



**The Parochial Church Council of the Ecclesiastical Parish of The Vine Sheffield**

(Known as “The Vine Sheffield”)

Annual Report and Financial Statements  
for year ended 31 December 2023

**Registered Charity Number 1171476**

**The Vine Sheffield**  
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**The Vine Sheffield**  
**Administrative information**  
**For the year ended 31 December 2023**

St. Stephen's Church Building is situated on Fawcett Street in Netherthorpe, Sheffield S3 7PL. St Bartholomew's Church Building is situated on Primrose Hill, Sheffield S6 2UW. It is part of the Diocese of Sheffield within the Church of England. The correspondence address is The Vine Sheffield, St Bartholomew's Building, Primrose Hill, Sheffield S6 2UW

PCC members who have served from January 2023 until the date this report was approved are:

Incumbent:	Rev. William Briggs	
Curate:	Amy Hole	Until July 2023
Lay Vice-Chair:	David Smith	
Wardens:	Paul Sheridan Andrew Bryce David Neath	(warden until 14 May 2023) (warden from 14 May 2023)
Treasurer	Jonathan Smith Andrew Bryce	(until 14 May 2023) (treasurer from 14 May 2023)
Representatives on Deanery Synod:	Stephen Hill Paul Sheridan	
PCC Secretary	Stephen Hill Anne Kingstone	(Secretary until 14 May 2023) From 14 May 2023
Elected members:	Vicki Neath Martin Horton Claire Law Tina Powell-Wiffen Alan Harrison Lucy Smith	Until 14 May 2023  Until 14 May 2023 From 14 May 2023

The PCC's bankers are The Royal Bank of Scotland and CAF.

The Independent Examiner is:  
 Sarah Lightfoot, FCA DChA  
 Seven Hills Accountants Limited  
 57 Burton Street, Sheffield, S6 2HH

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**Objectives and activities**

The objective of the PCC is promoting in the parish the whole mission of the Church, pastoral, evangelistic, social and ecumenical.

The Vine Sheffield is an Anglican Church and Ecclesiastical Parish in the areas of Netherthorpe, Upperthorpe, and the Langsett Estate in Sheffield.

Our purpose statement is:

“As an open and prayerful community, it is our desire to know and encounter God’s love in deeper ways and to grow in our response to that love. Challenging each other to become more like Christ and through living out the values of the Kingdom of God we will look to create and develop a network of loving relationships where people can be transformed by encountering Jesus. And we will seek to serve our neighbour, prayerfully expecting God to be at work by following God’s lead.”

When planning our activities for the year, the incumbent and the PCC have considered the Charity Commission’s guidance on public benefit and, in particular, the specific guidance on charities for the advancement of religion.

**Review of the year**

2023 has been the first full year in which the parish has existed within the Mission Area that is the Benefice of St. Timothy’s and The Vine Sheffield.

From a strategic point of view, the ongoing pursuit of mission in both the S6 and S3 areas of our parish has continued within the broad shape that emerged post-covid: a worshipping congregation within the context of the St. Bart’s community centre near the Langsett estate in S6; an emerging new monastic house of prayer community with a presence in St. Stephen’s in S3.

This strategy has been consolidated; Sunday worship continued on well at St. Bart’s, with active children’s work, a breadth of leadership and preaching ministry. A midweek “welcome space” outreach has continued as well as activities within the Garden. Links with local schools and Hampden View church have been maintained and strengthened. The revitalization of the building as a community centre has required consideration of long overdue maintenance and improvements to the building with a particular focus on energy efficiency.

In S3 the House of Prayer core community settled into a rhythm of prayer and worship within St. Stephen’s and three local homes. 2023 was marked by increasing connections and the opportunity to offer provision of resource to others, including Wadsley, Parson Cross, Buxton, Penistone, and Beverley. The substance, however, was local, especially with respect to student groups and a prayerful presence on the streets. The House of Prayer community continues to be a place of hospitality for a diversity of neighbours, from a range of backgrounds, including those who have experienced ecclesiastical trauma. Significantly, throughout 2023, this ministry entered into a process with the 24/7 Prayer movement and was embraced into the 24/7 Communities Network in October 2023.

