

# THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST JAMES THE GREATER, LEICESTER

England & Wales - Charity number 1180188

## Details

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Other names	ST JAMES THE GREATER, LEICESTER
Status	Registered
Legal form	Other
Registered	2018-10-05
Register	<a href="#">View on the Charity Commission register</a>

## Contact

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Website	<a href="http://www.stjamesthegreater.org.uk">www.stjamesthegreater.org.uk</a>

## Activities

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**Objects:** PROMOTING IN THE ECCLESIASTICAL PARISH THE WHOLE MISSION OF THE CHURCH.

**Activities:** Anglican Church in the choral tradition with a number of outreach projects

## Classification

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

## Geography

- Leicester City

## Finances

Period end	Income	Expenditure	Assets	Employees
2024-12-31	£93,828	£100,173	-	-
2023-12-31	£100,591	£127,857	-	-
2022-12-31	£115,415	£97,122	-	-
2021-12-31	£115,320	£120,204	-	-
2020-12-31	£136,100	£181,703	-	-

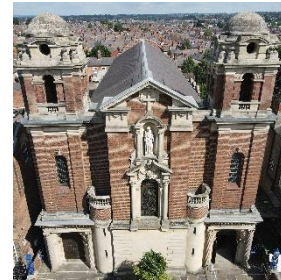
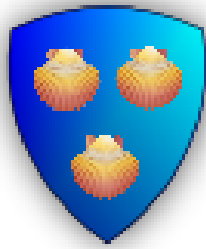
## Trustees

Name	Role	Appointed
Rev ANDREW QUIGLEY	Chair	2018-01-30
APRIL ANNABELLE RULE		2010-04-25
Dr Toby Simpson		2024-05-19
Lucy Hutchinson		2023-05-21
MICHAEL RULE		2015-04-30
Paul Dean		2023-05-21
SERGE MOZOTA		2025-05-25
SIMON EDWARDS MBE		2014-04-27
Sheila Roberts		2021-09-01
WILLIAM ARTHUR WOOLLEY		2017-04-30

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# Accounts

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# **The Church of St James the Greater Parochial Church Council**

## **Annual Reports**

**Year ended December 31, 2024**

**Registered Charity 1180188**

**Incumbent:**

The Reverend Andrew Quigley  
St James the Greater Vicarage  
216 London Road  
Leicester, LE2 1NE

**Banks:**

National Westminster Bank plc  
Evington Road  
Leicester

Santander Bank plc

**Independent Examiner:**

Jordan Dennis  
TC Group  
Hamilton Office Park  
31 High View Close  
Leicester, LE4 9LJ

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**THE MISSION OF ST JAMES THE GREATER**  
is to welcome all people,  
to share with them the knowledge of God,  
to encourage them to follow the Christian way  
to celebrate the joys of life and to support each other through its sorrows,  
to serve those amongst whom we live,  
and to address the needs of others in the world.

**WE ENDEAVOUR TO FULFIL OUR MISSION BY:**

1. **welcoming** people regardless of age, race or social status.
2. **worshipping** in ways both old and new, combining words and music, movement and stillness with skill and imagination to glorify God and to inspire people in their life and work.
3. **belonging** to the Church of England and taking an active part in the life of the Diocese of Leicester.
4. **listening** to different points of view to discern God's will for the church and the world.
5. **preaching** and teaching a thoughtful response to the gospel of Jesus Christ in the light of the Spirit for today.
6. **studying** the Bible and Christian life in groups and linking with Diocesan courses.
7. **praying** for the well-being of one another, for those who ask for our prayers, and for the church and the world.
8. **caring** pastorally for the needs of the congregation and of the parish and contributing to charitable causes.
9. **conducting** services at special moments for people - including baptisms, weddings and funerals - and for organisations.
10. **providing** opportunities for people of all ages to meet socially and as members of organisations.
11. **promoting** cultural excellence by making available space and facilities for concert performances.
12. **raising** the money needed to maintain and improve our buildings, and to meet the costs of our church's ministry and mission.

**The following reports will be available next week:**

**The year at St. James**

**Churchwardens Report**

**Fabric Report**

**Finance Report**

**City of Leicester Deanery Synod Report 2024**

*Deanery Synod met 3 Times during 2024*

*St. James the Greater is represented on Synod by Sheila Roberts and Mike Bull*

**Tuesday 19<sup>th</sup> March 2024 – Meeting at the Duchy Lounge, Wyggestons Hospital, Hinckley Road.** Deanery Synod explored 'Making Church Accessible for All' focusing on the experience of SEND Children (Special Educational Needs and Disabilities) and a Curate with physical disabilities leading a church community.

After opening worship led by Tony Leighton the Master of Wyggestons, Nadine Weedall, SEND Chaplain at Learn Academies Trust, gave us some background into the crisis in SEND support in schools, and explained how her part time role as SEND Chaplain was to support the 19 schools in the multi academies trust with their SEND provision. Nadine works strategically across the trust offering pastoral support to teachers, identifying opportunities for funding and support for SEND students and particularly working with SEND-Co Teachers (teachers who have leadership responsibility). Nadine shared her vision (from Hosea) of the desert blooming, and asked for our prayers for the work of SEND support in schools.

Rachel Hunter and Yvonne O'Donoghue are both SEND teachers and shared practical examples of how churches can create welcoming environments for SEND children. This included providing hands on activities, visual representations of parts of worship, creating quite opportunities for SEND children to explore churches and making sure explanations are literal, e.g. not showing grapes and bread for holy communion, when you use wine and wafers.

After an opportunity for questions, Cecilia Adjadje, Curate at St Mary's Knighton shared some of her experiences of becoming a curate and the adaptations put in place to ensure that she could undertake her training and help to lead her church community.

**Wednesday 3<sup>rd</sup> July 2024 – Meeting at St. Denys Church, Evington.** Synod invited five faith practitioners to share something of their academic research that they are currently or have recently undertaken. Riaz Ravat, Deputy Director of the St Philip's Centre, spoke about 'Faith Mapping' a forthcoming piece of research that he will be undertaking mapping the faith practices of the city. This will build upon research that he undertook ten years ago and is designed to explore how faith practice has changed across the city and the impact that faith communities have on the city beyond being a place of worship, e.g. in the areas of social justice, community care and partnership working. Revd. Phillippa Taylor shared her recent MA dissertation on 'A Theological Reflection on the Christian Experience of Miscarriage'. Phillippa explained that there is very little academic research in this area, so she took an auto ethnographic approach to her research, based upon her own experience of miscarriage and undergoing fertility treatment. She gave a very moving talk, sharing some very personal reflections. She also encouraged churches to speak more openly about the experience of pregnancy loss affecting the whole family and outlined the practical steps that could be taken. The value of her talk was very much reflected in the personal testimony shared in the Q&A.

Next, Denis Walsh offered reflections on his MA dissertation on 'The Pastoral care of gay Christians in Anglican Churches', research that was undertaken with 6 church leaders, 3 who considered themselves to be 'inclusive' and 3 who would identify themselves as 'orthodox' in terms of their LGBTQ theology. He shared with Synod the results of his research and some recommendations.

Mary Ann Lund shared her academic research on 'John Donne', as a staff member of University of Leicester. Mary shared some aspects of Donne's poetry and verse and his impact on theology and worship.

Revd Anthony Lees-Smith reflected on 'A Practical Theology of Religious Difference: the lived experience of Anglican Christians in a religiously plural UK context' the subject of his D Prof thesis. He shared his experience of the process of research, what he had learned and how it had transformed his practice as a Christian minister, particularly understanding his power and privilege as a white male priest in the established church.

The variety of the presentations was much appreciated by Synod and there was general agreement that a similar opportunity for colleagues to share their academic research in the future was desired.

**Thursday 21<sup>st</sup> November 2024 – Meeting at St. John the Baptist Church,**

**Clarendon Park Road.** This Synod was an Open meeting on the subject of ‘Parish Contributions and Diocesan Finances.’ Simon Wilson and David Palmer from the Diocesan Board of Finance (DBF) presented. With the aid of slides, we were able to see a decade long picture of how diocesan operating finances have mainly increased, and Parish Contributions have decreased. The reasons for the drop in Parish Contributions centre around parish incomes being cut, and they are not inflation proofed. Money is needed for projects. Parishes that can contribute more are being asked to do so. The Leicester diocese wishes to maintain contributions via its Gift system, with mutual respect and support. The National Insurance changes in the budget for 2025 will have a significant impact to the tune of £120,000 plus. At the current rate, the diocese will run out of money in five years’ time. David explained that in his experience, the two hundred parishes that make up the Leicester diocese are collectively, in a far worse situation than any other diocese he had knowledge of. There are no easy solutions, and it is difficult to balance the books. Clergy costs make up 60% of the budget and St. Martin’s House costs have reduced by £1/1.5 million. Targets are a £1.5 million cut in the deficit 2024, £1 million in 2025 and £500,000 the year after. Holy Trinity currently makes the largest contribution, but their attendance is high, making the giving average per person, lower.

The floor was then opened to attendee’s questions. A great deal of concern was expressed on issues raised, which included: Linc Funding – intended for poor parishes but little of it seen by those parishes yet, despite being promised it for a long time! Why? It is a question of justice for people in such parishes. What is the timescale for how quickly churches might get Linc Funding? It influences thinking around who we want to go into Minster Communities with. Is it necessary to keep St. Martins House? What purpose does it serve? Simon explained that it does generate income but costs more than the DBF are comfortable with. But it is a headquarters for DBF and Cathedral staff too! The DBF are looking at the finances related to it. Union for Clergy and Lay people – have not been consulted on the budget which they have a right to be. They are a voice in the finance conversation and want that enabled. Ephesians Scheme is a restricted gift fund given for a certain type of Ministry a parish receiving it, wants. It is better than nothing, but its use isn’t encouraged. Two parishes currently use it, but it is the source of some division amongst individuals.

The second half of the meeting was the Parish Profile of St John the Baptist given by Revd Sami Lindsey who explained that St. Johns have a desire for planting churches. This year, a

Muslim converted to Christianity and was baptised. We are now a more diverse church with new Worshipping Communities forming. We are excited about Minster Communities – relationships are important, and we are doing what we can to facilitate that. We have several staff roles; each being engaged in mission. New projects are forming. We are running 'Catalysts', a group equipped and trained to form new worshipping communities. The foodbank we run is active. Excellent relations exist with St. John the Baptist Primary School with children from the school attending church. We are growing in faith and praying that the Kingdom comes. The meeting closed with some Notices and Prayer.

**Sheila Roberts**  
**Deanery Synod Lay Representative**

### **Electoral Roll Report**

It is a requirement of every church within the Church of England to completely revise its Electoral Roll every 6 years. 2025 marked the year for our church's revision of the Roll. The Electoral Roll serves as a register of church members who can vote during any church elections, can become members of the PCC or can be elected to roles such as Churchwarden. It is also a way for us to record the names of those who consider St James as their 'spiritual home'. Many thanks to those who have filled out the relevant form in order to be placed on the new Electoral Roll. The revised Roll of 2025 stands at 87 members. Members can be added to the Roll at any point, so if you, or anyone you know still wishes to be added to the Roll, please fill in a form and pass it on to me. Thank you.

*April Rule Electoral Roll Office, May 2025*



## FLOWER GUILD ANNUAL REPORT



The Guild finds much satisfaction in arranging the Chancel steps flowers, weekly in church and consider it a privilege to do so. We know that this gives such hope, consolation, pleasure and peace of mind to those who sponsor them.

The Porch flowers are a mission call to the passing public. The positive feedback we receive from those walking by, and the travellers in cars and on the buses is much appreciated.

Julia Walker

Co-ordinator

### **Lectors Report**

Our team of 26 lectors continue to read each Sunday's bible readings with dedication and clarity and our thanks go out to all for their continued commitment to this integral part of our worship. As was the case last year, it has been a joy to add new members to the team, but also to say thank you to those who for various reasons have stood down. We are always interested in hearing from new lectors, please contact Mike Rule if you wish to discuss becoming part of the team.

*Mike Rule*

# St James the Greater APCM Music Report 2024

## Special Services and Events

The Senior Choir enjoyed a Summer Tour to Portsmouth and the Isle of Wight, where we performed a well-attended afternoon recital at Quarr Abbey and sang Eucharist and Evensong services at Portsmouth Cathedral. We also visited the Spinnaker Tower, the Portsmouth Museum and Butterfly World, IOW.

We joined forces with Newark Parish Church to sing Choral Evensong with their choir on two occasions, these were both at St James, as there are building works at St Mary's at present. The one on 11<sup>th</sup> February involved our Senior Choristers only, although the one on 6<sup>th</sup> October involved our Junior and Senior Choristers.

In addition to our regular special services, our Community Carol Service returned, entitled 'Anniversary'. We raised money for LOROS and our church. Readers included the Lord-Lieutenant of Leicestershire, the Lord Mayor of Leicester & the High Sheriff of Leicestershire, alongside local celebrities such as Rosemary Conley DL. Musical ensembles involved included the Enderby Band, The Simpletones and Musical Village and local professional soloists. The service was well-attended and this continues to grow year on year.

We invited past choristers back to sing with the Senior Choir for both the Patronal Festival Evensong and a special Evensong for the 125<sup>th</sup> anniversary of the laying of the church's Foundation Stone.

## Choirs

### Senior Choir

In 2024, we had a regular membership of **6/7 Sopranos, 6/7 Altos, 3 Tenors, 6 Basses**. (At the time of writing, the total membership is 21.)

The Senior Choir have continued to expand their repertoire, introducing new music and reintroducing music from the library which they haven't sung for a while. They continually work on intonation, blend and balance. In the 'Chorister Training' sessions, the school age members have been working on sight reading, singing one to a part and working towards their RSCM medal exams (which took place in January 2025.)

## **Junior Choir**

The Junior Choir has grown substantially over the course of 2024. They started the year with **11** members, reaching a peak of **15** members, with a mix of genders and some siblings. The choristers are aged between 4 and 10. The choir meets for an hour on Fridays, they sing fun songs, play musical games, practise accessible pieces from the Senior Choir repertoire and learn music reading skills. The amount of services they take part in increased towards the end of 2024, from 1 service per month, to 2 services per month on average. We gained a new Junior Choir chaperone in November 2024, Cathy Goddard. My thanks go to her, and especially longstanding chaperone Caroline Beardsmore for her support and enthusiasm. Plus, we continue to benefit from the support of our young helpers Regina and Emily from the Senior Choir who attend Friday Junior Choir practices and help with robing the Junior Choristers on Sundays. Chiara has taken the Junior Choristers out during the middle part of the Eucharist service and led sessions with storytelling, prayers and colouring activities. We thank her for these sessions which have reinforced the ministry side of their choir membership.

Recruitment for the Junior Choir is ongoing through the 'St James Choral Project', with workshops, concerts, and in school assemblies taking place over the year. Alongside online promotion and 'word of mouth'.

### **St James Choral Project**

In the spring term, I led in-school sessions for primary school singers leading up to their taking part in our second Spring workshop and performance day, assisted by Regina as SJCP's first 'Young Apprentice'. Pupils from Overdale, Uplands and Hazel came together to sing songs from 'Past & Present' by Rebecca Lawrence in the church on Wednesday 20<sup>th</sup> March. The concert in the afternoon was well attended by families of the children taking part and the experience was appreciated with lots of encouraging feedback from staff, parents and grandparents. I have also been in to schools such as Fleckney and Brock's Hill to lead in school singing assemblies.

We extended our reach by offering 'Come and Sing' opportunities at the church: An All-Age 'Come and Sing Joseph and the Amazing Technicolor Dreamcoat' took place on Sunday 16<sup>th</sup> June, attended by 50 singers including members of our Junior and Senior Choirs, St James Singers, congregation plus local (and not so local) singers too!

A 'Come and Sing' Evensong was held on Sunday 13<sup>th</sup> October which was well attended. Both of these events included refreshments and socialising – an important element to make connections with people. We gained two new members for our Senior Choir following this event.

### **Recital Series**

In November 2024, we launched a new concert series: 'Recitals at St James' on the second Sunday of each month at 3.00pm. Our first performance was given by the Juliet Consort, an early music vocal quintet with lute, and December's organ recital was given by Guy Steed.

### **Organists**

Our team of organists have been wonderful throughout the year: Guy Steed, Mike Rule & Nicholas Friedesdorff (Organ Scholar). It is a particular joy to witness Nicholas' progress as he has continued to develop throughout this year and taken on more of the playing duties. Special thanks go to Guy: we have benefitted immensely from his contribution to the musical worship of the church through his dedication, professionalism, high standard of musicianship and commitment. He and Mike have also stood in conducting the Senior Choir particularly for the Compline services during Lent and it has been invaluable to be able to call upon their skills in this way.

### **Thanks**

I'd like to thank the wonderful organist team and Senior & Junior Choir members for all they offer, creating beautiful and joyful music to a high standard. Thank you to the St James Singers and especially Mike, their Director, who ensure that our choral worship continues year round. I would also like to show my appreciation to the choir chaperones, choir parents, the Ministry Team and Worship Committee, the Churchwardens, Administrator and also to the congregation for their encouragement. *Emma Trounson, April 2025*

## **St James Singers**

We continue to be grateful to St James Singers who enhance our musical worship with their own repertoire which is delivered with energy and style. We are lucky to have such an able and committed choir to lead our musical worship during holiday periods which ensures St James the Greater has musical leadership all year round. At present the choir consists of 6 sopranos, 2 altos, 2 tenors and 3 basses. St James Singers rehearse twice a month and sing for one service each month and during holiday periods. We are always looking to welcome new singers who may be interested in joining, please come and have a chat with Mike Rule or one of the singers if this may be of interest.

*Mike Rule*

## **House/Zoom Groups**

The Zoom House Group, which is held fortnightly on a Monday afternoon (subject to availability) is continuing. The meeting starts at 14:30 until 15:10.

Since the group started almost 4 years ago, the subject for discussion has been hymns, discussing both the origin, the author as well as looking at the verses in detail.

From October 2024, the group agreed that it may be a good idea to incorporate other topics and to give other members an opportunity to bring suggestions of what they may find interesting. However, there is no pressure on anyone to lead.

Consequently, we have had sessions on Saints, the Book of Amos, Religious Paintings, the Nicene Creed and we still also include the occasional hymn. It is an informal forum where topics are presented and discussed. The topic for the next meeting is normally agreed at the end of the session.

Future sessions may include some of Jesus' parables as well as some passages from both the Old and New Testament which may benefit from further interpretation and discussion. We are open to ideas!

Everyone is welcome and House Groups are a good way of getting to know some other members of the congregation, and the benefit of Zoom is that there is no need to travel.

Perhaps the best way of starting a group, either online or in person, is to do so spontaneously, so you might think of setting up your own. If you would like to do this then members of the Ministry Team would be willing to suggest resources, so do get in touch.

In addition, Philip Norwood also runs a Bible Study at his home at Houghton on the Hill which meet every Friday morning from 10:30 to 11:30. Philip takes the readings for the following Sunday morning and leads the discussion and interpretation. Again, anyone is welcome to join.

Study Groups are hugely beneficial for exploring areas of Scripture which you may have been familiar with over the years, but perhaps not fully understood the deeper meaning. Groups are also an excellent forum to share views with other Christians.

For further details and information, please contact Angela Jagger in the first instance who will be happy to help.

*Valerie Bailey*

### **Pastoral Assistant's Report for 2024**

I have supported members of the congregation through listening, liaising, visiting and taking Home Communion.

I have attended the regular monthly Ministry Team Meetings and typed the minutes. These meetings were conducted via Zoom or face-to-face.

I have continued to prepare the Eucharistic Assistant's Rota each quarter and am grateful to the faithful team who serve in this ministry.

I continued to co-ordinate the schools visits team and am grateful to the people who helped with the two visits by pupils from Avenue School in February 2024.

I delivered Easter leaflets to many streets in the parish and updated the lists for future deliveries in March 2024.

I have arranged for the Book of Remembrance to be updated and am grateful to Barbara Penrose for her calligraphy skills.

I continued to represent St. James at the World Day of Prayer group meetings. I took part in the 1<sup>st</sup> March 2024 service held at St. James the Greater Church, alongside Sheila Roberts, which had been prepared by Christian women from Palestine. Julia Walker provided a flower display for it, which was much admired, and our olive tree was also present, thanks to Polly Taylor's care.

I updated the 'Who's Who' poster at the back of church after the APCM.

I attended the Lay Ministry Conference at St. Martins House on 13<sup>th</sup> April 2024.

I attended the Diocesan Leadership Programme 2 course with Sheila Roberts and Angela Jagger over three sessions at St. Martins House in October and November 2024.

I attended seasonal Quiet Mornings at Leicester Cathedral during the year.

*Vicky Roe, February 2025*

### **Safeguarding Co-ordinator's Report for 2024**

At the end of 2019, the Diocese adopted the National Safeguarding Team's 'Safeguarding Handbook', with some of the Guidelines from the previous Diocese of Leicester document added to it, covering both child and adult safeguarding.

