members.

A report on the financial situation forms part of the 2023 annual report and accounts.

We would like to encourage people to give via the Parish Giving Scheme (PGS), which was introduced in Rochester diocese towards the end of 2021 (the PGS was first established in 2014). The PGS is part of the National Church, funded centrally by the Archbishops' Council via a Church Commissioners' grant. The PGS doesn't cost us anything and reduces time spent on administration since it claims Gift Aid on our behalf and reduces the amount of cash we need to handle, which helps since the Tonbridge branch of our bank closed March 2023. The PGS is a direct debit scheme with the usual guarantees, and registration is straightforward, either online, by telephone or by post. Talk to me, Martin Massy, if you would like more information. Gift Aid is an important source of income; if you have not yet completed a Gift Aid form for St Mary's and would like to please contact John Speed or Martin Massy.

We would also like to encourage people to consider leaving a legacy to St Mary's in their wills. "To make it easier, the Church of England has partnered with Farewill, the UK's favourite will writer, to offer a free online will writing service which you can do from the comfort of your home in less than 30 minutes." Search online for "church of england farewill".

Thank you to all our donors; without you it would not be possible to fulfil our aim of "promoting in the parish the whole mission of the Church, pastoral, evangelistic, social and ecumenical" as well as we would like (see objectives of the PCC in the annual report). Thank you again.

Martin Massy, Convenor and Hon. Treasurer

### **Social & Fundraising Committee**

Under its new name as the Social and Fundraising Committee, the team delivered a varied programme of events and fundraising activities in 2023. Fifteen events ranged from concerts to quizzes, the ever-popular Scarecrow Trail and, of course, events involving food and drink! Together they raised over £5,700.

The single biggest fundraiser of the year was the Bibleathon, a sponsored continuous reading of the bible from cover to cover over three days – and nights. It raised over £4,000 including Gift Aid.

This sum was shared between St Mary's (50%), with the other 50% shared equally among three charities – one international (The Mission to Seafarers), one national (Christians Against Poverty) and one local (Spadework). Notwithstanding the anti-social hours, the participant readers valued and enjoyed the experience and the opportunity to reacquaint ourselves with some of the lesser-known stories and books of the bible.

Despite the team's change of name from the Outreach and Fundraising Committee, many of our events do include outreach to the community. The biggest of these was the Scarecrow Trail in September, organised by Kirsty; it was a joy to see so many families walking around the village to enjoy the creativity involved in the scarecrows on display and returning to church for tea and cakes. July's strawberry tea in the churchyard was also well attended despite occasional showers when people raced to take cover.

Purely 'social' events included a Ladies' Breakfast in January; an evening in February for parishioners to grill our new vicar – a great opportunity to get to know Fr Jim a bit better; a tea after the Evensong to mark the King's coronation; and the Patronal Festival barbecue in August.

A new innovation was Fr Jim's monthly quizzes which began in October with a licensed bar for which we applied for an events licence. This will also cover us for other activities involving the sale of alcohol.

Another good fundraiser was the Christmas Raffle which raised £687 and required much less effort from the team than a Christmas Fair. The only event with a Christmassy flavour last year was soprano Rebecca Hooper's concert of arias to which she invited Tunbridge Wells Harp Orchestra to play. The church was packed and the rendition by 42 young harpists of Silent Night was pure magic.

My thanks, as ever, go to our wonderful team: Kirsty, Sharon, Iris, Lee, Lea, John, Katerina and Fr Jim, and to all who gave their time to help, bake cakes and turn up to support our events.

Janice Massy, Social & Fundraising Committee Convenor

### **Worship Committee**

The Worship Committee is made up of the Vicar, a Church Warden, representatives from the choir and servers and the organist. We aim to meet four times a year and at each meeting, we will review the special services, Easter Christmas etc, that have taken place, and will plan the ones that are coming up. The committee is usually working 3 to 6 months ahead of the liturgical calendar.

A particular focus for the committee in the last year (2023) has been the introduction of various non-Eucharistic services. In 2024 those will be: Mothering Sunday, Pet Blessing, Backpack Blessing, Harvest, Toy Service/Teddy Bear Blessing. The committee is also looking at new services for Christmas and the introduction of a weekday evening service.

Fr Jim, Vicar, St Mary's Hadlow

## **Agenda Item 12: Reports from other areas of the Parish**

### **Report from the Anna Chaplain**

Coffee mornings continued on 1st and 3rd Friday mornings each month and I started Tea at 3 on the 3rd Sunday afternoon. Both these events are attended by members of the Community as well as Church members. On Thursday mornings I am involved with Hadlow Seniors Pop-in Club.



Holiday at Home was held over two days in September. Father Jim came in uniform to talk about his work as Area Chaplain Southern Area Sea Cadets, which was much enjoyed. In the afternoon a friend came to do card-making with them. The next morning Iris did some flower arranging with them and they all had a flower arrangement to take home with them. In the afternoon we enjoyed Stephanie's lovely garden and refreshments. I am grateful to Julia Hopkinson who helped me plan the event and the volunteers who gave their time and to Christopher Miles who came to say grace on the Tuesday complete with surfboard.

Home Communion and Visits have continued for those who are not able to come to church and I am grateful to Iris, Liz, Carol and Ann who have faithfully supported me in this valuable ministry. I also want to thank Viv Wickham.

I have attended Anna Chaplain hub meetings with other Anna Chaplains and Julia Burton Jones and these have always been a time of support for us. Julia is always a great support and encourager.

Jenny Hopkins

### **Hadlow Bell Ringers**

The year started with a recruitment drive, inviting newcomers to 'learn to ring for our new King', with the aim that they would ring on the day of King Charles' coronation. Five newcomers worked very hard in the months leading up to the coronation and did indeed ring on the day. Thanks must go to those who gave so much of their time to help with the teaching. We are happy that two of the newcomers are still with us; they are progressing very well with their ringing and are valued members of our team.

Wednesday practice evenings are very well attended, including by visitors from other towers – both from Tonbridge District and beyond – no doubt attracted by the standard of the ringing! Every first Sunday of the month, a quarter peal is attempted, most of them successful.

In June 2023, 16 Hadlow cubs visited to see the bells and try them out for themselves. July saw the band's tower outing to church towers in Frittenden, Smarden, Little Chart and Hollingbourne. And in September, Hadlow represented Tonbridge District in the 6-bell Kent county striking competition, where the team came second.

At our AGM in December, our Tower Captain, Phil Jarvis, announced that he would be standing down from the role with immediate effect, but would be willing to continue in his other role as Treasurer. Huge thanks go to Phil for all his hard work and excellent leadership over several years. The Tower Captain's role is currently vacant, but we are grateful to other of the more experienced band members who continue to lead Sunday ringing and Wednesday practices.

Janice Massy, Secretary

### **Café Plus**

Another busy year for Café Plus and Knit and Natter, (supported by funding from Involve Kent), with craft workshops, participation in local events, charity fundraising, trips and lunches.

We put on a variety of well-attended workshops this year; Macrame Angels, card-making of birthday cards we send to members, Christmas cards and present tags we sold for charity, Christmas Wreaths and patchwork cushions.

We were invited to take part in the Hadlow Primary School PTA Summer Fair, where we asked the children to find where the Teddy Bears were having their picnic around the village, (from a post

box topper display we had created for the library). We put in a great deal of time and effort into creating a knitted Joseph and his Amazing Technicoloured Dreamcoat for the village Scarecrow Trail, (coming 3rd).

The King's Coronation in May meant we could recycle the decorations we made for the Queen's Jubilee, both in the library and the Church; our library display won the all-Kent Libraries competition for Best Dressed Library.

We had two lunch events this year, a late summer picnic, held at the church in September in memory of our long-time, much-loved member, Norma Clarke, and a Winter lunch in December held at the Old School Hall jointly with the Seniors Coffee group.

Our ongoing project was the knitting of squares to be made into blankets. We made seven full-sized blankets, which were distributed by Tonbridge Crafters to local Homeless and Care charities. We were invited to participate in "The Big Knit" by the Little Miracles charity to attend a community knitting event at Rochester Cathedral in November. Again, squares were produced to create blankets to sell for their charity.

Our charity fundraising this year was focused on the ALK+ cancer charity. We raised a grand total of £627.00, (251% of our target), through Christmas stalls and other activities.

Sally Bentham

### **Church Brass Cleaning**

The church brass has been cleaned approximately every two months by Carole Bramham and Linda Moore. If, say, another two people feel a burning desire to clean brass, they will be warmly welcomed onto the rota.