**Church Attendance & Meetings:** There were 72 parishioners on the Church Electoral Roll at the time of the last APCM (14 May 2023). The full PCC met formally 7 times during the year. Standing committee met between meetings and minutes of their deliberations were received by the full PCC and discussed where necessary.

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**Key changes during 2023**

From an organizational point of view, much of this year has been dominated by discussions regarding ministry leadership, particularly with regard to congregational life at St. Bart's. This was coordinated discussion with the Parish of St. Timothy's Crookes. A joint working group established in 2022 presented a recommendation to the PCCs and APCMs that a *Focal Ministry* form of leadership be pursued. The PCCs of both parishes agreed to these recommendations at the first post-APCM meetings.

Subsequently, the parishes embarked on a process throughout the summer months of "listening, praying, encouraging" with the aim of discerning and nominating members to be appointed as Focal Ministers, forming a Focal Ministry Team. After conversations with the vicar, a list of six names was presented to the PCC for consideration, all of which were approved for nomination by the PCC. One person subsequently withdrew after further personal discernment.

Therefore a team of five people was ready to be the Focal Ministry Team for the Vine by the end of 2023 - Paul Sheridan, Andy Bryce, Rachel Widdows, Vicki Neath, and Tina Powell-Wiffen. They will be led through a Getting Ready process in early 2024 before formal appointment by the Bishop.

**Personnel changes:** A change of treasurer occurred with Jon Smith handing on the post to Andy Bryce. We welcomed a new warden, Dave Neath, alongside Paul Sheridan.

**Future Plans**

With the establishment of Focal Ministry reaching a milestone it is expected that changes to governance, administration and management will be something to explore in 2024, in collaboration with St. Timothy's for which Joint Standing Committee meetings are being planned.

Consideration of the cost of our buildings will be important, especially with the impact of new energy contracts being realized. The Standing Committee of PCC are taking the lead on this and considering a number of factors, including implementing energy conservation works, increasing donation and monetization streams for the House of Prayer, and our reliance upon hirers and related partnerships including with St. Philip's church in the St. Stephen's building, as well as entertaining other possibilities.

The S6 and S3 dual-pronged strategic plan remains in place. The Focal Ministry Team and HOP core team will continue to review and consolidate the vision for these. As the HOP ministry matures, it will be accounted for as a separate cost centre within the accounts with a view towards establishing and monitoring its sustainability.

**Financial Review**

We are pleased to note the ongoing stability in The Vine's finances during 2023. Whilst the pressure of inflation, alongside the need to spend more on our buildings was notable, we achieved a general fund near break even position (£784 deficit) across the year. This was a much lower deficit than we had anticipated. Designated and restricted funds saw higher losses (contributing to a net loss of £18,441), but these expenses were planned and expected.

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Income

The Vine received £130,108 in total during 2023, an increase from £115,342 in 2022. The main contributors to this increase were investment income (up 45.3%) and a small increase in income from building hire, including a rent increase for the church flat. Planned giving reduced slightly from 2022 levels (3.5%), but this is not a significant cause for concern due to fluctuation of donors and amounts given over time. We also received an unrestricted grant from the diocese to help cover rising energy costs and a restricted grant from Sheffield City Council to help fund our Warm Space at St Stephen's.

Expenditure

£149,333 was spent to provide Christian ministry at the Vine PCC, of which £127,358 was from General Funds, £18,576 from Designated Funds and £3,399 was from restricted funds.

Running costs increased significantly over 2023, largely due to the increases associated with increasing energy costs and the need for maintenance on the buildings. There was a large increase in heating, lighting and insurance (67%). This increase was expected due to renegotiated tariffs from September 2023 onwards. Our most expensive tariffs were locked in for a only a year so we expect our energy costs to start falling towards the end of 2024. Expenditure on building maintenance also more than doubled since the previous year, much of which was spent from our designated building improvement fund.

Aside from building improvement, most other spending from Designated Funds was for children's worker salary contributions. We have now set up a restricted fund for House of Prayer with most of the spending from that fund accounted for by clergy and staff costs and heating costs.