A specific St. James the Greater Policy and Procedures document, cross-referencing the Handbook throughout, was also developed. Both of these documents were adopted by the PCC at its meeting on 14<sup>th</sup> November 2019.

Both documents have been updated and are available through the church website, which has a Safeguarding statement on its front page. They were adopted at the PCC meeting on Thursday 27<sup>th</sup> June, following the APCM on Sunday 19<sup>th</sup> May 2024. Thereafter, the Annual Report to the PCC and Diocese was duly submitted.

The Parish Safeguarding Policy Statement, the 'Promoting a Safer Church' and posters giving help-line numbers have been updated and displayed throughout the church in public and private areas, as required by C of E policy, for the benefit of anyone using our facilities or looking in the front porch.

I continued to oversee the Disclosure and Barring Service checks for PCC members and those in contact with children and/or vulnerable adults, a process which is now done online through 'thirtyone:eight', formerly known as CCPAS (Churches Child Protection Advisory Service).

I keep a record of Safeguarding Training undertaken by any employees and PCC members.

This is mostly done online now through the C of E training portal

<https://safeguardingtraining.cofeportal.org/> but face-to-face training is also available for those who require it.

A folder with information about Safeguarding, policies, guidelines, forms, etc., is stored in the office cupboard for easy reference. There is also a 'Safeguarding' folder on the office computer, containing electronic versions of the documents in the physical folder.

Information about Serious Incident Reporting and the Retention of Records is included in it.

I attended a Safeguarding webinar on 'Disclosures' on 8<sup>th</sup> May 2024

I attended the Safeguarding Co-ordinator's Conference via Zoom on Saturday 2<sup>nd</sup> November 2024. The subject was 'Trauma informed approaches for church settings' and the presentation slides were circulated to the Ministry Team and PCC members after the event. Further updates were also given about procedural matters and revisions to the Parish Safeguarding Dashboard to bring it in line with the five new National Safeguarding Standards. St. James the Greater is registered with the dashboard and it produces reports for PCC meetings. I also attended a Safeguarding Co-ordinator's Bi-monthly meeting on Zoom on the evening of Tuesday 3<sup>rd</sup> December 2024.

As I am not on the PCC, I prepare Safeguarding reports in advance of the meetings and circulate them to the PCC members. The Vicar is now the Safeguarding Representative on the PCC.

I attended Junior Choir practices and acted as a chaperone for the organ scholar when practising before services in church several times throughout the year.

*Vicky Roe, February 2025*

### **Servers Report 2024**

Another year during which our talented and versatile team have successfully negotiated all the major festivals and the intervening Ordinary Time. A highlight was Michael Bull's 60th anniversary in December although health problems have since limited his activities. We welcomed back Duduzile Chizema and she and Charles Samuel have been reauthorised as Eucharistic Assistants.

We have an excellent team and I would be delighted to hear from anyone who would like to join us.

It would be remiss of me not to pay tribute to the work of Sheila Roberts and her team in setting up for services, maintaining stock of wine, wafers, candles, incense etc and David and others who look after the sound and lighting.

William Woolley  
Head Server

## **Stewardship and Magazine Co-ordinator's Report for 2024**

By the end of 2024, there were 13 people using the weekly numbered envelopes for regular giving, which was down from 15 in 2023. This was a result of five people leaving and three people joining the scheme.

Baskets for donations continue to be placed on the back tables at church, with the gifts being taken up to the high altar during the Offertory. A CollecTin.com card reader machine is available at Sunday services with suggested donations set on the screen that fall within the limits of the Gift Aid Small Donations Scheme, meaning that Gift Aid can be claimed on all offerings of those amounts given through the machine, irrespective of the tax status of the donor.

Information packs about the Parish Giving Scheme are available on the table at the back of church for those who wish to give through their bank using this method, for which Gift Aid is processed for the church.

**The Shell magazine**, with Paul Jenkins as Editor, was issued in Spring, Summer, Autumn and Winter 2024. It was put on the church website, delivered electronically to people on the church E-mail list and posted or delivered to those not on the Internet. Print copies were on sale in church.

*Vicky Roe, February 2025*

## ST JAMES THE GREATER CHURCH LEICESTER

### INDEPENDENT EXAMINER'S REPORT TO THE PAROCHIAL CHURCH COUNCIL

We report on the accounts of St James the Greater Church Leicester for the year ended 31 December 2024, which are set out on pages 17 to 24.

This report is made solely to the trustees, as a body, in accordance with the regulations made under Section 154 of the Charities Act 2011. Our work has been undertaken so that we might state to the charity's trustees those matters we are required to state to them in an Independent Examiner's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charity's trustees, as a body, for our work, for this report, or for the opinions we have formed.

#### Respective responsibilities of the PCC and the examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the Act) and that an independent examination is needed. We are qualified to undertake the examination by being a member of the Institute of Chartered Accountants in England and Wales.

It is our responsibility to:

- examine the accounts under section 145 of the Act
- to follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the Act.

#### Basis of Independent Examiner's statement

Our examination was carried out in accordance with the General Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeks 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 no opinion is given as to whether the accounts present a "true and fair" view and the report is limited to those matters set out in the statement below.

#### Independent Examiner's statement

We have completed our examination. We confirm that no material matters have come to our attention in connection with the examination giving us cause to believe that in any material respect:

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

We 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.

Jordan Dennis  
TC Group  
31 High View Close  
Leicester  
LE4 9LJ

30 October 2025

PAROCHIAL CHURCH COUNCIL OF ST JAMES THE GREATER CHURCH LEICESTER

STATEMENT OF FINANCIAL ACTIVITIES

For the year ended 31 December 2024

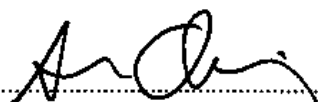
	Note	Unrestricted Funds £	Restricted Funds £	TOTAL FUNDS	
				2024 £	2023 £
<b>INCOMING RESOURCES</b>					
Voluntary Income	2(a)	55,810	0	55,810	64,384
Activities for Generating Funds	2(b)	0	0	0	0
Investment Income	2(c)	11,089	0	11,089	11,061
Income from Church Activities	2(d)	26,929	0	26,929	25,146
Grants and transfers	2(e)	0	0	0	0
<b>TOTAL INCOMING RESOURCES</b>		<u>93,828</u>	<u>0</u>	<u>93,828</u>	<u>100,591</u>
Flower guild					
<b>RESOURCES EXPENDED</b>					
Total Church Activities	3(a)	100,173	0	100,173	127,857
<b>TOTAL RESOURCES EXPENDED</b>		<u>100,173</u>	<u>0</u>	<u>100,173</u>	<u>127,857</u>
<b>NET OUTGOING RESOURCES BEFORE TRANSFERS</b>					
		-6,344	0	-6,344	-27,266
Gross Transfers		119	-119	0	0
<b>NET INCOMING/(OUTGOING) RESOURCES AFTER TRANSFERS</b>		<u>-6,225</u>	<u>-119</u>	<u>-6,344</u>	<u>-27,266</u>
<b>BALANCES BROUGHT FORWARD AT 1 JANUARY 2024</b>					
		104,806	12,107	116,913	144,179
<b>BALANCES CARRIED FORWARD AT 31 December 2024</b>					
		<u>98,581</u>	<u>11,988</u>	<u>110,569</u>	<u>116,913</u>

PAROCHIAL CHURCH COUNCIL OF ST JAMES THE GREATER CHURCH LEICESTER


BALANCE SHEET AT 31 December 2024

	Note	2024 £	2023 £
<b>FIXED ASSETS</b>	5		
Tangible fixed assets		950	1,188
<b>CURRENT ASSETS</b>			
Debtors		100	100
Paye and suspense			
Short term deposits		83,912	81,416
Flower guild		958	1,077
Cash at bank and in hand		24,649	33,307
OTB adj			
		<u>109,619</u>	<u>115,900</u>
<b>CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR</b>	6		
		<u>0</u>	<u>-175</u>
<b>NET CURRENT ASSETS</b>		<u>109,619</u>	<u>115,725</u>
<b>NET ASSETS</b>		<u><u>110,569</u></u>	<u><u>116,913</u></u>
<b>FUNDS</b>	7		
Unrestricted		98,581	104,806
Restricted	8	11,988	12,107
		<u>110,569</u>	<u>116,913</u>

Approved by the Parochial Church Council on 30 October 2025 and signed on its behalf by:

  
.....

Reverend Andrew Quigley

  
.....

April Rule

.....

Simon Edwards

PAROCHIAL CHURCH COUNCIL OF ST JAMES THE GREATER CHURCH LEICESTER

NOTES TO THE FINANCIAL STATEMENTS  
For the year ended 31 December 2024

1 Accounting policies

**Basis of accounting**

The financial statements have been prepared in accordance with the Church Accounting Regulations 2006 together with applicable accounting standards and the Charities SORP.

The financial statements have been prepared under the historical cost convention.

**Funds**

General funds represent the funds of the PCC that are not subject to any restrictions regarding their use and are available for application on the general purposes of the PCC. Funds designated for a particular purpose by the PCC are also unrestricted.

The purposes of the restricted funds are as follows:

Holyoake Trust Fund	- to make grants in cases of need at the discretion of the Vicar
Organ Fund	- to repair and renovate the Church organ
Youth Fund	- to contribute to youth work within the Church
Fabric and Furnishing Fund	- to repair and renovate Church buildings and furnishings incorporating the Disabled Access Fund.
Music Development Fund	- to develop and enhance all aspects of music within the Church
Choir Fund	- to provide support for the choir and it's projects
Hymn Book Fund	- to provide hymn books for the Church
Renovation Fund	- to provide renovation works for the west front and the church roof

These accounts include all transactions, assets and liabilities for which the PCC is responsible in law. They do not include the accounts of Church groups that owe their main affiliation to another body or those that are informal gatherings of Church members.

**Incoming resources**

***Voluntary income and capital sources***

Collections are recognised when received by or on behalf of the PCC.

Planned giving receivable under Gift Aid is recognised only when received.

Income tax recoverable on Gift Aid donations is recognised when the income is recognised.

Grants and legacies to the PCC are recognised when received.

Funds raised by fundraising and social events are accounted for gross.

***Other income***

Rental income from letting of the church premises, and associated charges, are accounted for when earned.

Parochial fees due to the PCC for weddings, funerals etc are accounted for on an event by event basis

**PAROCHIAL CHURCH COUNCIL OF ST JAMES THE GREATER CHURCH LEICESTER**

**NOTES TO THE FINANCIAL STATEMENTS  
For the year ended 31 December 2024**

**1 Accounting policies continued**

***Income from investments***

Interest from short term deposits with the Central Board of Finance of the Church of England, received gross, is accounted for when received.

**Resources used**

***Grants***

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

***Activities directly relating to the work of the Church***

The diocesan parish contribution is accounted for when paid.

**Fixed assets**

***Consecrated property and movable church furnishings***

Consecrated and beneficed property of any kind is excluded from the accounts by S 10(2) (a) and (c) of the Charities Act 2011.

Movable church furnishings held by the Vicar and Churchwardens on special trust for the PCC, and which require a faculty for disposal, are accounted for as inalienable property unless consecrated. They are listed in the Church's Inventory which can be inspected (at any reasonable time). For inalienable property acquired prior to 1 January 2002 there is insufficient cost information available and therefore such assets are not valued in the accounts. Individual items acquired after 1 January 2002, and with a purchase price of £1,000 or more, will be capitalised and depreciated in the accounts over their currently anticipated useful economic life on a straight-line basis.

All expenditure incurred in the year on consecrated or beneficed buildings or movable church furnishings, individual items under £1,000, or on the repair of movable church furnishings acquired before 1 January 2002, over that value, is written off.

***Other Fixtures fittings and office equipment***

Office equipment used within the Church premises is depreciated on a straight-line basis over 4 years.

**Current assets**

Amounts owing to the PCC at 31 December in respect of fees, rents or other income are shown as debtors less provision for amounts that may prove uncollectable.

Short-term deposits include cash held on deposit at the CBF Church of England Funds.

PAROCHIAL CHURCH COUNCIL OF ST JAMES THE GREATER CHURCH LEICESTER

NOTES TO THE FINANCIAL STATEMENTS  
For the year ended 31 December 2024

2 INCOMING RESOURCES	Unrestricted		Restricted	TOTAL FUNDS
	2024	Funds	Funds	2023
	£	£	£	£
<b>2(a) Voluntary Income</b>				
Plate Collections	4,186	4,186	0	5,112
Casual Gift Aid Donations	3,041	3,041	0	2,667
Envelope Scheme	2,137	2,137	0	2,360
Standing orders- Santander income	17,225	17,225	0	20,894
Income Tax Reclaimed	0	0	0	0
Donations	9,600	9,600	0	12,604
Votive	294	294	0	279
Flower Donations	0	0	0	0
Parish Giving Scheme	18,983	18,983	0	20,147
Wall safe	344	344	0	321
	<u>55,810</u>	<u>55,810</u>	<u>0</u>	<u>64,384</u>
<b>2(b) Activities for Generating Funds</b>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
<b>2(c) Investment Income</b>				
Interest Received	3,854	3,854	0	2,776
Rent from Church Flat	6,050	6,050	0	7,270
Rent arrears	1,185	1,185	0	1,015
	<u>11,089</u>	<u>11,089</u>	<u>0</u>	<u>11,061</u>
<b>2(d) Income from Church Activities</b>				
Wedding & Funeral Fees	0	0	0	719
Church Rentals and undercroft	4,447	4,447	0	6,917
Hall Rentals and Ashman room hire	13,164	13,164	0	13,410
Concerts- Paul Jenkins	3,309	3,309	0	2,817
Misc. Income	1,990	1,990	0	195
Coffee and bar takings	737	737	0	788
Choir money	2,220	2,220	0	300
Flower guild	1,062	1,062	0	0
	<u>26,929</u>	<u>26,929</u>	<u>0</u>	<u>25,146</u>
<b>2(e) Grants and Transfers</b>				
Transfer from Flower Guild	0	0	0	0
Donations & Grants	0	0	0	0
	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
<b>TOTAL INCOMING RESOURCES</b>	<u>93,828</u>	<u>93,828</u>	<u>0</u>	<u>100,591</u>

PAROCHIAL CHURCH COUNCIL OF ST JAMES THE GREATER CHURCH LEICESTER

NOTES TO THE FINANCIAL STATEMENTS  
For the year ended 31 December 2024

3 RESOURCES EXPENDED	2024	Unrestricted	Restricted	TOTAL FUNDS
	£	Funds	Funds	2023
	£	£	£	£
<b>3(a) CHURCH EXPENSES</b>				
<b>General Church Expenses</b>				
A Caretaking, Cleaning, Security	9,539	9,539	0	10,764
Pension	0	0	0	0
A1 Paye	0	0	0	0
Repairs & Renewals	0	0	0	7,617
D Light, Heat, Power, Water	22,637	22,637	0	24,370
E Insurance	8,880	8,880	0	8,658
F Bank charges	329	329	0	349
G Clergy Expenses	40	40	0	174
Fines	0	0	0	0
Hall rent refund	0	0	0	0
Flower arranging	11	11	0	10
Donations paid	1,247	1,247	0	0
Depreciation	238	238	0	0
K Other Expenses	1,683	1,683	0	2,146
	<u>44,604</u>	<u>44,604</u>	<u>0</u>	<u>54,088</u>
<b>Church Administration Expenses</b>				
L Administrator	5,672	5,672	0	2,413
M Printing & Stationery	2,812	2,812	0	4,745
N Telephones	2,110	2,110	0	2,513
O Accounts fees	3,336	3,336	0	3,150
P Card machine rentals	186	186	0	404
Q Subscriptions	1,401	1,401	0	487
R Other Expenses- add £2 rounding	294	294	0	267
	<u>15,811</u>	<u>15,811</u>	<u>0</u>	<u>13,978</u>
<b>Choir &amp; Organ Expenses</b>				
S Director of Music	20,359	20,359	0	12,038
T Organists	1,695	1,695	0	9,903
U Choir	2,046	2,046	0	1,792
V Organ & Piano Maintenance	1,290	1,290	0	2,446
W Music & Subscriptions	5,333	5,333	0	0
X Staging crew	630	630	0	1,150
X1 Other Expenses	955	955	0	0
	<u>32,307</u>	<u>32,307</u>	<u>0</u>	<u>27,329</u>
<b>Church organisations</b>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
<b>Charitable Giving</b>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
<b>Parish Contribution</b>	<u>0</u>	<u>0</u>	<u>0</u>	<u>31,367</u>
<b>Expenses on Operating Accounts</b>				
Holyoake Fund	0	0	0	0
Organ Fund	0	0	0	0
Youth Fund	0	0	0	0
Fabric & Furnishing Fund	5,769	5,769	0	0
Choir Fund	0	0	0	0
Flower Guild Fund	1,681	1,681	0	800
Concerts	0	0	0	0
Garden Party	0	0	0	0
Hymn Books & Music	0	0	0	0
	<u>7,450</u>	<u>7,450</u>	<u>0</u>	<u>800</u>
<b>TOTAL RESOURCES EXPENDED</b>	<u>100,173</u>	<u>100,173</u>	<u>0</u>	<u>127,562</u>

PAROCHIAL CHURCH COUNCIL OF ST JAMES THE GREATER CHURCH LEICESTER

NOTES TO THE FINANCIAL STATEMENTS  
For the year ended 31 December 2024

4 STAFF COSTS

	2024	2023
	£	£
Wages and salaries	29,616	32,880
Pension costs	0	0
	<u>29,616</u>	<u>32,880</u>

During the year the PCC employed the services of a Director of Music, Organist / Associate Director of Music, an Administrator, a Building Services Co-ordinator and a cleaner. There were no other disclosable transactions in respect of PCC members, persons closely related with them or other related parties.

5 FIXED ASSETS FOR USE BY THE PCC

		Fixtures & Fittings	Church Hall	Total
		£	£	£
<b>Cost</b>	at 1 January 2024	29,198	41,308	70,506
		0	0	0
	at 31 December 2024	<u>29,198</u>	<u>41,308</u>	<u>70,506</u>
<b>Depreciation</b>	at 1 January 2023	28,010	41,308	69,318
	charge for the year	238	0	238
	at 31 December 2024	<u>28,248</u>	<u>41,308</u>	<u>69,556</u>
<b>Net Book Value</b>	at 31 December 2024	<u>950</u>	<u>0</u>	<u>950</u>
	at 31 December 2023	<u>1,188</u>	<u>0</u>	<u>1,188</u>

Fixtures and Fittings comprises both office and church equipment.

6 LIABILITIES: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2024	2023
	£	£
Other creditors	0	175
Wages	0	0
	<u>0</u>	<u>175</u>

**NOTES TO THE FINANCIAL STATEMENTS**  
For the year ended 31 December 2024

**7 ANALYSIS OF NET ASSETS BY FUND**

	<b>Unrestricted Funds £</b>	<b>Restricted Funds £</b>	<b>Total £</b>
Fixed assets	950	-	950
Current assets	97,631	11,030	108,661
Current liabilities	0	-	0
<b>Fund balance</b>	<u>98,581</u>	<u>11,030</u>	<u>109,611</u>

**8 RESTRICTED FUNDS**

	<b>2024 £</b>	<b>2023 £</b>
Youth Group	1,408.00	1,408
Hymn Books	612.00	612
Choir	1,438.00	1,438
Holyoake	686.00	686
Organ Fund	1,653.00	1,653
Flower Guild	957.99	1,077
Fabric	528.00	528
Music Development	4,705.00	4,705
	<u>11,988</u>	<u>12,107</u>

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# Accounts

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**The Church of  
St James the Greater  
Parochial Church Council  
Annual Report  
and  
Financial Statements  
Year ended December 31, 2023  
Registered Charity 1180188**

**Incumbent:**

The Reverend Andrew Quigley  
St James the Greater Vicarage  
216 London Road  
Leicester, LE2 1NE

**Banks:**

National Westminster Bank plc  
Evington Road  
Leicester

Santander Bank plc

**Independent Examiner:**

Jordan Dennis  
TC Group  
Hamilton Office Park  
31 High View Close  
Leicester, LE4 9LJ

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## THE MISSION OF ST JAMES THE GREATER

is to welcome all people,  
to share with them the knowledge of God,  
to encourage them to follow the Christian way  
to celebrate the joys of life and to support each other through its sorrows,  
to serve those amongst whom we live,  
and to address the needs of others in the world.

