

# **Christ Church** Southborough



## **2024 Report and Accounts for the Parochial Church Council** **of Christ Church, Southborough**

2024 was a year of stabilisation and steady growth after many years of uncertainty. However, towards the end of the year, our Rector, Rev Nick Cornell, accepted the appointment as Archdeacon of Tonbridge and will therefore be leaving us at the end of January 2025. In addition to this the habitable state of the current Rectory was in question and it is likely that this will be sold and a new house locally sourced and bought for the incoming incumbent. Next year will become another year of flux and change!

### **Aims and Purposes**

Christ Church Parochial Church Council (PCC) has the responsibility for cooperating with the incumbent, Rector Nick Cornell, in promoting in the ecclesiastical Parish, the whole mission of the Church; pastoral, evangelistic, social and ecumenical. The PCC is also specifically responsible for the maintenance of Christ Church, the attached Church Hall and Annexe in addition to having a majority ownership of the curate's house at 54 Holden Park Road, Southborough and full ownership of 2 rental properties - 32B London Road in Southborough and 38 Azure Court in Tonbridge.

### **Objectives and Activities**

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 Christ Church. 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 and scripture, music and sacrament.

When planning our activities for the year, we have considered the Charity Commission's guidance on public benefit and in particular the supplementary guidance on charities for the advancement of religion. In particular, we try to enable local people to live out their faith as part of our Parish community through:

- Worship and prayer, learning about the Gospel and developing their knowledge and trust in Jesus
- Provision of pastoral care for people living in the Parish
- Mission and outreach work

To facilitate this work it is important that we maintain the fabric of Christ Church.

## **Reporting Public Benefit**

The "Our Vision" section of the Trustees Report provides a brief summary of the activities undertaken by Christ Church, Southborough to further its charitable purposes for the public benefit. This section of the report also provides confirmation that the Trustees have had regard to the Charity Commission guidance on public benefit and in particular on charities for the advancement of religion, when planning our activities.

The report specifically addresses the two key principles:

1. There must be an identifiable benefit – and the Trustees have explained the activities and benefits which flow from them to the Parish community.
2. The benefit must be to the public, or a section of the public – and the Trustees have explained their commitment to enable as many people as possible to worship and become part of the Parish community.

## **Reference and Administrative Information**

<b>Rector:</b>	Rev Nick Cornell
<b>Clergy – PTO:</b>	Rev Jim Stevens
<b>Licensed Lay Minister:</b>	Sheila Syms
<b>Churchwardens:</b>	Rita Morland Jonathan Taylor
<b>Deanery Synod Representative:</b>	Barbara Bourne Graham Syms

Representation on the Deanery Synod provides the PCC with an important link between the Parish and the wider structures of the Church. Deanery Synod Representatives are elected for a period of 3 years. Elections took place at the APCM in 2023 and therefore Representatives are eligible to serve until May 2026.

<b>Bank:</b>	Lloyds Bank Plc, Tunbridge Wells Branch
<b>Independent Examiner:</b>	Zachary Ramsden, 63 Deakin Leas, Tonbridge, Kent, TN9 2JT
<b>Charitable Status:</b>	The PCC is a corporate body (PCC Powers Measure 1956, Church Representation Rules 2006) and a charity registered with the Charity Commission. Registered Charity Number: 1184093
<b>Web-site:</b>	<a href="http://www.christchurchsouthborough.com">www.christchurchsouthborough.com</a>
<b>Correspondence Addresses:</b>	Christ Church Office Prospect Road Southborough TN4 0EG
<b>Patronage Board includes:</b>	Church Pastoral Aid Society and The Mabledon Trust

## Structure & Governance

### PCC

Members of the PCC are either ex officio or elected by the Annual Parochial Church Meeting (APCM) in accordance with the Church Representation Rules.

The PCC consists of the clergy, the Churchwardens, the Deanery Synod Representatives and the following elected members:

<b>Parish Treasurer:</b>	Lesley Clare
<b>PCC Secretary &amp; Electoral Roll Officer:</b>	Lesley Clare
<b>Representatives:</b>	Judy Stevens

Tony Denyer  
Sue Shrubbs  
Jamie Roddy

In addition to her duties as Churchwarden, Rita Morland is also our Parish Safeguarding Officer.

The PCC are responsible for making decisions on all matters of general concern and importance to the Parish including decisions on how the funds of the PCC are to be spent.

Christ Church PCC met 8 times during 2024 and also made further decisions via e-mail on occasions. Members of the PCC have personal and legal liability for the activities within the Parish. The average attendance at the full PCC meetings was 96%. PCC minutes, once approved by the PCC are displayed on the web-site.

**A Standing Committee** is required under Church Representation Rules and has the power to transact the business of the PCC between its meetings, subject to any directions given by the PCC. The Standing Committee consists of the Clergy, both Churchwardens, PCC Secretary, Treasurer and Administrator. This Committee did not meet during 2024.

**APCM** – the Annual Parochial Church Meeting was held on 28th April 2024 after the Sunday service and was also live-streamed for those who couldn't attend.

**Committees** – committees have been set up to make recommendations to the PCC on specific areas. These committees are:

1. Standing Committee
2. Youth & Children's Work
3. Sundays - Worship/Prayer/Discipleship
4. Life Groups
5. Buildings
6. Lettings/Risk Assessments
7. Finance
8. Mission/Tithe
9. Mission/Outreach
10. Pastoral Care
11. Re-ordering Committee

12.Safeguarding Committee

13.Representation on ACTS Group

## **Safeguarding**

Rita Morland has been appointed as our Parish Safeguarding Officer and she is the first point of call for all safeguarding issues and ensures that all DBS clearances and training are kept up to date. During 2024 there were 30 volunteers with DBS clearances available to do children/youth work or pastoral care. There were 3 new DBS clearances applied for in 2024 and 4 people renewed their DBS.