Net Position & Balance

The cash balances carried forward on 31 December 2023 for General Funds totalled £23,324, Restricted Funds £1,598 and Designated Funds £212,915, leading to an overall total of £237,837. The total market value of investments held on 31 December 2023 was £607,947, an increase of 9% from 2022.

Reserves Policy

It is PCC policy to maintain a balance on general funds to cover emergency situations that may arise from time to time. This is a minimum of £24,000 based on three months of expected expenditure of general funds.

The cash balance on general funds as at 31 December 2023 was £23,324.

The PCC will review the reserves policy during 2024.

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**Structure, governance and management**

The Parochial Church Council is a corporate body established by the Church of England. The PCC operates under the Parochial Church Council Powers Measure. The PCC registered with the Charity Commission on 6 February 2017, as its income exceeded £100,000. The Charity number is 1171476.

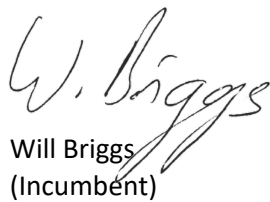
The method of appointment of PCC members is set out in the Church Representation Rules. All Church attendees are encouraged to register on the Electoral Roll and stand for election to the PCC.

New PCC members receive appropriate training and induction, drawing on Diocesan courses where necessary.

The PCC meets on average every two months. Operational issues between PCC meetings are considered by Standing Committee (which consists of the Vicar, Wardens, Treasurer, and one/two other PCC members).

The annual report and financial statements were approved by the PCC on April 14, 2024

Signed on their behalf by



Will Briggs  
(Incumbent)

## **Independent Examiner's report to the PCC Members of The Vine Sheffield**

I report to the PCC members on my examination of the accounts of The Vine Sheffield (the Charity) for the year ended 31 December 2023.

### **Responsibilities and basis of report**

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

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

### **Independent examiner's statement**

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

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

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

Signed: *S Lightfoot*  
Sarah Lightfoot, FCA, DChA  
Seven Hills Accountants Limited  
57 Burton Street  
Sheffield  
S6 2HH

Date: 9 May 2024




**The Vine, Sheffield**  
**Receipts and payments**  
**For the year ended 31 December 2023**

	Notes	General funds £	Designated funds £	Restricted funds £	Endowment funds £	2023 Total £	2022 Total £
<b>Receipts from:</b>							
Donations							
Planned giving		57,763	-	80	-	57,843	59,938
Collections at services		686	-	-	-	686	478
Other giving		1,010	200	430	-	1,640	978
Gift aid recovered		14,016	-	-	-	14,016	14,813
Grants		7,300	-	1,743	-	9,043	-
Church activities							
Building hire		14,246	-	-	-	14,246	13,597
Church flat rental		5,200	-	-	-	5,200	4,200
PCC fees		108	-	-	-	108	959
Other		250	-	-	-	250	625
St Tim's shared expenses		-	-	1,897	-	1,897	2,426
Investment income		27	-	-	25,152	25,179	17,328
Transfer to income	4	25,152	-	-	(25,152)	-	-
<b>Total receipts</b>		<b>125,758</b>	<b>200</b>	<b>4,150</b>	<b>-</b>	<b>130,108</b>	<b>115,342</b>
<b>Payments from:</b>							
Church activities							
Giving and donations		9,755	250	-	-	10,005	12,612
Common Fund		46,116	-	-	-	46,116	46,116
Payroll costs	6	16,270	-	-	-	16,270	14,924
Children's worker contribution		1,050	5,753	-	-	6,803	3,477
Clergy and staff expenses		2,613	-	1,400	-	4,013	3,702
Mission and evangelism							
Mutual Blessings - activity costs		-	-	-	-	-	5,000
Other mission and evangelism costs		2,283	362	9	-	2,654	1,579
Church and centre running costs							
Upkeep of services		1,972	-	237	-	2,209	2,688
Heating, lighting and insurance		30,266	-	480	-	30,746	18,430
Building maintenance costs		8,528	11,885	-	-	20,413	9,800
Other running costs		6,339	326	1,273	-	7,938	8,696
Governance costs	7	714	-	-	-	714	660
Flat costs		1,452	-	-	-	1,452	5,889
		<b>127,358</b>	<b>18,576</b>	<b>3,399</b>	<b>-</b>	<b>149,333</b>	<b>133,573</b>
<b>Net receipts/(payments)</b>		<b>(1,600)</b>	<b>(18,376)</b>	<b>751</b>	<b>-</b>	<b>(19,225)</b>	<b>(18,231)</b>
Transfers	7	816	(847)	31	-	-	-
<b>Net movement in funds</b>		<b>(784)</b>	<b>(19,223)</b>	<b>782</b>	<b>-</b>	<b>(19,225)</b>	<b>(18,231)</b>
Total cash funds brought forward		24,108	232,138	816	-	257,062	275,293
<b>Total cash funds carried forward</b>		<b>23,324</b>	<b>212,915</b>	<b>1,598</b>	<b>-</b>	<b>237,837</b>	<b>257,062</b>

