

## **St Augustine's Church Aldershot Annual Report of the Parochial Church Council for the Year Ended 31 December 2022**

### **Administrative Information**

St Augustine's Church is situated in Holly Road Aldershot and is part of the Diocese of Guildford within the Church of England. The correspondence address is:

St Augustine's Vicarage, Holly Road, North Town, Aldershot, Hants, GUI 2 4SE

St Augustine's Church is a registered charity. Charity number 1171776.

The Parochial Church Council (PCC) acts as the trustees of the charity.

PCC members who have served from 1 January 2022 until the date this report was approved are:

<i>Incumbent:</i>	Father William Perry	Chair
<i>Churchwardens:</i>	Mrs Jackie Dunne	Chief Warden
	Mr John Rook	Deputy Warden
	Mr Jim Moore	Emeritus

#### *Representatives on the Deanery Synod*

Mr John Rook  
Mrs Pauline Rook

#### *Elected Members*

Mrs Jackie Dunne	
Mr Bob Murrell	Secretary until August 2022
Mr Chris Willis	
Mr John Rook	
Mrs Pauline Rook	Assistant Treasurer
Mr Jim Moore	Emeritus

#### *Co-opted Members*

Mrs Dot Grobler	Treasurer
Father John Harvey	Until June 2022

### **Structure, governance and management**

The method of appointment of PCC members is set out in the Church Representation Rules 2011. All church attendees are encouraged to register on the Electoral Roll and stand for election to the PCC.

### **Objectives and activities**

St Augustine's PCC has the responsibility for promoting, in the ecclesiastical parish the whole mission of the Church, pastoral, evangelistic, social and ecumenical. It also has maintenance responsibilities for the maintenance of the fabric of the church building, church hall complex and its environs.

### **Achievements and Performance**

In 2022 there were 47 people on the Church Electoral Roll (2019-22), around half of whom are not resident within the parish. The average weekly attendance, including those under 16, was 29, a decrease since the Covid-19 pandemic and the retirement of Fr Keith; the regular worshipping community now stands at around 26; Not everyone is at mass every Sunday, and this is reflected in the weekly number of communicants. We have seen a steady decline overall and this is perhaps due to the lack of visibility of a vicar in the parish. This continues to be a cause for concern although, this seems to be common in small parishes nationally!

During 2022 there were 6 Baptisms, 1 wedding and 3 funerals conducted by visiting clergy and Father John Harvey.

Although we have seen our numbers dwindling, the local people of North Town and beyond still identify with St. Augustine's as their church and so we continue to offer a ministry which is available to everyone and forms the basis of much of our missionary endeavour.

### **Review of the Year**

Before Father William joined us, the PCC met on a monthly basis to ensure the business of St Augustine's continued. In 2022 we faced a year of challenges financially to keep afloat and to continue to fulfil our mission statement 'To bring people to a personal love and knowledge of Jesus Christ through the sacramental life of the Church,' as a number of regular givers have moved away from the Parish and we had to do some necessary repairs.

Our payment of £19,200 in the 2022 Parish Share was again short of the figure set by the Diocese, due to reduced giving and less events taking place. The PCC has a series of Financial Protocols in place, designed to safeguard our ongoing financial position. The Church Hall still contributes a large portion towards the BAU expenses, and we have had some financial support from the Diocese to alleviate the rise in energy costs.

### **Financial Review**

The total receipts on the General Fund (Unrestricted) were £42,364.29. Unfortunately, all our investments had negative results at the end of the financial year. Total unrealised loss reported on our investments for 2022 was **-£9,936.23**. We spent £25,748 on refurbishments; the largest expense went to replacing the boiler. The prolonged process to replace a window in the hall has spread the cost over two financial years. The deposit for the replacement was paid in this financial year, the bulk will be paid when the work is done in 2023.

### **Reserves Policy**

It is PCC Reserve policy to maintain a balance on unrestricted funds, where reasonable and practicable, which equates to six months unrestricted payments to cover emergency payments which may arise from time to time.

### **Investment Policy**

It is PCC policy to invest our funds balances with the CCLA CBF Church of England Investment and Deposit accounts.

### **Finance Protocols**

This protocol sets out a summary of the main financial funds and rules governing their use by the PCC. These rules are supported by resolutions of the PCC and require amended resolutions to change the arrangements.

### **Summary of funds**

There are 5 funds available to the PCC:

General fund – unrestricted

Hall fund – designated

Fabric fund – restricted

Drawdown fund – restricted

Swingler Fund – restricted

### **Specifics of each fund**

#### **General fund**

This is used for the general income and running costs of the church. It should not be used for repairs that are covered from the Fabric fund. It cannot be used for income or costs associated with the Hall complex which are covered from the Hall fund. The fund rules require that the PCC maintains a contingency balance sufficient to cover 6 months running costs. With current costs and inflation this should be approximately £15,000.