Every year, parents are asked to complete the parental consent forms for groups, activities, trips and photographs and all children and youth volunteers are issued with a written code of conduct and safeguarding policy. The Church of England Safeguarding Handbook is kept in the vestry and displayed on the main Noticeboard, on the Noticeboard in the office and a summary document given to all volunteers in September. A credit card sized guide, Safeguarding – A Pocket Guide has been issued to all volunteers. We had no reportable Safeguarding incidents during 2024.

The PCC has agreed and are committed to comply with the duty under Section 5 of the Safeguarding & Clergy Discipline Measure 2016 which confirms that we will have regard to the House of Bishop's Safeguarding policies and good practice guidance.

The Safeguarding Committee have adopted the Safer Recruitment requirements and continue to review policies using the Diocesan Dashboard system. We have currently completed Level 1 and almost completed Level 2. All role descriptions have been rewritten. Rita Morland, Nick Cornell, Sue Shrubbs and Jamie Roddy have all completed the Safer Recruitment Training.

Safeguarding is always on the PCC Meeting Agenda and any Diocesan or National developments are discussed. A Lost Child Policy was written specifically for Christ Church.

During 2024, 5 people undertook safeguarding training at Basic Level and 9 at Foundation Level. Nick, Jim, Sheila, Jamie, Rita and Jonathan all completed their Safeguarding Leadership Pathway Course during 2024.

All PCC members have Enhanced DBS clearances.

## **Serious Incident Reporting**

Charities are required to report to the Charity Commission any serious incidents, both safeguarding and non-safeguarding.

The PCC agreed to delegate authority to the Diocesan Secretary to submit safeguarding Serious Incident Reports to the Charity Commission and to the PCC Secretary to submit non-safeguarding Serious Incident Reports.

## **Employees**

During 2024, Christ Church employed three members of staff, Sue Shrubbs, Church Administrator, Clair Tighe, Cleaner and Jamie Roddy as Families & Children's Pastor.

Sue is usually the first point of contact and she ensures the smooth running of the Church, assists the clergy and co-ordinates all aspects of church administration, whilst Clair ensures the Annexe and the Hall are clean and tidy for our hirers and hoovers the church. Jamie's role is to oversee all activities relating to children & youth and to build relationships with the school and the families attending any of the events we put on.

## **Major Risks**

The Trustees consider that major risks have been identified. Those which are not covered by insurance through EIG plc are namely Health & Safety and Child Protection. These topics are reviewed regularly by the PCC.

## **Our Vision**

### **"Faith Building, Bridge Building, Life Building"**

The above "strap line" summarises the vision statement adopted by Christ Church in 2011. These three features are intended to focus all that we do as a Church.

### **"Faith Building"**

***We believe that the Bible reveals God's will by His Spirit and we seek to enable people to understand its true meaning and apply it to their lives as***

***true disciples of Christ. We seek also to create a worship environment in which the reality of God is experienced.***

As a CPAS patronage Parish our tradition is evangelical. We place a high value on biblical preaching, mission and worship. We stand firmly on the authority of the Bible as the revealed Word of God and believe that the Bible speaks to each new generation afresh and the Holy Spirit is at work in our world today.

### **Services**

There is a Sunday morning service every week. The morning services include a monthly All Age Service which sees children and adults remain together with something for everyone and the emphasis on sharing the gospel through fun. Other morning services include Holy Communion and Morning Prayer. There is an evening service once a month for Prayer and Praise which is a reflective type service. This service is preceded by a short act of Holy Communion.

We also have further communion services – on the 4th Sunday, after the main service and in April a 30 minute reflective service including Communion was introduced prior to the All Age Service, on the 1st Sunday in the month.

On average 71 adults attended Sunday morning services each week and 15 children. Live streaming still takes place for all Sunday morning services, with the exception of the All Age Service, which allows for children to be more involved in the service without the fear of them being on camera reflecting our safeguarding policy.

During 2024, 3 adults started attending the church and 6 left, 2 children started attending while 2 left. There are 244 people attached to the church with the age break-down as follows:

Between 0 – 10 years	=	72
Between 11-17 years	=	10
Between 18 – 69 years	=	98
70+ years	=	64

In addition about 30 people watched the services from home and 4 members of the congregation are predominantly “Church at Home” worshippers.

### **Special Services**

During 2024, there were no Baptisms, weddings nor any services of Prayer & Dedication after a civil marriage in the church There were 5 funerals services

held in church, and the clergy also conducted 3 funerals at the Crematorium.

## **Seasonal Services**

### **Christmas**

Leaflets were distributed to the community detailing the Christmas services. These were also advertised on-line.

In addition to the standard weekly services, there were special Christmas services including a Nativity Service at a special Family Church in the afternoon, a Christingle Service as part of the usual Sunday service, an Evening of Favourite Carols and Carols by Candlelight. There was a Christmas Eve Communion and an All-age Christmas Day communion service. A total number of 586 people attended the special services up to 23rd December and 105 people attended the Christmas Eve/Christmas Day services including 105 communicants.

### **Easter**

Easter services were advertised both on-line and via social media. A Maundy Thursday Communion Service was held and two services were held on Good Friday – an All Age service plus a more meditative service of an Hour at the Cross, in addition to the usual service on Easter Sunday. At the All-Age Service there were a number of families who attended including some that had not previously attended our services. The men's singing group sang an anthem at the Easter Sunday service and also at the Pentecost service. 136 people attended Easter services including 105 communicants. The Church was decorated with lilies over the Easter period which had mainly been donated by members of the congregation in memory of a loved one. A weekly Lent challenge was published via the Notice Sheets

### **Hope Explored**

A Hope Explored Course was run in February.

### **Others**

An All Age Harvest Festival was held in church with the produce being donated to the Community Larder and Nourish. This was also our annual Mission Gift Day. During the Harvest Service a number of the congregation joined with the Music Group to sing a John Rutter anthem.



A service was held on Mothering Sunday and posies of daffodils distributed to the ladies in the congregation. In November a Remembrance Sunday service was held where we joined in with the national 2 minutes silence at 11.00 am. Nick, along with other local clergy, held a service of remembrance at the Southborough War Memorial.