**The Vine, Sheffield**  
**Statement of Assets and Liabilities**  
**As at 31 December 2023**

	General funds £	Designated funds £	Restricted funds £	Endowment funds £	Total 2023 £	Total 2022 £
<b>Cash funds</b>						
Bank current accounts	8,697	-	1,598	-	10,295	10,270
Deposit account	14,627	212,915	-	-	227,542	246,792
<b>Total cash funds</b>	<b>23,324</b>	<b>212,915</b>	<b>1,598</b>	<b>-</b>	<b>237,837</b>	<b>257,062</b>
<b>Investment assets</b>						
CCLA investment fund - accumulated funds	-	-	-	31,751	31,751	29,369
CCLA investment fund - income shares	-	-	-	576,196	576,196	526,252
<b>Total investment assets</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>607,947</b>	<b>607,947</b>	<b>555,621</b>
<b>Debtors</b>						
Gift Aid claim	2,473	-	-	-	2,473	2,544
Building hire income	1,245	-	-	-	1,245	550
Flat rental income	233	-	-	-	233	181
<b>Total debtors</b>	<b>3,951</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>3,951</b>	<b>3,275</b>
<b>Liabilities</b>						
Clergy and staff expenses	-	-	-	-	-	101
Other running costs	-	-	325	-	325	-
Payroll costs	439	-	-	-	439	188
Independent examination fee	810	-	-	-	810	714
<b>Total liabilities</b>	<b>9,151</b>	<b>-</b>	<b>325</b>	<b>-</b>	<b>9,476</b>	<b>7,553</b>

Approved by the PCC on April 14, 2024 and signed on their behalf by:

  
 Will Briggs  
 (Incumbent)

## **1 Accounting policies**

### **Basis of preparation**

The accounts are prepared in line with the Charity Commission guidance on "Receipts and payments" accounts and the Church Accounting Regulations 2016.

### **Receipts & payments account**

Receipts and payments accounts are statements that summarise the movement of cash into and out of the organisation during the financial year. In this context "cash" includes cash equivalents, for example, bank accounts where cash can be readily withdrawn to pay for debts as they become due.

### **Funds**

General funds are donations and other income receivable or generated for the objects of the organisation without further specified purpose.

Designated funds are set aside at the discretion of the PCC.

Restricted funds are to be used for specific purposes as laid down by the donor.

Endowment funds arise from specific gifts left to the church and are held as investments. The endowment funds are managed on a total return basis - see note 4 for further details.

## **2 Designated funds**

	<b>Cash funds brought forward £</b>	<b>Income £</b>	<b>Expenditure £</b>	<b>Transfers £</b>	<b>Cash funds carried forward £</b>
Advancing Kingdom purposes	33,330	-	(362)	-	32,968
The Vine Building Improvement Fund	176,586	-	(11,885)	-	164,701
St Barts fabric fund	721	-	-	-	721
Vicars discretionary fund	2,956	200	(576)	451	3,031
Temporary pastoral fund	451	-	-	(451)	-
House of Prayer	847	-	-	(847)	-
Childrens' worker	17,247	-	(5,753)	-	11,494
	<b>232,138</b>	<b>200</b>	<b>(18,576)</b>	<b>(847)</b>	<b>212,915</b>

### **Advancing Kingdom purposes**

While monies still exist in the Fund, it will be spent on advancing Kingdom purposes within the Parish, with an unanimous decision from PCC on what to spend it on. Advanced Kingdom purposes could include spending it on the buildings, in line with discussions within the PCC about how the buildings can be used to advance kingdom purposes.

