

**Annual Report and Financial Statements of the
Parochial Church Council of
Wolverhampton St Matthew**
For the year ended 31st December 2023
Charity registration number: 1183263



The Parochial Church Council of Wolverhampton St Matthew Trustees' Annual Report for the year ended 31st December 2023

Charity registration number: 1183263

Objectives and Activities

The Parochial Church Council of Wolverhampton St Matthew (the PCC) has the responsibility of co-operating with the incumbent, the Reverend Matt Hird, in promoting in the ecclesiastical parish, the whole mission of the Church, pastoral, evangelical, social and ecumenical. The PCC is also spiritually responsible for the maintenance of the church.

The PCC is committed to enabling as many people as possible to worship at our church and to become part of our parish community at St Matthew. The PCC maintains an overview of worship throughout the parish and makes suggestions on how our services can involve the many groups that live within our parish. Our services and worship put faith into practice through prayer, scripture, music, and sacrament. Also, through non sacramental activities of hospitality and fellowship we aim to reach non churched members of the community.

Public Benefit

The trustees of the PCC are aware of the Charity Commission's guidance on public benefit in The Advancement of Religion for the Public Benefit and have had regard to it in their administration of the Charity. The trustees believe that, by promoting the work of the Church of England in the Ecclesiastical Parish of Wolverhampton St Matthew it helps to promote the whole mission of the Church (pastoral, evangelistic, social and ecumenical) more effectively, within the Ecclesiastical Parish, and that in doing so it provides a benefit to the public by:

- Providing facilities for public worship, pastoral care and spiritual, moral and intellectual development, both for its members and for anyone who wishes to benefit from what the Church offers; and
- Promoting Christian values and service by members of the Church in and to their communities, to the benefit of individuals and society as a whole.

Reserves Policy

St Matthews reserve policy was reviewed at the PCC meeting held on 22nd November 2021. The reserve fund was set at £13,000 based on the equivalent of 2 months general running at £8,000 with an additional £5,000 to cover emergency building maintenance. This amount is held in a separate designated fund. Other free reserves at 31 December 2023 were £41,157 (2022:£21,230).

Safeguarding

The PCC believe they have fulfilled their duty under section 5 of the Safeguarding and Clergy Discipline Measure 2016 (duty to have due regard to House of Bishops' guidance on safeguarding children and vulnerable adults).

Reporting Serious Incidents

A Serious Incident is an adverse event, whether actual or alleged, which results in or risks significant harm to the charity's beneficiaries, employees, office holders, volunteers or to others who come into contact with the charity through its work, loss of the charity's money or assets, damage to the charity's property or harm to the charity's work or reputation.

The trustees are not aware of any Serious Incidents in the last year.

Fundraising

The PCC takes its fundraising responsibilities seriously and is very grateful to all donors – whether regular or occasional – for their support of the church and church events. PCC supporters are never taken for granted. The PCC take full responsibility for fundraising and do not use commercial organisations or professional fundraisers. All money raised is either by donations, fundraising events, special appeals or legacies for which the PCC are most grateful.

Risk Management

The Church Wardens carry out regular Health and Safety Reviews and regularly inspect premises for potential hazards. We have safeguarding policies in place for child protection and for work with vulnerable adults, including rigorous DBS checking of staff and volunteers. Our insurances are reviewed annually to ensure adequate cover. An informal review of any new risks which may impact the work of the Church in the Parish is ongoing.

Structure, Governance and Management

The PCC is a Body Corporate established by the Church of England and is a Charity registered with the Charity Commission. The PCC is governed by the Parochial Church Council Powers Measure (1956) as amended that came into effect on 2nd January 1957, and the Church Representation Rules (contained in Schedule 3 to the Synodical Government Measure 1969 as amended).

The method of appointment of the PCC members is set out in the Church Representation Rules. The Council comprises the Incumbent, the Churchwardens, a representative of the Readers, those elected to the Deanery Synod, and other members who are elected at the Annual Parochial Church Meeting, by those on the Electoral Roll. The PCC members receive training from courses run by the Diocese. Members of the congregation are always urged to join the Electoral Roll, and to stand for election to the PCC.

The PCC members are responsible for making decisions on all matters of general concern and importance in the parish, and for all financial matters. The PCC usually meet 7 times a year. Given its responsibilities, the PCC delegates the implementation of our vision statement to the Ministry Leadership Team, who share responsibility for day-to-day leadership with the Incumbent and report back to each PCC meeting. In response to the challenges of the pandemic, PCC established a new Finance Action Team to monitor our financial health and implement measures to improve it.