### **Clergy/Lay Ministers**

In June, Nick was appointed Associate Archdeacon of Tonbridge which is a newly created role for 2 days per week, working alongside his role as Rector of Christ Church. In this role he will provide support to the Archdeacon of Tonbridge and work as her representative in various matters including pastoral issues, complaints, recruitment, meetings and some project boards. The appointment is for up to 3 years. Due to this appointment, Nick stood down as Area Dean.

However, due to the current Archdeacon relinquishing her role, at the beginning of November, Nick was appointed as Archdeacon of Tonbridge and will start his new role in February 2025.

Rev Jim Stevens (retired) is licensed as Clergy PTO for the Parish and continues to assist with services at Christ Church and during the year also assisted at other churches within the Diocese covering illness and vacancies.

Sheila Syms is a Licensed Lay Minister and also regularly assists in services and in addition provides all the Life Group notes/studies. Michael Wightwick is also a Reader Emeritus at Christ Church.

In July, Simon Whiteside, a self-supporting curate, joined us for a 13 week placement which was extended to 5 months and he left us in November. He involved himself in all aspects of the Church including children's work and Parish administration.

Angie Wright and Kevin Clare both undertook a course held at St Philip's Church in April, May and June called Leading Worship, which will enable them to lead services in church. This involves a 6 week course, an assessment of actually leading a service and completion of the Safeguarding Leadership Training. They will complete all this early in 2025.

Les Padfield undertook some training and an assessment to be able to preach at some services.

A Goodbye Tea Party was held at St Lawrence to say goodbye to Elizabeth & Stephen Hills in the summer to which all at Christ Church were invited.

On 2nd June, Sharon Copestake, Archdeacon of Tonbridge attended Christ Church and was interviewed during the service.

### **Mission**

Christ Church has 5 main missions which it supports both financially and through prayer – Education for Life in Kenya, Sovereign World Trust, Mission Aviation Fellowship (MAF), CrossTeach and Church Pastoral Aid Society (CPAS). A number of smaller charities are also supported throughout the year on an ad-hoc basis. All our 5 main Missions each received £958 from our tithing.

A Mission Gift day was held in October which raised £1,648 for our 5 mission partners – Education for Life £290, MAF £247, Sovereign World Trust £377, CrossTeach £367 and CPAS £367. Glyn & Jane from Education for Life visited us in July and Sam & Abby visited in June to update on their missions and touch base with us.

Every Christmas we make a collection for Education for Life for a specific need at that particular time. In 2024 we raised £536 which was put towards a project to recommission a house previously used for rental to become a stand alone nursery.

In the summer, Max & Genevieve Allen with their 2 children Inayah & Effie, who had been active members of Christ Church for a number of years, moved to Kathmandu in Nepal to work for KISC (Kathmandu International Study Centre) whose mission is *“To be living witnesses of Christ’s love through excellent education.”* During the devastating floods in the country in October which killed over 200 and left many people without homes, KISC was able to assemble and distribute 160 relief packages which Max & Genevieve were actively involved in. £500 from our tithing fund was sent to Max & Genevieve to support them in their work.

We also participated in Operation Christmas Child, operated by Samaritan’s Purse, whereby shoe-boxes filled with presents are sent to children worldwide.

The trend is now that these boxes are donated online but there are still a large number collected in church.

### **Community Larder**

The Community Larder, started in November 2020 as a 6 week project, is still required in the community with the need and number of users constantly rising. The Café after the Larder also continues to thrive.

Patrick Grice has overall responsibility for the Larder and it is going from strength to strength. The Larder received £14,493 in grants and donations during 2024 - £3,333 from Tunbridge Wells Borough Council, £5,500 from Neighbourly, £400 from Churches for Tunbridge Wells, £4,000 from the Tunbridge Wells Community Support Fund, £200 from the Mayor of Southborough's Quiz and £1,060 from private donations.

Many volunteers help at this event either by manning the tables on a Thursday, providing refreshments in the café, or being involved in one of the many pick-ups from supermarkets that are necessary to provide this service to the community. Whilst many of these volunteers are members of our congregation there are also a number of volunteers from other churches and the wider community.

### **Life Groups**

Life Groups continue to be an integral part in the life of the Church and there are currently 5 groups. They are held every fortnight during the day or in the evening to enable people to worship and pray together, explore their faith, ask questions to gain a greater understanding of both the Bible and Christianity and form a closer relationship with God and each other. Many Life Groups also had social meetings during the year.

During Life Groups we had sessions on Paul's 1st and 2nd journeys in Acts, Biblical Prayers and studies on the theme of "Compassionate God". There was also a session on how to tell your testimony to non-Christians. Many thanks to Sheila Syms for faithfully producing the study notes throughout the year.

In April, Les Padfield started a Men's Study Group on a Saturday morning twice a month – called "Toast & Study" which has a steady participant group.

### **Electoral Roll**

At the end of the year there were 128 members on the Electoral Roll. The Electoral Roll Secretary (Lesley Clare) reports the number on the Roll at the time of the APCM (which was 128) and it is this number, given to the Diocese, which is used to calculate the number of representatives we have on Deanery Synod. Electoral Roll additions, deletions and rolling totals are reported at each PCC meeting.

### **Ecumenical Life**

We have strong links to the ecumenical aspect to church life within the borough of Tunbridge Wells. We are a member of Churches for Tunbridge Wells, support the Annual Week of Prayer for Tunbridge Wells and we are a member of the Evangelical Alliance.

The Group Ministry within Southborough called ACTS (Anglican Churches Together in Southborough) comprising ourselves, St Thomas, St Lawrence & St Peter continued to be involved in community events.

### **“Bridge Building”**

***We seek to ensure that the church is a visible and valuable presence in the community by welcoming and serving as many people as we can.***

### **Prayer**

Prayer remains a fundamental role in the ministry of the Parish and is at the centre of all we do. Regular monthly Women and Men’s prayer are held throughout the year. Staff prayers are held every Monday and regularly prayer for members of the congregation. There are always designated people available to pray after the morning services and during the year training was given for more people to be able to provide this service.