### WE ENDEAVOUR TO FULFIL OUR MISSION BY:

1. **welcoming** people regardless of age, race or social status.
2. **worshipping** in ways both old and new, combining words and music, movement and stillness with skill and imagination to glorify God and to inspire people in their life and work.
3. **belonging** to the Church of England and taking an active part in the life of the Diocese of Leicester.
4. **listening** to different points of view to discern God's will for the church and the world.
5. **preaching** and teaching a thoughtful response to the gospel of Jesus Christ in the light of the Spirit for today.
6. **studying** the Bible and Christian life in groups and linking with Diocesan courses.
7. **praying** for the well-being of one another, for those who ask for our prayers, and for the church and the world.
8. **caring** pastorally for the needs of the congregation and of the parish and contributing to charitable causes.
9. **conducting** services at special moments for people - including baptisms, weddings and funerals - and for organisations.
10. **providing** opportunities for people of all ages to meet socially and as members of organisations.
11. **promoting** cultural excellence by making available space and facilities for concert performances.
12. **raising** the money needed to maintain and improve our buildings, and to meet the costs of our church's ministry and mission.

St James' Parochial Church Council (PCC) has the responsibility of co-operating with the incumbent in promoting in the ecclesiastical parish the whole mission of the Church, pastoral, evangelistic, social, educational and ecumenical. The PCC also represents those who, although living outside the small parish, choose to be associated with the worship and witness of this church.

The PCC is committed to enabling as many people as possible to worship at St James the Greater and to be part of our community. Our services and worship put faith into practice through prayer, scripture, music and sacrament, including learning about the Gospel and developing a trust in Jesus. We are a welcoming community with members from a variety of backgrounds from both within the parish and beyond.

### **Membership of the Parochial Church Council (PCC) at November 2023**

#### **Ex Officio Ministry team**

Revd. Andrew Quigley

#### **Ex Officio Church Wardens** Simon Edwards (first elected 2019)

April Rule (first elected 2021)

#### **Ex Officio Deanery Synod 2020 – 2023** William Woolley

#### **Ex Officio Deanery Synod 2021 – 2024** Sheila Roberts

#### **Elected Members retire 2023**

Caroline Beardsmore

Vicky Roe

#### **Elected Members retire 2024**

Mike Rule

Mike Bull

#### **Elected Members retire 2025**

Graham Jagger (Resigned February 2023)

### **COMMITTEES**

The PCC operates through a select number of sub committees which meet between full meetings of the PCC to work towards achieving the mission and objectives of the Church. Reports on their work follow later in this document.

#### **Standing Committee**

This is the only committee required by law. It has power to transact the business of the PCC between meetings, subject to any directions given by the PCC.

#### **Worship & Mission Committee**

Reviews the pattern and content of services and advises on education and mission.

### **The year at St. James 2023**

This was generally a year of growth after the difficult pandemic years. We saw attendance increase at most services, most notably at the Sunday 8.30 service, where the congregation has almost doubled in number, and is also our “youngest” congregation, with more children present than any other regular service.

Festival services at Easter, Christmas and other times also saw larger numbers, as well as the chance for our excellent choir to offer some outstanding music, with our Director of Music now firmly established. We once again hosted the Diocesan Chrism Eucharist, as well as a very popular Community Carol service (raising significant sums for LOROS), organised by David Andrews and Emma Trounson. We also hosted a memorial service for members of Leicestershire constabulary who had passed away during the pandemic, as well as a number of funerals, among them David Brunning’s, after many years as an invaluable and much-loved member of our community.

Music at St James’ has been both an attraction and an offering for the surrounding community. In addition to our weekly choral services, concerts organised by Paul Jenkins continued, as well as those by many local choirs and orchestras (many of whom also use our building for their regular rehearsals). Of particular note was a stunning concert by combined German youth choirs during the summer.

We welcomed James Gutteridge as parish administrator, with experience in that role at a nearby church, as well as musical expertise (always useful here!) as a director of music in Melton Mowbray. His appointment has allowed Vicky Roe to focus once more on her important roles as Pastoral Assistant and Safeguarding coordinator.

The Lent course, home group and weekly Bible study continued by Zoom, while in-person fellowship took place at the choir youth group, meeting weekly in the undercroft (and for a miraculously dry barbecue in the vicarage garden!). News of the church was shared in the weekly bulletin, our website, facebook page and noticeboards, as well as in the monthly magazine, The Shell, still in the hands of Paul Jenkins.

Compline on Zoom has been held each Wednesday, and Communion followed by refreshments has continued on Thursdays, in addition to our normal three Sunday services, varied with a couple of services of Mattins and the innovation of Taize services, which proved a significant draw beyond the parish.

**Rev. Andrew Quigley**  
**Vicar**

## **Churchwardens Report 2023**

April and I wish to thank the Warden Team for all their voluntary work at our Services during the last year. Paul at 08:30 a.m. and Janet at 10:30 a.m., David has had a period of 'leave' to complete other community work and is soon to return to duty.

During the last twelve months, April and I have, again, not only continued our Churchwarden duties, for example being alive to and reacting to any health and safety situations during services while regularly leaving site at 12:40 p.m. and 21:00 p.m. after completing post service duties, we have also been joint treasurer, fabric leads and performed comprehensive line manager duties for 3 of our 6 employees; we also pay wages, each month, to 6 employees and make payments to our Organ and Choral Scholars.

April is in full time work, and I have other long standing community commitments. Reflecting on the last 12 months and all the duties above, the first thought that comes to mind is one of constant interruption. At St James the Greater working day often starts just after 06:00 a.m. with questions and or urgent information, via mobile phone apps, which needs an immediate response and can end with April or myself unexpectedly performing an end of day full site lockup, the very mundane, checking taps are turned off, heaters are switched off, windows are closed, all lights are off and all doors are locked, all this, finishing the day at gone 11 o'clock at night; maintaining the requirements of our insurance policy. Each day, we keep each other fully informed of the day's events, with many electronic messages. Sharing this information is critically important to effectively support our six employees and contractors. Over a year there are many times when an instant decision is required, and we are not both available.

Our duties are many and varied, for example, meeting a scaffolder outside the hall and pausing our enjoyment and fellowship with the Choir during their Easter Day breakfast, so how do we maintain our spirituality, well, by contact with each of you. It is worth saying again, it is an undoubted privilege greeting, talking to and wishing you a good week ahead.

We still try to spend some time on the forecourt before and just after a service starts, name badge proudly displayed and holding the weekly bulletin, to engage with passers-by, some of whom are now established members of our congregation, we regard this as part of our personal outreach into the community.

## **City of Leicester Deanery Synod Report 2023**

*Deanery Synod met twice during 2023*

**Monday 27th March 2023 – Meeting at St. Andrews Church, Aylestone.** This was an Open Meeting given on the weighty theme of “The need to solve the funding gap between parish contributions and clergy costs in the Diocese.” A presentation was given by Diocesan officers from the Diocesan Board of Finance: David Palmer, Jonathan Kerry, Claire Bampton, Philip Leech and Simon Wilson, in which they outlined the difficult financial position facing the Diocese at this present time. They gave suggestions and possible proposals of how we can all contribute to the long term funding of local ministry, as a Diocese. They were also very explicit in the consequences facing the Diocese if we did nothing to solve the present situation.

In brief we were told that the Diocese is £2.4 million in deficit and that our main source of income The Parish Gift - formerly the Parish Share, where each Parish contributes funding to the Diocese is seriously going down. Expenditure on day to day operations is greater than the income and is subject to inflation. It was pointed out that 80% of the falling income goes into expenditure on clergy. Therefore, a strong possible solution to this could be found in having Minister Communities, with an emphasis on a reduction of the number of paid clergy across the Diocese. They said, it was through a greater expression of mission through the building up of discipleship and communities, that the Diocese could become a more outward facing, rather than being inward looking church.

At this meeting The Deanery Synod Accounts were presented by the Lay Chair and Assistant Area Dean on behalf of the Deanery Treasurer.

The meeting closed with A Parish Profile of St. Andrews given by its Vicar Revd. Rowena Bass.

**Wednesday 5th July 2023 – All Saints Church, Scraftoft.** The theme of this Synod was Climate Crisis and the Church. It began with an illustrated powerpoint presentation given by Revd. Andrew Quigley in which he introduced background to the theme explaining the work that the Church of England was currently engaged upon to achieve a promised carbon net zero target by 2030. He then went on to explain our Diocesan Strategy in helping to contribute to this ambitious but necessary target. He introduced three city churches which were examples of quick wins in how we as church communities can help to combat the Climate Crisis. These were from Revd. Martin Court from All Saints, Revd. Anne Scott from St. Peters Belgrave and Revd Sharon Plant from St. Paul's with St. Augustines who gave case studies on litter picking, Muddy Church, and the Outdoor Worship Leaders (OWL) network and the Allotment Church. The Climate Crisis theme was completed with a presentation from Zina Zelte from Climate Action Leicester and Leicestershire who explained their current campaign asking Leicestershire County Council to divest their pension scheme from fossil fuels – notably as Andrew had told us, in the light that the Church of England Commissioners and The Church of England Pensions Board announcement to independently divest from fossil fuels. Zina asked synod what we as churches could do locally ourselves with the aim to support local initiatives to divest from fossil fuels. Synod agreed to propose a motion to support her network group in their current campaign to ask Leicestershire County Council to divest their pension scheme from fossil fuels. Synod voted to join Climate Action Leicester and Leicestershire and also support the Pension Divest campaign. The motion was carried unanimously in both houses: clergy and laity.

**Sheila Roberts**

**Deanery Synod Representative**

## **Electoral Roll Report**

The electoral roll to date stands at 135 of which 14 live in the parish. Since last year 2023, 3 members of our fellowship have been removed and 8 new members have been added. Members can be added to the roll at any point, so if you, or anyone you know still wishes to be added to the roll, please fill in a form and pass it on to me. Thank you.

**April Rule  
(Electoral Roll Officer)  
May 2024**

## **Fabric Report 2023**

Fabric Report APCM 2024

The fabric of the Church is in very good condition.

Urgent repairs are required to the extension roof & flood damaged lower walls, plus a small repair to parts of the Lady Chapel apse roof

Main fabric expenditure in 2023

- The largest single expense during 2023 was a repair to the flat boiler at £1,081
- Asbestos report £660. The electricity 3 phase electrical boxes no longer need replacing
- Two thirds North outside path cleared of overgrown plants, particularly in the 'path pit' & plants cleared from north east outside church wall around organ blower air trunking. £750
- All drains cleared and annual contact established £288
- Broken gas heater in choir vestry replaced with electric heater £365.47

Fabric damage

The organ was flooded on the 2nd May 2023 due to a humidifier fault.

The extension was flooded, particularly around the bottom of the lift, in the lift mechanism room and the disability toilets area, on 22nd June 2023 due to exceptionally heavy rainfall within 30 minutes, crashing down to ground off the high roof and south aisle roof.

Simon and April

## **Finance Report 2024**

**Please see the Financial Statements of the PCC year ending 31<sup>st</sup> December 2023**

- Urgent financial commitments in the coming 12 months are repairs to the extension roof and flood damaged lower walls, a small repair to parts of the Lady Chapel apse roof and replacing the Church amplification system.
- I would suggest we cannot meet the cost of these repairs from our monthly income and raising funds may be necessary.

### **Balances**

We ended **2022** with total funds of £144,179

We ended **2023** with total funds of £116,913

### **Largest individual expenditure items 2023**

Parish Gift £31,367

Music department wages £18,984

### **Expected notable expenditure within next 8 years**

Replacement of organ console stops - internal electrical mechanism £20,000 plus  
Simon and April

## **FLOWER GUILD ANNUAL REPORT**

The three members of the Guild find much satisfaction and a privilege in arranging Commemorative flowers, weekly for you in church. We know they give such hope, consolation, and peace of mind in remembrance.

The Porch flowers are a mission call to the passing public, the positive feedback from walkers by, and those travelling on the buses is most welcome.

The raising of funds to enable us to continue decorating the church for Festivals, like Easter, Christmas, Harvest, and the giving of Mothering Sunday daffodils is a concern to the Guild, in these difficult times.

**Julia Walker**  
**Co-ordinator**

## **Lectors Report**

Our team of 26 lectors continue to read each Sunday's bible readings with expert clarity and our thanks go out to all for their continued commitment to this integral part of our worship. It has been a joy to add new members to the team, especially younger members of the choir. We are always interested in hearing from new lectors, please contact Mike Rule if you wish to discuss becoming part of the team.

## **Mike Rule**

## **Music Report**

### **Special Services and Events**

Early in the year we performed and recorded the première of a piece for SATB and organ which had been written especially for us by local composer Simon Mold. The piece is now published with a dedication to our choir.

In March, we saw the first big Spring workshop and performance day for St James Choral Project as pupils from Overdale School and Stonegate School came together in song.

We hosted the Royal School of Church Music Leicester Area Diocesan Festival in July.

Choristers from all three our choirs sang with singers from churches from around the Diocese for a service of Choral Evensong. The choir was conducted by Emma Trounson accompanied by Guy Steed on the organ. We were incredibly proud of our young Senior Choristers as 5 Gold candidates (Adelia, Annabel, Cuthbert, Oliver & Ram) 1 Silver (Emily) and 2 Bronze (Harriet & Regina) were awarded their RSCM medals at this service.

The Junior Choristers and Senior Sopranos and Altos performed in the Summer Concert of the Leicester Philharmonic Choir.

The Senior Choir enjoyed a Summer Tour to Bristol where we performed a lunchtime recital at Clifton Cathedral and sang Mattins, Eucharist and Evensong services at St Mary Redcliffe.

Members of the Senior Choir visited Newark Parish Church to sing Choral Evensong with their choir, which has kickstarted a continuing relationship between the choirs.

Our All Souls Service included the Duruflé Requiem and our Senior Choir joined forces with the Cathedral's Senior Choir. Emma Trounson and Chris Ouvry-Johns both conducted and sang the solos, and the organ playing was shared by Guy Steed and David Cowen.

The Junior and Senior Choirs took part in a 'Festival of Remembrance' organised by Ratby Band and through the St James Choral Project enabled the Hazel Primary School Choir to sing alongside our Junior Choir.

In addition to our regular special services, our new Community Carol Service returned, entitled 'Caring at Christmas'. We raised money for LOROS and involved ensembles and soloists, many of whom are professional musicians, from the wider community. Readers included the Lord-Lieutenant of Leicestershire, the Lord Mayor of Leicester & the High Sheriff of Leicestershire, alongside local celebrities.

## **Choirs**

### **Senior Choir**

In 2023 we had 6 Sopranos (and for a time 7), 6 Altos, 3 Tenors. Although 3 basses have gone away to study we have gained 1 bass, so there are 6 Basses. (At the time of writing, the total membership is 24.)

The Senior Choir have continued to progress in terms of blend, balance, tone, expression and intonation. They have expanded their repertoire by introducing brand new music or reintroducing music from the library which has not been sung at St James for a while. In the 'Chorister Training' sessions, the school age members have been working on sight reading and singing one to a part.

### **Junior Choir**

The Junior Choir had on average 7 members across 2023, (At the time of writing there are 11 members, with a mix of genders, aged 4-9.) The choir meets for an hour on Fridays and sings fun songs, play musical games, practise accessible pieces from the Senior Choir repertoire and learn music reading skills. They sing in Sunday services or events roughly once a month. My thanks go to regular chaperone Caroline Beardsmore and young helpers Regina and Emily from the Senior Choir for their invaluable support. Recruitment has been ongoing through the 'St James Choral Project', with workshops, concerts, and in school assemblies taking place over the year.

### **Organists**

Our organists have continued to be a wonderful asset to us: Mike Rule (Associate Director of Music and Church Organist), Guy Steed (Assistant Organist), Nicholas Friedesdorff (Organ Scholar) are all such dedicated and consummate musicians. Under Guy's watchful eye, Nicholas' confidence has developed throughout the year and is now very capable of playing for a whole service at St James. We are fortunate to have such an excellent team.

### **Thanks**

I'd like to record my appreciation for all that the organists and Senior & Junior choristers do to produce the very high standards they produce week in week out. I would also like to thank the choir chaperones, choir parents, the work of the clergy, the wardens, administration and also to the congregation for their support. Thank you to the St James Singers and Mike too, who continue to ensure that beautiful musical worship continues year round.

**Emma Trounson**

### **St James Singers**

We continue to be grateful to St James Singers who enhance our musical worship with their own repertoire which is delivered with energy and style. We are lucky to have such an able and committed choir to lead our musical worship during holiday periods which ensures St James the Greater has musical leadership all year round. At present the choir consists of 5 sopranos, 2 altos, 2 tenors and 3 basses. St James Singers rehearse twice a month and sing for one service each month and during holiday periods. We are always looking to welcome new singers who may be interested in joining, please come and have a chat with Mike Rule or one of the singers if this may be of interest.

**Mike Rule**

## **House/Zoom Groups**

At St James, we have continued to find that online meetings have proved very useful, especially as many find it difficult to travel into the centre of the city for mid-week sessions. For some too online meetings have proved liberating, as it makes it realistic to attend a group and meet others, which might otherwise not have been possible.

Currently we have one 'House Group' meeting in this way. Although the group is very willing to choose a new format for discussion, it has continued to look at hymns and their meaning. This has proved to be such a fascinating area of study and fits so well with the approach of St James' church to worship that interest has been maintained. This group meets on Monday afternoons, the actual dates depending on the members' commitments.

Similarly, a Bible Study group led by the vicar has been meeting, as well as a Lent group both also online.

Anyone is welcome and it is a good way of getting to know some other members of the congregation. Perhaps the best way of starting a group, either online or in person, is to do so spontaneously, so you might think of setting up your own. If you would like to do this then members of the Ministry Team would be willing to suggest resources, so do get in touch.

**Angela Jagger**

## **Pastoral Assistant's Report for 2023**

For the first eight months of 2023, in the absence of a paid Administrator, I was responsible for doing the administration work, preparing the weekly Bulletin and administering the hall and church bookings in the office. This took 10-20 hours per week on average, leaving little time for other pastoral duties, although I was able to respond to some pastoral requests during that period and more in the last quarter of the year.

I am grateful to Sheila Roberts, who took on doing Home Communion and Jennifer Smith, who helped with preparing the weekly Bulletin, until the paid Administrator started work on 1st September 2023, for whom I prepared a folder with detailed information about the church, the hirers and administration tasks.

I continued to provide information about the church to those living locally who are not on the Internet, through delivering the weekly Bulletin, as well as by printing and posting 'The Shell' magazine to them.

I have attended the regular monthly Ministry Team Meetings and typed the minutes. These meetings were conducted via Zoom or face-to-face.

I have continued to prepare the Eucharistic Assistant's Rota each quarter and am grateful to the faithful team who serve in this ministry.

I continued to represent St. James at the World Day of Prayer group meetings. I took part in the 2023 service, which had been prepared by Christian women of Taiwan. Julia Walker provided a flower display for it, which was much admired.

I attended the Bishops' Study Day at St. Martins House on 17th May 2023.

I was relicenced as a Pastoral Assistant at the 'Called Together' service in St. Margaret's Church on 20th May 2023, prior to which I had undergone a DBS check and completed the Leadership Level Safeguarding Training Course.

I attended an organised retreat at Marygate House on the Holy Island of Lindisfarne at the start of October 2023.

I continued to co-ordinate the schools visits team, but no schools visited in 2023.

**Vicky Roe**

### **Safeguarding Co-ordinator's Report for 2023**

At the end of 2019, the Diocese adopted the National Safeguarding Team's 'Safeguarding Handbook', with some of the Guidelines from the previous Diocese of Leicester document added to it, covering both child and adult safeguarding.

A specific St. James the Greater Policy and Procedures document, cross-referencing the Handbook throughout, was also developed. Both of these documents were adopted by the PCC at its meeting on 14th November 2019.

Both documents have been updated and are available through the church website, which has a Safeguarding statement on its front page. They were adopted at the PCC meeting on Thursday 8th June, following the APCM on Sunday 14th May 2023. Thereafter, the Annual Report to the PCC and Diocese was duly submitted.

The Parish Safeguarding Policy Statement, the 'Promoting a Safer Church' and posters giving help-line numbers have been displayed throughout the church in public and private areas, as required by C of E policy, for the benefit of anyone using our facilities or looking in the front porch.

I continued to oversee the Disclosure and Barring Service checks for PCC members and those in contact with children and/or vulnerable adults, a process which is now done online through 'thirtyone:eight', formerly known as CCPAS (Churches Child Protection Advisory Service).

I keep a record of Safeguarding Training undertaken by any employees and PCC members. This is mostly done online now through the C of E training portal

<https://safeguardingtraining.cofeportal.org/> but some face-to-face training is now also available.

A folder with information about Safeguarding, policies, guidelines, forms, etc., is stored in the office cupboard for easy reference. There is also a 'Safeguarding' folder on the office computer, containing electronic versions of the documents in the physical folder. Information about Serious Incident Reporting and the Retention of Records is included in it.

In the first quarter of the year, I completed the Leadership Level Safeguarding Course in preparation for being relicensed as a Pastoral Assistant in May 2023.