Reference and Administrative details

The Church is situated in East Park Way, Wolverhampton, WV1 2DN and is part of the Deanery of Wolverhampton, in the Diocese of Lichfield. The correspondence address is the Vicarage, 14 Sydenham Road, Wolverhampton, West Midlands, WV1 2NY. Registered charity number 1183263. Our website address is: <https://www.stmatthewswolves.com/>

PCC members who have served from 1st January 2023 until the date this report was approved were:

Ex Officio Members

The Incumbent	The Reverend Matt Hird (Chair)
Curate	Gareth Manser
Churchwardens	Lee Blakemore from 31/03/2019 Jay Coley from 26/05/2021

Deanery Synod Reps	Rebecca Hedger from 16/04/23 Jack Hedger from 16/04/23 Charlotte Taft from 16/04/23
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Elected Members	Rachel Reid secretary - elected member from 26/05/2021 Charlotte Taft until 16/04/23 Chetan Patel from 16/04/23 Chioma Okafor from 24/04/2022 Lynne Lawrence from 24/04/2022 Jo Corkery from 24/04/22 Ann Macmanomy from 24/04/22 Brian Palmer Treasurer until 27/03/23
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Names and addresses of advisers

Bank	Lloyds Bank Queen Square, Wolverhampton, WV1 1RF
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Independent Examiner

Approved by the PCC on 2024 and signed on its behalf by:

.....
Reverend Matt Hird (Chairman)

.....
Rachel Reid (Secretary)

Independent Examiner's report to the trustees/members of The PCC of Wolverhampton St Matthew

Registered charity number: 1183263

I report on the accounts for the year ended 31st December 2023 which are set out on the following pages.

Respective responsibilities of the Trustees and Independent Examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under Section 144 of the Charities Act 2011 (the Charities Act) and that an independent examination is needed.

It is my responsibility

- to examine the accounts under section 145 of the Charities Act,
- to follow the procedures laid down in the General Directions 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 the General Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a "true and fair" view and the report is limited to those matters set out in the statement below.

Independent Examiner's Statement

In connection with my examination, no material matters have come to my attention which gives me cause to believe that in any material respect:

- accounting records were not kept in accordance with section 130 of the Charities Act or
- the accounts do not accord with the with the accounting records

I have come across no other matters in connection with the examination to which attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Signed:  Date: 17/07/2024

Jonathan Hill FCMA CGMA
Lichfield Diocesan Board of Finance
St Marys House, The Close, Lichfield. WS13 7LD

The Parochial Church Council of Wolverhampton St Matthew Financial Statements for the Year Ended 31st December 2023

Accounting Policies

The financial statements of the PCC have been prepared in accordance with the Church Accounting Regulations 2006 using the Receipts and Payments basis.

There may be minor discrepancies in the totals as the pence are not being shown.

Fixed Assets

Consecrated and benefice property is not included in the accounts by s.10(2)(a)&(C) of the Charities Act 2011.

Moveable church furnishings held by the Vicar and Churchwardens on special trust for the PCC and which require a faculty for disposal are inalienable property, listed in the Church's inventory, which can be inspected (at any reasonable time). For anything acquired prior to 2000 there is insufficient cost information available and therefore such assets are not valued in the financial statements.

Description of Funds

Unrestricted funds are income funds of the PCC that are available for spending on the general purposes of the PCC, including amounts designated by the PCC for fixed assets for its own use or for spending on a future project and which are therefore not included in its "free reserves" as disclosed in the trustees' annual report.

Restricted funds comprise of two elements:

- a) income from trusts or endowments which may be expended only on those restricted objects provided in the terms of the trust or bequest
- b) donations or grants received for a specific object or invited by the PCC for a specific object. The funds may only be expended on the specific object for which they were given. Any balance remaining unspent at the end of each year must be carried forward as a balance on that fund. The PCC does not usually invest separately for each fund. Where there is no separate investment, interest is apportioned to individual funds on an average balance basis.

Endowment funds are restricted funds that must be retained as trust capital either permanently or subject to a discretionary power to spend capital as income, and where the use of any income or other benefit derived from the capital may be restricted or unrestricted. Full details of all their restrictions are shown in the notes to the accounts.