The monthly prayer and praise evening service continued and prayer before the morning services continued. The small prayer groups continued to meet through the year and Sue continued to produce the monthly prayer diaries.

Jamie held quarterly prayer meetings for Children & Youth Work.

### **School Governors**

We continue to maintain and strengthen the good relationship we have with our local school – Southborough CE Primary School. During 2024, we had 2 Foundation Governors – Les Padfield and Rebecca Large. Rebecca Large was

approved to run for a second term of office. In addition Rev Nick Cornell is an ex-officio Governor. Lin Hutchinson from St Peter's is also a Foundation Governor.

Nick and Jamie continued to regularly run Collective Worship at the school.

During the year services were held in Church for specific year groups which included parents and there were year group visits by the children as part of their RE lesson. A School Leavers Service was held for Year 6.

### **Friday Lunch Club**

This club runs every Friday with Rita Morland, Judy Stevens & Lesley Grice providing the catering from the church kitchen. This activity is aimed at the elderly in the Parish. The lunches exist for fellowship for the elderly but also to minister to those in their latter years as many attendees are not members of the Sunday congregation. Volunteers provide transport to allow people to attend. Although numbers had started to reduce during the earlier part of the year, there are now around 20/23 people who regularly attend.

### **Tea and Toys**

A term-time toddler group for parents and carers to bring their pre-school children to play in a friendly and safe environment. This provides fun activities with lots of toys and opportunities to sing songs and listen to stories.

These sessions have continued to be extremely popular. A Christmas party was held in December.

## **Youth & Children**

### **Children & Families Pastor**

Jamie Roddy continues as our Children & Families Pastor. During 2024 he attended a Growing Young Disciples Conference for Youth Workers based on the theme of "Christ."

### **Youth Activities**

The Acts 29 Youth Life Group run by Angie Wright, Pole Voisey and Wenonah Bubb continued to meet on a weekly basis in the evening and the Pathfinders Group meet during Sunday morning services. The ACTS Group had a 10-pin bowling evening in the autumn.

Jamie maintains links with Unite (Tunbridge Wells Youth for Christ) and has taken young people to Unite services and music events during the year. He also maintains a link with CrossTeach and assists with leading the Christian Union at Skinners School.

A Jungle Themed Light Party was held on 31st October to celebrate Jesus the Light of the World and give an alternative for parents to trick and treating. This was aimed at primary age children with their parents and it was much appreciated as a safe space during the evening. Over 270 people passed through the doors at this event.

The Noise, a Church Youth Community Project was hosted by New Life Church in Southborough and the youth from Christ Church attended over the three days.

### **Sunday School/JAM/Family Events**

JAM (Jesus and Me) continues every week with the exception of the first Sunday of the month. All children of primary age meet together in the Annexe. The under 5's group also continues. A "Together Time" was introduced for JAM and the under 5s where they sing, learn a memory verse and play games together.

During the August School holidays, children attending services were provided with "Busy Bags" which included activities to do during the service.

### **Toddler Praise**

The numbers at the Toddler Praise Group reduced in 2024 due to many of the children starting school and reluctantly the decision was made in July to pause this group for the foreseeable future.

### **Holiday Club**

A Holiday Club was held in 2024 and run over three mornings – the theme for this was Heroes Academy Club. This was attended by approximately 35 children each day. Not all could attend every day but great fun was had by all. A Holiday Club service was held on the Sunday following the event to share the experiences with the congregation.

## **"Life Building"**

***We believe that we are created to have a relationship with Jesus Christ by His Spirit. We seek therefore to give opportunities for people to discover for themselves the relevance of Jesus in their lives and to demonstrate this through our communal life and care for one another.***

### **Community Events**

Many events took place during 2024, some were focussed on outreach whilst the aim of others is to strengthen the community of the church.

**Coffee** – tea & coffee is served every week after church on Sundays and people are encouraged to stay and chat with other members of the congregation.

**Coffee & Chat** - a small group of predominately women meet every week for a time to enjoy fellowship and chat, coffee and biscuits! This group supported the charity Grassroots Rwanda during the year and from September has been supporting Max & Genevieve in Nepal. They also put on a MacMillan Coffee Morning in October and raised £268.

**Friday Café** – a weekly café designed for parents and carers to come for a chat and coffee prior to picking up their children from school. Due to small numbers this café was put on pause after the summer. The café is still held on specific weeks, eg, in September for the parents of Reception children or where the PTA hold a uniform sale in the church hall.

**Men's Events** – included a couple of Men's Breakfasts, a visit to a "Secret Nuclear Bunker" in Essex and a trip to a Cricket T20 match at Canterbury.

**Men's Curry Nights** – these continue on a monthly basis. Due to no local Restaurant being available the group meet at Junahki in St John's which is a car ride away. Numbers are fairly small but there is a committed group of around 6-10 attendees each month. In December there was a curry evening for both men and women.

**Christmas Fair** – the annual Christmas Fair, organised by Sue Shrubbs, was held again in November. This has always been an event for the community as well as fund-raising and was well supported raising over £2,000. Tony Denyer's men's singing group again provided entertainment during the Fair.

**Harvest** – a Harvest Supper and Quiz was held in October with various dishes of chilli and puddings made by members of the congregation. Over 100 people

attended which included church members and also members of the community.

**Women's Advent Evening** – held in December, this was an evening of meditation with wine and nibbles.

**Women's Weekend Away** – a women's weekend away was held in March at West Watch when a weekend of fun, study, encouragement and reflection was enjoyed by approximately 20 ladies.

**Sunday Lunches** – Judy Stevens has regularly provided Sunday Lunches for the congregation in the Church Hall plus a BBQ in the summer. These have all been extremely well attended.

### **Other Events**

Two Games Evenings were held during the year which were a great success.

Ice Cream Sunday appears to be becoming an annual event and was held in June when everyone enjoyed an ice-cream after the service.

Sue Shrubb, Rita Morland, Lindy Voisey and Jamie Roddy were involved in running Christian camps over the summer holidays.

The Brownie pack continued to meet on a weekly basis.