#### **Hall fund**

This is used for the specific income and costs associated with running the Hall complex. The fund rules require that the PCC maintains a contingency balance sufficient to cover 6 months running costs.

In addition, the Hall needs to be self-funding so there should also be a contingency amount allowed for repairs/maintenance of not less than £10,000.

Bearing in mind that an increasing amount of the Parish Share is paid from the Hall Fund, if the Hall is to continue to be self-funding, the total balance in the Hall Fund should not fall below £20,000 however, as at 31<sup>st</sup> December, it was showing a negative balance of £1,528.23.

#### **Fabric fund**

This is used for specific income and costs associated with the fabric of the Church building and services. It is a Restricted fund and can only be used for this purpose. It cannot be used for repairs to the Hall complex except to give initial support for any major capital Works such as replacing the boiler or structural repairs. The support would need to be paid back from the Hall receipts. This fund must not be used to pay for any Parish Contributions.

#### **Drawdown fund**

This is a Restricted fund and is made up of two donations made specifically to support payment of the Parish Share each year. The amount that can be withdrawn is £2,000 per annum. To increase this amount would require the agreement of the original donors. The capital sum accrues interest annually so, at the current rate of withdrawal, the fund will last until approximately 2024/25

#### **Swingler Fund**

This is a Restricted fund managed by the Diocese to support women priests, we are paid interest from this investment for general use.

#### **Note to the Church Accounts**

The General Fund includes an amount of £3,875.59 transferred from the Hall fund for general purposes.

# ST AUGUSTINE'S CHURCH ALDERSHOT

## FINANCIAL STATEMENT FOR THE YEAR ENDED 31 DECEMBER 2022

### General Fund Receipts and Payments Account

<b>Receipts</b>	<b>2022</b>		<b>2021</b>	
<u>Incoming resources from donors</u>				
Gift Aid	£	21,110.89	£	24,551.68
Income Tax recovered	£	6,891.79	£	6,021.60
Non Gift Aid Planned Giving	£	410.00	£	740.00
Banns	£	176.00	£	230.00
GASDS	£	593.90	£	-
Collections in Church	£	1,203.77	£	1,267.76
Pricket Stands and Wall Safe	£	437.57	£	343.30
GDBF	£	-		
Events not GDBF related	£	824.00	£	-
Book of Remembrance	£	-	£	-
From Diocese	£	2,843.75	£	-
Walsingham Account	£	227.15	£	-
Drawdown Fund	£	2,000.00	£	2,000.00
Fabric Fund loan	£	-	£	21,000.00
Refund Received	£	-	£	284.15
Non Gift Aid Donations	£	70.59	£	220.00
		£ 36,789.41		£ 54,658.49
<u>Other voluntary incoming resources</u>				
Bazaars & Sales	£	730.57	£	187.00
Easy Fundraising	£	-	£	-
		£ 730.57		£ 187.00
<u>Income from investments</u>				
Gross Interest	£	98.72		
		£ 98.72		
<u>Income from charitable and ancillary trading</u>				
Hall Income to General	£	3,875.59	£	-
Fees due to PCC	£	870.00	£	1,468.00
		£ 4,745.59		£ 1,468.00
<b>Cash Receipts</b>		<b>£ 42,364.29</b>		<b>£ 58,313.49</b>
<u>Add Unrealised Gain</u>				
CBOF Investments	£	-	£	4,506.29
		£ -		£ 4,506.29
<b>Total Receipts</b>		<b>£ 42,364.29</b>		<b>£ 62,819.78</b>
 <b>Payments</b>				
<u>The Ministry</u>				
<u>Parish Clergy</u>				
Robe Allowance	£	-	£	-
Travel expenses & motor mileage	£	1,879.64	£	1,388.02
Ministerial fees	£	732.00	£	388.00