### **The Vine Building Improvement Fund**

As part of the PCC's move to a total return approach to their investments, £200,000 had originally been designated towards the planned major building work at St Bart's. The PCC reallocated £20,724 towards the Children's worker designated fund in 2022. Various planned work was spent from this fund during the year.

### **St Barts fabric fund**

This fund originally arose on designation by the PCC, and can be spent on maintenance to the fabric of St Bart's buildings. The PCC agreed to use the St Bart's Fabric Fund money towards a feasibility study and architects brief for redeveloping St Bart's building. Money has also been spent on architects' drawings.

## **2 Designated funds - continued**

### **Vicars discretionary fund**

These funds have arisen on the consolidation of the St George's church charities and other charities, previously under the auspices of the Netherthorpe Parish Trustees, now under The Vine PCC. The St George's Church Charities are to be used for the relief of sickness or need in the former ecclesiastical parishes of St George and St Stephens. The PCC have decided that the funds continue to be used within the charitable purposes, for the discretionary use of the vicar, or to contribute towards church-led projects which benefit the sick and/or needy. Unusually, a £200 donation was received in the year for this fund - as it was fully spent in the year, no separate restricted fund has been set up for this purpose. £451 has been transferred from the Temporary pastoral fund - see below.

### **Temporary pastoral fund**

The Temporary Pastoral Fund was created in 2020 in response to any financial need arising from parishioners, or others, as a result of Covid-19. The Standing Committee have decided to close the Temporary Pastoral Fund and move all funds into the Vicar's Discretionary Fund.

### **House of Prayer**

The "House of Prayer" fund is to facilitate a place of holistic prayer and worship, grounded in the legacy and location of St. Stephen's within The Vine Sheffield. As this activity is now established, and specific donations are being received, this activity is treated as restricted fund from 1 January 2023 - the balance at this date of £847 has been transferred to restricted funds,

### **Childrens' worker**

A children's worker was employed by St Tims in 2022. This post was designed to work between St Tims and The Vine. Employment sits with St Tims, who cross charge The Vine for their time. Agreement was made in March 2022 to set up a fund for this post by reallocating £20,724 from the building improvement fund towards the salary and associated employment costs, to be spent down over 5 years.

## **3 Restricted funds**

	<b>Note</b>	<b>Cash funds brought forward £</b>	<b>Income £</b>	<b>Expenditure £</b>	<b>Transfers £</b>	<b>Cash funds carried forward £</b>
Mutual Blessings	<b>9</b>	816	-	-	(816)	-
St Tim's shared expenses		-	1,897	(1,897)	-	-
House of Prayer		-	510	(584)	847	773
Warm Spaces		-	1,743	(918)	-	825
		<b>816</b>	<b>4,150</b>	<b>(3,399)</b>	<b>31</b>	<b>1,598</b>

### **Mutual Blessings**

The Mutual Blessings grants are to be spent on promoting, training and enabling equipping churches to undertake Godly Play within their own setting and for Godly Play to be taken more into schools and elderly care settings. Following discussion with Kathryn Lord in 2020, it was decided that The Vine would no longer oversee the work of Mutual Blessings. Funders have been consulted regarding the remaining money in each Restricted fund, and the funds were transferred to appropriate recipients to

- The Churches Support pot was mostly handed over to an appropriate recipient in 2022 to continue the work, with the agreement of funders. The balance remaining was £118.
  - The People Keeping Well pot use is currently under discussion. The balance remaining was £698.
- The PCC agreed to transfer the final balance of £816 to general funds as the amount gifted to Mutual Blessings from the church exceeds this remaining amount.

### **St Tim's shared expenses**

Joint activities with St Timothy's Crookes are currently to cover shared clergy and curate expenses. The contribution from St Tim's is considered to be a grant, in accordance with the PCC accountability guidance.

