

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST HILDA, WARLEY WOODS

England & Wales · Charity number 1181258

Details

Other names ST HILDA'S PCC, WARLEY WOODS

Status Registered

Legal form Other

Registered 2018-12-19

Register [View on the Charity Commission register](#)

Contact

Address St. Hildas Church & Vicarage
Abbey Road
Smethwick
B67 5NQ

Phone 01214291384

Email secretary@sainthildawarleywoods.co.uk

Website www.sainthildawarleywoods.co.uk

Activities

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

Activities: The charity is the Parochial Church Council (PCC) for the ecclesiastical parish of St Hilda, Warley Woods, in the Diocese of Birmingham. Its purpose is to promote the whole mission of the Church of England in the parish. This includes Christian worship, promotion of the gospel to the parish, pastoral support for attendees and the wider community, and facilities for church and community groups.

Classification

- **How:** Makes Grants To Organisations, Provides Buildings/facilities/open Space, Provides Services
- **What:** Religious Activities
- **Who:** Children/young People, Elderly/old People, People With Disabilities, The General Public/mankind

Geography

- Sandwell

Finances

Period end	Income	Expenditure	Assets	Employees
2025-12-31	£102,451	£85,403	-	-
2024-12-31	£79,651	£150,630	-	-
2023-12-31	£105,846	£94,464	-	-
2022-12-31	£97,092	£85,724	-	-
2021-12-31	£71,655	£73,750	-	-
2020-12-31	£71,494	£92,394	-	-

Trustees

Name	Role	Appointed
Rev Jennifer Ruth Crewes	Chair	2020-07-07
ANNE HARRIS		2019-04-07
DR TERRY DANIELS BSC PHD		2016-04-10
ELIZABETH JOAN FARRIER		2017-04-30
Elizabeth MELLOR		2025-05-25
Ian Francis Dickinson		2023-04-23
JAMES DAVID ATKINSON		2024-04-21
Jenifer WILSON		2025-05-25
Julie Ann Batham		2023-04-23
PETER JOHN STOKES		2001-04-29
Rev DIANE REEVES		2025-10-05
SIMONE SARAH ABBOTT		2026-05-10

Accounts



ANNUAL REPORT AND ACCOUNTS

YEAR ENDING 31 DECEMBER 2025

ST HILDA'S CHURCH

Parish of Warley Woods

Diocese of Birmingham

Abbey Road, Smethwick, B67 5NQ

Charity Registration Number 1181258

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PCC MEMBERSHIP AND TRUSTEES, 2025

Ex-officio Members serving the whole of 2025

Rev Jennifer Ruth Crewes - Incumbent and, ex-officio chair *
Mrs Julie Ann Batham - Churchwarden *
Mr Ian Francis Dickinson - Churchwarden *
Mr Peter John Stokes - Deanery Synod Representative *
Dr Manju Mary John - Deanery Synod Representative *
Miss Pauline Victoria Galea Gingell - Deanery Synod Representative*

Ex-officio Member serving from 5 October 2025

Rev Dr Diane Reeves – Non-stipendiary Curate *

Elected Members serving on 1 January 2025

Mrs Elizabeth Joan Farrier [Secretary] *
Mr James Atkinson *
Mrs Anne Harris *
Miss Rhiannon Tonkinson *
Mrs Elaine Lydia Carrington [Treasurer – resigned, illness, March 2025]

Elected Members Serving until the APCM, 25 May 2025

Mr John Matthew Barber
Mr John Christopher Fitzpatrick
Dr Terry Daniels [Acting Treasurer from March 2025]

Elected Members Serving from the APCM, 25 May 2025

Miss Elizabeth Mellor *
Mrs Stella Ogilo [resigned July 2025]
Mrs Jenifer Wilson *
Mr Leighton Dominic Witcombe *

Co-opted Member Serving from 25 May 2025

Dr Terry Daniels [Acting Treasurer from March 2025] *

** Members serving on 31st December 2025*

ST HILDA'S CHURCH, WARLEY WOODS

ANNUAL REPORT FOR YEAR ENDING 31 DECEMBER 2025

INTRODUCTION

The Parochial Church Council of St Hilda's PCC of Abbey Road, Smethwick, B67 5NQ ('the PCC') is a registered charity under charity registration number 1181258. The governing document for the PCC is the Parochial Church Councils (Powers) Measure 1956 and it is constituted in accordance with the Church Representation Rules 2000.

Members of the PCC are the trustees of the charity. Some members of the PCC are members because they hold a particular office (to which they are appointed or elected). Others are elected at the Annual Parochial Church Meeting (APCM). In 2025 this was held on Sunday 25th May. Details of those who served as PCC members (who are the trustees of the charity) during 2024 are set out on page 2 opposite John Barber and John Fitzpatrick stepped down as PCC members. Our thanks go to both for their faithful service.

The main objective of the PCC is to co-operate with the incumbent in 'promoting within the parish the whole mission of the church, pastoral, evangelistic, social and ecumenical' (section 2(2) PCC (Powers) Measure 1956). This mission of the PCC is to benefit people generally, and specifically residents of the parish, by celebrating the work of the Spirit and promoting faithfulness to the teaching of Jesus. In fulfilling their duties, the PCC has had regard to the Charity Commission's guidance on public benefit.

OVERVIEW

The year saw some highs and lows of church and community life. We said sad goodbyes to members who moved away, and to those who died, as well as welcoming new members and baptising some of them. The financial situation of the church still gives some concern despite receiving an unusually large amount in legacies in 2025, but with careful thought and sensible planning we continue to monitor our finances closely. Despite these concerns the church has been able to provide for our church family and the wider community throughout the year.

BUSINESS OF THE PAROCHIAL CHURCH COUNCIL (PCC)

The PCC met on seven occasions during 2025, including immediately following the APCM meeting on 25th May. The average attendance was 81% of the PCC members. During 2025, the PCC employed one person: a Hall Cleaner.

The PCC's work in relation to safeguarding children, young people and vulnerable adults is outlined in the separate report from the Parish Safeguarding Co-ordinator (page 7).

Cygnets Hospital, a private mental health hospital for women, opened in our parish in 2024 and throughout 2025 our vicar visited fortnightly to offer spiritual support as their Chaplain.

FINANCE

A full account of the church's financial position follows from page 10 onwards. We have experienced challenges over the year as regular monthly expenditure exceeds our monthly income, consequently we have had to call on our reserves on two occasions. Our net income was boosted by receiving four legacies, some restricted, in 2025, but this is an unpredictable source of income: it masked and compensated our

monthly revenue deficit, and enabled us to increase our reserves somewhat, but is not a long-term solution to the ongoing deficit situation.

We are extremely grateful for the generosity of all who contribute to the life of St Hilda's not only financially, but by volunteering and sharing of their talents.

FABRIC OF THE BUILDINGS

Heating and Energy Supply

The new heating system has provided us with a warm and welcoming place to meet and worship as well as performing funerals, weddings and baptisms. We changed our electricity supplier to Yu Energy on a tariff utilising solely renewable sources, and continued with Crown Gas and Power for the supply of biogas during 2025.

Other fabric items

The following fabric items were completed during the year:

- Sandwell MBC awarded a grant to paint the church hall and buy new chairs. Five of the older armchairs were re-upholstered.
- The church roof guttering was cleaned.
- A party of volunteers was established to clean the church quarterly.
- The Vicarage front garden has been tidied and a number of problematic trees cut down and removed. 50% of the cost of this covered by the Diocese.
- The church post box was damaged during the removal of the trees, and has since been replaced by the company.
- The mesh on the openings of the church tower has deteriorated, allowing birds to enter and nest there. Quotes are being sought to clean out and repair the tower.
- The Scout Group has closed, and the future use of the Scout Hut is being considered.

ELECTORAL ROLL

In 2025 the Electoral Roll was completely updated, as required every six years. On 31st December 2025, the electoral roll stood at 53 members, of which 25 were resident in the parish and 28 were non-resident. The numbers were significantly down on the previous roll largely due to the effect of the Covid 19 pandemic, and people not returning to worship after the enforced closure.

CHURCH LIFE

On 5th October we were delighted to welcome Mother Diane Reeves as our new curate, following her ordination as a Deacon in Birmingham Cathedral, and we celebrated this with a 'bring and share' lunch.

The Sunday morning service remains our main act of worship, and has been held throughout the year. These services followed various themes according to the liturgical calendar, including a focus on Creationtide and our care for the environment throughout September, including a pet-blessing service. October's Harvest Festival again provided much needed food items for Smethwick Food Bank.

We continue to be part of an 'Oversight Area' with St Mary the Virgin, Bearwood, Smethwick Old Church and St Matthew with St Chad, Smethwick. Our incumbent, The Rev'd Jenni Crewes, stepped down as the Oversight Minister in July 2025. The Oversight Area's Mission Action Plan previously identified three key areas to work together on: bereavement, children and schools, and encouraging vocations. In September we met at St Mark's church hall for a 'Dying Matters' afternoon as part of the 'Bereavement Project', attended by a number of people and a local funeral director: we hope to repeat a similar event in future.

Thanks go to our volunteer organists, John Barber, Angela Daniels and David Ellis, who add so much to our services of worship by playing the organ and piano, and to Mike Baynham and Ian Dickinson with their guitars.

The church was open on Tuesdays and Wednesdays for private prayer throughout the year. These were supplemented by Wednesday morning Holy Communion services and Morning Prayer Tuesdays.

The Prayer Ministry Team has continued to be open for prayer requests, which are shared via WhatsApp daily. The Team has also been available to pray with members of the congregation on a regular basis during some of the morning services: most months, prayer ministry was offered on the first and third Sunday of the month by a small and committed team of volunteers.

For the second year, we held a vigil on Holy Saturday evening and a dawn service on Easter Sunday, including the lighting of the Paschal Candle from the bonfire and carrying it into church.

Sadly, during the year, three of our members died; Jean McCulloch, Judith Gibbens and Elaine Carrington. On 2nd November 2025, we held our annual service for the commemoration of those who have died.

There were several baptisms of adults and children, including a full emersion baptism performed outdoors. We had three weddings in church in 2025, and our clergy performed thirty-seven funerals in church or at crematoria. We hosted the Diocesan Confirmation Service on 25th November when, amongst others, two of our own congregation were confirmed by Bishop Esther.

Our incumbent took many acts of home communion to folk who are housebound or in hospital, often accompanied by a lay member of the congregation.

We continue to work with other churches in the area by holding joint services, assemblies, and a walk of witness on Good Friday. Our vicar met regularly for prayer with other church leaders.

We welcomed the funeral director firm Roberts and Brain who again held their commemoration service in the church on 10th December.

In partnership with The Dialogue Society, we have regularly met for 'scriptural reasoning' sessions with our Muslim neighbours. This includes sharing food together and learning about each other's beliefs.

OUTREACH, CHARITABLE AND SOCIAL WORK

The Church Hall continued to be put to good use by CAMEO (our senior's group), the Youth Group, the Friendship Club, and our Rainbows, Brownies, and Guides. Sadly, the Table Tennis Club has discontinued.

CAMEO (Come And Meet Each Other) continued strongly with over thirty members. It provides a valuable and life-giving opportunity for some of our older church and parish members to meet with friends, and, for some members, this may be the only contact they have with other people during the week.

The Youth Group for children of secondary school age met once a month on Sunday evenings with a typical attendance of seven members.

Friendship Club met monthly to share a meal on a Friday evening, and provides a warm welcome for refugee and asylum seekers enabling them to make friends and local connections.

The church hall is widely used by local community groups and families for parties and events. Regular groups include Zumba, a Mother and Baby Fitness Group, a Baby Sensory meeting, Mini Athletics, Little Parakeets Play Group, and a number of new weekly hires such as Karate, Rugby Tots and Fitness Pilates. Thanks must go to Marian Hills for all her hard work in coordinating and managing the hall bookings.

In July we held the annual Three Shires Festival that is growing in strength and popularity: the wide range of events included classical concerts, a ceilidh, poetry and music, and an art exhibition. We held eighteen free-entry concerts by students at Birmingham Conservatoire in the church, these were generally well attended

by members of the local community as well as church members: the new heating system enabled us to continue throughout the colder months. There were also nine other concerts in the church, which is increasingly being recognised as a good local performance space.

There were a five school visits into the church by Abbey Junior, Bleakhouse Primary, Moat Farm, and Annie Lennard Primary Schools. Additionally, visits were made to a number of schools to help with assemblies and RE classes.

We have again supported our four adopted charities: Christian Aid, The Children's Society, the Mission to Seafarers and the Diocesan Fund for Malawi. There was a Christingle service on 14th December where we focussed on The Children's Society. Sea Sunday was celebrated on 13th July at which items knitted by congregation members for the Mission to Seafarers were brought to church.

An Eco-Church group was reformed, and were granted the Silver Eco-Church award. We are now working towards the Gold award. The group are helping us to think about making changes to our care for creation. We are exploring the possibility of installing solar panels as a legacy has been left towards this exciting project which should reduce our overall electricity bill as well as making the church 'greener'. Our flower arrangers faithfully continued to decorate the church, and have been working with the Eco-Church team to be as environmentally friendly as possible, for example by changing to a biodegradable 'oasis'.

The church is a member of the Inclusive Church Network.

On 13th December we held a Walking Nativity around the church grounds and church hall complete with special guests two Shetland ponies, Eeks and Shelby, who brought many smiles (many thanks to Rachel Clee for bringing them along).

SUMMARY

This year we have seen many encouraging signs of growing community life. We are grateful to the many volunteers in the church family that enable us to worship together, keep our building welcoming and safe, and enable us to proclaim and live our faith.

Elizabeth Farrier, PCC Secretary
February 2026

ST HILDA, WARLEY WOODS

ANNUAL SAFEGUARDING REPORT FOR THE YEAR ENDING 31 DECEMBER 2025

The safeguarding of children, young people and vulnerable adults is an ongoing concern of the PCC.

The purposes of safeguarding in the context of a parish church like St Hilda's are to:

- respond to any safeguarding concerns and ensure that the right action is taken;
- promote awareness of safeguarding;
- help create as safe an environment as possible for everyone who is part of St Hilda's and its activities; and
- regularly review the PCC's legal and diocesan safeguarding requirements and ensure that these are implemented.

Anne Harris, Parish Safeguarding Co-ordinator works on behalf of the PCC to ensure that these purposes are met and reports to each PCC meeting. During 2025, Anne was helped by Revd Jenni Crewes, the PCC, other volunteers and members of St Hilda's Church, the Church of England Birmingham Safeguarding Team and Mike Baynham, who was appointed as a Parish Safeguarding Officer in June 2025.

If anyone else is interested in joining the safeguarding team and helping with some aspects of safeguarding at St Hilda's, please speak to Jenni Crewes or Anne Harris.

Definition of the term 'vulnerable adult'

Section 6 of the Safeguarding and Clergy Discipline Measure (2016) states that the term 'vulnerable adult' refers to a person aged 18 or over whose ability to protect themselves from violence, abuse, neglect or exploitation is significantly impaired, temporarily or indefinitely, through physical or mental disability, illness, old age, emotional fragility, distress or otherwise. Some adults may not consider themselves vulnerable but may be vulnerable to being abused by individuals in positions of leadership and responsibility.

Reporting safeguarding issues

In addition to speaking to Anne, Mike or Jenni, a publicised dedicated safeguarding mobile phone number and email address for leaving messages provide alternative ways of drawing any safeguarding concerns to the St Hilda's safeguarding team.

The safeguarding mobile phone number is 07946 147703.

The former safeguarding email address was administered by the St Hilda's website which has now ceased. In November 2025, a new St Hilda's safeguarding email address was established. This is sthildasafeguarding@gmail.com

Safeguarding records

Confidential records are written and kept of all safeguarding concerns and actions. These are maintained in line with UK GDPR and Church of England guidance for all parish safeguarding records, their retention and storage.

There are two Church of England online applications:

1: The Parish Safeguarding Dashboard

This is an easy to use, online national Church of England tool which helps the PCC and parish safeguarding team to meet their requirements to review safeguarding regularly and to conduct an annual assessment of the PCC's safeguarding arrangements. The Parish Safeguarding Co-ordinator regularly updates the parish safeguarding dashboard and ensures that any necessary actions have been taken. In 2025, a full parish 'Promoting a Safer Church' action plan generated by the safeguarding dashboard, was presented to the PCC on 20th July, and summary 'Promoting a Safer Church' action plans were included in the safeguarding reports to each of the other PCC meetings.

2: The Safeguarding Hub

This second online application is linked to the Parish Dashboard and designed to help a parish church with following the Church of England 'Safer Recruitment and People Management' Guidance. Stage 1 is the 'Role Creator' which lists and describes our 40 current church roles for volunteers and employees. Stage 2 is the 'People Manager' and provides a record of DBS checks and safeguarding training for each of our 42 volunteers. Stage 3 is the 'Recruitment Tracker' which helps us through the first 11 steps required by the national Church of England 'Safer Recruitment and People Management' guidance for recruitment to all roles which have substantial contact with children, young people and vulnerable adults.

Role descriptions

The House of Bishops 'Promoting a Safer Church' safeguarding policy statement (2017) recommends clear role descriptions for all church officers. (A church officer is anyone, ordained or lay, who is appointed or elected by or on behalf of the church to a post or a role). Role descriptions have been given to those volunteers at St Hilda's Church who have substantial contact with children, young people or vulnerable adults. The PCC and Parish Safeguarding Co-ordinator are continuing to work on developing and reviewing role descriptions for all other volunteers.

Parish Identity Verifiers

Liz Farrier, Parish Identity Verifier, assisted by Anne Harris, Deputy Parish Identity Verifier, has continued to process new applications for DBS checks before a volunteer has started in a new role and DBS renewals every 3 years for volunteers in roles involving substantial contact with children, young people and vulnerable adults.

Safeguarding Training

In line with the Church of England House of Bishops 'Framework for Safeguarding Training', the Parish Safeguarding Co-ordinator and PCC have ensured that each church employee and volunteer has completed or renewed safeguarding training within the previous three years, at the required level for their role. New volunteers are informed of their safeguarding training requirements and the relevant training is arranged and completed before a volunteer begins in their new role.

Safeguarding training begins with basic awareness training which is a requirement for all volunteers and paid church officers. All volunteers are seen to be representing the Church and it is important that we all know how to recognise or respond to a potential safeguarding matter and what to do.

Further Church of England safeguarding training 'pathways', relevant for certain roles, include 'Foundations' which follows 'Basic Awareness', 'Responding to Domestic Abuse', 'Leadership' and 'Safer Recruitment and People Management'.

Safeguarding training is usually done online, but in person assistance can be provided at St Hilda's for volunteers who feel unable to do the training online.

Annual reviews of safeguarding policies and procedures

On 13th March 2025, the PCC approved annual reviews of the following St Hilda's safeguarding policies and procedures which were re-grouped as follows:

- (1) Promoting a Safer Church Safeguarding Policy and Procedures
 - (1.1) Promoting a Safer Church Safeguarding Policy
 - (1.2) Responding to Safeguarding Concerns and Allegations Procedure
 - (1.3) Safeguarding Complaints Procedure
- (2) Raising Awareness of Domestic Abuse Policy and Procedures
- (3) The Safe Use of Social Media and Mobile Phones Policy and Procedures
- (4) Recruitment of Ex-Offenders Policy

Up to date copies of these policies can be accessed on noticeboards in the church porch and the entrance to the church hall and also at St Hilda's on 'A Church Near You' website.

Amendment to The Safe Use of Social Media and Mobile Phones Policy and Procedures

On 1st October 2025, the PCC agreed to an amendment to 'The Safe Use of Social Media and Mobile Phones Policy and Procedures' to include a paragraph entitled 'written permission for sharing photos and images on social media platforms' and a child photography consent form.

Church activities

A church activity is an activity organised in the name of the church primarily for children, young people or vulnerable adults OR an activity which includes teaching, training, instructing, caring for, supervising or transporting children, young people or vulnerable adults. It is the PCC's responsibility to decide if an activity is organised in the name of the church. This has implications for the safeguarding arrangements and the activity's recruitment of staff and volunteers, governance, finances and insurance. Currently, there are two St Hilda's church activities which are CAMEO (Come and meet Each Other) and the Youth Group. The Parish Safeguarding Co-ordinator has been available to advise the leaders and helpers of these activities in ensuring that they receive the necessary safeguarding information and training, and comply with diocesan and national safeguarding requirements, including safer recruitment processes, role descriptions and risk assessments.

Non-church activities

On 23rd July, as part of the review of the 'Promoting a Safer Church Action Plan', generated by the Parish Safeguarding Dashboard, the PCC reviewed and approved the list of non-church activities for children, young people and vulnerable adults that are held on St Hilda's Church premises. The PCC is grateful to Marian Hills, who manages the church hall bookings and ensures that the relevant safeguarding clause is signed and understood by the hirers.

Safer Recruitment

The Parish Safeguarding Co-ordinator and PCC have continued to monitor and encourage the development of safer recruitment practices in line with the revised Church of England House of Bishops 'Safer Recruitment and People Management Guidance' (January 2022) for the safe recruitment, supervision and support of every church employee and volunteer who has substantial contact with children, young people or vulnerable adults.

Safeguarding Sunday

Our fourth annual Safeguarding Sunday which took place at St Hilda's on Sunday 16th February 2025 is a national initiative and was an opportunity to highlight and celebrate the safeguarding work in our church within the context of worship.

A safeguarding culture at St Hilda's

At St Hilda's we continue to do all we can to:

- prevent and make it impossible for deliberate or inadvertent abuse of any kind to take place at St Hilda's,
- continually question ourselves, individually and collectively about how we ensure safety in all that we are and do,
- say and write more frequently that 'safeguarding is everyone's responsibility' until children and vulnerable adults are safe from harm',
- even when dealing with relatively small safeguarding issues and requirements, remember that knowing about something and being ineffective in doing something about it could lead to something more serious.

Conclusion

In accordance with Section 5 of the Safeguarding and Clergy Measure 2016, the PCC has therefore complied with its duty to have due regard to the House of Bishops Guidance on safeguarding children and vulnerable adults.

Anne Harris, Parish Safeguarding Co-ordinator
24th January 2026

ST HILDA'S CHURCH, WARLEY WOODS ANNUAL ACCOUNTS FOR YEAR ENDING 31 DECEMBER 2025

OVERVIEW

Status: St Hilda's Church is the parish church for the Parish of Warley Woods in the Diocese of Birmingham. In 2018 the Parochial Church Council of the Ecclesiastical Parish of St Hilda, Warley Woods (PCC) became a registered charity under The Charity Commission of England and Wales, with the Registered Charity Number 1181258.

Premises: The church building, church hall, vicarage and grounds are the property of Birmingham Diocese. The PCC owns a scout hut on the site: the tenant scout troop left in May 2025, and is not currently in use, awaiting a survey and renovation. It was valued at £117,700 for insurance purposes in 2014, but is notionally valued at £10,000 in the Statement of Assets and Liabilities. The church hall was redecorated in 2025. Use of the Church and the Hall by community organisations is a major source of income.

Site Developments: In 2024, in a major capital project the gas-fired heating system in the church building was replaced with electric radiators using 'green' electricity, and thereby also reduce the carbon footprint of the church. A legacy for £11,381 was received in 2025 with a restriction that it be spent on solar panels to partly offset the cost of running this system. The PCC is currently assessing the feasibility of installing solar panels on the church or hall.

Clergy: The incumbent is a vicar, the Rev Jennifer Ruth Crewes. A non-stipendiary curate, Diane Reeves, took up her post on 5th October 2025.

Lay Employees: The church employed one person, a hall cleaner, and the staff payroll is administered by Birmingham Diocese at no cost to St Hilda's Church. No PCC member has been a church employee. No PCC member receives any honorarium or expenses arising from that position within the Church.

Charitable Giving: As usual, the PCC financially supported its adopted charities, Christian Aid, the Mission to Seafarers, and the Children's Society, as well as the Smethwick Food Bank. In 2025 the usual container of items was not sent by Birmingham Diocese to Malawi: the church retains funds should one be sent in 2026.

Accounting Basis: These accounts have been prepared on a 'receipts and payments' basis in accordance with the Charities Act 2011.

Review of Financial Procedures: A review of current financial practice at St Hilda's Church was carried out in December 2022 using the Charity Commission guidelines and checklist: the report was approved by the PCC in January 2023. The 2022 Report stated that all legal requirements and most 'best practice' recommendations were being met by current procedures. The most significant departure was the use of only one approval, the Treasurer's, for bank transfers, but this has been changed so all debit entries are completed require dual authorisation. The PCC adopted a policy of full review every five years, so next review becomes due in 2027.

Bank Accounts and Investments: At the start of 2025, St Hilda's PCC held a current account with the Bank of Scotland (BOS), five deposit accounts with Church of England Central Board of Finance (CBF), and two investment funds, the Porter-York Fund held in CBF property shares, and the CBF UK Equity Fund. The BOS account was changed by the bank from a 'Treasurer's Account' to a 'Charities Account', and now may be liable to bank charges. The UK Equity Fund was discontinued in June, and the church's holding transferred to the CBF Global Equity Fund.

Agency Operations: St Hilda's PCC collects some fees and receipts as an 'agent' for another entity, which it then redistributes. Such transactions are handled through the PCC's Bank of Scotland current account, but the fees are not part of the church's income and expenditure, and are therefore excluded from the church's accounts. These include, for example, payments from statutory fees made on behalf of Birmingham Diocese,

money specifically raised for charities (but not church donations to the charities), and refundable damage deposits for hire of buildings.

Summary of Accounts: 2025 continued to present financial challenges, and revenue expenditure exceeded revenue income in most months. Total receipts were £102,451 (significantly higher than in 2024) and total payments £85,403 (down on 2024), giving an overall excess of income over expenditure of £17,047 for 2025. However, the income figure includes £36,381 from five legacies, so the regular 'revenue' income is reduced to £65,269, and the balance becomes an excess of expenditure of £19,334. Since the church is owed a net £7,531, the revenue balance is effectively an overspend £11,803 or an average of about £1,000 per month. The church has had to draw on reserves to meet this overspend.

Income Sources: The main source of income is the voluntary giving of church attenders. Stewardship was marginally down at £24,876. However, with open plate collections and other voluntary giving, the total income by voluntary giving was £34,612, which was £1,345 higher than in 2024. Gift aid at £1,914 was down for reasons described in note 3, but an unclaimed £7,010 should be received in 2026. We also continue to see higher income as a result of the use of our church and church hall by both community and church groups, but no longer have income from hiring the scout hut since the scout group closed in May. After deducting running costs for the hall, a net income from hiring buildings was £8,109. The church benefitted from five legacies in 2025 totalling £36,381, which covered the overspend and boosted reserves.

Expenditure: The main expense to the church (52%) is the Parish Share paid to Birmingham Diocese, which was increased to £44,500. With increased use of our buildings, the running costs are higher, particularly electricity charges for the church, £14,378 (16.8%).

Investments: The church has shares in two investment funds managed by CCLA for the Central Board of Finance of the Church of England. The shareholding in the Property Fund (the church's Porter-York fund) was unchanged over the year, and the value increased over the year by £257 to £12,190 on 31 December 2025. The second holding was moved from the UK Equity Fund to the Global Equity Fund on 13 June 2025, when the UK Equity Fund was discontinued: £26,381 was paid into the Global Equity Fund in December from the bequests, raising the total holding to 11,102 shares, valued at £33,706 on 31 December 2025.

Reserve Policy: It is the policy of St Hilda's PCC to maintain immediately available unrestricted reserves equivalent to three month's normal expenditure, approximately £21,000 at present. On 31st December 2025, an unrestricted balance of £8,014 was held in the BOS current account and £11,821 was held in the 'General Reserve' Deposit Account on one week's notice, thereby fulfilling this policy.

The Unquantifiable: These monetary accounts cannot include the significant time and effort freely given by church members in supporting the work of the fellowship in many ways. We are grateful to the people who continue to give under the stewardship scheme, to those who have found new ways of giving, and to the people who give of their time, skills and talents to support the fellowship. On a personal note, as Treasurer I would like to thank those who count and bank the collections and other cash receipts: your help is very much appreciated.

Dr Terry Daniels
Acting PCC Treasurer from March 2025

Elaine Carrington, who became treasurer in April 2024, was taken seriously ill in March 2025 and had to resign the post. She died in August 2025, and had been a loyal servant to the church in many roles over the years, and latterly taking on the responsibility of PCC treasurer.

ANNUAL ACCOUNTS FOR YEAR ENDING 31 DECEMBER 2025

RECEIPTS AND PAYMENTS 2025

RECEIPTS						<i>Total 2024</i>
	Note	Restricted	Designated	Unrestricted	Total 2025	
Donations						
Stewardship	1					
Tax-efficient		£0.00	£0.00	£20,783.00	£20,783.00	£20,714.00
Other		£0.00	£0.00	£4,093.00	£4,093.00	£4,388.00
Collections at Services	2	£0.00	£0.00	£4,893.75	£4,893.75	£4,499.60
Gift Aid Recovered	3	£0.00	£0.00	£1,914.25	£1,914.25	£7,320.84
Other Voluntary Giving	4	£140.00	£0.00	£4,702.54	£4,842.54	£3,665.30
Grants	5	£1,035.00	£0.00	£0.00	£1,035.00	£7,062.20
Bequests	5	£16,381.47	£0.00	£20,000.00	£36,381.47	£1,000.00
Other Receipts	5	£0.00	£0.00	£1,132.00	£1,132.00	£1,665.00
Donations Sub-total		£17,556.47	£0.00	£57,518.54	£75,075.01	£50,314.94
Charitable Activities						
Statutory Fees	6	£0.00	£0.00	£7,267.00	£7,267.00	£2,960.00
Trading Income	7	£0.00	£0.00	£16,358.35	£16,358.35	£20,965.18
Fundraising for Church	8	£0.00	£0.00	£1,928.33	£1,928.33	£3,190.43
Charitable Activities Sub-total		£0.00	£0.00	£25,553.68	£25,553.68	£27,115.61
Investment Income						
Investment Accounts (Equity & Property Funds)		£0.00	£0.00	£1,021.73	£1,021.73	£1,329.07
Deposit Accounts		£42.93	£243.45	£513.91	£800.29	£891.28
Investment Income Sub-total		£42.93	£243.45	£1,535.64	£1,822.02	£2,220.35
TOTAL RECEIPTS		£17,599.40	£243.45	£84,607.86	£102,450.71	£79,650.90
PAYMENTS						
Fundraising Costs						
Cost of Fundraising	8	£0.00	£0.00	£1,110.14	£1,110.14	£1,000.12
Charitable Activities						
Diocesan Parish Share	9	£0.00	£0.00	£44,500.00	£44,500.00	£44,004.00
Charitable and other donations	10	£1,055.00	£0.00	£1,255.66	£2,310.66	£2,756.45
Salaries, wages and honoraria	11	£0.00	£0.00	£3,518.40	£3,518.40	£3,894.00
Clergy and staff expenses	12	£0.00	£0.00	£1,114.37	£1,114.37	£705.04
Charitable Activities Sub-total		£1,055.00	£0.00	£50,388.43	£51,443.43	£51,359.49
Site Running Expenses						
Mission and evangelism	13	£0.00	£0.00	£0.00	£0.00	£0.00
Church running expenses	14	£0.00	£0.00	£10,333.36	£10,333.36	£13,304.36
Church utility costs	14	£0.00	£0.00	£14,377.56	£14,377.56	£7,341.26
Cost of trading	15	£0.00	£0.00	£8,138.87	£8,138.87	£10,902.96
Site Running Expenses Sub-total		£0.00	£0.00	£32,849.79	£32,849.79	£31,548.58
Capital Items						
Major projects	16	£0.00	£0.00	£0.00	£0.00	£66,722.11
TOTAL PAYMENTS		£1,055.00	£0.00	£84,348.36	£85,403.36	£150,630.30
EXCESS OF RECEIPTS OVER EXPENDITURE		£16,544.40	£243.45	£259.50	£17,047.35	-£70,979.40
Transfers from Investments to Current accounts		-£11,381.47	£0.00	-£10,000.00	-£21,381.47	£10,000.00
OPENING CURRENT AND DEPOSIT ACCOUNTS 1/1/25						
Current Account		£2,297.75	£4,030.23	£11,355.67	£17,683.65	£87,068.49
Deposit Accounts		£6,927.54	£0.00	£18,268.27	£25,195.81	£16,790.37
CLOSING CURRENT AND DEPOSIT ACCOUNTS		£14,388.22	£4,273.68	£19,883.44	£38,545.34	£42,879.46

ANNUAL ACCOUNTS FOR YEAR ENDING 31 DECEMBER 2025

ASSETS AND LIABILITIES 2025

Monetary Assets	Restricted	Designated	Unrestricted	Totals 2025	Totals 2024
Deposit Accounts					
CB3001513 - Church Fabric Reserve	£0.00	£3,954.61	£0.00	£3,954.61	£3,783.39
CB3001523 - Church Music Reserve	£991.47	£0.00	£0.00	£991.47	£948.54
CB3001583 - Church Hall Reserve	£1,349.21	£319.07	£0.00	£1,668.28	£1,596.05
CB3001595 - General Reserve	£0.00	£0.00	£11,820.95	£11,820.95	£11,309.15
CB3001596 - Gifts and Bequests Reserve	£0.00	£0.00	£48.63	£48.63	£46.52
	£2,340.68	£4,273.68	£11,869.58	£18,483.94	£17,683.65
Bank of Scotland Current Account Funds					
General Fund	£5,332.71	£0.00	£4,208.04	£9,540.75	£16,280.92
Baby Group Fund [Closed October 2025]	£0.00	£0.00	£0.00	0.00	£217.86
Choir Fund [Closed October 2025]	£0.00	£0.00	£0.00	0.00	£104.19
Festival Fund	£1.46	£0.00	£1,038.94	£1,040.40	£586.29
Flower Fund [Closed October 2025]	£0.00	£0.00	£0.00	0.00	£30.64
Friendship Fund	£209.19	£0.00	£195.44	£404.63	£871.08
Ministry Support Fund	£0.00	£0.00	£0.00	0.00	£5.35
Music and Organ Fund	£0.00	£0.00	£2,086.94	£2,086.94	£1,982.75
Musical Director Fund	£4,500.00	£0.00	£0.00	£4,500.00	£4,500.00
Social Fund [Closed October 2025]	£0.00	£0.00	£0.00	0.00	£330.00
Vicarage Fund	£0.00	£0.00	£450.00	£450.00	£450.00
Youth Fund	£2,004.18	£0.00	£34.50	£2,038.68	£73.18
	£12,047.54	£0.00	£8,013.86	£20,061.40	* £25,195.81
CLOSING BALANCE, CURRENT AND DEPOSIT ACCOUNTS	£14,388.22	£4,273.68	£19,883.44	£38,545.34	£42,879.46
Investments					
Porter-York Fund, shares at market value, 31/12/25	£0.00	£0.00	£12,189.94	£12,189.94	£11,933.24
UK Equity Fund, switched to Global Equity Fund, 13/06/25	£0.00	£0.00	£0.00	£0.00	£12,552.01
Global Equity Fund, 31/12/25	£11,342.02	£0.00	£22,363.82	£33,705.84	£0.00
Total Investments, 31/12/25	£11,342.02	£0.00	£34,553.76	£45,895.78	£24,485.25
TOTAL MONETARY ASSETS WITH INVESTMENTS, 31/12/25	£25,730.24	£4,273.68	£54,437.20	£84,441.12	£67,364.71
Other Assets and Liabilities					
Uncashed cheque				-£218.68	
Unclaimed Gift-Aid				£7,009.62	
Payment due for two funerals				£740.00	
Total due				£7,530.94	
Buildings					
Scout Hut no longer in use pending survey and redevelopment - nominal insurance value				£10,000.00	£23,540.00

* On 31/12/25, Bank of Scotland Current Account held **£22,260.89** ;

Church Account (as above)	£20,061.40
Agency Holding (note 17)	£2,199.49
	£22,260.89

NOTES TO THE ACCOUNTS 2025

1 Stewardship:

The church runs a stewardship scheme for regular giving either by direct payment into the church account or by gift-aid envelope at services. 83.5% of regular stewardship qualified for gift-aid. The total stewardship received was £226 less than the amount received in 2024, but was still the largest source of regular income.

