

**NORTH HINKSEY WITH BOTLEY PCC CHARITY**  
**TRUSTEES' REPORT AND FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 DECEMBER 2023**

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**TRUSTEES**

Rev Clare Sykes  
Rev Richard Budgen  
Jane Buswell  
Roger Dalrymple (ended May 2023 )  
Karin Dawe  
Dudley Hoddinott (ended May 2023 )  
June Hoddinott  
Stephen Kinsey  
Bob Johnston  
Lucy Mangua  
Hugh Manson

*Registered Charity No: 1175652*

**REGISTERED OFFICE**

The PCC of North Hinksey with Botley  
81 West Way  
Oxford  
OX2 9JY

**INDEPENDENT EXAMINER**

Peter J Stevenson FCA

**BANKERS**

The Cooperative Bank  
PO Box 250  
Delf House

**NORTH HINKSEY WITH BOTLEY PCC CHARITY  
TRUSTEES' REPORT  
FOR THE YEAR ENDED 31 DECEMBER 2023**

The Trustees present their report and the financial statements for the year ended 31 December 2023.

**Charitable Status**

North Hinksey with Botley PCC Charity is a charity, registered in England, number 1175652.

**Trustees**

The Trustees who have held office at any point during the year ended 31 December 2023 are as follows:

Rev Clare Sykes  
Jane Buswell  
Karin Dawe  
June Hoddinott  
Bob Johnston  
Lucy Mangua

Rev Richard Budgen  
Roger Dalrymple (part)  
Dudley Hoddinott (part)  
Stephen Kinsey  
Hugh Manson

**Structure, Governance and Management**

The charity was established by a governing document (Constitution) adopted in 1957. It was formed in order to acquire the assets and liabilities of the North Hinksey with Botley PCC, Oxford, an excepted charity.

Additional trustees may be appointed by the church meeting; all new trustees are offered appropriate training in order to fulfil their role.

**Objectives and activities**

The object of the charity is the advancement of the Christian faith for the benefit of the public, in accordance with the directions of the Church of England. It carries out this purpose by providing a place where all are welcome to participate in regular public worship.

The charity serves the whole community by hiring out premises and providing services for a wide range of community groups and activities.

**Achievements and performance**

The charity has maintained a regular pattern of worship and witness to its members and to the wider community, both through worship in the church buildings, and through services and other activities provided online. Numbers participating in regular Sunday worship have held up well.

**Public benefit**

The Trustees of the charity have had due regard both to the objectives of the charity, as set out above, and also to the guidance on public benefit published by the Charity Commission, in exercising their powers and duties. All activities are undertaken in furtherance of the charity's objects, as outlined above.

**Risk management**

The principal risks the charity may face are perceived to be inadequate future funding and the possibility of safeguarding issues arising in dealing with children and vulnerable adults. The policy of the Trustees is to ensure the promotion of health and safety in church buildings and their environs. Safeguarding risks are mitigated by nominated safeguarding officers reporting back to the PCC.

## **Site Development**

In response to the parish's perceived financial risk, the Trustees, in partnership with the Diocese of Oxford, have commissioned and received a feasibility study to examine the potential for amending and/or developing the site on which the church of St Peter and Paul, the Church Hall, the office building known as Hinksey Court and the Rectory are situated. Spiritual and community benefits are sought as well. This will take some time to come to fruition. The charity is operating with a deficit on its general fund which existing funds are covering but which is not sustainable in the long term.

## **Financial Review**

Income for the year totalled £94,236 (2022 £107,693); expenditure totalled £102,438 (2022 £137,856). The net deficit of £8,203 (2022 deficit of £30,163) has been added to, or deducted from reserves, resulting in funds carried forward of £131,821, of which £101,778 were endowed or restricted funds.

Voluntary income, mostly from church members, was unchanged at £47,123. Income from hirings for the year totalled £17,766 (2022 £24,556), the severe economic situation causing some hall users to be unable to afford classes. No legacies or large capital expenditure occurred. Fees of £5,240 were expended on development feasibility fees (a grant of £2,500 is recoverable in 2024).

The Trustees are satisfied that the unrestricted and designated funds balance of £30,043 is adequate to underpin future activities, and that the charity remains a going concern for at least 12 months from the date of signing this report.