I attended the Safeguarding Co-ordinator's Conference via Zoom on Saturday 4th November 2023. The subject was 'Empowering Children and Young People to talk about abuse and wellbeing' and the presentation slides were circulated to the Ministry Team and Youth Leaders after the event. Further updates were also given about procedural matters and the Parish Safeguarding Dashboard, on which St. James the Greater is registered and that produces reports for PCC meetings. I also attended a Safeguarding Co-ordinator's Bi-monthly meeting on Zoom on the evening of Wednesday 6th December 2023.

As I am no longer on the PCC, I prepare Safeguarding reports in advance of the meetings and circulate them to the PCC members. The Vicar is now the Safeguarding Representative on the PCC.

**Vicky Roe**

### **Refreshments Report 2022**

Coffee/tea is provided after the service on Thursdays and Sundays. Sheila now is providing Coffee/Tea from 'Tradefair' and biscuits/birthday cake always welcome and paper cups are ordered from Mike. Last year £600 was received which was very acceptable – all went into the church funds. When the sun is shining chairs and tables are taken onto the Church forecourt, which is enjoyed by all – but we do need help from younger hands to bring it all back into the church. Help is also needed to cover holidays/sickness etc.

**Janet Burton**

### **Servers Report 2023**

Another year completed during which the talented and versatile team we are blessed with have risen to all the challenges presented to them both in Ordinary Time and on Festivals. The second chalice has been restored, the offertory procession reinstated and for the Easter season we had 'worship in the round. After 53 years, including a time as Head Server, Angela Finn decided to retire with our thanks and best wishes. Lydia Doughty joined us from St. Mary de Castro but has since moved on. Advent Sunday marked 60 years since David Kibert and I made our debuts as servers and we were rewarded with personal letters from the Bishop. The PCC agreed to incense being added to the Candlemas and All Saints services so Lucy Hutchinson and Hazel Carlin have begun their training in its use. I must also pay tribute to the work done by Sheila Roberts and her team in the provision and maintenance of ceremonial requisites. If anyone feels that they can contribute to these necessary and rewarding aspects of our worship, come and talk to us - you will be most welcome.

**William A. Woolley B.Sc.**

**Head Server**

## **Stewardship and Magazine Co-ordinator's Report for 2023**

By the end of 2023, there were 15 people using the weekly numbered envelopes for regular giving, which is down from 16 in 2022. This was a result of two people leaving and one person joining the scheme.

Baskets for donations continue to be placed on the back tables at church, with the gifts being taken up to the high altar during the Offertory.

From mid-December 2022 to mid-February 2023, a CollecTin.com card reader machine was loaned to St. James from the Diocese Generous Giving Team for a trial period to assess its effectiveness. In that period it raised enough money to purchase a machine for the church, so from the last Sunday of April 2023 the church's own CollecTin.com machine has been in use each week. The donation suggestions set on the screen fall within the limits of the Gift Aid Small Donations Scheme, meaning that Gift Aid can be claimed on all offerings of those amounts given through the machine, irrespective of the tax status of the donor.

Information packs about the Parish Giving Scheme are available on the table at the back of church for those who wish to give through their bank using this method, for which Gift Aid is processed for the church.

The Shell magazine, with Paul Jenkins as Editor, was issued in Spring, Summer, Autumn and Winter 2023. It was put on the church website, delivered electronically to people on the church E-mail list and posted or delivered to those not on the Internet. Print copies were on sale in church.

The Summer 2023 edition commemorated the coronation of King Charles III with feature articles and the sermon preached by Rev. Andrew Quigley at a special Evensong on Sunday 7th May 2023.

**Vicky Roe**

### **'The Shell' Editor's Review, 2023**

It is again a great pleasure to give credit to Vicky Roe who has organised me very well to produce each issue of the Shell in 2023.

In the first issue of 2023 I was very pleased to have an article from Tom Clifford the plumber who has done excellent work at St James and a committed Christian. Tom used to work at Bentley's luxury cars and had the task of servicing the top of the range models owned by Jamie Vardy and Princess Ann. Mary Campbell co-chair of the University Botanic Garden gave us a fascinating account of the history of The Knoll. Musical Director Emma Trounson is now firmly established at St James and an account of the activities of the choir appears in each issue of the Shell.

The May issue focused on the Coronation of King Charles. There were also articles about Choir Alumni Philomena Holladay and her fascination with steam engines, and a progress report on the Youth Group by Chiara Steed. Emma proudly announced that the St James Organ Scholar Nicholas Friedesdorff won the Gold Medal at the Leicester MusicFest in the Advanced Organ and Piano classes.

In August I reported on the fascinating group of people who were given Honorary Degrees at the University of Leicester degree ceremonies. A musical friend of mine Jude Richardson gave an account of his life story starting in Bermuda via Bloomington Indiana and arriving in Leicester. Emma gave an account of the choir visit to Bristol Cathedral.

In November Vicky reported on an excellent concert by Cantus Juvenum Karlsruhe and her visit to Holy Island. I was delighted that Professor Martin Barstow wrote about his life as an astrophysicist and a member of the Church of England. Martin's article contained a spectacular picture from the James Webb Space Telescope. Finally, I gave an account of a visit we made to Frankfurt and Mainz to see a Leicester University Alumni who is taking the opera world by storm.

Everyone I asked to contribute did so with great enthusiasm especially when I sent them the previous edition. At this moment several people are hard at work writing articles for the next edition of the Shell. The Shell reaches past and present members of St James and so it should be seen as part of our outreach activities. Interesting articles from people with wide range of backgrounds clearly helps to show that St James the Greater is lively Church.

**Paul Jenkins, Editor of the Shell**

### **Friends of St. James the Greater Report, 2024**

The Friends of St James the Greater was launched by our former Vicar, the Very Reverend Dr Derek Hole, Provost Emeritus of Leicester Cathedral. Its main aims are to preserve and enhance the fabric of the Church of St James the Greater and to support its work and ministry, by a variety of means:

Keeping in touch with former members of the congregation who remain interested in the Church's wellbeing, but are no longer able to worship regularly, due to relocation, infirmity or other changed circumstances;

Canvassing for financial support via subscription or legacy;

Providing information about and invitations to special events, including the Patronal Festival, festivals in the Church calendar, concerts and exhibitions, not forgetting social occasions.

The FoSJ is an independent charity. its activities stalled during the pandemic and the protracted illness of Derek Hole. However, in 2022, the Trustees regrouped under the chairmanship of Mrs Tricia Dean, who worshipped and served in the Church for 40 years, before moving to Lutterworth. The death of the Honourable David Brunning deprived them of a valued colleague, but they have welcomed Dr Caroline Beardsmore and Mrs April Rule to their ranks.

It is the Trustees' aspiration to revive the FoSJ, to build up its membership and to play a more prominent part in the affairs of the Church, with particular reference to the upkeep of its buildings. An Annual General Meeting, to which all members of the congregation were invited, was held after the morning service on the 2023 Patronal Festival. Thi will be repeated in 2024, hoping for a better attendance from all interested parties.

At the AGM, the Chairman will report on the outcomes of a mailshot, which will have informed the Trustees' proposals for the future role of the FoSJ, including the disposition of existing funds.

Information about the FoSJ and its activities should be available in Church and published in its weekly Newsletter or quarterly magazine, The Shell.

**Tricia Dean**

**Chairman, Friends of St James the Greater**

### **Concerts, Church and Hall Lettings from January to August 2023**

I continued to do the administration of church and hall bookings on a voluntary basis, but after the efforts and excessive hours required to cover the events at the end of 2022 brought me to the point of exhaustion, I gave notice in January that I was no longer prepared to cover mid-week evening hires and wanted to finish working at the end of August 2023, over two years after I 'stepped into the breach'. I recommended that someone be appointed in good time to be trained on the systems in place in an extended hand-over period before 31st August. The PCC agreed to the appointment of a paid administrator on 20th April, but the advertisement was not placed in Diomail until 17th July. In mid-August, James Gutteridge was appointed as part-time paid Administrator to start working on weekday afternoons from 1st September 2023.

The bookings recording systems I had worked hard to set up in January 2022 helped keep track of enquiries, bookings and Invoices from one-off hall hirers, regular hire groups and those hiring the church for concerts or events. The instructions on its operation were updated when necessary.

From January to August 2023, there were 5 one-off hall hire events, 6 regular groups who hired the halls on a weekly or monthly basis, 15 concerts, including a choral workshop for schools and a concert by St. James Choristers. There were also funerals and other special services, including the Diocesan Chrism Eucharist.

The Building Services Co-ordinator was only available to cover Saturday bookings, due to other employment on weekdays. The Churchwarden, who had offered to cover mid-week hires, was unable to do any of the dates requested by those wanting to book the halls, so they had to be given an apology and a list of other halls for hire in the area. For two Eid party bookings on Wednesday 28th June, Tony Chizema had to take a day off from his other work to be able to cover the hires, as I was on holiday and no one else was available.

This situation means that one-off hall hires and concerts can only be accepted for Saturdays, limiting the potential income for the church, as it is necessary to have an SJG representative on-site for all such lettings.

From September, the Administration and bookings will not be my responsibility, but I have prepared a folder of information for the new person with detailed instructions on the administration systems, weekly and monthly tasks, Bulletin preparation, Bookings system, tariffs and forms, along with a 'Who's Who at St. James' contacts list.

**Vicky Roe**

## **ST JAMES THE GREATER CHURCH LEICESTER**

### **INDEPENDENT EXAMINER'S REPORT TO THE PAROCHIAL CHURCH COUNCIL**

We report on the accounts of St James the Greater Church Leicester for the year ended 31 December 2023, which are set out on pages 17 to 24.

This report is made solely to the trustees, as a body, in accordance with the regulations made under Section 154 of the Charities Act 2011. Our work has been undertaken so that we might state to the charity's trustees those matters we are required to state to them in an Independent Examiner's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charity's trustees, as a body, for our work, for this report, or for the opinions we have formed.

#### **Respective responsibilities of the PCC and the examiner**

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the Act) and that an independent examination is needed. We are qualified to undertake the examination by being a member of the Institute of Chartered Accountants in England and Wales.

It is our responsibility to:

- examine the accounts under section 145 of the Act
- to follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the Act.

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

Our examination was carried out in accordance with the General Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeks 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 no opinion is given as to whether the accounts present a "true and fair" view and the report is limited to those matters set out in the statement below.

#### **Independent Examiner's statement**

We have completed our examination. We confirm that no material matters have come to our attention in connection with the examination giving us cause to believe that in any material respect:

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

We 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.

Jordan Dennis  
TC Group  
31 High View Close  
Leicester  
LE4 9LJ

29 October 2024

PAROCHIAL CHURCH COUNCIL OF ST JAMES THE GREATER CHURCH LEICESTER

STATEMENT OF FINANCIAL ACTIVITIES

For the year ended 31 December 2023

	Note	Unrestricted Funds £	Restricted Funds £	TOTAL FUNDS 2023 £	2022 £
<b>INCOMING RESOURCES</b>					
Voluntary Income	2(a)	64,384	0	64,384	77,634
Activities for Generating Funds	2(b)	0	0	0	0
Investment Income	2(c)	11,061	0	11,061	5,152
Income from Church Activities	2(d)	25,146	0	25,146	31,542
Grants and transfers	2(e)	0	0	0	1,087
<b>TOTAL INCOMING RESOURCES</b>		<u>100,591</u>	<u>0</u>	<u>100,591</u>	<u>115,415</u>
<b>RESOURCES EXPENDED</b>					
Total Church Activities	3(a)	127,562	295	127,857	97,122
<b>TOTAL RESOURCES EXPENDED</b>		<u>127,562</u>	<u>295</u>	<u>127,857</u>	<u>97,122</u>
<b>NET OUTGOING RESOURCES BEFORE TRANSFERS</b>		(26,971)	(295)	(27,266)	18,293
<b>Gross Transfers</b>		239	(239)	0	0
<b>NET INCOMING/(OUTGOING) RESOURCES AFTER TRANSFERS</b>		<u>(26,732)</u>	<u>(534)</u>	<u>(27,266)</u>	<u>18,293</u>
BALANCES BROUGHT FORWARD AT 1 JANUARY 2023		131,538	12,641	144,179	125,886
<b>BALANCES CARRIED FORWARD AT 31 December 2023</b>		<u>104,806</u>	<u>12,107</u>	<u>116,913</u>	<u>144,179</u>

The notes on pages 19 to 24 form part of these accounts.

**PAROCHIAL CHURCH COUNCIL OF ST JAMES THE GREATER CHURCH LEICESTER**

**BALANCE SHEET AT 31 December 2023**

	Note	2023 £	2022 £
<b>FIXED ASSETS</b>			
Tangible fixed assets	5	1,188	0
<b>CURRENT ASSETS</b>			
Debtors		100	100
Short term deposits		81,416	79,956
Cash at bank and in hand		34,384	64,207
		<u>115,900</u>	<u>144,263</u>
<b>CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR</b>			
	6	<u>(175)</u>	<u>(84)</u>
<b>NET CURRENT ASSETS</b>		<u>115,725</u>	<u>144,179</u>
<b>NET ASSETS</b>		<u><u>116,913</u></u>	<u><u>144,179</u></u>
<b>FUNDS</b>			
Unrestricted		104,806	131,538
Restricted	8	12,107	12,641
		<u>116,913</u>	<u>144,179</u>
	7	<u><u>116,913</u></u>	<u><u>144,179</u></u>

Approved by the Parochial Church Council on 29 October 2024 and signed on its behalf by:

..... Reverend Andrew Quigley

..... April Rule

..... Simon Edwards

The notes on pages 19 to 24 form part of these accounts

## PAROCHIAL CHURCH COUNCIL OF ST JAMES THE GREATER CHURCH LEICESTER

### NOTES TO THE FINANCIAL STATEMENTS For the year ended 31 December 2023

#### 1 Accounting policies

##### **Basis of accounting**

The financial statements have been prepared in accordance with the Church Accounting Regulations 2006 together with applicable accounting standards and the Charities SORP.

The financial statements have been prepared under the historical cost convention.

##### **Funds**

General funds represent the funds of the PCC that are not subject to any restrictions regarding their use and are available for application on the general purposes of the PCC. Funds designated for a particular purpose by the PCC are also unrestricted.

The purposes of the restricted funds are as follows:

Holyoake Trust Fund	- to make grants in cases of need at the discretion of the Vicar
Organ Fund	- to repair and renovate the Church organ
Youth Fund	- to contribute to youth work within the Church
Fabric and Furnishing Fund	- to repair and renovate Church buildings and furnishings incorporating the Disabled Access Fund.
Music Development Fund	- to develop and enhance all aspects of music within the Church
Choir Fund	- to provide support for the choir and it's projects
Hymn Book Fund	- to provide hymn books for the Church
Renovation Fund	- to provide renovation works for the west front and the church roof

These accounts include all transactions, assets and liabilities for which the PCC is responsible in law. They do not include the accounts of Church groups that owe their main affiliation to another body or those that are informal gatherings of Church members.

##### **Incoming resources**

###### ***Voluntary income and capital sources***

Collections are recognised when received by or on behalf of the PCC.

Planned giving receivable under Gift Aid is recognised only when received.

Income tax recoverable on Gift Aid donations is recognised when the income is recognised.

Grants and legacies to the PCC are recognised when received.

Funds raised by fundraising and social events are accounted for gross.

###### ***Other income***

Rental income from letting of the church premises, and associated charges, are accounted for when earned.

Parochial fees due to the PCC for weddings, funerals etc are accounted for on an event by event basis

**PAROCHIAL CHURCH COUNCIL OF ST JAMES THE GREATER CHURCH LEICESTER**

**NOTES TO THE FINANCIAL STATEMENTS  
For the year ended 31 December 2023**

**1 Accounting policies continued**

***Income from investments***

Interest from short term deposits with the Central Board of Finance of the Church of England, received gross, is accounted for when received.

**Resources used**

***Grants***

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

***Activities directly relating to the work of the Church***

The diocesan parish contribution is accounted for when paid.

**Fixed assets**

***Consecrated property and movable church furnishings***

Consecrated and beneficed property of any kind is excluded from the accounts by S 10(2) (a) and (c) of the Charities Act 2011.

Movable church furnishings held by the Vicar and Churchwardens on special trust for the PCC, and which require a faculty for disposal, are accounted for as inalienable property unless consecrated. They are listed in the Church's Inventory which can be inspected (at any reasonable time). For inalienable property acquired prior to 1 January 2002 there is insufficient cost information available and therefore such assets are not valued in the accounts. Individual items acquired after 1 January 2002, and with a purchase price of £1,000 or more, will be capitalised and depreciated in the accounts over their currently anticipated useful economic life on a straight-line basis.

All expenditure incurred in the year on consecrated or beneficed buildings or movable church furnishings, individual items under £1,000, or on the repair of movable church furnishings acquired before 1 January 2002, over that value, is written off.

***Other Fixtures fittings and office equipment***

Office equipment used within the Church premises is depreciated on a straight-line basis over 4 years.

**Current assets**

Amounts owing to the PCC at 31 December in respect of fees, rents or other income are shown as debtors less provision for amounts that may prove uncollectable.

Short-term deposits include cash held on deposit at the CBF Church of England Funds.

PAROCHIAL CHURCH COUNCIL OF ST JAMES THE GREATER CHURCH LEICESTER

NOTES TO THE FINANCIAL STATEMENTS  
For the year ended 31 December 2023

2 INCOMING RESOURCES	Unrestricted	Restricted	TOTAL FUNDS	
	Funds	Funds	2023	2022
	£	£	£	£
<b>2(a) Voluntary Income</b>				
Plate Collections	5,112	0	5,112	2,496
Casual Gift Aid Donations	2,667	0	2,667	2,604
Envelope Scheme	0	0	0	2,960
Standing orders- Santander income	20,894	0	20,894	33,699
Income Tax Reclaimed	0	0	0	0
Donations	12,604	0	12,604	11,991
Votive	279		279	
Flower Donations	0	0	0	1,161
Parish Giving Scheme	20,147	0	20,147	22,723
Stewardship	2,360		2,360	
Wall safe	321	0	321	0
	<u>64,384</u>	<u>0</u>	<u>64,384</u>	<u>77,634</u>
<b>2(b) Activities for Generating Funds</b>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
<b>2(c) Investment Income</b>				
Interest Received	2,776	0	2,776	752
Rent from Church Flat	7,270	0	7,270	4,400
Rent arrears	1,015	0	1,015	
	<u>11,061</u>	<u>0</u>	<u>11,061</u>	<u>5,152</u>
<b>2(d) Income from Church Activities</b>				
Wedding & Funeral Fees	719	0	719	304
Church Rentals and undercroft	6,917	0	6,917	12,481
Hall Rentals and Ashman room hire	13,410	0	13,410	14,218
Concerts- Paul Jenkins	2,817	0	2,817	3,127
Misc. Income	195	0	195	1,412
Coffee and bar takings	788	0	788	0
Choir money	300	0	300	0
	<u>25,146</u>	<u>0</u>	<u>25,146</u>	<u>31,542</u>
<b>2(e) Grants and Transfers</b>				
Transfer from Flower Guild	0	0	0	0
Donations & Grants	0	0	0	1,087
	<u>0</u>	<u>0</u>	<u>0</u>	<u>1,087</u>
<b>TOTAL INCOMING RESOURCES</b>	<u>100,591</u>	<u>0</u>	<u>100,591</u>	<u>115,415</u>

PAROCHIAL CHURCH COUNCIL OF ST JAMES THE GREATER CHURCH LEICESTER

NOTES TO THE FINANCIAL STATEMENTS  
For the year ended 31 December 2023

3 RESOURCES EXPENDED	Unrestricted Funds £	Restricted Funds £	TOTAL FUNDS	
			2023 £	2022 £
<b>3(a) CHURCH EXPENSES</b>				
<b>General Church Expenses</b>				
Caretaking, Cleaning, Security	10,764	0	10,764	8,422
Pension	0	0	0	238
Repairs & Renewals	7,617	0	7,617	21,642
Light, Heat, Power, Water	24,370	0	24,370	19,381
Insurance	8,658	0	8,658	8,102
Bank charges	349	0	349	237
Clergy Expenses	174	0	174	213
Fines	0	0	0	800
Hall rent refund	0	0	0	450
Flower arranging	10	0	10	1,422
Other Expenses	2,146	0	2,146	2,245
	<u>54,088</u>	<u>0</u>	<u>54,088</u>	<u>63,152</u>
<b>Church Administration Expenses</b>				
Administrator	2,413	0	2,413	0
Printing & Stationery	4,745	0	4,745	3,349
Telephones	2,513	0	2,513	2,245
Accounts fees	3,150	0	3,150	0
Card machine rentals	404	0	404	0
Subscriptions	487	0	487	0
Other Expenses- add £2 rounding	267	0	267	2,199
	<u>13,978</u>	<u>0</u>	<u>13,978</u>	<u>7,793</u>
<b>Choir &amp; Organ Expenses</b>				
Director of Music	12,038	0	12,038	19,129
Organists	9,903	0	9,903	0
Choir	1,792	0	1,792	0
Organ & Piano Maintenance	2,446	0	2,446	2,432
Music & Subscriptions	0	0	0	3,513
Staging crew	1,150	0	1,150	0
Other Expenses	0	0	0	603
	<u>27,329</u>	<u>0</u>	<u>27,329</u>	<u>25,677</u>
<b>Church organisations</b>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
<b>Charitable Giving</b>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
<b>Parish Contribution</b>	<u>31,367</u>	<u>0</u>	<u>31,367</u>	<u>0</u>
<b>Expenses on Operating Accounts</b>				
Holyoake Fund	0	0	0	0
Organ Fund	0	0	0	0
Youth Fund	0	0	0	0
Fabric & Furnishing Fund	0	0	0	0
Choir Fund	0	0	0	0
Flower Guild Fund	800	0	800	500
Concerts	0	0	0	0
Garden Party	0	0	0	0
Hymn Books & Music	0	295	295	0
	<u>800</u>	<u>295</u>	<u>1,095</u>	<u>500</u>
<b>TOTAL RESOURCES EXPENDED</b>	<u>127,562</u>	<u>295</u>	<u>127,857</u>	<u>97,122</u>

**PAROCHIAL CHURCH COUNCIL OF ST JAMES THE GREATER CHURCH LEICESTER**

**NOTES TO THE FINANCIAL STATEMENTS  
For the year ended 31 December 2023**

**4 STAFF COSTS**

	<b>2023</b>	<b>2022</b>
	<b>£</b>	<b>£</b>
Wages and salaries	32,880	27,215
Pension costs	-	238.
	<u>32,880</u>	<u>27,453</u>

During the year the PCC employed the services of a Director of Music, Organist / Associate Director of Music, an Administrator, a Building Services Co-ordinator and a cleaner. There were no other disclosable transactions in respect of PCC members, persons closely related with them or other related parties.