	Gift-aided	Non-GA	Total
Direct giving:	£20,783.00	£4,093.00	£24,876.00

2 Collections at Services:

This figure, £4,893.75, includes all open plate collections at regular and occasional church services, and retiring collections at baptisms, funerals, weddings etc. This is £394.15 higher than the amount received in 2024.

3 Gift Aid Recovered:

The gift aid recovered in 2025, within tax years 2024-25 and 2025-26, was reduced for administrative reasons. The Treasurer at the start of 2025 who was authorised by HMRC for making gift aid claims, Mrs E Carrington, was taken ill in March 2025, and died in August. We still await the recognition by HMRC of the current Acting Treasurer as the authorised claimant on behalf of St Hilda's PCC. Therefore, it has been possible to make only the claims for January to March 2025, totalling **£1,914.25**.

Outstanding claims for 2025 total **£7,009.62** as shown below

	Claims made for 2024-5 tax year	Claims due for 2024-5 tax year	Claims due for 2025-6 tax year	Claims Due Total
Gift-aided donations:		£819.00	£4,956.60	
GASDS:		<u>£207.61</u>	<u>£1,026.61</u>	
Total:	£1,914.25	£1,026.61	£5,983.01	£7,009.62

Thus, had it been possible to make all claims due in the year, the total income from gift aid on donations in 2025 should have been £8,923.87, which is £1,603.03 higher than in 2024.

4 Other Voluntary Giving:

Apart from regular donations through the stewardship scheme and collections at services, occasional voluntary donations are received in other ways, including one-off donations, donation boxes in church, and gifts specifically for the Friendship Fund. Some of these are itemised below.

Donations at Free concerts and events	£2,978.52
Donation boxes at church (Wall safe, Flower Fund, some Digital)	£750.30
Friendship Fund - Restricted	£140.00
Miscellaneous small donations	<u>£973.72</u>
Total	£4,842.54

5 Grants, Legacies and other receipts

The church received an unusually high number of **legacies** in 2025:

D L Gallaher	£11,381.47	Restricted for installation of solar panels
J Lines	£2,000.00	Restricted for Youth Work
J D Bryant	£10,000.00	Unrestricted
M E Scrivenor	£10,000.00	Unrestricted
J Gibbens	<u>£3,000.00</u>	Restricted for church heating
Total	£36,381.47	Unrestricted £20,000.00 Restricted £16,381.47

The Gallaher and Bryant bequests totalling £21,381.47 were transferred to the church's Global Equity Investment Fund (page 21), the Lines bequest was transferred to the Youth Fund, and the unrestricted Scrivenor bequest retained in the BOS current account to help offset the revenue deficit for the year and maintain levels of reserves required by the church's reserve policy.

The Chance Trust made two restricted **grants** totalling £1,035.00 to the church's 'Friendship Fund' (note 10) to support two asylum seekers on being granted leave to remain.

In 2024 a restricted grant of £2,562.20 was received to refurbish the Church Hall. £1,452.74 of the grant had been spent in 2024, leaving £1,109.46 for the project in 2025. This was all used, and further £787.76 of general church funds spent to complete the refurbishment. Also in 2024, a restricted grant of £4,500 was received from Keble College Harlow Trust for the appointment of a Musical Director. No appointment has yet been made, pending further financing of the post. This grant is retained in a separate 'Musical Director Fund' awaiting use or, should no appointment be made, repayment to Harlow Trust.

6 Fees Retained by PCC:

St Hilda's personnel conducted three weddings (part fees received in earlier years), and thirty-seven funerals, ten of which did not come into the church. The statutory income for the church (net of fees paid as agent to the diocese, organist, and verger) was £4,521.00. A further £2,542.00 was received as 'permitted charges for heating, lighting etc' for funerals and weddings:

Funerals	£3,406.00	
Weddings, inc. banns	£1,002.00	
Banns, other	<u>£220.00</u>	
Statutory Fees:	£4,628.00	£4,628.00
Permitted charges:		<u>£2,639.00</u>
Total with permitted charges:		£7,267.00

7 Trading Income

Hire of Buildings: The church and church hall were in use by the church, community groups and individual hirers for the whole year, and community hire is the major source of 'trading income'. Hourly rent is not charged for use by church groups (such as the CAMEO senior citizens group, Table Tennis Group, Guides etc), but these make *ad hoc* donations to the church. The Scout Troop, who had hired the Scout Hut, closed in May, having paid in advance in 2024 for this period. The building is not in use currently.

Church Hire	£920.00
Church Hall – Community Hire	£14,622.00
Church Hall – Church Groups (Donations)	<u>£536.35</u>
Total:	£16,078.35

Other Trading Activities: Minor activities that contributed to trading include the provision of 'remembrance' items, and use of the church's photocopier through charges for external users. Remembrance items are entries in the Book of Memory or chair plaques, and costs incurred are for calligraphy and engraving: these costs are included under the 'cost of trading', (note 15) as 'Remembrance Items'.

External use of Photocopier	£10.00
Remembrance Book and Plaques	<u>£270.00</u>
	£280.00

Thus, **total trading income was £16,358.35**, comprising the £16,078.35 from building hire plus £280.00 from other trading.

8 Fundraising for Church and Cost of Fundraising:

St Hilda's PCC is registered with 'easyfundraising' for gifts on internet purchases made by its registered supporters (currently twenty). Free refreshments are served after service on Sundays, and some attendees make donations. The 'Three Shires' Music Festival is an annual event with both free and paid events, and is held within the current account as a separate restricted 'Festival Fund': it is primarily intended as an activity for the local community, rather than as a fundraising venture, but a small profit was made in 2025 of £454.11.

	Receipts	Costs	Net Income
'easyfundraising'	£351.08	£0.00	£351.08
Donations for refreshments	£430.00	£0.00	£430.00
Three Shires Festival - restricted	<u>£1,147.25</u>	<u>£639.14</u>	<u>£454.11</u>
Totals	£1,928.33	£639.14	£1,235.19

9 Diocesan Parish Share:

The Parish Share contribution to Birmingham Diocese is the church's largest expenditure: **£45,500** was agreed with the diocese for 2025, an increase of £496. This amount was paid in full.

10 Donations to Charities and other Charitable Activities by the Church:

Church Collections and Donations: The church supported three charities (The Children's Society, Christian Aid, and the Mission to Seafarers) as part of its on-going mission work. A Sunday collection was made in the relevant charity's own envelopes and administered through the Agency Account (below and note 17): the value of the collection was match-funded from the church's general funds, and this contribution was administered through the Church Account. The collection at the Christingle Service was donated to the Children's Society and similarly match-funded: Christingle services were held in January and December in 2025, the December service being brought forward from January 2026.

The **Friendship Group** of the church supports asylum seekers living locally with occasional payments for items such as medical expenses, travel or telephone cards, and makes a payment of £100 towards furniture etc once they receive leave to remain. In 2025 the fund also received two restricted grants from the Chance Trust totalling £1,035.00 (note 5) to be used for domestic appliances for two persons who were granted the right to remain (excluded from these figures):

Church Donation to Children's Society	£628.66
Church Donation to Christian Aid	£227.00
Church Donation to Mission to Seafarers (cheque not yet cashed £192.34)	
Donation to Inclusive Church Network	£50.00
Friendship Group donations (excluding Chance Trust)	<u>£350.00</u>
Total	£1,255.66

In addition to monetary gifts, members of the congregation knitted items such as 75 hats, 11 balaclavas and 14 pairs of gloves for the men at sea, which were sent to the Mission to Seafarers. Food was collected for the Smethwick Food Bank throughout the year

Money for Charitable Activities excluded from the Church Accounts:

The church, as 'agent', also raises funds specifically for its adopted and other charities: these are not church money, and are administered through the 'Agency Account'.

Children's Society envelopes (two collections)	£409.60
Christian Aid envelopes	£227.00
Mission to Seafarers envelopes	£109.34
Smethwick Food Bank collection box	<u>£129.15</u>
Total	£875.09

The church normally collects items for Malawi and pays for space on a container arranged by Birmingham Diocese: no container was sent in 2025, but the Agency Account holds £247.37 for future collections and shipments.

11 Salaries, Wages and Honoraria:

The PCC employed one person in 2025, a cleaner at a current annual cost of **£3,518.00** based on Living Wage Foundation rates. The payroll is administered through Moorepay by Birmingham Diocese without charge to the church. No other person is paid by the church, other than for reimbursement of expenses incurred. The church paid £275 for a retreat for a long-serving Reader in the church.

12 Clergy and Staff expenses:

The church is responsible for travel, telephone and other expenses incurred by the Vicar, its own employees, and laity in the course of their duties for the church. The vicar's expenses were **£1,114.37** in 2025.

13 Mission and Evangelism:

This subject is detailed in the Secretary's Report, and charitable activities are discussed in note 10.

The Friendship Group provides social and material help to local asylum seekers. In 2025, £140 was received by voluntary donations, and £335 spent on supporting local asylum seekers, leaving £404.63 in the Friendship Fund on 31st December 2025. Two grants were received, totalling £1,035.00 for specific purchases for individual asylum seekers (notes 5 and 10).

A small Youth Group meets monthly, initially funded by a grant in 2021, of which £38.68 remained in the Youth Fund account on 31st December 2025. This fund was boosted by a legacy of £2,000.00 specifically bequeathed for youth work.

14 Church and Site Running Expenses:

This item covers the cost of maintenance and insurance for the church building, maintaining the grounds, regular tuning of the organ and piano, purchase of worship materials, and other incidentals in the day-to-day operation of the church. Running costs for the hall (note 15) and capital items (note 16) are considered separately.

Insurance (excluding church hall)	£2,317.24	
Church maintenance	£164.35	
Site maintenance	£2,127.48	
Telephone, broadband and website	£1,011.99	
Office supplies and photocopying	£1,840.74	
Organ and piano tuning	£510.00	
Church Copyright Licence	£347.86	
Worship materials*	£942.20	
Other small items (individually under £300)**	<u>£1,071.50</u>	
<i>Sub-total Church and Grounds Running Costs:</i>	<i>£10,333.36</i>	<i>£10,333.36</i>
Church Electricity	£14,377.56	
<i>Sub-total Church Utilities:</i>	<i>£14,377.56</i>	<i><u>£14,377.56</u></i>
Total Church and Site Running Expenses		£24,710.92

* Candles, communion elements, palm crosses, baptism materials etc

** Performing rights, data protection, hygiene, health & safety, etc

Electricity costs are sub-totalled as 'Church Utilities' as in previous years. In 2024 an electric heating system was installed in the church building, and all gas removed. The church hall is still heated by gas. As part of its environmental policy, the PCC decided that, despite their higher cost, the 'greenest' options should be used for both fuels; solar, wind and hydro power for electricity and biomass for gas. Electricity is metered separately for the church and hall. Electricity and gas usage in the hall is charged to 'Cost of Trading', note 15.

15 Cost of Trading and Hall Running Costs:

The main trading activity is the hire of the church hall to community groups and local individuals, and, therefore, most 'Cost of Trading' comprises the running costs and maintenance of the church hall, shown below:

Electricity	£1,128.79	
Gas	<u>£1,728.63</u>	
<i>Sub-total Hall Utilities</i>	<i>£2,857.42</i>	<i>£2,857.42</i>
Water	£322.54	
Insurance	£1,729.54	
Maintenance	£838.81	
Redecoration	£1,897.22	
Small items	<u>£323.34</u>	
<i>Sub-total Hall Running Costs</i>	<i>£5,111.45</i>	<i><u>£5,111.45</u></i>
Total Hall Running Costs		£7,968.87
Remembrance Items	£170.00	<u>£170.00</u>
Total Cost of Trading		£8,138.87

Costs for use of the building by outside hirers and use by church groups is not apportioned, but the larger part of its use is by non-church hirers.

'Remembrance items' covers the cost of chair plaques and entries in the Book of Remembrance.

16 Capital Items:

There was no significant capital purchase in 2025.

17 Agency Holding and Bank of Scotland Current Account Reconciliation:

The 'Agency Holding' is money held by the church in its Bank of Scotland current account as agents for other organisations or persons. This does not form part of the church's assets, and, therefore, is excluded from these church accounts. In 2025 the Agency Holding was used for transactions such as processing Statutory Fees for funerals and weddings (only part of which is due to the church), holding damage deposits for hire of buildings, holding money raised specifically for charities, and holding money collected for leaving gifts.

In 2025, the church also undertook the administration of a £845.00 grant from Birmingham Diocese for a project providing bereavement support across the oversight group of churches of which St Hilda's Church is a member. Again, the church is acting as 'agent' for the group of churches. £229.22 was paid from this in 2025, leaving a holding of £615.78 for the project.

On 31st December 2025 the Agency Holding comprised:

Charity Holding for Charities	£538.71
Statutory Fees	£217.00
Damage Deposits for Church Hall hirers	£828.00
Bereavement Project for Oversight Group of Churches	<u>£615.78</u>
Total Agency Holding	£2,199.49

The total holding in the Bank of Scotland Current Account on 31st December 2025 is reconciled by the inclusion of both the Church Account and the Agency Account totals, thus:

	31 December 25	31 December 24
Church money in BOS Account	£20,061.40	£25,195.81
Agency holdings in BOS Account	<u>£2,199.49</u>	<u>£1,031.04</u>
Closing value, Bank of Scotland Account, 31/12/25	£22,260.89	£26,226.85

End of notes

DEPOSIT AND INVESTMENT ACCOUNTS

St Hilda's Church deposit and investment accounts are administered by CCLA for the CBF, the Central Board of Finance for the Church of England. The church had investments in the CCLA UK Equity Fund: this was closed in 2026, and the holding transferred to the CCLA Global Equity Fund on 30th June.

DEPOSIT ACCOUNTS

DEPOSIT ACCOUNT CB3001513 - CHURCH FABRIC ACCOUNT

A designated account for the additional maintenance of the Church building and site.

	Credit	Debit	Total
Starting Balance, 1/1/25			£3,783.39
Bank Interest (total over year)	£171.22	-	£171.22
Closing Balance, 31/12/25			£3,954.61

DEPOSIT ACCOUNT CB30001523 – CHURCH MUSIC ACCOUNT

A restricted account to cover all aspects of church music, including organ and piano repairs.

	Credit	Debit	Total
Starting Balance, 1/1/25			£948.54
Bank Interest (total over year)	£42.93	-	£42.93
Closing Balance, 31/12/25			£991.47

DEPOSIT ACCOUNT CB30001583 – CHURCH HALL ACCOUNT

This account contains both restricted and designated holdings for the same purpose, maintenance of the Church Hall. Interest is applied to the designated holding.

CHURCH HALL ACCOUNT [Designated]

	Credit	Debit	Total
Starting Balance, 1/1/25			£246.84
Bank Interest (total over year)	£72.23	-	£72.23
Closing Balance, Designated, 31/12/25			£319.07

CHURCH HALL ACCOUNT [Restricted]

Starting Balance, 1/1/25	-	-	£1,349.21
Closing Balance, Restricted, 31/12/25			£1,349.21

Total closing balance of account (restricted and designated) = £1,668.28

DEPOSIT ACCOUNT CB30001595 – GENERAL RESERVE FUND

An unrestricted account holding reserves that are available on a short withdrawal period.

	Credit	Debit	Total
Starting Balance, 1/1/25			£11,309.15
Bank Interest (total over year)	£511.80	-	£511.80
Closing Balance, 31/12/25			£11,820.95

DEPOSIT ACCOUNT CB30001596 - GIFTS AND BEQUESTS ACCOUNT

An unrestricted account to hold legacies and large gifts.

	Credit	Debit	Total
Starting Balance, 1/1/25			£46.52
Bank Interest (total over year)	£2.11	-	£2.11
Closing Balance, 31/12/25			£48.63

Total interest on Deposit Accounts (re-invested in the accounts) = £800.23

Equivalent to 4.33%

INVESTMENT ACCOUNTS

INVESTMENT ACCOUNT – CBF PROPERTY SHARES, CB3001443 (PORTER-YORK FUND)

An unrestricted account invested in CBF Property Shares arising from two large legacies, to be used at the discretion of the Incumbent and Churchwardens. The withdrawal period for CBF Property Shares is ninety days. There were no fund transactions in 2025.

Transactions and Share Holding

	Deposit	Withdrawal	Share Holding
Share Holding, 1/1/25			9,686.86
Share Holding, 31/12/25			9,686.86

Value of the Investment

	Shareholding	Mid-value (p/share)	Investment value
Opening Investment Value, 01/01/25	9,686.86	123.19	£11,933.24
Closing Investment Value, 31/12/25	9,686.86	125.84	£12,189.94

Interest received [paid to BOS Current Account]

	Shareholding	Dividend (p)	Interest
28/02/25, 4 th Quarter, 2024	9,686.86	1.63	£157.90
31/05/25, 1 st Quarter, 2025	9,686.86	1.77	£171.46
31/08/25, 2 nd Quarter, 2025	9,686.86	1.62	£156.93
30/11/25, 3 rd Quarter, 2025	9,686.86	1.62	<u>£156.93</u>
Total Interest in 2025			£643.22

INVESTMENT ACCOUNT – UK EQUITY FUND, CB3001430

An unrestricted account established in August 2021 with funds transferred from the Porter-York Fund, to give access to investment funds on a one-month withdrawal period. The fund closed on 13 June 2025, and there was no transaction in this period. The closing value of £12,469.08 was switched to the Global Equity Fund (CB1009384) on 13 June 2025.

Transactions and Share Holding

	Deposit	Withdrawal	Share Holding
Share Holding, 1/01/25			6,283.55
Share Holding, 30/06/25			6,283.55

Value of the Investment

	Shareholding	Mid-value (p/ share)	Investment value
Opening Investment Value, 01/01/25	6,283.55	199.76	£12,552.01
Closing Investment Value, 13/06/25	6,283.55	198.40	£12,466.61
Transferred to Global Equity Fund			£12,466.61

Interest received [paid to BOS Current Account]

	Shareholding	Dividend (p)	Interest
28/02/25, 4 th Quarter, 2024	6,283.55	1.73	£108.71
31/05/25 1 st Quarter, 2025	6,283.55	1.74	<u>£109.33</u>
Total Interest in 2025			£218.04

INVESTMENT ACCOUNT – GLOBAL EQUITY FUND, CB1009384

An account containing restricted and unrestricted funds established 13 June 2025 by the transfer of assets from the CBF UK Equity Fund (above) when the latter was discontinued. The initial transfer was of unrestricted funds, but payment of £21,381.47 on 10 December 2025 comprised £11,381.47 restricted to use for solar panels (D Gallaher bequest) and £10,000.00 unrestricted (D Bryant bequest).

On 31 December 2025,
the *restricted* holding from the D Gallaher Bequest (installation of solar panels) was 3,736.41 shares (33.65%)
the *unrestricted* holding was 7,366.01 shares (66.35%)
making the total share holding 11,102.42.

Transactions and Share Holding

	Deposit	Purchase	Share Holding
Initial Share Holding, 13/06/25 - switch in	4,083.13		4,083.13
Purchase of shares at 3.0461p, 10/12/25		7,019.29	<u>7,019.29</u>
Share Holding, 31/12//25			11,102.42

Value of the Investment

	Shareholding	Mid-value (p/ share)	Investment value
Opening Investment Value, 13/06/25	4,083.13	3.0532	£12,466.61
Closing Investment Value, 31/12/25	11,102.42	3.0359	£33,705.84

Interest received [paid to BOS Current Account]

	Shareholding	Dividend (p)	Interest
31/08/25, 2 nd Quarter, 2025	4,083.13	1.91	£77.99
30/11/25, 3 rd Quarter, 2025	4,083.13	2.02	<u>£82.48</u>
Total Interest in 2025			£160.47

Total Investment Income [paid to BOS Current Account]

CBF Property Shares (Porter-York Fund)	£643.22
CBF UK Equity Shares	£218.04
CBF Global Equity Shares	<u>£160.47</u>
Total Investment Income	£1,021.73

End of Deposit and Investment Funds

APPROVAL OF REPORT AND ACCOUNTS

The *Annual Report* as set out on pages 3 to 6
was prepared by the Elizabeth Farrier as PCC Secretary

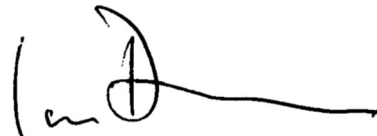
The *Annual Safeguarding Report* as set out on pages 7 to 9
was prepared by Anne Harris as Safeguarding Officer

The *Annual Accounts* set out on pages 10 to 21
were prepared
Dr Terry Daniels as Acting Treasurer from March 2025
and examined by Mark J W Jennings, ACA, ICAEW

**The above Reports and the Accounts were approved and adopted
by St Hilda's Parochial Church Council
on 26th March 2026**



Rev Jennifer Ruth Crewes (Chair)



Ian Francis Dickinson (Churchwarden)

END OF 2025 ANNUAL REPORT AND ACCOUNTS FOR ST HILDA'S PCC, WARLEY WOODS

INDEPENDENT EXAMINER'S REPORT

Report to trustees of St Hilda's Church, Warley Woods
Registered Charity No 1181258

On the Annual Accounts for the year ended 31st December 2025
as set out on pages 10 to 21

Respective responsibilities of trustees and examiner

The trustees are responsible for the preparation of the accounts.

The trustees consider that an audit is not required for this year under section 144 of the Charities Act 2011 ('the Charities Act') and that an independent examination is needed.

It is my responsibility, as Independent Examiner, to:

- examine the accounts under section 145 of the Charities Act,
- to follow the procedures laid down in the general Direction given by the Charity Commission under section 145(5)(b) of the Charities Act, and
- to state whether particular matters have come to my attention.

Basis of independent examiner's statement

My examination was carried out in accordance with 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 seeking explanations from the trustees concerning 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

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

- 1: which gives me reasonable cause to believe that, in any material respect, the requirements to keep accounting records in accordance with section 130 of the Charities Act; and to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities Act have not been met; or
- 2: to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Signed:



Date:

20/03/26

Mark J W Jennings, ACA, ICAEW
3, Clent Drive, Hagley, Stourbridge, DY9 9LN

Disclosures:

Accounts



ANNUAL REPORT AND ACCOUNTS

YEAR ENDING 31 DECEMBER 2024

ST HILDA'S CHURCH

Parish of Warley Woods

Diocese of Birmingham

Abbey Road, Smethwick, B67 5NQ

Charity Registration Number 1181258

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PCC MEMBERSHIP AND TRUSTEES, 2024

Ex-officio Members serving the whole of 2024

Rev Jennifer Ruth Crewes - Incumbent and, ex-officio chair *

Mr Peter John Stokes - Deanery Synod Representative *

Mrs Julie Ann Batham - Churchwarden *

Mr Ian Francis Dickinson - Churchwarden *

Elected Members serving the whole of 2024

Mr John Matthew Barber *

Dr Terry Daniels [Treasurer to 20th April 2024] *

Mrs Elizabeth Joan Farrier [Secretary] *

Mrs Anne Harris *

Mr John Christopher Fitzpatrick *

Elected Members Serving from the APCM, 21 April 2024

Mrs Elaine Lydia Carrington [Treasurer from 21st April 2024] *

Mr James Atkinson *

Miss Rhiannon Tonkinson *

Elected Members Serving until the APCM, 21 April 2024

Miss Rachel Elizabeth Davies

** Members serving on 31st December 2024*

ST HILDA'S CHURCH, WARLEY WOODS

ANNUAL REPORT FOR YEAR ENDING 31 DECEMBER 2024

INTRODUCTION

The Parochial Church Council of St Hilda's PCC of Abbey Road, Smethwick, B67 5NQ ('the PCC') is a registered charity under charity registration number 1181258. The governing document for the PCC is the Parochial Church Councils (Powers) Measure 1956 and it is constituted in accordance with the Church Representation Rules 2000.

Members of the PCC are the trustees of the charity. Some members of the PCC are members because they hold a particular office (to which they are appointed or elected). Others are elected at the Annual Parochial Church Meeting (APCM). In 2024 this was held on Sunday 21st April. Details of those who served as PCC members (who are the trustees of the charity) during 2024 are set out on page 2 opposite. Rachel Davies stepped down as PCC member: our thanks go to Rachel for her faithful service.

The main objective of the PCC is to co-operate with the incumbent in 'promoting within the parish the whole mission of the church, pastoral, evangelistic, social and ecumenical' (section 2(2) PCC (Powers) Measure 1956). This mission of the PCC is to benefit people generally, and specifically residents of the parish, by celebrating the work of the Spirit and promoting faithfulness to the teaching of Jesus. In fulfilling their duties, the PCC has had regard to the Charity Commission's guidance on public benefit.

OVERVIEW

The year saw some highs and lows of church and community life. We said sad goodbyes to members who moved away, and to those who died, as well as welcoming new members and baptising some of them. The financial situation of the church still gives some concern, but with careful thought and sensible planning we continue to monitor our finances closely. Despite these concerns the church has been able to provide for our church family and the wider community throughout the year.

BUSINESS OF THE PAROCHIAL CHURCH COUNCIL (PCC)

The PCC met on seven occasions during 2024, including immediately following the Annual Parochial Church Council meeting on 21st April. The average attendance was 89.36% of the PCC members. During 2024, the PCC employed one person: a Hall Cleaner.

The PCC's work in relation to safeguarding children, young people and vulnerable adults is outlined in the separate report from the Parish Safeguarding Co-ordinator (page 7).

We became an Oversight Area with three other churches: St Mary the Virgin, Bearwood, Smethwick Old Church and St Matthew with St Chad, Smethwick. Our incumbent, the Rev'd Jenni Crewes was appointed as Oversight Minister for the area. We celebrated Pentecost together at St Hilda's, and some of our leaders met informally to share stories and pray together. In September we met together to form A Mission Action Plan to work together. We identified three key areas, bereavement, children and schools and encouraging vocations.

FINANCE

A full account of the church's financial position follows from page 10 onwards. We have experienced challenges over the year as our expenditure exceeds our income, consequently we have had to call on our reserves on two occasions. 2024 saw the completion of our new heating system in the church building, which has been in the planning over the past two years, and final completion was achieved in July. We are extremely grateful for the generosity of all who contribute to the life of St Hilda's not only financially, but volunteering and sharing of their talents.

It is the policy of St Hilda's PCC to maintain unrestricted reserves of at least the equivalent of two month's normal expenditure (approximately £25,000).

FABRIC OF THE BUILDINGS

Heating

A small sub-group of the PCC explored the options for heating the church during 2023 as our two boilers had been condemned in December 2020. Following an application for a faculty to install electric heating and removing the gas heating, we had approval by the DAC in August 2023 and completed all work during the summer of 2024. Our heartfelt thanks go to all who tirelessly worked to oversee this project completed, and at the same time our grateful thanks go to everyone who generously contributed financially to what was a massive undertaking for our church.

Energy supply

We continued with Pozitive Energy on a twelve-month contract for electricity solely from renewable sources and with Crown Gas and Power for the supply of biogas during 2024. Both contracts were undertaken following consultation with Green Journey: the electricity contract is to be renewed in 2025, again after consultation with Green Journey, and the gas contract for the hall will be renewed in 2026.

Other fabric items

The following fabric items were completed during the year:

- Sanitary bins were installed in the church and church hall toilets.
- The church hall lights were changed from fluorescent tubes to more energy efficient LEDs.
- The church roof was repaired and the guttering cleaned. New rain hoppers were installed to replace the absent ones.
- The church windows were cleaned inside and out.
- The outside enclosed area at the side of the church hall has been turned into a usable play and exploration area for children with thanks to the Little Parakeets Play scheme.
- The loose drain cover was replaced and the drain repaired in the drive.
- A Quinquennial Inspection was carried out by the diocese and no major work is needed, just some minor repairs that will be carried out over the next few months.

A new lectern in memory of Gerard Nixon was commissioned and was blessed for use in the church and choir vestry on Easter Sunday.

The parish magazine has been discontinued and replaced by an on-line quarterly newsletter.

ELECTORAL ROLL

On 31st December 2024, the electoral roll stood at 83 members, of which 35 were resident in the parish and 48 were non-resident.

CHURCH LIFE

The Sunday morning service is the main act of worship, which has been held throughout the year. These services followed various themes according to the liturgical calendar including a focus on Creationtide and our care for the environment in September, which included a pet-blessing service. The services during

Epiphany and Lent focused on themes to help us think about Inclusive church, for which we invited a range of guest speakers on the themes of ethnicity, disability, poverty and sexuality. We joined the Inclusive Church Network in May.

Thanks go to our volunteer organists John Barber, Angela Daniels and David Ellis, who add so much to our worship by playing the organ and piano, and Mike Baynham with his guitar.

The church was kept open on Tuesdays and Wednesdays for private prayer throughout the year. There were Wednesday morning Holy Communion services and Tuesday morning services of Morning Prayer. The Prayer Ministry Team has continued to be open for prayer requests: these are shared via WhatsApp daily. The Prayer Ministry Team has also been available to pray with members of the congregation on a regular basis during and after some of the morning services. Most months, prayer ministry was offered on the first and third Sunday of the month by a small and committed team of volunteers. We also offered prayers for healing and anointing with oil at our healing service.

For the first time we held a vigil on Holy Saturday evening and a dawn service on Easter Sunday, which included lighting the Paschal Candle from the bonfire and carrying it into church.

During the year we lost two of our church members, Stan Eades and Alan Shingleton. We held our annual service for the commemoration of those who have died on 3rd November 2024.

There were several baptisms of adults and children, including a full emersion baptism carried out outdoors. We had two weddings in church and there continued to be funerals in church or at crematoria.

Our incumbent and the Lay Pastoral team took many home communions to folk who are housebound and those in hospital.

We held “pondering” mornings where we discussed different aspects of Christian Discipleship and life. These were great spaces for people to grow in faith, encourage each other and explore taboo topics.

We continue to work with other churches in the area through joint services, assemblies and a walk of witness on Good Friday. Our vicar met regularly for prayer with other church leaders.

In partnership with The Dialogue Society we have regularly met for ‘scriptural reasoning’ with our Muslim neighbours. This included an Iftaar (the meal at the end of the day during Ramadan to complete the fast).

OUTREACH, CHARITABLE AND SOCIAL WORK

The Church Hall continued to be put to good use with our CAMEO (Come And Meet Each Other) senior’s group, the Youth Group, the Table Tennis Club, the Friendship Club, and Rainbows, Brownies, and Guides.