Linda Moore

### **Church Cleaning**

We still have a small but very loyal band of cleaners who keep the church looking good and welcoming. More offers of help would be much appreciated especially as some of us are not as young as we would like to think we are! Ann

Ann Jenner

### **Coffee Pots and Tiny Tots**

This year, we have continued to welcome mums, dads, grandparents, babies and children on Wednesday mornings from 10.30 – 12 noon. We aim to provide a safe environment where parents and other carers can meet informally while their babies and small children play. Tea, coffee and biscuits are provided for a small donation. Every week, there is a simple craft activity and we finish with a music session of action songs and musical instruments. Many of the families who attend make firm friendships which benefit both adults and children and extend beyond the weekly meetings in church.

This provides a valued opportunity for the community. Amongst the Christmas cards we received, was one with the following message – 'Thank you for all the hard work you put into run such a lovely group all year. We really love coming along'.

The group is run by a group of volunteers including Cathy Brill, Carole James, Jim and Pippa May, Val Newell and Jem Spalding. Thanks also to Father Christmas who came to distribute presents at

our annual party, and to the team of volunteers who move chairs and prepare the space on Tuesday evenings.

Cathy Brill

### **The Delhi Brotherhood Society**

St Mary's has supported the Delhi Brotherhood Society (DBS) for well over thirty years through annual donations. The DBS was formally established in 1973 as a Christian charitable society to "help without distinction of nationality, caste, creed or religion, persons who stand in need of aid" and works among the poor, helpless and oppressed across Delhi. Today, DBS ministers to the poor and marginalised whatever their religion and operates many projects such as women's empowerment, education (primary and secondary schools, after-school club), vocational training, abuse prevention, night shelters, etc (<https://www.delhibrotherhood.org/projects>). DBS has recently completed an ambitious project to build the new St Stephen Cambridge Senior Secondary School for 4,000(!) students in Sonipat Village, Haryana, which is planned to open in 2024.

Martin Massy

### **Flowers**

Thank you to all our lovely flower ladies for their beautiful arrangements throughout the year. The festivals of Easter, Christmas, Harvest, and the Coronation of King Charles III were particularly splendid. Hadlow College provided a splendid display for Corpus Christi and also the evergreen swags for Christmas.

Thank you also to the many members of our congregation for their generous donations at Easter, Christmas and throughout the year. Thanks to Fr Jim for suggesting that donations could be made to remember special days. It has helped a lot with our finances.

May we all continue to enjoy our church flowers. They help to make St Mary's beautiful and welcoming.

All part of our church giving.

Carol Wickham

### **Food Bank**

The Hadlow Foodbank, which is run by St Mary's, serves between 5 and 10 people every week, since moving to weekly opening on Thursday mornings. We have been generously supported by a grant from Tonbridge & Malling Borough Council as well as many individual donations. Nevertheless, the need for both the food bank and additional fund-raising continues.

We are very grateful to and would like to thank all our volunteers. Iris Shaw leads food purchasing, with cash donations preferred generally to food to ensure that a balanced and full selection of foods and toiletries are available. Iris is supported by Marilyn and Keith, Julia, Linda, Sharon, Bob and Jackie, Pauline and David.

Martin Massy

### **Hadlow-Kibakwe Parish Link**

Maintaining the link continues to be challenging and building a relationship with the new Link Co-ordinators in Kibakwe is proving difficult. Apart from the distance there is also a language barrier. The Mpwapwa Diocesan Link Co-ordinator is in contact with us and we are hoping that this might

be a way to improve communications. However, what is needed is another visit to meet the new Kibakwe Link Co-ordinators and establish strong links with them. Setting up a visit is proving difficult from this end, but we are hopeful that a visit will be made before too long.

Jim May

### **St Mary's Hospital Car Service**

During 2023 we completed 391 journeys, which compares with 302 in 2022 and 265 in 2021 on behalf of 64 'clients' (54 in 2022). This equates to about 7½ appointments per week in 2023, so it is clear that demand for the service is increasing year on year.

We had 10 active drivers last year (11 in 2022), although most journeys were done by just five of us. However, it goes without saying that without all our volunteer drivers this highly valued service could not exist and I am extremely grateful to them all for their efforts on behalf of the local community. The drivers in 2023 were: Marie Dawes, David Gater, Ann Jenner, Jim May, Linda Moore, Richard Morley, Duncan Murray, John Pierce and Annie Young.

Whilst we still manage to cope with the ever-increasing demand for hospital trips, we do need additional drivers. If you are interested in giving up a little of your time between 8.30 am and 5.30 pm on weekdays, please do speak to me or call me on either 01732 851881 or 07464 548448. It really is not onerous but is extremely rewarding (spiritually if not financially). An enhanced DBS (Disclosure & Barring Service) check would be required and undertaken by St Mary's church.

Mike Harvey

### **Messy Church**

Messy Church provides a new way of worship for church members and an exciting outreach opportunity. Every craft activity is linked to a theme from a Bible story. We finish with a short act of worship followed by the sharing of food. All ages are welcome. This year welcomed more than twenty children and families to a very successful Messy Christmas, and we are now planning for Messy Easter. Although these sessions are run by a small team of regular volunteers, everyone from the congregation is invited to attend and experience this new way of exploring the Bible.

Cathy Brill

### **Music**

The choir has continued as a small but dedicated group but would welcome new singers – we're a friendly bunch and most of us repair to The Rose Revived for a drink and a chat after choir practice on Friday.

As well as leading the congregation the choir undertakes to sing an anthem each week during the distribution of the bread and wine. Fr Jim has introduced some new, more contemporary, hymns during the year together with a new setting of the music for the Eucharist – The People's Mass – which the choir has been gradually introducing since the start of Lent.

The departure just before Christmas of Francis to take up a new post on the Isle of Wight was a sad blow. He made a valuable contribution in his inimitable fashion to the music at St Mary's and he will be greatly missed. We wish him all the best in his new post.

Michael Pound

CHOIR NOTE: We owe a lot to the indefatigable Michael Pound, who rehearses the hymns chosen by Fr. Jim with us on Friday evenings (we have learnt several hymns new to us at St. Mary's(!),

together with a new setting for the Eucharist), and chooses anthems for the choir to sing and voluntaries to play on the organ. Michael officially retired as organist some years ago, so St Mary's has reason to be extremely grateful to him in keeping alive our choral tradition. Thank you, Michael!

### **Sidesmen's Report**

With a return to a normal year the sidesmen have been busy welcoming and helping the Church Wardens at services throughout the year. We know that offering a good welcome is a very important part of ministry. It is something that we hope to develop further over the next year. However the number of sidesmen continue to decrease year on year and we are in need of more volunteers to fulfil this important role.

Our thanks go out to everyone who has assisted during the year. These include Bet Brett, Claire Walter, Gill Speed, Jenny Hopkins, Kirsty Finch, Carol Bramham, Mags Skelton, and Lee Kirk.

John Speed, Churchwarden

### **Village Newsletter**

The Hadlow newsletter keeps residents informed of church events, parish council news and the activities of local organisations. Every month except August the newsletter is compiled by Lesley Bright, and 1390 copies are printed by Janice Massy in the Parish office. We can be proud to have a great team working to keep everyone in Hadlow connected with local news and events.

Many thanks go to the longstanding volunteers Anne Hughes, Carol Wickham, Carol Bramham and Sylvia Bush and the small team of newsletter folders (who meet in the church on the last Thursday morning of each month) as well as the 39 volunteers delivering them to their neighbourhoods.

Some of the outlying areas of Hadlow, like North Frith Park are not covered in the distribution, and some areas of the Parish receive the newsletter via email, kindly distributed by Anne Waddingham in Golden Green and others. We would be very glad to hear from anyone who would be willing to join the newsletter delivery team.

Hildegard Pax, March 2023

### **Agenda Item 13: Vicar's Reflections**

I've now been the vicar of Saint Mary's Hadlow for 15 months – how time flies when you're having fun! – and in that time, I've come to know a warm, welcoming and deeply spiritual Christian community. I know that a few of you would not have called for some of the changes that I've made, but nevertheless have worked with me to build up God's Kingdom in Hadlow and I believe that the worship is reverent, joyful and Spirit filled, thank you.

Saint Mary's Hadlow is truly blessed with the number and quality of people who volunteer in all aspects of our church life. Our worship is enhanced by our amazing choir and organist, our serving team, the sides people, the flower arrangers, those who make the refreshments, the lay ministers of communion, the readers, and the intercessors. For those who cannot make it to our church, we continue to provide a zoom service at all our parish eucharists. Our Anna Chaplain and team of volunteers regularly visit and take communion to those who are homebound. This vital ministry allows people not only to receive communion but to stay a very real part of our worshipping community.