## **Plans for Future Periods**

The church's spiritual and communal activities will continue. The estate review noted above will seek, among other benefits, to strengthen our financial position. The diocesan view on this is awaited.

## **Statement of Trustees' Responsibilities**

The Trustees are responsible for preparing the Report of the Trustees and financial statements in accordance with applicable law and regulations.

Charity law requires the Trustees to prepare financial statements for each financial year. Under that law the Trustees have elected to prepare the financial statements in accordance with United Kingdom Generally Accepted Accounting Practice (United Kingdom Accounting Standards and applicable law). Under charity law the Trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources of the charity 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; and prepare the financial statements on the going concern basis unless it is inappropriate to presume 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. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

So far as the Trustees are aware, there is no relevant information (information needed by the independent examiner in connection with preparing his report) of which the charity's examiner is unaware, and each Trustee has taken all the steps that he or she ought to have taken in order to make themselves aware of any relevant information and to establish that the examiner is aware of that information.

## **Independent Examiner**

Peter Stevenson has signified his willingness to continue in office and a resolution to re-appoint him as examiner will be proposed at the forthcoming annual general meeting.

Approved by the Trustees on 4 April 2024, and signed by order of the Trustees by:

.....  
THW Manson, Trustee

**The Parochial Church Council of the Ecclesiastical Parish of North Hinksey with Botley**  
*Registered charity 1175652*

**Receipts and Payment Account**

**For the year ending 31 December 2023**

	<b>Note</b>	<b>Unrestricted Funds</b>	<b>Designated Funds</b>	<b>Restricted Funds</b>	<b>Endowment Funds</b>	<b>Total 2023</b>	<b>Total 2022</b>
<b>Incoming resources</b>							
Voluntary income	2 (a)	47,123	156	1,085		48,364	58,058
Activities for generating funds	(b)			0		0	160
Income from investments	(c)	0	1,107	136	2,416	3,659	1,895
Church activities	(d)	17,766		4,035		21,801	28,928
Other incoming resources	(e)	10,121	7,041	3,250		20,412	18,652
<b>Total incoming resources</b>		<b>75,010</b>	<b>8,304</b>	<b>8,506</b>	<b>2,416</b>	<b>94,236</b>	<b>107,693</b>
<b>Resources expended</b>							
Church activities	3 (a)	81,391	6,116	7,831		95,338	102,108
Major works	(b)	5,240	0	0	1,860	7,100	35,748
<b>Total resources expended</b>		<b>86,631</b>	<b>6,116</b>	<b>7,831</b>	<b>1,860</b>	<b>102,438</b>	<b>137,856</b>
<b>Net incoming resources before other recognised gains and losses</b>		<b>-11,621</b>	<b>2,188</b>	<b>674</b>	<b>556</b>	<b>-8,203</b>	<b>-30,163</b>
Gains on investment assets: on revaluation	4	0	0	0	4,327	4,327	-6,136
<b>Net movement in funds</b>		<b>-11,621</b>	<b>2,188</b>	<b>674</b>	<b>4,883</b>	<b>-3,876</b>	<b>-36,299</b>
Transfers between funds		17,000	-15,000	-2,000	0	0	0
Minor adjustments to funds to balance with accounts		97	0	-43	0	54	0
Balances brought forward 1 January		-1,415	38,793	27,429	70,835	135,643	171,941
<b>Balances carried forward 31 December</b>		<b>4,061</b>	<b>25,981</b>	<b>26,060</b>	<b>75,718</b>	<b>131,821</b>	<b>135,642</b>

**The Parochial Church Council of the Ecclesiastical Parish of North Hinksey with Botley**  
*Registered charity 1175652*

**Receipts and Payment Account**  
**For the year ending 31 December 2023**

The notes on pages 2 to 9 form part of this account

**Parochial Church Council of North Hinksey with Botley**

**Statement of Assets & Liabilities as at 31 December 2023**

		<b>2023</b>	<b>2022</b>
	Notes		
<b>Fixed Assets</b>			
Investments	4	75,718	70,835
<b>Current assets</b>			
Short term deposits		0	0
Cash at bank and in hand		56,103	64,806
		<u>56,103</u>	<u>64,806</u>
<b>Liabilities</b>			
Creditors - amounts falling due within one year	7	0	0
Net current assets		<u>56,103</u>	<u>64,806</u>
<b>Total assets less current liabilities</b>		131,821	135,642
Creditors - amounts falling due after one year		0	0
Total net assets		<u>131,821</u>	<u>135,642</u>
<b>Parish funds</b>			
Unrestricted		4,061	-1,415
Designated	5 (a)	25,982	38,793
Restricted	5 (b)	26,060	27,429
Endowment	5 (c)	75,718	70,835
		<u>131,821</u>	<u>135,642</u>