Other weekly groups hiring the hall include Zumba, a Mother and Baby Fitness Group, Baby Sensory class, Mini Athletics, Little Parakeets Play Group, and the Freedom Church together with increasing numbers of external hires for parties and family events. Thanks must go to Marian Hills for all her hard work in coordinating and managing bookings.

CAMEO continued with strength, and provides a valuable and life-giving opportunity for some of our older church members and outside contacts to meet with friends. For some members, this is the only contact they have with other people during the week.

The Youth Group for secondary school age children met once a month on Sunday evenings with a typical attendance of seven members.

Friendship Club met monthly sharing a meal together on a Friday evening. This group provides a warm welcome for refugees and asylum seekers to make friends and local connections.

Table tennis club continued to meet throughout the year roughly every other Saturday morning with between 4 and 16 players.

Eight concerts by students at the Royal Birmingham Conservatoire were held in the church. These were free admission events open to all, and generally well attended: the new heating system enabled us to continue during the colder months rather than having to pause until Spring. In July we held the 'Three Shires Festival' with concerts from jazz to classical music.

There were a number of school visits to church as well as visits were made to a number of schools for assemblies. Some involved Annie Lennard School, who became part of our increased parish in 2022 and the children seemed to enjoy their visits to St Hilda's. In December we once again hosted Abbey School's Festival of Light.

We have again supported our four adopted charities: Christian Aid, The Children's Society, the Mission to Seafarers, and the Diocesan Fund for Malawi. There was a Christingle service on 14th January where we focussed on The Children's Society. Sea Sunday was celebrated on 14th July at which items knitted by congregation members for the seafarers were brought to church. Earlier in the year various goods were sent to Malawi in the container organised by Birmingham Diocese.

The 'Eco Church' group reformed and were granted the Bronze Eco Church award for St Hilda's, and are now working towards the Silver award. The group are helping us to think about and make changes to our care for creation.

The Enchant choir held their Christmas concert in church on 7th December 2024. St Hilda's held a walking nativity service in partnership with other local churches on Saturday 14th December.

Our flower arrangers faithfully continued to decorate the church. After almost forty years of volunteering in the capacity Wendy Dyke stepped down from this role. Our thanks go to her for all her years of service.

The Reverend Dr John Wilkinson stepped down from public ministry in February. We marked this with a 'bring and share' lunch to thank him for his ministry among us.

SUMMARY

This year we have seen many encouraging signs of growing community life. So many volunteers enable us to worship together, keep our building welcoming and safe, and enable us to proclaim and live our faith.

Elizabeth Farrier, PCC Secretary
February 2025

ST HILDA, WARLEY WOODS

ANNUAL SAFEGUARDING REPORT FOR THE YEAR ENDING 31 DECEMBER 2024

The safeguarding of children, young people and vulnerable adults is an ongoing concern of the PCC. Anne Harris, Parish Safeguarding Co-ordinator, reports to each PCC meeting and works on behalf of the PCC to:

- respond to any safeguarding concerns and ensure that the right action is taken;
- promote awareness of safeguarding;
- help create as safe an environment as possible for everyone who is part of St Hilda's and its activities; and
- review the PCC's legal and diocesan safeguarding requirements and ensure that these are implemented.

To do this, Anne is helped and supported by Revd Jenni Crewes, the PCC, other volunteers and members of St Hilda's Church and the Church of England Birmingham Safeguarding Team.

A dedicated safeguarding mobile phone number and a dedicated safeguarding email address enable safeguarding issues to be reported directly and are monitored regularly.

This year, Anne has been the only member of the safeguarding team and there are vacancies. We are pleased to welcome Mike Baynham who will become a Parish Safeguarding Officer after completing the training pathways required for that role. If anyone else is interested in joining the safeguarding team and helping with some aspects of safeguarding at St Hilda's, please speak to Jenni Crewes or Anne Harris.

Definition of the term 'vulnerable adult'

Section 6 of the Safeguarding and Clergy Discipline Measure (2016) states that the term 'vulnerable adult' refers to a person aged 18 or over whose ability to protect themselves from violence, abuse, neglect or exploitation is significantly impaired, temporarily or indefinitely, through physical or mental disability, illness, old age, emotional fragility, distress or otherwise. Some adults may not consider themselves vulnerable but may be vulnerable to being abused by individuals in positions of leadership and responsibility.

Safeguarding records

Confidential records are written and kept of all safeguarding concerns and actions. These are maintained in line with UK GDPR and Church of England guidance for all parish safeguarding records, their retention and storage.

Two Church of England online applications

(1) The Parish Safeguarding Dashboard

This is an easy to use, online national Church of England tool which helps the PCC and parish safeguarding team to meet their requirements to review safeguarding regularly and to conduct an annual assessment of the PCC's safeguarding arrangements. The Parish Safeguarding Co-ordinator regularly updates the parish safeguarding dashboard and ensures that any necessary actions have been taken. In 2024, full parish 'Promoting a Safer Church' action plans, generated by the safeguarding dashboard, were presented to the PCC on 9th January and 18th September and summary 'Promoting a Safer Church' action plans were included in the safeguarding reports to each of the other PCC meetings.

(2) The Safeguarding Hub

This second online application is linked to the Parish Dashboard and designed to help a parish church with following the Church of England 'Safer Recruitment and People Management' Guidance. Stage 1 is the 'Role Creator' which lists and describes our 38 current church roles for volunteers and employees. Stage 2 is the 'People Manager' and provides a record of DBS checks and safeguarding training for each of our 41 volunteers. Stage 3 is the 'Recruitment Tracker' which helps us through the first 11 steps required by the

national Church of England 'Safer Recruitment and People Management' guidance for recruitment to all roles which have substantial contact with children, young people and vulnerable adults.

Role descriptions

The House of Bishops 'Promoting a Safer Church' safeguarding policy statement (2017) recommends clear role descriptions for all church officers. A church officer is anyone, ordained or lay, who is appointed or elected by or on behalf of the church to a post or a role. Role descriptions have been given to those volunteers at St Hilda's Church who have substantial contact with children, young people or vulnerable adults. The PCC and Parish Safeguarding Co-ordinator are continuing to work on developing role descriptions for all other volunteers.

Parish Identity Verifiers

Liz Farrier, Parish Identity Verifier, assisted by Anne Harris, Deputy Parish Identity Verifier, has continued to process new applications for DBS checks before a volunteer has started in a new role and DBS renewals every 3 years for volunteers in roles involving substantial contact with children, young people and vulnerable adults.

Safeguarding Training

In line with the Church of England House of Bishops 'Framework for Safeguarding Training', the Parish Safeguarding Co-ordinator and PCC have ensured that each church employee and volunteer has completed or renewed safeguarding training within the previous three years, at the required level for their role. New volunteers are informed of their safeguarding training requirements and the relevant training is arranged and completed before a volunteer begins in their new role.

Safeguarding training begins with basic awareness training which is a requirement for all volunteers and paid church officers. All volunteers are seen to be representing the Church and it is important that we all know how to recognise or respond to a potential safeguarding matter and what to do.

Further Church of England safeguarding training 'pathways', relevant for certain roles, include 'Foundations' which follows 'Basic Awareness', 'Responding to Domestic Abuse', 'Leadership' and 'Safer Recruitment and People Management'.

Safeguarding training is usually done online, but the Church of England, Birmingham, has provided videos and accompanying paperwork to enable Parish Safeguarding Co-ordinators and Parish Safeguarding Officers to facilitate sessions on 'Basic Awareness' and 'Foundations' for volunteers who feel unable to do the training online. At St Hilda's, on 31st August 2024, 5 people attended a 'Basic Awareness' session and on 4th September 2024, 6 people attended a 'Foundations' session, both based on the videos and facilitated by Jenni Crewes and Anne Harris.

Annual reviews of safeguarding policies and procedures

On 19th March 2024, with further amendments on 6th June, the PCC approved annual reviews of the following St Hilda's safeguarding policies and procedures:

- (1) 'Safeguarding Policy and Procedures',
- (2) 'Safeguarding Complaints (Appendix J of the 'Safeguarding Policy and Procedures',
- (3) 'Policy and Procedures for Responding to Domestic Abuse',
- (4) 'Policy and Procedures for The Safe Use of Social Media and Mobile Phones',
- (5) 'Promoting a Safer Church Parish Policy Statement'.

On 18th September 2024, the PCC approved a review of:

- (6) 'Recruitment of Ex-Offenders Policy Statement'.

Up to date copies of these policies can be accessed on noticeboards in the church porch and the entrance to the church hall and also at St Hilda's on 'A Church near you' website.

Church activities

A church activity is an activity organised in the name of the church primarily for children, young people or vulnerable adults OR an activity which includes teaching, training, instructing, caring for, supervising or transporting children, young people or vulnerable adults. It is the PCC's responsibility to decide if an activity is organised in the name of the church. This has implications for the safeguarding arrangements and the activity's recruitment of staff and volunteers, governance, finances and insurance. The current three St Hilda's church activities are: Cameo, the Youth Group and the Commissioned Pastoral Care Team. The Parish Safeguarding Co-ordinator has been available to help the leaders and helpers of these activities to ensure that they receive the necessary safeguarding information and training and comply with diocesan and national safeguarding requirements, including safer recruitment processes, role descriptions and risk assessments.

Non-church activities

On 9th January and 18th September 2024, as part of the review of the 'Promoting a Safer Church Action Plan', generated by the Parish Safeguarding Dashboard, the PCC reviewed the list of non-church activities for children, young people and vulnerable adults that are held on St Hilda's Church premises.

Safer Recruitment

The Parish Safeguarding Co-ordinator and PCC have continued to monitor and encourage the development of safer recruitment practices in line with the revised Church of England House of Bishops 'Safer Recruitment and People Management Guidance' (January 2022) for the safe recruitment, supervision and support of every church employee and volunteer who has substantial contact with children, young people or vulnerable adults.

Safeguarding Sunday

Our third annual Safeguarding Sunday which took place at St Hilda's on Sunday 21st January 2024 is a national initiative and was an opportunity to highlight and celebrate the safeguarding work in our church within the context of worship.

The Makim Review

Following publication of the Makim Review, on 8th October 2024, the PCC, meeting on 28th November agreed that some of the learning for our approach to safeguarding at St Hilda's is:

- to do all we can to prevent and make it impossible for deliberate or inadvertent abuse of any kind to take place at St Hilda's.
- continually to question ourselves, individually and collectively about how we ensure safety in all that we are and do.
- to say and write more frequently that 'safeguarding is everyone's responsibility' until children and vulnerable adults are safe from harm'.
- even when dealing with relatively small safeguarding issues and requirements, to remember that knowing about something and being ineffective in doing something about it could lead to something more serious.

Conclusion

In accordance with Section 5 of the Safeguarding and Clergy Measure 2016 the PCC has therefore complied with its duty to have due regard to the House of Bishops Guidance on safeguarding children and vulnerable adults.

Anne Harris, Parish Safeguarding Co-ordinator
6th February 2025

ST HILDA'S CHURCH, WARLEY WOODS ANNUAL ACCOUNTS FOR YEAR ENDING 31 DECEMBER 2024

OVERVIEW

Status: St Hilda's Church is the parish church for the Parish of Warley Woods in the Diocese of Birmingham. In 2018 the Parochial Church Council of the Ecclesiastical Parish of St Hilda, Warley Woods (PCC) became a registered charity under The Charity Commission of England and Wales, with the Registered Charity Number 1181258.

Premises: The church building, church hall, vicarage and grounds are the property of Birmingham Diocese. The PCC owns a scout hut on the site: this is hired exclusively to a scout troop on a fifteen-year repairing lease which was renewed in 2016. The electricity used by the scouts is paid by the church as part of the site charge, but separately metered and recharged at cost to them. The scout hut was valued at £117,700 for insurance purposes in 2014: this is included in the Statement of Assets and Liabilities at one fifth of this value, £23,540 which better reflects its likely current market value, and is the same as in the 2023 report. Use of the Church and the Hall by community organisations is a major source of income.

Site Developments: There was one significant development in 2024, a major capital project to replace the existing condemned gas-fired heating system in the church building with electric radiators using 'green' electricity, and thereby to also reduce the carbon footprint of the church. The cost in 2024 was £66,722, financed from reserves and by appeal. With previous expenditure of £7,090 in 2023, the total cost of the project was £73,812. In November 2024 the PCC agreed to transfer £16,961 from our reserves to meet the overall project cost.

Clergy: The incumbent is a vicar, the Rev Jennifer Ruth Crewes.

Lay Employees: The church employed one person, a hall cleaner, and the staff payroll is administered by Birmingham Diocese at no cost to St Hilda's Church. No PCC member has been a church employee. No PCC member receives any honorarium or expenses arising from a position within the Church.

Charitable Giving: As usual, the PCC sent £500 to each of its four adopted charities, Christian Aid, the Mission to Seafarers, the Children's Society, and Birmingham Diocese Malawi Fund. Various items were collected for the container sent annually by Birmingham Diocese to Malawi

Accounting Basis: These accounts have been prepared on a 'receipts and payments' basis in accordance with the Charities Act 2011.

Review of Financial Procedures: A review of current financial practice at St Hilda's Church was carried out in December 2022 using the Charity Commission guidelines and checklist: the report was approved by the PCC in January 2023. As the role of Treasurer changed during 2024, a review of our current financial practice was started on the approval of the PCC in December 2024. The 2022 Report stated that all legal requirements and most 'best practice' recommendations were being met by current procedures. The most significant departure was the use of only one approval, the Treasurer's, for bank transfers (two for cheques): this has been changed in 2024 so all debit entries are completed under dual control. The PCC adopted a policy of full review every five years, so next review will take place 2029.

Bank Accounts and Investments: St Hilda's PCC holds a current account with the Bank of Scotland (BOS), five deposit accounts with Church of England Central Board of Finance (CBF), and two investment funds, the Porter-York Fund held in CBF property shares, and a UK Equity Fund. In anticipation of expenditure on the church heating project, the holding in the current account was maintained at a much higher level than would normally be necessary throughout 2023 until completion of the heating replacement during 2024.

Agency Operations: St Hilda's PCC collects some fees as an 'agent' which it then redistributes: this is necessarily handled through the PCC's Bank of Scotland current account, but the fees are not part of the

church's income and expenditure, and are therefore excluded from the church's accounts (note 17). These include payments from statutory fees made on behalf of Birmingham Diocese, money specifically raised for charities (but not church donations to charities), refundable damage deposits for hire of buildings, and charges for electricity used in the scout hut.

Summary of Accounts: 2024 continued to present financial challenges, and revenue expenditure exceeded revenue income in most months. Total receipts were £79,648 (down £26,197) and total payments £150,630 (up £56,167), giving an overall excess of expenditure over income of £70,981 for 2024. However, this expenditure figure includes the capital cost of £66,722 for the new heating system in the church building. Excluding this item, the 'revenue' expenditure is reduced £83,908 and the excess of expenditure to £4,259, a more reasonable deficit on the year, although still reducing the church's reserves.

Income Sources: The main source of income is the voluntary giving of church attenders. Stewardship dropped to £25,102, however, with open plate collections and other voluntary giving, the total income by voluntary giving was £33,265. Gift aid at £7,321 was also down. We also continue to see higher income as a result of the use of our church, church hall and scout hut by both community and church groups, £20,505, which gave a profit of ££9,850 after covering all running costs for the hall.

Expenditure: The main cost to the church is the Parish Share paid to Birmingham Diocese, which was increased to £44,004. With increased use of our buildings, the running costs are higher, particularly electricity bills for the church, offset in part by not using any gas in the church building. The other major expense for 2024 was the completion of the new heating system in the church building, as noted above.

Investments: Two investment funds managed by CCLA for the Central Board of Finance of the Church of England. The total holding in the Porter-York fund was unchanged over the year. However, one transfer of £10,000 was made from the UK Equity fund to the current account to finance the new heating. Total investment reserves on 31st December 2024 were £24,485

Reserve Policy: It is the policy of St Hilda's PCC to maintain unrestricted reserves equivalent to around two month's normal expenditure, approximately £25,000, immediately available. On 31st December 2024, an unrestricted balance of £14,171 was held in the BOS current account and £10,737 was held in the 'General Reserve' Deposit Account on one week's notice

The Unquantifiable: These monetary accounts cannot include the significant time and effort freely given by church members in supporting the work of the fellowship in many ways. We are grateful to the people who continue to give under the stewardship scheme, to those who have found new ways of giving, and to the people who give of their time, skills and talents to support the fellowship. On a personal note, as Treasurer I would like to thank all who count and bank the collections and other cash receipts week by week: your help is very much appreciated.

Elaine Carrington,
PCC Treasurer

Terry Daniels
Acting Treasurer from March 2025

ANNUAL ACCOUNTS FOR YEAR ENDING 31 DECEMBER 2024

RECEIPTS AND PAYMENTS 2024

RECEIPTS	Note	Restricted	Designated	Unrestricted	Total 2024	Total 2023
Donations						
Stewardship	1					
Tax-efficient		£0.00	£0.00	£20,714.00	£20,714.00	£23,667.00
Other		£0.00	£0.00	£4,388.00	£4,388.00	£5,142.00
Collections at Services	2	£0.00	£0.00	£4,499.60	£4,499.60	£5,557.25
Gift Aid Recovered	3	£0.00	£0.00	£7,320.84	£7,320.84	£8,416.60
Other Voluntary Giving	4	£50.00	£0.00	£3,615.30	£3,665.30	£5,878.66
Grants	5	£7,062.20	£0.00	£0.00	£7,062.20	£0.00
Bequests	5	£1,000.00	£0.00	£0.00	£1,000.00	£26,588.68
Other Receipts	5	£0.00	£0.00	£1,665.00	£1,665.00	£0.00
Donations Sub-total		£8,112.20	£0.00	£42,202.74	£50,314.94	£75,250.19
Charitable Activities						
Statutory Fees	6	£0.00	£0.00	£2,960.00	£2,960.00	£6,516.00
Trading Income	7	£0.00	£0.00	£20,965.18	£20,965.18	£18,938.48
Fundraising for Church	8	£0.00	£0.00	£3,190.43	£3,190.43	£3,260.67
Charitable Activities Sub-total		£0.00	£0.00	£27,115.61	£27,115.61	£28,715.15
Investment Income						
Investment Accounts		£0.00	£0.00	£1,329.07	£1,329.07	£1,361.12
Deposit Accounts		£47.80	£271.13	£572.35	£891.28	£519.47
Investment Income Sub-total		£47.80	£271.13	£1,901.42	£2,220.35	£1,880.59
TOTAL RECEIPTS		£8,160.00	£271.13	£71,219.77	£79,650.90	£105,845.93
PAYMENTS						
Fundraising Costs						
Cost of Fundraising	8	£0.00	£0.00	£1,000.12	£1,000.12	£819.97
Charitable Activities						
Diocesan Parish Share	9	£0.00	£0.00	£44,004.00	£44,004.00	£42,000.00
Charitable and other donations	10	£585.00	£0.00	£2,171.45	£2,756.45	£2,201.06
Salaries, wages and honoraria	11	£0.00	£0.00	£3,894.00	£3,894.00	£8,635.85
Clergy and staff expenses	15	£0.00	£0.00	£705.04	£705.04	£1,168.18
Charitable Activities Sub-total		£585.00	£0.00	£50,774.49	£51,359.49	£54,005.09
Site Running Expenses						
Mission and evangelism	13	£0.00	£0.00	£0.00	£0.00	£868.34
Church running expenses	14	£85.70	£0.00	£13,218.66	£13,304.36	£11,685.45
Church utility costs	14	£0.00	£0.00	£7,341.26	£7,341.26	£6,048.48
Cost of trading	15	£1,452.70	£0.00	£9,450.26	£10,902.96	£8,288.85
Site Running Expenses Sub-total		£1,538.40	£0.00	£30,010.18	£31,548.58	£26,891.12
Capital Items						
Major projects	16	£0.00	£0.00	£66,722.11	£66,722.11	£12,747.60
TOTAL PAYMENTS		£2,123.40	£0.00	£148,506.90	£150,630.30	£94,463.78
EXCESS OF RECEIPTS OVER EXPENDITURE		£6,036.60	£271.13	-£77,287.13	-£70,979.40	£11,382.15
Transfers from Investments to Current accounts				£10,000.00	£10,000.00	£350.00
OPENING CURRENT AND DEPOSIT ACCOUNTS 1/1/24						
Current Account		£938.74	£0.00	£86,129.75	£87,068.49	£75,855.81
Deposit Accounts		£2,249.95	£3,759.10	£10,781.32	£16,790.37	£16,270.90
CLOSING CURRENT AND DEPOSIT ACCOUNTS		£9,225.29	£4,030.23	£29,623.94	£42,879.46	£103,858.86

ANNUAL ACCOUNTS FOR YEAR ENDING 31 DECEMBER 2024

ASSETS AND LIABILITIES 2024

Monetary Assets	Restricted	Designated	Unrestricted	Totals 2024	<i>Totals 2023</i>
Deposit Accounts					
CB3001513 - Church Fabric Reserve		£3,783.39		3,783.39	<i>£3,592.70</i>
CB3001523 - Church Music Reserve	£948.54			948.54	<i>£900.74</i>
CB3001583 - Church Hall Reserve	£1,349.21	£246.84		1,596.05	<i>£1,515.61</i>
CB3001595 - General Reserve			£11,309.15	11,309.15	<i>£10,737.14</i>
CB3001596 - Gifts and Bequests Reserve			£46.52	46.52	<i>£44.18</i>
	£2,297.75	£4,030.23	£11,355.67	£17,683.65	<i>£16,790.37</i>
Bank of Scotland Current Account Funds					
General Fund	£2,109.50		£14,171.42	£16,280.92	<i>£32,777.23</i>
Baby Group Fund	£217.86			£217.86	<i>£217.86</i>
Choir Fund			£104.19	£104.19	<i>£237.19</i>
Festival Fund	£1.46		£584.83	£586.29	<i>£380.62</i>
Flower Fund			£30.64	£30.64	<i>£82.12</i>
Friendship Fund	£89.19		£545.44	£634.63	<i>£871.08</i>
Heating Fund (Closed September 2024)				£0.00	<i>£49,661.11</i>
Ministry Support Fund	£5.35			£5.35	<i>£0.00</i>
Music and Organ Fund			£1,982.75	£1,982.75	<i>£5.35</i>
Musical Director Fund (Opened Dec 2024)	£4,500.00			£4,500.00	<i>£1,982.75</i>
Social Fund			£330.00	£330.00	<i>£330.00</i>
Vicarage Fund			£450.00	£450.00	<i>£450.00</i>
Youth Fund	£4.18		£69.00	£73.18	<i>£73.18</i>
	£6,927.54	£0.00	£18,268.27	£25,195.81	<i>£87,068.49</i>
CLOSING BALANCE, CURRENT AND DEPOSIT ACCOUNTS	£9,225.29	£4,030.23	£29,623.94	£42,879.46	<i>103,858.86</i>
Investments					
Porter-York Fund, shares at market value, 31/12/24			£11,933.24	£11,933.24	<i>£11,867.37</i>
UK Equity Fund, 31/12/24			£12,552.01	£12,552.01	<i>£21,967.36</i>
TOTAL MONETARY ASSETS, 31/12/18	£9,225.29	£4,030.23	£54,109.19	£67,364.71	<i>£33,834.73</i>
Other Assets and Liabilities					
Buildings					
Scout Hut at one fifth of insurance value in 2014				£23,540.00	<i>£23,540.00</i>

* On 31/12/24, the Bank of Scotland Current Account held **£26,226.85** comprising;

Church Account (as above)	£25,195.81
Agency Holding (note 17)	£1,031.04
	<u>£26,226.85</u>

NOTES TO THE ACCOUNTS 2024

1 Stewardship:

The church runs a stewardship scheme for regular giving either by direct payment into the church account or by gift-aid envelope at services. 82.5% of regular stewardship qualified for gift-aid. The total stewardship received was £3,707 less than the amount received in 2023.

	Gift-aided	Non-GA	Total
Direct giving:	£20,714.00	£4,388.00	£25,102.00

2 Collections at Services:

This figure, £4,499.60, includes all open plate collections at regular and occasional church services, and retiring collections at baptisms, funerals, weddings etc. This is £1057.65 lower than the amount received in 2023.

3 Gift Aid Recovered:

The gift aid recovered in 2024, within tax years 2023-24 and 2024-25, comprised

Gift-aided donations:	£5,587.00	76.3%	
GASDS [Small donations]:	<u>£1,733.84</u>	23.7%	
Total:	£7,320.84		

4 Other Voluntary Giving:

Apart from regular donations through the stewardship scheme and collections at services, occasional voluntary donations are received in other ways, including one-off donations, donation boxes in church, and gifts specifically for the Friendship Fund. Some of these are itemised below.

Donation for Church Hall improvement	£2,000.00
Donation boxes at church (Wall safe, Flower Fund, Votive Candles)	£373.48
Friendship Fund	£520.00
Miscellaneous small donations from individuals	<u>£771.82</u>
Total	£3,365.30

5 Grants, Legacies and other receipts

Two grants were received in 2024:

Sandwell MBC – decoration of Church Hall and chairs	£2,562.20
Keble College, Harlow Trust – appointment of Musical Director	<u>£4,500.00</u>
	£7,062.20

One legacy was received, **£1,000** - the balance of a restricted legacy for improvements to the Church Hall from the estate of Gerard Nixon.

From October 2024 the incumbent was seconded one day per week to Birmingham Diocese for six months, and payment of £555 per month made by the diocese to the PCC: this is recorded as 'Other Receipts'.

6 Fees Retained by PCC:

St Hilda's personnel conducted one wedding (fees paid in 2023), and nineteen funerals, twenty-six of which came into the church. The statutory income for the church (net of fees paid as agent to the diocese, organist, minister, vergers and choir) was £2,000. A further £960.00 was received as 'permitted charges for heating, lighting etc' for funerals and weddings.

Funerals	7	Trading Income	£1,729.00
Weddings		Hire of Buildings: The church and church hall were in use by church and community groups for the whole year, and community hire of buildings is the major source of 'trading income'. The Scout Hut is leased to a Scout Troop on a fifteen-year repairing lease. Monthly rent is not charged for use by church groups (such as CAMEO senior citizens group, Table Tennis Group, Guild etc) but they make <i>ad hoc</i> donations to the church.	£960.00
Banns		Statutory Fees:	£2,000.00
		Permitted charges	£960.00
		Total:	£2,960.00
Church Hire			£765.00
Church Hall – Community Hire			£17,875.00
Church Hall – Church Groups (Donations)			£1,037.60
Scout Hut			<u>£827.08</u>
		Total:	£20,504.68

Other Trading Activities: Minor activities that contributed to trading include the provision of 'remembrance' items, and use of the church's photocopier through charges for external users. The publication of the monthly parish magazine has ceased, but one subscription was received in 2024. Remembrance items are mainly entries in the Book of Memory, and costs incurred are for calligraphy: these costs are included under the 'cost of trading', (note 15) as 'Remembrance Items'.

External use of Photocopier	£135.00
Monthly Parish Magazines	£10.50
Remembrance Book and Plaques	<u>£315.00</u>
	£460.50

Thus, **total trading income** was **£20,965.18**, comprising the £20,965.18 from building hire plus £460.50 from other trading.

8 Fundraising for Church and Cost of Fundraising:

St Hilda's PCC is registered with 'easyfundraising' for gifts from internet sales by registered supporters. The church stages a programme of concerts for the community for which no entry charge is made: many attendees make donations at these events to offset costs and support the church. The 'Three Shires' Music Festival is an annual event with both free and paid events. It is not primarily intended as a fundraising venture, but as an activity for the local community:

	Receipts	Costs	Net Income
'easyfundraising'	£261.89	0.00	£261.89
Donations at Free-entry Events	£1,857.75	£135.00	£1,722.75
Three Shires Festival	<u>£1,070.79</u>	<u>£865.12</u>	<u>£205.67</u>
Totals	£3,190.43	£1,000.12	£2,190.31

9 Diocesan Parish Share:

The Parish Share contribution to Birmingham Diocese is the church's largest expenditure: **£44,004** was agreed with the diocese for 2024, an increase of £2,044. This amount was paid in full.

10 Donations to Charities and other Charitable Activities by the Church:

Church Donations administered through the Church Accounts: The church regularly supports four charities (Birmingham Diocese Malawi Fund, The Children's Society, Christian Aid, and the Mission to Seafarers) as part of its on-going mission work. The PCC approved the sum of £500 from church funds for each of these charities in 2024.

The **Friendship Group** is used to support local asylum seekers, and occasional payments for items such as medical expenses, travel or telephone cards are made from the Friendship Fund, which contains both restricted and unrestricted funds. In 2024 the fund received £520.00 in donations, and paid out **£756.45** in restricted and unrestricted funds.

Donations to Adopted Charities	£2,000.00
Friendship Group donations to Asylum Seekers	<u>£756.45</u>
Total	£2,756.45

The church collects items to be sent annually via a container to Malawi through the Birmingham Diocese Malawi Fund: the church normally contributes towards the cost of the container, but in 2024 the church's cost was paid by a donor.

In addition to monetary gifts for the Mission to Seafarers, members of the congregation knitted items for the men at sea.

Money for Charitable Activities excluded from the Church Accounts:

The church also raises funds specifically for charities as 'agents', and these are administered through the 'Agency Account', not the Church Account. This includes some funds for the church's adopted charities, **£479.54** in 2024: the collection at the Christingle Service (£137.00) was donated to the Children's Society, the collection at the Christian Aid service (£127.10) was sent to Christian Aid, and the Sea Sunday collection (£215.44) was sent to the Mission to Seafarers. These collections used the organisations' envelopes and, therefore, are not included in the church's collections or donations, but administered through the Agency account.

£123.02 was collected for the Smethwick Food Bank at Christmas 2023 and sent in January. Foodstuffs are also collected throughout the year.

11 Salaries, Wages and Honoraria:

The PCC employed one person in 2024, a Cleaner at an annual cost of **£3,894.00**. The payroll is administered through Moorepay by Birmingham Diocese without charge to the church. No other person is paid by the church.

12 Clergy and Staff expenses:

The church is responsible for transport, telephone and other expenses incurred by the Vicar, its own employees, and laity in

the course of their duties for the church. The vicar's expenses were **£705.04** in 2024.

13 Mission and Evangelism:

This subject is discussed in the Secretary's report. The Friendship Group provides social and material help to local asylum seekers. In 2024, £520 was received by voluntary donations, and £756.45 spent on supporting local asylum seekers, leaving £871.08 in the Friendship Fund on 31st December 2024.

The Youth Group meets monthly, but there was no income or expenditure in 2024. The group was funded by a grant in 2021, and a £73.18 balance remained in the Youth Fund account on 31st December 2024.

14 Church and Site Running Expenses:

This item covers the cost of maintenance and insurance for the church building, maintaining the grounds, regular tuning of the organ and piano, purchase of worship materials, and other incidentals in the day-to-day operation of the church.

Running costs for the hall (note 15) and capital items (note 16) are considered separately.

Insurance (excluding church hall)	£2,351.12	
Church maintenance	£4,180.20	
Site maintenance	£2,227.11	
Telephone, broadband and website	£1,185.00	
Office supplies and photocopying	£1,366.02	
Organ and piano tuning	£637.00	
Church Copyright Licence	£337.72	
Worship materials*	£550.47	
Other small items (under £150)	<u>£469.72</u>	
<i>Sub-total Church and Grounds Running Costs:</i>	<i>£13,304.36</i>	<i>£13,304.36</i>
Church Electricity	£4,344.23	
Church Gas	<u>£2,997.03</u>	
<i>Sub-total Church Utilities</i>	<i>£7,341.26</i>	<i>£7,341.26</i>
Total Church and Site Running Expenses		£20,645.62

* Candles, communion elements, palm crosses, baptism materials etc

Fuel costs are sub-totalled as 'Church Utilities'. PCC had decided that, despite their higher cost, the 'greenest' options should be used for both fuels; solar, wind and hydro power for electricity and biomass for gas. Electricity is charged against a single meter for the church and scout hut, and the scout hut usage is separately metered internally. The cost is split *pro rata* on consumption for both buildings. The scout hut electricity is recharged to the scout group at cost, the church acting as 'agent' and this cost is excluded from the church accounts. The Church Hall usage is now separately metered and charged to 'Cost of Trading' (note 15).

Gas, now used only in the church hall is charged to 'Cost of trading' (note 15).

15 Cost of Trading and Hall Running Costs:

The main trading activity is the hire of the church hall to community groups, and, therefore, most 'cost of trading' comprise the running costs and maintenance of the church hall, shown below:

Electricity	£1,136.93	
Gas	<u>£2,346.89</u>	
<i>Sub-total Hall Utilities</i>	<i>£3,483.82</i>	<i>£3,483.82</i>
Water	£252.84	
Insurance	£1,754.93	
Maintenance	£3,710.67	
Redecoration	<u>£1,452.70</u>	
<i>Sub-total Hall Running Costs</i>	<i>£7,171.14</i>	<i>£7,171.14</i>
Total Hall Running Costs		£10,654.96
Remembrance Items	£248.00	<u>£248.00</u>
Total Cost of Trading		£10,902.96

It is not possible to apportion the costs between use of the building by outside hirers and use by church groups, but the larger part of its use is by non-church groups.