Little Learning Tree Nursery held a Nativity Service in the church.

Jamie Roddy participated in the annual Ride & Stride event and walked to 19 churches in and around Tunbridge Wells.

### **Pastoral Care**

Where people have not been able to attend church due to sickness, members of the clergy or the Staff Team have visited them to celebrate communion or to pray with them. Many lifts have been provided by members of the congregation to church, church events, hospital appointments and other medical appointments.

### **Bereavements**

Unfortunately during 2024 we had to say goodbye to a number of our current congregation - Colin Clarkson, Jim Walker and Hazel Sterling. Both Colin and



Jim were Readers Emeritus at Christ Church and in their younger years had been highly active in the life of the Church. We will miss them enormously and are thankful for their many, many years of faithful service. Hazel had been a member of our congregation for a number of years and had many friends at church – again she will be greatly missed. As will Stan Waters and Ann Macallum who also died during the year. Prior to Covid both had been regular attenders at Christ Church but had recently had health issues which prevented them from attending.

Collette Marsh also left us during the year. She had previously been the Mayor of Southborough and had attended a service just prior to her death.

Funeral services for all were held in church.

In addition Bobby Waters, a member of the Friday Lunch Club died during the year.

### **Communications**

The Christ Church Facebook page continues which now has 66 followers and services and events are regularly advertised via this medium. The Christ Church, Southborough YouTube Channel also has 151 subscribers. Our Sunday morning services continue to be live-streamed and is watched by around 30 people each week. Regular e-mails are sent to all the people on the church data-base (ChurchSuite) which now totals 154.

We continue to have a weekly notice sheet in addition to notices given out during services and Sue Shrubbs regularly sends round by email anything of interest to the congregation. In addition all information is provided on the web-site.

### **Buildings**

Both the Hall and the Annexe are normally hired out for community use with the Annexe proving to be particularly popular in the community. Although lettings were slightly less than the record year of 2023, they are still extremely high and we have many regular weekly hirers who have been hiring with us for many years.

The properties we own – 32B London Road and 38 Azure Court – are both rented and help to fund the employment of our Children & Families Pastor. Both are managed through Estate Agents Wood & Pilcher.

**54 Holden Park Road** – this house is owned by ourselves (70%) and St Peter's (30%) and historically houses the curate if appropriate. However since Dave & Jane Bubb left in August 2023, the house has been rented on a commercial basis. Again Wood & Pilcher manage this on our behalf.

Wood & Pilcher inspected all our rental properties during 2024 and reported that all are in good order.

**Re-ordering** – the re-ordering project continues to move slowly. The Diocesan DAC Committee visited in the summer to discuss the proposals and the way forward and we are likely to be able to apply for a faculty in 2025.

James Ford from Claque Architects has been appointed as Architect for the Re-ordering project and he has provided plans and drawings. The DAC (Diocesan Advisory Committee for the Care of Churches) visited Christ Church in the summer and generally agreed with our proposals with a number of amendments. We are currently waiting to hear formally from the DAC to see whether we can start to apply for faculties.

**Boiler Fund** – following the gas works last year, the contractors advised us that the 3 domestic boilers which heat the church are starting to fail and will need replacing in the short-term. As they had already failed in December 2023, we made the decision to start a Boiler Fund and ask the congregation for contributions. The target for the works was £13,200 and we reached this by the autumn thanks to the generosity of the congregation. Following lengthy discussions with the Diocese's planning committees, it has eventually been approved that we can instal a new commercial gas boiler and this will be installed in January 2025.

**Fire Inspection** – In January there was a Fire Inspection and from this a number of recommendations were given. This has resulted on the appointment of Graham Syms as Fire Officer. He tests the Fire Alarms weekly and the Emergency Lighting monthly.

**Masonry** – a largish piece of masonry fell from the window by the main door. This was checked and there are no other loose parts of masonry. However, this is awaiting repair.

**Garden of Remembrance** – following a request from a member of the congregation, the Diocese were consulted regarding setting aside some land in the garden to provide a Garden of Remembrance. There are a number of regulations over this and the Architect was asked to quote for him to prepare a faculty including the drawings.

The following upgrades were made or purchased:

- The purple chairs which had originally been purchased for the Annexe but increasingly used in the Hall, were starting to wear at the edges and new seats and backs were bought in a dark blue material to match the chairs in the church and in the hall
- A drone was hired to take a video of the church spire and tower so it can be seen if any repairs are required
- The Lightning Conductor was checked
- The dishwasher, which had been causing the electrics to regularly trip out was examined and the decision made to repair the current dishwasher (required a new PCB and pump) rather than buy a new one
- The External back door was sanded down and repainted
- The Boiler Room Roof was sealed
- Tony Denyer provided a Sound Bar for use with the additional TV in the Annexe
- The trees overhanging Broomhill Park Road were trimmed back
- Tony Denyer provided a report on the state of the trees on Broomhill Park Road
- The Annexe was internally painted
- The gate at Broomhill Park Road was treated and a pillar re-sited so that the bolt is now working
- Mice were sighted in the building but the Pest Control Company have dealt with this
- The Electrical Repairs specified in the Electrical Report for the Quinquennial Inspection took place in January and the Electrical Certificate has been received
- A plug was installed in the corridor outside the office so that the Larder could have a separate freezer for their products

In addition:

- There has been a problem with the rubbish bin on Prospect Road as foxes have been removing food bags from the bin and leaving a mess all over the pavement. The Council were contacted to see if they could put

a cover over the bin but we were told the only thing they could do was remove it!

- Christmas Lights were again put up around the church to light up the area

## **Voluntary Helpers**

The PCC wishes to extend their enormous thanks to all people who have helped in the smooth working of the church and although there are too many voluntary workers across the Parish to mention everyone, it is these people who are the backbone of Parish life. These include service leaders, children and youth workers, flower arrangers, cleaners, our gardener, the music group, life group leaders, providers of tea/coffee, event organisers, sides people/welcomers, people who carry out any pastoral care, people on the prayer teams, those on the reading and prayer rota, plus many others.