**5 FIXED ASSETS FOR USE BY THE PCC**

		<b>Fixtures &amp; Fittings £</b>	<b>Church Hall £</b>	<b>Total £</b>
<b>Cost</b>	at 1 January 2023	28,010.00	41,308	69,318
	additions	1,187.96	-	1,188
	at 31 December 2023	<u>29,197.96</u>	<u>41,308</u>	<u>70,506</u>
<b>Depreciation</b>	at 1 January 2023	28,010.00	41,308	69,318
	charge for the year	0.00	-	-
	at 31 December 2023	<u>28,010.00</u>	<u>41,308</u>	<u>69,318</u>
<b>Net Book Value</b>	at 31 December 2023	<u>1,187.96</u>	<u>-</u>	<u>1,188</u>
	at 31 December 2022	<u>1</u>	<u>-</u>	<u>1</u>

Fixtures and Fittings comprises both office and church equipment.

**6 LIABILITIES: AMOUNTS FALLING DUE WITHIN ONE YEAR**

	<b>2023</b>	<b>2022</b>
	<b>£</b>	<b>£</b>
Other creditors	175	630
	<u>175</u>	<u>630</u>

**NOTES TO THE FINANCIAL STATEMENTS**  
For the year ended 31 December 2023

**7 ANALYSIS OF NET ASSETS BY FUND**

	<b>Unrestricted Funds £</b>	<b>Restricted Funds £</b>	<b>Total £</b>
Fixed assets	1,188	-	1,188
Current assets	103,793	12,107	115,900
Current liabilities	(175)	-	(175)
<b>Fund balance</b>	<u>104,806</u>	<u>12,107</u>	<u>116,913</u>

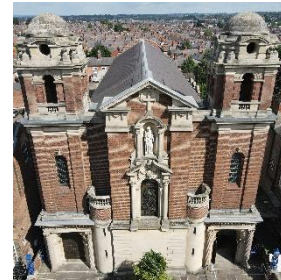
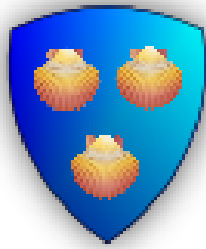
**8 RESTRICTED FUNDS**

	<b>2023 £</b>	<b>2022 £</b>
Youth Group	1,408	1,408
Hymn Books	612	612
Choir	1,438	1,438
Holyoake	686	686
Organ Fund	1,653	1,653
Flower Guild	1,077	1,316
Fabric	528	528
Music Development	4,705	5,000
	<u>12,107</u>	<u>12,641</u>

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# Accounts

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# **The Church of St James the Greater Parochial Church Council**

## **Annual Report and Financial Statements**

**Year ended December 31, 2022**

**Registered Charity 1180188**

**THE MISSION OF ST JAMES THE GREATER**  
is to welcome all people,  
to share with them the knowledge of God,  
to encourage them to follow the Christian way  
to celebrate the joys of life and to support each other through its sorrows,  
to serve those amongst whom we live,  
and to address the needs of others in the world.

**WE ENDEAVOUR TO FULFIL OUR MISSION BY:**

1. **welcoming** people regardless of age, race or social status.
2. **worshipping** in ways both old and new, combining words and music, movement and stillness with skill and imagination to glorify God and to inspire people in their life and work.
3. **belonging** to the Church of England and taking an active part in the life of the Diocese of Leicester.
4. **listening** to different points of view to discern God's will for the church and the world.
5. **preaching** and teaching a thoughtful response to the gospel of Jesus Christ in the light of the Spirit for today.
6. **studying** the Bible and Christian life in groups and linking with Diocesan courses.
7. **praying** for the well-being of one another, for those who ask for our prayers, and for the church and the world.
8. **caring** pastorally for the needs of the congregation and of the parish and contributing to charitable causes.
9. **conducting** services at special moments for people - including baptisms, weddings and funerals - and for organisations.
10. **providing** opportunities for people of all ages to meet socially and as members of organisations.
11. **promoting** cultural excellence by making available space and facilities for concert performances.
12. **raising** the money needed to maintain and improve our buildings, and to meet the costs of our church's ministry and mission.

St James' Parochial Church Council (PCC) has the responsibility of co-operating with the incumbent in promoting in the ecclesiastical parish the whole mission of the Church, pastoral, evangelistic, social, educational and ecumenical. The PCC also represents those who, although living outside the small parish, choose to be associated with the worship and witness of this church.

The PCC is committed to enabling as many people as possible to worship at St James the Greater and to be part of our community. Our services and worship put faith into practice through prayer, scripture, music and sacrament, including learning about the Gospel and developing a trust in Jesus. We are a welcoming community with members from a variety of backgrounds from both within the parish and beyond.

## **Membership of the Parochial Church Council (PCC) at November 2022**

### **Ex Officio Ministry team**

Revd. Andrew Quigley

### **Ex Officio Church Wardens**

Simon Edwards (first elected 2019)  
April Rule (first elected 2021)

### **Ex Officio Deanery Synod 2020 – 2023**

William Woolley

### **Ex Officio Deanery Synod 2021 – 2024**

Sheila Roberts

### **Elected Members retire 2023**

Caroline Beardsmore  
Vicky Roe

### **Elected Members retire 2024**

Mike Rule  
Mike Bull

### **Elected Members retire 2025**

Graham Jagger (Resigned February 2023)

## **COMMITTEES**

The PCC operates through a select number of sub committees which meet between full meetings of the PCC to work towards achieving the mission and objectives of the Church. Reports on their work follow later in this document.

### **Standing Committee**

This is the only committee required by law. It has power to transact the business of the PCC between meetings, subject to any directions given by the PCC.

### **Worship & Mission Committee**

Reviews the pattern and content of services and advises on education and mission.

## **THE YEAR AT ST JAMES**

Whilst the early months were still under the shadow of the pandemic, 2022 was a year of re-building.

Attendance at the three Sunday services showed a steady upward trend through the year, though it did not recover to pre-pandemic levels. A Lent course was run following the Living in Life and Faith materials. There was one wedding, two baptisms and several funerals.

Music remained a vital and central part of both our worship and general life at St James. It was good to welcome Emma Trounson as our new Director of Music, building on the excellent work Michael Rule and Guy Stead had done to maintain things. In particular, as we moved to Advent and Christmas, the full range of customary services and a new community carol service were very successful. It is worth noting the wide range of other concerts hosted by the church and especially those organized by Paul Jenkins.

Thursday Eucharists continue, as does Compline by Zoom each Wednesday. Zoom also facilitated online Bible discussion and house groups. The parish magazine *The Shell* is also distributed electronically (as well as in print), also edited by Paul.

The hall saw community use returning to pre-pandemic levels of popularity, an important source of income for the church.

Local schools and charities, including the Freemasons, used the church for concerts and carol services. We also hosted a range of Cathedral services, while St Martin's in closed, including the Diocesan Chrism Eucharist and the service of Thanksgiving for the life of Queen Elizabeth II.

Both these areas of operation have relied on the tireless efforts of Vicky Roe acting as our volunteer administrator, as well as preparing the weekly bulletin and acting as Safeguarding officer.

Rev. Andrew Quigley  
Vicar  
April 2023

## **Churchwardens Report 2022**

April and I wish to thank the Warden Team for all their voluntary work at our Services during the last year. Paul at 08:30, Janet at 10:30 and David at 18:30. Unlocking the Church, accounting for income, tidying up and performing a whole site security check takes longer than we, as a team, ever imagined. Warden duties, while being many and varied, give each of us the undoubted privilege of greeting and wishing members of our congregation a good week ahead. April and I try to spend some time on the forecourt before and just after a service starts to engage with passers-by, some of whom are now established members of our congregation, we regard this as part of our personal outreach into the community.

Simon Edwards and April Rule  
Churchwardens  
April 2023

## **City of Leicester Deanery Synod Report 2022**

**Tuesday 22nd March 2022** – meeting via Zoom only A presentation was given by Emily Williams, the Diocesan Disability Advisor. The main theme was ‘What do we mean by Accessible Church?’ Break-out rooms were used to discuss issues on disability in our own churches. Legally, organisations must make “reasonable adjustments” for people with disabilities AND they have an “anticipatory duty” to think ahead etc. Emily then described the Medical and Social models of Disability. THINK: How can your church be changed, physically and otherwise, to accommodate disabled people, if there are barriers to it currently?

Revd Tony Leighton, Master of Wyggestons, part of the West Leicester Mission partnership, gave a fascinating insight into life at Wyggestons and the building developments recently completed, as well as their investments. A lot is going on including partnerships with other, similar organisations.

**Wednesday 6th July 2022** – Meeting at St. Margaret’s Church. Florence Gildea, Social Policy Advisor to the Bishop, presented on the Cost of Living Crisis. Churches are trusted in a way that statutory services are not. The worst affected people are the poorest in society. To address this, there are three steps to social action: Being grounded in God’s vision, Assessing the need and Planning and Planning how you might deliver. Each part was examined.

Philip Leech then presented on Generous Giving - how we finance our Mission and Ministry. There are four principles: Transparency, Trust, Working together and Christ like generosity. The present diocesan financial situation was described and explained, and background given on the current parish contribution system. The Generous Giving team aims to continue building a generous church which includes facilitating the mechanisms and processes for giving, highlighting the impact and importance of giving, and leading on vision, scripture, and discipleship of giving – a key component of the new Minster communities.

**Thursday 17th November 2022** – Meeting at Hope Hamilton School. Revd Liz Rawlings, Diocesan Discipleship and Vocations Enabler presented on Vocations within the church. Isaiah 61 vs 1-4 is central to the team and used as their manifesto. All of us are called by God and to be Ministers of the Gospel. The various different courses and roles within ordained and lay ministry, and the discernment process through it all, were explained and the different dynamics of ministry considered in detail. Questions were taken by Liz from the floor of the meeting.

Revd Rob Hinsley gave a fascinating parish update about St. Luke’s and Christ the King Churches, including the challenges of working in that particular benefice. The ties and relationships with schools and other groups in the community were highlighted as well as projects happening around homelessness and foodbanks.

**Comings and Goings:** We wish all the clergy who have left the diocese, and those who have joined us, throughout the year, well in their new ministries or retirement. This includes the Dean, the Very Revd David Monteith, now Dean of Canterbury Cathedral.

Sheila Roberts  
Deanery Synod Representative

## **Electoral Roll Report**

The electoral roll to date stands at 131 of which 10 live in the parish. Since last year 2022, 6 members of our fellowship have been removed and 3 new members have been added. Members can be added to the roll at any point, so if you, or anyone you know still wishes to be added to the roll, please fill in a form and pass it on to me. Thank you.

April Rule  
Electoral Roll Officer  
April 2023

## **Fabric Report**

As well as small repairs, more hall lights were changed to LED lamps, the hall curtains were re-hung and rails oiled, the hall windows were professionally cleaned, and broken glass windows were replaced. The lift and all boilers were serviced, the flat boiler was repaired, and all are in good working order. An energy certificate was obtained for the flat. I would like to thank Julia Walker for agreeing to help me replace the royal blue felt on the porch notice board, a job that was tackled with military precision. A hot water boiler was provided for the servery at the back of church, much to the delight of Janet Burton and the hardworking after service refreshments team!

Looking slightly ahead, during 2023, we are expecting some high-cost expenditure. Repairs to the extension housing the lift, replacement of all our 3 phase electrical boxes, which includes removal of asbestos. We hope to replace the incredibly old amplification system in church and improve the sound quality and coverage, especially in the Lady Chapel and at the back of church. Some forecourt limestone paving slabs, which are 40 mm thick, require replacing.

Simon Edwards  
April 2023

## **Finance Report**

Please see accounts for 2022, attached at the end of the other reports.

At the PCC meeting held on 20th April 2023, it was decided a Parish Gift for 2021 and 2022 was to be made to the Diocese of Leicester.

2021 totals £14,055.15 and  
2022 totals £17,312.25.  
Grand Total £31,367.40.

April Rule and Simon Edwards  
Joint Treasurers  
April 2023



## FLOWER GUILD ANNUAL REPORT



The Guild currently has a membership of 3, me, Janet Felstead and Polly Taylor. Sadly, due to health concerns, Anne Sylvester is unable to continue after years of arranging flowers both at St .James and in Leicester Cathedral.

Guild members find much satisfaction and a privilege to arranging Commemorative flowers which give such hope, consolation, and peace of mind in remembrance.

The Porch flowers are a mission call to the passing public.

The Guild itself finances the flowers for all our Festivals, Easter, Christmas, Harvest and Mothering Sunday but raising funds for this is becoming a concern.

Julia Walker  
Co-ordinator  
April 2023

### **Lectors Report**

Our team of 22 lectors continue to read each Sunday's bible readings with expert clarity and our thanks go out to all for their continued commitment to this integral part of our worship. We are always interested in hearing from new lectors, please contact Mike Rule if you wish to discuss becoming part of the team.

Mike Rule  
April 2023

### **Music Report**

I began as Director of Music in June 2022, I was so delighted to be offered this opportunity and was excited to get started. So far, the experience of being Director of Music here at St James has surpassed my expectations. The standards were high when I arrived, and I believe we have continued to build on the strong foundations which were already there. I have rebranded the existing choir as the 'Senior Choir' and started a new 'Junior Choir', created separate chorister training sessions for secondary age choristers to work towards RSCM medals and launched the St James Choral Project. We introduced a new Community Carol Service (this year called 'Tears & Celebration' centred around the theme of the Queen) involving ensembles, readers and soloists from the wider community. The Senior Choir sang on the pitch at Leicester Tigers Rugby Stadium on Christmas Eve, featuring on BT Sport.

## **Choirs**

### **Senior Choir**

Over the year, 4 regular soprano members moved away to work or study, and we recruited (or re-recruited) 5 new soprano, we ended the year with **8 sopranos** in total. One alto moved away, but we have recruited 2 new altos bringing the total to **6 altos**. 2 young tenors moved to bass as their voices changed, but we gained a student tenor, giving us **3 tenors** by the end of the year. With the 2 tenors moving to bass, this increased the section to **8 basses**. The creation of the Junior Choir has meant that the Senior Choir could carry on in their current trajectory, regularly exploring new and complex music and working at a fast pace. I introduced a new structure to rehearsals as of the Autumn term, whereby the whole choir rehearses on Fridays 6.45pm-8.30pm (and Sundays for an hour before the service) rather than the Sopranos having a separate session before the back row arrives as before. I felt that as the Senior Choir had experienced and less experienced singers spread across the sections it no longer made sense to split the rehearsals in this way. As we are fortunate to have Mike and Guy with us on Fridays, there is the option to have sectional rehearsals if need be. This has enabled the choir to work more cohesively as a team to fine tune the music and work on a corporate sound as they spend much more time together as a whole group.

### **Junior Choir**

The Junior Choir was created in October 2022 after the 'Be a chorister for a day' recruitment event. It has steadily grown over the months and by Christmas 2022 there were 4 members. (At the time of writing there are 7 members, a mix of genders, aged 4-8.) The choir meets for an hour on Fridays and sings fun songs, play musical games, practise pieces from the Senior Choir repertoire, learn music reading skills and have squash and biscuits! They sing in Sunday services or events roughly once a month. My thanks go to regular helper Caroline Beardsmore, occasional helper Vicky Roe and Regina, our young helper from the Senior Choir.

### **St James Singers**

This choir are an invaluable asset and enable musical worship to continue throughout the year. I was impressed by the standard of the choir, and I know many churches would be over the moon to have such as a choir as their regular choir, let alone their alternate choir. We are very lucky. SJS perform their own selection of repertoire under the guidance of Mike Rule and we are grateful to Mike and to all the members for their continued commitment.

### **Organists**

We are fortunate to have fantastic organists: Mike Rule (Associate Director of Music and Church Organist) and Guy Steed (Assistant Organist) are wonderful colleagues and brilliant musicians. Their skills and on the organ but they are both very useful people to call upon for choral conducting and singing Tenor or Bass to augment these sections when needed. Our Organ Scholar was Pandora Halladay, who moved away this year. We asked Nicholas Friedesdorff to become our new organ scholar and he began the role in early 2023.

### **Chorister Training**

Preceding the Senior Choir rehearsal on Fridays there is a weekly half hour Chorister Training session. Compulsory for school age members and optional for any other members of the Senior Choir. In these sessions the choristers work towards the RSCM Bronze, Silver

and Gold medal syllabus. They improve their sight singing, performance skills, music theory and understanding of the choir fits into the context of worship. (It is planned they will take the exams in Summer 2023 for medals to be awarded at the RSCM Festival on 9<sup>th</sup> July to be held at St James.)

### **St James Choral Project**

'St James Choral Project', offering high quality choral music opportunities for young people, began in 2022, and the first mini-project came into fruition at our community carol service: 'Tears & Celebration'. Members of St John the Baptist School Choir sang two carols alongside our Junior Choir and we recruited a new member to the Junior Choir off the back of the mini-project. I visited the school to work with the children on the songs, and conducted them on the day. St James Choral Project has so far been offered to schools as a free resource and so far targeted primary schools to help build our new Junior Choir. It is hoped in the future to provide workshops for Secondary School pupils and this will help with recruitment to our Senior Choir.

### **Thanks**

I am so grateful to Mike Rule and Guy Steed for their work with the choir, especially before I arrived over the transition period and for their smooth handover. For being supportive and patient colleagues, great sounding boards, flexible and up for trying new things! To Andrew, Vicky, William, Simon and April and the whole team who have been there to support me I was just starting out. Thanks also to Andy who makes sure the Music information is up to date on the website and records key services, to Penny who organises the robes and Ian (and others) who help organise the music library. And to all choristers who give up their time to enhance our worship and work incredibly hard to perform to a high standard.

Emma Trounson,  
April 2023

### **St. James Singers Report**

We continue to be grateful to St James Singers who enhance our musical worship with their own repertoire which is delivered with energy and style. We are lucky to have such an able and committed choir to lead our musical worship during holiday periods which ensures St James the Greater has musical leadership all year round. At present the choir consists of 5 sopranos, 2 altos, 3 tenors and 2 basses. St James Singers rehearse twice a month and sing for one service each month and during holiday periods. We are always looking to welcome new singers who may be interested in joining, please come and have a chat with Mike Rule or one of the singers if this may be of interest.

Mike Rule  
April 2023

## **House/Zoom Groups**

One of the best forms of groups are those that gather informally, such as that which met monthly for many years at Hilary Simpson's house. During lockdowns, we discovered Zoom, which really came into its own for groups at St. James. Over the last year, there have been several groups, a regular Bible Study, led by the Vicar, and two groups, one afternoon and one evening group. Over the summer, with the receding of Covid, it was decided that of those two, only the afternoon group, led by Val Bailey, should continue. So far, this group has concentrated on looking at hymns that we regularly sing and understanding their meaning. The group, however, is very open to other topics and new members. If you are interested in joining an existing group or starting another one, whether in person or by Zoom, it would be helpful to get in touch.

Angela Jagger  
April 2023

## **Pastoral Assistant's Report for 2022**

During 2022, in the absence of a paid Administrator, I have had the responsibility of doing administration work, preparing the weekly Bulletin and administering the hall and church bookings in the office. This has taken 10-20 hours per week on average, but 133 hours in December, leaving little time for other pastoral duties, although I have been able to respond to some pastoral requests during the year.