16 Capital Items:

There was one significant capital item in 2024, the removal of the old gas-fired heating system in the church building, and the installation of a new electrically-powered system. This was a major project, with £7,089.60 spent in 2023 in preparatory work surveying and removing residual asbestos-containing materials related to the old system. The work carried out in 2024

cost **£66,722.11**, taking the total cost of the project to £73,811.71. It was financed from Church Reserves plus an appeal.

New electrical supply to church and hall	£9,420.16
Removal of gas heating and meter	£11,905.95
Purchase and installation of new electric system	<u>£45,396.00</u>
Total for Capital Items in 2024	£66,722.11

On environmental grounds, the PCC decided to completely discontinue the use of gas in the church building and install an electric radiator system to be run on renewable electricity.

17 Agency Holding and Bank of Scotland Current Account Reconciliation:

The 'Agency Holding' is money held by the church in its Bank of Scotland current account as agents for other organisations or persons. This does not form part of the church's assets, and, therefore, is excluded from these church accounts. In 2024 the Agency Holding was used for transactions such as processing Statutory Fees for funerals and weddings (only part of which is due to the church), holding damage deposits for hire of buildings, holding money raised specifically for charities, holding money collected for leaving gifts, and for processing charges due for electricity used in the Scout Hut.

On 31st December 2024 the Agency Holding comprised:

Charity Holding [Birmingham Diocese Malawi Fund]	£247.37
Charity Holding for Annual Charity	£25.50
Statutory Fees	£100.00
Damage Deposits for Church Hall hirers	£678.00
Scout Hut Electricity due [to be charged later at cost to Scout Group]	<u>(£19.83)</u>
Total Agency Holding	£1031.04

The total holding in the Bank of Scotland Current Account on 31st December 2024 is reconciled by the inclusion of both the Church Account and the Agency Account totals, thus:

	31 December 24	31 December 23
Church money in BOS Account	£25,195.81	£87,068.49
Agency holdings in BOS Account	<u>£1,031.04</u>	<u>£445.16</u>
Closing value, Bank of Scotland Account, 31/12/23	£26,226.85	£87,513.65

An exceptionally large amount was held in the current account at the start of 2024 in anticipation of payments for the installation of the new heating system in the church building. By year end, it had reduced to normal levels

End of notes

DEPOSIT AND INVESTMENT ACCOUNTS

St Hilda's Church deposit and investment accounts are administered by CCLA for the CBF, the Central Board of Finance for the Church of England.

DEPOSIT ACCOUNTS

DEPOSIT ACCOUNT CB3001513 - CHURCH FABRIC ACCOUNT

A designated account for the additional maintenance of the Church building and site.

	Credit	Debit	Total
Starting Balance, 1/1/24			£3,592.70
Bank Interest (total over year)	£190.69	-	£190.69
Closing Balance, 31/12/24			£3,783.39

DEPOSIT ACCOUNT CB30001523 – CHURCH MUSIC ACCOUNT

A restricted account to cover all aspects of church music, including organ and piano repairs.

	Credit	Debit	Total
Starting Balance, 1/1/24			£900.74
Bank Interest (total over year)	£47.80	-	£47.80
Closing Balance, 31/12/24			£948.54

DEPOSIT ACCOUNT CB30001583 – CHURCH HALL ACCOUNT

This account contains both restricted and designated holdings for the same purpose, maintenance of the Church Hall. Interest is applied to the designated holding.

CHURCH HALL ACCOUNT [Designated]

	Credit	Debit	Total
Starting Balance, 1/1/24			£166.40
Bank Interest (total over year)	£80.44	-	£80.44
Closing Balance, Designated, 31/12/24			£246.84

CHURCH HALL

ACCOUNT [Restricted]

Starting Balance, 1/1/24	-	-	£1,349.21
Closing Balance, Restricted, 31/12/24			£1,349.21

Total closing balance of account (restricted and designated) = £1,596.05

DEPOSIT ACCOUNT CB30001595 – GENERAL RESERVE FUND

An unrestricted account holding reserves that are available on a short withdrawal period.

	Credit	Debit	Total
Starting Balance, 1/1/24			£10,739.14
Bank Interest (total over year)	£570.01	-	£570.01
Closing Balance, 31/12/24			£11,309.15

DEPOSIT ACCOUNT CB30001596 - GIFTS AND BEQUESTS ACCOUNT

An unrestricted account to hold legacies and large gifts.

	Credit	Debit	Total
Starting Balance, 1/1/24			£44.18
Bank Interest (total over year)	£2.34	-	£2.34
Closing Balance, 31/12/24			£46.52

Total interest on Deposit Accounts (re-invested in the accounts) = £891.28

INVESTMENT ACCOUNTS

INVESTMENT ACCOUNT – CBF PROPERTY SHARES, CB3001443 (PORTER-YORK FUND)

An unrestricted account invested in CBF Property Shares arising from two large legacies, to be used at the discretion of the Incumbent and Churchwardens. The withdrawal period for CBF Property Shares is now ninety days. There were no fund transactions in 2024.

Transactions and Share Holding

	Deposit	Withdrawal	Share Holding
Share Holding, 1/1/24			9,686.86
Share Holding, 31/12/24			9,686.86

Value of the Investment

	Shareholding	Mid-value (p/share)	Investment value
Opening Investment Value, 01/01/24	9,686.86	122.51	£11,867.37
Closing Investment Value, 31/12/24	9,686.86	123.19	£11,933.24

Interest received [paid to BOS Current Account]

	Shareholding	Dividend (p)	Interest
28/02/24, 4 th Quarter, 2023	9,686.86	16.00	£154.99
31/05/24, 1 st Quarter, 2024	9,686.86	17.70	£171.46
31/08/24, 2 nd Quarter, 2024	9,686.86	16.20	£156.93
30/11/24, 3 rd Quarter, 2024	9,686.86	16.20	<u>£156.93</u>
Total Interest in 2024			£640.31

INVESTMENT ACCOUNT – UK EQUITY FUND, CB3001430

An unrestricted account established in August 2021 with funds transferred from the Porter-York Fund, to give access to investment funds on a one-month withdrawal period. There was one withdrawal of £10,000 on 25/09/24 to cover expenditure on the new church heating system. This reduced the share holding from 11,136.03 to 6,283.55.

Transactions and Share Holding

	Deposit	Withdrawal	Share Holding
Share Holding, 1/1/24			11,136.03
Sale of 4852.48 shares @206.08 p/share		£10,000	6,283.55
Share Holding, 31/12/24			6,283.55

Value of the Investment

	Shareholding	Mid-value (p/ share)	Investment value
Opening Investment Value, 01/01/24	11,136.03	197.21	£21,961.36
Closing Investment Value, 31/12/24	6283.55	199.76	£12,552.01

Interest received [paid to BOS Current Account]

	Shareholding	Dividend (p)	Interest
28/02/24, 4 th Quarter, 2023	11,136.03	1.74	£193.77
31/05/24, 1 st Quarter, 2024	11,136.03	1.74	£193.77
31/08/24, 2 nd Quarter, 2024	11,136.03	1.74	£193.77
30/11/24, 3 rd Quarter, 2024	6283.55	1.71	<u>£107.45</u>
Total Interest in 2024			£688.76

Total Investment Income (paid to BOS Current Account)

CBF Property Shares (Porter-York Fund)	£640.31
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CBF UK Equity Shares	<u>£688.76</u>
Total Investment Income	£1,329.07

APPROVAL OF REPORT AND ACCOUNTS

The *Annual Report* as set out on pages 3 to 6
was prepared by the Elizabeth Farrier as PCC Secretary

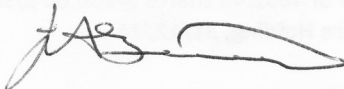
The *Annual Safeguarding Report* as set out on pages 7 to 9
was prepared by Anne Harris as Safeguarding Officer

The *Annual Accounts* set out on pages 10 to 19
were prepared by Elaine Carrington as Treasurer of St Hilda's PCC
and Dr Terry Daniels [Acting Treasurer from March 2025]
and examined by Mark J W Jennings, ACA, ICAEW

**The above Reports and the Accounts were approved and adopted
by St Hilda's Parochial Church Council
on 21st May 2025**

Signed: 

Rev Jennifer Ruth Crewes (Chair)

Signed: 

Julie Batham (Churchwarden)

2024 ANNUAL REPORT AND ACCOUNTS FOR ST HILDA'S PCC, WARLEY WOODS

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OF

INDEPENDENT EXAMINER'S REPORT

Report to trustees of St Hilda's Church, Warley Woods
Registered Charity No 1181258

On the Annual Accounts for the year ended 31st December 2024
as set out on pages 10 to 19

Respective responsibilities of trustees and examiner

The trustees are responsible for the preparation of the accounts.

The trustees consider that an audit is not required for this year under section 144 of the Charities Act 2011 ('the Charities Act') and that an independent examination is needed.

It is my responsibility, as Independent Examiner, to:

- examine the accounts under section 145 of the Charities Act,
- to follow the procedures laid down in the general Direction given by the Charity Commission under section 145(5)(b) of the Charities Act, and
- to state whether particular matters have come to my attention.

Basis of independent examiner's statement

My examination was carried out in accordance with 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 seeking explanations from the trustees concerning 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

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

- 1: which gives me reasonable cause to believe that, in any material respect, the requirements to keep accounting records in accordance with section 130 of the Charities Act; and to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities Act have not been met; or
- 2: to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Signed:



Date:

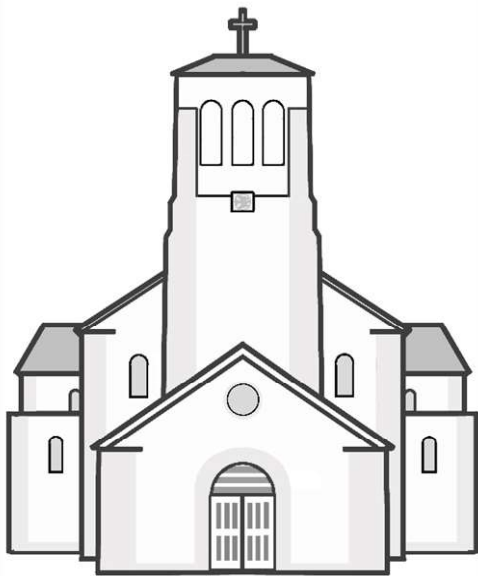
18th MAY 2025

Mark J W Jennings, ACA, ICAEW
3, Clent Drive, Hagley, Stourbridge, DY9 9LN

Disclosures:

Accounts

ANNUAL REPORT AND ACCOUNTS YEAR ENDING 31 DECEMBER 2023



ST HILDA'S CHURCH

Parish of Warley Woods
Diocese of Birmingham

Abbey Road, Smethwick, B67 5NQ

Charity Registration Number 1181258

PCC MEMBERSHIP AND TRUSTEES, 2023

Ex-officio Members serving the whole of 2023

Rev Jennifer Ruth Crewes - Incumbent and, ex-officio, Chair *
Mr Peter John Stokes - Deanery Synod Representative *

Ex-officio Members serving from the APCM, 23rd April 2023

Mrs Julie Ann Batham - Churchwarden *
Mr Ian Francis Dickinson – Churchwarden *

Elected Members serving the whole of 2023

Mr John Matthew Barber *
Miss Rachel Elizabeth Davies *
Dr Terry Daniels [Treasurer] *
Mrs Elizabeth Joan Farrier [Secretary] *
Mrs Anne Harris *

Elected Members Serving until the APCM, 23rd April 2023

Mr Richard Craig Haynes
Mrs Pat Crofts
XX (Secretary) – Name withheld with the approval of the Charity Commission

Elected Members Serving from the APCM, 23rd April 2023

Mr John Christopher Fitzpatrick *

** Members serving on 31st December 2023*

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ST HILDA'S CHURCH, WARLEY WOODS ANNUAL REPORT FOR YEAR ENDING 31 DECEMBER 2023

INTRODUCTION

The Parochial Church Council of St Hilda's PCC of Abbey Road, Smethwick, B67 5NQ ('the PCC') is a registered charity under charity registration number 1181258. The governing document for the PCC is the Parochial Church Councils (Powers) Measure 1956 and it is constituted in accordance with the Church Representation Rules 2000.

Members of the PCC are the trustees of the charity. Some members of the PCC are members because they hold a particular office (to which they are appointed or elected). Others are elected at the Annual Parochial Church Meeting (APCM). In 2023 this was held on Sunday 23rd April. Details of those who served as PCC members (who are the trustees of the charity) during 2023 are set out on page 2 opposite. Pat Crofts, Richard Haynes and the former Secretary of the PCC stepped down as PCC members; our thanks go to them for their faithful service.

The main objective of the PCC is to co-operate with the incumbent to 'promoting within the parish the whole mission of the church, pastoral, evangelistic, social and ecumenical' (section 2(2) PCC (Powers) Measure 1956). This mission of the PCC is to benefit people generally and specifically residents of the parish by celebrating the work of the Spirit and promoting faithfulness to the teaching of Jesus. In fulfilling their duties, the PCC has had regard to the Charity Commission's guidance on public benefit.

OVERVIEW

The year saw some highs and lows of church and community life. We said some sad goodbyes to members who moved away, and to those who died, as well as welcoming new members and baptising some of them. The financial situation of the church still gives some concern, although not as much as in previous years. Despite these concerns the church continues to serve the local community and has been able to do more this year than last.

BUSINESS OF THE PAROCHIAL CHURCH COUNCIL (PCC)

The PCC met on eight occasions during 2023, including immediately following the Annual Parochial Church Council meeting on 23rd April. The average attendance was 88% of the PCC members. During 2023, the PCC employed two persons: a Lay Pastoral Minister and a Hall Cleaner. The employment of the Lay Pastoral Minister was financed from reserves (from legacies) and one-off donations, and it ceased at the end of May.

The PCC's work in relation to safeguarding children, young people and vulnerable adults is described in the separate report from the Parish Safeguarding Co-ordinator, page 6.

During the year, St Hilda's became part of an 'Oversight Area' with St Mary the Virgin, Bearwood, Smethwick Old Church and St Matthew with St Chad, Smethwick. Our incumbent the Rev Jenni Crewes was appointed as Oversight Minister for these four churches.

FINANCE

A full account of the church's financial position follows from page 10 onwards. A number of "one off" gifts, including one towards the church's new heating system, masked what would have been an annual deficit. It is the policy of St Hilda's PCC to maintain unrestricted reserves of at least the equivalent of two month's normal expenditure (approximately £25,000).

FABRIC

Heating

A small committee of the PCC has been exploring options for heating the church in future, following one of our two boilers having been condemned in December 2020. We applied for a faculty to install electric heating and remove the gas heating system, which was approved by the DAC in August 2023. Further work was needed to ensure we had a sufficient electric supply. By the end of the year, we had reached a conclusion, installing an extra single-phase supply that would serve the hall. Installation of the new supply and heating system will take place in 2024.

Energy supply

We continued with existing contracts with Pozitive Energy for electricity solely from renewable sources and with Crown Gas and Power for the supply of biogas.

Other fabric items

The following fabric items were completed during the year:

- Secondary glazing to two of the inner porch windows.
- Repairs to the guttering of the church.
- A Health and Safety report was conducted and some minor changes were carried out, e.g. electric socket covers were installed.
- The church grounds: Several overgrown trees have been pruned and removed. Through West Midlands Probation service our grass is being cut regularly and other parts of the garden maintained. Throughout the year the front gardens and the church itself has been regularly cleaned and tidied by a steadfast group of volunteers.
- Two items of the Church Silver (crucifix and ciborium) were repaired by a local jeweller (Davand of Bearwood Road) and was kindly done free of charge.

ELECTORAL ROLL

On 31st December 2023, the electoral roll stood at 82 members, of which 32 were resident in the parish and 50 were non-resident.

PARISH MAGAZINE

A survey was undertaken to decide on the future of the Parish Magazine, and thanks are due to all participated in this. It was decided that the magazine could not continue in its current form and, following discussion on the results of the survey, the decision was made to have a regular newsletter instead. Sincere thanks must go to Peter Stokes and Wendy Dyke for their many years editing, writing, and printing the magazine, and to Alan Gibbens for his many years as magazine treasurer.

CHURCH LIFE

The Sunday morning service is the main act of worship, which has been held throughout the year. These services followed various themes according to the liturgical calendar including a focus on Creationtide, Harvest and our care for the environment in September and a Pet blessing.

The choir re-formed for the Easter service. Our thanks go to our volunteer organists John Barber, Angela Daniels and David Ellis who add so much to our worship by playing the organ and piano, and to David and John for their work with the choir for Easter.

The church was kept open on Tuesdays and Wednesdays for private prayer throughout the year. There were Wednesday morning Holy Communion services and Tuesday morning services of Morning Prayer. The Prayer Ministry Team has continued and is open for prayer requests. These are shared via WhatsApp daily. The Prayer Ministry Team has also been available to pray with members of the congregation on a regular basis during and after some of the morning services.

There were several baptisms and weddings in church and there continued to be a high number of funerals in church or at crematoria. During the year a number of our church members died, including Gerard Nixon, Dougie Gallagher, Stephen Bentley and Jean Line. We held our annual service for the commemoration of those who have died on 22nd October 2023.

OUTREACH, CHARITABLE AND SOCIAL WORK

The Church Hall continued to be put to good use with Rainbows, Brownies, Guides, Little Fish with St Hilda's, a stay and play for babies and toddlers and their parents/carers, CAMEO and Zumba, as well as an increasing number of external hires by the community: thanks must go to Marian Hills for all her hard work in organising the hall bookings.

CAMEO (Come And Meet Each Other) continued with strength. CAMEO provides a valuable and life-giving opportunity for some of our older church members and members of the local community to meet with friends. For some who attend, this is the only contact they have with other people during the week.

The Youth Group for secondary school age children met once a month on Sunday evenings with a typical attendance of seven members.

Table Tennis Club continued to meet throughout the year roughly every other Saturday morning with between four and sixteen players.

Musical activities for members and the local community again featured in our programme. Throughout July we held the annual Three Shires Festival. In addition, there were twelve free Conservatoire Concerts, given by students of the Royal Birmingham Conservatoire in the church, including a special Friday concert for children that was attended by the whole of year 2 from Abbey Infants School. These were generally well attended and continued until the lack of adequate heating in church made it unwise to programme them. It is intended that these will continue in 2024 once the weather starts to get warmer again.

There were ten school visits to the church, and visits were made to a number of school assemblies. Some of these visits were with Annie Lennard School which is now in our parish, and the children seemed to enjoy their visits to St Hilda's.

We have again financially supported our four adopted charities: Christian Aid, The Children's Society, the Mission to Seafarers, and the Diocesan Fund for Malawi. The Christingle service on 8th January focussed on The Children's Society. Home collecting boxes for the Children's Society were also taken by some Church members. Sea Sunday was celebrated on 9th July at which items knitted by congregation members for seafarers were brought to church.

Earlier in the year the Church contributed items for the container sent by Birmingham Diocese to Malawi. It arrived some months later and the items collected are being put to good use in primary and secondary schools in Lake Diocese, Mpondas Cathedral in Upper Shire (which was particularly hard hit by flooding) and Malindi (a remote and deprived area on the East of the Lake near the Mozambique border).

The Enchant Choir were able to hold their Christmas concert in church on 9th December 2023. As this was an afternoon concert the attendance was slightly higher than in previous years.

We held a walking nativity service in partnership with other local churches on Sunday 10th December.

SUMMARY

In some ways the year represented many encouraging signs of community life. We appointed two excellent Church Wardens, Julie Batham and Ian Dickinson, and Liz Farrier stepped into the role of PCC Secretary. New members have joined us and volunteering has increased.

Elizabeth Farrier, PCC Secretary
February 2024

ST HILDA, WARLEY WOODS

ANNUAL SAFEGUARDING REPORT FOR THE YEAR ENDING 31 DECEMBER 2023

The Safeguarding Team

The safeguarding of children, young people and vulnerable adults is an ongoing concern of the PCC. The safeguarding team, led by Anne Harris, Parish Safeguarding Co-ordinator, reports to each PCC meeting and works on behalf of the PCC to:

- respond to any safeguarding concerns and ensure that the right action is taken;
- promote awareness of safeguarding;
- help create as safe an environment as possible for everyone who is part of St Hilda's and its activities; and
- review the PCC's legal and diocesan safeguarding requirements and ensure that these are implemented.

A dedicated safeguarding mobile phone number and a dedicated safeguarding email address enable safeguarding issues to be reported directly to the safeguarding team and are monitored daily. Until March 2023, there were two people in the safeguarding team, Richard Haynes and Anne Harris. Currently, there is only Anne Harris. Anyone who is interested in joining the safeguarding team and helping with some of the aspects of safeguarding at St Hilda's, is invited to speak to Jenni Crewes or Anne Harris.

Definition of the term 'vulnerable adult'

Section 6 of the Safeguarding and Clergy Discipline Measure (2016) states that the term 'vulnerable adult' refers to a person aged 18 or over whose ability to protect themselves from violence, abuse, neglect or exploitation is significantly impaired, temporarily or indefinitely, through physical or mental disability, illness, old age, emotional fragility, distress or otherwise. Some adults may not consider themselves vulnerable but may be vulnerable to being abused by individuals in positions of leadership and responsibility.

Review of safeguarding policies

On 2nd March 2023, the PCC approved the safeguarding team's annual reviews of the following St Hilda's safeguarding policies and procedures:

- (1) 'Safeguarding Policy and Procedures'
- (2) 'Responding to Domestic Abuse';
- (3) 'Promoting a Safer Church Parish Policy Statement'.

On 6th September 2023, the PCC approved the annual review of

- (4) 'The Safe Use of Social Media and Mobile Phones', and the new membership of the Social Media Team was approved as being Rev Jenni Crewes and Marian Hills.

Up-to-date copies of these policies can be accessed on noticeboards in the church porch and the entrance to the church hall, on the St Hilda Warley Woods website, and on the 'A Church Near You' website.

Church activities

A church activity is an activity organised in the name of the church primarily for children, young people or vulnerable adults *or* an activity which includes teaching, training, instructing, caring for, supervising or transporting children, young people or vulnerable adults. It is the PCC's responsibility to decide if an activity is organised in the name of the church. This has implications for the safeguarding arrangements and the activity's recruitment of staff and volunteers, governance, finances and insurance. The current three St Hilda's church activities are: CAMEO, the Youth Group and the Commissioned Pastoral Care Team. The safeguarding team has helped the leaders and helpers of these activities to ensure that they receive the necessary safeguarding information and training, and comply with diocesan and national safeguarding requirements, including safer recruitment processes, role descriptions and risk assessments.

Non-church activities

The safeguarding team has continued to ensure that the PCC is aware of all 'non-church' activities which are held on our church premises for children, young people and vulnerable adults and that our hire agreements with them contain provisions for compliance with specific safeguarding requirements and responsibilities. In November 2023, the PCC agreed to revise the safeguarding section of the church hall and church private hire agreements for individuals and this was led by Terry Daniels, in consultation with Marian Hills and Anne Harris and in line with diocesan and national guidance.

Role descriptions

The House of Bishops 'Promoting a Safer Church' safeguarding policy statement (2017) recommends clear role descriptions for all church officers. A church officer is anyone, ordained or lay, who is appointed or elected by or on behalf of the church to a post or a role. The PCC and safeguarding team have continued to work on ensuring that all current church officers are given role descriptions, that each new volunteer is aware of their role description and they are given an agreed and signed copy before they begin in their role.

Safer Recruitment

The Parish Safeguarding Co-ordinator and PCC have continued to monitor and encourage the development of safer recruitment practices in line with the revised Church of England House of Bishops 'Safer Recruitment and People Management Guidance' (January 2022) for the safe recruitment, supervision and support of every church employee and volunteer who has substantial contact with children, young people or vulnerable adults.

In June 2023, as a contribution to the national two-year review of the implementation of the Safer Recruitment and People Management Guidance, Jenni Crewes and Anne Harris completed an online national survey to identify this church's progress with implementing the guidance. Twelve aspects of our recruitment practice were assessed as being as far as possible in line with the guidance, but it was identified that further work is needed and will be done on person specifications, a parish application form, record keeping and supervision arrangements.

Safeguarding Training

In line with the Church of England House of Bishops 'Framework for Safeguarding Training', the Parish Safeguarding Co-ordinator and PCC have ensured that each church employee and volunteer has completed or renewed safeguarding training within the previous three years, at the required level for their role. New volunteers are informed of their safeguarding training requirements and the relevant training is arranged and completed before a volunteer begins in their new role.

Safeguarding training begins with basic awareness training which is a requirement for all volunteers and paid church officers. All volunteers are seen to be representing the Church and it is important that we all know how to recognise or respond to a potential safeguarding matter and what to do. Further Church of England safeguarding training 'pathways', relevant for certain roles, include 'Foundations' which follows 'Basic Awareness', 'Responding to Domestic Abuse', 'Leadership' and 'Safer Recruitment'.

All safeguarding training is done online. Where a volunteer has been unable to complete a training pathway in this way, the previous safeguarding team, the Parish Safeguarding Co-ordinator and the PCC have helped the volunteer to find an alternative way to complete the required course.

Two Church of England Online Applications

The Parish Safeguarding Dashboard

This is an easy to use, online national Church of England tool which helps the PCC and parish safeguarding team to meet their requirements to review safeguarding regularly and to conduct an annual assessment of the PCC's safeguarding arrangements. The Parish Safeguarding Co-ordinator regularly updates the parish safeguarding dashboard and ensures that any necessary actions have been taken. In 2023, full parish action

plans, generated by the safeguarding dashboard, were presented to the PCC in January and summary action plans were included in the safeguarding report to other PCC meetings.

The Safeguarding Hub

This is a newer online application, linked to the Parish Dashboard and designed to help a parish church with safer recruitment and people management. St Hilda's is signed up to stage 1 'Role Creator', which now lists and describes thirty-six of our church roles, and stage 2 'People Manager', which is a record of DBS checks and safeguarding training for each individual volunteer and employee. The Parish Safeguarding Co-ordinator is about to sign up to Stage 3 'Recruitment Tracker', which is an optional process for tracking that the national Church of England 'Safer Recruitment' guidance is followed for all roles which have substantial contact with children, young people and vulnerable adults. It can also be used to track the recruitment process for all church volunteers.

Parish Identity Verifiers

On 2nd March 2023, the PCC appointed Liz Farrier, formerly Deputy Parish Identity Verifier, as the lead Parish Identity Verifier, and the vacancy of Deputy Identity Verifier was then advertised in the pew sheet for a number of weeks. In September 2023, the PCC appointed Anne Harris to be Deputy Identity Verifier and assist Liz Farrier.

Disclosure and Barring Service (DBS) Checks

In July 2023, the PCC adopted a revised 'Confidential Self Declaration Form' and accompanying 'Privacy Notice' which take account of recent changes in legislation and are used as part of national church policy and are part of the DBS certificate application process.

Safeguarding Sunday

Safeguarding Sunday is a national safeguarding awareness raising opportunity for churches and their communities to explore together the theology behind safeguarding and *to pray that God would help the Church become a safer place for all*. For a better fit with St Hilda's schedule of Sunday Services, our third annual Safeguarding Sunday Service was moved from the autumn and is planned for 21st January 2024.

Visit from a Member of the National Safeguarding Team

The Church of England National Safeguarding Team is arranging for one of its members to visit one parish church in each Diocese with the purpose of learning more about safeguarding from a parish point of view. St Hilda's was asked to host the visit to Birmingham Diocese, and this took place on 30th November 2023, with two members of the Diocese safeguarding team also present. It was an opportunity for us to speak honestly about the way our parish safeguarding works in practice and our experiences of implementing national safeguarding policies and procedures.

Conclusion

In accordance with Section 5 of the Safeguarding and Clergy Measure 2016 the PCC has therefore complied with its duty to have due regard to the House of Bishops Guidance on safeguarding children and vulnerable adults.

Anne Harris, Parish Safeguarding Co-ordinator
15th January 2024



New logo for St Hilda's Church, Warley Woods
Adopted in 2023

ST HILDA'S CHURCH, WARLEY WOODS ANNUAL ACCOUNTS FOR YEAR ENDING 31 DECEMBER 2023

OVERVIEW

Status: St Hilda's Church is the parish church for the Parish of Warley Woods in the Diocese of Birmingham. In 2018 the Parochial Church Council of the Ecclesiastical Parish of St Hilda, Warley Woods (PCC) became a registered charity under The Charity Commission of England and Wales, with the Registered Charity Number 1181258.

Premises: The church building, church hall, vicarage and grounds are the property of Birmingham Diocese. The PCC owns a scout hut on the site: this is hired exclusively to a scout troop on a fifteen-year repairing lease which was renewed in 2016. The electricity used by the scouts is paid by the church as part of the site charge, but separately metered and recharged at cost to them. The scout hut was valued at £117,700 for insurance purposes in 2014: this is included in the Statement of Assets and Liabilities at one fifth of this value, £23,540 which better reflects its likely current market value, and is a further devaluation since 2022. Use of the Church and the Hall by community organisations is increasing.

Site Developments: One significant development was the removal of all potential sources of asbestos at a cost of £7,089.60, following a survey in 2022. The major capital project to replace the existing gas-fire heating system in the church building faced various difficulties, and is now expected to be installed in late spring 2024. The intention is to replace the old system with electric radiators using 'green' electricity, and thereby reduce the carbon footprint of the church. The expected cost is around £75,000, to be financed from reserves and by appeal.

Clergy: The incumbent is a vicar, the Rev Jennifer Ruth Crewes.

Lay Employees: The church started the year with two part-time lay employees: a Lay Pastoral Minister (LPM) and a cleaner. The staff payroll is administered by Birmingham Diocese at no cost to St Hilda's Church. The LPM left our employ in May 2023 when ordained curate. No other PCC member has been a church employee. No PCC member receives any honorarium or expenses arising from that position.

Outreach and Mission: The outreach and community activities of the church continue to expand after Covid-19 restrictions. Sunday morning service and a mid-week service are held, but attendance remains lower than before the pandemic, although it is slowly increasing with a number of new attenders. Consequently, stewardship and voluntary giving are lower.

Charitable Giving: As usual, the PCC sent £500 to each of its four adopted charities, Christian Aid, The Mission to Seafarers, The Children's Society, and Birmingham Diocese Malawi Fund. Various items were collected for the container sent annually by Birmingham Diocese to Malawi

Accounting Basis: These accounts have been prepared on a 'receipts and payments' basis in accordance with the Charities Act 2011.

Review of Financial Procedures: A review of current financial practice at St Hilda's Church was carried out in December 2022 using the Charity Commission guidelines and checklist: the report was approved by the PCC in January 2023. It reported that all legal requirements and most 'best practice' recommendations were being met by current procedures. The most significant departure was the use of only one approval, the Treasurer's, for bank transfers (two for cheques): this is being addressed. The PCC adopted a policy of full review very five years.

Bank Accounts and Investments: At the start of 2023, St Hilda's PCC had a current account held at the Bank of Scotland (BOS), five deposit accounts with Church of England Central Board of Finance (CBF), and one

investment fund (the Porter-York Fund) held in CBF property shares. Most of the church's reserves were held as property shares, but after the CBF increased the withdrawal period for this investment fund, the PCC considered it prudent in 2022 to move about half of its reserves to a CBF UK Equity Fund which has a shorter withdrawal period. In anticipation of expenditure on the church heating project, the holding in the current account was maintained at a much higher level than would normally be necessary throughout the year.

Agency Operations: St Hilda's PCC collects some fees as an 'agent' which it then redistributes: this is necessarily handled through the BOS current account, but is not part of the church's income and expenditure, and is excluded from the receipts and payments in these annual accounts. These exclusions include payments from statutory fees made to the diocese, organist, vergers etc; money specifically raised for charities; wedding deposits; refundable hiring deposits for buildings, and electricity charges for the scout hut. Such transactions are recorded in an 'Agency' sub-account: on 31st December 2023 the 'Agency' sub-account held £445 (note 17, page 17).

Summary of Accounts: 2023 continued to present financial challenges. Both income and expenditure were significantly higher than in 2022: total receipts were £105,846 (up £8,754), and total payments £94,464 (up £8,740), giving an overall excess of income of £11,382 for 2023. However, this large excess is mainly attributable to two legacies totalling £26,589: excluding these extraordinary items, the normal revenue balance shows a loss of £15,207.

Income Sources: The main source of income is the voluntary giving of church attenders. Stewardship dropped slightly to £28,809, but, with open plate collections and other voluntary giving, the total income by voluntary giving was £40,245. Gift aid of £8,416 was received. Statutory fees retained by PCC were £6,516, but this will not be sustained into 2024 since we no longer have the services of the LPM to conduct funerals. Trading income, chiefly use of buildings for church and community activities, increased significantly to £18,938.

Expenditure: The main cost to the church is the Parish Share paid to Birmingham Diocese, which was increased to at £42,000. Salary and on-costs for employees (£8,636) rose as Living Wage Foundation increases in salary were applied. Greater use of buildings in 2023 increased the church running costs to £17,734. Without the legacies, the loss would have been £15,207, albeit £12,748 was capital expenditure: 7,090 on advance work on the church heating project, and £5,658 on a new photocopier.