**The Parochial Church Council of the Ecclesiastical Parish of North Hinksey with Botley**  
*Registered charity 1175652*

**Receipts and Payment Account**

**For the year ending 31 December 2023**

**Notes to the financial statements**

**For the year ended 31 December 2023**

**1 Accounting policies**

- (a) The financial statements have been prepared on a receipts and payments basis in accordance with the Church Accounting Regulations 2006 and are presented in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and the Republic of Ireland (FRS 102) and with the Charities Act 2011. The statements have been prepared on the historic cost convention, with the exception of the valuation of investment assets which are shown at market value.
- (b) Endowment funds are funds, the capital of which must be maintained, only income arising from investment of the endowment may be used in accordance with the purpose for which the endowment was established.
- (c) Restricted funds represent income, donations or grants received for a specific object. The funds may only be expended on the specific object for which they were given and any balance remaining unspent at the end of each year must be carried forward as a balance on that fund.
- (d) Designated funds are funds set aside by the PCC for specific purposes but which can be used for other purposes by decision of the PCC.
- (e) Fixed assets over £500 are capitalised and written down over an appropriate life time:

**The Parochial Church Council of the Ecclesiastical Parish of North Hinksey with Botley**  
*Registered charity 1175652*

**Receipts and Payment Account**

**For the year ending 31 December 2023**

<b>2 Incoming resources</b>		<b>Unrestricted Funds</b>	<b>Designated Funds</b>	<b>Restricted Funds</b>	<b>Endowment Funds</b>	<b>Total 2023</b>	<b>Total 2022</b>
(a) Voluntary income							
Planned giving							
	Gift aid donations	27,861				27,861	27,844
	Tax recoverable	8,198				8,198	8,662
	Other planned giving	5,150	156			5,306	4,690
	Collections	3,098		843		3,941	3,177
	Coffee,wall safes	254				254	8
	Grants	0				0	820
	Legacies	0				0	9,925
	Donations, appeals, etc	2,562		242		2,804	2,932
		47,123	156	1,085	0	48,364	58,058
(b) Activities for generating funds							
Fund-raising events		0		0		0	160
		0	0	0	0	0	160
(c) Income from investments		0	1,107	136	2,416	3,659	1,895
(d) Income from church activities							
Church hall lettings		15,755		1,250		17,005	23,058
Fees for occasional services		2,011		2,785		4,796	5,870
		17,766	0	4,035	0	21,801	28,928
(e) Other income							
Contributions towards cost of benefice office			7,041			7,041	9,055
Rental income		10,121		100		10,221	7,094
Miscellaneous				3,150		3,150	2,503
		10,121	7,041	3,250	0	20,412	18,652
<b>Total incoming resources</b>		<b>75,010</b>	<b>8,304</b>	<b>8,506</b>	<b>2,416</b>	<b>94,236</b>	<b>107,693</b>



**The Parochial Church Council of the Ecclesiastical Parish of North Hinksey with Botley**  
*Registered charity 1175652*

**Receipts and Payment Account**

**For the year ending 31 December 2023**

<b>3 Resources expended</b>	<b>Unrestricted Funds</b>	<b>Designated Funds</b>	<b>Restricted Funds</b>	<b>Endowment Funds</b>	<b>Total 2023</b>	<b>Total 2022</b>
(a) Church activities						
Charitable giving	50		1,876		1,926	688
Ministry                diocesan parish share	45,832				45,832	44,315
other ministry costs	2,142		1,252		3,394	3,610
Church running and maintenance						
Heat & light	6,152				6,152	7,885
Insurance	4,164				4,164	3,929
Cleaning and minor works	1,819		113		1,932	8,759
Cost of services inc. music	3,302		558		3,860	5,781
	15,437					
Church hall running costs	5,625		1,417		7,042	7,141
Administration, printing & stationery	12,305	6,116	2,616		21,037	20,000
	81,391	6,116	7,831	0	95,338	102,108
(b) Major works						
St Peter & Paul Quinquennial Surveys					0	3,049
Survey & repairs to electrical systems					0	1,740
Design Fees for St Lawrence work				1,860	1,860	0
Design Fees for St Peter and Paul work	5,240				5,240	0
Heating System					0	30,959
	5,240	0	0	1,860	7,100	35,748
<b>Total resources expended</b>	<b>86,631</b>	<b>6,116</b>	<b>7,831</b>	<b>1,860</b>	<b>102,438</b>	<b>137,856</b>