CME, Retreats etc.	£ -		£ 99.00	
		£ 2,611.64		£ 1,875.02
<u>Visiting Clergy</u>	£ 401.00		£ 199.00	
		£ 401.00		£ 199.00
<u>The Church Buildings</u>				
Water, Electricity, Gas	£ 3,185.65		£ 1,769.97	
Insurance	£ 1,647.37		£ 777.54	
Church Cleaner	£ 780.00		£ 580.00	
Minor Repairs	£ -		£ -	
Churchyard	£ 687.83		£ 299.65	
Maintenance	£ 51.80		£ 156.13	
Investment Transfer - Swinger	£ 5,271.20		£ -	
Quinquennial Survey Fund	£ 500.00		£ 100.00	
		£ 12,123.85		£ 3,683.29
<u>Upkeep of Services</u>				
Sacristy requisites	£ 431.42		£ 433.52	
Flowers	£ 30.00		£ -	
Book of Remembrance	£ -		£ -	
Gifts/Donations	£ 18.25		£ 529.49	
Organist's stipend	£ -		£ 45.00	
		£ 479.67		£ 1,008.47
<b><i>General Fund Receipts and Payments Account - Payments continued</i></b>				
<u>Vicarage</u>				
Water Rates	£ -		£ 254.00	
Gas & Electrics	£ -		£ 316.34	
Minor repairs	£ -		£ -	
		£ -		£ 570.34
<u>Parish Administration</u>				
Bank Charges	£ 165.90		£ 136.60	
Telephone	£ -		£ 93.00	
Postage	£ -		£ 3.20	
Office Requisites & Printing	£ 205.73		£ 167.06	
Secretarial expenses	£ -		£ -	
Lottery Registration	£ 20.00		£ -	
		£ 391.63		£ 399.86
<u>Refreshments</u>	£ 357.11		£ -	
		£ 357.11		£ -
<u>Parish Share</u>	£ 19,200.00		£ 20,500.00	
		£ 19,200.00		£ 20,500.00
<u>Deanery Dues</u>	£ -		£ -	
		£ -		£ -
<u>To Fabric Fund</u>	£ -		£ 21,000.00	
		£ -		£ 21,000.00

Grants - From General Fund (See also Special Efforts)

Forward in Faith	£	199.00	£	100.00	
Walsingham Candle	£	-	£	336.00	
		£	199.00	£	436.00
Miscellaneous Minor Expenditure	£	330.96	£	193.74	
		£	330.96	£	193.74
<b>Cash Payments</b>		£	36,094.86	£	49,865.72
<u>Add Unrealised Loss on CBOF Investments</u>		£	2,781.55	£	-
<b>Total Payments</b>		£	38,876.41	£	49,865.72
<b><u>Excess of Receipts over Payments</u></b>					
Cash & Bank Balance as at 1 January 2022	£	43,306.16	£	30,352.10	
Cash & Bank Balance as at 31 December 2022	£	3,487.88	£	12,954.06	
	£	46,794.04	£	43,306.16	

**Quinquennial Survey Fund**

<b><i>Receipts</i></b>	<b>2022</b>	<b>2021</b>
From General Account	£	£
	500.00	100.00
<b><i>Payments</i></b>	<b>2022</b>	<b>2021</b>
Quinquennial Inspection Fees	£	£
	-	-
<b><u>Excess of Receipts over Payments</u></b>		
Cash & Bank Balance as at 1 January 2022	£	£
	300.00	100.00
Cash & Bank Balance as at 31 December 2022	£	£
	500.00	200.00
	£	£
	800.00	300.00

**Fees Due to Diocesan Board of Finance**

<b><i>Receipts</i></b>	<b>2022</b>	<b>2021</b>
From Incumbent	£	£
	-	-
<b><i>Payments</i></b>	<b>2022</b>	<b>2021</b>
To GDBF	£	£
	-	-
<b><u>Excess of Receipts over Payments</u></b>	NIL	NIL

## Hall Fund Receipts and Payments Account (Designated)

<b>Receipts</b>	<b>2022</b>	<b>2021</b>
Rentals received	£ 19,377.97	£ 10,780.29
Income from investments - Gross		
Interest	£ 48.44	£ 1.16
	<hr/>	<hr/>
<b>Total Receipts</b>	<b>£ 19,426.41</b>	<b>£ 10,781.45</b>
	<hr/>	<hr/>
<b>Payments</b>	<b>2022</b>	<b>2021</b>
Water, Electricity, & Gas	£ 5,668.22	£ 5,199.29
Insurance	£ 2,274.93	£ 3,110.16
Cleaner	£ 1,958.00	£ 1,364.00
Cleaning materials	£ 96.95	£ 60.57
Repairs & Refurbishment	£ 3,085.50	£ 419.55
Miscellaneous	£ 165.50	£ 98.40
To General Fund	£ 3,875.59	£ -
	<hr/>	<hr/>
<b>Total Payments</b>	<b>£ 17,124.69</b>	<b>£ 10,251.97</b>
	<hr/>	<hr/>
<b><u>Excess of Receipts over Payments</u></b>		
Cash & Bank Balance as at 1 January 2022	£ 14,790.30	£ 14,260.82
Cash & Bank Balance as at 31 December 2022	£ 2,301.72	£ 529.48
	<hr/>	<hr/>
	<b>£ 17,092.02</b>	<b>£ 14,790.30</b>
	<hr/>	<hr/>