We are extremely grateful for everybody's time/skills/efforts during 2024.

## **Stewardship/Financial Review**

A big thank you to the congregation for their generosity and faithful giving to the work of Christ Church over the last year particularly in light of the financial challenges we still continue to face.

Your giving has allowed us to continue to support our Mission partners as well as our own outreach groups within Christ Church. We have also been able to continue the Community Larder which helps so many local families.

The Parish Giving Scheme whereby an external company deals with all the regular direct debits and associated gift aid is working well for us and the majority of our regular givers income comes through this system.

Our total income for 2024 was £181,659 (including restricted funds of £30,843) and our expenses were £152,701 (which included £12,112 of restricted funds) meaning that we made an overall surplus of £28,958. However, our actual operating position is a loss of £4,987 after taking into account income designated for the Larder and for the New Boiler Fund. However, we believe that this is another good achievement as the budgeted loss was £8,626. We were again blessed by some large generous one-off gifts.

Our reserves remain healthy and we have sufficient reserves for 3 to 6 months of expenses. Our reserves policy states that “it would be wise, in case of unforeseen expense or temporary reduction of income, to maintain reserves of unrestricted net current assets, insofar as these are within the PCC’s control, at a level of between three and six months “normal” expenditure, ie, excluding items of large special or project expenditure.”

In addition our Restricted Project Funds now stand at £44,411. (This is money which has been stipulated can only be used for building/lighting/re-ordering projects).

A copy of our independently reviewed accounts for 2024 is available on our website.

The Trustees Report and Financial Accounts adopted by the PCC on 7th April 2025 and approved at the APCM on 11th May 2025.

Signed on behalf of the PCC:

Jonathan Taylor

Rita Morland

**Churchwardens**

Date 7<sup>th</sup> April 2025

**The Parochial Church Council  
of the Ecclesiastical Parish  
of Christ Church, Southborough**

**Charity no 1184093**

**Annual Report and Financial Statements**

**Year ended 31st December 2024**

**CHRIST CHURCH, SOUGHBOROUGH PAROCHIAL CHURCH COUNCIL**

**YEAR ENDED 31ST DECEMBER 2024**

**STATEMENT OF FINANCIAL ACTIVITIES**

	Notes	Unrestricted Funds Year to 31.12.24 £	Restricted Funds Year to 31.12.24 £	Total Funds Year to 31.12.24 £	<i>Unrestricted Funds Year to 31.12.23 £</i>	<i>Restricted Funds Year to 31.12.23 £</i>	<i>Total Funds Year to 31.12.23 £</i>
<b>INCOMING RESOURCES</b>							
Donations and legacies	2(a)	84,154	30,543	114,697	97,729	3,973	101,702
Income from charitable activities	2(b)	23,411	300	23,711	32,317	407	32,724
Investment income	2(c)	43,251	-	43,251	36,041	885	36,926
<b>TOTAL INCOMING RESOURCES</b>		<b>150,816</b>	<b>30,843</b>	<b>181,659</b>	<b>166,087</b>	<b>5,265</b>	<b>171,352</b>
<b>RESOURCES USED</b>							
Charitable activities	3	140,589	12,112	152,701	167,240	4,241	171,481
<b>TOTAL RESOURCES USED</b>		<b>140,589</b>	<b>12,112</b>	<b>152,701</b>	<b>167,240</b>	<b>4,241</b>	<b>171,481</b>
<b>NET INCOMING/(OUTGOING) RESOURCES</b>		<b>10,227</b>	<b>18,731</b>	<b>28,958</b>	<b>(1,153)</b>	<b>1,024</b>	<b>(129)</b>
<b>Transfers between funds</b>		-	-	-	14,760	(14,760)	-
<b>Net movement in funds</b>		10,227	18,731	28,958	13,607	(13,736)	(129)
<b>Balances at 1.1.24</b>		888,634	45,322	933,956	875,027	59,058	934,085
<b>Balances at 31.12.24</b>	10	<b>898,861</b>	<b>64,053</b>	<b>962,914</b>	<b>888,634</b>	<b>45,322</b>	<b>933,956</b>

**CHRIST CHURCH, SOUTHBOROUGH PAROCHIAL CHURCH COUNCIL**

**BALANCE SHEET AS AT 31ST DECEMBER 2024**

		<b>31.12.24</b>			<b>31.12.23</b>		
		<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
		<b>Unrestricted Funds</b>	<b>Restricted Funds</b>	<b>Total Funds</b>	<b>Unrestricted Funds</b>	<b>Restricted Funds</b>	<b>Total Funds</b>
<b>FIXED ASSETS</b>	<b>Notes</b>						
Tangible fixed assets	6	671,400	-	671,400	671,400	-	671,400
<b>CURRENT ASSETS</b>							
Debtors	7	1,142	-	1,142	2,367	-	2,367
Bank	8	255,617	64,053	319,670	258,396	28,869	287,265
		256,759	64,053	320,812	260,763	28,869	289,632
<b>CREDITORS:</b>							
Due within one year	9	29,298	-	29,298	27,076	-	27,076
<b>NET CURRENT ASSETS</b>		227,461	64,053	291,514	233,687	28,869	262,556
<b>CREDITORS:</b>							
Due after more than one year		-	-	-	-	-	-
<b>NET ASSETS</b>		898,861	64,053	962,914	905,087	28,869	933,956
Represented by:							
<b>FUNDS</b>							
Funds		898,861	64,053	962,914	888,634	45,322	933,956
<b>Total</b>	11	898,861	64,053	962,914	888,634	45,322	933,956

Approved by the Parochial Church Council on 7th April 2025 and signed on its behalf by:

Jonathan Taylor

Chair of Trustees

Mr Jonathan Taylor - Churchwarden



**CHRIST CHURCH, SOUTHBOROUGH PAROCHIAL CHURCH COUNCIL**

**YEAR ENDED 31ST DECEMBER 2024**

**NOTES TO THE FINANCIAL STATEMENTS**

**1. ACCOUNTING POLICIES**

The PCC is a public benefit entity within the meaning of FRS102. The financial statements have been prepared in accordance with the Church Accounting Regulations 2006 governing the individual accounts of PCCs together with applicable accounting standards and the Statement of Recommended Practice as the applicable standard to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (SORP(FRS102)).