Over the past year we have worked together to make Christ's presence real and tangible in our parish. Some of the highlights of the previous 12 months have included the carpet of flowers at Corpus Christi, summer strawberry tea (in the rain), our Patronal Festival with Bishop Simon (not forgetting the BBQ), the walk of witness with our sisters and brothers from Saint Peters and, perhaps most memorably, our Bibleathon. The Bibleathon was not only a great fundraiser for us and for the charities we supported, but it was a great Christian witness, a visible and audible expression of what is at the heart of our church and faith.

I am delighted to be continuing to build links with Hadlow Primary School, with the Agricultural College and with the Rural School. Alongside this, we have started to introduce services that, while being open to everyone, aim to introduce younger people to the worship of God. Both the Backpack Blessing and Toy service were an immense success, and we hope to replicate this by introducing a Pet Service as well as more informal worship on Mothering Sunday and at Harvest. Messy church at Christmas brought in dozens of children and their parents, and we are planning to run regular events in a similar vein throughout the year.

Behind the scenes, the PCC and the members of all the committees work tirelessly to ensure that the church runs in the way that it should, safely and making the best use of the resources you provide from your generous giving. In the Millennium that that there has been a place of worship in Hadlow, the clergy and people have made change after change to the fabric of the building, as was relevant for its use in their day. This ongoing work continues in our generation, over the past year many people have worked tirelessly to ensure that this ancient and beautiful place of worship is fit for purpose in the 21st century. A new lighting system installed this year is both more economical to run and enhances the look of the church and our worship.

There are many challenges ahead, not least financial. We need to continue to move forward with the reordering of the church, looking at a new heating system, a new floor and a downstairs kitchen. All of this will take much more money than we have, but these are things that need to be done for us to continue to worship God in this beautiful space hallowed by the prayers of countless worshippers down through the centuries.

As we move forward, please continue to pray for this church, for our ministry, for the working out of God's mission in Hadlow. I would like to thank all of you for your support and prayers over the last 15 months and ask that you continue to pray for me as I will for you.

Fr. Jim

# ST MARY'S CHURCH HADLOW

## Annual Report and Financial Statements of the Parochial Church Council

For the  
Year Ended 31 December 2023

Incumbent: The Reverend Jim Horton

Churchwardens: John Speed, Katerina Plucknett-Nixon

Independent Examiner: Jason Foxwell, FCCA, FCIE

Charity name: The Parochial Church Council of the Ecclesiastical Parish of St.Mary, Hadlow  
(St Mary's, Hadlow)

Charity registration number: 1170577

## ADMINISTRATIVE INFORMATION

St Mary's Church is situated in Church Street, Hadlow, Kent. The ecclesiastical parish includes the villages of Hadlow and Golden Green and is part of the Paddock Wood deanery and the diocese of Rochester. The correspondence address is The Vicarage, Maidstone Road, Hadlow, Kent TN11 0DJ.

The Parochial Church Council (PCC) is a corporate body established by the Church of England, and was registered with the Charity Commission as a charity in December 2016 under the title "The Parochial Church Council of the Ecclesiastical Parish of St. Mary, Hadlow (St Mary's, Hadlow)", Charity Number 1170577. The Trustees are the PCC members.

Nine representatives of the laity were elected or re-elected at the 2023 APCM. Lots were drawn to decide who was to retire in 2024, who in 2025 and who in 2026 in order to have one-third of members retire in each subsequent year (Rule M16(5) of the Church Representation Rules 2023).

Members of the PCC are either ex-officio or elected by the Annual Parochial Church Meeting (APCM) in accordance with the Church Representation Rules. PCC members for 2023 are listed below.

PCC members normally serve for three years – the terms of elected members are shown below in brackets – and afterwards may stand for re-election. Churchwardens are elected each year and may serve a maximum six consecutive terms of office.

### PCC members

**Incumbent and Chairman** Fr. Jim Horton \*

**Churchwardens** Katerina Plucknett-Nixon (2023 – 24) \*  
John Speed (2020 – 2024) \*

### Elected Deanery Synod Representatives

Barry Wheeler (2021 – 2023) resigned Apr-23  
Mike Harvey (2022 – 2025)

### Elected representatives of the laity

Cathy Brill (2021 – 2024)  
Nicola C (2018 – 2026) re-elected \*  
Melissa Crawshay-Williams (2020 – 2023) retired at APCM  
Kirsty Finch (2020 – 2025) re-elected at APCM for 2 years  
Joycelyn Gage (2023 – 2026)  
Jenny Hopkins (2020 – 2025) re-elected at APCM for 2 years \*  
Richard Hopkinson (2020 – 2024) re-elected at APCM for 1 year  
Lee Kirk (2020 – 2023) retired at APCM  
Janice Massy (2020 – 2026) re-elected  
Martin Massy (2020 – 2024) re-elected at APCM for 1 year  
Jim May (2023 – 2026)  
Lea Menday-Kolozsvari (2022 – 2025)  
Katerina Plucknett-Nixon (2020 – 2023) elected churchwarden at APCM  
Iris Shaw (2022 – 2025)  
Sharon Vanns (2023 – 2024) elected at APCM for 1 year

Honorary Treasurer Martin Massy (2019 to date) \*  
PCC Secretary Martin Massy (2018 to date) \*

\* Members of the Standing Committee



## **PCC STRUCTURE, MANAGEMENT AND GOVERNANCE**

The church is governed by the Parochial Church Council (PCC). The PCC operates under the Parochial Church Councils (Powers) Measure 1956 as amended – which sets out the general functions of the PCC – and the model rules set out in the Church Representation Rules 2023.

The PCC comprises the “officials” of the parish (Incumbent, Curate, Churchwardens, Treasurer, Secretary), two elected representatives to the Deanery Synod and 12 members elected to represent the interests of church members (the laity; the Treasurer and Secretary may also be elected representatives of the laity).

The PCC normally operates through regular, bi-monthly meetings of the full PCC, supported by committees that meet regularly throughout the year, whose terms of reference are set out below. The committees provide a written report to the PCC after each meeting. The committees always have at least one PCC member, but also depend very much on the help of other members of the congregation. PCC members are strongly encouraged to join one or more of the committees. Reports by the Convenors of these committees, giving fuller details of their activities during the year, can be found in the separate APCM booklet.

A Standing Committee, comprising the Incumbent, Churchwardens and at least two nominated representatives of the PCC, meets when necessary in between meetings of the full PCC.

### **Standing Committee**

The powers of the Standing Committee are defined in the Church Representation Rules: “The standing committee may transact the PCC’s business between meetings of the PCC; but may not discharge a duty of the PCC and may not exercise a power of the PCC which requires the passing of a resolution by the PCC.”

### **Communications Committee**

The Communications Committee will facilitate open communication between the Church, Clergy, the Congregation and the wider community. The committee will be responsible for the advertising of Church services and events. This will be done by; maintaining a variety of communication tools in order to publicise and promote St Mary’s services, events and activities to a diverse audience both within the church and within the neighbouring community. The Communications Committee consists of the Vicar, the Assistant Curate (as and when one is in post) a Churchwarden, the Administrator, members appointed by the PCC and coopted members as deemed necessary.

### **Fabric Committee**

Supports the churchwardens in the discharge of their legal responsibilities relating to the maintenance and insurance of church fabric and in respect of any necessary faculty applications. Monitors the condition of the church and churchyard and arranges repairs and works as necessary; liaises with the civil parish council on the maintenance of the closed churchyard as required and similarly with the relevant diocesan committees.

### **Finance Committee**

Supports the Treasurer in the preparation of the annual budget, monitors financial progress throughout the year, including gift aided giving, and advises the PCC on finance policy and the best use of the parish’s financial resources.

## Social and Fundraising Committee

This committee oversees the fund-raising events and some of the social activities held during the year. It initiates and organises fund-raising activities to help increase income for the church, but also to foster a closer relationship between the church and the parish as a whole. The social activities help to promote cohesion and a sense of community among church members.

## Worship Committee

The Worship Committee is responsible for planning and reviewing the liturgy and assisting the Vicar with liturgical decisions including music. The Committee consists of the Vicar, the Assistant Curate (as and when one is in post) a Churchwarden, the Organist/Director of Music, a choir representative, a server representative, and members appointed by the PCC.

## OBJECTIVES AND ACTIVITIES

The objectives of the PCC are set out in The Parochial Church Council (Powers) Measure 1956, which defines the functions and powers of a PCC. Under the amended Measure, the principal purpose of the PCC is “promoting in the parish the whole mission of the Church, pastoral, evangelistic, social and ecumenical.”