## Drawdown Gift Fund Receipts and Payments Account (Restricted)

<b>Receipts</b>	<b>2022</b>	<b>2021</b>
Donations	£ -	£ -
Income Tax recovered	£ -	£ -
Income from investments - Gross		
Interest	£ 10.61	£ 0.52
	<hr/>	<hr/>
<b>Total Receipts</b>	<b>£ 10.61</b>	<b>£ 0.52</b>
	<hr/>	<hr/>
<b>Payments</b>	<b>2022</b>	<b>2021</b>
Disbursements	£ 2,000.00	£ 2,000.00
	<hr/>	<hr/>
<b>Total Payments</b>	<b>£ 2,000.00</b>	<b>£ 2,000.00</b>
	<hr/>	<hr/>
<b><u>Excess of Receipts over Payments</u></b>		
Cash & Bank Balance as at 1 January 2022	£ 6,617.60	£ 8,617.08
Cash & Bank Balance as at 31 December 2022	-£ 1,989.39	-£ 1,999.48
	<hr/>	<hr/>
	<b>£ 4,628.21</b>	<b>£ 6,617.60</b>
	<hr/>	<hr/>

## Fabric Fund Receipts and Payments Account (Restricted)

<b>Receipts</b>	<b>2022</b>	<b>2021</b>
<u>Voluntary incoming resources</u>		
Gift Aid	£ -	£ -
Income Tax recovered	£ -	£ -
Donations	£ 283.44	£ 5,190.00
From General Fund	£ -	£ -
Hall Loan Repayment	£ -	£ 21,000.00
	£ 283.44	£ 26,190.00
<u>Income from investments - Gross Interest</u>	£ 109.77	£ 9,562.99
	£ 109.77	£ 9,562.99
<b>Cash Receipts</b>	£ 393.21	£ 35,752.99
<u>Add Unrealised Gain on CBOF Investments</u>	£ -	£ -
<b>Total Receipts</b>	£ 393.21	£ 35,752.99
<b>Payments</b>	<b>2022</b>	<b>2021</b>
Repairs to Church Building	£ 929.75	£ 12.99
Refurbishment	£ 6,257.98	£ 3,458.49
General Fund Loan	£ -	£ 21,000.00
Electrical Work	£ -	£ -
<u>Add Unrealised Loss on CBOF Investments</u>	£ 6,392.74	£ -
<b>Total Payments</b>	£ 13,580.47	£ 24,471.48
<b>Excess of Receipts over Payments</b>		
Cash & Bank Balance as at 1 January 2022	£ 79,870.14	£ 68,588.63
Cash & Bank Balance as at 31 December 2022	-£ 13,187.26	£ 35,740.00
	£ 66,682.88	£ 104,328.63

## Swingler Fund Receipts and Payments Account (Restricted)

<b>Receipts</b>	<b>2022</b>	<b>2021</b>
<u>Income from investments - Gross Interest</u>	£ 693.28	£ 165.21
<u>General Fund</u>	£ 5,271.20	
	£ 5,964.48	£ 165.21
<u>Add Unrealised Gain on CBOF Investments</u>	£ -	£ 806.02
	£ -	£ 806.02
<b>Total Receipts</b>	£ 5,964.48	£ 971.23



**Payments**

General Fund	£	-	£	-		
<u>Unrealised Loss on CBOF</u>						
<u>Investments</u>	£	761.94				
		£	761.94	£	-	
<b>Total Payments</b>			<hr/> £	761.94	<hr/> £	-

**Excess of Receipts over Payments**

Cash & Bank Balance as at 1 January 2022	£	971.23	£	-
Cash & Bank Balance as at 31 December 2022	£	5,202.54	£	971.23
	£	6,173.77	£	971.23

**Special Efforts Receipts and Payments Account (Restricted)****Receipts**

Incoming resources from donors	2022	2021
Collections at Services	£ -	£ -
Lent Appeal	£ 160.14	£ 150.00
	£ 160.14	£ 150.00
<b>Other voluntary incoming resources</b>		
Harvest Lunch	£ 155.00	£ -
Lent Lunches	£ -	£ -
Coffee Mornings	£ -	£ -
Christmas Card	£ -	£ -
	£ 155.00	£ -
<b>Total Receipts</b>	£ 315.14	£ 150.00