**ASSETS**

**Consecrated and benefice property**

In so far as consecrated and benefice property of any kind (i.e. the church and vicarage) is excluded from the statutory definition of 'charity' by Section 10(2) (a) and (c) of the Charities Act 2011 such assets are not classified in the financial statements.

**Moveable church furnishings**

These are capitalised at cost and depreciated over their useful economic life other than where insufficient cost information is available. In this case the item is not capitalised, but all items are included within the Church inventory.

**Tangible fixed assets for use by the charity (functional fixed assets)**

Larger items are capitalised and written off over their useful lives. Smaller items are written off as incurred.

Any expenditure on maintenance or improvements on fixed assets is written off as incurred.

**Short term deposits**

These are the cash held on deposit with the Diocese.

**FUNDS**

**Unrestricted Funds**

These represent the income funds of the PCC that are available for spending on the general purposes of the PCC.

**Restricted Funds**

These are income funds that must be spent on restricted purposes and details of the funds held and restrictions provided are shown in the notes to the accounts.

**Endowment Funds**

These 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 income or other benefit derived from the capital may be restricted or unrestricted.

**INCOMING RESOURCES**

The financial statements include all transactions, assets and liabilities for which the PCC is responsible in law. They do not include the accounts of church groups that owe their main affiliation to another body nor those that are informal gatherings of church members.

**Voluntary income and capital sources**

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

Planned giving under covenants or gift aid donations is recognised when received.

Income tax recoverable on gift aid donations is recognised when the related income is recognised.

Grants and legacies to the PCC are accounted for as soon as the PCC is notified of its entitlement and the likely amount due.

Funds raised by church events and activities are accounted for gross, i.e. before any associated expenses.

**Other ordinary income**

Rental from the letting of church premises is recognised when the rental is due.

Parochial fees due to the PCC for weddings, funerals etc. are accounted for when the event occurs.

**Income from investments**

Interest is accounted for when received.

**RESOURCES USED**

**Grants**

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

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

The Diocesan Parish Offer in respect of clergy and diocesan costs are accounted for when paid.

Any additional amounts agreed by the PCC but not paid across as at 31st December are shown as creditors in the balance sheet.

**DEBTORS**

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

**Diocesan Church Repair Fund - Quinquennial Funds**

The Diocesan Church Repair Fund consists of funds designated by the PCC for future repairs.

A contribution rate into the fund is agreed to pay for these repairs. The repairs specified in the survey report are funded by the Diocesan Church Repair Fund. Where insufficient funds are available, a loan (currently interest free) may be obtained from the diocese which is repayable over five years.

**Pensions**

PCC contributes to a pension scheme for its lay staff. Contributions are accounted for as they are paid. Contributions paid in the year were £756 (2023: £ 720).

**CHRIST CHURCH, SOUTHBOROUGH PAROCHIAL CHURCH COUNCIL**

**YEAR ENDED 31ST DECEMBER 2024**

**NOTES TO THE FINANCIAL STATEMENTS**

**2. INCOMING RESOURCES**

	<b>Unrestricted Funds Year to 1.12.24 £</b>	<b>Restricted Funds Year to 31.12.24 £</b>	<b>Total Funds Year to 31.12.24 £</b>	<b><i>Unrestricted Funds Year to 31.12.23 £</i></b>	<b><i>Restricted Funds Year to 31.12.23 £</i></b>	<b><i>Total Funds Year to 31.12.23 £</i></b>
<b>2(a) Donations and legacies</b>						
Donations	65,371	15,013	80,384	75,104	3,973	79,077
Income tax recoverable	14,616	2,297	16,913	17,770	-	17,770
Grants received	4,167	13,233	17,400	4,855	-	4,855
Legacies	-	-	-	-	-	-
	<b>84,154</b>	<b>30,543</b>	<b>114,697</b>	<b>97,729</b>	<b>3,973</b>	<b>101,702</b>
<b>2(b) Income from charitable activities</b>						
Church activities	23,411	300	23,711	32,317	407	32,724
	<b>23,411</b>	<b>300</b>	<b>23,711</b>	<b>32,317</b>	<b>407</b>	<b>32,724</b>
<b>2(c) Investment income</b>						
Property Rental Income	32,219	-	32,219	27,734	-	27,734
Interest	11,032	-	11,032	8,307	885	9,192
	<b>43,251</b>	<b>-</b>	<b>43,251</b>	<b>36,041</b>	<b>885</b>	<b>36,926</b>
<b>TOTAL INCOMING RESOURCES</b>	<b>150,816</b>	<b>30,843</b>	<b>181,659</b>	<b>166,087</b>	<b>5,265</b>	<b>171,352</b>

**CHRIST CHURCH, SOUTHBOROUGH PAROCHIAL CHURCH COUNCIL**

**YEAR ENDED 31ST DECEMBER 2024**

**NOTES TO THE FINANCIAL STATEMENTS**

**3. RESOURCES USED**

	<b>Unrestricted Funds</b>	<b>Restricted Funds</b>	<b>Total Funds</b>	<b>Unrestricted Funds</b>	<b>Restricted Funds</b>	<b>Total Funds</b>
<b>Charitable activities</b>	<b>31.12.24</b>	<b>31.12.24</b>	<b>31.12.24</b>	<b>31.12.23</b>	<b>31.12.23</b>	<b>31.12.23</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
Staff costs	37,042		37,042	35,116		35,116
Utilities	4,238		4,238	11,381		11,381
Insurance	2,737		2,737	2,657		2,657
Parish share	70,044		70,044	66,711		66,711
Repairs & renewals	4,400	1,344	5,744	17,341	485	17,826
Church costs	8,511		8,511	9,292		9,292
Church activities	1,470	8,449	9,919	12,309	513	12,822
Property costs	5,181		5,181	5,062		5,062
Independent examination	750		750	650		650
Mission giving	6,216	2,319	8,535	6,721	3,243	9,964
<b>TOTAL RESOURCES USED</b>	<b>140,589</b>	<b>12,112</b>	<b>152,701</b>	<b>167,240</b>	<b>4,241</b>	<b>171,481</b>