I am grateful to Sheila Roberts, who has taken on doing Home Communion and Jennifer Smith, who helps with preparing the weekly Bulletin.

I have continued to provide information about the church to those living locally who are not on the Internet, through delivering the weekly Bulletin, as well as by printing and posting 'The Shell' magazine to them.

I have attended the regular monthly Ministry Team Meetings, which have mostly been conducted via Zoom, but some have been face-to-face.

I attended the Church Quiet Day at Gaulby on 25<sup>th</sup> June. I also attended the Diocesan Study Days on 26<sup>th</sup> June and 29<sup>th</sup> November at St. Martins House. I had a weekend retreat at Launde Abbey at the end of July, focussing on Bach's 'Magnificat'. I attended a course about 'Ageing and Spirituality' at St. Martins House on 22<sup>nd</sup> August.

I continued to represent St. James at the World Day of Prayer group meetings. The 2022 service was the first to be delivered in person since the pandemic and had been prepared by the women of England, Wales and Northern Ireland.

I continued to co-ordinate the school visits team. Avenue School visited the church in February 2022.

Vicky Roe  
February 2023

## **Parish Safeguarding Officer's Report for 2022**

At the end of 2019, the Diocese adopted the National Safeguarding Team's 'Safeguarding Handbook', with some of the Guidelines from the previous Diocese of Leicester document added to it, covering both child and adult safeguarding.

A specific St. James the Greater Policy and Procedures document, cross-referencing the Handbook throughout, was also developed. Both of these documents were adopted by the PCC at its meeting on 14<sup>th</sup> November 2019.

Both documents have been updated and are available through the church website, which has a Safeguarding statement on its front page. They were adopted at the PCC meeting on Thursday 24<sup>th</sup> November, following the APCM on 11<sup>th</sup> November 2022. Thereafter, the Annual Report to the PCC and Diocese was duly submitted.

The Parish Safeguarding Policy Statement, the 'Promoting a Safer Church' and posters giving help-line numbers have been displayed throughout the church in public and private areas, as required by C of E policy, for the benefit of anyone using our facilities or looking in the front porch.

I continued to oversee the Disclosure and Barring Service (formerly Criminal Records Bureau) checks for those in contact with children and/or vulnerable adults, a process which is now done online through 'thirtyone:eight', formerly known as CCPAS (Churches Child Protection Advisory Service).

I keep a record of Safeguarding Training undertaken by any employees and PCC members. This is mostly done online now through the C of E training portal <https://safeguardingtraining.cofeportal.org/> but some face-to-face training is now also available and was undertaken by one of the Deputy Churchwardens.

I have put together a folder with information about Safeguarding, policies, guidelines, forms, etc., which is stored in the office cupboard for easy reference. There is also a 'Safeguarding' folder on the office computer, containing electronic versions of the documents in the physical folder. Information about Serious Incident Reporting and the Retention of Records has been added to it.

I attended an online course on 'Modern Slavery' run by the Clewer Institute on 22<sup>nd</sup> September 2022. I attended the Safeguarding Co-ordinator's Conference via Zoom on Saturday 12<sup>th</sup> November 2022. The subject was 'Safe and Healthy Church Cultures' and the presentation slides were circulated to the Ministry Team after the event. Further updates were also given about procedural matters and the Parish Safeguarding Dashboard, on which St. James the Greater is registered and that produces reports for PCC meetings.

Vicky Roe  
February 2023

## **Refreshments Report 2022**

Coffee, tea and biscuits on Sundays and Thursdays are served after the services. Everyone enjoys meeting up over a 'cuppa'. Thursday being a smaller group, welcomes more members of the congregation to come along. Sunday is always busy, and we are looking for any Volunteers who are willing to help.

Thanks to all those who have helped with serving refreshment and those who consume them.

Liz Turner and Janet Burton  
February 2023

## **Server's Report**

I have now been back at the helm for a year during which the team I am blessed with have continued to enhance our worship. We successfully negotiated Lent, Easter and the summer. September brought the reintroduction of Communion in both kinds when Lucy Hutchinson and David Kibert agreed to act as servers and Eucharistic Assistants and we welcomed back Charles Samuel.

We also belatedly celebrated 50 years of ladies serving in St James - Angela Finn, one of the original pair is still with us and we thank her for her years of loyal service. At Evensong that day we were visited by Paul Armitage, who was a stalwart of the serving team during the 1960s. We then provided a team for the civic service in commemoration of her late Majesty. Candlelit season was soon upon us and we record our thanks to Rod Eynon-Baldock for extending the holders we use in the centre aisle and to all those who helped set out and bring in candles. Our own services were well-received and we also served for the Freemasons and a service of 'Tears and Celebration'. Epiphany and Candlemas rounded off the season.

On the personnel front Sara King is taking some time to deal with a health issue, to which we wish her a speedy resolution. Rod will be supporting her and Angela Finn is also taking a break. This leaves the team rather depleted, even with the welcome addition of Phil Jones, and I would be delighted to hear from anyone who feels that they can contribute in this way.

William A. Woolley B.Sc.  
Head Server  
March 2023

## **Stewardship and Magazine Co-ordinator's Report for 2022**

By the end of 2022, there were 16 people using the weekly numbered envelopes for regular giving, which is down from 18 in 2021. This was a result of one person switching to the Parish Giving Scheme and one moving to another church.

Due to Covid restrictions and risk of transmission through touch, the collection basket has not been passed round since in-person services resumed in church in 2021. Baskets for donations have been placed on the back tables at church instead, with the gifts being taken up to the high altar during the Offertory.

In December a CollecTin.com card reader machine was loaned from the Diocese Generous Giving Team for a trial period to assess its effectiveness at St. James.

**The Shell magazine**, with Paul Jenkins as Editor, was issued in Spring, Summer, Autumn and Winter 2022. It was put on the church website, delivered electronically to people on the church E-mail list and posted or delivered to those not on the Internet. Print copies were on sale in church.

The Winter 2022-23 edition was dedicated to the Her Majesty Queen Elizabeth II, who had died in September. It contained sermons given at two services of commemoration and contributions from people who had met or seen Her Majesty throughout her long life and reign. It was widely distributed, with many extra printed copies being bought from church.

Vicky Roe  
March 2023

### **'The Shell' Editor's Review, 2022**

It was some time last year that I had an appointment to see Vicar about doing music events in the Church. Andrew was very supportive of the idea, but I thought it was strange that he had his hand behind his back the whole time. Once we had agreed to try the music events Andrew's arm came from behind his back, there was a dagger in his hand and on it was written Editor of The Shell. Well, I didn't have a leg to stand on. I had obtained a wide range of musical opportunities at St. James for student and local musicians, so how could I possibly turn down the job of Editor of the Shell! I said yes, providing I could work on it with another person who understood the publisher programme used to produce the Shell. That person, of course, is Vicky Roe and it has been a pleasure to work with Vicky on the Shell.

It has been fun to ask friends of mine to write articles on a wide range of subjects, including Professor Gordon Campbell on the history of the University of Leicester, Steve Bruce on the history of the LRI, Rachel Harris on being a Christian and working in Leicester Market and Robert Calow on The Bardi at St James etc. All these people did not take much persuading to write in the Shell. Rachel told me recently, when I saw her in the market, that an atheist friend of hers said that she had read about her in the Shell. Clearly the Shell is getting out there communicating our message to non-Church goers.

Being a pain in the neck goes with the job of Editor, of course. I have to check with people that they know the deadline for article submission, and I had to tactfully edit the colourful language in one article. Thank you again to Vicky and to everyone who made complementary and critical comments on the Shell.

Paul Jenkins  
April 2022

## **Friends of St. James the Greater Report, 2022**

The Friends of St James the Greater was set up under the auspices of our former Vicar, the Very Reverend Dr Derek Hole, Provost Emeritus of Leicester Cathedral. The main aim of the FoSJ is to preserve and enhance the fabric of the Church of St James the Greater, seeking to achieve this by a variety of means:

- ❖ Keeping in touch with former members of the congregation who remain interested in the Church's wellbeing, but are no longer able to worship regularly, due to relocation, infirmity or other changed circumstances;
- ❖ Canvassing for financial support via subscription or legacy;
- ❖ Providing information about and invitations to special events, including the Patronal Festival, festivals in the Church calendar, concerts and exhibitions, not forgetting social occasions;

The FoSJ is a registered charity, independent of the Church's PCC, administered by a group of Trustees. Their activities suffered a hiatus during the pandemic and the protracted illness of their Chairman, Derek Hole. However, in 2022, they regrouped under the chairmanship of Mrs Tricia Dean, who worshipped and served in the Church for 40 years, before moving to Lutterworth.

It is the Trustees' intention to revive the FoSJ, to build up its membership and to play a more prominent part in the affairs of the Church, with particular reference to the upkeep of its buildings. An Annual General Meeting, to which all members of the congregation, past and present, will be invited, will be arranged in the near future, following a Trustees' meeting scheduled to take place on Palm Sunday.

Information about the FoSJ and its activities should be available in Church and published in its weekly Newsletter or quarterly magazine, *The Shell*.

**Tricia Dean**  
**Chairman, Friends of St James the Greater**

## **Concerts, Church and Hall Lettings 2022**

From December 2021, when Alastair Jackson resigned as Bookings Co-ordinator, I have covered the administration of church and hall bookings on a voluntary basis. I worked hard throughout January 2022 to set up a system on the computer for recording enquiries, bookings and invoices for one-off hall hirers, regular groups and concerts in church, including preparing Tariffs and Conditions of Hire leaflets, Hire Agreements, Booking Forms, Invoice templates, standard E-mail messages and contacts lists for regular hirers. This work has paid dividends throughout the year in the administration of the bookings system. Detailed instructions on its operation have been written for anyone else who has to take over the role.

In 2022, there were 12 one-off hall hire events, five regular groups who hired the halls on a weekly or monthly basis, 20 concerts, including 3 performances of 'Rigoletto' by Knighton Opera, and by the end of the year there were concerts every Saturday and several mid-week. Three of the schools who had used the church previously for their events or Carol Services returned again and another one also came, too. Emma Trounson brought a 'BabyGigs' concert back in December and worked with Dave Andrews on a community carols service 'Tears and Celebration'.

The Building Services Co-ordinator was only available to cover Saturday bookings. In December 2022, with the large number of bookings in December, volunteers were sought from the congregation. Some people helped act as stewards during this time, which was greatly appreciated by the hirers and the church officials, ensuring safety and SJG representation at events.

However, having to do church administration, bookings administration and event hire cover meant that from 20<sup>th</sup> November to 25<sup>th</sup> December, I worked successive weeks of 25 hours, 27 hours, 33 hours, 42 hours and 22 hours, a total of 149 hours in five weeks. This involved preparing the Orders of Service for 5 special services in addition to the weekly Bulletin, doing administration for 3 schools events and 8 other concerts. Tony Chizema was only available to cover the 3 Saturday concerts, so I had to be the SJG Representative and Keyholder at the other 5 concerts and 2 of the schools events, including 3 rehearsals. This meant me working 6 x 7 hour days, an 8 hour day, an 11 hour day and a 12 hour day, for some of which I had to lock up the church late at night after concerts.

Although I had help from volunteer stewards at some concerts, the work mostly fell on me, which left me exhausted and feeling unwell. As a result, I have decided not to cover mid-week evening hires or concerts in 2023 and would like to relinquish the administration role by August 2023, two years after I first stepped 'into the breach'.

Vicky Roe  
March 2023

**ST JAMES THE GREATER CHURCH LEICESTER**

**ANNUAL REPORT**

**AND**

**FINANCIAL STATEMENTS**

**OF THE**

**PAROCHIAL CHURCH COUNCIL**

**For the year ended 31 December 2022**

**Charity No. 1180188**

**Incumbent:**

The Reverend Andrew Quigley  
St James the Greater Vicarage  
216 London Road  
Leicester, LE2 1NE

**Banks:**

National Westminster Bank plc  
Evington Road  
Leicester

Santander Bank plc

**Independent Examiner:**

Richard Buckby FCA  
Fortus Midlands Limited  
Hamilton Office Park  
31 High View Close  
Leicester, LE4 9LJ

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## ST JAMES THE GREATER CHURCH LEICESTER

### INDEPENDENT EXAMINER'S REPORT TO THE PAROCHIAL CHURCH COUNCIL

We report on the accounts of St James the Greater Church Leicester for the year ended 31 December 2022, which are set out on pages 1 to 12.

This report is made solely to the trustees, as a body, in accordance with the regulations made under Section 154 of the Charities Act 2011. Our work has been undertaken so that we might state to the charity's trustees those matters we are required to state to them in an Independent Examiner's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charity's trustees, as a body, for our work, for this report, or for the opinions we have formed.

#### **Respective responsibilities of the PCC and the examiner**

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year (under section 144(2) of the Charities Act 2011 (the Act) and that an independent examination is needed. We are qualified to undertake the examination by being a member of the Institute of Chartered Accountants in England and Wales.

It is our responsibility to:

- examine the accounts under section 145 of the Act
- to follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the Act.

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

Our examination was carried out in accordance with the General Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeks 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 no opinion is given as to whether the accounts present a "true and fair" view and the report is limited to those matters set out in the statement below.

#### **Independent Examiner's statement**

We have completed our examination. We confirm that no material matters have come to our attention in connection with the examination giving us cause to believe that in any material respect:

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

We 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.

Richard Buckby FCA  
Fortus Midlands Limited  
31 High View Close  
Leicester  
LE4 9LJ

PAROCHIAL CHURCH COUNCIL OF ST JAMES THE GREATER CHURCH LEICESTER

STATEMENT OF FINANCIAL ACTIVITIES

For the year ended 31 December 2022

	Note	Unrestricted Funds £	Restricted Funds £	TOTAL FUNDS 2022 £	2021 £
<b>INCOMING RESOURCES</b>					
Voluntary Income	2(a)	77,634	-	77,634	71,676
Activities for Generating Funds	2(b)	-	-	-	-
Investment Income	2(c)	5,152	-	5,152	7,223
Income from Church Activities	2(d)	31,542	-	31,542	36,421
Grants and transfers	2(e)	1,087	-	1,087	-
<b>TOTAL INCOMING RESOURCES</b>		<u>115,415</u>	<u>-</u>	<u>115,415</u>	<u>115,320</u>
<b>RESOURCES EXPENDED</b>					
Total Church Activities	3(a)	97,122	-	97,122	120,204
<b>TOTAL RESOURCES EXPENDED</b>		<u>97,122</u>	<u>-</u>	<u>97,122</u>	<u>120,204</u>
<b>NET INCOMING/(OUTGOING) RESOURCES BEFORE TRANSFERS</b>		18,293	-	18,293	(4,884)
<b>Gross Transfers</b>		-	-	-	(29,180)
<b>NET INCOMING/(OUTGOING) RESOURCES AFTER TRANSFERS</b>		<u>18,293</u>	<u>-</u>	<u>18,293</u>	<u>(34,064)</u>
BALANCES BROUGHT FORWARD AT 1 JANUARY 2022		113,245	12,641	125,886	147,309
<b>BALANCES CARRIED FORWARD AT 31 DECEMBER 2022</b>		<u>131,538</u>	<u>12,641</u>	<u>144,179</u>	<u>113,245</u>

The notes on pages 7 to 12 form part of these accounts.

**PAROCHIAL CHURCH COUNCIL OF ST JAMES THE GREATER CHURCH LEICESTER**

**BALANCE SHEET AT 31 December 2022**

	<b>Note</b>	<b>2022 £</b>	<b>2021 £</b>
<b>FIXED ASSETS</b>			
Tangible fixed assets	5	-	-
<b>CURRENT ASSETS</b>			
Debtors		100	100
Short term deposits		79,956	79,363
Cash at bank and in hand		64,207	47,053
		<u>144,263</u>	<u>126,516</u>
<b>CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR</b>			
	7	<u>(84)</u>	<u>(630)</u>
<b>NET CURRENT ASSETS</b>		<u>144,179</u>	<u>125,886</u>
<b>NET ASSETS</b>		<u><u>144,179</u></u>	<u><u>125,886</u></u>
<b>FUNDS</b>			
	6		
Unrestricted		131,538	113,245
Restricted		12,641	12,641
		<u>144,179</u>	<u>125,886</u>

Approved by the Parochial Church Council on xx April 2023 and signed on its behalf by:

..... Reverend Andrew Quigley

..... April Rule

..... Simon Edwards

The notes on pages 7 to 12 form part of these accounts

**PAROCHIAL CHURCH COUNCIL OF ST JAMES THE GREATER CHURCH LEICESTER  
NOTES TO THE FINANCIAL STATEMENTS**

**For the year ended 31 December 2022**

**1 Accounting policies**

**Basis of accounting**

The financial statements have been prepared in accordance with the Church Accounting Regulations 2006 together with applicable accounting standards and the Charities SORP.

The financial statements have been prepared under the historical cost convention.

**Funds**

General funds represent the funds of the PCC that are not subject to any restrictions regarding their use and are available for application on the general purposes of the PCC.

Funds designated for a particular purpose by the PCC are also unrestricted.

The purposes of the restricted funds are as follows:

Holyoake Trust Fund	- to make grants in cases of need at the discretion of the Vicar
Organ Fund	- to repair and renovate the Church organ
Youth Fund	- to contribute to youth work within the Church
Fabric and Furnishing Fund	- to repair and renovate Church buildings and furnishings incorporating the Disabled Access Fund.
Music Development Fund	- to develop and enhance all aspects of music within the Church
Choir Fund	- to provide support for the choir and its projects
Hymn Book Fund	- to provide hymn books for the Church
Renovation Fund	- to provide renovation works for the west front and the church roof

These accounts include all transactions, assets and liabilities for which the PCC is responsible in law. They do not include the accounts of Church groups that owe their main affiliation to another body or those that are informal gatherings of Church members.

**Incoming resources**

**Voluntary income and capital sources**

Collections are recognised when received by or on behalf of the PCC.

Planned giving receivable under Gift Aid is recognised only when received.

Income tax recoverable on Gift Aid donations is recognised when the income is recognised.

Grants and legacies to the PCC are recognised when received.

Funds raised by fundraising and social events are accounted for gross.

**Other income**

Rental income from letting of the church premises, and associated charges, are accounted for when earned.

Parochial fees due to the PCC for weddings, funerals etc are accounted for on an event by event basis.

**PAROCHIAL CHURCH COUNCIL OF ST JAMES THE GREATER CHURCH LEICESTER  
NOTES TO THE FINANCIAL STATEMENTS**

**For the year ended 31 December 2022**

**1 Accounting policies continued**

***Income from investments***

Interest from short term deposits with the Central Board of Finance of the Church of England, received gross, is accounted for when received.

**Resources used**

***Grants***

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

***Activities directly relating to the work of the Church***

The diocesan parish contribution is accounted for when paid.

**Fixed assets**

***Consecrated property and movable church furnishings***

Consecrated and beneficed property of any kind is excluded from the accounts by S 10(2) (a) and (c) of the Charities Act 2011.

Movable church furnishings held by the Vicar and Churchwardens on special trust for the PCC, and which require a faculty for disposal, are accounted for as inalienable property unless consecrated. They are listed in the Church's Inventory which can be inspected (at any reasonable time). For inalienable property acquired prior to 1 January 2002 there is insufficient cost information available and therefore such assets are not valued in the accounts. Individual items acquired after 1 January 2002, and with a purchase price of £1,000 or more, will be capitalised and depreciated in the accounts over their currently anticipated useful economic life on a straight-line basis.

All expenditure incurred in the year on consecrated or beneficed buildings or movable church furnishings, individual items under £1,000, or on the repair of movable church furnishings acquired before 1 January 2002, over that value, is written off.

***Other fixtures fittings and office equipment***

Office equipment used within the Church premises is depreciated on a straight-line basis over 4 years.

**Current assets**

Amounts owing to the PCC at 31 December in respect of fees, rents or other income are shown as debtors less provision for amounts that may prove uncollectable.

Short-term deposits include cash held on deposit at the CBF Church of England Funds.