St Mary's PCC therefore shares with the Incumbent the responsibility for:

- (a) the promotion of the whole mission of the church – pastoral, evangelistic, social and ecumenical - within the ecclesiastical parish of Hadlow,
- (b) the efficient administration of the parish and its funds. The PCC is responsible for funding the maintenance and repair of the parish church.

The main activities in relation to those purposes for the public benefit are the celebration of religious services throughout the year and provision of services to the community through ministry and communal activities such as Coffee Pots & Tiny Tots and Café Plus (see section on Community on p.6). We rely heavily on volunteers to support and carry out activities.

The PCC has considered the Charity Commission guidance on public benefit and believes the guidelines have been met as the activities of the church are open to the public at large and are for public benefit.

## ACHIEVEMENTS AND PERFORMANCE

St Mary's is known as a vibrant, active and welcoming church, serving members from round about as well as the local parish. Every PCC meeting begins and ends in prayer and our faith underpins all we do. St Mary's continues to flourish, despite facing challenges of an ageing congregation gradually declining in numbers, and holds regular services throughout the year. Events organised by St Mary's in church and around the village help bring the local community together.

## Church Attendance 2023

The Electoral Roll was revised in 2023, recording a fall of 10 compared with 2022 to 128. We would like to record our thanks to David Lear for once again acting as Electoral Roll Officer.

Around nine people continue to follow services via Zoom. Sunday attendance in person averaged 58, although this was swelled by special, non-Eucharistic services such as Teddy Bear service, Backpack Blessing and Harvest Festival, which helped attract more children.

## Review of the Year

**GOVERNANCE:** Fr. Jim Horton has been our vicar since his installation on 23 November 2022.

The full Parochial Church Council (PCC) met six times during the year – January, March, May, July, September and October – and the Standing Committee met once, in February. The 2023 Annual Parochial Church Meeting took place in church (with additional participation online) after the Sunday service on 30 April.

The structure of the committees reporting to the PCC has changed – Education has become the Worship Committee with additional responsibilities for outreach and mission, Fabric and Finance as before, Social & Fundraising, which is now responsible specifically for organising events, and a new Communications Committee. Reports on their activities are included in the separate APCM booklet.

**SAFEGUARDING:** The safeguarding of children and vulnerable adults is a high priority at St Mary's. We are working to promote a safe culture for all members of the congregation. The PCC have adopted a safeguarding policy in line with the House of Bishops 'Promoting a Safer Church'.

Cathy Brill is our Parish Safeguarding Officer and a member of the PCC. Safeguarding is a standing item on the PCC agenda. Cathy has completed courses on Safeguarding Induction, and Safer Recruitment and People Management. She regularly joins Zoom meetings with the Rochester Diocesan Safeguarding team, who provide valuable support and information. Volunteers continue to complete national Church of England safeguarding training courses online as required.

We will continue to use the Parish Safeguarding Dashboard Scheme, which provides a profile and checklist of areas for compliance and development.

**WORSHIP:** Regular services are held on Sundays at 10am. These are live streamed (audio plus presentation of the order of service, which enables people who are otherwise unable or unwilling to attend in person to participate). Other regular services comprise morning prayer Tuesday to Thursday, Holy Communion on Wednesday mornings, Compline on Thursday evenings and Messy Church on some Sunday afternoons. Special services helped attract more children: Backpack Blessing (3 Sep, 10 children), Harvest Festival (1 Oct, 37 children), Teddy Bear service (3 Dec) and the Crib service on Christmas Eve (25 children). Attendance at Harvest Festival and Remembrance Sunday is boosted by the "uniformed organisations", e.g. Scouts.

The 8 o'clock Sunday service has been discontinued. Whilst some people have been disappointed with the decision, attendance was too low (average of three and as little as none) and intermittent to make it worthwhile.

A Bibleathon held at the end of October was a successful fund-raiser and involved four teams of three taking turns to read the Bible out loud non-stop from beginning to end over the course of 72 hours. Local dignitaries were invited to take part and the church was open during the day for people to drop in and listen.

**COMMUNITY:** The church is open to visitors every day, normally between about 10am and 3pm.

Coffee Pots and Tiny Tots (CPTT) is held every Wednesday morning 10.30 – 12 noon, where parents and other carers can meet socially while their babies and pre-school children play. CPTT is run by a dedicated team of volunteers from within the church and local community.

We are fortunate in having Jenny Hopkins as our Anna Chaplain. Anna Chaplaincy supports older people emotionally and spiritually. Jenny leads Friday coffee mornings for seniors on the first and third Friday mornings each month, Tea@3 for seniors on the third Sunday afternoon of each

month, as well as Holiday at Home over two days in August or September (4-5 September in 2023). She also coordinates home visits and home communions.

Café Plus meets on the second and fourth Wednesday afternoons each month for craft activities and a chance to socialise, plus excursions, e.g., to the seaside. We are lucky and very grateful to have Sally Bentham leading activities and to Involve Kent for generous financial support (£4,050).

The food bank is open on Thursday mornings and each week gives food bags to between five and 10 people. It is staffed by volunteers and run by Iris Shaw; many thanks to all (see p.11 for more information). We are also very grateful for financial support for the food bank from Tonbridge & Malling Borough Council (£1,500).

Events help to raise funds for the church and also attract many members of the local community. Events during 2023 included concerts by the East Peckham Silver Band, Bacchus Orchestra and Rebecca Hooper, Quizzes, Coronation evensong, cream tea in the churchyard and Scarecrow Trail. Carols in The Square on Christmas Eve, organised by St Mary's, was enjoyed by several hundred people and raised over £800, which was shared equally between St Mary's and Macmillan Cancer Support.

The Hospital Car Service run by St Mary's helped 391 people to attend appointments (see p.12).

St Mary's hosted carol services for local schools – Hadlow College (220 students and teachers attending) and Hadlow Primary School (167 children plus teachers and parents).

We normally send a donation to help our friends at the Delhi Brotherhood Society (DBS) in Delhi, India, which St Mary's has supported for over 30 years; this was delayed until 2024 (£880). The DBS is an NGO dedicated to helping the poor, helpless and oppressed across Delhi and its environs regardless of caste, creed, or ethnicity ([www.delhibrotherhood.org](http://www.delhibrotherhood.org)). We were unable to visit our link parish in Kibakwe, Tanzania in 2023 and maintaining contact is challenging owing to changes in personnel and language difficulties (see Kibakwe link report on p.11).

**STEWARDSHIP:** We are fortunate to have the support of church members in the spirit of generous giving to thank a generous God from whom all things come.

**THANKS:** We thank all members of the Ministry team, Fr. Jim as vicar, Jenny as Anna Chaplain, and the Rev'd Christopher Miles, who is always ready to help by presiding and preaching or carrying out practical maintenance tasks (especially relating to lightning protection!).

We are lucky to have John and Katerina as our churchwardens, who support the vicar admirably – we thank them for all that they are doing. We also thank all those others who help keep the show on the road in so many ways and are grateful for the support of many volunteers who help with all the activities, although we could always use more!

Martin Massy, PCC Secretary

## Financial Review

This financial review concerns the unrestricted funds; the Statement of Financial Activities on p.25 and the Notes to the Accounts provide information about restricted funds, whose use is restricted to the purposes of the fund (see Notes 2.2 and 10). Unrestricted funds comprise the General Church Fund plus certain designated funds, which represent monies set aside by the PCC for specific purposes such as church repairs.

The financial results for 2023 show an overall surplus of £7,849 (cf £7,580 in 2022), enabled by a lower contribution to the Diocese of Rochester than the requested “indicative offer”. The indicative offer is calculated by the diocese to cover the cost of ministry (clergy stipends, pensions, housing, etc.), provision of diocesan services and mission in the diocese. Aside from fundraising, we are only able to “balance the books” through the annual budget process and calculating what we can afford to give to the diocese as our parish offer. The £48,000 that was contributed during 2023 was £16,971 short of the £64,971 requested, a 26% shortfall.

The surplus has increased the balance of unrestricted funds at the end of 2023 to £55,871, noting that this includes designated funds such as the Church Repair Fund and Current Projects Fund (Balance Sheet, p.26). However, the General Church Fund showed a deficit of £279 and designated funds a surplus of £8,128 mainly from fundraising for current projects and income from Involve Kent (see Note 9 on p.32). Free reserves in the General Church Fund at 31-Dec-23 amounted to £19,189, in line with the reserves policy, following a transfer of £9,000 to the Current Projects Fund for the planned church lighting project.