**The Parochial Church Council of the Ecclesiastical Parish of North Hinksey with Botley**  
*Registered charity 1175652*

**Receipts and Payment Account**

**For the year ending 31 December 2023**

<b>4A</b>	<b>Fixed assets</b>	<b>2023</b>	<b>2022</b>
	Investments		
	Market value of investments at 1 January 2023	45,992	52,128
	Accumulated interest account	24,843	23,475
		<hr/>	<hr/>
		70,835	75,603
	Revaluation surplus/-loss	4,327	-6,136
	Income received and retained	556	1,368
	Market value 31 December 2023	<hr/>	<hr/>
		75,718	70,835
<b>4B</b>	<b>Current Assets</b>	<b>2023</b>	
	Bank Accounts		
	Cooperative Bank	18,416	13,417
	Barclays Rental Reserve	13,047	12,911
	CCLA Deposit	24,602	38,495
	Cash	38	38
		<hr/>	<hr/>
		56,103	64,861
<b>4C</b>	<b>Total Assets</b>	<b>131,821</b>	<b>135,696</b>

**5 Funds**

(a) The designated funds held during the year have comprised the following:

Fabric Fund	<b>2023</b>	<b>2022</b>
Balance at 1 January 2023	0	0
Income	156	0
Expenditure on projects	0	0
Costs funded from unrestricted funds	0	0
Balance at 31 December 2023	<hr/>	<hr/>
	156	0

**The Parochial Church Council of the Ecclesiastical Parish of North Hinksey with Botley**  
*Registered charity 1175652*

**Receipts and Payment Account**

**For the year ending 31 December 2023**

**5 Funds (contd)**

(a) Designated funds (contd)

Benefice Fund	2023	2022
Balance at 1 January 2023	1,417	-1,713
Received from St Frideswide PCC	7,041	9,055
	8,458	7,342
Expenditure	6,116	5,925
Balance at 31 December 2023	2,342	1,417

The benefice fund is used to account for the proportion of common benefice costs to be met by St Frideswide PCC. Costs are divided one -third to St Frideswide and two-thirds to North Hinksey.

Flora Baber Bequest	2023	2022
Balance as at 1st January 2023	37,377	58,006
Income from bequest	1,107	10,330
Transfer to General Fund	-15,000	0
Expenditure	0	30,959
Balance at 31 December 2023	23,484	37,377

The legacy has been given for general purposes.

Total designated funds	2023	2022
Balance at 1 January 2023	38,794	56,293
Income	8,304	19,385
Transfers from other funds	-15,000	0
Expenditure	6,116	36,884

Total designated funds

25,982

38,794

**The Parochial Church Council of the Ecclesiastical Parish of North Hinksey with Botley**  
*Registered charity 1175652*

**Receipts and Payment Account**

**For the year ending 31 December 2023**

(b) The restricted funds held during the year have comprised the following:

Funds movements:

	<b>Balance 1 January</b>	<b>Incoming Resources</b>	<b>Resources Expended</b>	<b>Transfers</b>	<b>Balance 31 December</b>
St Lawrence bells	532	0	0	0	532
St Lawrence organ	200	50	105	50	195
St Lawrence restoration fund	549	0	0	0	549
Friends of St Lawrence	6,908	0	0	0	6,907
Garden of Remembrance	100	0	0	0	100
Rental reserve account	12,911	136	0	0	13,047
Ss Peter & Paul restoration fund	2,161	0	0	0	2,161
Hope ffennel Trust	29	0	0	0	29
Legal costs fund	500	0	0	0	500
Monies collected for others	3,495	8,321	7,726	-2,050	2,040
Totals per receipts & payments account	27,385	8,507	7,831	-2,000	26,060