The Parochial Church Council of Wolverhampton St Matthew

Financial Statements for the Year Ended 31st December 2023

Receipts and Payments Account

	Unrestricted funds	Designated funds	Restricted funds	Endowment funds	Total funds	Prior year total funds
Income and endowments from:						
Donations and legacies	50,445	966	6,100	—	57,511	53,870
Income from charitable activities	2,246	—	—	—	2,246	3,162
Other trading activities	10,383	—	—	—	10,383	10,828
Investments	421	—	—	—	421	17
Other income	—	—	—	—	—	1,000
Total income and endowments from:	63,495	966	6,100	—	70,561	68,876
Expenditure on:						
Raising funds	150	334	2,229	—	2,714	4,231
Expenditure on charitable activities	44,817	1,209	2,187	—	48,213	50,360
Other expenditure	102	—	—	—	102	36
Total expenditure on:	45,069	1,543	4,416	—	51,028	54,627
Net income / (expenditure)	18,426	(577)	1,684	—	19,533	14,249
Transfers						
Gross transfers between funds - in	6,157	950	3,529	—	10,636	1,673
Gross transfers between funds - out	(4,479)	(2,628)	(3,529)	—	(10,636)	(1,673)
Net income / (expenditure)	20,104	(2,255)	1,684	—	19,533	14,249
Other recognised gains / losses						
Net movement in funds	20,104	(2,255)	1,684	—	19,533	14,249
Total funds brought forward	21,053	20,994	724	—	42,771	28,522
Total funds carried forward	41,157	18,739	2,408	—	62,304	42,771
Represented by						
Unrestricted						
General fund	41,157	—	—	—	41,157	21,053
Designated						
Appeals & Special Projects	—	—	—	—	—	872
Building & Maintenance	—	4,121	—	—	4,121	5,205
Discretionary Fund	—	1,394	—	—	1,394	1,518
Place Of Welcome	—	—	—	—	—	19
Pop In Group Ministry	—	224	—	—	224	93
Reserve Fund	—	13,000	—	—	13,000	13,000
Toddler Group Ministry	—	—	—	—	—	288
Restricted						
Community Events 2023	—	—	319	—	319	—
Easter Event	—	—	—	—	—	48
Easter Event 2024	—	—	1,600	—	1,600	—
POW Restricted fund	—	—	156	—	156	156
Storeroom Renovation	—	—	333	—	333	520

The Parochial Church Council of Wolverhampton St Matthew

Financial Statements for the Year Ended 31st December 2023

Statement of assets and liabilities – 2023

	General	Designated	Restricted	Endowment	This year	Last year
Current assets - Cash at bank and in hand						
Lloyds Current Account -	6,916	4,586	(10,479)	—	1,022	4,661
Lloyds Savings Account -	34,126	14,153	13,912	—	62,192	40,703
Cash in hand -	115	—	—	—	115	115
Totals	41,157	18,739	3,434	—	63,330	45,479
Liabilities - Agency accounts						
Agency collections -	—	—	1,026	—	1,026	2,708
Totals	—	—	1,026	—	1,026	2,708
Grand total	41,157	18,739	2,408	—	62,304	42,771

Statement of assets and liabilities – 2022

	General	Designated	Restricted	Endowment	This year	Last year
Current assets - Cash at bank and in hand						
Lloyds Current Account -	7,595	4,519	(7,453)	—	4,661	7,763
Lloyds Savings Account -	13,518	16,475	10,709	—	40,702	22,631
Cash in hand -	115	—	—	—	115	115
Totals	21,229	20,994	3,255	—	45,479	30,509
Liabilities - Agency accounts						
Agency collections -	—	—	2,532	—	2,532	1,988
Totals	—	—	2,532	—	2,532	1,988
Grand total	21,229	20,994	723	—	42,947	28,521

Fund movement by type - 2023

	Opening	Incoming	Outgoing	Transfers	Gains/losses	Closing
Building - Building & Maintenance						
Designated	5,205	—	1,084	—	—	4,121
Sub-total for Building	5,205	—	1,084	—	—	4,121
Community - Community Events 2023						
Restricted	—	2,000	1,681	—	—	319
Sub-total for Community	—	2,000	1,681	—	—	319
Discretion - Discretionary Fund						
Designated	1,518	—	124	—	—	1,394
Sub-total for Discretion	1,518	—	124	—	—	1,394
Easter Eve - Easter Event 2024						
Restricted	—	1,600	—	—	—	1,600
Sub-total for Easter Eve	—	1,600	—	—	—	1,600
Easter eve - Easter Event						
Restricted	48	—	48	—	—	—
Sub-total for Easter eve	48	—	48	—	—	—
POWRES - POW Restricted fund						
Restricted	156	—	—	—	—	156
Sub-total for POWRES	156	—	—	—	—	156
Parish Ene - Parish Energy Fund						