Total unrestricted income in 2023 was £89,910, 5% higher than 2022 (£85,860), most of which (80%) comes from voluntary giving and Gift Aid (see p.21). Like many other churches, St Mary's faces a continuing slow decline in numbers and hence in regular giving. Voluntary giving and Gift Aid were 3% lower than in 2022, posing an ongoing challenge. The big increases in income came from fundraising events (£3,396 more than 2022; the Bibleathon at the end of October was particularly successful) and Other Income (£2,854 more, entirely thanks to funding from Involve Kent more than offsetting losses elsewhere).

Total unrestricted expenditure of £82,061, however, was also higher by 5% despite no longer incurring expenses associated with the interregnum (see p.22). The main components were higher parish offer (£1,200 higher than in 2022), and higher administration costs (£1,903 higher – see Notes 3.4 and 3.5 and the UNRESTRICTED FUNDS – EXPENDITURE table on p.22).

Gift Aid is a valuable source of income, providing 17% of the 2023 total. As well as claiming Gift Aid on standing orders, sponsorship forms, etc. we make use of the Gift Aid small donations scheme (GASDS), which enables us to claim Gift Aid on cash collections. By the end of the year 28 people had joined the Parish Giving Scheme (PGS), which collects Gift Aid on our behalf every month. This reduces our administrative burden and improves cashflow. The PGS is a direct debit scheme, owned by the Church of England, with the same DD guarantee as banks and other organisations. We would very much like everybody to use the PGS in preference to other ways of giving. Cashless giving also helps reduce how often we need to go to the bank to pay in cash, especially important since the bank branch in Tonbridge closed in May.

We are very grateful to the many loyal church members who support St Mary's so generously. Thanks are also due to the finance team – David & Gabrielle Lear, Duncan Murray, John Speed – for their kind support over many hours.

## Reserves Policy

The PCC updated the reserves policy in September, agreeing a level of free reserves for 2024 of £19,000 to cover the possibility of higher costs and lower income from various causes. There is in addition the Church Repair Fund, a Designated Fund that holds £16,474, for larger repairs resulting from, for example, a quinquennial inspection (the next was due in 2023 but was postponed) and a designated fund for Current Projects, which holds £13,952. Designated Funds, although a class of unrestricted fund, are intended by the PCC for specific purposes and do not form part of the free reserves (see Charity Commission guidance CC19).

The PCC aims to review the reserves policy annually and to take steps aimed at maintaining the free reserves as necessary to the level indicated by the review.

## Risk Management

There are a number of risks to which the PCC is exposed at any time in respect of (a) safeguarding, (b) health and safety, (c) buildings and other issues. The PCC continues to assess risks through regular review and takes appropriate steps to deal with or lessen any risks that come to light.

**Safeguarding:** The PCC complies with its duty under section 5 of the Safeguarding and Clergy Discipline Measure 2016 to have due regard to House of Bishops' guidance on safeguarding children and vulnerable adults. A volunteer acts as Parish Safeguarding Officer, monitoring the level of safeguarding training needed and undertaken and acting as point of contact for any safeguarding issues. The PCC renews its commitment to safeguarding annually.

**Health & safety:** Risk assessments are carried out for new activities and reviewed for current activities. Recommendations made to mitigate risks identified by each risk assessment are then implemented.

**Fabric:** Risk to the fabric of the building is mitigated by insurance for the church building (with Ecclesiastical Insurance) plus electrical and other testing carried out at recommended intervals and quinquennial inspections by a conservation architect.

## PCC Financial Responsibilities

Individual members of the PCC are charitable trustees and have a duty to comply with charity law. Each year, at the first meeting after the APCM, each member of the PCC signs a document to record their understanding of their responsibilities.

Charity law requires the Trustees to prepare financial statements for each financial year that give a true and fair view of the state of affairs of the charity and its financial activities for that period.

In preparing those financial statements the Trustees are required to:

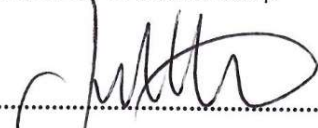
- select suitable accounting policies and then apply them consistently;
- make judgements and estimates that are reasonable and prudent;
- state whether the policies adopted are in accordance with applicable accounting standards, subject to any material departures disclosed and explained in the financial statements;
- prepare financial statements on the going concern basis unless it is inappropriate to assume that the charity will continue in business.



The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the Charity and to enable them to ensure that the financial statements comply with the Charities Act. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud or other irregularities.

The PCC adopted this Report and Accounts on 18 March 2024.

Signed on behalf of the PCC

  
.....  
The Reverend Jim Horton, Vicar

## **INDEPENDENT EXAMINER'S REPORT TO THE PCC OF ST MARY'S CHURCH HADLOW FOR THE YEAR ENDED 31 DECEMBER 2023**

This Report on the financial statements of The Parochial Church Council of the Ecclesiastical Parish of St. Mary, Hadlow (PCC of St Mary's, Hadlow, charity number 1170577) for the year ended 31 December 2023, as set out on the following pages, is in respect of an examination carried out in accordance with the Church Accounting Regulations 2006 ("the Regulations") and S145 of the Charities Act 2011 ("the Act").

### **Respective Responsibilities of Trustees and Examiner**

As the members of the PCC you are responsible for the preparation of the financial statements; you consider that the audit requirement of the Regulations and S145 of the Act does not apply. It is my responsibility to issue this Report on those financial statements in accordance with the terms of the Regulations.

### **Basis of Independent Examiner's Report**

My examination was carried out in accordance with the General Directions given by the Charity Commission under S145 of the Act, and to be found in the Church guidance, 2006 edition. That examination includes a review of the accounting records kept by the PCC and a comparison of the accounts with those records. It also includes considering any unusual items or disclosures in the financial statements and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently I do not express an audit opinion on the view given by the accounts.

### **Independent Examiner's Statement**

In connection with my examination I confirm that no material matters have come to my attention:

- i. which give me cause to believe that in any material respect the requirements
  - to keep accounting records in accordance with section 130 of the Act; and
  - to prepare financial statements that accord with the accounting records and comply with the requirements of the Act and the Regulations,have not been met;

or

- ii. to which, in my opinion, attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.



Dated:

**21 March 2024**

Jason Foxwell, FCCA, FCIE,

Chartered Certified Accountant and Fellow of the Association of Charity Independent Examiners

39 Enfield Road

Poole

BH15 3LJ



## STATEMENT OF FINANCIAL ACTIVITIES, 1 JAN 2023 TO 31 DEC 2023

01-Jan-22 -

31-Dec-22

31-Dec-22			01-Jan-23 – 31-Dec-23		
All Funds £	Notes	Activity	Unrestricted Funds £	Restricted Funds £	Total Funds £
Income					
74,293	2.1	Voluntary Giving	72,283	-	72,283
5,559	2.2	Special Donations/Collections	743	14,760	15,503
3,177	2.3	Income from Church Activities	3,309	-	3,309
3,881	2.4	Net Income from Fundraising Events	6,870	-	6,870
(665)	2.5	Income from Investments	689	677	1,366
1,732	2.6	Other Ordinary Income	4,586	-	4,586
945	2.7	Fees for Choir/Organist/Bells	1,430	-	1,430
1,349		Interregnum Income	-	-	-
90,271		Total Income	89,910	15,437	105,347
Expenditure					
5,356	3.1	Away Giving and Special Collections	2,901	-	2,901
2,618	3.2	Fund Expenses	1,712	3,204	4,916
106	3.3	Training Education and Support	-	-	-
59,336	3.4	Church Activities	60,564	-	60,564
9,644	3.5	Management & Administration	11,547	-	11,547
3,437	3.6	Church Repair and Maintenance	3,907	-	3,907
970	2.7	Fees paid to Choir/Organ/Bells	1,430	-	1,430
4,580		Interregnum Expenses	-	-	-
86,047		Total Expenditure	82,061	3,204	85,265
4,224	9/10	NET RESOURCES BEFORE TRANSFERS	7,849	12,233	20,082
-	9/10	Transfers between Funds	-	-	-
4,224		NET MOVEMENT IN FUNDS	7,849	12,233	20,082
59,618	9/10	Fund Balances B/Fwd 01 Jan 2023	48,022	15,820	63,842
63,842	11	FUND BALANCES C/FWD 31 DEC 2023	55,871	28,053	83,924

