

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 th 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 £
INCOMING RESOURCES					
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
TOTAL INCOMING RESOURCES		<u>115,320</u>	<u>-</u>	<u>115,320</u>	<u>136,100</u>
RESOURCES EXPENDED					
Total Church Activities	3(a)	120,204	-	120,204	181,703
TOTAL RESOURCES EXPENDED		<u>120,204</u>	<u>-</u>	<u>120,204</u>	<u>149,798</u>
NET OUTGOING RESOURCES BEFORE TRANSFERS		(4,884)	-	(4,884)	(45,603)
Gross Transfers		(29,180)	29,180	-	-
NET INCOMING/(OUTGOING) RESOURCES AFTER TRANSFERS		<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
BALANCES CARRIED FORWARD AT 31 December 2021		<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 £
FIXED ASSETS			
Tangible fixed assets	5	-	-
CURRENT ASSETS			
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>
CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR			
	7	<u>(630)</u>	<u>(580)</u>
NET CURRENT ASSETS		<u>125,886</u>	<u>130,770</u>
NET ASSETS		<u>125,886</u>	<u>130,770</u>
FUNDS	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

2 INCOMING RESOURCES	Unrestricted	Restricted	TOTAL FUNDS	
	Funds	Funds	2021	2020
	£	£	£	£
2(a) Voluntary Income				
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>
2(b) Activities for Generating Funds	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
2(c) Investment Income				
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>
2(d) Income from Church Activities				
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>
2(e) Grants and Transfers				
Transfer from Flower Guild	-	-	-	-
Donations & Grants	-	-	-	30,784
	<u>-</u>	<u>-</u>	<u>-</u>	<u>30,784</u>
TOTAL INCOMING RESOURCES	<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**

3 RESOURCES EXPENDED	Unrestricted Funds £	Restricted Funds £	TOTAL FUNDS	
			2021 £	2020 £
3(a) CHURCH EXPENSES				
General Church Expenses				
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>
Church Administration Expenses				
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>
Choir & Organ Expenses				
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>
Church organisations	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Charitable Giving	<u>-</u>	<u>-</u>	<u>-</u>	<u>311</u>
Parish Contribution	<u>-</u>	<u>-</u>	<u>-</u>	<u>32,000</u>
Expenses on Operating Accounts				
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>
TOTAL RESOURCES EXPENDED	<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 £
Cost	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>
Depreciation	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>
Net Book Value	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)
Fund balance	<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>