Investments: As discussed above, the church holds its main investments as property shares and UK Equity funds managed by CCLA for the Central Board of Finance of the Church of England. The total holding in these funds was unchanged over the year as significant transfers were made in 2022 into the current account in anticipation of payments for the church heating project, which were delayed. CCLA updated their system and renumbered the accounts in late 2023 (pages 19 and 20).

Reserve Policy: It is the policy of St Hilda's PCC to maintain unrestricted reserves equivalent to two month's normal expenditure, approximately £25,000, immediately available. On 31st December 2023, an unrestricted balance of £10,737 was held in the 'General Reserve' Deposit Account on one week's notice, and a further £21,967 in the UK Equity Fund on up to one month's notice. These meet the policy requirement without the high holding in the Current Account.

The Unquantifiable: These monetary accounts cannot include the significant time and effort freely given by church members in supporting the work of the fellowship in many ways. Specifically, the treasurer is grateful to the people who continue to give under the stewardship scheme, those who have found new ways of paying their stewardship and collections, and the people who count and bank the collections and other cash receipts week by week.

Dr Terry Daniels, PCC Treasurer
February 2024

ANNUAL ACCOUNTS FOR YEAR ENDING 31 DECEMBER 2023

RECEIPTS AND PAYMENTS

RECEIPTS AND PAYMENTS 2023						Total 2022
	Note	Restricted	Designated	Unrestricted	Total 2023	
Donations						
Stewardship	1					
Tax-efficient		£0.00	£0.00	£23,667.00	£23,667.00	£26,176.60
Other		£0.00	£0.00	£5,142.00	£5,142.00	£5,769.00
Collections at Services	2	£0.00	£0.00	£5,557.25	£5,557.25	£5,096.59
Gift Aid Recovered	3	£0.00	£0.00	£8,416.60	£8,416.60	£12,301.58
Other Voluntary Giving	4	£666.00	£0.00	£5,212.66	£5,878.66	£24,186.91
Grants	5	£0.00	£0.00	£0.00	£0.00	£325.00
Legacies	5	£0.00	£0.00	£26,588.68	£26,588.68	£0.00
Donations Sub-total		£666.00	£0.00	£74,584.19	£75,250.19	£73,855.68
Charitable Activities						
Fees Retained by PCC	6	£0.00	£0.00	£6,516.00	£6,516.00	£7,588.00
Trading Income	7	£0.00	£0.00	£18,938.48	£18,938.48	£11,630.41
Fundraising for Church	8	£0.00	£0.00	£3,260.67	£3,260.67	£867.82
Charitable Activities Sub-total		£0.00	£0.00	£28,715.15	£28,715.15	£20,086.23
Investment Income						
Interest from:						
CBF Property Shares (Porter-York Fund)		£0.00	£0.00	£630.61	£630.61	£2,285.83
CBF UK Equity Shares		£0.00	£0.00	£730.51	£730.51	£505.92
Deposit Accounts		£27.97	£158.64	£332.86	£519.47	£358.30
Investment Income Sub-total		£27.97	£158.64	£1,693.98	£1,880.59	£3,150.05
TOTAL RECEIPTS		£693.97	£158.64	£104,993.32	£105,845.93	£97,091.96
PAYMENTS						
Fundraising Costs						
Cost of Fundraising	8	£191.50	£0.00	£628.47	£819.97	£457.67
Charitable Activities						
Diocesan Parish Share	9	£0.00	£0.00	£42,000.00	£42,000.00	£40,200.00
Charitable and other donations	10	£0.00	£0.00	£2,201.06	£2,201.06	£2,205.50
Salaries, wages and honoraria	11	£0.00	£0.00	£8,635.85	£8,635.85	£14,399.30
Clergy and staff expenses	12	£0.00	£0.00	£1,168.18	£1,168.18	£1,592.24
Charitable Activities Sub-total		£0.00	£0.00	£54,005.09	£54,005.09	£58,397.04
Site Running Expenses						
Mission and evangelism	13	£868.34	£0.00	£0.00	£868.34	£718.03
Church running expenses	14	£0.00	£0.00	£11,685.45	£11,685.45	£11,711.28
Church utility costs	14	£0.00	£0.00	£6,048.48	£6,048.48	-
Cost of trading	15	£0.00	£0.00	£8,288.85	£8,288.85	£8,203.85
Site Running Expenses Sub-total		£868.34	£0.00	£26,022.78	£26,891.12	£20,633.16
Capital Items						
Capital Expenditure	16	£0.00	£0.00	£12,747.60	£12,747.60	£6,236.40
TOTAL PAYMENTS		£1,059.84	£0.00	£93,403.94	£94,463.78	£85,742.27
EXCESS OF INCOME		-£365.87	£158.64	£11,589.38	£11,382.15	£11,367.69
OPENING BALANCES						
Current Account (Bank of Scotland)		£1,332.58	£0.00	£74,523.23	£75,855.81	£14,446.42
Deposit Accounts (CBF)		£2,221.98	£3,600.46	£10,448.46	£16,270.90	£45,912.60
TRANSFERS						
Between Investment and Current (Net)		£0.00	£0.00	£0.00	£0.00	£20,400.00
Transfer: Diocese to Vicarage Fund		£0.00	£0.00	£350.00	£350.00	
CLOSING CASH AND DEPOSITS		£3,188.69	£3,759.10	£96,911.07	£103,858.86	£92,126.71

ANNUAL ACCOUNTS FOR YEAR ENDING 31 DECEMBER 2023

STATEMENT OF ASSETS AND LIABILITIES

ASSETS AND LIABILITIES 2023					Total 2022
	Restricted	Designated	Unrestricted	Totals 2023	
Monetary Assets - Deposit and Current Accounts					
Deposit Accounts, 31/12/23					
CB3001513 Church Fabric Reserve [was CBF2126D]	£0.00	£3,592.70	£0.00	£3,592.70	£3,3481.13
CB3001523 Church Music Reserve [was CBF2142D]	£900.74	£0.00	£0.00	£900.74	£872.77
CB3001583 Church Hall Reserve [was CBF2237D]	£1,349.21	£166.40	£0.00	£1,515.61	£1,468.54
CB3001595 General Reserve [was CBF2249D]	£0.00	£0.00	£10,737.14	£10,737.14	£10,405.65
CB3001596 Gifts & Bequests Reserve [was CBF2251D]	£0.00	£0.00	£44.18	£44.18	£42.81
Total Deposit Accounts	£2,249.95	£3,759.10	£10,781.32	£16,790.37	£16,270.90
Bank of Scotland Current Account Funds, 31/12/23					
General Fund	£0.00	£0.00	£32,777.23	£32,777.23	£8,945.51
Baby Group Fund	£217.86	£0.00	£0.00	£217.86	£217.86
Choir Fund	£85.70	£0.00	£151.49	£237.19	£364.19
Festival Fund	£1.46	£0.00	£379.16	£380.62	£484.54
Flower Fund	£0.00	£0.00	£82.12	£82.12	£0.00
Friendship Fund	£624.19	£0.00	£246.89	£871.08	£972.52
Heating Fund	£0.00	£0.00	£49,661.11	£49,661.11	£62,410.45
Lay Pastoral Minister Fund (Closed December 2023)	£0.00	£0.00	£0.00	£0.00	£37.56
Ministry Support Fund	£5.35	£0.00	£0.00	£5.35	£5.35
Music and Organ Fund	£0.00	£0.00	£1,982.75	£1,982.75	£1,982.75
Social Fund	£0.00	£0.00	£330.00	£330.00	£330.00
Vicarage Fund (Opened May 2023)	£0.00	£0.00	£450.00	£450.00	£0.00
Youth Fund	£4.18	£0.00	£69.00	£73.18	£105.08
Total Current Account	£938.74	£0.00	£86,129.75	£87,068.49	£75,855.81
CLOSING BALANCE, Current and Deposit Accounts					£85,724.27
Other Monetary Assets					
Investment Values, 31/12/23					
CBF property shares (Porter-York Fund) at mid-market value	£0.00	£0.00	£11,867.37	£11,867.37	£12,643.29
CBF UK Equity Fund at mid-market value	£0.00	£0.00	£21,967.36	£21,967.36	£19,848.86
Vicarage Redecoration Fund	£0.00	£0.00	£0.00	£0.00	£350.00
Total Investment Holding	£0.00	£0.00	£33,834.73	£33,834.73	£32,842.15
Cash in Hand for Trading					
Float for Sunday Morning Refreshments	£0.00	£0.00	£181.95	£181.95	£53.27
TOTAL MONETARY ASSETS, 31/12/23					£125,022.13
Other Assets and Liabilities					
Buildings					
Scout Hut at one fifth of insurance value in 2014				£23,540.00	£29,425.00

* On 31/12/23, the Bank of Scotland Current Account held £87,513.65 comprising;

Church Account (as above)	£87,068.49
Agency Holding (note 17)	£445.16
	£87,513.65

NOTES TO THE ACCOUNTS 2023

1 Stewardship:

The church runs a stewardship scheme for regular giving either by direct payment into the church account or by gift-aid envelope at services. 82.2% of regular stewardship qualified for gift-aid. The total stewardship received was £3136.60 less than the amount received in 2022, mainly resulting from scheme members moving away.

	Gift-aided	Non-GA	Total
Direct giving:	£23,667.00	£5,142.00	£28,809.00

2 Collections at Services:

This figure, £5,557.25, includes all open plate collections at regular and occasional church services, and retiring collections at baptisms, funerals, weddings etc. This is £460.66 (9.0%) higher than the amount received in 2022. In May 2022, the PCC introduced facilities for digital giving on the church premises: £1,002.19 was received in this way in 2023.

3 Gift Aid Recovered:

The gift aid recovered in 2023, within tax years 2022-23 and 2023-24, comprised

Gift-aided donations:	£6,776.32	80.5%
GASDS [Small donations]:	<u>£1,640.28</u>	19.5%
Total:	£8,416.60	

Within each tax year (April to April) the GASDS limit of £2,000 for such tax reclaims is normally reached. However, this limit is applied within each tax year whereas the church's financial year runs January to December, so the figure shown is spread over two tax years.

4 Other Voluntary Giving:

Apart from regular donations through the stewardship scheme and collections at services, occasional voluntary donations are received in other ways, including one-off donations, donation boxes in church, and gifts specifically for the Friendship Fund. Some of these are itemised below.

Donations – Church Heating Fund	£540.26
Donation boxes at church (Wall safe, Flower Fund, Digital etc.)	£173.29
From Diocese on closing their Vicarage Redecoration Fund	£100.00
Friendship Fund	£666.00
Donation for heating costs	£200.00
Miscellaneous small donations from individuals	<u>£4,199.11</u>
Total	£5,878.66

5 Grants and Legacies

No grants were received in 2023.

Two Legacies were received:

Estate of Elizabeth Kettle	£25,588.68
Estate of Derek Latham	<u>£1,000.00</u>
Total Legacies	£26,588.68

Mrs Elizabeth Kettle was a former member of the church, who moved to Australia. Derek Latham was a leading member of the church and former PCC Secretary. Neither legacy is restricted in its use.

6 Fees Retained by PCC:

St Hilda's personnel conducted five weddings, and thirty-nine funerals, twenty-six of which came into the church. The statutory income for the church (net of fees paid as agent to the diocese, organist, minister, vergers and choir) was £4,846. A further £1,560.00 was received as 'permitted charges for heating, lighting etc' for funerals and weddings. Fees for a service for 'renewal of vows' (non-statutory) were £110, giving a total of £6,516.00 recorded as 'Fees Retained by PCC'.

Funerals	£3,018.00	
Weddings	£1,550.00	
Banns	<u>£278.00</u>	
Statutory Fees:	£4,846.00	£4,846.00
Permitted charges		£1,560.00
Renewal of vows		<u>£110.00</u>
Total with related charges:		£6,516.00

7 Trading Income

Hire of Buildings: The church and church hall were in use by church and community groups for the whole year, and community hire of buildings is the major source of 'trading income'. The Scout Hut is leased to a Scout Troop on a fifteen-year repairing lease. Hourly rent is not charged for use by church groups (such as CAMEO senior citizens group, Table Tennis Group, Guides etc), but these make *ad hoc* donations to the church from time to time.

Church	£1,253.00
Church Hall – Community Hire	£15,302.90
Church Hall – Church Groups (Donations)	£844.00
Scout Hut	<u>£801.58</u>
Total:	£18,201.48

Other Trading Activities: Minor activities that contributed to trading include the provision of 'remembrance' items, some use of the church's photocopier through charges for external users and the sale of the monthly parish magazine. Remembrance items are mainly entries in the Book of Memory, and costs incurred are for calligraphy: these costs are included under the 'cost of trading', (note 15) as 'Remembrance Items'.

External use of Photocopier	£25.00
Monthly Parish Magazines	£312.00
Remembrance Book and Plaques	<u>£400.00</u>
	£737.00

Thus, the total trading income was £18,938.48, comprising £18,201.48 plus £737.00.

8 Fundraising for Church and Cost of Fundraising:

Refreshments are provided at Sunday Services and donations received. £200 was transferred to the general fund, leaving a cash float of £181.95 on 31st December 2023. St Hilda's PCC was registered with 'easyfundraising' and 'SmileAmazon' for gifts from internet sales by registered supporters, however Amazon ceased their scheme in May.

The church stages a programme of concerts for the community for which no entry charge is made: many attendees make donations at these events to offset costs and support the church. The 'Three Shires' Music Festival is an annual event with both free and paid events. It is not primarily intended as a fundraising venture, but as an activity for the local community: with expenditure of £327.50, it did not cover costs in 2023 (net loss: £103.86, financed from the Festival Fund).

	Receipts	Costs	Net Income
Refreshments at Sunday Services	£200.00	0.00	£200.00
'easyfundraising'	£195.30	0.00	£195.30
'SmileAmazon'	£27.23	0.00	£27.23
Donations at Free-entry Events	£2,614.50	£420.00	£2,194.50
Three Shires Festival	£223.64	£327.50	(£103.86)
Collection Envelopes	<u>£0.00</u>	<u>£72.47</u>	<u>(£72.47)</u>
Totals	£3,260.67	£819.97	£2,440.70

9 Diocesan Parish Share:

The Parish Share contribution to Birmingham Diocese is the church's largest expenditure: £42,000 was agreed with the diocese for 2023, an increase of £1,800. This amount was paid in full.

10 Donations to Charities and other Charitable Activities by the Church:

Church Donations administered through the Church Accounts: The church regularly supports four charities (Birmingham Diocese Malawi Fund, The Children's Society, Christian Aid, and the Mission to Seafarers) as part of its on-going mission work. The PCC approved the sum of £500 from church funds for each of these charities in 2023. In addition, the collection at the Christian Aid service (£114.15) was sent to Christian Aid, and the Sea Sunday collection (£86.91) was sent to the Mission to Seafarers.

The Fellowship Group is used to support local asylum seekers, and occasional payments are made from the Fellowship Fund. In 2023 the fund received £666.00 in donations, and paid out £767.44, leaving a balance of £871.08 in the fund.

Donations to Adopted Charities	£2,000.00
Sunday Collections sent to Charities	<u>£201.06</u>
Total	£2,201.06

Money for Charitable Activities excluded from the Church Accounts: The church also raises funds specifically for charities as 'agents', and are administered through the 'Agency Account', not the Church Account. This includes some funds for the church's adopted charities: for example, £79.80 in the Children's Society envelopes and in their collecting boxes, and

£272.50 raised for Christian Aid through a quiz. Individual contributions totalling £180 enabled three toilets to be built in Malawi under a 'toilet twinning' scheme.

The church collects items to be sent annually via a container to Malawi through the Birmingham Diocese Malawi Fund, and it contributes towards the cost of the container. This is administered through the 'Agency Account' (note 17). In May 2023, items were sent at a cost of £560.00. Donations of £426.00 were received from church members towards this, leaving £381.37 in the Agency Account for the next container.

£123.02 was collected for the Smethwick Food Bank at Christmas, and foodstuffs are also collected throughout the year.

Donations to Adopted Charities	£352.30	
Malawi Container	£560.00	
Smethwick Food Bank	<u>£123.02</u>	
Total	£1,035.32	

In addition to monetary gifts for the Mission to Seafarers, members of the congregation knitted items for the men at sea: 90 hats, 26 pairs of gloves, 29 scarves and 18 balaclavas, 163 items in total.

11 Salaries, Wages and Honoraria:

The PCC employed two persons in 2023, both part-time: a Lay Pastoral Minister (LPM), three days per week until June, and a Cleaner, (six hours per week). The payroll of all employees is administered through Moorepay by Birmingham Diocese without charge to the church. No other person is paid by the church, except for reimbursement of expenses.

Lay Pastoral Minister with on-costs (To June)	£5,235.05	
Cleaner	<u>£3,400.80</u>	
Total	£8,635.85	

12 Clergy and Staff expenses:

The church is responsible for transport, telephone and other expenses incurred by the Vicar, its own employees, and laity in the course of their duties for the church.

Vicar's expenses	£923.17	
Lay Pastoral Minister expenses	<u>£245.01</u>	
Total	£1,168.18	

13 Mission and Evangelism:

This item includes two sources of expenditure:

Friendship Fund	£767.44	
Youth Group	<u>£100.90</u>	
Total	£868.34	

The Friendship Fund provides social and material help to local asylum seekers, including financial and medical help, and items such as bedding where these are not otherwise available. It includes the cost of food for meetings of the Friendship Fund.

The Youth Group meets monthly, and this expenditure was incurred in an outing: the group was funded by a grant in 2021.

14 Church and Site Running Expenses:

This item covers the cost of maintenance and insurance for the church building, maintaining the grounds, regular tuning of the organ and piano, worship materials, and other incidentals in the day-to-day operation of the church. Running costs for the hall (note 15) and capital items (note 16) are considered separately.

Insurance (excluding church hall)	£2,730.82	
Church maintenance	£979.78	
Site maintenance	£1,502.61	
Telephone, broadband and website	£3,564.21	
Office supplies and photocopying	£1,087.56	
Organ and piano tuning	£486.00	
Church Copyright Licence	£321.30	
Worship materials*	£666.63	
Other small items (under £150)	<u>£246.54</u>	
<i>Sub-total Church and Grounds Running Costs:</i>	<i>£11,585.45</i>	<i>£11,585.45</i>
Church Electricity	£1,299.52	
Church Gas	<u>£4,748.96</u>	
<i>Sub-total Church Utilities</i>	<i>£6,048.48</i>	<i>£6,048.48</i>
Total Church and Site Running Expenses		£17,733.93

* Candles, communion elements, palm crosses, baptism materials etc

Fuel costs are sub-totalled as 'Church Utilities'. PCC had decided that, despite their higher cost, the 'greenest' options should be used for both fuels; solar, wind and hydro power for electricity and biomass for gas. Electricity is charged against a single meter for the site, but the hall usage and scout hut usage are separately metered internally. The cost is split *pro rata* on consumption in the three buildings: the scout hut electricity is recharged to the scout group at cost, the church acting as 'agent' and this cost is excluded from the church accounts. Gas use is separately metered for the church and hall, and charged to 'Church running expenses' and 'Cost of trading' (note 15), respectively. The PCC is the process of replacing the heating system in the church building and this is treated as a capital project (note 16).

15 Cost of Trading and Hall Running Costs:

The main trading activity is the hire of the church hall to community groups, and, therefore, most 'costs of trading' are the running costs and maintenance of the church hall, shown below:

Electricity	£2,700.57	
Gas	<u>£1,753.20</u>	
Sub-total Hall Utilities	£4,453.77	£4,453.77
Water	£233.33	
Insurance	£2038.34	
Maintenance	927.42	
Cleaning Expenses	£200.96	
Other small items	<u>£159.53</u>	
Sub-total Hall Running Costs	£3,559.58	£3,559.58
Remembrance Items	£275.50	<u>£275.50</u>
Total Cost		£8,288.85

It is not possible to split the utility costs between use of the building by outside hirers and use by church groups, but the larger part is use by non-church groups.

16 Capital Items:

New Church Heating - Removal of Asbestos	£7,089.60
Purchase of Replacement Photocopier	<u>£5,658.00</u>
Total for Capital Items	£12,747.60

The gas-fired heating system in the church building is only partially working: one of the two boilers has been taken out of service, and the other is not working efficiently. On environmental grounds, the PCC wants install an electric radiator system and completely discontinue the use of gas in the church building. It was planned to install the new system in 2023, and some preparatory work was undertaken, but delays in approvals and identifying the necessary changes to church electrical supplies has meant that the new system will not be installed until the late spring 2024. The total cost for the project is now estimated at £75,000.

17 Agency Holding and Bank of Scotland Current Account Reconciliation:

The 'Agency Holding' is money held by the church in its Bank of Scotland current account as agents for other organisations or persons. This does not form part of the church's assets, and, therefore, is excluded from these church accounts. In 2023 the Agency Holding was used for transactions such as processing Statutory Fees for funerals and weddings (only part of which is due to the church), holding damage deposits for hire of buildings, holding money raised specifically for charities, holding money collected for leaving gifts, processing charges due for electricity used in the Scout Hut.

On 31st December 2023 the Agency Holding comprised:

Charity Holding [Birmingham Diocese Malawi Fund]	£247.37
Charity Holding for Annual Charity	£148.52
Statutory Fees (note 6)*	(£574.00)
Damage Deposits for Church Hall hirers	£629.00
Scout Hut Electricity due [to be charged later at cost to Scout Group]	<u>(£5.73)</u>
Total Agency Holding	£445.16

* The Statutory Fees show an overspend because all funeral fees due had not been received from funeral directors by 31/12/23, but corresponding payments to the organist, vergers and diocese were made against the expected fees.

The total holding in the Bank of Scotland Current Account on 31st December 2023 is reconciled by the inclusion of both the Church Account and the Agency Account totals, thus:

	31 December 23	31 December 22
Church money in BOS Account	£87,068.49	£75,855.81
Agency holdings in BOS Account	<u>£445.16</u>	<u>£1,385.73</u>
Closing value, Bank of Scotland Account, 31/12/23	£87,513.65	£77,241.54

The exceptionally large holding in the current account arises from transfers from deposit accounts and investment funds into the current account in anticipation of installing the new church heating, now delayed until 2024. Most of the church's investment was originally held in property shares with a six-month notification period and sufficient was moved to the current account or holdings with a shorter-term notice period to enable the advance payments to be made for the heating system and associated work as they arise.

End of notes

DEPOSIT AND INVESTMENT ACCOUNTS

Deposit and investment accounts are administered by CCLA, who changed the account references as part of a system upgrade: the new designations are indicated below for each account and in the 'Assets and Liabilities' table.

Throughout 2023, the Current Account holding was unusually high in anticipation of payments for a new electric heating system in the church building. Consequently, the investment holdings are relatively low.

DEPOSIT ACCOUNTS

DEPOSIT ACCOUNT CB3001513 [FORMERLY CBF2126D] - CHURCH FABRIC ACCOUNT

A designated account for the additional maintenance of the Church building and site.

	Credit	Debit	Total
Starting Balance, 1/1/23			£3,481.13
Bank Interest (total over year)	£111.57	-	£111.57
Closing Balance, 31/12/23			£3,592.70

DEPOSIT ACCOUNT CB30001523 [FORMERLY CBF2142D] – CHURCH MUSIC ACCOUNT

A restricted account to cover all aspects of church music, including organ and piano repairs.

	Credit	Debit	Total
Starting Balance, 1/1/23			£872.77
Bank Interest (total over year)	£27.97	-	£27.97
Closing Balance, 31/12/23			£900.74

DEPOSIT ACCOUNT CB30001583 [FORMERLY CBF2237D] – CHURCH HALL ACCOUNT

This account contains both restricted and designated holdings for the same purpose, maintenance of the Church Hall. Interest is applied to the designated holding.

CHURCH HALL ACCOUNT [Designated]

	Credit	Debit	Total
Starting Balance, 1/1/23			£119.33
Bank Interest (total over year)	£47.07	-	£47.07
Closing Balance, Designated, 31/12/23			£166.40

CHURCH HALL ACCOUNT [Restricted]

Starting Balance, 1/1/23	-	-	£1,349.21
Closing Balance, Restricted, 31/12/23			£1,349.21

Total closing balance of account (restricted and designated) = £1,515.61

DEPOSIT ACCOUNT CB30001595 [FORMERLY CBF2249D] – GENERAL RESERVE FUND

An unrestricted account holding reserves that are available on a short withdrawal period.

	Credit	Debit	Total
Starting Balance, 1/1/23			£10,405.65
Bank Interest (total over year)	£331.49	-	£331.49
Closing Balance, 31/12/23			£10,737.14

DEPOSIT ACCOUNT CB30001596 [FORMERLY CBF2251D] - GIFTS AND BEQUESTS ACCOUNT

An unrestricted account to hold legacies and large gifts.

	Credit	Debit	Total
Starting Balance, 1/1/23			£42.81
Bank Interest (total over year)	£1.37	-	£1.37
Closing Balance, 31/12/23			£44.18

Total interest on Deposit Accounts (re-invested in the accounts) = £519.47

INVESTMENT ACCOUNTS

INVESTMENT ACCOUNT – CBF PROPERTY SHARES (PORTER-YORK FUND)

An unrestricted account invested in CBF Property Shares arising from two large legacies, to be used at the discretion of the Incumbent and Churchwardens. The withdrawal period for CBF Property Shares is now ninety days. There were no fund transactions in 2023.

Transactions and Share Holding

	Deposit	Withdrawal	Share Holding
Share Holding, 1/1/23			9,686.86
Share Holding, 31/12/23			9,686.86

Value of the Investment

	Shareholding	Mid-value (p/ share)	Investment value
Opening Investment Value, 1/1/23	9,686.86	130.52	£12,643.29
Closing Investment Value, 31/12/23	9,686.86	122.51	£11,867.37

Interest received [paid to BOS Current Account]

	Shareholding	Dividend (p)	Interest
28/02/23, 4 th Quarter, 2022	9,686.86	1.60	£154.99
31/05/23, 1 st Quarter, 2023	9,686.86	1.77	£171.46
31/08/23, 2 nd Quarter, 2023	9,686.86	1.57	£152.08
30/11/23, 3 rd Quarter, 2023	9,686.86	1.57	<u>£152.08</u>
Total Interest in 2023			£630.61

INVESTMENT ACCOUNT – UK EQUITY FUND

An unrestricted account established in August 2021 with funds transferred from the Porter-York Fund, to give access to investment funds on a one-month withdrawal period. There were no fund transactions in 2023.

Transactions and Share Holding

	Deposit	Withdrawal	Share Holding
Share Holding, 1/1/23			11,136.03
Share Holding, 31/12/23			11,136.03

Value of the Investment

	Shareholding	Mid-value (p/ share)	Investment value
Opening Investment Value, 1/1/23	11,136.03	178.24	£19,848.86
Closing Investment Value, 31/12/23	11,136.03	197.21	£21,961.36

Interest received [paid to BOS Current Account]

	Shareholding	Dividend (p)	Interest
28/02/23, 4 th Quarter, 2022	11,136.03	1.65	£183.74
31/05/23, 1 st Quarter, 2023	11,136.03	1.59	£177.06
31/08/23, 2 nd Quarter, 2023	11,136.03	1.59	£177.06
30/11/23, 3 rd Quarter, 2023	11,136.03	1.73	<u>£192.65</u>
Total Interest in 2023			£730.51

Total Investment Income (to BOS Current Account)

CBF Property Shares (Porter-York Fund)	£630.61
CBF UK Equity Shares	<u>£730.51</u>
Total Investment Income	£1,361.12

APPROVAL OF REPORT AND ACCOUNTS

The *Annual Report* as set out on pages 3 to 5
was prepared by the Elizabeth Farrier as PCC Secretary

The *Annual Safeguarding Report* as set out on pages 6 to 8
was prepared by Anne Harris as Safeguarding Officer

The *Annual Accounts* set out on pages 10 to 20
were prepared by Dr Terry Daniels as Treasurer of St Hilda's PCC
and examined by Mark J W Jennings, ACA, ICAEW

**The above Reports and the Accounts were approved and adopted
by St Hilda's Parochial Church Council
on 19th March 2024**

Signed:



Rev Jennifer Ruth Crewes (Chair)

Date: 19th March 2024

Signed:



Ian Francis Dickinson (Churchwarden)

Date: 19th March 2024

END OF 2023 ANNUAL REPORT AND ACCOUNTS FOR ST HILDA'S PCC, WARLEY WOODS

INDEPENDENT EXAMINER'S REPORT

Report to trustees of St Hilda's Church, Warley Woods
Registered Charity No 1181258

On the Annual Accounts for the year ended 31st December 2023
as set out on pages 10 to 20

Respective responsibilities of trustees and examiner

The trustees are responsible for the preparation of the accounts.

The trustees consider that an audit is not required for this year under section 144 of the Charities Act 2011 ('the Charities Act') and that an independent examination is needed.

It is my responsibility, as Independent Examiner, to:

- examine the accounts under section 145 of the Charities Act,
- to follow the procedures laid down in the general Direction given by the Charity Commission under section 145(5)(b) of the Charities Act, and
- to state whether particular matters have come to my attention.

Basis of independent examiner's statement

My examination was carried out in accordance with 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 seeking explanations from the trustees concerning 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.

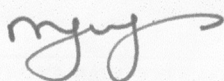
Independent examiner's statement

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

- 1: which gives me reasonable cause to believe that, in any material respect, the requirements to keep accounting records in accordance with section 130 of the Charities Act; and to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities Act have not been met; or
- 2: to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Signed:

Date:



18th March 2024

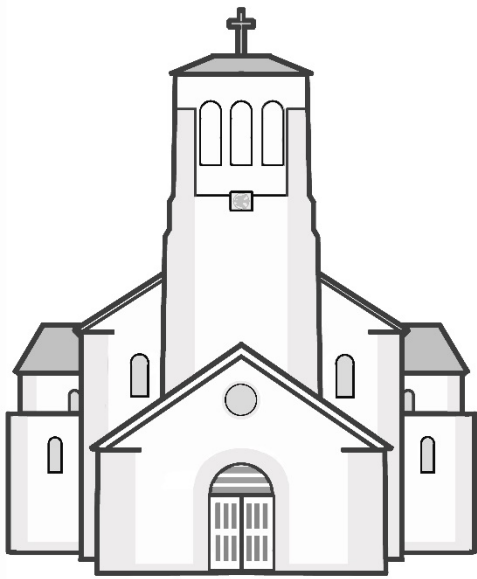
Mark J W Jennings, ACA, ICAEW
3, Clent Drive, Hagley, Stourbridge, DY9 9LN

Disclosures:

Accounts

ANNUAL REPORT AND ACCOUNTS

**YEAR ENDING 31
DECEMBER 2022**



ST HILDA'S CHURCH

Parish of Warley Woods
Diocese of Birmingham

Abbey Road, Smethwick, B67 5NQ

Charity Registration Number 1181258

PCC MEMBERSHIP AND TRUSTEES, 2022

Ex-officio Members serving the whole of 2022

Rev Jennifer Ruth Crewes - Incumbent and, ex-officio, Chair *
Mr Peter John Stokes - Deanery Synod Representative *

Ex-officio Member serving to APCM on 10th April 2022

Mrs Susan Jane Round - Churchwarden

Elected Members serving the whole of 2022

Mr John Matthew Barber *

Mrs Patricia Ann Crofts *

Dr Terry Daniels [Treasurer] *

Mrs Elizabeth Joan Farrier *

Mrs Anne Harris *

Mr Richard Craig Haynes *

XX [Secretary] * [Name withheld with the approval of the Charity Commission]

Elected Member serving to APCM on 10th April 2022

Mrs Patricia Elizabeth Allen

Elected Member serving from APCM on 10th April 2022

Miss Rachel Elizabeth Davies *

** Members serving at 31st December 2022*

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ST HILDA'S CHURCH, WARLEY WOODS ANNUAL REPORT FOR YEAR ENDING 31 DECEMBER 2022

INTRODUCTION

The Parochial Church Council of St Hilda's PCC of Abbey Road, Smethwick, B67 5NQ ('the PCC') is a registered charity under charity registration number 1181258. The governing document for the PCC is the Parochial Church Councils (Powers) Measure 1956 and it is constituted in accordance with the Church Representation Rules 2000.

Members of the PCC are the trustees of the charity. Some members of the PCC are members because they hold a particular office (to which they are appointed or elected). Others are elected at the Annual Parochial Church Meeting (APCM). In 2022 this was held on Sunday 10th April. Details of those who served as PCC members (who are the trustees of the charity) during 2022 are set out on page 2 above. Sue Round completed her term as Churchwarden and Pat Allen stood down from being both Deputy Warden and a PCC member. Our thanks go to them for their faithful service.

The main objective of the PCC is to co-operate with the incumbent to 'promoting within the parish the whole mission of the church, pastoral, evangelistic, social and ecumenical' (section 2(2) PCC (Powers) Measure 1956). This mission of the PCC is to benefit people generally and specifically residents of the parish by introducing them to the love of Jesus Christ. In fulfilling their duties, the PCC has had regard to the Charity Commission's guidance on public benefit.

OVERVIEW

The year saw a gradual process of returning to normality post-Covid, although its legacy has had a significant impact on the church, particularly in relation to our choir. We have also lost several church members. All this has impacted on our ability to fill key roles, having been without any Churchwardens since the 2022 APCM. A key focus for 2023 will be to identify new leaders to fill these posts, who will help take the church forward.