**BALANCE SHEET AT 31 DECEMBER 2023**

31-Dec-22			31-Dec-23	31-Dec-23	31-Dec-23
£	Note		£	£	£
		<b>ASSETS AND LIABILITIES</b>			
		<b>Investments</b>			
7,190	8	CBF Investment Fund			7,867
		<b>CURRENT ASSETS</b>			
		<b>Debtors</b>			
13,545	4	Debtors		21,892	
		<b>Diocesan Church Repair Fund</b>			
13,357	6	Church Repair Fund Savings Acc	13,960		
		<b>Cash At Bank and In Hand</b>			
7,271	7	General Current Account	6,207		
15,556	7	FWO Current Account	33,490		
2,103	7	Young People's Work Current A/C	2,354		
7,088	7	Capital Reserve Account	7,173		
-		Rochester Diocese Deposit A/C	-		
-		HyperJar Account	125		
110		Petty Cash in Hand	80		
45,485		<b>Total Cash at Bank and In Hand</b>		<b>63,389</b>	
59,030		<b>Total Current Assets</b>		<b>85,281</b>	
		<b>CURRENT LIABILITIES</b>			
		<b>Creditors Due Within One Year</b>			
(2,378)	5	Sundry creditors		(9,224)	
56,652		<b>NET CURRENT ASSETS/LIABILITIES</b>			<b>76,057</b>
63,842		<b>TOTAL NET ASSETS</b>			<b>83,924</b>
		<b>REPRESENTED BY FUNDS</b>			
	9	<b>Unrestricted Funds</b>			
28,468		General Church Fund		19,189	
2,776		Young People's Work		2,925	
15,785		Church Repair Fund		16,474	
993		Involve Kent		3,331	
-		Current Projects		13,952	
48,022		<b>Total Unrestricted Funds</b>			<b>55,871</b>
	10	<b>Restricted Funds</b>			
808		Away Giving (Restricted)		808	
431		Choir Fund		806	
7,190		Chancel Emergency Fund		7,867	
2,276		Church Improvements		12,276	
822		Beacon		822	
1,900		Kibakwe		1,900	
262		Delhi Brotherhood		1,012	
286		Anna Chaplaincy		261	
1,845		Food Bank		2,301	
15,820		<b>Total Restricted Funds</b>			<b>28,053</b>
63,842		<b>TOTAL FUNDS</b>			<b>83,924</b>
		(See notes on following pages)			

The PCC approved these accounts on 18 March 2024.

Signed on behalf of the PCC



.....  
The Reverend Jim Horton



.....  
Martin Massy, Hon. Treasurer

## Notes to the Accounts and the Accounting Policies for the year ended 31 December 2023

### 1. Accounting Policies

The financial statements have been prepared in accordance with the Church Accounting Regulations 2006 together with applicable accounting standards and the Statement of Recommended Practice (SORP): Accounting and Reporting by Charities preparing their accounts in accordance with the financial reporting standard applicable in the UK and Republic of Ireland (FRS 102) issued January 2022 and with the Charities Act 2011.

The financial statements have been prepared under the historical cost convention, except for investment assets, which are shown at market value. All figures are stated in pounds sterling (£).

#### 1.1 Funds

Unrestricted Funds represent the funds of the PCC that are not subject to any restrictions regarding their use. The General Fund is applied for the general purposes of the PCC. Funds designated for a particular purpose by the PCC (Designated Funds) are also unrestricted and may be repurposed by the PCC.

The purpose of restricted funds is as defined by the fund. All donations made to a fund must be used for the purposes of the fund.

The accounts include all transactions, assets and liabilities for which the PCC is liable in law. They do not include the accounts of church groups that owe their main affiliation to another body, nor those that are informal gatherings of church members.

#### 1.2 Income

Income is accounted for depending on their category as follows:

##### ***Voluntary Income and Capital Resources***

Collections and donations are recognised when received by the PCC (although they may not be paid in to the bank until the following year).

Gift Aid receivable under planned giving arrangements, for special donations and the small donations scheme is recognised when the income to which it relates is received.

Grants and legacies are accounted for as soon as the PCC is notified of its legal entitlement and the amount due.

##### ***Other Ordinary Income***

Income from the letting of the Upper Room or church is recognised when the rental is due. Income from external funding is recognised in the period to which it relates.

Sales of books, magazines or any other items are accounted for gross.

##### ***Income from Investments***

Dividends and interest are accounted for when receivable.

##### ***Gains and Losses on Investments***

Realised gains and losses are recognised when investments are sold. Unrealised gains or losses are accounted for on revaluation of investments at 31 December.

#### 1.3 Expenditure

##### ***Grants***

Grants and donations to charities are accounted for when paid over, or when awarded if that award creates a binding obligation on the PCC.

### **Activities relating to the Work of the Church**

The Parish Offer paid to the diocese of Rochester is accounted for when payable. Any share unpaid at 31 December is provided for as an operational (though not a legal) liability and as a creditor in the balance sheet.

#### **1.4 Fixed Assets**

##### **Consecrated Land and Buildings and Moveable Church Furnishings**

Consecrated and beneficed property is excluded from the Accounts by s.96(2)(a) of the Charities Act 1993. No value is placed on moveable Church furnishings held by the Churchwardens on special trust for the PCC and which require a faculty for disposal as this is regarded by the PCC to be inalienable property. All expenditure incurred during the year on consecrated or beneficed buildings and moveable Church furnishings, whether maintenance or improvement, is written off as expenditure in the Statement of Financial Activities and separately disclosed.

#### **1.5 Other Fixtures, Fittings and Equipment**

Items with a purchase price of £2,000 or less are written off when the asset is acquired. Other equipment is depreciated on a straight-line basis over four years.

#### **1.6 Investments**

Investments are valued at market value at 31 December.

#### **1.7 Current Assets**

Amounts owing to the PCC at 31 December are shown as debtors, less reasonable provision for amounts that may be uncollectable. Short-term deposits include cash held with Diocesan Board of Finance, Church of England Funds or at the Bank.

## **2. Income**

### **2.1 Voluntary Income**

Total unrestricted voluntary income is shown in the Table below, with comparative figures for 2022.

<b>Unrestricted Voluntary Income</b>	<b>2022 (£)</b>	<b>2023 (£)</b>
Cash Collections	3,316	4,335
Planned Giving	53,282	49,532
Gift Aid Recovered	12,895	15,395
Sundry Donations	4,191	2,699
YPW Fund Donations	510	250
Church Wall Boxes	99	72
<b>TOTALS</b>	<b>74,293</b>	<b>72,283</b>

### **2.2 Special Collections and Donations**

Special collections and donations raised £4,627 for the Food Bank and Away Giving by St Mary's (Note 3.1 explains the grants made to charities during the year). £10,000 was donated for church improvements and is held in a restricted fund.

<b>Special Collections/Donations</b>	<b>2022 (£)</b>	<b>2023 (£)</b>
Children's Society	555	-
Delhi Brotherhood Society	659	750
Christian Aid	87	-
Kibakwe Link	-	-
Food Bank	2,126	3,635
Church Improvements	-	10,000
Other	2,132	1,118
<b>TOTALS</b>	<b>5,559</b>	<b>15,503</b>

### 2.3 Income from Church Activities

Total income from church activities was £3,309 in 2023, £132 more than 2022. The majority came from fees for weddings and funerals (£2,235 compared with £1,852 in 2022). It includes income from events that are part of the Church's usual activities, but whose primary purpose is community outreach rather than fundraising. Gross receipts from the sale of, or contributions received towards, refreshments, and from Outreach Events was £1,074 (cf £1,325 in 2022).

### 2.4 Fundraising Activities

Income from fundraising activities is presented net of costs and raised £6,870 for St Mary's compared with £3,474 in 2022. The Boot Fair again could not be held owing to soft ground in the field; it had typically generated income of £800-£1,000. The Bibleathon at the end of October was particularly successful, raising £3,817 plus £687 in Gift Aid split between charities and St Mary's Current Projects Designated Fund.

### 2.5 Income from Investments

Income from investments comprises bank interest and dividends on deposits (£689) and income from investments held in the CBF Chancel Emergency Fund (£677).

### 2.6 Other Ordinary Income

Other sources of income comprised hire of the Upper Room and church (£536, almost the same as 2022), and £4,050 from Involve Kent in support of Café Plus, Friday coffee mornings for seniors and other activities for over-55's.

### 2.7 Fees for Choir, Organist, Bells and Verger

This category reflects fees that the church receives on behalf of, and then pays on to, those providing music, bells, etc. at weddings, funerals and other special services. There is no administration charge for handling those fees, which are passed on in full.

## 3. Expenditure

### 3.1 Away Giving

This category consists of grants made from money raised by special collections or events (restricted) and donations from general (unrestricted) funds. See also Note 2.2, Special Collections and Donations. The PCC was again unable to provide funds from general income in 2023 for grants to charities but continues to raise significant amounts from fundraising events and special collections / donations. The charities supported in 2023 (£2,901) were: Hospice in the Weald, Mission to Seafarers, Christians Against Poverty, Spadework, Royal British Legion and Macmillan Cancer Support.