Restricted	—	1,000	1,000	—	—	—
Sub-total for Parish Ene	—	1,000	1,000	—	—	—
PoW - Place Of Welcome						
Designated	19	—	—	(19)	—	—
Sub-total for PoW	19	—	—	(19)	—	—
Pop in Chr - Christmas Meal Pop I						
Restricted	—	500	500	—	—	—
Sub-total for Pop in Chr	—	500	500	—	—	—
PopInGroup - Pop In Group Ministr						
Designated	93	966	334	(500)	—	224
Sub-total for PopInGroup	93	966	334	(500)	—	224
Projects - Appeals & Special Pr						
Designated	872	—	—	(872)	—	—
Sub-total for Projects	872	—	—	(872)	—	—
Reserve - Reserve Fund						
Designated	13,000	—	—	—	—	13,000
Sub-total for Reserve	13,000	—	—	—	—	13,000
Store room - Storeroom Renovation						
Restricted	520	—	187	—	—	333
Sub-total for Store room	520	—	187	—	—	333
Toddlers - Toddler Group Minist						
Designated	288	—	—	(288)	—	—
Sub-total for Toddlers	288	—	—	(288)	—	—
Warm Welco - Warm Welcome Energy						
Restricted	—	1,000	1,000	—	—	—
Sub-total for Warm Welco	—	1,000	1,000	—	—	—
General - General fund						
Unrestricted	21,053	63,495	45,069	1,678	—	41,157
Sub-total for General	21,053	63,495	45,069	1,678	—	41,157
Grand total	42,771	70,561	51,028	—	—	62,304

Fund movement by type – 2022

	Opening	Incoming	Outgoing	Transfers	Gains/losses	Closing
Building - Building & Maintenance						
Designated	5,205	—	—	—	—	5,205
Sub-total for Building	5,205	—	—	—	—	5,205
Discretion - Discretionary Fund						
Designated	—	—	30	1,548	—	1,518
Sub-total for Discretion	—	—	30	1,548	—	1,518
Easter eve - Easter Event						
Restricted	—	2,000	1,952	—	—	47
Sub-total for Easter eve	—	2,000	1,952	—	—	47
Family mea - Family Meal						
Restricted	200	—	200	—	—	—
Sub-total for Family mea	200	—	200	—	—	—

NHF - Ener - National Hardship Fu						
Designated						
Designated	—	950	950	—	—	—
Sub-total for NHF - Ener	—	950	950	—	—	—
POWRES - POW Restricted fund						
Restricted	225	—	69	—	—	156
Sub-total for POWRES	225	—	69	—	—	156
PoW - Place Of Welcome						
Designated	—	19	—	—	—	19
Sub-total for PoW	—	19	—	—	—	19
PopInGroup - Pop In Group Ministr						
Designated	100	66	73	—	—	166
Sub-total for PopInGroup	100	66	73	—	—	166
Projects - Appeals & Special Pr						
Designated	871	—	—	—	—	871
Sub-total for Projects	871	—	—	—	—	871
Reserve - Reserve Fund						
Designated	13,000	—	—	—	—	13,000
Sub-total for Reserve	13,000	—	—	—	—	13,000
Store room - Storeroom Renovation						
Restricted	—	2,233	1,713	—	—	871
Sub-total for Store room	—	2,233	1,713	—	—	871
Toddlers - Toddler Group Minist						
Designated	132	30	—	125	—	287
Sub-total for Toddlers	132	30	—	125	—	287
ZIP Boiler - Zip Boiler Buy And I						
Restricted	1,328	—	1,328	—	—	—
Sub-total for ZIP Boiler	1,328	—	1,328	—	—	—
General - General fund						
Unrestricted	7,457	63,753	48,309	(1,673)	—	21,229
Sub-total for General	7,457	63,753	48,309	(1,673)	—	21,229
Grand total	28,521	69,052	54,627	—	—	42,947

Fund Descriptions

Designated Funds

Building Maintenance – for the maintenance and upkeep of the church building

Community Events 2023 – grant given by the council to help run events in the community

Discretionary Fund – money to help support the local community e.g. food parcels

Easter Event 2024 – grant given to help run events in the community in 2024

Pop In Group Ministry – donations to help fund outings such as a Christmas Meal

Reserve Fund – part of the PCC's Reserves Policy is to keep £13,000 aside as per note in The Trustees Annual Report

National Hardship Funding – donation from Lichfield Diocese to help with energy costs over the winter.