**4. GRANTS - Missionary and charitable giving**

	<b>2024 Unrestricted</b>	<b>2024 Restricted</b>	<b>2024 Total</b>
	<b>£</b>	<b>£</b>	<b>£</b>
Paid to organisations	6,216	2,319	8,535
	6,216	2,319	8,535

Acting as Agent

-

**5. STAFF COSTS AND PAYMENTS TO MEMBERS OF THE PAROCHIAL CHURCH COUNCIL AND RELATED PARTIES**

**Staff costs (excluding clergy)**

	<b>2024</b>	<b>2023</b>
Wages and salaries	36,286	34,396
Employers NI	-	-
Employers pension contributions	756	720
	<u>37,042</u>	<u>35,116</u>

No employees earn more than £60,000.

	<b>Number of employees</b>		
	<b>2024</b>	<b>FTE</b>	<b>2023</b>
Administrator	1.00	0.40	1.00
Youth worker	1.00	1.00	1.00
Cleaner	1.00	0.15	1.00
<b>Total</b>	<b>3.00</b>	<b>1.55</b>	<b>3.00</b>

**Payments to members of the Parochial Church Council and related parties**

None of the trustees have been paid any remuneration or received any other benefits from the Charity (2023 - none).

No trustees' expenses were incurred in the year (2023 - none).

There have been no transactions with persons or entities that are closely connected to the charity or its trustees (2023 - none).

**6. FIXED ASSETS**

	<b>Land and Buildings</b>	<b>Total</b>
	<b>£</b>	<b>£</b>
<b>Cost</b>		
Brought forward	671,400	671,400
Additions	-	-
Carried forward	<u>671,400</u>	<u>671,400</u>
<b>Depreciation</b>		
Brought forward	-	-
In year	-	-
Carried forward	<u>-</u>	<u>-</u>
<b>Net Book Value</b>	<u>671,400</u>	<u>671,400</u>

Property cost £36,400 (70% ownership) was donated by the previous charity at cost. No depreciation is provided as the current value is greater than cost.

**CHRIST CHURCH, SOUTHBOROUGH PAROCHIAL CHURCH COUNCIL**

**YEAR ENDED 31ST DECEMBER 2024**

**NOTES TO THE FINANCIAL STATEMENTS**

<b>7. DEBTORS</b>	<b>Unrestricted Funds</b>	<b>Restricted Funds</b>	<b>Endowment Funds</b>	<b>2024 £</b>	<b>2023 £</b>
Prepayments	366	-	-	366	453
Other debtors	776	-	-	776	1,914
	<u>1,142</u>	<u>-</u>	<u>-</u>	<u>1,142</u>	<u>2,367</u>

**8. CASH AT BANK AND IN HAND**

**2024  
£**                      **2023  
£**

**Bank accounts**

DBF Building Fund	29,577	28,437
DBF Church Repair Fund	23,818	20,958
DBF General Account	8,286	7,967
DBF Tithing Account	14,780	14,211
Lloyds Current Account	6,998	2,859
Lloyds Savings Account	89,161	72,764
Affirmative Deposit Account	138,844	132,137
DBF 54 HPR	8,206	7,932
	<u>319,670</u>	<u>287,265</u>

Of the total, £255,618 is for unrestricted purposes, and £64,052 for restricted purposes.

**9. CREDITORS DUE WITHIN ONE YEAR**

**2024  
£**                      **2023  
£**

Creditors and accruals	18,266	16,970
Tithe	11,032	10,106
	<u>29,298</u>	<u>27,076</u>

Of the total, £29,299 is for unrestricted purposes.

**10. ANALYSIS OF NET ASSETS BY FUND**

	<b>Unrestricted Funds £</b>	<b>Restricted Funds £</b>	<b>Total Funds £</b>
Fixed assets	671,400	-	671,400
Current assets	256,759	64,053	320,812
Current liabilities	(29,298)	-	(29,298)
Fund Balance	<u>898,861</u>	<u>64,053</u>	<u>962,914</u>

**11. FUNDS**

	<b>Balance 1.1.24 £</b>	<b>Movement in Funds Incoming £</b>	<b>Outgoing £</b>	<b>Transfers</b>	<b>Balance 31.12.24 £</b>
<u>Unrestricted funds</u>					
General fund	882,747	150,816	(140,589)	-	892,974
New toys fund	5,887	-	-	-	5,887
	<u>888,634</u>	<u>150,816</u>	<u>(140,589)</u>	<u>-</u>	<u>898,861</u>
<u>Restricted funds</u>					
Friday Lunch Club Fund	911	300	(299)	-	912
Lighting Fund	118	-	-	-	118
Screens	1,530	-	-	-	1,530
Building Project Fund	42,763	-	-	-	42,763
Gift day	-	2,319	(2,319)	-	-
Boiler fund	-	13,731	(1,344)	-	12,387
Larder donations	-	14,493	(8,150)	-	6,343
	<u>45,322</u>	<u>30,843</u>	<u>(12,112)</u>	<u>-</u>	<u>64,053</u>
	<u>933,956</u>	<u>181,659</u>	<u>(152,701)</u>	<u>-</u>	<u>962,914</u>

**Independent Examiner's Report to the Trustees of the  
Parochial Church Council of Christ Church Southborough**

I report to the trustees on my examination of the accounts of the above charity for the year ended 31<sup>st</sup> December 2024.

**Responsibilities and basis of report**

As the charity's trustees, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act"). I report in respect of my examination of the charity's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

**Independent examiner's statement**

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

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

Signed: *Zachary Ramsden*

Name: Zachary Ramsden FCA

Chartered Accountant

63 Deakin Leas, Tonbridge, Kent TN9 2JT

Date: 17<sup>th</sup> April 2025