**PAROCHIAL CHURCH COUNCIL OF ST JAMES THE GREATER CHURCH LEICESTER**

**NOTES TO THE FINANCIAL STATEMENTS**  
For the year ended 31 December 2022

<b>2 INCOMING RESOURCES</b>	<b>Unrestricted</b>	<b>Restricted</b>	<b>TOTAL FUNDS</b>	
	<b>Funds</b>	<b>Funds</b>	<b>2022</b>	<b>2021</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
<b>2(a) Voluntary Income</b>				
Plate Collections	2,496	-	2,496	3,338
Gift Aid	2,604	-	2,604	1,182
Envelope Scheme	2,960	-	2,960	2,818
Standing orders	33,699	-	33,699	36,197
Donations & Legacies	11,991	-	11,991	4,707
Flower Donations	1,161	-	1,161	-
Parish Giving Scheme	22,723	-	22,723	23,434
	<u>77,634</u>	<u>-</u>	<u>77,634</u>	<u>71,676</u>
<b>2(b) Activities for Generating Funds</b>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
<b>2(c) Investment Income</b>				
Interest Received	752	-	752	23
Rent from Church Flat	4,400	-	4,400	7,200
	<u>5,152</u>	<u>-</u>	<u>5,152</u>	<u>7,223</u>
<b>2(d) Income from Church Activities</b>				
Wedding & Funeral Fees	304	-	304	1,790
Church Rentals	12,481	-	12,481	2,893
Hall Rentals	14,218	-	14,218	7,308
Concerts	3,127	-	3,127	1,270
Misc. Income	1,412	-	1,412	1,541
Furlough	-	-	-	21,619
	<u>31,542</u>	<u>-</u>	<u>31,542</u>	<u>36,421</u>
<b>2(e) Grants and Transfers</b>				
Donations & Grants *	1,087	-	1,087	-
	<u>1,087</u>	<u>-</u>	<u>1,087</u>	<u>-</u>
<b>TOTAL INCOMING RESOURCES</b>	<u>115,415</u>	<u>-</u>	<u>115,415</u>	<u>115,320</u>

PAROCHIAL CHURCH COUNCIL OF ST JAMES THE GREATER CHURCH LEICESTER

NOTES TO THE FINANCIAL STATEMENTS  
For the year ended 31 December 2022

3 RESOURCES EXPENDED	Unrestricted Funds £	Restricted Funds £	TOTAL FUNDS	
			2022 £	2021 £
3(a) <b>CHURCH EXPENSES</b>				
<b>General Church Expenses</b>				
Caretaking, Cleaning, Security	8,422	-	8,422	16,254
Pension	238	-	238	811
Repairs & Renewals	21,642	-	21,642	59,815
Light, Heat, Power, Water	19,381	-	19,381	5,818
Insurance	8,102	-	8,102	8,149
Bank charges	237	-	237	-
Clergy Expenses	213	-	213	244
Fines	800	-	800	-
Hall rent refund	450	-	450	-
Flower arranging	1,422	-	1,422	-
Other Expenses	2,245	-	2,245	447
	<u>63,152</u>	<u>-</u>	<u>63,152</u>	<u>91,538</u>
<b>Church Administration Expenses</b>				
Administrator	-	-	-	-
Printing & Stationery	3,349	-	3,349	3,217
Telephones	2,245	-	2,245	1,897
Other Expenses	2,199	-	2,199	1,566
	<u>7,793</u>	<u>-</u>	<u>7,793</u>	<u>6,680</u>
<b>Choir &amp; Organ Expenses</b>				
Director of Music	19,129	-	19,129	18,202
Organists	-	-	-	600
Organ & Piano Maintenance	2,432	-	2,432	511
Music & Subscriptions	3,513	-	3,513	330
Other Expenses	603	-	603	2,173
	<u>25,677</u>	<u>-</u>	<u>25,677</u>	<u>21,816</u>
<b>Charitable Giving</b>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
<b>Parish Contribution</b>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
<b>Expenses on Operating Accounts</b>				
Holyoake Fund	-	-	-	-
Organ Fund	-	-	-	-
Youth Fund	-	-	-	-
Fabric & Furnishing Fund	-	-	-	-
Choir Fund	-	-	-	-
Flower Guild Fund	500	-	500	170
Concerts	-	-	-	-
Garden Party	-	-	-	-
Hymn Books & Music	-	-	-	-
	<u>500</u>	<u>-</u>	<u>500</u>	<u>170</u>
<b>TOTAL RESOURCES EXPENDED</b>	<u>97,122</u>	<u>-</u>	<u>97,122</u>	<u>120,204</u>

**PAROCHIAL CHURCH COUNCIL OF ST JAMES THE GREATER CHURCH LEICESTER**

**NOTES TO THE FINANCIAL STATEMENTS  
For the year ended 31 December 2022**

**4 STAFF COSTS**

	<b>2022</b>	<b>2021</b>
	<b>£</b>	<b>£</b>
Wages and salaries	27,215	32,475
Pension costs	238	811
	<u>27,453</u>	<u>33,286</u>

During the year the PCC employed the services of a Director of Music, Organist / Associate Director of Music, a Cleaner and a Building Services Co-ordinator.

There were no other disclosable transactions in respect of PCC members, persons closely related with them or other related parties.

**5 FIXED ASSETS FOR USE BY THE PCC**

		<b>Fixtures &amp; Fittings</b>	<b>Church Hall</b>	<b>Total</b>
		<b>£</b>	<b>£</b>	<b>£</b>
<b>Cost</b>	at 1 January 2022	28,010	41,308	69,318
	additions	-	-	-
	at 31 December 2022	<u>28,010</u>	<u>41,308</u>	<u>69,318</u>
<b>Depreciation</b>	at 1 January 2022	28,010	41,308	69,318
	charge for the year	-	-	-
	at 31 December 2022	<u>28,010</u>	<u>41,308</u>	<u>69,318</u>
<b>Net Book Value</b>	at 31 December 2022	<u>-</u>	<u>-</u>	<u>-</u>
	at 31 December 2021	<u>-</u>	<u>-</u>	<u>-</u>

Fixtures and Fittings comprises both office and church equipment.

**6 ANALYSIS OF NET ASSETS BY FUND**

	<b>Unrestricted Funds</b>	<b>Restricted Funds</b>	<b>Total</b>
	<b>£</b>	<b>£</b>	<b>£</b>
Fixed assets	-	-	-
Current assets	131,622	12,641	144,263
Current liabilities	(84)	-	(84)
<b>Fund balance</b>	<u>131,538</u>	<u>12,641</u>	<u>144,179</u>

**PAROCHIAL CHURCH COUNCIL OF ST JAMES THE GREATER CHURCH LEICESTER**

**NOTES TO THE FINANCIAL STATEMENTS**  
**For the year ended 31 December 2022**

**7 LIABILITIES: AMOUNTS FALLING DUE WITHIN ONE YEAR**

	<b>2022</b>	<b>2021</b>
	<b>£</b>	<b>£</b>
Other creditors	84	630
	<u>84</u>	<u>630</u>

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# Accounts

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**ST JAMES THE GREATER CHURCH LEICESTER**

**ANNUAL REPORT**

**AND**

**FINANCIAL STATEMENTS**

**OF THE**

**PAROCHIAL CHURCH COUNCIL**

**For the year ended 31 December 2021**

**Charity No. 1180188**

**Incumbent:**

The Reverend Andrew Quigley  
St James the Greater Vicarage  
216 London Road  
Leicester, LE2 1NE

**Banks:**

National Westminster Bank plc  
Evington Road  
Leicester

Santander Bank plc

**Independent Examiner:**

Richard Buckby FCA  
Fortus Midlands Limited  
Hamilton Office Park  
31 High View Close  
Leicester, LE4 9LJ

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## THE MISSION OF ST JAMES THE GREATER

Is to welcome all people, to share with them the knowledge of God, to encourage them to follow the Christian way to celebrate the joys of life and to support each other through its sorrows, to serve those amongst whom we live, and to address the needs of others in the world.

### WE ENDEAVOUR TO FULFIL OUR MISSION BY:

1. **welcoming** people regardless of age, race or social status.
2. **worshipping** in ways both old and new, combining words and music, movement and stillness with skill and imagination to glorify God and to inspire people in their life and work.
3. **belonging** to the Church of England and taking an active part in the life of the Diocese of Leicester.
4. **listening** to different points of view to discern God's will for the church and the world.
5. **preaching** and teaching a thoughtful response to the gospel of Jesus Christ in the light of the Spirit for today.
6. **studying** the Bible and Christian life in groups and linking with Diocesan courses.
7. **praying** for the well-being of one another, for those who ask for our prayers, and for the church and the world.
8. **caring** pastorally for the needs of the congregation and of the parish and contributing to charitable causes.
9. **conducting** services at special moments for people - including baptisms, weddings and funerals - and for organisations.
10. **providing** opportunities for people of all ages to meet socially and as members of organisations.
11. **promoting** cultural excellence by making available space and facilities for concert performances.
12. **raising** the money needed to maintain and improve our buildings, and to meet the costs of our church's ministry and mission.

## STRUCTURE AND GOVERNANCE

The Parochial Church Council of the Ecclesiastical Parish of St James the Greater, Leicester (the 'PCC') is a body corporate (PCC Powers Measure 1956, Church Representation Rules 2020). It is a charity registered with the Charities Commission – Charity No. 1180188. It falls within the Church of England Diocese of Leicester and is part of the City of Leicester Deanery,

The rules provide for the composition of the PCC and arrangements for the election of lay members to the PCC at the Annual General Parish Meeting in addition to those ex-officio members on the Council in accordance with the Rules.

Members of the PCC during the year and at the date of this report were :

Ex Officio Ministry team	Revd. Andrew Quigley
Ex Officio Church Wardens	Simon Edwards (first elected 2019) April Rule (first elected 2021)
Ex Officio Deanery Synod 2020 – 2023	Margaret Terry Stepped down 22 March 2022 William Woolley
Ex Officio Deanery Synod 2021 – 2024	Sheila Roberts
Co-opted Member	Alastair Jackson (fixed term to APCM) Left 5 <sup>th</sup> December 2021
Elected Members retire 2022	Jennifer Smith David Brunning
Elected Members retire 2023	Caroline Beardsmore Vicky Roe
Elected Members retire 2024	Mike Rule Jennifer Clegg Mike Bull

## OBJECTIVES AND ACTIVITIES

The Church of England together with the wider Anglican Communion seeks to advance the Christian religion through world-wide mission. The PCC's objectives are to ensure that church life and work within the parish and its surrounds help to fulfil that mission, both locally and more widely.

The PCC is committed to enabling as many people as possible to worship at our church and to become of our parish community at St James the Greater. The PCC maintains an overview of worship at the church and makes suggestions on how our services can involve the many groups that live within our parish and its surrounds. Our services and worship put faith into practice through prayer and scripture, music and sacrament.

The PCC is aware of the Charity Commission's guidance on public benefit in "*The Advancement of Religion for Public Benefit*" and have regard to it in their administration of the parish. In particular we try to enable ordinary people to live out their faith as part of our community through:

- worship and prayer, learning about the Gospel ; and developing their knowledge and trust in Jesus.
- the provision of pastoral care for people living in the parish and its surrounds
- missionary and outreach work

The PCC operates through a select number of sub committees however meetings were much reduced during 2021 and some sub committees didn't meet.

### **Standing Committee incorporating the Finance Committee**

This is the only committee required by law. It has power to transact the business of the PCC between meetings, subject to any directions given by the PCC. Provides stewardship of all the financial resources of the PCC. Safeguards against the misuse, loss or unnecessary depletion of PCC funds. Has oversight of all the procedures and documentation which relate to all and any aspect of the finances of the PCC.

## **ST JAMES THE GREATER CHURCH LEICESTER**

### **INDEPENDENT EXAMINER'S REPORT TO THE PAROCHIAL CHURCH COUNCIL**

We report on the accounts of St James the Greater Church Leicester for the year ended 31 December 2021, which are set out on pages 1 to 12.

This report is made solely to the trustees, as a body, in accordance with the regulations made under Section 154 of the Charities Act 2011. Our work has been undertaken so that we might state to the charity's trustees those matters we are required to state to them in an Independent Examiner's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charity's trustees, as a body, for our work, for this report, or for the opinions we have formed.

#### **Respective responsibilities of the PCC and the examiner**

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year (under section 144(2) of the Charities Act 2011 (the Act) and that an independent examination is needed. We are qualified to undertake the examination by being a member of the Institute of Chartered Accountants in England and Wales.

It is our responsibility to:

- examine the accounts under section 145 of the Act
- to follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the Act.

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

Our examination was carried out in accordance with the General Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeks 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 no opinion is given as to whether the accounts present a "true and fair" view and the report is limited to those matters set out in the statement

#### **Independent Examiner's statement**

We have completed our examination. We confirm that no material matters have come to our attention in connection with the examination giving us cause to believe that in any material

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

We 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.

Richard Buckby FCA  
Fortus Midlands Limited  
31 High View Close  
Leicester  
LE4 9LJ

27 October 2022

PAROCHIAL CHURCH COUNCIL OF ST JAMES THE GREATER CHURCH LEICESTER

STATEMENT OF FINANCIAL ACTIVITIES

For the year ended 31 December 2021

	Note	Unrestricted Funds £	Restricted Funds £	TOTAL FUNDS 2021 £	2020 £
<b>INCOMING RESOURCES</b>					
Voluntary Income	2(a)	71,676	-	71,676	86,531
Activities for Generating Funds	2(b)	-	-	-	-
Investment Income	2(c)	7,223	-	7,223	7,531
Income from Church Activities	2(d)	36,421	-	36,421	11,254
Grants and transfers	2(e)	-	-	-	30,781
<b>TOTAL INCOMING RESOURCES</b>		<u>115,320</u>	<u>-</u>	<u>115,320</u>	<u>136,100</u>
<b>RESOURCES EXPENDED</b>					
Total Church Activities	3(a)	120,204	-	120,204	181,703
<b>TOTAL RESOURCES EXPENDED</b>		<u>120,204</u>	<u>-</u>	<u>120,204</u>	<u>149,798</u>
<b>NET OUTGOING RESOURCES BEFORE TRANSFERS</b>					
		(4,884)	-	(4,884)	(45,603)
<b>Gross Transfers</b>		(29,180)	29,180	-	-
<b>NET INCOMING/(OUTGOING) RESOURCES AFTER TRANSFERS</b>		<u>(34,064)</u>	<u>29,180.</u>	<u>(4,884)</u>	<u>(45,603)</u>
BALANCES BROUGHT FORWARD AT 1 JANUARY 2021		147,309	(16,539)	130,770	176,373
<b>BALANCES CARRIED FORWARD AT 31 December 2021</b>		<u>113,245</u>	<u>12,641</u>	<u>125,886</u>	<u>130,770</u>

The notes on pages 7 - 12 form part of these accounts.

PAROCHIAL CHURCH COUNCIL OF ST JAMES THE GREATER CHURCH LEICESTER

BALANCE SHEET AT 31 December 2021

	Note	2021 £	2020 £
<b>FIXED ASSETS</b>			
Tangible fixed assets	5	-	-
<b>CURRENT ASSETS</b>			
Debtors		100	2,146
Short term deposits		79,363	79,340
Cash at bank and in hand		47,053	49,864
		<u>126,516</u>	<u>131,350</u>
<b>CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR</b>			
	7	<u>(630)</u>	<u>(580)</u>
<b>NET CURRENT ASSETS</b>		<u>125,886</u>	<u>130,770</u>
<b>NET ASSETS</b>		<u>125,886</u>	<u>130,770</u>
<b>FUNDS</b>	6		
Unrestricted		113,245	147,309
Restricted		12,641	(16,539)
		<u>125,886</u>	<u>130,770</u>

Approved by the Parochial Church Council on 27 October 2022 and signed on its behalf by:

..... Reverend Andrew Quigley

..... April Rule

..... Simon Edwards

The notes on pages 7 to 12 form part of these accounts

## PAROCHIAL CHURCH COUNCIL OF ST JAMES THE GREATER CHURCH LEICESTER

### NOTES TO THE FINANCIAL STATEMENTS For the year ended 31 December 2021

#### 1 Accounting policies

##### **Basis of accounting**

The financial statements have been prepared in accordance with the Church Accounting Regulations 2006 together with applicable accounting standards and the Charities SORP

The financial statements have been prepared under the historical cost convention.

##### **Funds**

General funds represent the funds of the PCC that are not subject to any restrictions regarding their use and are available for application on the general purposes of the PCC. Funds designated for a particular purpose by the PCC are also unrestricted.

The purposes of the restricted funds are as follows:

Holyoake Trust Fund	- to make grants in cases of need at the discretion of the Vicar
Organ Fund	- to repair and renovate the Church organ
Youth Fund	- to contribute to youth work within the Church
Fabric and Furnishing Fund	- to repair and renovate Church buildings and furnishings incorporating the Disabled Access Fund.
Music Development Fund	- to develop and enhance all aspects of music within the Church
Choir Fund	- to provide support for the choir and it's projects
Hymn Book Fund	- to provide hymn books for the Church
Renovation Fund	- to provide renovation works for the west front and the church roof

These accounts include all transactions, assets and liabilities for which the PCC is responsible in law. They do not include the accounts of Church groups that owe their main affiliation to another body or those that are informal gatherings of Church members.

##### **Incoming resources**

###### ***Voluntary income and capital sources***

Collections are recognised when received by or on behalf of the PCC.

Planned giving receivable under Gift Aid is recognised only when received.

Income tax recoverable on Gift Aid donations is recognised when the income is recognised.

Grants and legacies to the PCC are recognised when received.

Funds raised by fundraising and social events are accounted for gross.

###### ***Other income***

Rental income from letting of the church premises, and associated charges, are accounted for when earned.

Parochial fees due to the PCC for weddings, funerals etc are accounted for on an event by event basis

**PAROCHIAL CHURCH COUNCIL OF ST JAMES THE GREATER CHURCH LEICESTER**

**NOTES TO THE FINANCIAL STATEMENTS  
For the year ended 31 December 2021**

**1 Accounting policies continued**

***Income from investments***

Interest from short term deposits with the Central Board of Finance of the Church of England, received gross, is accounted for when received.

**Resources used**

***Grants***

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

***Activities directly relating to the work of the Church***

The diocesan parish contribution is accounted for when paid.

**Fixed assets**

***Consecrated property and movable church furnishings***

Consecrated and beneficed property of any kind is excluded from the accounts by S 10(2) (a) and (c) of the Charities Act 2011.

Movable church furnishings held by the Vicar and Churchwardens on special trust for the PCC, and which require a faculty for disposal, are accounted for as inalienable property unless consecrated. They are listed in the Church's Inventory which can be inspected (at any reasonable time). For inalienable property acquired prior to 1 January 2002 there is insufficient cost information available and therefore such assets are not valued in the accounts. Individual items acquired after 1 January 2002, and with a purchase price of £1,000 or more, will be capitalised and depreciated in the accounts over their currently anticipated useful economic life on a straight-line basis.

All expenditure incurred in the year on consecrated or beneficed buildings or movable church furnishings, individual items under £1,000, or on the repair of movable church furnishings acquired before 1 January 2002, over that value, is written off.

***Other Fixtures fittings and office equipment***

Office equipment used within the Church premises is depreciated on a straight-line basis over 4 years.

**Current assets**

Amounts owing to the PCC at 31 December in respect of fees, rents or other income are shown as debtors less provision for amounts that may prove uncollectable.

Short-term deposits include cash held on deposit at the CBF Church of England Funds.

