

**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

CONTENTS

	Page
Annual Report	1 - 15
Independent Examiner's Report	16
Statement of Financial Activities	17
Balance Sheet	18
Notes to the Financial Statements	19 - 24

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 Minster 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, Scraptoft. The theme of this Synod was Climate Crisis and the Church. It began with a 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 disinvest 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 31st 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 Karlruhe 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 £
INCOMING RESOURCES					
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
TOTAL INCOMING RESOURCES		<u>100,591</u>	<u>0</u>	<u>100,591</u>	<u>115,415</u>
RESOURCES EXPENDED					
Total Church Activities	3(a)	127,562	295	127,857	97,122
TOTAL RESOURCES EXPENDED		<u>127,562</u>	<u>295</u>	<u>127,857</u>	<u>97,122</u>
NET OUTGOING RESOURCES BEFORE TRANSFERS		(26,971)	(295)	(27,266)	18,293
Gross Transfers		239	(239)	0	0
NET INCOMING/(OUTGOING) RESOURCES AFTER TRANSFERS		<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
BALANCES CARRIED FORWARD AT 31 December 2023		<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 £
FIXED ASSETS			
Tangible fixed assets	5	1,188	0
CURRENT ASSETS			
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>
CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR			
	6	<u>(175)</u>	<u>(84)</u>
NET CURRENT ASSETS		<u>115,725</u>	<u>144,179</u>
NET ASSETS		<u>116,913</u>	<u>144,179</u>
FUNDS			
Unrestricted		104,806	131,538
Restricted	8	12,107	12,641
		<u>116,913</u>	<u>144,179</u>
	7	<u>116,913</u>	<u>144,179</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 Funds £	Restricted Funds £	TOTAL FUNDS	
			2023 £	2022 £
2(a) Voluntary Income				
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>
2(b) Activities for Generating Funds	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
2(c) Investment Income				
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>
2(d) Income from Church Activities				
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>
2(e) Grants and Transfers				
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>
TOTAL INCOMING RESOURCES	<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 £
3(a) CHURCH EXPENSES				
General Church Expenses				
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>
Church Administration Expenses				
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>
Choir & Organ Expenses				
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>
Church organisations	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Charitable Giving	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Parish Contribution	<u>31,367</u>	<u>0</u>	<u>31,367</u>	<u>0</u>
Expenses on Operating Accounts				
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>
TOTAL RESOURCES EXPENDED	<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

	2023	2022
	£	£
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

		Fixtures & Fittings £	Church Hall £	Total £
Cost	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>
Depreciation	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>
Net Book Value	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

	2023	2022
	£	£
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

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

8 RESTRICTED FUNDS

	2023 £	2022 £
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>