Away Giving	2022 (£)	2023 (£)
Children's Society	555	-
Delhi Brotherhood Society	2,371	-
Christian Aid	736	-
Other	1,694	2,901
<b>TOTALS</b>	<b>5,356</b>	<b>2,901</b>

### 3.2 Fund Expenses

Expenses for the Food Bank, Anna Chaplaincy and Involve Kent funds are shown below. Expenses for Involve Kent include a contribution to energy costs of £650 (£150 in 2022).

Fund Expenses	2022 (£)	2023 (£)
Food Bank	2,141	3,179
Anna Chaplaincy	270	25
Involve Kent	207	1,712
<b>TOTALS</b>	<b>2,618</b>	<b>4,916</b>

### 3.3 Training, Education and Support

No expenditure on training, education and support was recorded for 2023 (£106 in 2022).

### 3.4 Church Activities

The largest component of expenditure on church activities was our contribution to the diocese, known as the parish offer, of £48,000 (£46,800 in 2022). Utilities (gas, electricity, water, wastewater) and insurance for the church cost £6,208 (£101 more than 2022), offset by the contribution from Café Plus and Friday coffee morning for seniors of £650 (£150 in 2022). Vicarage expenses for water and council tax amounted to £3,892. General church and other expenses amounted to £3,114. We were able to keep energy costs comparatively low having taken out 3-year contracts for energy supply in 2021; they will unfortunately come to an end in 2024 and future energy costs will be significantly higher.

### 3.5 Management and Administration

Administration costs amounted to £11,547 as set out in the Table below, taken from UNRESTRICTED FUNDS –EXPENDITURE on p.22. Professional & Legal Fees are for the Independent Examiner. The Secretarial Honorarium is the salary paid to the Parish Administrator; the increase of £754 compared with 2022 reflects an increased hourly rate, approved by the PCC in September, and extra hours worked. Printing, etc. costs were £1,319 higher than in 2022 reflecting extra use as, for example, service sheets were updated.

The Parish Administrator is the only employee. No pension schemes were involved (see Note 12 on p.33).

<b>Management and Administration</b>	<b>2022 (£)</b>	<b>2023 (£)</b>
Printing, Stationery, Copier	4,385	5,704
Professional & Legal Fees	790	675
Gift Aid Envelopes	-	98
Post/Phone	603	450
Secretarial Honorarium	3,866	4,620
<b>TOTALS</b>	<b>9,644</b>	<b>11,547</b>

### 3.6 Church Repair and Maintenance

General repairs and maintenance are paid from General Funds. Church maintenance during 2023 included maintenance and tuning of the organ, fire protection inspection, repairs and cleaning of the Church roofs, gullies and gutters, boiler maintenance and repair. It also includes the cost of a detailed floor survey that will help us to plan future improvements. Total £3,907 compares with £3,437 for 2022 and includes a credit of £558 (£576 in 2022) for VAT reclaimed through the Listed Places of Worship scheme.

### 3.7 Trustees

No Trustee received remuneration for acting as trustee. Trustees are reimbursed for expenses incurred on behalf of the PCC. Janice Massy, the wife of Martin Massy, who is a PCC member and Treasurer, received £4,620 in 2023 for her role as Parish Administrator. Mrs. Massy was elected to the PCC in October 2020; the Charity Commission confirmed that because she was already employed as Parish Administrator before becoming a trustee then the payment is not a benefit arising from the trusteeship. The PCC is aware of the conflict of interest, and neither Mr. Massy nor Mrs. Massy participates in her salary review. Mrs. Massy's hours worked, which are the basis for her remuneration, are approved in writing by the vicar, or, in the absence of an incumbent, by both churchwardens.

### 3.8 Food Bank

St Mary's operates a weekly food bank. To avoid volunteers having to spend their own money and reclaim the cost through expenses we have a pre-paid credit card. The advantages of the card include being able to maintain a comparatively low amount of credit when compared to a conventional credit card, not being able to use the card to withdraw cash and simple mechanism to top up from the general current bank account. The company providing the credit card, HyperJar, provides them only to individuals, not organisations. The card is therefore in Martin Massy's name (the Hon. Treasurer) and regular payments are made from the General bank account to the card to maintain a balance of £120 to cover costs of food for the food bank; the card is used only by food bank volunteers. The PCC is fully aware of this situation. The Treasurer reports all credit card transactions to every PCC meeting and retains all receipts.

#### 4. Debtors and Prepayments

Tax recoverable is Gift Aid and includes Gift Aid relating to 2022, which was received in January 2024. Donations are those received in the 2023 financial year but banked in 2024. Involve Kent fees relate to support for Café Plus and Friday Seniors. Prepaid gas and electricity relate to credit with our gas and electricity suppliers, EDF and Smartest Energy (SE) respectively. The latter represents a unilateral departure by SE from the terms of a three-year fixed price contract. Billing reverted to the agreed contract prices from August 2023, but SE has not yet refunded the overpayment. VAT recoverable relates to a claim (since received) via the Listed Places of Worship scheme for VAT paid on church maintenance. Prepaid insurance relates to a three-year warranty extension for the stairlift, which was installed at the end of 2019 – the warranty runs to the end of 2024.

	31-Dec-22 (£)	31-Dec-23 (£)
Tax recoverable	9,974	18,256
Donations	-	1,421
Involve Kent Fees Receivable	1,200	250
Prepaid Gas	417	-
Prepaid Electricity	1,231	1,207
Prepaid Water	123	-
VAT Recoverable	200	558
Prepaid Insurance	400	200
<b>TOTALS</b>	<b>13,545</b>	<b>21,892</b>

#### 5. Creditors

Creditors for general church expenses include £675 for professional fees for the Independent Examiner, £425 for administration and £2,894 for boiler repairs and other maintenance costs incurred prior to the year end that were paid in 2024. Statutory fees are the fees payable to the Diocesan Board of Finance for weddings and funerals, which were paid in February 2024.

	31-Dec-22 (£)	31-Dec-23 (£)
General Church Expenses	2,215	5,515
YPW Expenses	106	63
Away Giving	-	2,761
Involve Kent Expenses	57	164
Statutory Fees	-	721
<b>TOTALS</b>	<b>2,378</b>	<b>9,224</b>

#### 6. Church Repair Savings Account

The Church Repair Savings Account is a savings account with the Diocese, which is maintained to help meet the cost of repairs arising from a Quinquennial Inspection. Dividends and interest of £603 in this account were received in 2023 (£280 in 2022) giving a balance at the end of the year of £13,960.

#### 7. Bank Accounts

The PCC holds four bank accounts with NatWest bank. Two general current accounts together held £39,697 at 31 December 2023 and an account for young people's work held £2,354. The Capital Reserve Account is a savings account for funds notionally intended to be used for major capital building projects; the balance at 31 December 2023 was £7,173.

#### 8. Trust Funds

##### *The CBF Investment Fund – Income Shares*

The only investment fund now remaining is the Chancel Emergency Fund. This is a permanent endowment restricted fund which came about from section 31 of the Tithe Act 1936. The income from this trust is intended “to provide for insurance on the structure, to cover the cost of reinstatement if destroyed and to

pay for repairs to the Chancel". Under certain conditions the PCC may spend the endowment as well as the income from it, but only for the purpose for which it was initially intended. The fund is included in the accounts at the current market value.

Fund Name	No. of shares	Value at 31 Dec 2022 (£)	Value at 31 Dec 2023 (£)	Gain/(Loss) (£)
Chancel Fund	348	7,190	7,867	677

## 9. Summary of Unrestricted and Designated Funds

The Young People's, Church Repair, Current Projects and Involve Kent funds are designated funds, which are unrestricted funds that the trustees have set aside for a particular purpose. Such funds can be undesignated or re-designated. The General Fund made a slight deficit in 2023 of £279, whereas designated funds increased by £8,128 mainly due to fundraising for Current Projects and income from Involve Kent. Regular small, specific monthly donations continue to be made to the YPW fund. Funding from Involve Kent is provided to improve the well-being of older residents – church activities that support this objective include Café Plus and Friday coffee morning for seniors.

	General Church Fund (£)	Young People's Work (£)	Church Repair Fund (£)	Current Projects (£)	Involve Kent (£)	Total (£)
Balance at 1 Jan 2023	28,468	2,776	15,785	-	993	48,022
Movements in Funds	(279)	149	689	4,952	2,338	7,849
Transfers	(9,000)	-	-	9,000	-	-
<b>Balance at 31 Dec 2023</b>	<b>19,189</b>	<b>2,925</b>	<b>16,474</b>	<b>13,952</b>	<b>3,331</b>	<b>55,871</b>

## 10. Summary of Restricted Funds

The Beacon and Food Bank funds are "restricted", the Beacon fund being designed to track expenditure from a Bishop's Fund for Mission grant received some years ago. The Beacon Fund was previously known as the Lighthouse 2 Project Fund and is intended to support work with young people. Donations plus Gift Aid for the food bank during 2023 were £3,635, including £1,500 from Tonbridge & Malling Borough Council, as against £3,179 expenditure.