The financial situation of the church still gives concern. We are operating effectively at an annual deficit which we are having to finance from reserves, and these are gradually being depleted. Despite these concerns the church continues to serve the local community and has been able to do more this year than last.

BUSINESS OF THE PAROCHIAL CHURCH COUNCIL (PCC)

The PCC met on ten occasions during 2022, including immediately following the Annual Parochial Church Council meeting on 10th April 2022. The average attendance was 86.4% of the PCC members.

During 2022, the PCC employed two persons: a Lay Pastoral Minister and a Hall Cleaner. The employment of the Lay Pastoral Minister is being financed from reserves (from legacies) and a couple of one-off donations as our current income is not sufficient to cover this cost from revenue.

The PCC's work in relation to safeguarding children, young people and vulnerable adults is reported in the separate report from the Parish Safeguarding Co-ordinator (page 7).

The division of the parish of St Mark's Londonderry between our parish and Smethwick Old Church took place on 1st February 2022. The parish now covers an additional area up to Thimblemill Lane, which includes two schools (one primary and one secondary school).

During the year the PCC registered with the Information Commissioner for data protection purposes. This is necessary because of our use of CCTV for security. We also completed a data protection audit, to check that we were holding personal data in accordance with data protection legislation.

PCC reviewed and updated the Church's Health and Safety policy and Lone Working Policy. We also approved a Baptism Policy.

Some progress was made with defining the Church's vision going forward, facilitated by Abbi Wells from the Diocese.

We agreed to form an Oversight Area with three other churches: St Mary the Virgin, Bearwood; Smethwick Old Church; and St Matthew with St Chad, Smethwick. These involve the sharing of resources between the parishes but the practical details of how this will work are still to be worked out.

We reviewed the Church and Hall booking arrangements and reviewed the hire fees. Sue Round, Marian Hills and Richard Haynes are now overseeing these arrangements, for which PCC is very grateful.

FINANCE

A full account of the church's financial position follows from page 12 onwards. It shows an income of £97,091 and an expenditure of £85,724, giving an overall excess of income of £11,367. However, a number of 'one-off' gifts towards the church's new heating system masked what would have been a much smaller excess of income of £2,403. The Church's total holding in current, deposit and investment accounts on 31st December 2022 was £125,022.13, of which £3,554.56 was restricted and £121,467.57 was designated or unrestricted. It is the policy of St Hilda's PCC to maintain unrestricted reserves of the equivalent of at least two month's normal expenditure (approximately £20,000).

FABRIC

Heating

A small committee of the PCC has been exploring options for heating the church in future, following one of our two boilers having been condemned in December 2020. We have been working closely with the Diocese on this. As we are exploring lower carbon options rather than just replacing 'like with like', this is taking some time.

We identified that the only realistic alternative to replacing our gas boiler with another gas boiler was to install electric radiators. We found a company, Church EcoMiser that specialises in highly energy efficient radiators for churches, and worked with them to secure beneficial changes to their standard terms and conditions, and to understand the practical implications of the installation.

We also submitted a faculty application but were asked by the Diocesan Advisory Committee to provide evidence that the capacity of the radiators that had been specified would be sufficient to heat the church. Answering this involved our obtaining evidence from other churches where the same system had been installed, and comparing the capacity of their systems and their internal volume to ours.

During the process of gathering this evidence, we ran into a problem. We had identified that our electricity supply was only just sufficient for the new radiator system and the other electrical items used in church. However, when we asked our electrical

contractors to test the capacity whilst the hall was in use, we found that it was inadequate to support the new system. We had been told by National Grid that to upgrade our electricity supply would practically double the cost of the new system, with our having to contribute to a new substation: this would make it unaffordable for us. However, we have also been told that new arrangements will apply from 1st April, meaning that we would only have to pay for the cost of upgrading our own supply, not for the costs of a new substation. We are therefore waiting until April to see what it will cost then to upgrade our electricity supply so as to make the new radiators possible.

Energy supply

Our fixed price deals with EDF Energy and Gazprom ended during the year, which gave us an opportunity to move to 'green' energy suppliers. We signed a three-year deal in March with Pozitive Energy for electricity from renewable sources and a two-year deal from September with Crown Gas and Power for biogas.

Other fabric items

The following fabric items were completed during the year:

- safety rail to the hall steps;
- installation of wi-fi in church;
- bookshelves in choir vestry;
- cabinet for sound desk;
- repointing of masonry above church porch;
- card reader for digital giving;
- clearing blocked hall drains;
- water boiler replacement in church kitchen;
- hard wired operating systems for men's urinals in church hall;
- new consumer unit for electricity supply;
- asbestos removal from the boiler room and above the radiators in church;
- replacement of wall tiles in ladies' toilets in hall; and
- church working parties to tidy up the church and work to maintain the garden and grounds.

Because of the pandemic and the financial position of the church, it was not possible to progress some items that were highlighted as needing attention in the 2019 Quinquennial Inspection, however none of these required urgent attention.

ELECTORAL ROLL

On 31st December 2022, the electoral roll stood at 84 members, of which 31 were resident in the parish and 53 were non-resident.

CHURCH LIFE

The Sunday morning service is the main act of worship, which has been held 'in person' throughout the year. These services followed various themes according to the liturgical calendar including, throughout September, a focus on Creationtide, Harvest and our care for the environment.

The choir re-formed for the Easter service and for the service of Nine Lessons and Carols on Christmas Eve. Our thanks go to our volunteer organists John Barber, Angela Daniels and David Ellis who add so much to our worship by playing the organ and piano, and to David and John for their work with the choir for Easter and Christmas.

The church was kept open to all-comers on Wednesdays for private prayer throughout the year. There were Wednesday morning Holy Communion services and Tuesday morning services of Morning Prayer.

Throughout the year PCC agreed to dispense with the holding of Evening Prayer 'on a temporary basis' until there is a demand for it and our vision for what is needed becomes clearer.

The Prayer Ministry Team has continued and is open for prayer requests: these are shared via WhatsApp. The Prayer Ministry Team has also been available to pray with members of the congregation on a regular basis during and after some of the morning services.

We held our annual service for the commemoration of those who have died on 30th October 2022, during the festival of 'All Souls'. There were several baptisms and nine weddings in church and there continued to be a high number of funerals either in church (27) or solely at crematoria (26).

OUTREACH, CHARITABLE AND SOCIAL WORK

The Church Hall continued to be put to good use with Rainbows, Brownies, Guides, Little Fish with St Hilda's, a stay and play for babies or toddlers and their parents/carers, CAMEO, and Zumba as well as an increasing number of external ad-hoc hires.

For CAMEO (Come And Meet Each Other), one of the highlights was the Queen's Platinum Jubilee celebration on 30th May. CAMEO members, dressed for a garden party, shared their memories of the coronation and looked at old coronation day photographs that members had brought with them. CAMEO provides a valuable and life-giving opportunity for some of our older members of the church and parish to meet with friends. For some members, this is the only contact they have with other people during the week.

The Youth Group for secondary school age children met once a month on Sunday evenings with an attendance of about seven members. A grant from the Church Commissioners enabled the church to take the Youth Group ten-pin bowling in May.

Table tennis club continued to meet throughout the year roughly every other Saturday morning with between 4 and 16 players.

We held free concerts for the community in the church, involving students of Birmingham Conservatoire. These ranged from a Saxophone Quartet to solo instrumentalists, including piano, voice, harp, violin, brass and guitar. These were well attended by the community, and continued until the lack of adequate heating in church made it unwise to programme them. It is intended that these will continue in 2023 once the weather starts to warm again.

There were six school visits to church and visits were made to five school assemblies.

We have again supported our four adopted charities: Christian Aid, The Children's Society, the Mission to Seafarers and the Diocesan Fund for Malawi. There was a Christingle service in January where we focussed on The Children's Society. Home collecting boxes for the Children's Society were also used by some church members. A Christian Aid fundraising quiz was held on 21st May 2022. Sea Sunday was celebrated on 10th July, at which items knitted by congregation members for seafarers were brought to church. We also held a car wash and coffee morning on 2nd July to raise funds for the Missions to Seafarers.

On 11th June a container was sent to Malawi by Birmingham Diocese. St Hilda's provided school materials and medical supplies collected in 2019 which didn't fit on the 2021 container plus items collected in 2022. It arrived in October, and the items collected are being used in primary and secondary schools in Lake Diocese, Mpondas Cathedral in Upper Shire (which was particularly hard hit by flooding) and Malindi (a remote and deprived area on the East of the Lake near the Mozambique border).

The Enchant Choir held their Christmas Concert in church on 4th December 2022, and, as this was an afternoon concert this year, the attendance was slightly higher than in previous years

SUMMARY

In some ways the year represented a further 'return to normal' following the pandemic. However, it is clear that the pandemic has taken a toll on church life. Our depleted finances meant that during 2022 it was not possible to employ a Director of Music and therefore to continue the choir. The lack of churchwardens is a concern and, with both the Secretary and Treasurer stepping down at the 2023 APCM, there is an urgent need for new leaders to come forward for these important roles. These leaders will face challenges, including the financial position and the continuing frustrations and delays over the new heating system. However, challenge brings opportunity, and we must pray for the right people to step forward and support Jenni as she leads this church forward.

PCC Secretary

(Name withheld with the approval of the Charity Commission).

February 2023

ST HILDA'S CHURCH, WARLEY WOODS ANNUAL SAFEGUARDING REPORT FOR YEAR ENDING 31 DECEMBER 2022

The Safeguarding Team

Safeguarding children, young people and vulnerable adults is an ongoing concern of the PCC. A safeguarding team reports to each PCC meeting and works on behalf of the PCC to:

- respond to any safeguarding concerns and ensure that the right action is taken;
- promote awareness of safeguarding;
- help create as safe an environment as possible for everyone who is part of St Hilda's and its activities; and
- review the PCC's legal and diocesan safeguarding requirements and ensure that these are implemented.

There are currently two people in the safeguarding team, Richard Haynes and Anne Harris, and there is a vacancy for at least one more person.

A dedicated safeguarding mobile phone number and a dedicated safeguarding email address enable issues to be reported directly to the safeguarding team and these are monitored daily.

Definition of the term 'vulnerable adult'

Section 6 of the Safeguarding and Clergy Discipline Measure (2016) states that the

term 'vulnerable adult' refers to a person aged 18 or over whose ability to protect themselves from violence, abuse, neglect or exploitation is significantly impaired, temporarily or indefinitely, through physical or mental disability, illness, old age, emotional fragility, distress or otherwise. Some adults may not consider themselves vulnerable but may be vulnerable to being abused by individuals in positions of leadership and responsibility.

Review of safeguarding policies

On 3rd March 2022, the PCC approved the safeguarding team's annual reviews of the following St Hilda's safeguarding policies and procedures:

- (1) 'Safeguarding Policy and Procedures' (including an Appendix for 'Safeguarding Complaints');
- (2) 'Responding to Domestic Abuse';
- (3) 'Promoting a Safer Church Parish Policy Statement'.
- (4) 'The Safe Use of Social Media and Mobile Phones' (reviewed by the Social Media Team).

Up to date copies of these policies can be accessed on the St Hilda Warley Woods website and on noticeboards in the church porch and the entrance to the church hall.

A revised version of the 'Policy on the Recruitment of Ex-offenders' was also approved by the PCC on 25th October 2022.

Using the safeguarding procedures

On 3rd March, the PCC approved the following three easy to use phrases to help church members to remember what to say about the safeguarding procedures if someone starts to mention a safeguarding matter to them:

- 1: Remember there can be no secrets in safeguarding.
- 2: Assure the person that what they say will be taken seriously.
- 3: If you think this could be a safeguarding matter, you might say 'I will have to speak to someone who specialises in this, but it will be with as much confidentiality as is possible'.

Role descriptions

The House of Bishops 'Promoting a Safer Church' safeguarding policy statement (2017) recommends clear role descriptions for all church officers. A church officer is anyone, ordained or lay, who is appointed or elected by or on behalf of the church to a post or a role. The PCC and safeguarding team have continued to work on ensuring that current church officers are given role descriptions, that each new volunteer is aware of their role description and that they are given an agreed and signed copy before they begin in their role.

Church activities

A church activity is an activity organised in the name of the church primarily for children, young people or vulnerable adults OR an activity which includes teaching, training, instructing, caring for, supervising or transporting children, young people or vulnerable adults. It is the PCC's responsibility to decide if an activity is organised in the name of the church. This affects the safeguarding arrangements and has implications for the activity's governance, finances and insurance. The current five St Hilda's church activities are: Cameo, the Youth Group, Little Fish with St Hilda's, the Choir, and the Table Tennis Club. The safeguarding team has helped the leaders and helpers of these activities to ensure that they receive the necessary safeguarding information and training, and comply with diocesan and national safeguarding

requirements, including safer recruitment processes, role descriptions and risk assessments.

Non-church activities

The PCC has continued to ensure that the safeguarding team is aware of all 'non-church' activities which are held on our church premises for children, young people and vulnerable adults and that our hire agreements with them contain provisions for compliance with specific safeguarding requirements and responsibilities.

Safer Recruitment

In January 2022, the Church of England House of Bishops implemented two new statutory safeguarding initiatives. The first of these is revised 'Safer Recruitment Guidance' for the safe recruitment, supervision and support of every church employee and volunteer who has substantial contact with children, young people or vulnerable adults. The safeguarding team has monitored and encouraged the development of safer recruitment practices in line with this guidance.

Safeguarding Training

The second new national initiative is a framework for safeguarding training. It starts with basic awareness training, which is a requirement for all volunteers and paid church officers: when volunteering, we are seen by others to be representing the Church and it is important that we know how to recognise or respond to a potential safeguarding matter and what to do. Other Church of England training 'pathways' include 'Foundations' which follows 'Basic Awareness', 'Responding to Domestic Abuse', 'Leadership' and 'Safer Recruitment'.

With the exception of the 'Leadership' pathway, safeguarding training can be done online. During 2022, 'Basic Awareness' and 'Foundations' training were sometimes available at face-to-face sessions in other parts of the Deanery or Diocese. On 10th December, the 'Basic Awareness' training pathway was delivered by the safeguarding team to four St Hilda's volunteers, using a specially prepared 'Basic Awareness' Diocesan safeguarding training video and supporting material.

The safeguarding team has continued to work to ensure that within the previous three years, each church employee and volunteer has completed or renewed safeguarding training at the required level for their role, that new volunteers are informed of their safeguarding training requirements, and that the relevant training is arranged and completed before a volunteer begins in their new role.

Two Church of England online applications: The Parish Safeguarding Dashboard and the Parish Safeguarding Hub

The Parish Safeguarding Dashboard is an easy to use, online Church of England tool which helps the PCC and Parish Safeguarding team to meet their requirements to review safeguarding regularly and to conduct an annual assessment of the PCC's safeguarding arrangements. The safeguarding team regularly updates the Dashboard and ensures that any necessary actions are taken. Summary action plans, generated by the Dashboard were presented to three PCC meetings during 2022.

The Safeguarding Hub is a new online application. It is linked to the Parish Dashboard and will help a parish church with safer recruitment and people management. During 2022 St Hilda's participated in a national trial and we are now in the early stages of starting to use it.

Parish Identity Verifiers

The PCC has previously agreed that this Church needs two Parish Identity Verifiers to process our DBS applications and to ensure that these are up to date. At the end of the year, Pat Allen resigned from this position, and the PCC is in the process of recruiting a second Parish Identity Verifier to work with Liz Farrier.

Safeguarding Sunday

Our second annual Safeguarding Sunday Service was held at St Hilda's on Sunday 23rd October 2022. Safeguarding Sunday is a national awareness-raising campaign coordinated by the charity Thirtyone:eight. It is an opportunity for churches to show their communities that they take seriously their responsibilities to make our churches safer places; to explore together as a church what safer places look like; to explore the theology behind safeguarding and how it fits with God's heart for justice; and to pray that God would help the Church become a safer place for all.

Conclusion

In accordance with Section 5 of the Safeguarding and Clergy Measure 2016 the PCC has therefore complied with its duty to have due regard to the House of Bishops Guidance on safeguarding children and vulnerable adults.

Anne Harris
Parish Safeguarding Co-ordinator
February 2023

ST HILDA'S CHURCH, WARLEY WOODS ANNUAL ACCOUNTS FOR YEAR ENDING 31 DECEMBER 2022

OVERVIEW

Status: St Hilda's Church is the parish church for the Parish of Warley Woods in the Diocese of Birmingham. In 2018 the Parochial Church Council of the Ecclesiastical Parish of St Hilda, Warley Woods (PCC) became a registered charity under The Charity Commission of England and Wales, with the Registered Charity Number 1181258.

Premises: The church building, church hall, vicarage and grounds are the property of Birmingham Diocese. The PCC owns a scout hut on the site: this is hired exclusively to a scout troop on a fifteen-year repairing lease which was renewed in 2016. The electricity used by the scouts is paid by the church as part of the site charge, but separately metered and recharged at cost to them. The scout hut was valued at £117,700 for insurance purposes in 2014: this is included in the Statement of Assets and Liabilities at one quarter of this value, which better reflects its likely current market value. Use of all buildings in 2022 is gradually increasing to levels before the Covid-19 pandemic restrictions.

Site Developments: There were several developments to the site and buildings, mainly involving health and safety issues, e.g. an asbestos survey and subsequent treatment, provision of a rail to steps, and repointing the church porch roof. One major capital project was initiated to replace the existing gas-fire heating system which no longer functions adequately. The intention is to replace the old system with electric radiators using 'green' electricity, and thereby reduce the carbon footprint of the church. Some preparatory work has been completed in 2022, and final confirmation of the system is awaited. The expected cost is around £50,000, to be financed from reserves and by appeal.

Clergy: The incumbent is a vicar, the Rev Jennifer Ruth Crewes.

Lay Employees: The church started the year with two part-time lay employees: a Lay Pastoral Minister (LPM) and a cleaner. The staff payroll is administered by Birmingham Diocese at no cost to St Hilda's Church. The LPM is a longstanding member of St Hilda's Church, and is an elected member of the PCC: he withdraws from meetings when staff matters are discussed. No other PCC member has been a church employee. No PCC member receives any honorarium or expenses arising from that position.

Outreach and Mission: The outreach and community activities of the church are expanding again after Covid-19 restrictions. Sunday morning service and a mid-week service are held, but attendance is lower than in 2019, although it is slowly increasing: consequently, stewardship and voluntary giving are lower.

Charitable Giving: As usual, the PCC sent £500 to each of its four adopted charities, Christian Aid, The Mission to Seafarers, The Children's Society, and Birmingham Diocese Malawi Fund. Various items were collected for the container sent annually by Birmingham Diocese to Malawi. Church members also knit items for distribution by the Mission to Seafarers.

Accounting Basis: These accounts have been prepared on a 'receipts and payments' basis in accordance with the Charities Act 2011.

Review of Financial Procedures: A review of current financial practice at St Hilda's Church was carried out in December 2022 using the Charity Commission guidelines and checklist: the report was approved by the PCC in January 2023. It reported that all legal requirements and most 'best practice' recommendations were being met by current procedures. The most significant departure was the use of one approval, the Treasurer's, for bank transfers, and this is being addressed. The PCC adopted a policy of full review very five years.

Bank Accounts and Investments: At the start of 2022, St Hilda's PCC had a current account held at the Bank of Scotland (BOS), five deposit accounts with Church of England Central Board of Finance (CBF), and one investment fund (the Porter-York Fund) held in CBF property shares. Most of the church's reserves were held as property shares, but after the CBF increased the withdrawal period for this investment, the PCC considered it prudent in 2022 to move about half of its reserves to a CBF UK Equity Fund which has a shorter withdrawal period, although its return is lower.

Agency Operations: St Hilda's PCC collects some fees as an 'agent' which it then redistributes: this is necessarily handled through the BOS current account, but is not part of the church's income and expenditure, and is excluded from the receipts and payments in these accounts. These exclusions include payments from statutory fees made to the diocese, organist, verger etc; money specifically raised for charities; wedding deposits; refundable hiring deposits for buildings, and electricity charges for the scout hut. Such transactions are recorded in an 'Agency' sub-account: on 31st December 2022 the 'Agency' sub-account held £1,386 (note 17)

Summary of Accounts: 2022 continued to present financial challenges, as St Hilda's Church rebuilt after the pandemic. Both income and expenditure were, as expected, significantly higher than in 2021: total receipts were £97,091, and total payments £85,724, giving an overall excess of income of £11,367 for 2022. However, this large excess is mainly attributable to various donations towards a new capital heating project, totalling £15,200 including gift-aid: £6,236 was spent on the project during the financial year. Excluding these extraordinary items, the normal revenue balance shows a smaller excess of income of £2,403.

Income Sources: The main source of income is the voluntary giving of church attenders. Stewardship remains at the same level (£31,000) but open plate collections were up by half at £5,100. Digital giving was introduced during the year. Gift aid was also higher at £12,300, but about £3,000 of this arose from one-off gift-aided donations, leaving the base level unchanged. Statutory fees increased by £680 to £7,588. Trading income, chiefly use of buildings for church and community activities, almost doubled this year at £11,630.

Expenditure: The main cost to the church is the Parish Share paid to Birmingham Diocese, which was unaltered from 2021 at £40,200. Salary and on-costs for employees (£14,400) rose by about £500 as living wage increases in salary were applied. Greater use of buildings in 2022 resulted in running expenses for the church and hall rising to nearly £2,000. Charitable donations remained unchanged at just over £2,200.

Investments: As discussed above, the church hold its main investments as property shares and UK Equity funds managed by the Central Board of Finance of the Church of England. The total invested in these funds reduced over the year as a net transfer of £20,500 was made to the current account to cover preparatory work for the capital heating project and the purchase cost early in 2023: this left the current account unusually holding over £70,000 at year end.

Reserve Policy: It is the policy of St Hilda's PCC to maintain unrestricted reserves equivalent to two month's normal expenditure, approximately £20,000 immediately available. Changes in investment and deposit accounts outlined above have increased the current account holding well above this in the short-term in the current account. On 31st December 2022, an unrestricted balance of £10,000 was held in the 'General Reserve' Deposit Account on one week's notice, and a further £5,000 in restricted funds.

The Unquantifiable: These monetary accounts cannot include the significant time and effort freely given by church members in supporting the work of the fellowship in many ways. Specifically, the treasurer is grateful to the people who continue to give under the stewardship scheme, those who have found new ways of paying their stewardship and collections, and the people who count and bank the collections and other cash receipts week by week.

Dr Terry Daniels
PCC Treasurer
February 2023

ANNUAL ACCOUNTS FOR YEAR ENDING 31 DECEMBER 2022

RECEIPTS AND PAYMENTS

RECEIPTS AND PAYMENTS 2022						Totals 2021
	Not es	Restrict ed	Designa ted	Unrestric ted	Totals 2022	
RECEIPTS						
Donations						
Stewardship	1			£26,176.6	£26,176.	£25,444.
Tax-efficient		£0.00	£0.00	0	60	00
Other		£0.00	£0.00	£5,769.00	0	0
Collections at Services	2	£0.00	£0.00	£5,096.59	9	8
Gift Aid Recovered	3	£0.00	£0.00	£12,301.5	8	0
Other Voluntary Giving	4	£0.00	£0.00	£24,186.9	1	91
Grants	13	£325.00	£0.00	£0.00	£325.00	£0.00
Bequests		£0.00	£0.00	£0.00	£0.00	£0.00
Donations Sub-total		£325.00	£0.00	£73,530.	£73,855	£54,587.
						.68
Charitable Activities						
Statutory Fees	5	£0.00	£0.00	£7,588.00	0	0
Trading Income	6,7	£0.00	£0.00	£11,630.4	1	41
Fundraising for Church	8	£0.00	£0.00	£867.82	£867.82	£568.16
Charitable Activities Sub-total		£0.00	£0.00	£20,086.	£20,086	£13,538.
						.23
Investment Income						
CBF Property Shares (Porter-York Fund)		£0.00	£0.00	£2,285.83	3	6
CBF UK Equity Shares		£0.00	£0.00	£505.92	£505.92	£73.20
Deposit Accounts		£11.33	£64.24	£282.73	£358.30	£8.39
Investment Income Sub-total		£11.33	£64.24	£3,074.4	£3,150.	£3,528.8
						8
						.05
TOTAL RECEIPTS						£71,654.
		£336.33	£64.24	£96,691.	£97,091	52
						39
						.96
PAYMENTS						
Fundraising Costs						
Cost of Fundraising	8	£0.00	£0.00	£457.67	£457.67	£0.00
Charitable Activities						
Diocesan Parish Share	9	£0.00	£0.00	£40,200.0	0	00
Charitable and other donations	10	£0.00	£0.00	£2,205.50	0	0
Salaries, wages and honoraria	11	£0.00	£118.09	£14,281.2	1	30
Clergy and staff expenses	12	£0.00	£0.00	£1,592.24	4	3
Charitable Activities Sub-total		£0.00	£118.09	£58,278.	£58,397	£58,729.
						95
						.04
Site Running Expenses						
Mission and evangelism	13	£219.92	£0.00	£498.11	£718.03	£220.00
Church running expenses	14	£149.00	£0.00	£11,562.2	8	28
Cost of trading	15	£632.67	£50.00	£7,521.18	5	8
Site Running Expenses Sub-total		£1,001.	£50.00	£19,581.	£20,633	£14,231.
						59
						57
						.16

Capital Items							
Church heating replacement	16	£0.00	£0.00	£6,236.40	£6,236.40		
TOTAL PAYMENTS		£1,001.59	£168.09	£84,554.59	£85,724.27		
EXCESS OF INCOME		(£665.26)	(£103.85)	£12,136.80	£11,367.69		
OPENING BALANCES							
Current Account		£2,009.17	£50.00	£12,387.25	£14,446.42		
Deposit Accounts		£2,210.65	£3,654.31	£40,047.64	£45,912.60		
TRANSFERS							
Investments to Current Account (net)		£0.00	£0.00	£20,400.00	£20,400.00		
CLOSING CASH AND DEPOSITS		£3,554.56	£3,600.46	£84,971.69	£92,126.71		

£788.99
£73,750.19
(£2,095.67)
£6,650.48
£5,904.21
£49,900.00
£60,359.02

ANNUAL ACCOUNTS FOR YEAR ENDING 31 DECEMBER 2022 STATEMENT OF ASSETS AND LIABILITIES

ASSETS AND LIABILITIES 2022						Totals 2021
		Restrict ed	Designa ted	Unrestrict ed	Totals 2022	
Monetary Assets						
Deposit Accounts, 31/12/22						
CBF			£3,481.13			£3,435.95
2126D	Church Fabric Reserve	£0.00		£0.00	£3,481.13	
CBF						
2142D	Church Music Reserve	£872.77	£0.00	£0.00	£872.77	£861.44
CBF		£1,349.21				£1,449.48
2237D	Church Hall Reserve		£119.33	£0.00	£1,468.54	
CBF				£10,405.65	£10,405.65	£40,123.48
2249D	General Reserve	£0.00	£0.00			
CBF	Gifts and Bequests Reserve	£0.00	£0.00	£42.81	£42.81	£42.25
2251D		£2,221.98	£3,600.46	£10,448.46	£16,270.90	£45,912.60
Bank of Scotland Current Account Funds, 31/12/22						
General Fund		£0.00	£0.00	£8,945.51	£8,945.51	£7,217.96
Baby Group		£217.86	£0.00	£0.00	£217.86	£217.86
Choir Fund		£85.70	£0.00	£278.49	£364.19	£458.69
Festival Fund		£192.96	£0.00	£291.58	£484.54	£587.50
Flower Fund		£0.00	£0.00	£0.00	£0.00	£102.61
Friendship Fund		£725.63	£0.00	£246.89	£972.52	£725.63
Hall Fund		£0.00	£0.00	£0.00	£0.00	£832.67
Heating Fund		£0.00	£0.00	£62,410.45	£62,410.45	-
Lay Pastoral Minister Fund		£0.00	£0.00	£37.56	£37.56	£1,985.40

Ministry Support Fund	£5.35	£0.00	£0.00	£5.35	£5.35
Music and Organ Fund	£0.00	£0.00	£1,982.75	£1,982.75	£1,982.75
Social Fund	£0.00	£0.00	£330.00	£330.00	£330.00
Youth Fund	£105.08	£0.00	£0.00	£105.08	-
	£1,332.58	£0.00	£74,523.23	£75,855.81	£14,446.42
CLOSING BALANCE, Current and Deposit Accounts	£3,554.56	£3,600.46	£84,971.69	£92,126.71	£60,359.02
OTHER MONETARY ASSETS					
Investment Values at 31/12/22					
Porter-York Fund, mid-market value	£0.00	£0.00	£12,643.29	£12,643.29	£51,920.93
UK Equity Fund, mid-market value	£0.00	£0.00	£19,848.86	£19,848.86	£10,298.83
Vicarage Redecoration Fund	£0.00	£0.00	£350.00	£350.00	£250.00
	£0.00	£0.00	£32,842.15	£32,842.15	£62,469.76
Cash in Hand for trading, 31/12/22					
Refreshment Float	£0.00	£0.00	£53.27	£53.27	£38.00
Traidcraft Float - to General Fund, 2022	£0.00	£0.00	£0.00	£0.00	£36.07
TOTAL MONETARY ASSETS, 21/12/22	£3,554.56	£3,600.46	£117,867.11	£125,022.13	£122,902.85
OTHER ASSETS AND LIABILITIES					
Buildings					
Scout Hut one quarter of insurance value in 2014				£29,425.00	£29,425.00

* On 31/12/22, the Bank of Scotland Current Account held £77,241.54, comprising:

Church Account (as above)	£75,855.81
Agency Holding (note 17)	£1,385.73
	<u>£77,241.54</u>

NOTES TO THE ACCOUNTS

1 Stewardship:

The church runs a stewardship scheme for regular giving either by direct payment into the church account, or by envelope (now largely discontinued). 81.9% of regular stewardship qualified for gift-aid.

	Gift-aided	Non-GA	Total
Direct giving:	£26,176.60	£5,769.00	£31,945.60

2 Collections at Services:

This figure, £5,096.59, includes all open plate collections at regular and occasional church services, and retiring collections at baptisms, funerals, weddings etc. This is £1,798.41 higher than the amount received in 2021, resulting from the gradually increasing attendance at services and events after the Covid pandemic. In May 2022, the PCC introduced facilities for digital giving: £690.67 of the total (13.5%) was donated in this way.

3 Gift Aid Recovered:

The gift aid recovered in 2022, within tax years 2021-22 and 2022-23, comprised

Gift-aided donations:	£10,146.78	82.5%
GASDS [Small donations]:	<u>£2,154.80</u>	17.5%
Total:	£12,301.58	

The GASDS total appears to exceed the £2,000 limit of such tax reclaims. However, this limit is applied within each tax year (April to April) whereas the financial year runs January to December. In 2021-22 tax year, the church was able to make claims late in the tax year which placed them in the 2022 financial period: as donations increased in 2022, most of the tax refund for the 2022-23 tax year was used in the 2022 financial year.

4 Other Voluntary Giving:

Apart from regular donations through the stewardship scheme and collections at services, occasional voluntary donations are received in other ways, including one-off donations, donation boxes in church, and gifts specifically for the Friendship Fund. Some of these are listed below. Significant gift-aided donations from two donors were received towards the proposed new heating system (note 16), one of £10,000.00 and one totalling £2,300.00.

Donations - Church Heating Fund	£13,000.00
Donation boxes at church (Wall safe, Flower Fund, Digital etc.)	£1,407.25
Donation - for new water heater	£550.00
Friendship Fund	£745.00
Donation of fees for funerals and outside services	£2,253.00
Retiring Collections at events	£1,735.65
Donations by Church Groups (Cameo, Table Tennis)	£495.00
Donation for heating costs	£1,695.81
Miscellaneous small donations from individuals	<u>£2,305.20</u>
Total	£24,186.91

5 Statutory Fees and Associated Income:

St Hilda's personnel conducted 9 weddings, and 45 funerals, 27 of which came into the church. In addition, the church building was used for five external funerals for which a hiring fee, but no statutory fee, accrued to the church. The statutory income for the church (net of fees paid as agent to the diocese, organist, minister, verger and choir) was £5,650.00. A further £1,738.00 was received as permitted 'charges for heating, lighting etc' for funerals and weddings. Baptism administration fees (not statutory, but set by the church) of £200, are included here, giving a total of £7,588.00 recorded as 'Statutory Fees'.

Funerals	£2,942.00	
Weddings	£2,649.00	
Banns	<u>£59.00</u>	
Statutory Fees:	£5,650.00	<u>£5,650.00</u>
Permitted charges	£1,738.00	
Baptism administration charges	<u>£200.00</u>	
Total with related charges		<u>£7,588.00</u>

6 Hire and use of Buildings:

The church and church hall were in use by church and community groups for the whole year, and external use of the building approached pre-Covid levels towards the end of the year. Community

hire of buildings is the major source of 'trading income'. The Scout Hut is used by a Scout Troop on a fifteen-year repairing lease. Hourly rent is no longer charged for use by church groups (such as CAMEO senior citizens group, Little Fishes, Guides etc), but these make *ad hoc* donations to the church (detailed in note 13).