(c) Endowment Fund

The endowment fund is the Curtis Bequest, which requires income to be spent on the decoration and maintenance of the fabric of St Lawrence. The investments are held by the Oxford Diocesan Board of Finance and invested in the CBF Church of England Investment Funds

**The Parochial Church Council of the Ecclesiastical Parish of North Hinksey with Botley**  
*Registered charity 1175652*

**Receipts and Payment Account**

**For the year ending 31 December 2023**

**6 Analysis of Net Assets by fund**

	Unrestricted Funds	Designated Funds	Restricted Funds	Endowment Funds	Total 2023	Total 2022
Investment fixed assets	0	0	0	75,718	75,718	70,835
Current assets	4,061	25,982	26,060	0	56,103	64,808
Current liabilities	0	0	0	0	0	0
	<u>4,061</u>	<u>25,982</u>	<u>26,060</u>	<u>75,718</u>	<u>131,821</u>	<u>135,643</u>

**7 Related Party Transactions**

Related party transactions are monies received from, or payments made to, individuals who are also members of the PCC, or are related to them. These are not re-imbursable expenses such as travel but instances where the individual has provided goods or services to the PCC. Accounting standards now require that these are disclosed within the accounts.

There were no related party transactions in 2023.

**8 Employees**

Number of employees 1 (2022 - 0)

The benefice administrator was self-employed during the period covered by the accounts up to 31 October. On 1 November she became an employee.

**The Parochial Church Council of the Ecclesiastical Parish of North Hinksey with Botley**  
*Registered charity 1175652*

**Receipts and Payment Account**

**For the year ending 31 December 2023**

**9 Comparative figures for 2022**

	Unrestricted Funds	Designated Funds	Restricted Funds	Endowment Funds	Total 2022
<b>Receipts</b>					
Voluntary income	47,573	9,825	660		58,058
Activities for generating funds			160		160
Income from investments	23	504	0	1,368	1,895
Church activities	24,556		4,372		28,928
Other incoming resources	7,094	9,055	2,503		18,652
<b>Total receipts</b>	<b>79,246</b>	<b>19,384</b>	<b>7,695</b>	<b>1,368</b>	<b>107,693</b>
<b>Payments</b>					
Church activities	88,979	5,925	7,204		102,108
Major works	3,049	30,959	1,740		35,748
<b>Total payments</b>	<b>92,028</b>	<b>36,884</b>	<b>8,944</b>	<b>0</b>	<b>137,856</b>
<b>Net surplus/-deficit before other recognised gains and losses</b>	<b>-12,782</b>	<b>-17,500</b>	<b>-1,249</b>	<b>1,368</b>	<b>-30,163</b>
Gains/-losses on investment assets: on revaluation	0	0	0	-6,136	-6,136
<b>Net movement in funds</b>	<b>-12,782</b>	<b>-17,500</b>	<b>-1,249</b>	<b>-4,768</b>	<b>-36,299</b>
Transfers between funds	0	0	0	0	0
Balances brought forward 1 January	11,367	56,293	28,678	75,603	171,941

**Balances carried forward 31 December**

<b>-1,415</b>	<b>38,793</b>	<b>27,429</b>	<b>70,835</b>	<b>135,642</b>
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## **Independent Examiner's Report to the PCC of the Ecclesiastical Parish of North Hinksey with Botley (Registered Charity No. 1175652)**

This report on the financial statements of the PCC for the year ended 31 December 2023, which are set out on pages 1 to 10, is in respect of an examination carried out in accordance with the Church Accounting Regulations 2006 ('the Regulations') and section 145 of the Charities Act 2011 ('the Act').

### **Respective Responsibilities of the PCC and Examiner**

As members of the PCC you are responsible for the preparation of the financial statements; you consider that the audit requirement of the Regulations and section 144 of the Charities Act 2011 (the Act) does not apply, and that an independent examination is needed. 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 Commissioners under section 145 (5) (b) 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 financial statements with those records. It also includes consideration of any unusual items or disclosures in the financial statements, and seeking explanation from you as members of the PCC 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 financial statements.

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

In connection with my examination, no matter has come to my attention:

- (1) which gives me reasonable 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 accounts which accord with the accounting records and to comply with the accounting requirements of the Act

have not been met; or

- (2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

*Peter J. Stevenson*

Peter J. Stevenson  
Chartered Accountant

8 Harbord Road  
Oxford OX2 8LJ

Date: 5<sup>th</sup> April 2024