	Away Giving (Restricted) (£)	Beacon (£)	Choir Fund (£)	Church Improvement Fund (£)	Chancel Emergency Fund (£)	Delhi Brotherhood (£)	Kibakwe (£)	Food Bank (£)	Anna Chaplaincy (£)	Total (£)
Balance at 1 Jan 2023	808	822	431	2,276	7,190	262	1,900	1,845	286	15,820
Movements in Funds	-	-	375	10,000	-	750	-	456	(25)	11,556
Increase/(Decrease) in value, investments	-	-	-	-	677	-	-	-	-	677
Transfers	-	-	-	-	-	-	-	-	-	-
<b>Balance at 31 Dec 2023</b>	<b>808</b>	<b>822</b>	<b>806</b>	<b>12,276</b>	<b>7,867</b>	<b>1,012</b>	<b>1,900</b>	<b>2,301</b>	<b>261</b>	<b>28,053</b>



## 11. Summary of Assets by Type of Fund

Asset	Unrestricted and Designated Funds (£)	Restricted Funds (£)	Total Funds (£)
Investments	-	7,867	7,867
Current Assets	65,095	20,186	85,281
Current Liabilities	(9,224)	-	(9,224)
<b>Totals</b>	<b>55,871</b>	<b>28,053</b>	<b>83,924</b>

## 12. Pension Act 2008

During the year 2018, the PCC complied with its responsibilities under the provisions of the Pension Act 2008 to inform its part-time employees (i.e. the Parish Administrator and the Choir Director at the time) of their right to ask to join a workplace pension scheme which, under the abovementioned statute, the PCC would be obliged (a) to facilitate if those employees so requested, and under certain circumstances (b) to contribute to the pension scheme on their behalf (this is now a legal obligation applying to all UK employers, even where the employer has only one employee). The basis under which the PCC is obliged to make this offer was explained to the PCC's employees in a detailed letter in September 2018. The Government's Pension Regulator was informed, as required under the Act, to confirm the PCC's compliance with the requirements of the Act.

The Parish Administrator, now the only employee, has opted not to pursue this opportunity, and the above position remained unchanged in 2023. A statutory re-declaration of compliance with the Act, due every three years, was lodged with the Pensions Regulator in August 2023.

## 13. PCC as a 'Going Concern'

The basis of the PCC being a "going concern" is not in doubt. St Mary's is a thriving and innovative church supported by a larger than average electoral roll for the size of its community.

The church building is in a sound condition and is used by several community groups as well as the regular congregation.

## 14. Income and Expenditure Accounts

The following pages show the income and expenditure accounts for Unrestricted and Restricted Funds.

**UNRESTRICTED FUNDS – INCOME**

	<b>2022</b>		<b>2023</b>	
	£	£	£	£
<b>INCOME FROM :</b>				
<b>VOLUNTARY GIVING</b>				
Cash Collections	3,316		4,335	
Planned Giving	53,282		49,532	
Tax Reclaim	12,895		15,395	
Sundry Donations	4,191		2,699	
YPW Donations	510		250	
Wall Boxes	99		72	
Choir Fund Donations	-		-	
Tower Fund Collections	-	<b>74,293</b>	-	<b>72,283</b>
<b>SPECIAL COLLECTIONS</b>		<b>595</b>		<b>743</b>
<b>CHURCH ACTIVITIES</b>				
Outreach	1,325		1,074	
Funerals	376		935	
Weddings	1,176		781	
Other Fees	300	<b>3,177</b>	519	<b>3,309</b>
<b>FUNDRAISING</b>		<b>3,474</b>		<b>6,870</b>
<b>INVESTMENTS</b>				
Bank Interest	295	<b>295</b>	689	<b>689</b>
<b>OTHER INCOME</b>				
Upper Room - Letting	532		536	
Involve Kent Fees	1,200	<b>1,732</b>	4,050	<b>4,586</b>
<b>CHOIR/ORGANIST/BELLS/VERGER</b>		<b>945</b>		<b>1,430</b>
<b>INTERREGNUM INCOME</b>		<b>1,349</b>		<b>-</b>
<b>TOTAL INCOME</b>		<b>85,860</b>		<b>89,910</b>
<b>TOTAL EXPENDITURE (from SOFA)</b>		<b>78,280</b>		<b>82,061</b>
<b>SURPLUS/(DEFICIT)</b>		<b>7,580</b>		<b>7,849</b>
<b>TRANSFERS TO/FROM:</b>				
Restricted Funds		-		-
<b>TOTAL SURPLUS/(DEFICIT)</b>		<b>7,580</b>		<b>7,849</b>

**UNRESTRICTED FUNDS – EXPENDITURE**

	<b>2022</b>		<b>2023</b>	
<b>EXPENDITURE ON :</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
<b>AWAY GIVING</b>				
Various Charities		-		<b>2,901</b>
<b>FUND EXPENSES</b>				
Involve Kent	207	<b>207</b>	1,712	<b>1,712</b>
<b>TRAINING AND EDUCATION</b>				
Sunday Clubs and Young People	106		-	
Adult	-		-	
Books and Resources	-	<b>106</b>	-	-
<b>CHURCH ACTIVITIES</b>				
Children & Young People - Activities	-		101	
Visiting Clergy	-		65	
Diocesan Offer	46,800		48,000	
YPW and Beacon	-		-	
Clergy Expenses	-		594	
Vicarage Expenses	3,972		3,892	
Sacristy	939		812	
Insurance	3,655		3,874	
Gas/Electric/Water	2,302		1,684	
Upper Room Expenses	38		-	
Choir Director/Organists	130		-	
Outreach & Social Events	705		556	
General Church Expenses	795	<b>59,336</b>	986	<b>60,564</b>
<b>ADMINISTRATION</b>				
Printing, Stationery, Copier	4,385		5,704	
Professional & Legal Fees	790		675	
Gift Aid Envelopes	-		98	
Post/Phone/Fax	603		450	
Secretarial Honorarium	3,866	<b>9,644</b>	4,620	<b>11,547</b>
<b>MAINTENANCE</b>				
Church General	3,040		3,204	
Organ/Piano	397	<b>3,437</b>	703	<b>3,907</b>
<b>CHOIR/ORGANIST/BELLS/VERGER</b>		<b>970</b>		<b>1,430</b>
<b>INTERREGNUM EXPENSES</b>		<b>4,580</b>		-
<b>TOTAL EXPENDITURE</b>		<b>78,280</b>		<b>82,061</b>

**RESTRICTED FUNDS – INCOME & EXPENDITURE**

	<b>2022</b>		<b>2023</b>	
<b>INCOME FROM :</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
<b>SPECIAL DONATIONS/COLLECTIONS</b>				
Delhi Brotherhood	659		750	
Christian Aid	87		-	
Children's Society	555		-	
Kibakwe Link	-		-	
Food Bank	2,126		3,635	
Choir	90		375	
Anna Chaplaincy	55		-	
Church Improvements	-		10,000	
Others	1,392	<b>4,964</b>	-	<b>14,760</b>
<b>FUNDRAISING</b>		<b>407</b>		<b>-</b>
<b>INVESTMENT INCOME</b>				
Chancel Fund		<b>(960)</b>		<b>677</b>
<b>TOTAL INCOME</b>		<b>4,411</b>		<b>15,437</b>
<b>EXPENDITURE</b>				
<b>AWAY GIVING SPECIAL COLLECTIONS</b>				
Christian Aid	736		-	
Children's Society	555		-	
Delhi Brotherhood	2,371		-	
Kibakwe Link	-		-	
Other Special Collections	1,694	<b>5,356</b>	-	<b>-</b>
<b>FUND EXPENSES</b>				
Food Bank	2,141		3,179	
Anna Chaplaincy	270	<b>2,411</b>	25	<b>3,204</b>
<b>CHURCH ACTIVITIES</b>				
Choir Books/Activities	-		-	
Church Improvements	-		-	
Other Activities	-	-	-	-
<b>TOTAL EXPENDITURE</b>		<b>7,767</b>		<b>3,204</b>
<b>SURPLUS/(DEFICIT)</b>		<b>(3,356)</b>		<b>12,233</b>
<b>TRANSFERS TO/FROM:</b>				
Church Repair Fund		-		-
<b>TOTAL SURPLUS/(DEFICIT)</b>		<b>(3,356)</b>		<b>12,233</b>