**The Vine, Sheffield**  
**Notes to the financial statements - continued**  
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**3 Restricted funds - continued**

**House of Prayer**

The "House of Prayer" fund is to facilitate a place of holistic prayer and worship, grounded in the legacy and location of St. Stephen's within The Vine Sheffield. As this activity is now established, and specific donations are being received, this activity is treated as restricted fund from 1 January 2023 - the balance at this date of £847 has been transferred from designated funds, including the £300 PCC contribution used to set up this activity.

**Warm Spaces**

Sheffield City Council LAC Committee funding towards providing a warm space at the St Stephen's building. This was spent on food and drink, publicity materials and a contribution to heating costs.

**4 Endowment funds and total return investment**

In March 2016, the PCC adopted a Total Return basis to the majority of their endowments, using the 1996 valuation. This sets the baseline value of the gift component of the endowment to which any subsequent gifts of endowment are added. The difference between the total of endowment funds as at the 1996 valuation and the value of the gift component represented the opening balance of unapplied total return.

The power of total return permits the PCC to invest permanently endowed funds to maximise total return and to apply an appropriate portion of the unapplied total return to income each year. Until the power is exercised to transfer a portion of unapplied total return to income, the unapplied total return remains invested as part of the permanent endowment.

The power allows the trustees to decide in each year how much of the unapplied total return is transferred to income funds and so available for expenditure. The dividend and investment income return has been applied to the general fund, to assist with ongoing maintenance work, as agreed by the PCC.

The investment fund an application of total return to permanent endowment funds:

	<b>Endowment £</b>	<b>Unapplied total return £</b>	<b>Total £</b>
Opening value of endowment:			
Gift component of permanent endowment:	223,303	-	223,303
Unapplied total return	-	332,318	332,318
	<u>223,303</u>	<u>332,318</u>	<u>555,621</u>
Movement in year:			
Investment return: dividends and interest	-	25,152	25,152
Investment return: realised and unrealised gains and (losses)	-	52,326	52,326
	<u>-</u>	<u>77,478</u>	<u>77,478</u>
Unapplied total return allocated to general fund income in the year	-	(25,152)	(25,152)
Net movement in reporting period	<u>-</u>	<u>52,326</u>	<u>52,326</u>
Closing value of endowment:			
Gift component of permanent endowment:	223,303	-	223,303
Unapplied total return	-	384,644	384,644
Market value of investments	<u><b>223,303</b></u>	<u><b>384,644</b></u>	<u><b>607,947</b></u>

## **5 Related party transactions**

PCC members and senior staff, and their close relatives donated £25,250 in addition to any amounts given within the collection, during the year.

PCC members received no remuneration for their role as trustees during the year. Clergy, curate and staff expenses of £4,013 (2022: £3,702) comprise primarily costs to allow the clergy and staff to fulfil their roles, for example telephone recharges and hospitality contributions. Reimbursement of expenses amounting to £1,897 (2022: £2,426) was made from St Timothy's church during the year.

Included in the above clergy and staff costs £1,288 (2022: £561) was paid for the vicarage and curate water bills.

Other related party transactions were:

- Martin Horton, a PCC member, and his wife Eva received mission support of £2,839 via Wycliffe Bible Translators.
- Transfer of Appropriate Sustainable Technology and Expertise (Taste), for whom Andrew Bryce is a Trustee, received a donation of £1,667. Andrew Bryce is a PCC member.
- £200 was paid to the Diocese for Paul Sheridan, a PCC member, to attend a Foundations Course.
- Some trustees and their families also received discounted room hire, at the rates available to all church members.

## **6 Payroll costs**

	Average no. of staff	<b>2023</b> £	2022 £
<u>Salary and pension costs</u>			
Administration and cleaning	2	<u>16,270</u>	<u>14,924</u>

## **7 Fees paid to the independent examiner's organisation**

	<b>2023</b> £	2022 £
Independent examination fee (re previous year)	<u>714</u>	<u>660</u>
Other fees paid to the independent examiner's organisation during the year:		
Subscription	<u>270</u>	<u>-</u>