**PAROCHIAL CHURCH COUNCIL OF ST JAMES THE GREATER CHURCH LEICESTER**

**NOTES TO THE FINANCIAL STATEMENTS  
For the year ended 31 December 2021**

<b>2 INCOMING RESOURCES</b>	<b>Unrestricted</b>	<b>Restricted</b>	<b>TOTAL FUNDS</b>	
	<b>Funds</b>	<b>Funds</b>	<b>2021</b>	<b>2020</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
<b>2(a) Voluntary Income</b>				
Plate Collections	3,338	-	3,338	1,640
Casual Gift Aid Donations	1,182	-	1,182	3,578
Envelope Scheme	2,818	-	2,818	3,374
Standing orders	36,197	-	36,197	36,820
Income Tax Reclaimed	-	-	-	11,484
Donations & Legacies	4,707	-	4,707	10,171
Flower Donations	-	-	-	240
Parish Giving Scheme	23,434	-	23,434	19,014
Sale of magazines	-	-	-	210
	<u>71,676</u>	<u>-</u>	<u>71,676</u>	<u>86,531</u>
<b>2(b) Activities for Generating Funds</b>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
<b>2(c) Investment Income</b>				
Interest Received	23	-	23	381
Rent from Church Flat	7,200	-	7,200	7,150
	<u>7,223</u>	<u>-</u>	<u>7,223</u>	<u>7,531</u>
<b>2(d) Income from Church Activities</b>				
Wedding & Funeral Fees	1,790	-	1,790	572
Church Rentals	2,893	-	2,893	2,489
Hall Rentals	7,308	-	7,308	2,718
Concerts	1,270	-	1,270	-
Misc. Income	1,541	-	1,541	3,428
Furlough	21,619	-	21,619	-
Costs Re-charged	-	-	-	2,017
	<u>36,421</u>	<u>-</u>	<u>36,421</u>	<u>11,254</u>
<b>2(e) Grants and Transfers</b>				
Transfer from Flower Guild	-	-	-	-
Donations & Grants	-	-	-	30,784
	<u>-</u>	<u>-</u>	<u>-</u>	<u>30,784</u>
<b>TOTAL INCOMING RESOURCES</b>	<u>115,320</u>	<u>-</u>	<u>115,320</u>	<u>136,100</u>

**PAROCHIAL CHURCH COUNCIL OF ST JAMES THE GREATER CHURCH LEICESTER**

**NOTES TO THE FINANCIAL STATEMENTS  
For the year ended 31 December 2021**

<b>3 RESOURCES EXPENDED</b>	<b>Unrestricted Funds £</b>	<b>Restricted Funds £</b>	<b>TOTAL FUNDS</b>	
			<b>2021 £</b>	<b>2020 £</b>
<b>3(a) CHURCH EXPENSES</b>				
<b>General Church Expenses</b>				
Caretaking, Cleaning, Security	16,254	-	16,254	18,790
Pension	811	-	811	-
Repairs & Renewals	59,815	-	59,815	65,600
Light, Heat, Power, Water	5,818	-	5,818	12,161
Insurance	8,149	-	8,149	7,781
Clergy Expenses	244	-	244	693
Other Expenses	447	-	447	1,326
	<u>91,538</u>	<u>-</u>	<u>91,538</u>	<u>106,351</u>
<b>Church Administration Expenses</b>				
Administrator	-	-	-	10,997
Printing & Stationery	3,217	-	3,217	1,899
Telephones	1,897	-	1,897	1,032
Other Expenses	1,566	-	1,566	1,297
	<u>6,680</u>	<u>-</u>	<u>6,680</u>	<u>15,225</u>
<b>Choir &amp; Organ Expenses</b>				
Director of Music	18,202	-	18,202	14,451
Organists	600	-	600	10,889
Choir	-	-	-	1,734
Organ & Piano Maintenance	511	-	511	641
Music & Subscriptions	330	-	330	-
Other Expenses	2,173	-	2,173	-
	<u>21,816</u>	<u>-</u>	<u>21,816</u>	<u>27,715</u>
<b>Church organisations</b>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
<b>Charitable Giving</b>	<u>-</u>	<u>-</u>	<u>-</u>	<u>311</u>
<b>Parish Contribution</b>	<u>-</u>	<u>-</u>	<u>-</u>	<u>32,000</u>
<b>Expenses on Operating Accounts</b>				
Holyoake Fund	-	-	-	(100)
Organ Fund	-	-	-	-
Youth Fund	-	-	-	-
Fabric & Furnishing Fund	-	-	-	-
Choir Fund	-	-	-	-
Flower Guild Fund	170	-	170	201
Concerts	-	-	-	-
Garden Party	-	-	-	-
Hymn Books & Music	-	-	-	-
	<u>170</u>	<u>-</u>	<u>170</u>	<u>101</u>
<b>TOTAL RESOURCES EXPENDED</b>	<u>120,204</u>	<u>-</u>	<u>120,204</u>	<u>181,703</u>

PAROCHIAL CHURCH COUNCIL OF ST JAMES THE GREATER CHURCH LEICESTER

NOTES TO THE FINANCIAL STATEMENTS  
For the year ended 31 December 2021

4 STAFF COSTS

	2021	2020
	£	£
Wages and salaries	32,475	54,827
Pension costs	811	-
	<u>33,286</u>	<u>54,827</u>

During the year the PCC employed the services of a Director of Music, Organist / Associate Director of Music, an Administrator and a Building Services Co-ordinator.

There were no other disclosable transactions in respect of PCC members, persons closely related with them or other related parties.

5 FIXED ASSETS FOR USE BY THE PCC

		Fixtures & Fittings	Church Hall	Total
		£	£	£
<b>Cost</b>	at 1 January 2021	28,010	41,308	69,318
	additions	-	-	-
	at 31 December 2021	<u>28,010</u>	<u>41,308</u>	<u>69,318</u>
<b>Depreciation</b>	at 1 January 2021	28,010	41,308	69,318
	charge for the year	-	-	-
	at 31 December 2021	<u>28,010</u>	<u>41,308</u>	<u>69,318</u>
<b>Net Book Value</b>	at 31 December 2021	<u>-</u>	<u>-</u>	<u>-</u>
	at 31 December 2020	<u>-</u>	<u>-</u>	<u>-</u>

Fixtures and Fittings comprises both office and church equipment.

6 ANALYSIS OF NET ASSETS BY FUND

	Unrestricted Funds	Restricted Funds	Total
	£	£	£
Fixed assets	-	-	-
Current assets	113,875	12,641	126,516
Current liabilities	(630)	0	(630)
<b>Fund balance</b>	<u>113,245</u>	<u>12,641</u>	<u>125,886</u>

PAROCHIAL CHURCH COUNCIL OF ST JAMES THE GREATER CHURCH LEICESTER

NOTES TO THE FINANCIAL STATEMENTS  
For the year ended 31 December 2021

7 LIABILITIES: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2021 £	2020 £
Other creditors	630	580
	<u>630</u>	<u>580</u>

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# Accounts

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**ST JAMES THE GREATER CHURCH LEICESTER**

**ANNUAL REPORT**

**AND**

**FINANCIAL STATEMENTS**

**OF THE**

**PAROCHIAL CHURCH COUNCIL**

**For the year ended 31 December 2020**

**Charity No. 1180188**

**Incumbent:**

The Reverend Andrew Quigley  
St James the Greater Vicarage  
216 London Road  
Leicester, LE2 1NE

**Banks:**

National Westminster Bank plc  
Evington Road  
Leicester

Santander Bank plc

**Independent Examiner:**

Richard Buckby FCA  
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**ST JAMES THE GREATER CHURCH LEICESTER**

**INDEPENDENT EXAMINER'S REPORT TO THE PAROCHIAL CHURCH COUNCIL**

We report on the accounts of St James the Greater Church Leicester for the year ended 31 December 2020, which are set out on pages 1 to 18.

This report is made solely to the trustees, as a body, in accordance with the regulations made under Section 154 of the Charities Act 2011. Our work has been undertaken so that we might state to the charity's trustees those matters we are required to state to them in an Independent Examiner's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charity's trustees, as a body, for our work, for this report, or for the opinions we have formed.

**Respective responsibilities of the PCC and the examiner**

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year (under section 144(2) of the Charities Act 2011 (the Act) and that an independent examination is needed. We are qualified to undertake the examination by being a member of the Institute of Chartered Accountants in England and Wales.

It is our responsibility to:

- examine the accounts under section 145 of the Act
- to follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the Act.

**Basis of Independent Examiner's statement**

Our examination was carried out in accordance with the General Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeks 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 no opinion is given as to whether the accounts present a "true and fair" view and the report is limited to those matters set out in the statement

**Independent Examiner's statement**

We have completed our examination. We confirm that no material matters have come to our attention in connection with the examination giving us cause to believe that in any material

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

We 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.

  
Richard Buckby FCA  
Fortus Midlands Limited  
31 High View Close  
Leicester  
LE4 9LJ

Date: ..... 31/8/2022 .....

PAROCHIAL CHURCH COUNCIL OF ST JAMES THE GREATER CHURCH LEICESTER

STATEMENT OF FINANCIAL ACTIVITIES

For the year ended 31 December 2020

	Note	Unrestricted Funds £	Restricted Funds £	TOTAL FUNDS	
				2020 £	2019 £
<b>INCOMING RESOURCES</b>					
Voluntary Income	2(a)	86,097	434	86,531	114,591
Activities for Generating Funds	2(b)	-	-	-	642
Investment Income	2(c)	7,531	-	7,531	6,285
Income from Church Activities	2(d)	11,254	-	11,254	46,317
Grants and transfers	2(e)	20,332	10,452	30,784	15,197
<b>TOTAL INCOMING RESOURCES</b>		<u>125,214</u>	<u>10,886</u>	<u>136,100</u>	<u>183,032</u>
<b>RESOURCES EXPENDED</b>					
Total Church Activities	3(a)	123,614	58,089	181,703	149,798
<b>TOTAL RESOURCES EXPENDED</b>		<u>123,614</u>	<u>58,089</u>	<u>181,703</u>	<u>149,798</u>
<b>NET OUTGOING RESOURCES BEFORE TRANSFERS</b>		1,600	(47,203)	(45,603)	33,234
<b>Gross Transfers</b>		-	-	-	-
<b>NET INCOMING/(OUTGOING) RESOURCES AFTER TRANSFERS</b>		<u>1,600</u>	<u>(47,203)</u>	<u>(45,603)</u>	<u>33,234</u>
BALANCES BROUGHT FORWARD AT 1 JANUARY 2020		145,740	30,633	176,373	143,139
<b>BALANCES CARRIED FORWARD AT 31 December 2020</b>		<u>147,340</u>	<u>(16,570)</u>	<u>130,770</u>	<u>176,373</u>


The notes on pages 13 - 18 form part of these accounts.

PAROCHIAL CHURCH COUNCIL OF ST JAMES THE GREATER CHURCH LEICESTER


BALANCE SHEET AT 31 December 2020

	Note	2020 £	2019 £
<b>FIXED ASSETS</b>			
Tangible fixed assets	5	-	-
<b>CURRENT ASSETS</b>			
Debtors		2,146	0
Short term deposits		34,385	34,385
Cash at bank and in hand		94,819	144,956
		<u>131,350</u>	<u>179,341</u>
<b>CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR</b>			
	7	<u>(580)</u>	<u>(2,968)</u>
<b>NET CURRENT ASSETS</b>		<u>130,770</u>	<u>176,373</u>
<b>NET ASSETS</b>		<u><u>130,770</u></u>	<u><u>176,373</u></u>
<b>FUNDS</b>			
	6		
Unrestricted		147,340	145,740
Restricted		(16,570)	30,633
		<u>130,770</u>	<u>176,373</u>

Approved by the Parochial Church Council on 31/8/2022 and signed on its behalf by:

  
..... Reverend Andrew Quigley

  
..... Philip April Rule

  
..... Simon Edwards

The notes on pages 13 to 18 form part of these accounts

## PAROCHIAL CHURCH COUNCIL OF ST JAMES THE GREATER CHURCH LEICESTER

### NOTES TO THE FINANCIAL STATEMENTS For the year ended 31 December 2020

#### 1 Accounting policies

##### **Basis of accounting**

The financial statements have been prepared in accordance with the Church Accounting Regulations 2006 together with applicable accounting standards and the Charities SORP.

The financial statements have been prepared under the historical cost convention.

##### **Funds**

General funds represent the funds of the PCC that are not subject to any restrictions regarding their use and are available for application on the general purposes of the PCC. Funds designated for a particular purpose by the PCC are also unrestricted.

The purposes of the restricted funds are as follows:

Holyoake Trust Fund	- to make grants in cases of need at the discretion of the Vicar
Organ Fund	- to repair and renovate the Church organ
Youth Fund	- to contribute to youth work within the Church
Fabric and Furnishing Fund	- to repair and renovate Church buildings and furnishings incorporating the Disabled Access Fund.
Music Development Fund	- to develop and enhance all aspects of music within the Church
Choir Fund	- to provide support for the choir and it's projects
Hymn Book Fund	- to provide hymn books for the Church
Renovation Fund	- to provide renovation works for the west front and the church roof

These accounts include all transactions, assets and liabilities for which the PCC is responsible in law. They do not include the accounts of Church groups that owe their main affiliation to another body or those that are informal gatherings of Church members.

##### **Incoming resources**

###### **Voluntary income and capital sources**

Collections are recognised when received by or on behalf of the PCC.

Planned giving receivable under Gift Aid is recognised only when received.

Income tax recoverable on Gift Aid donations is recognised when the income is recognised.

Grants and legacies to the PCC are recognised when received.

Funds raised by fundraising and social events are accounted for gross.

###### **Other income**

Rental income from letting of the church premises, and associated charges, are accounted for when earned.

Parochial fees due to the PCC for weddings, funerals etc are accounted for on an event by event basis

## PAROCHIAL CHURCH COUNCIL OF ST JAMES THE GREATER CHURCH LEICESTER

### NOTES TO THE FINANCIAL STATEMENTS For the year ended 31 December 2020

#### 1 Accounting policies continued

##### ***Income from investments***

Interest from short term deposits with the Central Board of Finance of the Church of England, received gross, is accounted for when received.

##### **Resources used**

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

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

##### ***Activities directly relating to the work of the Church***

The diocesan parish contribution is accounted for when paid.

##### **Fixed assets**

##### ***Consecrated property and movable church furnishings***

Consecrated and beneficed property of any kind is excluded from the accounts by S 10(2) (a) and (c) of the Charities Act 2011.

Movable church furnishings held by the Vicar and Churchwardens on special trust for the PCC, and which require a faculty for disposal, are accounted for as inalienable property unless consecrated. They are listed in the Church's Inventory which can be inspected (at any reasonable time). For inalienable property acquired prior to 1 January 2002 there is insufficient cost information available and therefore such assets are not valued in the accounts. Individual items acquired after 1 January 2002, and with a purchase price of £1,000 or more, will be capitalised and depreciated in the accounts over their currently anticipated useful economic life on a straight-line basis.

All expenditure incurred in the year on consecrated or beneficed buildings or movable church furnishings, individual items under £1,000, or on the repair of movable church furnishings acquired before 1 January 2002, over that value, is written off.

##### ***Other fixtures fittings and office equipment***

Office equipment used within the Church premises is depreciated on a straight-line basis over 4 years.

##### **Current assets**

Amounts owing to the PCC at 31 December in respect of fees, rents or other income are shown as debtors less provision for amounts that may prove uncollectable.

Short-term deposits include cash held on deposit at the CBF Church of England Funds.

PAROCHIAL CHURCH COUNCIL OF ST JAMES THE GREATER CHURCH LEICESTER

NOTES TO THE FINANCIAL STATEMENTS  
For the year ended 31 December 2020

2 INCOMING RESOURCES	Unrestricted Funds £	Restricted Funds £	TOTAL FUNDS	
			2020 £	2019 £
<b>2(a) Voluntary Income</b>				
Plate Collections	1,640	-	1,640	6,286
Casual Gift Aid Donations	3,578	-	3,578	4,593
Envelope Scheme	3,374	-	3,374	7,719
Standing orders	36,820	-	36,820	30,590
Income Tax Reclaimed	11,290	194	11,484	18,798
Donations & Legacies	10,171	-	10,171	20,495
Marathon donations	-	-	-	3,975
Charity Collections	-	-	-	445
Flower Donations	-	240	240	1,205
Parish Giving Scheme	19,014	-	19,014	20,485
Sale of magazines	210	-	210	-
	<u>86,097</u>	<u>434</u>	<u>86,531</u>	<u>114,591</u>
<b>2(b) Activities for Generating Funds</b>				
Holyoake Fund	-	-	-	-
Organ Fund	-	-	-	-
Youth Fund	-	-	-	-
Fabric & Furnishing Fund	-	-	-	-
Choir Fund	-	-	-	-
Flower Guild Fund	-	-	-	-
Garden Party	-	-	-	642
	<u>-</u>	<u>-</u>	<u>-</u>	<u>642</u>
<b>2(c) Investment Income</b>				
Interest Received	381	-	381	585
Rent from Church Flat	7,150	-	7,150	5,700
	<u>7,531</u>	<u>-</u>	<u>7,531</u>	<u>6,285</u>
<b>2(d) Income from Church Activities</b>				
Wedding & Funeral Fees	572	-	572	859
Church Rentals	2,489	-	2,489	9,213
CD Sales	-	-	-	260
Choir Tour Fees	-	-	-	300
Hall Rentals	2,718	-	2,718	27,324
Concerts	-	-	-	765
Misc. Income	3,428	-	3,428	3,726
Costs Re-charged	2,047	-	2,047	3,870
	<u>11,254</u>	<u>-</u>	<u>11,254</u>	<u>46,317</u>
<b>2(e) Grants and Transfers</b>				
Transfer from Flower Guild	-	-	-	-
Donations & Grants	20,332	10,452	30,784	15,197
	<u>20,332</u>	<u>10,452</u>	<u>30,784</u>	<u>15,197</u>
<b>TOTAL INCOMING RESOURCES</b>	<u>125,214</u>	<u>10,886</u>	<u>136,100</u>	<u>183,032</u>

PAROCHIAL CHURCH COUNCIL OF ST JAMES THE GREATER CHURCH LEICESTER

NOTES TO THE FINANCIAL STATEMENTS  
For the year ended 31 December 2020

3 RESOURCES EXPENDED	Unrestricted Funds £	Restricted Funds £	TOTAL FUNDS	
			2020 £	2019 £
<b>3(a) CHURCH EXPENSES</b>				
<b>General Church Expenses</b>				
Caretaking, Cleaning, Security	18,790	-	18,790	18,774
Repairs & Renewals	7,612	57,988	65,600	4,659
Light, Heat, Power, Water	12,161	-	12,161	12,346
Insurance	7,781	-	7,781	7,934
Clergy Expenses	693	-	693	683
Other Expenses	1,326	-	1,326	2,521
	<u>48,363</u>	<u>57,988</u>	<u>106,351</u>	<u>46,917</u>
<b>Church Administration Expenses</b>				
Administrator	10,997	-	10,997	15,884
Printing & Stationery	1,899	-	1,899	2,266
Telephones	1,032	-	1,032	906
Other Expenses	1,297	-	1,297	2,056
	<u>15,225</u>	<u>-</u>	<u>15,225</u>	<u>21,112</u>
<b>Choir &amp; Organ Expenses</b>				
Director of Music	14,451	-	14,451	14,670
Organists	10,889	-	10,889	10,801
Choir	1,734	-	1,734	5,087
Organ & Piano Maintenance	641	-	641	1,778
Music & Subscriptions	-	-	-	435
Other Expenses	-	-	-	700
	<u>27,715</u>	<u>-</u>	<u>27,715</u>	<u>33,471</u>
<b>Church organisations</b>				
Sunday Clubs	-	-	-	-
Youth Groups	-	-	-	-
Southern Edge MP	-	-	-	-
	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
<b>Charitable Giving</b>	311	-	311	427
<b>Parish Contribution</b>	32,000	-	32,000	42,000
<b>Debtor Writeoff</b>	-	-	-	-
<b>Property Expenses</b>				
Quinquennial	-	-	-	-
Flat Refurbishment	-	-	-	-
	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
<b>Expenses on Operating Accounts</b>				
Holyoake Fund	-	100	100	700
Organ Fund	-	-	-	-
Youth Fund	-	-	-	-
Fabric & Furnishing Fund	-	-	-	-
Choir Fund	-	-	-	-
Flower Guild Fund	-	201	201	1,804
Concerts	-	-	-	-
Garden Party	-	-	-	154
Hymn Books & Music	-	-	-	3,213
	<u>-</u>	<u>101</u>	<u>101</u>	<u>5,871</u>
<b>TOTAL RESOURCES EXPENDED</b>	<u>123,614</u>	<u>58,089</u>	<u>181,703</u>	<u>149,798</u>

**PAROCHIAL CHURCH COUNCIL OF ST JAMES THE GREATER CHURCH LEICESTER**

**NOTES TO THE FINANCIAL STATEMENTS  
For the year ended 31 December 2020**

**4 STAFF COSTS**

	<b>2020</b>	<b>2019</b>
	<b>£</b>	<b>£</b>
Wages and salaries	54,827	60,128
Social security costs	-	-
	<u>54,827</u>	<u>60,128</u>

During the year the PCC employed the services of a Director of Music, Organist / Associate Director of Music, an Administrator and a Building Services Co-ordinator.

There were no other disclosable transactions in respect of PCC members, persons closely related with them or other related parties.

**5 FIXED ASSETS FOR USE BY THE PCC**

		<b>Fixtures &amp; Fittings</b>	<b>Church Hall</b>	<b>Total</b>
		<b>£</b>	<b>£</b>	<b>£</b>
<b>Cost</b>	at 1 January 2020	28,010	41,308	69,318
	additions	-	-	-
	at 31 December 2020	<u>28,010</u>	<u>41,308</u>	<u>69,318</u>
<b>Depreciation</b>	at 1 January 2020	28,010	41,308	69,318
	charge for the year	-	-	-
	at 31 December 2020	<u>28,010</u>	<u>41,308</u>	<u>69,318</u>
<b>Net Book Value</b>	at 31 December 2020	<u>-</u>	<u>-</u>	<u>-</u>
	at 31 December 2019	<u>-</u>	<u>-</u>	<u>-</u>

Fixtures and Fittings comprises both office and church equipment.

**6 ANALYSIS OF NET ASSETS BY FUND**

	<b>Unrestricted Funds</b>	<b>Restricted Funds</b>	<b>Total</b>
	<b>£</b>	<b>£</b>	<b>£</b>
Fixed assets	-	-	-
Current assets	147,669	(16,319)	131,350
Current liabilities	(329)	(251)	(580)
<b>Fund balance</b>	<u>147,340</u>	<u>(16,570)</u>	<u>130,770</u>

PAROCHIAL CHURCH COUNCIL OF ST JAMES THE GREATER CHURCH LEICESTER

NOTES TO THE FINANCIAL STATEMENTS  
For the year ended 31 December 2020

7 LIABILITIES: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2020 £	2019 £
Other creditors	580	2,968
	<u>580</u>	<u>2,968</u>