	2022	2021
<b>Payments</b>		
<b><u>Donations (Grants) to Charities</u></b>		
<u>Christian Relief and Development Agencies</u>		
Christian Aid	£ -	
Bishop of Guildford's Foundation	£ -	
	£ -	£ -
<u>Home Missions and Church Societies</u>		
The Childrens Society	£ -	
Additional Curates Society	£ 160.14	£ 150.00
The Vine	£ 155.00	
	£ 315.14	£ 150.00
<u>Secular Charities</u>		
Mayor's Charity	£ -	£ -
Walsingham Youth Pilgrimage	£ -	
<b>Total Payments</b>	£ 315.14	£ 150.00

**Excess of Receipts over Payments**

NIL

NIL

## Statement of Assets and Liabilities as at 31 December 2022

	2022	2021
<b>Current Assets:</b>		
Cash in Hand	£ 623.94	£ 412.96
Current Account at Lloyds Bank Aldershot	£ 10,573.98	£ 23,943.47
Deposit Account at C.of E. CBOF	£ 26,498.55	£ 25,708.57
Investment Account at C.of E. CBOF (Accumulated)	£ 68,257.60	£ 75,101.74
Investment Account at C.of E. CBOF (Income)	£ 17,596.60	£ 20,688.69
<b>Total Assets</b>	<u>£ 123,550.67</u>	<u>£ 145,855.43</u>
Less Short Term Creditors	£ -	£ -
<b>Net Assets</b>	<u>£ 123,550.67</u>	<u>£ 145,855.43</u>
<b>Breakdown of Funds:</b>		
<b>Unrestricted Funds</b>		
General Fund	£ 46,794.04	£ 43,306.16
Hall Fund (Designated)	-£ 1,528.23	£ 14,790.30
Quinquennial Survey Fund (Designated)	£ 800.00	£ 300.00
<b>Restricted Funds</b>		
Fabric Fund (Restricted)	£ 66,682.88	£ 79,870.14
Swingler Fund	£ 6,173.77	£ 971.23
Drawdown Gift Account (Restricted)	£ 4,628.21	£ 6,617.60
<b>Totals</b>	<u>£ 123,550.67</u>	<u>£ 145,855.43</u>
<b>Total Unrestricted Funds</b>	£ 46,065.81	£ 59,367.69
<b>Total Restricted Funds</b>	£ 77,484.86	£ 86,487.74
	<u>£</u>	
	<u>123,550.67</u>	<u>£ 145,855.43</u>

## Independent Examinators Report to the PCC of St. Augustine's Aldershot

I have examined these accounts to the best of my ability and previous experience as Church Treasurer. I have been unable to find any reason to believe they are anything other than a true and honest record of the church and hall income and expenditure for the year.

However I must raise the following points which I feel should be addressed.

### **General Account Income/Collections in Church (22)/Baptism, Pricket etc.**

Voucher 24 - £1164.00 (Marsh, Trinder funerals & Wedding fees to PCC)

- This column is for collections in church, not for PCC fees which should be in Column V entitled PCC Fees (26)
- The payments to GDBF have not been entered in the GDBF spreadsheet, so I cannot verify if they have been paid.

### **General Account Income/GASDS (21c)**

- There is no entry in this column, therefore no claim has been made.

### **General Account Income/Baptisms, Pricket etc. (22)**

- I am unsure why the word Baptisms is entered in this heading. This column should only show the money taken from the two pricket stands and the wall safe. £2759.38 is extremely large for this entry, which is usually closer to £500.00.

### **Fabric Fund Expenditure**

This is a restricted fund to be used only for repair to the fabric of the church. There are some incorrect postings to this account.

- Voucher 6 - £69.84 (Richard Thorpe Fire Services) This is a regular maintenance fee which has historically been allocated the Hall Expenditure Account under Repairs.
- Voucher 6 - £180.00 (Service the boiler) This is a regular maintenance fee which has historically been allocated the Hall Expenditure Account under Repairs.
- Voucher 11 - £1020.00 (Repair Damaged Roof Tiles) It does not state if this is the church or Hall roof.
- Voucher 38 - £18,689.91 (Replace the boiler) This cost should be split 20% (£3737.98) to the Fabric Fund and 80% (14951.93) to the Hall Fund.
- Voucher 40 - £4468.73 (Replace Heating Thermostats) This cost should primarily be against the hall. Only the cost of the church thermostat can be taken from the Fabric Fund.

Without knowing the reason for the £45 electrical charge or the exact cost of the church thermostat I would estimate the Fabric Fund Expenditure should stand at something nearer £6000

### **Special Efforts**

## Independent Examinators Report to the PCC of St. Augustine's Aldershot

The figure in the year end Statement does not agree. The 'Cost of Meal' has not been included.