Church	£1,496.00
Church Hall - Community Hire	£5,756.00
Church Hall - Church Groups (Donations)	£2,739.00
Scout Hut	0
	<u>£724.48</u>
Total:	<u>£10,715.48</u>

7 Other Trading Activities:

Minor activities that contributed to trading include the provision of 'remembrance' items, the use of the church's photocopier through charges for external users (costs not quantified, taken in office expenses), and the sale of the monthly parish magazine. The costs allocated to the magazine are for paper and printing in-house: these are not separately identified, but are estimated to be £180. Remembrance items are mainly entries in the Book of Memory, and costs are for calligraphy. Costs are included in the 'cost of trading', note 15.

	Receipts	Costs	Net Income	
External use of Photocopier	£66.93	n/a	n/a	
Monthly Parish Magazines	£348.00	Estimated: £180	Estimated: £168	
Remembrance Book and Plaques	<u>£500.00</u>	Actual: £382.50	Actual: £117.50	The total trading income was
	£914.93			

£11,630.41, comprising £10,715.48 (note 6) and the above £914.93.

8 Fundraising for Church and Cost of Fundraising:

The sale of Traidcraft goods, to raise funds for the church and support the 'fair trade' movement worldwide, was suspended during the Covid pandemic and has not restarted: the trading float of £36.17 was transferred to the General Fund. St Hilda's PCC is registered with 'easyfundraising' and 'SmileAmazon' for gifts from on internet sales by registered supporters.

	Receipts	Costs
Refreshment Sales	£210.00	£15.00
Traidcraft Float	£36.17	nil
'easyfundraising'	£82.95	nil
SmileAmazon'	£23.99	nil
Car Wash	£175.00	nil
Three Shires Festival	<u>£339.71</u>	<u>£442.67</u>
	£867.82	£457.67

The 'Three Shires' Music Festival is an annual event staged for the community with free and paid events. It is not primarily intended as a fundraising venture, and did not cover costs in 2022 (net loss: £102.96, financed from the Festival Fund).

9 Diocesan Parish Share:

The Parish Share contribution to Birmingham Diocese is the church's largest expenditure, £40,200 as agreed with the diocese, the same as in 2021. This amount was paid in full.

10 Donations to Charities and other Charitable Activities by the Church:

The church regularly supports four charities (Birmingham Diocese Malawi Fund, The Children's Society, Christian Aid, and the Mission to Seafarers) as part of its on-going mission work. The PCC approved the sum of £500 from church funds to each of its four regular charities in 2022. In addition, the collection at the Christingle service (£40.50) was sent to the Children's Society and the Sea Sunday collection (£165.00) was sent to the Mission to Seafarers.

The church usually collects items to be sent annually in a container to Malawi through the Birmingham Diocese Malawi Fund and raises money to help finance it: the church is effectively acting as an agent for the Birmingham Diocese Malawi Fund in these transactions, which are administered through the 'Agency Account' (note 17) and excluded from the main church accounts. Items were sent in a container in June 2022, at a cost of £360.00. £381.37 is held in the Agency Account for the next container.

£272.50 was raised for Christian Aid, held in the Agency Account.

In addition to monetary gifts for the Mission to Seafarers, members of the congregation also made knitted items for the men at sea: 108 hats, 12 each of pairs of gloves, scarves and balaclavas.

11 Salaries, Wages and Honoraria:

The PCC employed two persons in 2022, both part-time: a Lay Pastoral Minister (LPM), three days per week, and a Cleaner, (six hours per week). The payroll of all employees is administered through Moorepay by Birmingham Diocese without charge to the church. No other person is paid by the church, except for reimbursement of expenses

The LPM is currently studying part-time for ordination, and the PCC has agreed to extend his employment until the completion of his studies in June 2023.

12 Clergy and Staff expenses:

The church is responsible for transport, telephone and other expenses incurred by the Vicar, its own employees, and laity in the course of their duties for the church. During the year, 'Zoom' was used to hold some meetings: the Zoom licence is paid by the Vicar and reclaimed as part of her expenses.

Expenses of Vicar:	£720.60
Expenses of Lay Pastoral Minister:	£621.64
Training Costs:	<u>£250.00</u>
	£1,592.24

13 Mission and Evangelism:

The PCC does not charge rent for the use of the church hall by church-based groups having a community and missionary function. These groups are free to make a contribution to hall utility and running costs as they are able. Such donations (£2,739.00 in total) are included as 'Trading Income' to offset the 'Cost of Trading' (note 15) which includes expenditure on the church hall: it is not possible to separate the running costs for these specific activities. The current groups, with their donations, are

- a weekly 'CAMEO' meeting, providing a meeting place for senior citizens of the parish (£871.00),
- 'Little Fishes', for mothers and toddlers (£1,270.00),
- Guides, Brownies and Rainbows (£300.00),
- a Table Tennis Club (£298.00),
- a small Youth Group for young people (£350.00),
- a Friendship Group supporting local asylum seekers and refugees (£745.00).

The Youth Group was supported by a small grant of £350.00, of which £219.92 was spent in 2022. The Friendship Group costs were £498.11, making up the total Mission and Evangelism cost of £718.03.

Church and Site Running Expenses:

14 This item covers the cost of maintenance and insurance for the church building, maintaining the grounds, regular tuning of the organ and piano, worship materials, and other incidentals in the day-to-day operation of the church. Running costs for the hall (note 15) and one capital item (note 16) are considered separately. Thus, the main running expenses for the church building and site were:

Insurance (excluding church hall)	£2,513.89
Church maintenance	£1,702.50
Site maintenance	£756.11
Telephone, broadband and website	£1,114.40
Office supplies and photocopying	£1,222.60
Organ and piano tuning	£459.00
Church Copyright Licence	£298.89
Worship materials*	£507.18
Electricity	£927.92
Gas	£1,957.94
Other small items	<u>£250.8</u>
	5
Total:	£11,711.2
	8

* Candles, communion elements, palm crosses, church flowers, baptism materials etc

Both the fuel contracts had to be renewed at times when rapid price rises had occurred, electricity in March and gas in September. The PCC decided that, despite their higher cost, the 'greenest' options should be used for both fuels, solar, wind and hydro power for electricity and biomass for gas. Electricity is charged against a single meter for the site, but the hall usage and scout hut usage are

separately metered internally. The cost is split *pro rata* on consumption in the three buildings and the scout hut electricity is recharged to the scout group at cost, the church acting as 'agent'. Gas use is separately metered for the church and hall, and charged to 'Church running expenses' and 'Cost of trading' (note 15), respectively. The PCC is the process of replacing the heating system in the church building and this is treated as a capital project (note 16).

15 Cost of Trading and Hall Running Costs:

The main trading activity is the hire of the church hall to community groups, and, therefore, most 'costs of trading' are the running costs and maintenance of the church hall, shown below

Electricity	£2,328.77
Gas	£1,109.13
Water	£191.26
Insurance	£1,876.46
Maintenance	£2,218.2
Cleaning Expenses	<u>£22.4</u>
	<u>9</u>
	<u>£7746.35</u>
<i>Hall Running costs</i>	<i>£7,746.3</i>
	<i>5</i>
Remembrance Items	£382.50
Verger at External Funerals	<u>£75.</u>
	<u>00</u>
Total Cost	<u>£8,203.85</u>

Capital Items:

- 16 The gas-fired heating system in the church building is only partially working: one of the two boilers has been taken out of service, and the other is not working efficiently. On environmental grounds, the PCC wants install an electric radiator system and completely discontinue the use of gas in the building. It is in the final stages of confirming that the power supply to the site is adequate for this system. The fall-back situation is to install two new gas boilers, but this would not fit with the PCC's policy to pursue environmentally preferable options. A 'New Church Heating' project has been initiated with an expected capital expenditure of the order of £50,000. By the end of 2022, £6,236.40 has been spent on an asbestos survey and installation of a new power distribution board. Removal of asbestos was carried out in late December, but not invoiced in 2022. This will be financed from reserves and by appeal.

17 Agency Holdings and Bank of Scotland Current Account Reconciliation:

The 'Agency Holding' is money held by the church in its Bank of Scotland current account as agents for other organisations or persons. This does not form part of the church's assets, and, therefore, is excluded from these church accounts. On 31st December 2022 the Agency Holding comprised:

Charity Holding [Birmingham Diocese Malawi Fund]	£381.37
Charity Holding (Christian Aid)	£272.50
Charity Holding for Annual Charity	£40.00
Statutory Fees (note 5)*	-£146.00
Damage Deposits for Church Hall hirers	£854.00
Scout Hut Electricity due [to be charged later at cost to Scout Group]	<u>- £16.14</u>
	£1,385.73

* The Statutory Fees show an overspend because all funeral fees had not been received from funeral directors by 31/12/22, but corresponding payments to the verger and diocese were made against the expected fees.

The total holding in the Bank of Scotland Current Account on 31st December 2022 is reconciled by the inclusion of both the Church Account and the Agency Account totals, thus:

	End 2022	End 2021
Church money in BOS Account	£75,855.81	£14,446.42
Agency holdings in BOS Account	<u>£1,385.</u>	<u>£1,580.06</u>
	<u>73</u>	
The Closing value, Bank of Scotland Account, 31/12/22	£77,241.54	£16,026.48

exceptionally large holding in the current account at year end arises from transfers from deposit accounts and investment funds into the current account in anticipation of preparatory work for the

new church heating (note 16) and its purchase in early 2023.

End of notes

DEPOSIT AND INVESTMENT ACCOUNTS

In 2022, £43,000 was transferred from investment accounts to the current account in anticipation of installing a new electric heating system in the church building in late 2022: this money was intended to meet the initial deposit and stage payments on the heating system, together with payment for preparatory work. However, the purchase has been delayed, so the current account was higher at year end than it would be in the normal financial practice of the church.

DEPOSIT ACCOUNTS

DEPOSIT ACCOUNT CBF2126D - CHURCH FABRIC ACCOUNT

A designated account for the additional maintenance of the Church building and site.

	Credit	Debit	Total
Starting Balance, 1/1/22			£3,435.95
Bank Interest (total over year)	£45.18	-	£3,481.13
Closing Balance, 31/12/22			£3,481.13

DEPOSIT ACCOUNT CBF2142D - CHURCH MUSIC ACCOUNT

A restricted account to cover all aspects of church music, including organ and piano repairs.

	Credit	Debit	Total
Starting Balance, 1/1/22			£861.44
Bank Interest (total over year)	£11.33	-	£872.77
Closing Balance, 31/12/22			£872.77

DEPOSIT ACCOUNT CBF2237D - CHURCH HALL ACCOUNT

This account contains both restricted and designated holdings for the same purpose, maintenance of the Church Hall. Interest is applied to the designated holding.

CHURCH HALL ACCOUNT [Designated]

	Credit	Debit	Total	
Starting Balance, 1/1/22			£100.27	
Bank Interest (total over year)	£19.06	-	£119.33	
Closing Balance, Designated, 31/12/22			£119.33	CHURCH ACCOUNT
	Credit	Debit	Total	
Starting Balance, 1/1/22	-	-	£1,349.21	
Closing Balance, Restricted, 31/12/22			£1,349.21	

**Total closing balance of account (restricted and designated) =
£1,468.54**

DEPOSIT ACCOUNT CBF2249D - GENERAL RESERVE FUND

An unrestricted account holding reserves that are available on a short withdrawal period. Withdrawals were made to finance the Lay Pastoral Minister's employment and to have funds available for the new church heating project.

	Credit	Debit	Total
Starting Balance, 1/1/22			£40,123. 48
Total transferred to current account	-	£30,000	£10,123. 48
Bank Interest (total over year)	£282.17	-	£10,405. 65
Closing Balance, 31/12/22			£10,405 .65

DEPOSIT ACCOUNT CBF2251D - GIFTS AND BEQUESTS ACCOUNT

An unrestricted account to hold legacies and large gifts.

	Credit	Debit	Total
Starting Balance, 1/1/22			£42.25
Bank Interest (total over year)	£0.56	-	£42.81
Closing Balance, 31/12/22			£42.81

INVESTMENT ACCOUNTS

INVESTMENT ACCOUNT - CBF PROPERTY SHARES (PORTER-YORK FUND)

An unrestricted account invested in CBF Property Shares arising from two large legacies, to be used at the discretion of the Incumbent and Churchwardens. The withdrawal period for CBF Property Shares is now ninety days.

Transactions and Share Holding

	Deposit	Withdrawal	Share Holding
Share Holding, 1/1/22			35,112.55
Transfer to Current Account 28/12/22	-	£33,000	9,686.86
Share Holding, 31/12/22			9,686.86

Value of the Investment

	Shareholding	Mid-value (p/share)	Investment value
Opening Investment Value, 1/1/22	35,112.55	147.87	£51,920.9 3
Closing Investment Value, 31/12/22	35,112.55	130.52	£12,643. 29

Interest received [paid to BOS Current Account]

	Shareholding	Dividend (p)	Interest
28/02/22, 4 th Quarter, 2021	35,112.55	1.60	£561.80
31/05/22, 1 st Quarter, 2022	35,112.55	1.77	£621.49
31/08/22, 2 nd Quarter, 2022	35,112.55	1.57	£551.27
30/11/22, 3 rd Quarter, 2022	35,112.55	1.57	£551.2 7
Total Income in 2022			£2,285.8 3

INVESTMENT ACCOUNT - UK EQUITY FUND

An unrestricted account established in August 2021 with funds transferred from the Porter-York Fund, to give access to investment funds on a one-month withdrawal period.

Transactions and Share Holding

	Deposit	Withdrawal	Share Holding
Share Holding, 1/1/22			4,633.06
Purchase of shares 26/4/22	£12,500	-	11,136.03
Share Holding, 31/12/22			11,136.03

Value of the Investment

	Shareholding	Mid-value (p/share)	Investment value
Opening Investment Value, 1/1/22	4,633.06	222.29	£10,298.83
Closing Investment Value, 31/12/21	4,633.06	178.24	£19,848.86

Interest received [paid to BOS Current Account]

	Shareholding	Dividend (p)	Interest
28/02/22, 4 th Quarter, 2021	4,633.06	1.59	£73.67
31/05/22, 1 st Quarter, 2022	4,633.06	1.59	£73.67
31/08/22, 2 nd Quarter, 2022	11,136.03	1.59	£177.06
30/11/22, 3 rd Quarter, 2022	11,136.03	1.63	£181.52
Total Income in 2022			£505.92

Total Investment Income (to BOS Current Account)

CBF Property Shares (Porter-York Fund)	£2,285.83
CBF UK Equity Shares	<u>£505.92</u>
Total Investment Income	£2,791.75

APPROVAL OF REPORT AND ACCOUNTS

The *Annual Report* as set out on pages 4 to 7
was prepared by the PCC Secretary
(name withheld with approval of The Charity Commission)

The *Annual Safeguarding Report* as set out on pages 8 to 10
was prepared by Anne Harris as Safeguarding Officer

The *Annual Accounts* set out on pages 12 to 21
were prepared by Dr Terry Daniels as Treasurer of St Hilda's PCC
and examined by Mark J W Jennings, ACA, ICAEW

**The above Reports and the Accounts were approved and adopted
by St Hilda's Parochial Church Council
on 30th March 2023**

Signed:



Signed:



END OF 2022 ANNUAL REPORT AND ACCOUNTS FOR ST HILDA'S PCC, WARLEY WOODS
New Jennifer Ruth Stewes (Chair) Elizabeth Joan Parfitt (PCC member)

Date: 30th March 2023

Date: 30th March 2023

INDEPENDENT EXAMINER'S REPORT

Report to trustees of St Hilda's Church, Warley Woods
Registered Charity No 1181258

On the Annual Accounts for the year ended 31st December 2022
as set out on pages 12 to 21

Respective responsibilities of trustees and examiner

The trustees are responsible for the preparation of the accounts.

The trustees consider that an audit is not required for this year under section 144 of the Charities Act 2011 ('the Charities Act') and that an independent examination is needed.

It is my responsibility, as Independent Examiner, to:

examine the accounts under section 145 of the Charities Act,
to follow the procedures laid down in the general Direction given by the Charity Commission under
section

145(5)(b) of the Charities Act, and
to state whether particular matters have come to my attention.

Basis of independent examiner's statement

My examination was carried out in accordance with 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 seeking explanations from the trustees concerning 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

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

- 1: which gives me reasonable cause to believe that, in any material respect, the requirements to keep accounting records in accordance with section 130 of the Charities Act; and to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities Act have not been met; or
- 2: to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Signed:



27th March 2023

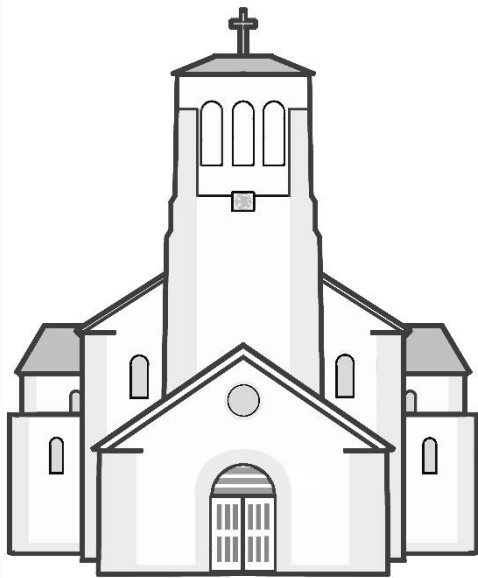
Mark J W Jennings, ACA, ICAEW
3, Clent Drive, Hagley, Stourbridge, DY9 9LN

Disclosures:

Accounts

ANNUAL REPORT AND ACCOUNTS

YEAR ENDING 31 DECEMBER 2021



ST HILDA'S CHURCH

Parish of Warley Woods
Diocese of Birmingham

Abbey Road, Smethwick, B67 5NQ

Charity Registration Number 1181258

PCC MEMBERSHIP AND TRUSTEES

Ex-officio Members serving the whole of 2021

Rev Jennifer Ruth Crewes - Incumbent and, ex-officio, Chair *
Mrs Susan Jane Round – Churchwarden *
Mr Peter John Stokes – Deanery Synod Representative *

Ex-officio Members serving to 2nd December 2021

Mrs Wendy Veronica Dyke – Deanery Synod Representative

Elected Members serving the whole of 2021

Mrs Patricia Elizabeth Allen *
Mr John Matthew Barber *
Mrs Patricia Ann Crofts *
Dr Terry Daniels [Treasurer] *
Mrs Elizabeth Joan Farrier *
Mrs Anne Harris *
Mr Richard Craig Haynes *

Co-opted Member serving to 22nd April 2021

XX [Secretary]
[Name withheld with the approval of the Charity Commission]

Elected Members serving to APCM to 22nd April 2021

Mr Douglas Harold Gallaher

Elected Members serving from APCM on 22nd April 2021

XX [Secretary] *
[Name withheld with the approval of the Charity Commission]

** Members serving at 31st December 2021*

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ST HILDA'S CHURCH, WARLEY WOODS

ANNUAL REPORT FOR YEAR ENDING 31 DECEMBER 2021

INTRODUCTION

The Parochial Church Council of St Hilda's Church, Abbey Road, Smethwick, B67 5NQ, ('the PCC') is a registered charity, registration number 1181258. The governing document for the PCC is the Parochial Church Councils (Powers) Measure 1956 and it is constituted in accordance with the Church Representation Rules 2000.

Members of the PCC are the trustees of the charity. Some members of the PCC are members because they hold a particular office to which they are appointed or elected. Others are elected at the Annual Parochial Church Meeting (APCM). In 2021 the APCM was held on Sunday 25th April 2021 via Zoom. Details of those who served as PCC members and the trustees of the charity during 2021 are set out on page 2. Wendy Dyke resigned as Deanery Synod representative and, therefore, as an ex officio member of the PCC on 2nd December 2021. Our thanks go to her for her years of faithful service on both Deanery Synod and the PCC.

The main objective of the PCC is to co-operate with the incumbent in '*promoting within the parish the whole mission of the church, pastoral, evangelistic, social and ecumenical*', (section 2(2) PCC (Powers) Measure 1956). This mission of the PCC is to enable and partake in the flourishing of all people and specifically residents of the Warley Woods Parish. This is inspired by the love of God, being convinced that Jesus Christ is good news for all. In fulfilling their duties, the PCC has had regard to the Charity Commission's guidance on public benefit.

OVERVIEW

2021 continued to be dominated by the COVID-19 pandemic. We started the year in lockdown, with services again being on Zoom throughout January to April. The church was able to reopen for regular Sunday services 'in person' from May onwards. There was a gradual 'opening up' of the church and hall throughout the year, with some hall bookings being taken from summer onwards. However, church activities have not reached the pre-pandemic levels.

The financial situation of the church still gives concern. We are operating at an annual deficit which we are having to finance from reserves, and these are gradually being depleted. Despite these concerns the church continues to serve the local community and has been able to do more this year than last.

BUSINESS OF THE PAROCHIAL CHURCH COUNCIL

The PCC met on ten occasions during 2021, including immediately following the Annual Parochial Church Council meeting on 25th April. Of these regular meetings, eight (including the one immediately after the APCM) were held by Zoom video link and two 'in person'. The average attendance was 91% of the PCC members.

The PCC also held an away day on 12th June, facilitated by Abbi Wells from the Diocese, at which we discussed the future vision for the Church. This was presented to the congregation at the morning service on 17th October.

At the February meeting we also had an on-line meeting with Amanda Homer and Lou Bayliss from the Diocese on fundraising and giving. We will be signing up to the Parish Giving Scheme in 2022, which will facilitate different ways for church members to give to the church.

During 2021, the PCC employed three persons: a Lay Pastoral Minister, a Parish Administrator (until the end of March), and a Hall Cleaner. The financial position of the church led to the need to make the Parish Administrator redundant at the end of March. We have left the role of Organist and Director of Music vacant following David Ellis's retirement until we are able to have a choir again and can afford to employ someone in this role. On a

more positive note, PCC decided to extend the fixed term employment contract of the Lay Pastoral Minister from October 2021 to May 2023, when his training for ordination is due to end. This is being financed from reserves (legacies) as our current income is not sufficient to cover this cost.

Safeguarding of children, young people and vulnerable adults is an ongoing concern of the PCC, with a Safeguarding Team reviewing the legal and Diocesan requirements and ensuring that St Hilda's Church implements them. A dedicated safeguarding mobile phone number, which continues to be monitored daily, and a dedicated email address enable safeguarding issues to be reported directly to the Safeguarding Team. The PCC's policies for 'Safeguarding', 'Responding to Domestic Abuse', and the 'Safe Use of Social Media and Mobile Phones' were reviewed in March in time for the PCC meeting on 3rd March. We also needed to:

- complete 'role descriptions' for all our church volunteer roles;
- identify and distribute a series of safeguarding leaflets for leaders and helpers of church activities;
- adopt a 'Safeguarding Complaints Policy' for complaints about how safeguarding issues are dealt with;
- classify activities taking place on church premises are either 'church activities' or 'non-church activities' for safeguarding purposes.

The PCC also adopted the House of Bishops' Policy Statement 'Promoting a Safer Church' and a slightly adapted version of the 'Promoting a Safer Church Parish Policy Statement'. PCC agreed a 'Promoting a Safer Church Action Plan' to emphasise our commitment to safeguarding. 'In person' safeguarding training was provided on 4th September. Therefore, in accordance with Section 5 of the Safeguarding and Clergy Measure 2016, the PCC has complied with its duty to have due regard to the House of Bishops' Guidance on safeguarding children, young people and vulnerable adults. During the year, we were informed that the House of Bishops has issued a new 'Safeguarding Learning and Development Framework', which means that some people will need to undertake further training in 2022. New 'National Safer Recruitment and People Management Guidance' has also been issued by the House of Bishops which will result in the need to review and amend some of the procedures and forms we had adopted this year.

Proposals for the division of the parish of St Mark, Londonderry between our parish and Smethwick Old Church have continued, but not yet been completed. When these are finalised, an area up to Thimblemill Road, which will include two schools (one primary and one secondary school) will be added to the Parish of St Hilda, Warley Woods.

We took the opportunity of the church hall being opened up to external bookings to update the Church and Hall Hire Agreements, and review the hire fees to introduce a more consistent structure. Due to the need to include different safeguarding provisions for different kinds of users, and to provide for both one-off and regular hirers, we have had to produce a series of different agreements. These include details of the different fire regulations for church and hall hirers.

Being unable to find anyone to chair a committee, the PCC were unable to make progress with the proposal to pursue 'Ecochurch' Bronze registration.

FINANCE

A full account of the church's financial position follows from page 8. Due principally to a significant drop in income from being unable to hire out the hall for a large part of the year, and the loss of some regular givers, the Church had to use reserves to meet the deficit for the year.

The Church's total monetary assets in all current, deposit and investment accounts on 31st December 2021 were £122,903, and, of these, the general reserves held in deposit and investment accounts were £102,225 of which £118 were designated and the remainder unrestricted. It is the policy of St Hilda's PCC to maintain minimum unrestricted reserves equivalent to two month's normal expenditure, approximately £20,000.

FABRIC

A small committee of the PCC has been exploring options for heating the church in future, following one of our two boilers being condemned in December 2020. We have been working closely with the Diocese on this. As

we are exploring lower carbon options rather than just replacing 'like with like', this is taking some time. Members of the committee have attended webinars and we have come up with a shortlist of options for detailed consideration. The next step is to get some advice on these options. We have prepared a brief for this consultancy advice and defined a list of consultants to approach based on recommendations from other churches. We are consulting the Diocese on these before we ask the consultants for their proposals.

In December 2019, concerns over some unauthorised and unsavoury use of the church car park had led to additional lighting being installed on the church drive, extra CCTV signs being added, and the drive being coned off. These seem to have resolved the issue.

The following fabric items were completed during the year:

- the removal of the ash tree behind the Scout Hut. As part of their lease, the Scouts also repaired the guttering at the back of the Scout hut following a request from one of our neighbours;
- the purchase of a replacement sound desk for the church to replace the previous one which had failed;
- replacement of the lock on the main church door, as it was becoming unreliable due to wear and tear. The opportunity was taken to compile an accurate list of keyholders;
- the installation of a plaque to commemorate Derek Latham, long-time PCC Secretary and choir member, at the bottom of the steps to the choir gallery;
- replacement of four spotlights on the main pillars to the church which were not working; and
- a church working party on 23rd October to clear the foliage that was preventing the use of the emergency exit from the rear of the hall.

PCC agreed to apply for a faculty to install bookshelves on the windowsills in the Choir Vestry. We reported some concerns about root damage to the wall at the bottom of the Vicarage Garden to the Diocese. PCC has also placed an order for the installation of a safety rail to the steps down to the church hall, as this is one of the emergency escape routes.

PCC is currently exploring the possibility of installing wi-fi in church. The configuration of our current arrangements makes this complex. The financial position of the church means that we need to ensure that we make the right decision for now and the future, so PCC is currently exploring all the alternative options.

Because of the pandemic and the financial position of the church, it was not possible to progress some items that were highlighted as needing attention in the 2019 Quinquennial inspection. None of these required urgent attention.

ELECTORAL ROLL

On 31st December 2021, the electoral roll stood at 82 members, of which 33 were resident in the parish and 52 were non-resident.

CHURCH LIFE

The Sunday morning service is the main act of worship. From January to April, during lockdown, the church again returned to a virtual event with a service via Zoom on roughly alternate weeks. The Order of Service for the Sunday morning service (and for occasional extra services such as the Commemoration Service and Christmas) continues to be emailed to church members and made available online via the church website. Until the end of May we continued our 'Zoom coffee' on-line after the morning service. However, this was discontinued from June onwards after we resumed the Sunday morning services 'in person'. In June Muddy Church also commenced in partnership with other local churches.

During lockdown the church was kept open for an hour on Wednesday afternoons for private prayer. This continued throughout the year. The Wednesday morning Holy Communion and Morning Prayer services recommenced in June and the Tuesday Morning Prayer in September. Through 2021, PCC agreed to dispense with the holding of Evening Prayer until the demand for it, and our vision for what is needed, becomes clearer. The Prayer Ministry Team has continued and is open for prayer requests. These are shared in a WhatsApp

group. Monthly prayer meetings, open to all, were held by Zoom for six months, followed by meetings in the church garden and in church.

Various church members participated in a Lent course with Warley Woods Methodist Church via Zoom. For Pentecost there was a project for St Hilda's church members to record a complete reading of St John's gospel, which was made available via a Youtube link. In advent there was a bible study based on 'Lectio Divina', a method of bible study that involves reading, meditation, prayer and contemplation.

Our first 'in person' service of the year was on Easter Sunday on 4th March and was an outdoor service. For the period from May to December we were able to celebrate Holy Communion in church, albeit with many members absent due to shielding from Covid-19.

On 30th May, we said goodbye to Suzy Pearson, who had been with us for three years whilst training at Queen's Theological College. She left us to take up a curacy at St Barnabas, Erdington. We were joined by Ruth Briggs for her reader placement for the month of June.

A harvest fish and chip supper was held on 7th October.

On 31st October 2021, during the festival of 'All Souls', we held our annual service for the commemoration of those who have died. During the year several church members have died, including Irene Hughes, Vi Berry, Joan Davies, Sheila Cox, Robert Rodway, Shirley Lee and Betty Williams. We were also able to hold a commemoration service for the life of Derek Latham.

After several years training, four members of the congregation completed their training with the Diocese and were commissioned as St Hilda's Pastoral Care Team on 5th September.

On 17th November 2021, we were finally able to hold the service to formally install Rev Jenni Crewes as Vicar, after sixteen months in post. This involved her being sat in the incumbent's chair, being handed the keys of the church (coincidentally we had just needed to change the lock due to wear and tear), and ringing the bell (gong).

The Service of Nine Lessons and Carols was able to take place 'in person' on Christmas Eve, with David Ellis and John Barber giving their time for free to train a choir of returning girl sopranos and regular choir members in the traditional carols with all of the descants. We were restricted to eighteen persons in the choir and the congregation was also limited and a 'ticket only' event.

There were a number of baptisms and weddings in church, and fifty-one funerals were taken in church or at crematoria.

OUTREACH, CHARITABLE AND SOCIAL WORK

From May onwards we were able to open up the Church Hall to Girl Guides and Zumba. The Three Shires Festival was held outdoors on 17th July.

CAMEO (Come And Meet Each Other) was able to recommence 'in person', for a short period in July and then continuously from September until their Christmas party in December. This provides a valuable and life-giving opportunity for some of our older members of church and community to meet with friends. For some members, this is the only contact they have with other people during the week.

In September the toddler 'stay and play' group recommenced under the name 'Little Fish with St Hilda's', in partnership with New Beginning Community, a charity working from St Mark's church hall. Table tennis club was able to resume in October, but only managed a couple of meetings this year. A monthly youth club for secondary school age children started in November.

The Lay Pastoral Minister continued to hold monthly sessions with Coveberry (formerly Huntercome) Secure Unit, which were held on-line until 'in person' visits were able to resume in July.

We have again supported our four adopted charities: Christian Aid, the Children's Society, the Mission to Seafarers and the Diocesan Fund for Malawi. In addition to our annual donations from church funds we have provided practical assistance by knitting garments for seafarers, and home collecting boxes for The Children's Society. Some of the school materials and medical supplies collected in 2019 to send in a container to Malawi

were able to be sent in June, with the container arriving in November. Space has been booked on the 2022 container for the rest of the items collected, plus anything else we are able to collect.

The Enchant Choir were able to hold their Christmas concert in church on 4th December. We are grateful to one of the local funeral directors, Brain and Waldron, for donating our Christmas tree in 2021. At a church open day in December people from the local community were invited into church, and many added messages and ornaments to the tree in memory of their loved ones.

SUMMARY

In summary, therefore, the restrictions of the pandemic took a toll on the mission of the church during the year, and this looks set to continue into 2022. It also severely impacted the church finances, leading to an annual deficit as shown in the accounts.

Despite this, St Hilda's was able to continue to offer Sunday morning services. In the first half of the year these were via the on-line service sheet and Zoom on alternate weeks. From May onwards services were held in person in the church.

Some new initiatives were launched in 2021 including 'Little Fish with St Hilda's', Muddy Church and the youth club. These are all in an embryonic stage and we will need to see how they develop. Other activities such as CAMEO and Guides, Brownies and Rainbows were able to begin again.

PCC Secretary

(Name withheld with the approval of the Charity Commission).

January 2022

ST HILDA'S CHURCH, WARLEY WOODS ANNUAL ACCOUNTS FOR YEAR ENDING 31 DECEMBER 2021

OVERVIEW

Status: St Hilda's Church is the parish church for the Parish of Warley Woods in the Diocese of Birmingham. In 2018 the Parochial Church Council of the Ecclesiastical Parish of St Hilda, Warley Woods (PCC) became a registered charity under The Charity Commission of England and Wales, with the Registered Charity Number 1181258.

Premises: The church building, church hall, vicarage and grounds are the property of Birmingham Diocese. The PCC owns a scout hut on the site: this is hired exclusively to a scout troop on a fifteen-year repairing lease which was renewed in 2016. The electricity used by the scouts is paid by the church as part of the site charge, but separately metered and recharged at cost to them. The scout hut was valued at £117,700 for insurance purposes in 2014: this is included in the Statement of Assets and Liabilities at one quarter of this value, which better reflects its likely current market value. Use of all buildings in 2021 was significantly reduced because of the pandemic restrictions.

Site Developments: There were no significant site developments.

Clergy: The incumbent is a vicar, the Rev Jennifer Ruth Crewes.