Restricted Funds

Place of Welcome - received a one-off donation towards ongoing costs of Place of Welcome

Pop In Christmas Meal – grant from the council to support the Pop In Christmas Meal

Parish Energy Fund – grant from the Diocese to help with rising energy costs

Storeroom Renovation – grant for renovating the store room

Warm Welcome Energy – grant from for being Warm Welcome space to cover energy bills

Analysis of Transfer between Funds – 2023

- There was a reorganisation of the designated funds to reflect how the finances are currently managed and create a tidier system moving forward. This included removing Appeals & Special Projects, Toddlers, Place of Welcome (Designated).
- £500 donation from the PopIn into the General fund, as they received funding from the local council for their meal, they agreed to release funds back into the general fund for church.

Analysis of Transfer between Funds - 2022

- The Discretionary Fund was made as a way of putting money aside to help and support the wider community. It is administered by the Vicar in conjunction with the Resource Team.

Analysis of receipts and payments

			Total			
	Unrestricted	Designated	Restricted	Endowment	This year	Last year
INCOME AND ENDOWMENTS						
Donations and legacies						
Gift Aid - Bank	22,881	—	—	—	22,881	22,186
Gift Aid - Envelopes	900	—	—	—	900	290
Other planned giving	16,462	—	—	—	16,462	16,252
Loose plate collections	2,557	131	—	—	2,688	2,256
Toddler Group Donations	665	—	—	—	665	381
Pop In Group Donations	—	835	—	—	835	818
Place Of Welcome Donations	119	—	—	—	119	184
Donations appeals etc	317	—	—	—	317	278
Tax recoverable on Gift Aid	5,645	—	—	—	5,645	5,380
Non-recurring one-off grants	—	—	6,100	—	6,100	5,683
Other funds generated	900	—	—	—	900	161
Total	50,445	966	6,100	—	57,511	53,870
Income from charitable activities						
Fees for weddings and funerals	2,246	—	—	—	2,246	3,162
Total	2,246	—	—	—	2,246	3,162
Other trading activities						
Hub for Grub	40	—	—	—	40	240
Bookstall sales - fund raising	—	—	—	—	—	5
Church hall lettings - fund raising	10,343	—	—	—	10,343	10,553
Miscellaneous sales - fund raising	—	—	—	—	—	30
Total	10,383	—	—	—	10,383	10,828
Investments						
Bank and building society interest	421	—	—	—	421	17
Total	421	—	—	—	421	17
Other income						
Contributions from other churches	—	—	—	—	—	1,000
Total	—	—	—	—	—	1,000
INCOME TOTAL	63,495	966	6,100	—	70,561	68,876

EXPENDITURE

Raising funds

Costs of fetes & other events	150	334	2,229	—	2,714	4,231
Total	150	334	2,229	—	2,714	4,231

Expenditure on charitable activities

Giving to missionary societies	6,372	—	—	—	6,372	3,126
Ministry parish share etc	21,072	—	—	—	21,072	30,514
Working expenses of incumbent	159	124	—	—	283	67
Working expenses of curate	1,080	—	—	—	1,080	230
Vicar's telephone	368	—	—	—	368	128
Education	72	—	—	—	72	249
Church running - insurance	1,653	—	—	—	1,653	1,499
Church office - photocopier	678	—	—	—	678	572
Church - Broadband	630	—	—	—	630	527
Church maintenance	—	1,084	187	—	1,271	8,272
Church cleaning	752	—	—	—	752	73
Church service supplies	1,358	—	—	—	1,358	1,006
Toddler group supplies	78	—	—	—	78	17
Refreshment supplies	204	—	—	—	204	—
Place Of Welcome Supplies	—	—	—	—	—	69
Church equipment	1,050	—	—	—	1,050	—
Church communications	776	—	—	—	776	95
Church running - electric	2,583	—	527	—	3,110	1,364
Church running - gas	5,580	—	1,473	—	7,053	2,282
Church running - water	181	—	—	—	181	122
Church running - waste collection	—	—	—	—	—	151
Governance costs examination/audit fee	174	—	—	—	174	—
Total	44,817	1,209	2,187	—	48,213	50,360

Other expenditure

Other outgoing resources / payments	102	—	—	—	102	36
Total	102	—	—	—	102	36
EXPENDITURE TOTAL	45,069	1,543	4,416	—	51,028	54,627
GRAND TOTAL	18,426	(577)	1,684	—	19,533	14,249