Lay Employees: The church started the year with three part-time lay employees: a Lay Pastoral Minister (LPM), a parish administrator, and a cleaner. The staff payroll is administered by Birmingham Diocese at no cost to St Hilda's Church. The LPM is a longstanding member of St Hilda's Church, and is an elected member of the PCC: he withdraws from meetings when staff matters are discussed. No other PCC member has been a church employee. No PCC member receives any honorarium or expenses arising from that position.

The restrictions resulting from the Covid-19 pandemic have affected the finances of the church and the employment of the lay personnel. The Parish Administrator was on furlough under the Government Job Retention Scheme, but was made redundant at the end of March 2021.

Outreach and Mission: The outreach activities of the church have been severely limited by the pandemic, but a suspended meeting for senior citizens of the parish re-started in September, and new initiative for mothers and toddlers and young people started in the autumn. Although services cautiously re-started mid-year, online services and contacts via the internet continue: some former attenders have still not returned to worship in church. Further details are given in the Annual Report, page 6.

Charitable Giving: The usual fundraising activities for charity were not possible in 2021. However, the PCC did send £500 to each of its four adopted charities (Christian Aid, The Mission to Seafarers, The Children's Society, and Birmingham Diocese Malawi Fund), together with outstanding donations deferred from 2020.

Accounting Basis: These accounts have been prepared on a 'receipts and payments' basis in accordance with the Charities Act 2011.

Bank Accounts: At the start of 2021, St Hilda's PCC had a current account held at the Bank of Scotland (BOS), five deposit accounts with Church of England Central Board of Finance (CBF), and one investment fund (the Porter-York Fund) held in CBF property shares. St Hilda's PCC collects some fees as agent which it then redistributes: for example, payments from statutory fees made to the diocese, the organist, the vergers, the choir, and some ministers. It also holds money raised for charities, wedding deposits, refundable hiring deposits for buildings, and electricity charges for the scout hut. None of these transactions represent income and expenditure for St Hilda's Church itself: although handled through the BOS current account, transactions are recorded in an 'Agency' sub-account and excluded from the Church Accounts. On 31st December 2021 the Agency sub-account held £1,580.

Summary of Accounts: 2021 continued to present financial challenges, but did not result in so large a deficit as that recorded in 2020. Nevertheless, both income and expenditure were significantly reduced in comparison to the levels in 2019 before the pandemic. Total receipts were £71,655, and total payments £73,750, giving an overall deficit of £2,095 for 2021. The total monetary assets in cash and all current, deposit and investment accounts were £122,902.85, a increase of ££5,571.43 over the year, mainly arising from the increase in value of investments.

Income Sources: Church services were not held for much of the first half-year with a gradual return later: some members have not returned regularly yet, preferring to follow the on-line versions of the weekly services. Hence, the higher level of direct giving to the church continues, as opposed to plate collections, although there was 50% increase in collections at services compared with 2020 (£3,298 against £2,147). Overall, the stewardship scheme raised almost the same amount as in 2020, £31,988 against £31,341. The gift-aid claimed back increased to £9,561, boosted by one-off gift-aided donations totalling £5,000. With the relaxation of restrictions on funerals and weddings, statutory fees increased to £6,060. The major source of 'trading' income is the hiring of the church hall by community groups: the hall was gradually re-opened in the autumn, and raised £3,715 in hire fees.

Expenditure: The main cost to the church (54% of expenditure in 2021) is the Common Fund (or Parish Share) paid to Birmingham Diocese. For 2021, a lower payment was negotiated with the diocese, £40,200, a reduction of £7,700 over the 2020 level. The main saving was in salary costs, £13,851 against £24,563 in 2020, arising from the reduction in staff numbers and the deferral of appointing an organist/choirmaster until 2022. Because of the lower use of the buildings, fuel costs were relatively low at £3,059 for both the church building and the hall. It is the careful control of expenditure throughout the year that has principally led to the relatively small overall deficit on the annual accounts.

Investments: At the start of 2021, the main investment fund, the Porter-York Fund was held in CBF property shares. The withdrawal period for this fund was increased to a minimum of three months at the end of 2020, and the PCC considered this to be an unworkable time-scale for access to funds and a more balanced portfolio was needed. Therefore, £40,000 was moved to an existing deposit account, CBF2249D, which was renamed the 'General Reserve': this is accessible within a few days. £10,000 was moved in August to a new investment account held in CBK UK Equity shares with a one-week withdrawal period. At 31st December 2021, the Porter-York Fund had a mid-price share value of £51,920 and the UK Equity Fund a value of £10,299. Interest from both accounts was £3,520, paid to the current account.

Cash-flow and Reserves: 2020 ended with cash-flow problems resulting from the increase in withdrawal times for our investments and the large deficit on the year. A net transfer of £10,000 was made from the Porter-York Fund to the current account to support revenue expenditure and ease cash-flow: consequently, the current account balance increased from £6,650 on 1st January 2021 to £14,446 on 31st December 2021.

Reserve Policy: It is the policy of St Hilda's PCC to maintain unrestricted reserves equivalent to two month's normal expenditure, approximately £20,000. Changes in investment and deposit accounts outlined above have ensured that over £10,000 unrestricted balance is maintained in the current account, with £40,000 unrestricted balance on one week's notice in deposit accounts: this adequately meets the reserve policy. In 2022, a significant sum will be required to replace the heating system in the church building and will be met from the Porter-York and UK Equity reserves.

The Unquantifiable: These monetary accounts cannot include the significant time and effort freely given by church members in supporting the work of the fellowship in many ways. Specifically, the treasurer is grateful to the people who continue to give under the stewardship scheme, those who found new ways of paying their stewardship and collections when the church was closed, and the people who count and bank the collections and other cash receipts week by week.

Dr Terry Daniels
PCC Treasurer

ANNUAL ACCOUNTS FOR YEAR ENDING 31 DECEMBER 2021

RECEIPTS AND PAYMENTS

RECEIPTS						
	Note	Restricted	Designated	Unrestricted	Total 2021	<i>Total 2020</i>
Donations						
Stewardship	1					
Tax-efficient		£0.00	£0.00	£25,444.00	£25,444.00	£25,470.00
Other		£0.00	£0.00	£5,543.50	£5,543.50	£5,870.50
Collections at Services	2	£0.00	£0.00	£3,298.18	£3,298.18	£2,146.59
Gift Aid Recovered	3	£0.00	£0.00	£9,561.60	£9,561.60	£7,703.36
Other Voluntary Giving	4	£600.00	£0.00	£10,139.91	£10,739.91	£5,160.12
Grants		£0.00	£0.00	£0.00	£0.00	£0.00
Bequests		£0.00	£0.00	£0.00	£0.00	£10,000.00
Donations Sub-total		£600.00	£0.00	£53,987.19	£54,587.19	£56,350.57
Charitable Activities						
Statutory Fees	5	£0.00	£0.00	£6,910.00	£6,910.00	£3,959.00
Trading Income	6,7	£0.00	£0.00	£6,060.32	£6,060.32	£4,395.44
Fundraising for Church	8	£0.00	£0.00	£568.16	£568.16	£1,449.87
Charitable Activities Sub-total		£0.00	£0.00	£13,538.48	£13,538.48	£9,804.31
Investment Income						
CBF Property Shares (Porter-York Fund)		£0.00	£0.00	£3,447.26	£3,447.26	£5,278.37
CBF UN Equity Shares		£0.00	£0.00	£73.20	£73.20	-
Deposit Accounts		£0.44	£2.55	£5.40	£8.39	£61.19
Investment Income Sub-total		£0.44	£2.55	£3,525.86	£3,525.85	£5,339.56
TOTAL RECEIPTS		£600.44	£2.55	£71,051.53	£71,654.52	£71,494.44

PAYMENTS						
	Note	Restricted	Designated	Unrestricted	Total 2021	<i>Total 2020</i>
Fundraising Costs						
Cost of Fundraising	8	£0.00	£0.00	£0.00	£0.00	£238.36
Charitable Activities						
Diocesan Parish Share	9	£0.00	£0.00	£40,200.00	£40,200.00	£47,922.00
Charitable and other donations	10	£0.00	£0.00	£3,534.00	£3,534.00	£564.00
Salaries, wages and honoraria	11	£713.85	£428.21	£12,709.13	£13,851.19	£24,563.38
Clergy and staff expenses	12	£0.00	£0.00	£1,144.43	£1,144.43	£907.76
Charitable Activities Sub-total		£713.85	£428.21	£57,587.56	£58,729.62	£73,957.14
Site Running Expenses						
Mission and evangelism	13	£220.00	£0.00	£0.00	£220.00	£576.29
Church running expenses	14	£248.00	£0.00	£9,668.10	£9,916.10	£9,505.37
Cost of trading	15	£258.37	£0.00	£3,837.11	£4,095.48	£4,699.47
Site Running Expenses Sub-total		£726.37	£0.00	£13,505.21	£14,231.58	£14,781.13
Capital Items						
Major projects	16	£0.00	£0.00	£788.99	£788.99	£3,417.64
TOTAL PAYMENTS		£1,440.22	£428.21	£71,881.76	£73,750.19	£92,394.27

EXCESS OF PAYMENTS OVER RECEIPTS		£839.78	£425.66	£830.23	£2,095.67	£20,899.83
OPENING BALANCES						
Current Account		£2,849.39	£478.21	£3,322.88	£6,650.48	£11,983.28
Deposit Accounts		£2,210.21	£3,651.76	£42.24	£5,904.21	£21,471.24
Transfer: Investment to current accounts (net)		£0.00	£0.00	£9,900.00	£9,900.00	
Transfer: Investment to deposit accounts				£40,000.00	£40,000.00	
CLOSING CASH AND DEPOSITS		£4,219.82	£3,704.31	£52,434.89	£60,359.02	£12,554.69

ANNUAL ACCOUNTS FOR YEAR ENDING 31 DECEMBER 2021

STATEMENT OF ASSETS AND LIABILITIES

	Restricted	Designated	Unrestricted	Totals 2021	Total 2020
Monetary Assets					
Deposit Accounts					
CBF 2126D Church Fabric Fund	£0.00	£3,435.95	£0.00	£3,435.95	£3,434.15
CBF 2142D Organ Fund	£861.44	£0.00	£0.00	£861.44	£861.00
CBF 2237D Church Hall Fund	£1,349.21	£100.27	£0.00	£1,449.48	£1,448.73
CBF 2249D General Reserve	£0.00	£118.09	£40,005.39	£40,123.48	£118.09
CBF 2251D Gifts and Bequests Fund	£0.00	£0.00	£42.25	£42.25	£42.24
	£2,210.65	£3,654.31	£40,047.64	£45,912.60	£5,904.21
Bank of Scotland Current Account Funds					
General Fund	£0.00	£0.00	£7,217.96	£7,217.96	£1,528.50
Baby Group Fund	£217.86	£0.00	£0.00	£217.86	£217.86
Choir Fund	£234.70	£0.00	£223.99	£458.69	£532.69
Festival Fund	£192.96	£0.00	£394.54	£587.50	£192.96
Flower Fund	£0.00	£0.00	£102.61	£102.61	£99.00
Friendship Fund	£725.63	£0.00	£0.00	£725.63	£345.63
Hall Fund	£632.67	£50.00	£150.00	£832.67	£1,091.04
Lay Pastoral Minister Fund	£0.00	£0.00	£1,985.40	£1,985.40	£324.70
Ministry Support Fund	£5.35	£0.00	£0.00	£5.35	£5.35
Music and Organ Fund	£0.00	£0.00	£1,982.75	£1,982.75	£1,982.75
Social Fund	£0.00	£0.00	£330.00	£330.00	£330.00
	£2,009.17	£50.00	£12,387.25	£14,446.42	£6,650.48
				*	
CLOSING BALANCE, Current and Deposit Accounts	£4,219.82	£3,704.31	£52,434.89	£60,359.02	£12,554.69
Investment Value at 31/12/21					
Porter-York Fund, market value, 31/12/21	£0.00	£0.00	£51,920.93	£51,920.93	£104,605.44
UK Equity Fund	£0.00	£0.00	£10,298.83	£10,298.83	£0.00
Vicarage Redecoration Fund	£0.00	£0.00	£250.00	£250.00	£150.00
	£0.00	£0.00	£62,469.76	£62,469.76	£104,755.44
Cash in Hand for Trading, 31/12/21					
Refreshment Float	£0.00	£0.00	£38.00	£38.00	£0.00
Traidcraft Float	£0.00	£0.00	£36.07	£36.07	£171.29
	£0.00	£0.00	£74.07	£74.07	£171.29
TOTAL MONETARY ASSETS, 31/12/21	£4,219.82	£3,704.31	£114,978.72	£122,902.85	£117,331.42
OTHER ASSETS AND LIABILITIES					
Stock					
Traidcraft Stock (written off, note 6)				£0.00	£50.00
Buildings					
Scout Hut, one quarter insurance value 2014				£29,425.00	£39,233.00

* On 31/12/21, the BOS Current Account held £16,026.48, comprising:

Church Account (as above)	£14,446.42
Agency Holding (note 17)	<u>£1,580.06</u>
Total:	£16,026.48

NOTES TO THE ACCOUNTS

1 Stewardship:

The church runs a stewardship scheme for regular giving either by direct payment into the church account, or by envelope (now largely discontinued). Direct giving was not affected by the pandemic closures and restrictions, and most members of the envelope scheme chose to pay directly or by cheque/cash in arrears. 82.1% of regular giving qualified for gift-aid.

	Gift-aided	Non-GA	Total
Direct giving:	£25,444.00	£5,543.50	£30,987.50

2 Collections at Services:

This figure, £3,298.18, includes all open plate collections at Sunday services, occasional services and retiring collections at baptisms, funerals and weddings. This is £1,152.59 higher than in 2020, but lower than collections prior to the Covid-19 pandemic because of members self-isolating and church closures.

3 Gift Aid Recovered:

The gift aid recovered in 2021, within tax years 2020-21 and 2021-22, was

Gift Aid:	£7,760.17	81.2%
GASDS [Small donations]:	<u>£1,801.43</u>	18.8%
Total:	£9,561.60	

This total includes £1,250 from two gift-aided donations (see note 4).

4 Other Voluntary Giving:

Apart from donations through the stewardship scheme and collections at services, voluntary donations are received in other ways, including one-off donations, donation boxes in church, choir income from weddings and gifts specifically for the Friendship Fund. Two significant gift-aided donations were received in 2021, £3,000 for general use and £2,000 for the Lay Pastoral Minister's continued employment.

Donations - various	£4,588.50
Donation - general use	£3,000.00
Donation – LPM salary	£2,000.00
Donation boxes at church	£216.21
Flower Fund box	£125.20
Friendship Fund	£600.00
Choir Fund	<u>£210.00</u>
Total:	£10,739.91

5 Statutory Fees:

St Hilda's personnel conducted 8 weddings, and 51 funerals, 27 of which came into the church. The statutory income for the church (net of fees paid as agent to the diocese, organist, minister, verger and choir) was £5,440.00. A further £1,325.00 was received as permitted 'charge for heating, lighting etc' for funerals and weddings. Baptism administration fees of £145, are not determined by statute, but are included here, giving a total of £6,910.00 recorded as 'statutory fees'.

Funerals	£2,986.00
Weddings	£2,362.00
Other fees (Banns, Certificates etc)	<u>£92.00</u>
<i>Subtotal of fees:</i>	<i>£5,440.00</i>
Baptism administration charges	£145.00
Permitted charges	<u>£1,325.00</u>
Total:	£6,910.00

6 Hire of Buildings:

The church and church hall were not in use by church and community groups for part of 2021, but restricted use was started in the autumn for appropriate community activities, some using the church grounds and lawn. Since community hire is the major source of 'trading income', this income stream was greatly reduced in 2021. The Scout Hut is used by a Scout Troop on a fifteen-year repairing lease. They continued to pay the rent although not using the building. Thus, the total income from the community use of buildings was:

Church	£345.00
Church Hall	£3,715.00
Scout Hut	£680.32
Church Grounds	<u>£200.00</u>
	<u>£4,940.32</u>

The value of the Scout Hut has been depreciated to one quarter of the insurance value in 2014 when the current lease started.

7 Other Trading Activities:

Other small activities that contributed to trading include the provision of 'remembrance' items, the use of the church's photocopier through charges for external users (costs not quantified, but taken as office expenses), and the sale of the monthly parish magazine. In 2021, the magazine was printed for some subscribers, but supplied to most on-line. The costs allocated to the magazine are those for the printed inserts: additional costs for photocopying the magazine have not been quantified. Remembrance items are mainly entries in the Book of Memory. Costs are taken as 'cost of trading', note 15.

	Receipts	Costs	Net Income
External use of Photocopier	£141.00	£0.00	£141.00
Monthly Parish Magazines	£474.00	£184.80	£289.20
Remembrance Book and Plaques	<u>£505.00</u>	£486.00	£19.00
	£1,120.00		

The total trading income is £6,060.32, comprising £4,940.32 (note 7) plus £1,120.00.

8 Fundraising for Church and Cost of Fundraising:

The Covid-19 restrictions severely limited fundraising activities in 2021. In particular, there was no sale of Traidcraft goods, normally sold to support the 'fair trade' movement worldwide, and also to raise funds for the church. The remaining stock has been written off because it is now out of date (estimated value £50 at the end of 2020). The usual Summer Fair and 'Three Shires' Music Festival was held in a limited way outdoors. St Hilda's PCC is registered with 'easyfundraising' and 'SmileAmazon' for gifts from on internet sales by registered supporters, currently numbering eighteen. These ventures did not incur any costs charged to the church.

	Receipts
Marmalade Sales	£7.00
Summer Fair/Three Shires Festival	£394.54
'easyfundraising'	£142.07
SmileAmazon'	<u>£24.55</u>
	£568.16

9 Diocesan Parish Share:

The full Parish Share contribution to Birmingham Diocese is the church's largest expenditure. A reduced payment of £40,200 was agreed with the diocese (compared with £47,922 in 2020). This amount was paid in full.

10 Donations to Charities and other Charitable Activities by the Church:

The church regularly supports four charities (Birmingham Diocese Malawi Fund, The Children's Society, Christian Aid, and the Mission to Seafarers) as part of its on-going mission work. The PCC approved the usual sum of £500 to each of its four regular charities in 2021. Because cash-flow difficulties prevented payments to three of these charities in December 2020, these deferred payments were also made in 2021. A Sunday plate collection (£34) was sent to the Mission to Seafarers. The church also adopts one other 'annual' charity for which it raises funds throughout the year: however, no fundraising was possible for an annual charity in 2021 because of Covid-19 restrictions and closures.

The church usually collects items to be sent annually in a container to Malawi through the Birmingham Diocese Malawi Fund and raises money to help finance it: the church is effectively acting as an agent for the Birmingham Diocese Malawi Fund in these transactions, which are excluded from the church accounts. Items were sent in a container in June 2021, at a cost of £72.00. £741.37 is still held in the Agency Account for the next container, due in 2022.

11 Salaries, Wages and Honoraria:

At the start of 2021, the church employed three persons, part time:

- a Lay Pastoral Minister (LPM), three days per week
- a Parish Administrator, (six hours per week)
- a Cleaner, (six hours per week)

The payroll of all employees is administered by the Birmingham Diocese without charge. No other adult person is paid by the church, other than as reimbursement of expenses

The LPM is currently studying part-time for ordination, and the PCC has agreed to extend his employment until the completion of his studies in 2023.

At the start of the year, the Parish Administrator was furloughed under the Government scheme since the church was closed under the pandemic restrictions. At the end of March, the Parish Administrator was made redundant since the level of church activity no longer warranted the post.

The church has been operating without a paid organist/choirmaster throughout the year. Small honoraria are normally paid to members of the Church Choir up to age 18 for attending services and choir rehearsals, but the choir did not operate in 2021.

12 Clergy and Staff expenses:

The church is responsible for transport, telephone and other expenses incurred by the Vicar, its own employees, and laity in the course of their duties for the church. 'Zoom' has been used to hold PCC meetings, some worship services, and weekly 'Zoom coffee meetings': the Zoom licence is paid by the Vicar and reclaimed as part of her expenses.

13 Mission and Evangelism:

Closure of buildings and restrictions on meetings and contacts limited the amount of direct mission work that was possible in 2021. Weekly 'CAMEO' meeting restarted in the autumn, providing a meeting place for senior citizens of the parish. Two initiatives for young people also started in the autumn, 'Little Fishes' for mothers and toddlers, and a small meeting for young people. For donation to charity and support of the Birmingham Diocesan Malawi project see note 10.

14 Church and Site Running Expenses:

This item covers the cost of maintaining and insuring the church building, maintaining the grounds, regular tuning of the organ and piano, worship materials, and other incidentals in the day-to-day operation of the church. Utility costs for the hall (note 15), and one capital item (note 16) are considered separately. The main running expenses for the church were:

Insurance (church building only)	£2,596.08
Site and Church Maintenance	£1,832.99
Telephone, broadband and website	£848.93
Office supplies and photocopying	£948.72
Organ and Piano tuning	£447.00
Church Copyright Licence	£507.58
Worship materials*	£363.99
Subscriptions	£110.00
Electricity	£253.19
Gas	£1,550.99
Other small items	<u>£456.63</u>
Total:	£9,916.10

* Candles, communion elements, palm crosses, church flowers, baptism materials etc

Weekly church flowers are provided by members of the congregation and parish, except for major festivals when donations are made to a Flower Fund, which held £102.61 at year end. £121.59 expenditure is included under 'Worship materials'.

With lower usage of all buildings in 2021, fuel costs were lower for the church than in 2020, and because of existing contracts, the effect of fuel price increases was not felt. Both gas and electricity contracts are due for renewal in 2022. One of the two church gas boilers is not operational, also reducing consumption and cost. Electricity is charged against a single meter for the site, but the hall usage and scout hut usage are separately metered internally: the cost is split pro rata on consumption in the three buildings. The scout hut electricity is recharged to the scout group at cost, the church acting as agent. Church and hall gas usages are separately metered and charged to 'church running expenses' and 'cost of trading', respectively.

Birmingham Diocese holds a Vicarage Redecoration Fund for St Hilda's Church, which it match-funds when used. £100 was transferred to the fund which now holds £250. It is reported under 'Investments' in these accounts, and is not available for alternative use.

15 Cost of Trading:

The main trading activity is the hire of the church hall to community and church groups, and, therefore, the 'cost of trading' arises mainly from the running costs of the church hall. The other items incurred as a trading cost were the printed inserts for the parish magazine and the cost of remembrance items (note 7).

Electricity	£1,136.79	
Gas	£118.34	
Water	£187.91	
Insurance	£1,675.61	
Maintenance	£258.37	Taken from restricted donations for hall maintenance
Cleaning Expenses	<u>£47.66</u>	
Hall Running costs	£3,424.68	
Magazine inserts	£184.80	
Remembrance costs	<u>£486.00</u>	
Total Cost of Trading	£4,095.48	

The income for the church hall from lettings was £3,715.00, giving a net profit of £281.72 on the operation of the Church Hall (compared with a loss of £1,687.47 in 2020).

16 Major Capital Items:

There was no major capital expenditure in 2021 other than the sound desk, which was replaced at a cost of £788.99.

17 Agency Holdings and Bank of Scotland Current Account Reconciliation:

The 'Agency Holding' is money held by the church in its Bank of Scotland current account as agents for other organisations or persons. This does not form part of the church's assets, and, therefore, is excluded from the church accounts. On 31st December 2021 the Agency Holding comprised:

Charity Holding [Birmingham Diocese Malawi Fund]	£741.37
Charity Holding for Annual Charity	£40.00
Statutory Fees	£249.00
Damage Deposits for Church Hall hirers	£550.00
Scout Hut Electricity due [to be charged at cost to Scout Group]	<u>- £0.31</u>
	£1,580.06

The total holding in the Bank of Scotland Current Account on 31st December 2021 is reconciled by the inclusion of the Agency Account as well as the Church Account:

	End 2021	End 2020
Church money in BOS Account	£14,446.42	£6,650.48
Agency holdings in BOS Account	<u>£1,580.06</u>	<u>£788.37</u>
Closing value, Bank of Scotland Account, 31/12/21	£16,026.48	£7,438.85

End of notes

DEPOSIT AND INVESTMENT ACCOUNTS

In 2020, trading in the Property Fund of the Church of England Central Board of Finance (CBF) was suspended soon after the start of the Covid 19 pandemic. Trading resumed late in the year, but with the withdrawal period extended from one month to include a three-month holding period. This was our sole investment account (The Porter-York Fund), and the suspension and longer withdrawal period had caused cash-flow problems in late 2020. It was necessary to use funds from non-restricted deposits accounts to meet cash-flow requirements: this significantly depleted the deposit accounts in 2020. Therefore, in 2021, the PCC resolved to broaden the range of its investment portfolio and increase its deposit holdings, thereby ensuring that sufficient funds would be available at relatively short notice to meet cash-flow requirements and handle any emergencies:

£10,000 was moved from the Porter-York Fund to the current account in January 2021 to provide immediate revenue funds.

£40,000 was moved via the current account to an existing CBF deposit account, CBF 2249D (the 'Ministry Support Account') which held £118.09. This was renamed the 'General Reserve Account'.

£10,000 was moved to a new investment account, held in UK Equity shares with the CBF, on one month withdrawal notice.

The balance of approximately £40,000 was left in CBF Property shares.

The PCC recognised that this arrangement would generate less interest into revenue (the Bank of Scotland current account) than maintaining all the funds in Porter-York property shares, but opted for better access and flexibility to withdraw money.

DEPOSIT ACCOUNTS

DEPOSIT ACCOUNT CBF2126D - CHURCH FABRIC ACCOUNT

A designated account for the additional maintenance of the Church building and site. In 2020, the PCC re-designated this account as 'emergency funds in the current Covid-19 crisis'.

	Credit	Debit	Total
Starting Balance, 1/1/21			£3,434.15
Bank Interest (total over year)	£1.80	-	£3,435.95
Closing Balance, 31/12/21			£3,435.95

DEPOSIT ACCOUNT CBF2142D – CHURCH MUSIC ACCOUNT

A restricted account to cover all aspects of church music, including organ and piano repairs.

	Credit	Debit	Total
Starting Balance, 1/1/21			£861.00
Bank Interest (total over year)	£0.44	-	£861.44
Closing Balance, 31/12/21			£861.44

DEPOSIT ACCOUNT CBF2237D – CHURCH HALL ACCOUNT

This account contains both restricted and designated holdings for the same purpose, maintenance of the Church Hall. Interest is applied to the designated holding. In 2020, the PCC changed the designated portion of this account to 'emergency funds in the current Covid-19 crisis'.

CHURCH HALL ACCOUNT [Designated]

	Credit	Debit	Total
Starting Balance, 1/1/21			£99.52
Bank Interest (total over year)	£0.75	-	£100.27
Closing Balance, Designated, 31/12/21			£100.27

CHURCH HALL ACCOUNT [Restricted]

	Credit	Debit	Total
Starting Balance, 1/1/21			£1,349.21
Closing Balance, Restricted, 31/12/21			£1,349.21

Total closing balance of account (restricted and designated) = £1,449.48

DEPOSIT ACCOUNT CBF2249D – GENERAL RESERVE FUND

An unrestricted account originally to support the spiritual growth of the Church. In 2020 the PCC re-designated this account as 'emergency funds in the current Covid-19 crisis', and was made redundant by emergency withdrawals in 2020. Therefore, it was renamed 'General Reserve Account', and now holds funds transferred from the Porter-York holding in the property fund to provide one-month access.

	Credit	Debit	Total
Starting Balance, 1/1/21			£118.09
From Porter-York Fund (25/5/21)	£40,000	-	£40,118.09
Bank Interest (total over year)	£5.39	-	£40,123.48
Closing Balance, 31/12/21			£40,123.48

DEPOSIT ACCOUNT CBF2251D - GIFTS AND BEQUESTS ACCOUNT

An unrestricted account to hold legacies and large gifts.

	Credit	Debit	Total
Starting Balance, 1/1/21			£42.24
Bank Interest (total over year)	£0.01	-	£42.25
Closing Balance, 31/12/21			£42.25

INVESTMENT ACCOUNTS

INVESTMENT ACCOUNT – CBF PROPERTY SHARES (PORTER-YORK FUND)

An unrestricted account invested in CBF Property Shares arising from two large legacies, to be used at the discretion of the Incumbent and Churchwardens. In 2020, the withdrawal period for CBF Property Shares was significantly increased by introducing a holding period of ninety days prior to withdrawal of funds. Consequently, the holding in this account was reduced in 2021 to provide easier access to the church's investments.

Transactions and Share Holding

	Deposit	Withdrawal	Share Holding
Share Holding, 1/1/21			80,832.58
Transfer to Current Account 26/1/21	-	£10,000	73,037.74
Transfer to Current Account 23/2/21	-	£10,000	65,337.73
Transfer to Deposit Acc. 2249D, 25/5/21	-	£40,000	35,112.55
Share Holding, 31/12/21			35,112.55

Value of the Investment

	Shareholding	Mid-value (£/ share)	Investment value
Opening Investment Value, 1/1/21	80,832.58	129.41	£104,605.44
Closing Investment Value, 31/12/21	35,112.55	147.87	£51,920.93

Interest received [paid to BOS Current Account]

	Shareholding	Dividend (p)	Interest
26/02/21, 4 th Quarter, 2020	80,832.58	1.47	£1,188.24
28/05/21, 1 st Quarter, 2021	65,337.73	1.77	£1,156.48
31/08/21, 2 nd Quarter, 2021	35,112.55	1.57	£551.27
30/11/21, 3 rd Quarter, 2021	35,112.55	1.57	<u>£551.27</u>
Total Income in 2021			£3,447.26

INVESTMENT ACCOUNT – UK EQUITY FUND

An unrestricted account established in August 2021 to give access to funds on a one-month withdrawal period by transfer of £10,000.00 from the Current Account.

Transactions and Share Holding

	Deposit	Withdrawal	Share Holding
Share Holding, 1/1/21			-
Initial purchase of shares 10/8/21	£10,000	-	4,633.06
Share Holding, 31/12/21			4,633.06

Value of the Investment

	Shareholding	Mid-value (£/ share)	Investment value
Opening Investment Value, 10/8/21	4,633.06	215.84	£10,000.00
Closing Investment Value, 31/12/21	4,633.06	222.29	£10,298.83

Interest received [paid to BOS Current Account]

	Shareholding	Dividend (p)	Interest
30/11/21 3 rd Quarter, 2021	4,633.06	1.58	<u>£73.20</u>
Total Income in 2021			£73.20

Total Investment Income

CBF Property Shares (Porter-York Fund)	£3,447.26
CBF UK Equity Shares	<u>£73.20</u>
Total Investment Income	£3,520.46

APPROVAL OF ACCOUNTS

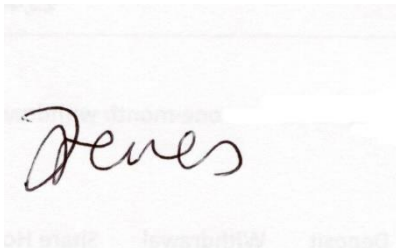
The *Annual Report* as set out on pages 3 to 7 was

prepared by the PCC Secretary
(name withheld with approval of The Charity Commission)

The *Annual Accounts* set out on pages 8 to 17 were
prepared by Dr Terry Daniels as Treasurer of St Hilda's PCC
and examined by Mark J W Jennings, ACA, ICAEW

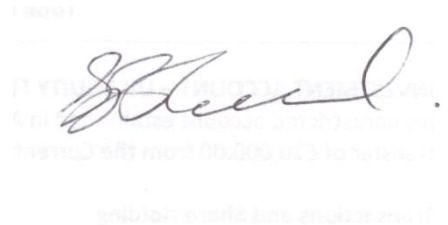
Both Report and Accounts were approved by St Hilda's Parochial Church Council on 31st March 2022

Signed:



Rev Jennifer Ruth Crewes (Chair)

Signed:



Mrs Susan Round (Churchwarden)

Date: 31st March 2022

Date: 31st March 2022

END OF 2021 ANNUAL REPORT AND ACCOUNTS FOR ST HILDA'S PCC, WARLEY WOODS

INDEPENDENT EXAMINER'S REPORT

Report to trustees of St Hilda's Church, Warley Woods
Registered Charity No 1181258

On the Annual Accounts for the year ended 31st December 2021
as set out on pages 7 to 17

Respective responsibilities of trustees and examiner

The trustees are responsible for the preparation of the accounts.

The trustees consider that an audit is not required for this year under section 144 of the Charities Act 2011 ('the Charities Act') and that an independent examination is needed.

It is my responsibility, as Independent Examiner, to:

- examine the accounts under section 145 of the Charities Act,
- to follow the procedures laid down in the general Direction given by the Charity Commission under section 145(5)(b) of the Charities Act, and
- to state whether particular matters have come to my attention.

Basis of independent examiner's statement

My examination was carried out in accordance with 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 seeking explanations from the trustees concerning 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

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

- 1: which gives me reasonable cause to believe that, in any material respect, the requirements to keep accounting records in accordance with section 130 of the Charities Act; and to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities Act have not been met; or
- 2: to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Signed:



Date: 31st March 2022

Mark J W Jennings, ACA, ICAEW
3, Clent Drive, Hagley, Stourbridge, DY9 9LN

Disclosures:

