

NORTHFLEET AND ROSHERVILLE PAROCHIAL CHURCH COUNCIL

England & Wales · Charity number 1185604

Details

Other names	ST BOTOLPH'S, NORTHFLEET AND ST MARK'S, ROSHERVILLE
Status	Registered
Legal form	Other
Registered	2019-10-03
Register	View on the Charity Commission register

Contact

Address
The Vicarage
The Hill
Northfleet
Gravesend
Kent
DA11 9EU

Phone 01474535814

Email martin.fw@icloud.com

Website www.stbotolphnorthfleet.org.uk

Activities

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

Activities: We are church that does a lot work within the community and spreading the word of God.

Classification

- **How:** Other Charitable Activities
- **What:** Religious Activities
- **Who:** Children/young People, Elderly/old People

Geography

- Kent

Finances

Period end	Income	Expenditure	Assets	Employees
2024-12-31	£92,705	£98,572	-	-
2023-12-31	£82,413	£68,113	-	-
2022-12-31	£82,051	£69,640	-	-
2021-12-31	£166,505	£188,512	-	-
2020-12-31	£52,027	£72,714	-	-

Trustees

Name	Role	Appointed
Barbara Osborn		2019-04-07
DAVID EDWARD ROSENTHAL		2022-05-15
ELIZABETH STEEL		2024-04-28
Gill Graves		2019-04-07
LEE COGGER		2024-04-28
Lynn Ruddock		2019-04-07
Marion Fielder-White		2019-04-07
Pauline Hickmott		2019-06-09
Penny Scott-Beaulieu		2019-04-07
Rev GORDON MACBEAN		2023-12-01
SHANE VILDAY		2022-05-15
WALTER JOHNSON-CAULKER		2023-05-21
Wendy Waller		2019-04-07

NORTHFLEET AND ROSHERVILLE PAROCHIAL CHURCH COUNCIL

England & Wales - Charity number 1185604

Accounts

TRUSTEES OF NORTHFLEET & ROSHERVILLE PCC

ANNUAL REPORT & ACCOUNTS 2024

Aims and purposes

Northfleet and Rosherville Parochial Church Council (PCC) has the responsibility of co-operating with the incumbent, in promoting in the ecclesiastical parish the whole mission of the Church, pastoral, evangelistic, social and ecumenical. It also has maintenance responsibilities for the Church and Hall on both sites.

Objectives and Activities

The PCC acknowledged that the year in question would be a new beginning with the appointment Revd Gordon MacBean as the new Vicar for the Parish.

The events committee worked very hard to put on activities throughout the year, which proved to be very successful and allowed the Parish to maintain its income.

Structure, Governance & Management

St Botolph's Church, Northfleet and St Mark's Church, Rosherville are both part of the Diocese of Rochester within the Church of England. The correspondence address is: Northfleet & Rosherville PCC, c/o The Vicarage, The Hill, Northfleet, Kent DA11 9EU.

The PCC is a corporate body established by the Church of England. The PCC operates under the Parochial Church Council Powers Measure. The PCC is a Registered Charity (number 1185604). All PCC members are Charity Trustees.

During the year the following served as members of the PCC –

Rev Gordon MacBean – Priest- in -Charge - Ex Officio – from 2 December 2023

Marion Fielder-White – Reader and Pastoral Assistant – Ex Officio

Wendy Waller – Church Warden – also Deanery Synod member – Ex Officio

Pauline Hickmott – Church Warden – Ex Officio

Sarah Jones – Church Warden – Ex Officio – resigned 28 April 2024

Keith Major – Church Warden May 2021 elected – Ex Officio – resigned 28 April 2024

Gill Graves – PCC Member

Penny Scott-Beaulieu – PCC Member

Barbara Osborn - PCC Member, also Deanery Synod member – Ex Officio

Ann MacLeod – PCC Member

Rosaline Griffiths – LLM – Ex Officio – resigned 28 April 2024

Walter Johnson-Caulker – PCC Member from 21 May 2023

Shane Vilday – PCC Member – elected 15 May 2022

David Rosenthal – PCC Member – elected 15 May 2022

Deborah Coston – Co-opted as PCC Secretary

The full PCC met 6 times during the year, all face to face. If any Committees met between PCC Meetings the minutes of their deliberations were received by the full PCC and discussed where necessary.

Some of the subjects under discussion have been the Lower car park at St Botolph's restricting access to non users of the Church and Hall, Outside Lighting to St Botolph's, Audio System at St Mark's, Electoral Roll, Safeguarding, Organ Restoration Project, Section 11; as well as regular PCC business and care of the fabric of both churches.

PCC Committees

Standing & Finance Committee

This is the only committee required by law. It has power to transact the business of the PCC between meetings, subject to any direction given by the council. This committee also deals with the finance including budgets.

Fabric Committee

This committee deals with the church and hall maintenance and upkeep of the churchyard and curtilage of both churches.

Worship Committee

This includes the worshipping life of the church, Baptism and Confirmation, and courses at Advent and Lent.

Electoral Roll

The Parish electoral roll stands at 121, as reported to the APCM on 28 April 2024

Usual Sunday Attendance

The average Sunday attendance, for the whole of 2024, was 46 adults at St Botolph's and 15 adults at St Mark's.

Address of our Bankers –

Barclays Bank UK PLC

Kingston Branch

Leicester

LE87 2BB

Address of the Independent Examiner –

Martyn Burt

Adventus Accounting Solutions

Ashby Acres

Chapel Lane

Ashby-cum-Fenby

Grimsby

DN37 0QT

CLERICAL REPORT

This is now my first full year as Priest in Charge at the Benefice and it has been a year of settling into the full rhythm of worship and experiencing every part of life in the Benefice. I must start with my thanks to the St Botolph's team Wendy and Pauline the Church Wardens, Marion the Pastoral Assistant and the PCC as a whole. I have been ably supported by Sarah at St Mark's with Lizzie being the Sacristan and Andy taking on the role of Deputy Church Warden.

We have had a busy year, with some successful fund raising, the Organ Refurbishment now officially moving forward with the Faculty and the different stages of the refurbishment of the St Botolph's Church hall taking place from April this year.

We have had a busy year with various celebrations, the consecration of new Sacred Vessels at St Mark's, Baptisms, Weddings, funerals, Civic Services and Red Letter Festival services.

There is a real positivity about the way the Benefice is moving and we are connecting with our community in different ways. Celebrating their 50th Anniversary with The Hill Pharmacy, Northfleet Day, Tuesday Teas and Lunches, Fundraising activities and our monthly Community Mornings at St Mark's and more. The Remembrance Service was very well attended, and we are going to have a more active involvement in leading it next year along with Horlocks.

The verse that we chose has been a great encouragement, and has also been a reminder of God's love for us in all aspects of our lives. John 16:33 "I have told you these things, so that in me you may have peace. In this world you will have trouble. But take heart! I have overcome the world."

Lighting the Community has been a good success. Thanks to Peter Gray for clearing the trees and improving the gardens. Also special mention to Peter Scollard for his team clearing out the rear of the church and behind the halls. Our

Our Confirmation Service was presided at by the Lord Bishop of Rochester, Bishop Jonathan and we had 22 candidates, with 18 from the schools and 4 from our Benefice. There have been the usual Baptisms and weddings, funeral are still down from previous years, but we continue to ensure this ministry carried out well and with compassion.

The landscape of Church matters has seen us deal with Safeguarding issues and the continuing impact of this in both churches. We have addressed these issues with transparency and are always accessible and compassionate to any issues that are brought before us.

We have the joy of a new LLM being licensed on 10th May, Seye Adetunmbi will be ministering at St Mark's Church.

My thanks also to Father Neil Bunker for his continued support in taking the 1st Sunday services at St Mark's from January to March and to continue his ministry is taking the 4th Sunday Services going forward from April and the third Wednesday service. This enables me

to spend more time at St Botolph's and to be able to enjoy more pastoral time with this community.

My thanks also to Father David Scott for covering the 1st Sunday services from November to March whilst I was covering services at St John the Evangelist in Welling. The PCC and church family there

send their thanks and blessings to the PCC and church family here for their kindness in helping them find stability in their interregnum. It is hopeful they will have a priest by the end of this year.

I must make mention of our organists at both Churches, St Botolph's Choir and Bell Ringers. They contribute to our worship tirelessly and have kept up a high standard of worship and their faithful commitment allows us to enjoy a good worship standard. The bell ringers remind the wider community that the Church is still at the centre of the community with their Friday practice and 1st Sunday, Wedding and special occasion ringing like at the Confirmation Service.

The Bible Studies have been a place of growth and the Prayer mornings have provided an opportunity to deepen and enrich our prayer life.

There is a great deal happening in the background of both church communities and my thanks go to those hidden people who come and set things up, prepare the churches for worship and continue to ensure things are ready for action.

We continue to preach the Good News of Jesus in season and out of season, we are reminded that we do all these things inspired by God's Holy Spirit and to show love for our neighbours.

Revd Gordon MacBean

TRUSTEES REPORT FOR ST BOTOLPH'S CHURCH

We joyously began the year with Revd Gordon MacBean in post as Priest in Charge of both churches in our Parish, having been installed at the beginning of Advent 2023.

The ongoing problems of water ingress into our church building was gradually identified and had largely been remedied by December 2024, thanks to the diligence and skill of Trevor, the roofing contractor. This has enabled the Andrew Chapel to be re-instated as an area for peace and prayer, in addition to the Lady Chapel. The church porch roof needs urgent repair and plans are in place to apply for a Faculty for this additional work.

Floodlighting of the churchyard was completed during the year, leading to safe use of the area and the footpath through to Seven Avenues. This was celebrated by 'Son et Lumiere' (sound and light) on November 16th; our thanks to Gordon and to Martin at Hollister's Electricals for this work. Monitored security cameras have been set up in the churchyard for the safety of all.

The churchyard has been cleared of debris and overgrown shrub and Peter Scollard now has this under a continuing programme of maintenance, leading a community workplace team.

During the year various clear up days were held in the Enchanted Garden (adjacent to the Vicarage garden) and the raised area to the south of the church, skirting the main church path.

Notable church festivals took place during Lent, Holy Week and Easter; Harvest in October, Remembrance Sunday in November and an amazing Advent and Christmas which included the Dignity Memorial Carol Service, Salvation Army Carols, together with all our usual services. Messy Church afternoons for parents and children have been held throughout the year. A Northfleet History Day was held in June. The congregation numbers have grown; many Baptisms and one wedding and a Confirmation Service have taken place as we have reached outside our doors into the community. Funerals continue to be taken by Gordon and Marion, but are usually held at the Crematorium or Cemetery.

Always determined to look beyond our own needs, we raised over £600 for KSS Air Ambulance in memory of choir member, Helen Smith, following her tragic accident. £1,000 was raised for Operation Smile, and we raised funds for Macmillan, the Children's Society (Christingle and Mad Hatters Tea Party) Royal British Legion and Salvation Army; our sincere thanks to Shane Vilday, Penny Scott-Bailieu and granddaughter Edie from St Botolph's and Susan Wenman from St Mark's who raised funds through Friends of Kent Churches 'Ride 'n' Stride.

The hall continues to be used as a community space by many organisations throughout the week, and the Hive Hope Food Bank runs from our premises on Wednesdays. Weekends are often taken for hire for private parties. The Tuesday Lunch (2nd Tuesdays) and The Tuesday Tea (3rd Tuesdays) continue, along with 'Who Let the Dads Out' on 1st Saturdays. The hall needs extensive refurbishment and steps have already been taken to plan for this, beginning during the early part of 2025.

We are grateful to David Rosenthal, Revd David Scott and the church choir and to the team of bell ringers who ring on the first Sunday of each month and on special occasions and to Revd David Scott for taking some of our services.

None of the above would be possible without the dedicated and quiet service of our 'church mice' who work in so many unseen ways to ensure that St Botolph's remains a vibrant and safe place for our congregation and community. We are so appreciative of Marion's ministry as a Lay Minister, and remain grateful and proud of all that Gordon does in his ministry with us, and beyond our church, as they both strive to show that God's love is shown and lifted high as we grow his kingdom in this place.

Pauline Hickmott

Wendy Waller

TRUSTEES REPORT FOR ST MARK'S CHURCH

The fabric of the building continues to be in good order. The boiler had a faulty part replaced under warranty (my thanks to Sarah Jones for dealing with this) and the system has been regularly bled by Andy Steele to keep it in good order.

Potters House continue to be our main booking in using the hall and there have been some enquiries over longer term bookings, but nothing has come to fruition yet, but Sarah has kept the hall in good order with willing volunteers ensuring it is opened and closed for various parties and events.

Two of our church members have had to be rehoused due to various difficulties, and they have been able to store items temporarily in our church buildings. They have both managed to find better circumstances and accommodation and are being looked after by their local services.

Our church grounds have been capably looked after by Cliff and the help of many of our church members. There has also been a great generosity in funding this work and I am grateful for the response of the community to this need. We have new church members and a good attendance at our Sunday services.

The Community Days on the first Saturday continue to provide a highlight for the month and we have different people attending. Our MP Lauren no longer attends all of these due to security concerns, but has shown up at a couple of events to keep in touch.

We have replaced 20 chairs that were in a poor state with chairs given from St Botolph's Church hall.

Revd Gordon MacBean

DEANERY SYNOD REPORT

The main topics covered during the above period were.

Deanery Boundaries. Archdeacon Andy spoke about the areas the new Deanery would cover and this includes Northfleet & Rosherville. He also explained why we needed a new Deanery.

Archdeacon Andy also went into confirm that after 12 long and not easy years, he and his wife would be moving to Sheffield to be closer to their family. He stated that his joys during the 12 years have been rejoicing in people and churches growing

He also told us how he was involved in Ashburnham and how it had expanded over the years. Plus the Media says the Church is written off. He disagreed and stated we are relevant and impactful in what we do. We do make a difference.

He stated we have to learn to love and bless the place God has put us in. Bishop Jonathan's three words Change, Serve and Grow were used. He went onto say the Diocese is a challenge and said 'What is God asking of us in this period of a New Year and in the shadow

of Covid?' Archdeacon Andy asked how do we grow when we are a mix of rural, urban, wealth, deprivation and mixed ages. How do we build a community. There is a lot to look into. Every person and church had its own strengths and we need to draw on these strengths to help us so we Change, Serve and Grow with Compassion, Courage and Creativity. He also advised us to look out for opportunities, develop communication regarding help and funding.

We were advised there would be a Service in September 2024 for the new Swanscombe Deanery with Rev. Charlie Lloyd-Evans as its Rural Dean. In December we were advised there would be the first Deanery Synod meeting of the new Deanery on 25 January 2025. I did not attend however I understand it was mainly to meet each other and get a general outline of what the Deanery hoped to achieve. The next meeting is 2 April 2025 which will be attended by Bishop Jonathan who will talk about the vision of the Diocese.

Barbara Osborn

SAFEGUARDING REPORT

The demands for more rigorous safeguarding in churches, which is a good thing, has led to the Safeguarding Officer (Gill) to split the workload with the Deputy Safeguarding Officer (Anne). It was agreed by Rev Gordon Macbean and then agreed at a PCC meeting that the safeguarding work will be shared ie we now have two safeguarding officers. Although Gill and Anne have separate duties, they will continue to meet regularly (often weekly) and share all information. Gill will continue to work with the church leaders regarding any concerns regarding the welfare of all those who attend our churches, liaising with Rochester Safeguarding Team as necessary. Gill has improved the safeguarding board at the back of the church and will constantly review it. We have added a table for leaflets (eg regarding abuse in the home) which people can help themselves to.

Developing the dashboard is ongoing; we are currently working on level 2. Rev. Gordon is helping us with ensuring the policies and voluntary role descriptions are presented to the PCC and approved by the PCC annually. Anne has constructed a rolling programme of policy reviews, documents and procedures in consultation with the incumbent. As new roles evolve, new role descriptions will be written eg Anne has written a role description for the Tower Captain. All who have a role will be included in the process.

I am so grateful that Anne has taken on the work of ensuring that those who are required to have an in-date DBS and also have passed required courses which are renewed three yearly. All documentation must be shown to Anne who keeps the record now. Following an incident when the choir was singing in a public place, an addition to our policy on media (eg taking and posting photos in church etc) has been to work with the choir leader on protecting the choir at outside events eg the general public taking photos without permission. The choir now have forms on which they can give, or not give, consent for their photo (or on video) to be taken and their names to be published.

Gill Graves SO

Report to St Botolph's Tower

In January 2023, I was contacted by Marion Fielder-White, Lay Reader at St Botolph's, who had several members of the congregation interested in learning to ring the bells. I invited them to one of my regular tied bell practices at St George's, Gravesend and two ladies appeared in February. On Friday, 10 March 2023, I hosted an introductory session at St Botolph's, which was attended by four eager recruits. Two more joined us in the coming weeks and we had six new recruits to teach.

It wasn't all plain sailing, with Lee getting entangled in the rope and ending up in the Accident Book. I also had the challenge of teaching Leila & Reza, Iranian asylum seekers who had joined the congregation, when English was not their first language and my Farsi was non-existent. Somehow, we made progress with demonstrations, hand gestures and new technical bellringing terms becoming mainstream (shuffle shuffle, twizzle/sizzle, etc).

In May, the King's Coronation gave us the excuse to 'Ring for the King' in several local towers (Swanscombe, Northfleet, Gravesend, Milton-next-Gravesend & Shorne), which gave our learners the opportunity to ring on bells in different towers and meet other ringers. Additionally, we rang for the St Botolph's CEP School Leavers' Service, the Summer Fete, Remembrance Service and Rev MacBean's Induction.

Sadly, we lost Helen in May, following a fatal traffic accident. She was an enthusiastic ringer, even though her progress to handle a bell safely was much slower than everyone else. We all learn new skills at different speeds and Helen was making progress.

Having lost Helen, we gained Amanda & Vicky who continue to make good progress. In all things, the more you practice, the more you progress. This is especially true of those who able to come regularly to Gravesend and other towers.

Amanda, Lee, Louise & Penny have reached the requirement to be admitted to membership of the Kent County Association of Change Ringers (KCACR). Reza & Leila had been proposed for membership, but left the area before their application could be ratified.

I am proud of the progress made by the band over the past 21 months and am grateful to other local ringers for their support in making this happen, notably Hazel & Ian from Gravesend. The band can now confidently ring for Sunday services by themselves and have begun ringing for the '1st Sunday' services.

Keith Tolputt

Co-Ringing Master, St George's Gravesend

RISK MANAGEMENT

With the opening of churches following lockdown, Risk Assessments have been drawn up for both churches in the Parish based on the regulations laid down by the Church of England and Rochester Diocese, and are being strictly adhered to, ensuring that safety is paramount to the congregation and clergy alike and that our duty of care for each other is paramount.

The PCC has complied with the duty under section 5 of the Safeguarding and Clergy Discipline Measure 2016 (duty to have regard to House of Bishops' guidance on safeguarding children and vulnerable adults).

Approved by the Parochial Church Council and signed on its behalf by:

Revd Gordon MacBean

A handwritten signature in black ink, appearing to read 'Gordon MacBean', written in a cursive style.

Chair of PCC

10 April 2025

**The Parish of
Northfleet & Rosherville**

**Financial Statement
Of the
Parochial Church Council**

Year ended 31 December 2024

Bankers

Barclays Bank plc

Registered Charity in England & Wales mo: 1185604

Statement of Receipts & Payments

Prepared for Northfleet & Rosherville Parochial Church Council: 1/1/2024 to 31/12/2024 (compared with 1/1/2023 to 31/12/2023)*

	Unrestricted	Restricted	Endowment Expendable Endowment Capital	Total	Prior Total*
Donations and Legacies	31,270.78	3,340.45		34,611.23	
Income from Fund Raising	4,883.43	1,486.27		6,369.70	
Botolph's Organ Renovation Fund Donations		5,158.47		5,158.47	
Charitable Activities	3,172.00			3,172.00	
Other Trading Activities	23,733.00			23,733.00	
Investments	3,456.65		89.28	3,545.93	
Other Incoming Resources	5,114.25	11,000.27		16,114.52	
Total income and endowments	71,630.11	20,985.46	89.28	92,704.85	82,412.72
Church Maintenance	22,710.33	11,000.27		33,710.60	
Church Major Repairs	10,170.00			10,170.00	
Church Running Costs	20,983.67	1,407.58		22,391.25	
Church Utility Bills	4,128.61			4,128.61	
Energy Expenses	7,499.55			7,499.55	
Diocesan Parish Contribution	9,000.00			9,000.00	
Oil & Other Buildings Running Costs	8,018.67			8,018.67	
Mission Giving & Donations	762.08	2,258.50		3,020.58	
Other Payments	580.57	52.00		632.57	
Charitable Activities					
Total expenditure	83,853.48	14,718.35		98,571.83	68,113.20
Receipts	71,630.11	20,985.46	89.28	92,704.85	82,412.72
Payments	83,853.48	14,718.35		98,571.83	68,113.20
Transfers between funds	2,434.50	-2,434.50			
movement in funds	-9,788.87	3,832.61	89.28	-5,866.98	14,299.52
<i>Balance funds brought forward</i>	150,083.79	22,642.87	5,779.02	189,625.70	175,326.18

Statement of Receipts & Payments

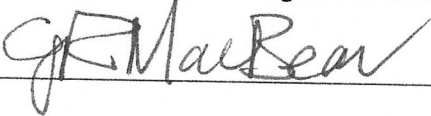
Prepared for Northfleet & Rosherville Parochial Church Council: 1/1/2024 to 31/12/2024 (compared with 1/1/2023 to 31/12/2023)*

	Unrestricted	Restricted	Endowment Expendable	Endowment Capital	Total	Prior Total*
Capital funds carried forward	140,294.92	26,475.48	5,868.30	11,120.02	183,758.72	189,625.70

STATEMENT OF ASSETS AND LIABILITIES

Cash Funds	2024	2023
Business Current Account	8161.88	10075.62
Building Saver Account	44271.99	43615.88
General Saver Account	74591.85	78427.48
Rochester Diocesan Board of Finance	42785.23	41802.23
Endowment Funds	16174.77	16085.49
	<u>185985.72</u>	<u>190006.70</u>
Less		
Cheques not presented	0.00	0.00
Other Creditors - See Notes	-2227.00	-381.00
Plus items not Credited	0.00	0.00
	<u>183758.72</u>	<u>189625.70</u>
 Parish Funds		
Unrestricted -		
General Fund	140294.92	158648.51
Restricted Funds	26475.48	14078.15
Endowment Funds	16988.32	16899.04
	<u>183758.72</u>	<u>189625.70</u>

Approved by the PCC and signed on its behalf by -



Dated - 30-4-25

** amounts are detailed in the Notes to the Accounts

adventus accounting solutions

Supporting Charitable Organisations

30 April 2025

Independent Examiner's report to the Member/Trustees of Northfleet & Rosherville PCC

I report on the accounts for the year ended 31 December 2024 which are set out on the pages following.

Respective responsibilities of the Trustees and Independent Examiner

The church's trustees are responsible for the preparation of the accounts. The church's trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to

- Examine the accounts under section 145 of the 2011 Act;
- Follow the procedures laid down in the General Directions given by the Charity Commissioners section 145(5)(b) of the 2011 Act; and
- 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 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 2011 Act; or
 - to prepare accounts which accord with these accounting records 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.

Yours sincerely



Martyn Burt

B.Sc.(Hons), ACMA, CGMA

adventus accounting solutions

Ashby Acres

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Grimsby

DN37 0QT

e-mail: martyn.burt@btinternet.com or adventusaccounting@btinternet.com

Telephone: 07523 6229679

NOTES TO THE ACCOUNTS

Creditors

General Fund

The Accounts are based on a Receipts and Payments basis.

Other Creditors

50/50 Club - £251.00 monies held pending quarterly draw

St Mark's Church Centre car park - £30.00 relates to deposits made in respect of car park notices made by hall users; the amount is repayable.

St Botolph's Hall Deposits - £100.00 relates to hall booking in 2025

St Botolph's Car Park - £500 deposit for two parking places by local firm

Fees due to Diocesan Board of Finance - £1346

Debtors

General Fund

St Botolph's Hall usage - £770.00

St Mark's Church Centre usage - £2434.00

Related Party Transactions

No payments, other than reimbursements of 'out of pocket expenses, were made to PCC Members.

Employees

The PCC employs one person who cleans both church halls

Northfleet & Rosherville Projects

This fund holds a balance of £8443.19 which the PCC has designated as follows –

Parish Website - £2500.00

St Mark's Church Centre –

Alarm - £1200.00

Tabernacle - £576.00

St Botolph's Church & Hall –

Car Park - £1500.00

Hall Refurbishment £1822.46

Queens Jubilee £844.73

Legacies

This fund holds the sum of £79.41 which is the balance of Marion Sawyer legacy.

The Parish of St Botolph, Northfleet and St Mark, Rosherville

Accounting Policies

Accounting convention

The financial statements of the PCC will be prepared in accordance with the Church Accounting Regulations 2006 and section 145 of the Charities Act 2011 and that an Independent examination is required.

The accounts will be prepared on a Receipts and Payments basis and will include all monetary transactions, assets and liabilities for which the PCC can be held responsible in law. They do not include the accounts of other Church groups that owe an affiliation to another body, or those that are informal gatherings of Church members.

Incoming resources

Planned Giving, Collections, Donations, Tax Refunds are recognised when they are received. Grants and Legacies are accounted for when the PCC is legally entitled to the amounts received. All incoming resources are accounted for gross.

Interest

Interest will be accounted for upon receipt of the Bank/Diocesan statement. Where interest has been applied to the Buildings Saver Account and General Saver Account, it will be recorded in the General Fund ledger.

Resources expended

Grants and Donations are accounted for when paid over. All other expenditure is recognised when it is incurred and is accounted gross.

Bank Charges

Bank charges are accounted for upon receipt of the Bank Statement and are to be accounted for in the General Fund.

Bank Accounts

The Business Current Account will be used in respect of –

All receipts which are due to the PCC. These can be made by deposits at a Branch of the Bank, Electronic Credits and Transfers from other Bank Accounts held in the name of the PCC.

Payments made by the PCC, will be made by way of a cheque, standing Order to the Payee, Direct Debit or Transfer to other Bank Accounts held in the name of the PCC

The Buildings Saver Account will hold Restricted and Designated funds as agreed by the PCC and will be recorded in the relevant Ledger account(s). Receipts and Payments to this account will be made via the Business Current Account.

The General Saver Account will hold Restricted and Designated funds as agreed by the PCC and will be recorded in the relevant Ledger account(s). Receipts and Payments to this account will be made via the Business Current Account.

Funds will be held with the Rochester Diocesan Board of Finance in respect of the following Building Maintenance Ledger Funds –

St Botolph's Church, St Botolph's Hall, St Mark's Church Centre. Receipts and Payments made to the Fund will be agreed by the PCC

Reserves Policy

The PCC has agreed that it will hold the sum equal to three months income as a reserve. Following Quinquennial Inspections on both churches the PCC will review the amount held in its reserves.

When a large donation or legacy has been received, the PCC has the right to hold some or all such sums in reserve for a period of up to 12 months, while they consider how to use the money. When making their decision on how to use any such donations or legacies, the PCC will abide by the policy of not holding more than three months income as reserve.

Fixed Assets

Movable church furnishings held by the Vicar and Church Wardens on special trust for the PCC and which require a faculty for disposal are inalienable property, listed in the Church Inventory, This inventory can be inspected at any reasonable time.

Budget Setting

The annual budget, for the forthcoming year, will be agreed by the PCC at their November meeting. The budget will include general running costs, ministry and mission, donations to Charities, Church Activities, including children's ministry, worship and choir, staff costs and extraordinary items of expenditure.

Fund Reporting

The PCC reports the assets which it holds as follows –

Unrestricted

General Fund – these funds are used to fulfil the aims of the Charity and are used for the day to day running of St Botolph's Church & Hall and St Mark's Church Centre.

St Botolph's Church Repair Fund – this fund is held by the Diocese and is to be used for the maintenance of the Church, following the Quinquennial Inspection.

St Botolph's Hall Repair Fund – this fund is held by the Diocese and is used for the maintenance of St Botolph's Hall.

St Mark's Church Centre – this fund is held with the Diocese and is to be used for the maintenance of the Church, following the Quinquennial Inspection.

Organ Renovation – The PCC agreed that the legacy received from the estate of the late R Waugh should be set aside for the Organ Renovation.

Northfleet & Rosherville Projects – Designated funds for a specific project are held in this fund.

Legacies – where a legacy is received, it will be held in this fund until such time that the PCC have agreed with beneficiary's family as to how the funds are to be spent.

Restricted –

Mission & Charities – monies raised by special collections e.g. Christingle Service, are held in this account pending remittance to the relevant charity.

Children's Work –

Who let the Dads Out – The purpose of this account is to record the funds received and spent in relation to this project.

Children's Work – The purpose of this account is to hold funds which can be used for Children's work within the Parish.

Choir – Funds held in this account are for the use of Choir equipment.

Flowers – Monies can be donated to pay towards the cost of the purchase of flowers in Church and the surplus is held in this fund.

Fr Cyril Showers Memorial Fund – The collection/donations in memory of Fr Cyril Showers are held in this account. Half of which will be sent to St Thomas & Guy's Hospital Trust and the remaining half to be used in the Parish.

Rosherville School Trust – The charitable objects of this Trust are for 'The Education of Children & Adults or Children only of Labouring, Manufacturing and other poorer classes in Rosherville'. The funds were originally held with the Kent Reliance BS and during 2018 the account was closed and the balance transferred to the PCC's Bank Account. The Trustees of the Trust are the Vicar and Church Wardens of St Mark's Rosherville.

Tower Bells – This account is used to record donations which are held for future projects relating to work on the Tower Bells.

Endowment Funds –

Smith Trust – The capital and income on this trust are to be expended for such religious purpose in the Parish as the Priest-in-Charge and Church Wardens of St Botolph's Church shall, in their absolute discretion, think fit. The Capital sum of 253 units is held in CBF Investment Fund account. Unspent Income is held in a Lloyds Bank account. The valuation of 253 units held with CBF Investment Funds as at 31 December 2024 was £5719.14

N Siddon Charity Fund – This fund is designated 'For the relief of the aged poor' in the Parish as the Priest-in-Charge and Church Wardens of St Botolph's Church shall, in their absolute discretion, think fit. The Capital sum of 259 units is held in a COIF Investment Fund account. Unspent income is held in a Barclays Bank Account, The valuation of the 259 units as at 31 December 2024 was £5139.86

Eliza E Smith Charity Fund – This fund is designated 'for the relief of the aged poor' in the Parish as the Priest-in-Charge and Church Wardens at St Botolph's Church shall, in their absolute discretion, think fit. The Capital sum of 161.62 units is held in a COIF Investment Fund account, Unspent income is held in a Barclays Bank Account. The valuation of 161.62 units at 31 December 2024 was £3207.35

FINANCIAL REVIEW

Income from the Hall hirers and giving in general both decreased giving an Unrestricted Income of £70000

Expenditure increased to £83000. The Parish Contribution made to the Diocese remained at £9000 for the year.

Items that are to be spent in 2025 – total replacement and relaying of St Botolph's Church porch roof to allow for decoration and putting back of the notice boards. New windows in St Botolph's Hall, replacement of Hall boiler, redecoration of St Botolph's Hall in the summer. Grants for some or all of this work will be submitted prior to works being carried out.

The balance in the General Fund has been increasing year on year with £7653 added this year making a total of £91026 at 31 December 2024

Clearly the Parish Finances are in good shape, but the PCC still needs to have careful management of its assets.

adventus accounting solutions

Supporting Charitable Organisations

30 April 2025

Independent Examiner's report to the Member/Trustees of Northfleet & Rosherville PCC

I report on the accounts for the year ended 31 December 2024 which are set out on the pages following.

Respective responsibilities of the Trustees and Independent Examiner

The church's trustees are responsible for the preparation of the accounts. The church's trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to

- Examine the accounts under section 145 of the 2011 Act;
- Follow the procedures laid down in the General Directions given by the Charity Commissioners section 145(5)(b) of the 2011 Act; and
- 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 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 2011 Act; or
 - to prepare accounts which accord with these accounting records 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.

Yours sincerely



Martyn Burt

B.Sc.(Hons), ACMA, CGMA

adventus accounting solutions

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Chapel Lane

Ashby-cum-Fenby

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DN37 0QT

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Telephone: 07523 6229679

NORTHFLEET AND ROSHERVILLE PAROCHIAL CHURCH COUNCIL

England & Wales - Charity number 1185604

Accounts

**TRUSTEES OF NORTHFLEET
& ROSHERVILLE PCC**

**ANNUAL REPORT &
ACCOUNTS 2023**

Aims and purposes

Northfleet and Rosherville Parochial Church Council (PCC) has the responsibility of co-operating with the incumbent, in promoting in the ecclesiastical parish the whole mission of the Church, pastoral, evangelistic, social and ecumenical. It also has maintenance responsibilities for the Church and Hall on both sites.

Objectives and Activities

The PCC acknowledged that the year in question would again be a difficult year, following the untimely death of Father Cyril in October 2022 and the Parish being in an Interregnum.

The events committee worked very hard to put on activities throughout the year, which proved to be very successful and allowed the Parish to increase its income.

Structure, Governance & Management

St Botolph's Church, Northfleet and St Mark's Church, Rosherville are both part of the Diocese of Rochester within the Church of England. The correspondence address is: Northfleet & Rosherville PCC, c/o The Vicarage, The Hill, Northfleet, Kent DA11 9EU.

The PCC is a corporate body established by the Church of England. The PCC operates under the Parochial Church Council Powers Measure. The PCC is a Registered Charity (number 1185604). All PCC members are Charity Trustees.

During the year the following served as members of the PCC –

Rev Gordon MacBean – Priest- in -Charge - Ex Officio – from 2 December 2023

Marion Fielder-White – Reader and Pastoral Assistant – Ex Officio

Wendy Waller – Church Warden – also Deanery Synod member – Ex Officio

Pauline Hickmott – Church Warden – Ex Officio

Sarah Jones – Church Warden – Ex Officio

Keith Major – Church Warden May 2021 elected – Ex Officio

Lynn Ruddock – PCC Member – resigned 19 December 2023

Gill Graves – PCC Member

Penny Scott-Beaulieu – PCC Member

Barbara Osborn - PCC Member, also Deanery Synod member – Ex Officio

Ann MacLeod – PCC Member

Rosaline Griffiths – LLM –Ex Officio

Walter Johnson-Caulker – PCC Member from 21 May 2023

Shane Vilday – PCC Member – elected 15 May 2022

David Rosenthal – PCC Member – elected 15 May 2022

Deborah Coston – Co-opted as PCC Secretary

The full PCC met 6 times during the year, all face to face. If any Committees met between PCC Meetings the minutes of their deliberations were received by the full PCC and discussed where necessary.

Some of the subjects under discussion have been the Website, Lower car park at St Botolph's restricting access to non users of the Church and Hall, Electoral Roll, Safeguarding, Organ Restoration Project, Section 11 and Parish Profile for new Incumbent; as well as regular PCC business and care of the fabric of both churches. No major decisions were made pending the appointment of a Priest in Charge.

PCC Committees

Standing & Finance Committee

This is the only committee required by law. It has power to transact the business of the PCC between meetings, subject to any direction given by the council. This committee also deals with the finance including budgets.

Fabric Committee

This committee deals with the church and hall maintenance and upkeep of the churchyard and curtilage of both churches.

Worship Committee

This includes the worshipping life of the church, Baptism and Confirmation, and courses at Advent and Lent.

Electoral Roll

The Parish electoral roll stands at 120, as reported to the APCM on 21 May 2023

Usual Sunday Attendance

The average Sunday attendance, for the whole of 2023, was 46 adults at St Botolph's and 18 adults at St Mark's.

Address of our Bankers –

Barclays Bank UK PLC

Kingston Branch

Leicester

LE87 2BB

Address of the Independent Examiner –

Martyn Burt

Adventus Accounting Solutions

Ashby Acres

Chapel Lane

Ashby-cum-Fenby

Grimsby

DN37 0QT

CLERICAL REPORT

Ministry Report during Parish Interregnum 2023

Marion Fielder-White reports on behalf of the Parish

In my conversations with Fr Cyril during his terminal illness he wanted us to fulfil all the plans, to go on reaching out into the community, to hold the services and events that he had so looked forward to with such enthusiasm. There was to be no period of mourning with events cancelled. And so with much sadness we attempted to fulfil the legacy that he had started, as we began 2023 without Fr Cyril.

Less than four months after Fr Cyril's death we were shocked at the sudden death on 10th February 2023, of Revd Joe King, who for some 16 years had been our Honorary Curate before his retirement from our Parish in 2022. It was a privilege to have had Joe as part of our team, church and community and he is deeply missed. Many from the Parish attended his funeral at his parish church in Essex where he and his wife had retired to.

We are an amazing Team; we couldn't have got through the past year without each other, sharing faith and worship, sadness and tears and laughter too. Sincere thanks are due to the four Church Wardens, the PCC, our congregations, and our wider Community.

Services have continued seamlessly with help from Revd Michael Payne and Revd Charlie Lloyd -Evans for St Botolph's School at the weekly Eucharist services at school and in St Botolph's Church. Marion has led weekly worship at Rosherville Primary School and supported them at their occasional services at St Mark's. She also visited Northfleet Nursery (who also held celebration services at St Mark's) and has welcomed Lawn School and 'Little Explorers' to St Botolph's for Worship and activities. A Confirmation Service with Bishop Simon was held in March at St Botolph's Church, attended by candidates from Rosherville Primary and St Botolph's Primary Schools. The annual 'Northfleet Civic Service' was held at St Botolph's in September, attended by the Mayor and Mayoress of Gravesham.

Our sincerest thanks are due to Revd David Scott for taking most of the Sunday services (and all the Baptisms!) at St Botolph's, with occasional help from Revd Liz Chapman, the Archdeacon (Andy Wooding Jones) and Revd Philip Davies (Chaplain at Huggens College) who took our Maundy Thursday and Easter Dawn services as well as the only wedding in September. St Mark's welcomed Revd Neil Bunker to take their Sunday and mid-week services and sincere thanks are due to him and to Rosaline Griffiths (LLM) at St Mark's.

Revd Nigel Bourne (Area Dean) gave unending support and encouragement, wise words and advice during the year and chaired some PCC meetings and the 2023 AGM. To Nigel and all of those in our Deanery and beyond who kept faith with us through prayer and kindness we say 'thank you'.

We have continued to build stronger links with the Parish Community, building God's kingdom in our area. – St Mark's monthly 'Coffee Mornings', St Botolph's monthly 'Tuesday Lunch' and 'Tuesday Tea' with opportunities for net working at Parish events, including the 'Northfleet Day' in June. The monthly 'Who Let the Dads Out' held in St Botolph's Hall is a highlight for families and we work

together with hall hirers to build our links in the area. Our regular events give opportunities to join together and raise the profiles of our two churches and we thank the Events Team for their work.

Ongoing at the end of 2023 are the Organ Restoration Project and the leaking roof in the porch and North and South Aisles at St Botolph's Church.

During the summer the Parish Profile was written and after interviews in September the Revd Gordon MacBean was joyfully appointed as Priest-in-Charge, taking up his ministry at the Licensing Service on 2nd December 2023.

Marion Fielder-White Lay Minister

St Botolph's and St Mark's, Northfleet and Rosherville 31st December 2023

TRUSTEES REPORT FOR ST BOTOLPH'S CHURCH

Since Epiphany 2023 so much once again has happened:

January - A very quite month catching up from the busy December.

February/March - On 27th February we had our Section 11 meeting with Arch Deacon Andy.

April - We had a good response to our Easter celebrations with Philip from Huggens College presiding on Maundy Thursday and the Dawn service on Easter Sunday. We did have the hall boiler checked on Maundy Thursday to be told if it failed parts are no longer available so the cost would be over twenty thousand pounds! Fingers crossed it still carries on working. Our Parish profile was being put together by a group of P.C.C. members. On April 22nd we joined in with The Big Local to celebrate Northfleet Day in and around our Church.

May - On 6th we celebrated the Coronation of King Charles III; our newly formed and trained (thanks to Keith Tolputt and his team) bellringing team took part in 'Ring for the King' and St Botolph's bells rang our across Northfleet once more. The Coronation Bank Holiday clear up of the churchyard was amazingly supported. A Memorial Eucharist Service and an unveiling of a Reading Chair at St Botolph's School in Memory of Father Cyril took place.

June - We saw the vicarage vacated and given back to the parish. On June 14th our Visitation Service was held at Christ Church Gravesend.

July - Our Enchanted Garden was destroyed in parts and a fire took place. The advertisement went out and our Parish Profile was distributed for a new Vicar.

August - There was a fire in our Parish at Rose Street with six houses being severely damaged. We had a fund raising campaign to help each family.

September - Our school children returned not only attending their first school assembly at St Botolph's Church but to be part of the interviewing panel to interview the applicants for our new vicar.

October - 2nd October we had an announcement given out at our church on behalf of Bishop Jonathan to tell us that the Revd Gordon MacBean had accepted the position in our Parish. The renovations in the Vicarage were started by a team from the Diocese. P A T testing took place.

November - Saw Father Gordon and his family move into the vicarage.

December - We have travelled from Epiphany to Advent, and witnessed the Licensing of our new Priest In Charge Revd Gordon MacBean on 2nd December 2023. We welcomed him and his family over a weekend of celebration.

We had our Fire Safety check also this month which was fine.

Ongoing all year; our Church Mice carry on cleaning gutters, polishing pews, washing linen, filling candles with oil, lifting boxes up and down, writing pew sheets, emptying buckets which collected the rain water through our roof, arrange flowers through the year and for the festivals. Our cleaner, Julie Frost, keeps our community hall clean for all the groups that use it. These Church Mice keep our church going. We are so thankful for all the time they give up for us, the St Botolph's Church Family.

Wendy Waller and Pauline Hickmott St Botolph's Church Wardens.

TRUSTEES REPORT FOR ST MARK'S CHURCH

At the beginning of 2023 Chubb Heating replaced the faulty fan radiator in the main church area. The system had to be fully drained and refilled. All radiators throughout the entire system were bled and the system is now working efficiently.

In February we took delivery of a Gravesham Borough Council trade waste bin, as the increase in hall users was generating a lot more rubbish.

In April, following the problems we had been experiencing with our blocked toilets and drains, investigation showed that they were blocked with plant roots. The work to clear the roots was completed by C S Drainage at a cost of £260.

Following the Coronation of King Charles III, the designated volunteer day was very well supported. We had 8 volunteers help clean up the church grounds, including mowing, weeding, and cutting back bushes.

The PCC agreed to the purchase of a printer for the vestry at St Mark's. This has been installed and we are now printing our own pew sheets and other church items as required.

On Thursday 4th May, St Mark's was used as a Polling Station from 6 am to 10 pm. This brings many people from the local area into the church and provides a service to the community.

At the beginning of June, the old fluorescent light tubes in the chair cupboard were replaced with new LED light tubes.

We had professional gardeners come and clear the church grounds, which was paid for by donation. Since then, we have purchased a new lawn mower and extension lead and have had two more clean up days keeping the grounds looking much tidier.

At the end of July, the vicarage was vacated. With the agreement of the Arch Deacon, we arranged for the collection and disposal of some large items which needed to be disposed of. This was paid for by the Arch Deacons discretionary fund. We also managed to rehome other items, chairs, filing cabinets etc., to the parish of South Gillingham, who donated £100 to parish funds.

In August Mark Trevett, the Diocesan Surveyor, inspected the vicarage. He advised us that the main gate leading to the vicarage should be locked to stop the illegal access of residents using it as a thoroughfare to Fountain Walk and for parking. As this is an emergency access route, we have liaised with the Kent Fire & Rescue. They advised we should use a combination lock and give them the code. This has now been purchased and is in place. All emergency services have been informed of the code. We have also contacted the council to see if they will reinstate the small yellow gate which used to be at the Fountain Walk end of the vicarage drive.

Other work required to the vicarage is now being carried out by the Diocese. Some work has already been done: the clearing of the garden and the draining down of the heating system (an insurance requirement for an empty property).

In September our boiler was serviced, and a liquid inhibitor was added to the system to keep debris and corrosion to a minimum.

In November the wardens did a litter pick of the grounds and tidied the area around the war memorial prior to our Remembrance service. We also do regular litter picks of the church ground as people are constantly throwing their rubbish in there.

At the end of November there was an attempt to remove the lead from the Kitchen roof. Although unsuccessful, some damage was caused which was repaired by A Wise Roofing at a cost of £110.

Keith Major and Sarah Jones

Church Wardens

DEANERY SYNOD REPORT

The Deanery Synod met on 13 June 2023. We were informed that we were in a Poly Crisis and facing many challenges including movement of ministers and loss of staff.

Rev Trudi Oliver advised us there is a Ministry Experience Course for 18-30 yr olds plus other schemes to help with queries/questions from young people speaking to you about their vocations and calling to the Ministry.

Rural Dean Nigel Bourne confirmed he has enquired into Self Defence courses but had received no response, this was in regard to a Safeguarding question from Fr Michael Payne. We were advised of the figures from the Hearing and Speaking God's Word Courses that run from Nov 21 - June 22 were
14 people did the 1st course
8 people did the 2nd course
It was deemed this was successful and will be run again from Oct 23 - Jan 24.

The Deanery Synod met again 24.10.23.

Gravesend Daytime Hub:

Vicki Clark spoke about how local churches initiatives are helping the homeless thru Faith in Action

The Hub works in conjunction with The Sanctuary.

It uses the same core staff to get to know the people

The Hub offers basic needs, breakfast and laundry

People are signposted to help available plus Housing Dept and Addiction info

The Hub provides a safe place for all, there's usually 25-40 people per drop in session

The Community Police work with them

The Hub needs £56k a year to run

We were asked to keep places like The Hub in our thoughts when arranging our Outreach funds.

Ebbsfleet Development

Arch Deacon Andy Wooding-James reminded us all of Bishop Jonathan's 3 words

CHANGE SERVE GROW

He asked how do we adjust to the change coming. The Way marked out is 'Opportunities and Challenges

Ebbsfleet is a 15 year development 2015-2030 consisting of 15k homes and 40k people
Only 3.5k homes have been built so far. The development includes 2 schools Alkerden and Rosherville.

Churches Together is emerging and Charlie Lloyd-Evans is running that.

If only 1% of the 40k are church goers that's 400 people.

How do we do this with no resources?

Arch Deacon Andy said prayers are needed

Election of Officers
Lay Chair Bob Moreton
Secretary Deborah Costen
Treasurer Jan Beckett
Lay Place (till Aug 24) Peter Harris
Clergy Place Rural Dean to ask Jim

Barbara Osborn and Wendy Waller – Deanery Synod Representatives

SAFEGUARDING REPORT

Due to the sad death of our vicar, Cyril Showers, our churches have been through a time of change. At the end of the year our new vicar, Gordon MacBean, was appointed through the correct process of 'Safer Recruitment'. Both churches welcomed Gordon and his family in December. I have met with Gordon to introduce myself as the Safeguarding Officer.

This year I resigned as the Lead Recruiter for DBS compliance. Unfortunately, the person who was to replace me was unable to continue due to pressures at home. This was a worrying time but, thankfully, a new Lead Recruiter and also a Deputy Recruiter came forward and will update the DBSs as required by C of E safeguarding rules.

The Deputy Safeguarding Officers, ie Rosaline and Anne Dennis, have been working with me on the Parish Dashboard which has been an interesting and often challenging task; Level One was completed and a Safeguarding Folder was placed in both the church offices. In this folder is a new Risk Assessment which must be read, checked and signed for each event. As before, the Church Wardens or Leader of the event must check through the risk assessment and sign it off before the event goes ahead.

At present we do not work with unaccompanied children in the churches but we must be ready to ensure excellent, required safeguarding practice is in place should the situation change next year.

Anne and I attended a lovely service at Rochester Cathedral in the summer and a very enjoyable gathering afterwards in the grounds.

As always, I am very grateful for all the support I receive.

Gill Graves

Safeguarding Officer

RISK MANAGEMENT

With the opening of churches following lockdown, Risk Assessments have been drawn up for both churches in the Parish based on the regulations laid down by the Church of England and Rochester Diocese, and are being strictly adhered to, ensuring that safety is paramount to the congregation and clergy alike and that our duty of care for each other is paramount.

The PCC has complied with the duty under section 5 of the Safeguarding and Clergy Discipline Measure 2016 (duty to have regard to House of Bishops' guidance on safeguarding children and vulnerable adults).

Approved by the Parochial Church Council and signed on its behalf by:

Revd Gordon MacBean

Chair of PCC

4 April 2024

The Parish of

Northfleet & Rosherville

Financial Statement

Of the

Parochial Church Council

Year ended 31 December 2023

Bankers

Barclays Bank plc

Registered Charity in England & Wales no: 1185604

Northfleet & Rosherville Parochial Church Council Statement of Financial Activities (Receipts & Payments) January 1, 2023 to December 31, 2023 (compared to January 1, 2022 to December 31, 2022)

	Unrestricted	Restricted	Endowment	Total	Prior Total	Difference	% Change
Receipts							
Income and Endowments							
Income from Charitable Activities	10,149.00			10,149.00	3,891.00	6,258.00	161%
Income from Donations and Legacies	36,868.71			36,868.71	37,356.97	-488.26	-1%
Income from Fund Raising	6,916.54			6,916.54	7,234.90	-318.36	-4%
Income from Other Trading Activities	22,906.70			22,906.70	24,451.45	-1,544.75	-6%
Investment Income	2,605.82		244.35	2,850.17	583.46	2,266.71	388%
Other Incoming Resources	2,721.60			2,721.60	8,532.81	-5,811.21	-68%
Total Receipts	82,168.37	0.00	244.35	82,412.72	82,050.59	362.13	0%
Payments							
Expenditure							
Charitable Activities	919.15	500.00		419.15		419.15	
Church Maintenance	2,093.34	830.00		2,923.34	3,662.17	-738.83	-20%
Church Major Repairs	226.39			226.39	11,445.03	-11,218.64	-98%
Church Running Costs	24,705.59	3,856.00		28,561.59	19,378.83	9,182.76	47%
Church Utility Bills	1,341.82			1,341.82	3,426.83	-2,085.01	-61%
Clergy Expenses	3,919.31			3,919.31	4,097.25	-177.94	-4%
Diocesan Parish Contribution	9,000.00			9,000.00	6,000.00	3,000.00	50%
Hall & Other Buildings Running Costs	12,187.21			12,187.21	7,242.72	4,944.49	68%
Hall Major Repairs					7,728.48	-7,728.48	-100%
Mission Giving & Donations	9,193.57			9,193.57	3,946.81	5,246.76	133%
Other Payments		340.82		340.82	2,712.32	-2,371.50	-87%
Total Payments	63,566.38	4,526.82	0.00	68,113.20	69,640.44	-1,527.24	-2%

Northfleet & Rosherville Parochial Church Council

Statement of Financial Activities (Receipts & Payments)

January 1, 2023 to December 31, 2023 (compared to January 1, 2022 to December 31, 2022)

	Unrestricted	Restricted	Endowment	Total	Prior Total	Difference	% Change
All Receipts	82,168.37	0.00	244.35	82,412.72	82,050.59	362.13	0%
All Payments	63,586.38	4,526.82	0.00	68,113.20	69,640.44	-1,527.24	-2%
Net Movement in Funds	18,581.99	-4,526.82	244.35	14,299.52	12,410.15	1,889.37	15%
Total Funds Brought Forward	140,066.52	18,604.97	16,654.69	175,326.18	162,916.03	12,410.15	8%
Total Funds Carried Forward	158,648.51	14,078.15	16,899.04	189,625.70	175,326.18	14,299.52	8%

STATEMENT OF ASSETS AND LIABILITIES

Cash Funds	2023	2022
Business Current Account	10075.62	3867.54
Building Saver Account	43615.88	43205.89
General Saver Account	78427.48	77688.12
Rochester Diocesan Board of Finance	41802.23	35351.36
Endowment Funds	16085.49	16654.69
	<u>190006.70</u>	<u>176767.60</u>
Less		
Cheques not presented	0.00	-1238.42
Other Creditors - See Notes	-381.00	-729.00
Plus items not Credited	0.00	526.00
	<u>189625.70</u>	<u>175326.18</u>
Creditors **	0.00	-1236.97
Dedtors **	3643.00	4878.11
	<u>193268.70</u>	<u>178967.32</u>
Parish Funds		
Unrestricted -		
General Fund	98870.63	87574.13
Designated Funds	63420.88	52492.39
Restricted Funds	14078.15	18604.97
Endowment Funds	16899.04	16654.69
	<u>193268.70</u>	<u>175326.18</u>

Approved by the PCC and signed on its behalf by -

Revd Gordon MacBean

Dated - 4 April 2024

** amounts are detailed in the Notes to the Accounts

NOTES TO THE ACCOUNTS

Creditors

General Fund

Independent Examiner, reviewing and reporting on 2023 Accounts £280.00

St Botolph's Church Gas for December £419.72

St Botolph's Hall Gas for December £178.88

St Mark's Church Centre for December £186.41

Gravesham Borough Council Trade Waste for December St Botolph's £30.75

Gravesham Borough Council Trade Waste for December St Mark's £17.25

Redemptorist for December Pew Sheets £7.65

The above amounts will be accounted for in the 2024 accounts

Other Creditors

50/50 Club - £251.00 monies held pending quarterly draw

St Mark's Church Centre car park - £30.00 relates to deposits made in respect of car park notices made by hall users; the amount is repayable.

St Botolph's Hall Deposits - £100.00 relates to hall booking in 2024

Debtors

General Fund

St Botolph's Hall usage - £548.45

St Mark's Church Centre usage - £1753.00

Income Tax Recoverable in respect of Gift Aid claim for £2300.00 being £575.00

These amounts will be accounted for in the 2024 accounts

Related Party Transactions

No payments, other than reimbursements of 'out of pocket expenses, were made to PCC Members.

Employees

The PCC employs one person who cleans both church halls

Northfleet & Rosherville Projects

This fund holds a balance of £9567.19 which the PCC has designated as follows –

Parish Website - £2500.00

St Mark's Church Centre –

Alarm - £1200.00

Tabernacle - £900.00

Silverware - £800.00

St Botolph's Church & Hall –

Car Park - £1500.00

Hall Refurbishment £1822.46

Queens Jubilee £844.73

Legacies

This fund holds the sum of £79.41 which is the balance of Marion Sawyer legacy.

The Parish of St Botolph, Northfleet and St Mark, Rosherville

Accounting Policies

Accounting convention

The financial statements of the PCC will be prepared in accordance with the Church Accounting Regulations 2006 and section 145 of the Charities Act 2011 and that an Independent examination is required.

The accounts will be prepared on a Receipts and Payments basis and will include all monetary transactions, assets and liabilities for which the PCC can be held responsible in law. They do not include the accounts of other Church groups that owe an affiliation to another body, or those that are informal gatherings of Church members.

Incoming resources

Planned Giving, Collections, Donations, Tax Refunds are recognised when they are received. Grants and Legacies are accounted for when the PCC is legally entitled to the amounts received. All incoming resources are accounted for gross.

Interest

Interest will be accounted for upon receipt of the Bank/Diocesan statement. Where interest has been applied to the Buildings Saver Account and General Saver Account, it will be recorded in the General Fund ledger.

Resources expended

Grants and Donations are accounted for when paid over. All other expenditure is recognised when it is incurred and is accounted gross.

Bank Charges

Bank charges are accounted for upon receipt of the Bank Statement and are to be accounted for in the General Fund.

Bank Accounts

The Business Current Account will be used in respect of –

All receipts which are due to the PCC. These can be made by deposits at a Branch of the Bank, Electronic Credits and Transfers from other Bank Accounts held in the name of the PCC.

Payments made by the PCC, will be made by way of a cheque, standing Order to the Payee, Direct Debit or Transfer to other Bank Accounts held in the name of the PCC

The Buildings Saver Account will hold Restricted and Designated funds as agreed by the PCC and will be recorded in the relevant Ledger account(s). Receipts and Payments to this account will be made via the Business Current Account.

The General Saver Account will hold Restricted and Designated funds as agreed by the PCC and will be recorded in the relevant Ledger account(s). Receipts and Payments to this account will be made via the Business Current Account.

Funds will be held with the Rochester Diocesan Board of Finance in respect of the following Building Maintenance Ledger Funds –

St Botolph's Church, St Botolph's Hall, St Mark's Church Centre. Receipts and Payments made to the Fund will be agreed by the PCC

Reserves Policy

The PCC has agreed that it will hold the sum equal to three months income as a free operating reserve. This is an amount in the region of £20,000. At the end of 2023 the total free reserves was £95,200 which exceeds the reserves policy. However, although free reserves are significantly higher than the reserves policy there may be some additional calls upon some of this money towards Quinquennial inspections work as well as urgent roof repairs and a potential £20,000 contribution towards a Heritage Lottery Grant application to make the church watertight and a further £20,000 to support a further grant application for the renovation of the organ. Following these works on both churches the PCC will review the Reserves Policy again as the PCC do not wish to see unallocated free funds accumulate without justification.

Fixed Assets

Movable church furnishings held by the Vicar and Church Wardens on special trust for the PCC and which require a faculty for disposal are inalienable property, listed in the Church Inventory, This inventory can be inspected at any reasonable time.

Budget Setting

The annual budget, for the forthcoming year, will be agreed by the PCC at their November meeting. The budget will include general running costs, ministry and mission, donations to Charities, Church Activities, including children's ministry, worship and choir, staff costs and extraordinary items of expenditure.

Fund Reporting

The PCC reports the assets which it holds as follows –

Unrestricted

General Fund – these funds are used to fulfil the aims of the Charity and are used for the day to day running of St Botolph's Church & Hall and St Mark's Church Centre.

St Botolph's Church Repair Fund – this fund is held by the Diocese and is to be used for the maintenance of the Church, following the Quinquennial Inspection.

St Botolph's Hall Repair Fund – this fund is held by the Diocese and is used for the maintenance of St Botolph's Hall.

St Mark's Church Centre – this fund is held with the Diocese and is to be used for the maintenance of the Church, following the Quinquennial Inspection.

Organ Renovation – The PCC agreed that the legacy received from the estate of the late R Waugh should be set aside for the Organ Renovation.

Northfleet & Rosherville Projects – Designated funds for a specific project are held in this fund.

Legacies – where a legacy is received, it will be held in this fund until such time that the PCC have agreed with beneficiary's family as to how the funds are to be spent.

Energy Support Costs – The Diocese awarded the Parish a grant, one off, for the sum of £3874 to support the cost of energy bills.

Restricted –

Mission & Charities – monies raised by special collections e.g. Christingle Service, are held in this account pending remittance to the relevant charity.

Children's Work –

Who let the Dads Out – The purpose of this account is to record the funds received and spent in relation to this project.

Children's Work – The purpose of this account is to hold funds which can be used for Children's work within the Parish.

Choir – Funds held in this account are for the use of Choir equipment.

Flowers – Monies can be donated to pay towards the cost of the purchase of flowers in Church and the surplus is held in this fund.

Fr Cyril Showers Memorial Fund – The collection/donations in memory of Fr Cyril Showers are held in this account. Half of which will be sent to St Thomas & Guy's Hospital Trust and the remaining half to be used in the Parish.

Rosherville School Trust – The charitable objects of this Trust are for 'The Education of Children & Adults or Children only of Labouring, Manufacturing and other poorer classes in Rosherville'. The funds were originally held with the Kent Reliance BS and during 2018 the account was closed and the balance transferred to the PCC's Bank Account. The Trustees of the Trust are the Vicar and Church Wardens of St Mark's Rosherville.

Tower Bells – This account is used to record donations which are held for future projects relating to work on the Tower Bells.

Endowment Funds –

Smith Trust – The capital and income on this trust are to be expended for such religious purpose in the Parish as the Priest-in-Charge and Church Wardens of St Botolph's Church shall, in their absolute discretion, think fit. The Capital sum of 253 units is held in CBF Investment Fund account. Unspent Income is held in a Lloyds Bank account. The valuation of 253 units held with CBF Investment Funds as at 31 December 2023 was £5719.14

N Siddon Charity Fund – This fund is designated 'For the relief of the aged poor' in the Parish as the Priest-in-Charge and Church Wardens of St Botolph's Church shall, in their absolute discretion, think fit. The Capital sum of 259 units is held in a COIF Investment Fund account. Unspent income is held in a Barclays Bank Account, The valuation of the 259 units as at 31 December 2023 was £5139.86

Eliza E Smith Charity Fund – This fund is designated 'for the relief of the aged poor' in the Parish as the Priest-in-Charge and Church Wardens at St Botolph's Church shall, in their absolute discretion, think fit. The Capital sum of 161.62 units is held in a COIF Investment Fund account, Unspent income is held in a Barclays Bank Account. The valuation of 161.62 units at 31 December 2023 was £3207.35

NORTHFLEET & ROSHERVILLE PCC - SUMMARY OF ACCOUNTS AS AT 31 DECEMBER 2023

FUND	BAL 31/12/22	RECEIPTS	PAYMENTS	XFER TO REPAIR FUND	XFER TO PROJECTS	BAL 31/12/23
ENDOWMENTS						
N Siddon, E Smith, Smith Trust	16654.69	244.35				16899.04
RESTRICTED						
Children's Work	1125.88					1125.88
Choir	278.19					278.19
Flowers	352.06					352.06
Fr Cyril Showers Memorial Fund	4506.89					4506.89
Rosherville Trust	6694.33	3647.62				2497.51
Sequestration Fund	734.50	217.00	-217.00			734.50
Tower Bells	1489.16					1489.16
Warm Spaces	1200.00		500.00			1700.00
Who Let the Dad's Out	1393.96					1393.96
UNRESTRICTED - DESIGNATED						
Energy Support Costs	3407.33					3407.33
Organ Renovation	4087.10		4477.62			8564.72
St Botolph's Church Repair Fund	19046.06	839.47		2700.00		22585.53
St Botolph's Hall Repair Fund	11467.94	354.72		1400.00		13222.66
St Mark's Centre Repair Fund	4837.36	156.68		1000.00		5994.04
Northfleet & Rosherville Projects	9567.19					9567.19
Legacies	79.41					79.41
UNRESTRICTED						
General Fund	88994.33	80115.18	-65138.88	-5100.00		98870.63
	175916.38	85575.02	-68222.70	0.00	0.00	193268.70
Note 1						
Parish Website	2500.00					Note 2 - Legacy
St Mark's		St Botolph's				M Sawyer
Alarm, Tabernacle, Silverware	2900.00	Car Park, Hall Refurb, Queens Jubilee			4167.19	79.41

FINANCIAL REVIEW FOR 2023

From January to end of November 2023 the Parish was in an Interregnum, until the new Priest-in-Charge was Licensed at the beginning of December. The PCC took the view that the Parish should 'tick over' until such time that we had a new Incumbent.

Income from the Hall hirers and giving in general both increased slightly.

Expenditure reduced slightly, due to good housekeeping. The Parish Contribution made to the Diocese remained at £9000 for the year.

Items that are likely to be spent in 2024 include major roofing repairs to St Botolph's Church to stop water ingress causing damage to the structure. Our architect will be looking at a detailed plan to overcome this problem once and for all but the cost is likely to be in the region of £200k plus which would require grant applications.

Work continues to see how we can carry out work on the Organ Restoration Project at St Botolph's.

At St Mark's a new loop and audio system is required, as there is nothing on site at present. Also the electrical system needs to be overhauled and a current certificate issued to show that we conform to current regulations.

The stolen silverware, going back many years, needs to be replaced once a Diocesan faculty has been approved.

The balance in the General Fund has been increasing year on year with a total of £98871 at 31 December 2023

Clearly the Parish Finances are in good shape, but the PCC still needs to have careful management of its assets.

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Supporting Charitable Organisations

17 April 2024

Independent Examiner's report to the Member/Trustees of Northfleet & Rosherville PCC

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

Respective responsibilities of the Trustees and Independent Examiner

The church's trustees are responsible for the preparation of the accounts. The church's trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to

- Examine the accounts under section 145 of the 2011 Act;
- Follow the procedures laid down in the General Directions given by the Charity Commissioners section 145(5)(b) of the 2011 Act; and
- 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 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 2011 Act; or
 - to prepare accounts which accord with these accounting records 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.

Yours sincerely



Martyn Burt

B.Sc.(Hons), ACMA, CGMA

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NORTHFLEET AND ROSHERVILLE PAROCHIAL CHURCH COUNCIL

England & Wales - Charity number 1185604

Accounts

**TRUSTEES OF NORTHFLEET
& ROSHERVILLE PCC**

**ANNUAL REPORT &
ACCOUNTS 2022**

Aims and purposes

Northfleet and Rosherville Parochial Church Council (PCC) has the responsibility of co-operating with the incumbent, in promoting in the ecclesiastical parish the whole mission of the Church, pastoral, evangelistic, social and ecumenical. It also has maintenance responsibilities for the Church and Hall on both sites.

Objectives and Activities

The PCC acknowledged that the year in question would again be a difficult year, not knowing who would be attending church, following the Pandemic, and with that what income the Parish would attract to carry on the running of both churches including their maintenance. Bearing in mind that St Botolph's would be having their Quinquennial during the year, and wondering what building work and increased maintenance this would unearth.

The events committee worked very hard to put on activities throughout the year, which proved to be very successful and allowed the Parish to increase its income over the previous year.

Structure, Governance & Management

St Botolph's Church, Northfleet and St Mark's Church, Rosherville are both part of the Diocese of Rochester within the Church of England. The correspondence address is: Northfleet & Rosherville PCC, c/o The Vicarage, 123 London Road, Northfleet, Kent DA11 9NH.

The PCC is a corporate body established by the Church of England. The PCC operates under the Parochial Church Council Powers Measure. The PCC is a Registered Charity (number 1185604). All PCC members are Charity Trustees.

During the year the following served as members of the PCC –

Rev Cyril Showers – Priest- in -Charge - Ex Officio - died 27 October 2022

Marion Fielder-White – Reader and Pastoral Assistant – Ex Officio

Wendy Waller – Church Warden – also Deanery Synod member – Ex Officio

Pauline Hickmott – Church Warden – Ex Officio

Steve Kench-Cannon – Church Warden to 16 May 2021, then Co-Opted to PCC from 28 September 2021 – resigned 1 January 2022

Sarah Jones – Church Warden – Ex Officio

Keith Major – Church Warden May 2021 elected – Ex Officio

Lynn Ruddock – PCC Member

Gill Graves – PCC Member

Penny Scott-Beaulieu – PCC Member

Barbara Osborn - PCC Member, also Deanery Synod member – Ex Officio

Ann Macleod – PCC Member

Rosaline Griffiths – PCC Member

Shane Vilday – PCC Member – elected 15 May 2022

David Rosenthal – PCC Member – elected 15 May 2022

Martin Fielder-White – Co-opted as PCC Secretary

The full PCC met 6 times during the year, all face to face. If any Committees met between PCC Meetings the minutes of their deliberations were received by the full PCC and discussed where necessary.

Some of the subjects under discussion have been the roofing works to be undertaken at St Mark's Church following their Quinquennial Inspection, WiFi at St Mark's, Prayer Chain, Website upgrade, rules for the distribution of the Eucharist at both churches, hall increase in lettings charges, Electoral Roll, Safeguarding; as well as regular PCC business and care of the fabric of both churches.

PCC Committees

Standing & Finance Committee

This is the only committee required by law. It has power to transact the business of the PCC between meetings, subject to any direction given by the council. This committee also deals with the finance including budgets.

Fabric Committee

This committee deals with the church and hall maintenance and upkeep of the churchyard and curtilage of both churches.

Worship Committee

This includes the worshipping life of the church, Confirmation and courses at Advent and Lent.

Electoral Roll

The Parish electoral roll stands at 117, as reported to the APCM on 15 May 2022.

Usual Sunday Attendance

The average Sunday attendance, for the whole of 2022, was 46 adults at St Botolph's and 15 adults at St Mark's. This is the first time since Covid that the statistics for Sunday attendance has been requested by the Church of England, it has usually been for services in October.

Address of our Bankers –

Barclays Bank UK PLC

Kingston Branch

Leicester

LE87 2BB

Address of the Independent Examiner –

Martyn Burt

Adventus Accounting Solutions

Ashby Acres

Chapel Lane

Ashby-cum-Fenby

Grimsby

DN37 0QT

CLERICAL REPORT

Father Cyril gave a report to each PCC Meeting indicating the way that he felt the Parish was moving forward with his vision for the future. He also realised that there was still a lot to be achieved.

Wellbeing and Workload are issues that are always of the highest priority in any organisation, and we are no different. As your clergy team, myself and Marion (the Lay Minister), have come to the realization that the current arrangement for effective ministry is inadequate and we are not fully meeting the needs of our parishioners. This situation has been compounded with some members approaching us to air their views and concerns.

Therefore, having acquired permission from The Archdeacon, we are going to address this situation head on. Once a month in either church, there will be a Service of the Word without Communion. This will allow me to spend a whole Sunday in either church enabling me to have fellowship, chat, listen to people's concerns and share a cup of tea with members; really spending quality time. Above all to ease our work load and mitigate burn out as well as offering adequate pastoral care for all.

Both churches are pleased to welcome new worshippers in the last few months. We pray to God that as we continue to proclaim the gospel and the love of God, we will attract more families and individuals and grow in spirit and number.

I continue to serve on the Ebbsfleet Regeneration Board. Progress has been slow, but things are beginning to fall in place with completion scheduled for 2024.

As we emerge from the perils of the Covid pandemic, I hope together as a parish we will continue to serve and provide a spiritual home, where all are welcome and find solace.

It is our duty as the PCC to ensure that our immediate and long-term plans are SMART (Specific, Measurable, Attainable, Realistic, and Time Bound). In other words, we must endeavour to set strategic targets and really priorities our resources and time. Hence the emphasis will be on each and every member of the PCC to cooperate fully. We commence this commitment with the newly reconstituted PCC Sub Committees.

Our PCC sub-committees are specifically formed, empowering them to make an effective contribution to the achievement of our goals, while at the same time encouraging more members of the wider church community to feel genuinely involved in planning for our future.

It is also my desire with the collaboration with the PCC to pursue a vision of mine, which is our outreach into the community. If we need to grow and encourage more families into our Parish, we must endeavour to meet them and that means extending our tentacles into the wider community.

I have therefore met with Magali van der Merwe who is Lead Community Engagement and Social Action Adviser for the Diocese.

Magali is a licensed Lay Minister based in a parish in Erith. She leads The Community Engagement and Social Action Team (CESA) which is here to help churches welcome and support people with the many different needs facing society today. From community cafes to foodbanks, they can walk alongside to establish outreach which reflects the love of Jesus through whole person care, for the common good.

I am therefore proposing that we explore this venture which is fully funded and will be managed by the CESA. Most importantly it will be yet another way of being involved and having a presence within our community. Magali is happy to come and address the PCC if we want this to happen. There she can give more details.

After two years we had our schools' Confirmation here at St Botolph's church, with Retired Bishop Peter Brian Price as celebrant. It was a very successful service, well attended with pleasant refreshment afterwards. Thanks to all who participated.

Congratulations to Rosaline who was licensed as Lay Minister on the 14th of May. We pray for God's guidance in her ministry and pray for her as she progresses to the next stage of her ministry and calling.

At the July Meeting Father Cyril informed members that he would like to take this opportunity to thank the Wardens, Marion and the PCC for holding the fort during his period of absence, while recovering from illness. (which began on June 7th)

He stated, "The last month had been quite challenging, but with God's help, your prayers and wishes, I have pulled through and am on my way to full recovery.

I would like to inform the PCC that I will be returning on the 10th of July, in agreement with the Archdeacon and on my Doctor's recommendation; my return to work will be on short and small phases. This means I will not be able to do two services on Sundays for a while, but adequate cover will be put in place."

Marion continues – during the summer break I met with Cyril as we planned a way forward, encompassing all of the above points. Dates were set for various services up to and including Christmas 2022 at St Botolph's and St Mark's churches. The pattern of Sunday services altered slightly and Revd Neil Bunker came to St Mark's to assist.

September 2022 began with our links with St Botolph's School and Rosherville Primary School strengthening. Marion took on the link and weekly worship at Rosherville, assisting Cyril with St Botolph's Friday Eucharist services as planned.

The Civic Service with the Mayor of Gravesham, Councillors and Aldermen and representatives from the community was planned for St Botolph's for 18th September; a

celebration of 'all things' Northfleet, (with Marion Fielder – White serving as Mayor's Chaplain for the year.)

Queen Elizabeth 2nd died suddenly on 8th September and we entered a period of mourning, with both churches open for prayer and signing of Memorial Books. The Civic Service took place on 18th September but in a sombre way, with none of what had been planned for that day. Fr Cyril was present at the Service, fulfilling his vision of raising the profile of St Botolph's Church within the Borough. This would be the last time that Fr Cyril would be present with us in church; he was taken ill the next day (having watched the Queen's Funeral) and on Harvest Sunday, 2nd October 2022, the congregations were told that Fr Cyril's illness was terminal and his life expectancy short. Fr Cyril passed away peacefully at home on 27th October, surrounded by his beloved ones.

In my conversations with Fr Cyril during his illness he wanted us to fulfil all the plans, to go on reaching out into the community, to hold the services and events that he had so looked forward to with such enthusiasm. There was to be no period of mourning with events cancelled. And so with much sadness we attempted to fulfil the legacy that he had started.

Fr Cyril's funeral service was held on Friday 2nd December, a thanksgiving and celebration of his life, before he was laid to rest in Northfleet Cemetery.

With God's strength we carried on, marking Advent and Christmas and will continue into the New Year. We hope he would have been proud of us, and is still proud of us as we attempt to fulfil his dreams.

We are an amazing Team, we couldn't have got through all this without each other, sharing sadness and tears and laughter too. Sincere thanks are due not only to the four Church Wardens, but to the PCC, our congregations, and our wider Community. Services have continued with help from Revd Michael Payne and Revd Charlie Lloyd-Evans at St Botolph's School; with Marion taking weekly worship at Rosherville Primary School. We thank Revd David Scott and Revd Liz Chapman, who with occasional help from Revd Nigel Bourne, Revd Jim Fletcher, Revd Mark Edwards and Revd Philip Davies (Chaplain at Huggens College) have always been there for St Botolph's when needed. Our thanks to Revd Neil Bunker and Rosaline Griffiths (LLM) for their support and help at St Mark's.

In just under three years, Fr Cyril made a difference to all of us. His ready smile and chuckle, his sense of humour and kindness, but most of all, the legacy he has left. We go forward ready to build on all the foundations he laid. It is not the length of time, but the quality of leadership which changes the world.

Marion Fielder-White Lay Minister

St Botolph's and St Mark's, Northfleet and Rosherville 31st December 2022

TRUSTEES REPORT FOR ST BOTOLPH'S CHURCH

What a lot has happened in the year.

In January the lights were replaced in the hall, due to a health and safety situation. We were so fortunate that the fitting did not come away and smash on the floor when people were hiring the premises.

February/March the telecommunications system was updated in the parish.

During April our corridor and toilets were refurbished, during Holy Week, when the hall was out of use.

May saw the bench, donated by the school, dedicated to Father Lawrence on the 24th May.

During the platinum jubilee, we had a collection and have decided to spend the money, with PCC approval on Eucharistic items and a tree to be planted in the churchyard.

Our PAT testing took place during July.

In September we had emergency electrical work take place in the vestry, this problem was picked up when the new printer was being installed. More plugs were added, as we were breaching health and safety rules.

The tiles on the roof started to fall off during the high winds during October.

We had our Quinquennial inspection by John Bailey on the 22nd November and the PCC will be discussing the immediate needs at the next meeting.

December saw the fire safety check taking place and we had a new fire blanket replaced. The guttering was cleaned in the hall as we were having water entering the men's toilet and corridor.

Ongoing all year, the church guttering was cleared by Shane, as well as the weekly cleaning by the church mice.

Wendy Waller and Pauline Hickmott.

St Botolph's Church Wardens.

TRUSTEES REPORT FOR ST MARK'S CHURCH

At the beginning of 2022 the PCC gave agreement for work required to the hips on our apex roof, as recommended in our Quinquennial Inspection, to be carried out. Due to inclement weather this work was not completed until April 2022.

At our Fire Alarm Service, a new battery was installed. They also recommended the installation of a carbon monoxide detector. A carbon monoxide/smoke detector was purchased and installed by Keith.

In February we purchased a new fridge for the Community Room as the old one was not working properly.

In March, with the help of the Romani Slovak Czech Community, we had a new notice board made to replace the old dilapidated one in the church grounds.

In July the Church Wardens extensively cut back bushes in the church grounds. There was also a general clear up day of the grounds done with the help of volunteers from church.

We had a replacement part fitted to boiler following product recall notification.

In September we had our annual fire extinguisher service. We also had the old manual flush cistern in the Gents toilet replaced with an automatic flush system.

In October the installation of the new kitchen was completed, it still requires decoration but is looking good. We also purchased two new first aid kits for the kitchen and community room.

In November with the help of volunteers the church wardens cleaned up the grounds around the war memorial in readiness for Remembrance Sunday.

In December several items were fly tipped in church yard. The church wardens cleared this up taking a total of 15 bags of rubbish to the council recycling centre.

After exceptionally heavy rain we discovered a leak in roof of our toy cupboard. We contacted A Wise Roofing, who investigated and found that the leak was due to a cracked tile. They offered to replace this tile free of charge.

During the year Keith has continually been refixing lifting tiles to our parquet floor. Although our floor was repaired last year, due to its age, constant foot traffic and changes in temperature, causes the tile adhesive to breakdown. We have been donated some reclaimed finger tiles to use as replacements for any that are badly damaged.

We also do regular litter picks of the church ground as people are constantly throwing their rubbish in there.

We have been having regular problems with our ladies' toilets and kitchen drains being blocked. Keith has managed to unblock them to a degree, but this will need further investigation in 2023.

Towards the end of last year, the ancient Rosherville church wall to Rosher House was hit by a vehicle and has severe damage. Although this is the responsibility of Gravesend Churches Housing Association, it is part of our old church grounds and worth noting.

Keith Major and Sarah Jones

Church Wardens

DEANERY SYNOD REPORT

The Deanery Synod met on the 21 June 2022 at Chalk Church. Chair was Rev Nigel Bourne, assisted by Deborah Costen and Rev Dylan Turner, Growth Enabler.

Nigel made a strong point of saying the big item on the agenda was 'Lay Reader Training'. The pattern of work on this followed Pray, Work, Island time (me time) and growth in Lay Ministry Training. We are losing Dylan Turner as he will be going to work at Lambeth Palace in a civil servant type role. In Church Times dated 17 June 22 there is an article outlying the new post that has been created.

Covid stopped the Lay Readers Training work/courses but it started up again in Nov 21 when Dylan formed a new group from several local clergy called The Beast. The Deanery Chapter is said to be impressed by the enthusiasm shown. The new Lay Readers Training consists of 2 courses each one 6 sessions long. Six sessions should equate to a month

- 1: How do we hear God's word
- 2: Speaking God's word.

There are pamphlets available in church regarding these courses which will take place in either St George's church or Huggens. Once the first course is completed the trainee can speak in church 6 times with the Incumbent's permission to give them a taste of speaking under these conditions.

Nigel advised the big need is to look into the future ie 5 years. There will be less vigorous lay preachers, the situation hasn't gone to pot yet but in 5years time we could be in a bad place. Nigel quoted Joe King ' we need to hear the people speak'

On discussing people who Give to the church, Nigel stated we should be sending cards out to these people, thanking them for Giving.

Nigel went on to say that the Safeguarding Report is on the website, that each church should do an Energy Footprint Tool. He also mentioned the Anna Chaplains and how they visit the elderly and others in their homes, taking Communion with them. Nigel also pointed out that using the Parish Giving makes a Treasurer's life easier and Gift Aid is handled monthly

We will meet the new Bishop, Jonathan Gibbs, at the next meeting on 26 October 22 at Meopham, 7.30 for 8pm start

There were no matters arising from previous Minutes. The In Love and Life course was being run at Christchurch on Thursdays and Deanery Confirmation is on 16 October 2022

We were asked to continue to pray for Fr Cyril.

We met at St John's Church, Meopham on 26 October 2022 for what was termed a gathering of Deanery Synod members, Church Wardens and Lay Readers, after refreshments we assembled in the church where we were invited to write down questions to ask Bishop Jonathan. He stood and gave us a synopsis of his faith journey which was very interesting. Then he told us he has 3 words he uses even work by, CHSNGE, SERVE and GROWTH. He is very much into these and if it means he must change his point of view, ways of looking at certain policies etc he will. Bishop Jonathan also likes to quote ROOT DOWN, WALLS DOWN. Bishop Jonathan came across as a person who is willing to listen, to learn and to take action when required. It was quite impressive to watch him answer the questions given and be honest enough to say 'I don't know'.

We look forward to having Bishop Jonathan taking the Confirmation Service on the 18 March here at St Botolph's

Wendy Waller and Barbara Osborn

SAFEGUARDING REPORT

In 2022 we gradually had a welcome return to normality following the restrictions imposed on us by the Covid Virus. Church Leaders continue to monitor the situation.

The new regulations from the Church of England meant that I had to ensure that all PCC members and clergy had their DBS renewed after three years rather than five. In addition, some PCC members needed to renew their Basic Awareness and Foundation certificates as those courses also need renewing after 3 years.

The clergy, Marion and myself were required to pass their Leadership Course. I found this course very interesting and helpful. As the required task at the end of the course, I chose to improve displayed safeguarding information in the church eg phone numbers of 'helplines'. Marion's concern was to have a strict Filming and Photography Policy in church so we worked together on that and it is now embedded in all services and visits from the local community. I then attended the Domestic Violence course, as has our Reader/Pastoral Assistant, Marion.

It was with great sadness that our dear vicar, Cyril, died and we are now once again in interregnum, so obviously safeguarding policy will underpin our recruitment process in 2023.

In November, I resigned as Lead Recruiter but I shall still be the Safeguarding Officer. This was due to pressure of home and time. We do not yet have a new Lead Recruiter.

Anne is the Deputy Safeguarding Officer at St. Botolph's and Rosaline Griffiths at St. Mark's, so we have a good team. Anne attended a garden party in Rochester for safeguarding officers. Anne and I are meeting monthly for safeguarding updates and Rosaline and I engage through the telephone regularly.

Confidential information from 2022 is recorded and stored as per the C of E guidance.

A Safeguarding Report was presented at every PCC meeting.

Gill Graves
Parish Safeguarding Officer

RISK MANAGEMENT

With the opening of churches following lockdown, Risk Assessments have been drawn up for both churches in the Parish based on the regulations laid down by the Church of England and Rochester Diocese, and are being strictly adhered to, ensuring that safety is paramount to the congregation and clergy alike and that our duty of care for each other is paramount.

The PCC has complied with the duty under section 5 of the Safeguarding and Clergy Discipline Measure 2016 (duty to have regard to House of Bishops' guidance on safeguarding children and vulnerable adults).

Approved by the Parochial Church Council and signed on its behalf by:

Acting 

Chair of PCC Date: 17 April 2023


Area Dean

*The Parish of
Northfleet & Rosherville*

**Financial Statement
of the
Parochial Church Council**

Year ended 31st December 2022.

**Bankers:
Barclays Bank plc.**

Registered Charity in England & Wales no: 1185604

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Supporting Charitable Organisations

5 April 2023

Independent Examiner's report to the Member/Trustees of Northfleet & Rosherville PCC

I report on the accounts for the year ended 31 December 2022 which are set out on the pages following.

Respective responsibilities of the Trustees and Independent Examiner

The church's trustees are responsible for the preparation of the accounts. The church's trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to

- Examine the accounts under section 145 of the 2011 Act;
- Follow the procedures laid down in the General Directions given by the Charity Commissioners section 145(5)(b) of the 2011 Act; and
- 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 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 2011 Act; or
 - to prepare accounts which accord with these accounting records 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.

Yours sincerely

Martyn Burt

B.Sc.(Hons), ACMA, CGMA

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Northfleet & Rosherville Parochial Church Council
Statement of Financial Activities (Receipts & Payments)
 January 1, 2022 to December 31, 2022 (compared to January 1, 2021 to December 31, 2021)

	Unrestricted	Restricted	Endowment	Total	Prior Total	Difference	% Change
<i>Receipts</i>							
<i>Income and Endowments</i>							
Income from Charitable Activities	2,843.00	948.00		3,891.00	2,936.00	955.00	33%
Income from Donations and Legacies	29,560.47	7,796.50		37,356.97	27,984.89	9,372.08	33%
Income from Fund Raising	5,730.70	1,504.20		7,234.90	4,886.90	2,348.00	48%
Income from Other Trading Activities	24,451.45			24,451.45	6,589.40	17,862.05	271%
Investment Income	199.71		383.75	583.46	452.25	131.21	29%
Other Incoming Resources	7,332.81	1,200.00		8,532.81	123,655.12	-115,122.31	-93%
Total Receipts	70,218.14	11,448.70	383.75	82,050.59	166,504.56	-84,453.97	-51%
<i>Payments</i>							
<i>Expenditure</i>							
Church Maintenance	3,662.17			3,662.17	1,448.17	2,214.00	153%
Church Major Repairs	11,445.03			11,445.03	147,598.58	-136,153.55	-92%
Church Running Costs	19,159.41	219.42		19,378.83	16,858.03	2,520.80	15%
Church Utility Bills	3,426.83			3,426.83	1,602.38	1,824.45	114%
Clergy Expenses	3,883.75	213.50		4,097.25	3,799.62	297.63	8%
Diocesan Parish Contribution	6,000.00			6,000.00	5,000.00	1,000.00	20%
Hall & Other Buildings Running Costs	7,242.72			7,242.72	5,155.83	2,086.89	40%
Hall Major Repairs	7,728.48			7,728.48	4,027.76	3,700.72	92%
Mission Giving & Donations	30.00	3,916.81		3,946.81	3,022.03	924.78	31%
Other Payments	1,954.77	300.00	457.55	2,712.32		2,712.32	
Total Payments	64,533.16	4,649.73	457.55	69,640.44	188,512.40	-118,871.96	-63%
All Receipts	70,218.14	11,448.70	383.75	82,050.59	166,504.56	-84,453.97	-51%

**Northfleet & Rosherville Parochial Church Council
Statement of Financial Activities (Receipts & Payments)**

January 1, 2022 to December 31, 2022 (compared to January 1, 2021 to December 31, 2021)

	Unrestricted	Restricted	Endowment	Total	Prior Total	Difference	% Change
All Payments	64,533.16	4,649.73	457.55	69,640.44	188,512.40	-118,871.96	-63%
Net Movement in Funds	5,694.98	6,798.97	-73.80	12,410.15	-22,007.84	34,417.99	
Total Funds Brought Forward	134,381.54	11,806.00	16,728.49	162,916.03	184,923.87	-22,007.84	-12%
Total Funds Carried Forward	140,066.52	18,604.97	16,654.69	175,326.18	162,916.03	12,410.15	8%

Statement of Assets and Liabilities

Cash Funds	2022	2021
Business Current Account	3,867.54	7,652.95
Building Saver Account	43,205.89	36,196.11
General Saver Account	77,688.12	68,794.41
Rochester Diocesan Board of Finance	35,351.36	38,752.87
Endowment Funds	16,654.69	16,728.49
	<u>176,767.60</u>	<u>168,124.83</u>
Less		
Cheques not presented	-1,238.42	-1,485.07
Other Creditors - see Notes	-729.00	-3,774.00
Plus Items not Credited	526.00	50.27
	<u>175,326.18</u>	<u>162,916.03</u>
Creditors - **	-1,236.97	-1,576.54
Debtors - **	4,878.11	3,890.59
	<u><u>178,967.32</u></u>	<u><u>165,230.08</u></u>
Parish Funds		
Unrestricted		
General Fund	87,574.13	78,430.76
Designated Funds	52,492.39	55,950.78
Restricted Funds	18,604.97	11,806.00
Endowment Funds	16,654.69	16,728.49
	<u><u>175,326.18</u></u>	<u><u>162,916.03</u></u>

Approved by the Parochial Church Council and signed on its behalf by:

Acting Chair


Date: 17. 4. 23

** amounts are detailed in the relevant years 'Notes to the Accounts' and will be reflected in the next Financial Statement

Nigel Rounne
 Area Dean

NOTES TO THE ACCOUNTS

Creditors

General Fund

Independent Examiner, in respect of reviewing and reporting on the 2022 accounts - £260.00.

St Botolphs Church Gas account balance - £485.06

St Botolphs Hall Gas account balance - £237.52

St Marks Church Centre Gas account balance - £184.82

St Marks Church Centre Electricity account balance £47.15

Gravesham Council, Trade Waste Dec account - £16.30

Redemptorist - £6.12; which relates to the December Pew Sheets.

The above amounts will be accounted for in the 2023 accounts.

Other Creditors

The Diocesan element of Parochial Fees, relating to the period 1st October – 28th October 2022, totalling £348.00 will be paid over to the Diocese in February 2023.

50/50 Club - £254.00; this amount relates to monies held pending the quarterly draw. When the draw is made, the amount is divided between prize money and Church Funds

St Marks Church Centre Car Park - £30.00; this relates to deposits made in respect of Car Park notices, made by Hall users. This amount is repayable to the Hall users as and when they return the Car Park notice.

St Botolph's Hall Deposits - £100.00; relates to booking of the Hall which takes place during 2023.

Debtors

General Fund

St Botolph's Hall usage - £460.00

St Marks Church Centre Hall usage - £960.20

Investec - £453.60; this relates to December 2022 lease payment on the photocopier which was replaced during September 2022. The contract with Investec has not been closed and the recovery of the December lease payment is with the Church Wardens to resolve.

Income Tax Recoverable in respect of Gift Aid claim for £2,798.31; of which £2,151.76 relates to the General Fund and £646.55 relates to Fr Cyril's memorial fund.

These amounts will be accounted for in the 2023 accounts.

In addition, Haynan Funeral Directors - £206.00; relates to the Parochial Fee payable in respect of a Funeral which took place during November 2022. This fee has been accounted for in the 2022 Accounts and held as a reconciling item on the Bank Reconciliation, for which settlement was received on the 26th January 2023.

Debtors reported in the 2021 accounts.

The Financial statement for 2021, stated that the St Botolph's Hall debtors totalling £800.00; which included an amount of £140.00 relating to Northfleet Rainbows. As the Northfleet Rainbows were unable to settle their account, the PCC decided that this amount should be written off.

The Financial Statement for 2021 also included an amount payable from HMRC relating to a PAYE refund for the sum of £355.80. The request for this refund was made by the Church Wardens in October 2022 and the amount received was different to the amount claimed. It needs to be ascertained with HMRC the reason for the difference, and if there is any additional refund, then this will be accounted for the 2023 accounts.

Related Party Transactions

No payments, other than reimbursements of 'out of pocket' expenses, were made to PCC members.

Employees

The Parochial Church Council employee's one person, who cleans St Botolph's Hall and St Marks Church Centre.

Northfleet & Rosherville Projects

This fund holds a balance of £9,567.19, which the Parochial Church Council has designated as follows:

Parish Website: £2,500.00

St Marks Church Centre

Alarm - £1,200.00

Tabernacle - £900.00

Silverware - £800.00

St Botolphs Church & Hall

Car Park - £1,500.00

Hall Refurbishment - £1,822.46

Queens Jubilee - £844.73

Legacies

This fund holds the sum of £79.41, which is the balance of the Marion Sawyer legacy.

The Parish of St Botolph, Northfleet and St Mark, Rosherville

Accounting Policies

Accounting convention

The financial statements of the PCC will be prepared in accordance with the Church Accounting Regulations 2006 and section 145 of the Charities Act 2011, and that an Independent examination will be required.

The accounts will be prepared on a Receipts and Payments basis and will include all monetary transactions, assets, and liabilities for which the PCC can be held responsible in law. They do not include the accounts of other Church groups that owe an affiliation to another body, nor those that are informal gatherings of Church members.

Incoming resources

Planned Giving, Collections, Donations and Tax refunds are recognised when they are received. Grants and Legacies are accounted for when the PCC is legally entitled to the amounts received. All incoming resources are accounted for gross.

Interest

Interest will be accounted for upon receipt of the Bank/Diocesan statement. Where interest has been applied to the Buildings Saver account and the General Saver account, it will be recorded in the General Fund ledger.

Resources expended.

Grants and Donations are accounted for when paid over. All other expenditure is recognised when it is incurred and is accounted for gross.

Bank Charges

Bank charges are accounted for upon receipt of the Bank Statement and are to be accounted for in the General Fund.

Bank Accounts

The Business Current Account will be used in respect of: -

- a) All receipts which are due to the Parochial Church Council. These can be made by deposits at a Branch of the Bank, Electronic Credits and Transfers from other Bank Accounts held in the name of the Parochial Church Council.

- b) Payments made by the Parochial Church Council, will be made by way of a Cheque, Standing Order to the Payee, Direct Debit or Transfer to other Bank Accounts held in the name of the Parochial Church Council.

The Buildings Saver Account will hold Restricted and Designated funds as agreed by the Parochial Church Council and will be recorded in the relevant Ledger account(s). Receipts and Payments to this account will be made via the Business Current Account.

The General Saver Account will hold Restricted and Designated funds as agreed by the Parochial Church and will be recorded in the relevant Ledger account(s). Receipts and Payments to this account will be made via the Business Current Account.

Funds will be held with the Rochester Diocesan Board of Finance in respect of the following Building Maintenance Ledger Funds:

- (a) St Botolph's Church (b) St Mark's Church and Hall & (c) St Botolph's Hall; Receipts and Payments made to the Fund will be agreed by the PCC.

Reserves Policy

The PCC has agreed that it will hold the sum equal to three months income as its reserve. During late 2022, the Quinquennial inspection will take place for St Botolphs Church and following receipt of the Quinquennial report the PCC will review the amount held in its reserves.

When a large donation or legacy has been received, the PCC has the right to hold some or all such sums in reserve for a period of up to 12 months, while they consider how to use the money. When making their decision on how to use any such donations or legacies, the PCC will abide by the policy of not holding more than three months income as a reserve.

Fixed Assets

Movable church furnishings held by the Vicar and Church Wardens on special trust for the PCC and which require a faculty for disposal are inalienable property, listed in the Church Inventory. The Church Inventory can be inspected at any reasonable time.

Budget Setting

The annual budget, for the forthcoming year, will be agreed by the PCC at their November meeting. The budget will include general running costs, ministry and mission, donations to Charities, Church activities, including children's ministry, worship and choir, staff costs and extraordinary items of expenditure.

Fund Reporting

The PCC reports the assets which it holds as follows:

Unrestricted: -

General Fund – these funds are used to fulfil the aims of the Charity and are used for the day to day running of St Botolph's Church & Hall and St Marks Church Centre.

St Botolph's Church Repair Fund – this fund is held with the Diocese and is to be used for the maintenance of the Church, following the Quinquennial Inspection.

St Botolph's Hall Repair Fund – this fund is held with the Diocese and is to be used for the maintenance of St Botolph's Hall.

St Marks Church Centre – this fund is held with the Diocese and is to be used for the maintenance of the Church, following the Quinquennial Inspection.

Organ Renovation – The PCC agreed that the legacy received from the estate of the late R. Waugh should be set aside for the Organ Renovation.

Northfleet & Rosherville Projects – Designated funds for a specific project are held in this fund.

Legacies – where a legacy has been received, it will be held in this fund until such time that the PCC have agreed with the beneficiary's family as to how the fund are to be spent.

Energy Support Costs – The Diocese awarded the Parish a grant for the sum of £3,874.00; to support the cost of Energy bills.

Restricted: -

Mission & Charities – monies raised by special collections e.g., Christingle Service, are held in this account pending remittance to the relevant charity.

Children's Work –

Who let the Dads Out – The purpose of this account is to record the funds received and spent in relation to the Who let the Dads Out project.

Children's Work – The purpose of this account is to hold funds which can be used for Children's work within the parish.

Choir – Funds held in this account are for the use of Choir equipment.

Flowers - Monies can be donated to pay towards the cost of the purchase of flowers in Church and the surplus is held in this fund.

Fr Cyril Showers Memorial Fund – The collection/donations in memory of Fr Cyril Showers are held in the account. Half of which will be sent to St Thomas & Guy's Hospital Trust and the remaining half will be used within the Parish.

Organ Renovation – The balance held in this fund relates to restricted donations towards the renovation project.

Rosherville School Trust – The charitable objects of this Trust are for ‘The Education of Children and Adults or Children only of Labouring, Manufacturing, and other poorer classes in Rosherville. The funds were originally held with the Kent Reliance Building Society and during 2018 the account was closed, and the balance transferred into the PCC’s Bank account. The Trustees of the Trust are The Vicar and Church Wardens of St Mark’s, Rosherville.

Sequestration Fund - Following the death of Fr Cyril, the Sequestration Fund was opened to record the Diocesan element of Parochial Fees received and to pay the cost of Visiting Clergy. This fund is controlled by the Church Wardens.

Tower Bells – This account is used to record donations which are held for future projects relating to work on the Tower Bells.

Warm Spaces: The Diocese has awarded each Church a grant as Financial Support for providing a Warm Space for

Endowment Funds:

Smith Trust – The capital and income on this trust are to be expended for such religious purpose in the parish as the Priest-in-Charge and Churchwardens of St Botolph’s Church shall, in their absolute discretion, think fit. The Capital sum of 253 units is held in a CBF Investment Fund account, Unspent Income, that is accumulated Dividends and Interest, less Discretionary Expenditure is held in a Lloyds Bank account. The valuation of 253 units held with CBF Investment Funds as at the 31st December 2022 is £5,227.33

N. Siddon Charity Fund – This fund is designated ‘for the relief of the aged poor’ in the parish as the Priest-in-Charge and Churchwardens of St Botolph’s Church shall, in their absolute discretion, think fit. The Capital sum of 259 units is held in a COIF Investment Fund account, Unspent Income, that is accumulated Dividends and Interest, less Discretionary Expenditure is held in a Barclays Bank account. The valuation of 259 units held with COIF Investment Funds as at the 31st December 2022 is £4,707.30

Eliza E. Smith Charity Fund – This fund is designated ‘for the relief of the aged poor’ in the parish as the Priest-in-Charge and Churchwardens of St Botolph’s Church shall, in their absolute discretion, think fit.

The Capital sum of 161.62 units is held in a COIF Investment Fund account, Unspent Income, that is accumulated Dividends and Interest, less Discretionary Expenditure is held in a Barclays Bank account. The valuation of 161.62 units held with COIF Investment Funds as at the 31st December 2022 is £2,937.43

NORTHFLEET and ROSHERVILLE - SUMMARY OF ACCOUNTS AS AT 31st DECEMBER 2022

<u>Fund</u>	<u>Balance - 31 Dec 2021</u>	<u>Receipts</u>	<u>Payments</u>	<u>Transfer to Repair Fund</u>	<u>Transfer to Projects</u>	<u>Balance - 31st Dec 2022</u>
<u>Endowments</u>						
N. Siddon, E. Smith & Smith Trust	16,728.49	383.75	-457.55			16,654.69
<u>Restricted</u>						
Charities	0.00	3,916.81	-3,916.81			0.00
Children's Work	1,125.88					1,125.88
Choir	278.19					278.19
Flowers	150.06	220.00	-18.00			352.06
Fr Cyril Showers memorial fund	0.00	4,506.89				4,506.89
Organ Renovation	370.00	460.00				830.00
Rosherville Trust	6,994.33		-300.00			6,694.33
Sequestration Fund	0.00	948.00	-213.50			734.50
Tower Bells.	1,489.16					1,489.16
Warm Spaces	0.00	1,200.00				1,200.00
Who Let The Dad's Out	1,398.38	197.00	-201.42			1,393.96
<u>Unrestricted - Designated</u>						
Energy Support Costs	0.00	3,874.00	-466.67			3,407.33
Organ Renovation	2,910.00	1,177.10				4,087.10
St Botolphs Church Repair Fund	16,015.71	330.35		2,700.00		19,046.06
St Botolphs Hall Repair Fund	14,724.40	55.27	-4,711.73	1,400.00		11,467.94
St Marks Centre Repair Fund	8,012.76	24.60	-4,200.00	1,000.00		4,837.36
Northfleet & Rosherville Projects	13,067.77	1,308.00	-8,306.50		3,497.92	9,567.19 note 1
Legacies	1,220.14		-516.00		-624.73	79.41 note 2
<u>Unrestricted</u>						
General Fund	78,430.76	63,448.82	-46,332.26	-5,100.00	-2,873.19	87,574.13
	<u>162,916.03</u>	<u>82,050.59</u>	<u>-69,640.44</u>	<u>0.00</u>	<u>0.00</u>	<u>175,326.18</u>

Note 1 - Projects

The following amounts are held in this fund

Parish Website	2,500.00
St Marks Church Centre	
Alarm	1,200.00
Tabernacle	900.00
Silverware	800.00
St Botolphs	
Car Park	1,500.00
Hall Refurbishment	1,822.46
Queens Jubilee	844.73
	<u>9,567.19</u>

Note 2 - Legacies

This relates to the following:

Marion Sawyer	79.41
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Northfleet & Rosherville Parochial Church Council Statement of Financial Activities (Receipts & Payments)

January 1, 2022 to December 31, 2022

Receipts	Total	Energy Support Costs Grant (U)	General Fund (U)	Legacies Received (U)	Northfleet & Rosherville Projects (U)	St Botolph's Church Repair Fund (U)	St Botolphs Hall - Repair Fund (U)	St Botolphs Organ Renovation (U)	St Marks Church Centre - Repair Fund (U)
Income and Endowments									
Income from Charitable Activities									
PCC Fees Income	2,943.00		2,943.00						
Income from Donations and Legacies									
Building Jar	44.44		44.44						
Cash Collections									
Loose Cash Collections	5,151.95		5,151.95						
Donations	392.50		392.50						
Gift Aid Claimed	4,948.46		4,948.46		105.00				
Legacies	350.00							350.00	
Other Planned Giving - Non Tax efficient									
Donations - Non GASDS	1,918.62		571.62		325.00	240.00		782.00	
Standing Orders - Non Tax effective	1,144.00		1,144.00						
Planned Giving - Gift Aided									
Gift Aid Envelopes	250.00		250.00						
Planned Giving Envelopes	3,020.23		3,020.23						
Planned Giving Envelopes - GASDS	956.48		956.48						
Standing Orders	10,630.00		10,210.00		420.00				
Sunday Tea & Coffee	503.99		503.99						
Votive Candles	249.80		249.80						
Income from Fund Raising									
Fetes, Bazaar, Other Fund-raising Events									
50/50 Club	786.00		786.00						
Advent Market	885.10		885.10						

Northfleet & Rosherville Parochial Church Council Statement of Financial Activities (Receipts & Payments)

January 1, 2022 to December 31, 2022

	Total	Energy Support Costs Grant (U)	General Fund (U)	Legacies Received (U)	Northfleet & Rosherville Projects (U)	St Botolph's Church Repair Fund (U)	St Botolphs Hall - Repair Fund (U)	St Botolphs Organ Renovation (U)	St Marks Church Centre - Repair Fund (U)
Coffee Mornings	1,374.77		1,374.77						
Frugal Lunch	57.73		57.73						
Raffles	820.00		460.00		360.00				
Sale of Angels	56.00				56.00				
Summer Fayre	730.00		730.00						
Tuesday Lunch Club	846.00		846.00						
Tuesday Teas	130.00		88.00		42.00				
Northfleet Book	45.10						45.10		
Income from Other Trading Activities									
Hall Income									
St Botolphs Hall	13,397.50		13,397.50						
St Marks Hall	11,053.95		11,053.95						
Investment Income									
Interest Received									
Bank Interest	29.49		29.49						
Diocesan Repair Fund	170.22					90.35	55.27	24.60	
Other Incoming Resources									
Donations for Refreshments/Lunches									
Grants	341.00		341.00						
Income Tax Payable	5,074.00	3,874.00	1,200.00						
Insurance Claims	352.06		352.06						
Presentations	1,166.00		1,166.00						
Refunds	300.00		300.00						
	99.75		99.75						
Total Receipts	70,218.14	3,874.00	63,448.82	0.00	1,308.00	330.35	55.27	1,177.10	24.60

Northfleet & Rosherville Parochial Church Council Statement of Financial Activities (Receipts & Payments)

January 1, 2022 to December 31, 2022

	Total	Energy Support Costs Grant (U)	General Fund (U)	Legacies Received (U)	Northfleet & Rosherville Projects (U)	St Botolph's Church Repair Fund (U)	St Botolphs Hall - Repair Fund (U)	St Botolphs Organ Renovation (U)	St Marks Church Centre - Repair Fund (U)
<i>Payments</i>									
<i>Expenditure</i>									
Church Maintenance									
General Maintenance			119.10						
PAT testing - both Churches									
St Botolphs Church	2,310.94		2,310.94						
St Marks Church Centre	1,232.13		452.12	516.00	264.01				
Church Major Repairs									
St Botolphs Church	2,219.29		2,219.29						
St Marks Church Centre	9,225.74				5,025.74				4,200.00
Church Running Costs									
Administration	7,404.48		7,404.48						
Church Running Costs									
Expenditure on Raising Funds	565.86		565.86						
St Marks Church Centre	75.95		75.95						
Cost of Services									
St Botolphs	1,148.78		1,148.78						
St Marks	219.47		219.47						
Governance Costs	250.00		250.00						
Insurance									
St Botolphs Church & Hall	8,253.07		8,253.07						
St Marks Church Centre	1,241.80		1,241.80						
Church Utility Bills									
Electricity	580.21						43.01		
Gas	2,321.47						238.26		

Northfleet & Rosherville Parochial Church Council
Statement of Financial Activities (Receipts & Payments)
 January 1, 2022 to December 31, 2022

	Total Energy Support Costs Grant (U)	General Fund (U)	Legacies Received (U)	Northfleet & Rosherville Projects (U)	St Botolph's Church Repair Fund (U)	St Botolphs Hall - Repair Fund (U)	St Botolphs Organ Renovation (U)	St Marks Church Centre - Repair Fund (U)
Water	525.15	525.15						
Clergy Expenses								
Lay Readers	30.00	30.00						
Parsonage House	3,620.70	3,620.70						
Visiting Clergy	233.05	233.05						
Diocesan Parish Contribution	6,000.00	6,000.00						
Hall & Other Buildings Running Costs								
Cleaner	3,205.93	3,205.93						
St Botolphs Hall Running Costs	4,036.79	3,851.39						
Hall Major Repairs	7,728.48			3,016.75		4,711.73		
Mission Giving & Donations								
Home Mission & Church Societies								
Friends of Kent Churches	10.00	10.00						
Friends of Rochester Cathedral	20.00	20.00						
Other Payments								
Grant Money	1,154.95	1,154.95						
Presentations	300.00	300.00						
Refreshments								
Confirmation	75.00	75.00						
Fr Joe's Lunch	249.54	249.54						
Friends of Kent Churches	175.28	175.28						
Total Payments	64,533.16	46,332.26	516.00	8,306.50	0.00	4,711.73	0.00	4,200.00
All Receipts	70,218.14	3,874.00	63,448.82	0.00	1,308.00	330.35	55.27	1,177.10
								24.60

Northfleet & Rosherville Parochial Church Council
Statement of Financial Activities (Receipts & Payments)

January 1, 2022 to December 31, 2022

	Total Energy Support Costs Grant (U)	General Fund (U)	Legacies Received (U)	Northfleet & Rosherville Projects (U)	St Botolph's Church Repair Fund (U)	St Botolphs Hall - Repair Fund (U)	St Botolphs Organ Renovation (U)	St Marks Church Centre - Repair Fund (U)	
All Payments	64,533.16	466.67	46,332.26	516.00	8,306.50	0.00	4,711.73	0.00	4,200.00
Transfers Between Funds	0.00	0.00	-7,973.19	-624.73	3,497.92	2,700.00	1,400.00	0.00	1,000.00
Net Movement in Funds	5,684.98	3,407.33	9,143.37	-1,140.73	-3,500.58	3,030.35	-3,256.46	1,177.10	-3,175.40
Total Funds Brought Forward	134,381.54	0.00	78,430.76	1,220.14	13,067.77	16,015.71	14,724.40	2,910.00	8,012.76
Total Funds Carried Forward	140,066.52	3,407.33	87,574.13	79.41	9,567.19	19,046.06	11,467.94	4,087.10	4,837.36

Northfleet & Rosherville Parochial Church Council Statement of Financial Activities (Receipts & Payments)

January 1, 2022 to December 31, 2022

	Total Children's Work (R)	Choir (R)	Flowers (R)	Fr Cyril Showers Memorial Fund (R)	Mission & Charities (R)	Rosherville Education Account (R)	Sequestration Account (R)	St Botolphs Organ Renovation Fund (R)	Tower Bells (R)	Warm Spaces (R)	Who Let The Dad's Out (R)
Receipts											
Income and Endowments											
Income from Charitable Activities											
PCC Fees Income	948.00						948.00				
Income from Donations and Legacies											
Cash Collections	2,386.20			2,386.20							
Donations	3,036.58			2,120.69	915.90						
Other Planned Giving - Non Tax efficient	700.00				20.00			450.00			
Special Collections			220.00								
Children Society Boxes	247.07				247.07						
Christingle Service	430.50				430.50						
Confirmation Service	229.62				229.62						
Poverty & Hope Appeal	54.00				54.00						
Salvation Army Carol Service	26.00				26.00						
Ukrainian Appeal	489.42				489.42						
WLTDO - Subs	197.00										197.00
Income from Fund Raising											
Fetes, Bazaar, Other Fund-raising Events											
Coffee Mornings	105.00				105.00						
Mad Hatters Tea Party	247.20				247.20						
Raffles	861.00				861.00						
Sale of Cards	40.00				40.00						
Tuesday Teas	251.00				251.00						
Other Incoming Resources											
Grants	1,200.00									1,200.00	
Total Receipts	11,448.70	0.00	0.00	220.00	4,506.89	3,916.81	0.00	948.00	460.00	0.00	1,200.00
Payments											
Expenditure											

Northfleet & Rosherville Parochial Church Council Statement of Financial Activities (Receipts & Payments)

January 1, 2022 to December 31, 2022

	Total	Children's Work (R)	Choir (R)	Flowers (R)	Fr-Cyril Showers Memorial Fund (R)	Mission & Charities (R)	Rosherville Education Account (R)	Sequestration Account (R)	St Botolphs Organ Renovation Fund (R)	Tower Bells (R)	Warm Spaces (R)	Who Let The Cat Out (R)
Church Running Costs												
Church Running Costs												
Refreshments - WLTDO	201.42											201.42
St Botolphs Church												
Church Flowers	18.00			18.00								
Clergy Expenses												
Visiting Clergy	213.50							213.50				
Mission Giving & Donations												
Home Mission & Church Societies												
Children's Society	924.87					924.87						
Friends of Kent Churches	768.00					768.00						
Gravesham Sanctuary	190.50					190.50						
Poverty & Hope Appeal	54.00					54.00						
Rochester Diocesan Board of Finance	229.62					229.62						
Relief & Development Agencies												
Christian Aid	147.90					147.90						
Ukraine Crisis Appeal	594.42					594.42						
Secular Charities												
Macmillan Cancer Support	393.50					393.50						
Royal British Legion	160.00					160.00						
Sarkaton Army	160.00					160.00						
Valley Hospital Charly - Little Buds Baby Care Unit	294.00					294.00						
Other Payments												
Christmas Gifts	300.00						300.00					
Total Payments	4,649.73	0.00	0.00	18.00	0.00	3,916.81	300.00	213.50	0.00	0.00	0.00	201.42
All Receipts	11,448.70	0.00	0.00	220.00	4,506.89	3,916.81	0.00	948.00	460.00	0.00	1,200.00	197.00

Northfleet & Rosherville Parochial Church Council
Statement of Financial Activities (Receipts & Payments)

January 1, 2022 to December 31, 2022

	Total Children's Work (R)	Choir (R)	Flowers (R)	Fr Cyril Showers Memorial Fund (R)	Mission & Charities (R)	Rosherville Education Account (R)	Sequestration Account (R)	St Botolphs Organ Renovation Fund (R)	Tower Bells (R)	Warm Spaces (R)	Who Let The Dad's Out (R)
All Payments	4,649.73	0.00	18.00	0.00	3,916.81	300.00	213.50	0.00	0.00	0.00	201.42
Net Movement in Funds	6,798.97	0.00	202.00	4,506.89	0.00	-300.00	734.50	460.00	0.00	1,200.00	-4.42
Total Funds Brought Forward	11,806.00	1,125.88	150.06	0.00	0.00	6,994.33	0.00	370.00	1,489.16	0.00	1,398.38
Total Funds Carried Forward	18,604.97	1,125.88	352.06	4,506.89	0.00	6,694.33	734.50	830.00	1,489.16	1,200.00	1,393.96

**Northfleet & Rosherville Parochial Church Council
Statement of Financial Activities (Receipts & Payments)**

January 1, 2022 to December 31, 2022

	Total	Eliza E Smith Fund (E)	Eliza E Smith Fund - Unspent Income (E)	Noah Siddon (E)	Noah Siddon - Unspent Income (E)	The Smith Trust (E)	The Smith Trust - Unspent Income (E)
<i>Receipts</i>							
Income and Endowments							
Investment Income							
Dividends	383.75	0.00	87.71	0.00	140.57	0.00	155.47
Total Receipts	383.75	0.00	87.71	0.00	140.57	0.00	155.47
<i>Payments</i>							
Expenditure							
Other Payments							
Christmas Gifts	457.55	0.00	0.00	0.00	457.55	0.00	0.00
Total Payments	457.55	0.00	0.00	0.00	457.55	0.00	0.00
<i>All Receipts</i>							
All Receipts	383.75	0.00	87.71	0.00	140.57	0.00	155.47
<i>All Payments</i>							
All Payments	457.55	0.00	0.00	0.00	457.55	0.00	0.00
<i>Net Movement in Funds</i>							
Net Movement in Funds	-73.80	0.00	87.71	0.00	-316.98	0.00	155.47
<i>Total Funds Brought Forward</i>							
Total Funds Brought Forward	16,728.49	2,315.40	2,486.83	3,710.49	1,130.53	4,849.78	2,235.46
<i>Total Funds Carried Forward</i>							
Total Funds Carried Forward	16,654.69	2,315.40	2,574.54	3,710.49	813.55	4,849.78	2,390.93

Financial Review for 2022

Thankfully the restrictions placed on our lives as a result of the COVID-19 pandemic have been lifted and life started to get to normal, well the new normal!

Income from Hall users increased by some £17,000.00; donations received also increased by £4,000.00; which gave an unrestricted income of £70,000.00.

Expenditure during the year remained about the same at £64,000.00. The Parish Contribution which it made to the Diocese increased to £6,000.00 and at the November 2022 meeting of the PCC, the members agreed that the 2023 Diocesan Offer should be £9,000.00.

The Diocese has awarded the Parish a Grant of £3,874.00 towards the its energy costs, this grant covers both Churches.

In St Botolph's Hall, New lighting was installed at a cost of £4,711.00 and the decorating has been undertaken costing £2,970.00. There were repairs to St Botolphs Church roof, costing £1,416.00; which was cover by an Insurance claim, less the excess. In addition the Sound System was updated at a cost of £803.00.

At St Marks the Kitchen was updated costing £4,830.00; which was funded from Marion Sawyer legacy. Repairs were undertaken to the Roof costing £4,200.00 which was funded from the St Marks Church Repair Fund.

Since 2020, the balance held in the General Fund has increased by £6,085.00; this includes the increase in the last year of £9,143.00; and provides the General Fund reserves totalling £87,574.00.

Clearly the Parish Finances are in better shape, but the PCC still needs have careful management of its assets.

Colin Taylor

9th February 2023

NORTHFLEET AND ROSHERVILLE PAROCHIAL CHURCH COUNCIL

England & Wales - Charity number 1185604

Accounts

**TRUSTEES OF NORTHFLEET
& ROSHERVILLE PCC**

**ANNUAL REPORT &
ACCOUNTS 2021**

Aims and purposes

Northfleet and Rosherville Parochial Church Council (PCC) has the responsibility of co-operating with the incumbent, in promoting in the ecclesiastical parish the whole mission of the Church, pastoral, evangelistic, social and ecumenical. It also has maintenance responsibilities for the Church and Hall on both sites.

Objectives and Activities

The PCC acknowledged that the year in question would again be a difficult year financially with the Pandemic still showing no sign of abatement and the continued closure of both churches for part of the year, but bills still had to be paid and maintenance of the buildings still had to be carried out, especially at St Mark's, where their Quinquennial was carried out early in 2021. Members on the electoral roll were encouraged to increase their giving to ensure that we did not have a deficit in our accounts at the end of the year.

The events committee looked at different ways of raising funds. When the churches finally opened a 50/50 Club was started up in the Parish, together with raffles, Christmas Fair, The Big Local Day and Advent Angel Day, coffee mornings. These events enabled us to increase our income over the previous year.

Structure, Governance & Management

St Botolph's Church, Northfleet and St Mark's Church, Rosherville are both part of the Diocese of Rochester within the Church of England. The correspondence address is: Northfleet & Rosherville PCC, c/o The Vicarage, 123 London Road, Northfleet, Kent DA11 9NH.

The PCC is a corporate body established by the Church of England. The PCC operates under the Parochial Church Council Powers Measure. The PCC is a Registered Charity (number 1185604). All PCC members are Charity Trustees.

During the year the following served as members of the PCC –

Rev Cyril Showers – Priest- in -Charge - Ex Officio

Marion Fielder-White – Reader and Pastoral Assistant – Ex Officio

Wendy Waller – Church Warden – also Deanery Synod member – Ex Officio

Pauline Hickmott – Church Warden – Ex Officio

Steve Kench-Cannon – Church Warden to 16 May 2021, then Co-Opted to PCC from 28 September 2021

Sarah Jones – Church Warden – Ex Officio

Keith Major – Church Warden May 2021 elected – Ex Officio

Lynn Ruddock – PCC Member

Tony Cossons – PCC Member – resigned 16 May 2021

Gill Graves – PCC Member

Penny Scott-Beaulieu – PCC Member

Barbara Osborn - PCC Member, also Deanery Synod member – Ex Officio

Ann Macleod – PCC Member

Rosaline Griffiths – PCC Member

Beryl Shand –PCC Member – resigned 16 May 2021

Martin Fielder-White – Co-opted as PCC Secretary

The full PCC met 6 times during the year – 2 face to face and 4 on Zoom. If any Committees met between PCC Meetings the minutes of their deliberations were received by the full PCC and discussed where necessary.

Some of the subjects under discussion have been the urgent works to be undertaken at St Mark's Church following their Quinquennial Inspection, closure of Churches due to Pandemic but open for Private Prayer, opening of both church halls and the charging policy, works carried out to the Roof & Buttresses at St Botolph's, Electoral Roll, Safeguarding; as well as regular PCC business and care of the fabric of both churches.

PCC Committees

Standing & Finance Committee

This is the only committee required by law. It has power to transact the business of the PCC between meetings, subject to any direction given by the council. This committee also deals with the finance including budgets.

Fabric Committee

This committee deals with the church and hall maintenance and upkeep of the churchyard and curtilage of both churches.

Worship Committee

This includes the worshipping life of the church, Confirmation and courses at Advent and Lent.

Electoral Roll

The church electoral roll stands at 122, with 87 at St Botolph's Church and 35 at St Mark's Church, as reported to the APCM on 16 May 2021 with no alterations to numbers as at 31 December 2021.

Usual Sunday Attendance

The average Sunday attendance, counted during October 2021 the month that the Church of England requests statistical information, was 35 adults at St Botolph's and 18 adults at St Mark's.

Address of our Bankers –

Barclays Bank UK PLC

Kingston Branch

Leicester

LE87 2BB

Address of the Independent Examiner –

Martyn Burt

Adventus Accounting Solutions

Ashby Acres

Chapel Lane

Ashby-cum-Fenby

Grimsby

DN37 0QT

TRUSTEES REPORT FOR ST BOTOLPH'S CHURCH

I expect some of you may not know that when the congregation leave church on a Sunday and the clergy have packed their bag and returned to their homes there remains a team of little guardians who are busy in our church till next Sunday. They keep our church lovely and clean, Hoover, polish, wash floors, wash and iron the linen, keep the flowers watered and fresh. Then outside they go to keep our Memorial Garden clean and tidy and keep the outside car park clean, go up the ladder to check the gutters and lots of jobs that no one knows about. Except our Church Mice. Thank you to all of you that spend hours helping to keep our church in tip top condition. We would also like to recruit more!

What another difficult year this has been at least we were able to fund raise a little so our finances were not affected like last year. The church closed after our Epiphany Service due to Covid restrictions but this did not stop the workmen starting on our roof project, the weather was not kind on many days but after weeks we are glad to say it was completed on time.

We opened our church again on Palm Sunday so we were able to celebrate Holy week and Easter. Restrictions were still in place and our congregation gradually returned. We would like to thank David for playing the organ every week from when we opened and was joined by a few members of our choir and David Showers, thank you to you all.

We were so pleased that the restriction on choirs was changed enabling our choir to return for our Patronal Service in June, thank you for your amazing voices making our church come alive again.

On June 30th we were visited by the Saint Sigfrid's Pilgrims on their journey, food was shared and eaten together with some of our congregation. Wendy then walked with them to Rochester their next port of call. They have since written a book on their journey and we are featured in it with photographs to say we were excellent hosts!

July 10th Fund raising at last! We held a Market on the Path but due to bad weather it was indoors but was good to see people and we actually made a profit for church funds. Our next fund raising was a joint effort with The Big Local Love life and Community Spirit. This was on August Bank Holiday Monday with many stalls with games and fun for all which gave a healthy profit over £700. Next was Ride and Stride on 12th September Shane and Penny were our cyclist and walker not forgetting Penny's Granddaughter. We had a small grant for our roof from this fund so were very grateful to Shane and Penny to be able to support this. Thank you to all three.

The returning to school saw St Botolph's having their first Eucharist actually in church, it was good to see the whole school once again. The Stewardship Campaign was launched at the beginning of September and we were pleased that volunteers came forward to help at the services. This was followed by Harvest where parents were allowed this time and so much Harvest giving which was amazing. This started our Harvest weekend followed by a Harvest

Lunch on the Saturday, yes, we actually were catering again. A beautiful Choral Harvest Service on the Sunday concluded a weekend which felt a little normal.

The confirmation was held at St Georges Church where some of our congregation were confirmed but due to restriction only the candidates and family were allowed and Clergy.

Our uniformed groups slowly returned in September also Julie our cleaner who does an amazing job. We have three new groups joining us COGS, Well Being and A.B.C. Boxing this means our hall income is healthier than before.

We held our first monthly Lunch Club in October which has proved to be very popular with a Christmas lunch that was amazing with support from St Botolph's School Choir and David Showers. Afternoon tea also returning and like the lunch club the Christmas one was so festive thank you to Christine and her Choir.

Christmas fund raising had the green light which started with Our Christmas Market followed by our Angel Festival on Advent weekend and Our Christmas Fair which raised over £1000 so we were getting back to NORMAL.

It was good raising monies for our Parish but we have also supported outside organisations like Poverty and Hope, Christian Aid, Macmillan, The Children's Society, The British Legion , Salvation Army and Sanctuary Gravesend.

We are so grateful to our congregation's response to give less fortunate families of St Botolph's School a better Christmas by delivering bags of Christmas Sparkle to these Families.

Through the year we had many repair issues, Tiles off the roof again and water dripping into buckets and pumping out of drain pipes outside. Our fire inspection took place also P.A.T. testing, Boiler was serviced, Organ serviced. Luckily a light fell down in the hall thank goodness it was during the night! The hall lights have now been replaced. We mentioned before Covid that the Hall way and Toilets were to be decorated this is imminent.

Our Christmas was amazing with many services for all to enjoy. We started with Epiphany 2021 and also ended with a tear-jerking service with our three Kings Robert David and Alan for Epiphany 2022.

We would like to thank our amazing Choir, David and Christine whose organ playing is really appreciated.

We would like to express our thanks to our reader and Pastoral Assistant Marion and Father Cyril for their guidance, support and great worship. Thank you also to Martin Fielder White our PCC Secretary and Colin Taylor our Treasurer for their hard work and continued support.

All our efforts go towards trying to ensure that our church is not just a handsome building but also a warm and friendly caring group of people who worship together and welcome everyone. We hope 2022 will be a better one.

Wendy Waller and Pauline Hickmott.

St Botolph's Church Wardens.

TRUSTEES REPORT FOR ST MARK'S CHURCH

We started 2021 with the whole country in lockdown. The churchwardens in post then were Steve Kench-Canon and Sarah Jones.

We would like to thank Fr Cyril, Marion, Fr Joe, Walter Caulker-Johnson and Richard Scarff for their unstinting support at our services during 2021.

At the end of 2020 we had discovered significant damage to our parquet floor and a ceiling tile had fallen and was wet. Initially we were getting flooring contractors in to quote for replacement flooring, but this was proving to be extremely expensive.

Inspection of the Community Room showed that the repair carried out in October 2020 had not been done properly, and there was extensive water ingress with mould growing on the walls. It was so disheartening to see our Church in such a sorry state.

At the end of February John Bailey from Thomas Ford Architects, who was later appointed to undertake our Quinquennial Inspection, came to give a brief inspection of St Marks. He felt that our floor could be repaired, which we were really pleased about. He also said he thought the ceiling tiles were getting wet from occasional ingress of water via the mitred hips on the apex roof. He stated he didn't believe that even if more tiles did fall from the ceiling it wouldn't be a hazard as they would float rather than come down quickly.

In June we eventually found a company who could repair our floor, Kent Wood Flooring, who had worked on another local church hall floor. They were awarded the contract and started work on the floor in June. It took a week to complete, and the restored floor looks amazing.

At the beginning of March Gravesham Borough Council had contacted us because they were holding local elections and we are a designated polling station. At this point the floor had not been repaired, so a meeting was arranged with GBC and the Wardens to devise a plan to make the church safe for use for the elections in May. The plans were put into action and the election successfully took place in May. We were very pleased to be able to continue with this valuable service to the community.

In May we had our APCM and Steve Kench-Canon did not want to renew his tenure as Church Warden. Keith Major had said he was willing to stand and was duly elected to replace him.

Our Quinquennial inspection took place in April and the main urgent areas requiring attention were the floor, the Community room roof and the damaged caused by the leak, and inspection of the internal and external apex roof.

In June we started to search for a roofer to replace the Community room roof. After obtaining 3 quotations the PCC approved A Wise Roofing to undertake the work. They have done an excellent job and the room is now weatherproof. Once the roofing was completed, we went through the same process again to find a plasterer to deal with all the internal damaged caused by the water ingress. The PCC approved GSR Plastering would undertake this work, and this was completed in December.

In July we had two generous donations towards the refurbishment of our kitchen: flooring and a new cooker. Keith laid the flooring, and the cooker was installed by a registered gas fitter. This has improved the kitchen to some degree, but it still needs replacement cupboard and drawer fronts and work tops. It will also need painting.

On Tuesday July 6th after 14 months closure, we were finally able to open St Mark's for silent prayer twice a week on Tuesdays and Thursdays. Our congregation were so happy to be able to come back to St Mark's and sit and pray together, even if it was in a socially distanced manner.

At one of our silent prayer sessions we were fortunate to have sermon/Bible study presentation by Rosaline Griffiths on Psalm 8. Speaking about God's love for us shown in the wondrous gifts he has given us on this earth; to make us flourish not flounder; to reflect on our own life and what we mean to God and how precious we are to him. Everyone enjoyed this reflective presentation, and it was well attended.

We held 11 sessions of silent prayer before finally opening fully for our first Eucharistic service on Sunday 15th August. It has been heartening for us to welcome back our church family and some new members too.

Since then, we have held 27 Eucharistic services, 13 christenings, a memorial service for a member of the local community who had died, an Advent Carol Service, when we were

lucky enough to have the choir from St Botolph's sing, and a Crib, Carol and Cake service hosted by Marion and Martin Fielder-White.

In November the apex roof and ceiling were inspected by B W May with John Bailey in attendance. They recommended work the hip ridge tiles to make the ceiling watertight.

In December Fr Cyril had his long-awaited operation on one of his eyes. With everyone praying that this would go well, we give thanks to God that the operation was successful. During the time Fr Cyril took off to recuperate we were very pleased to welcome Fr Joe King back to take services. Our congregation really enjoyed seeing him again.

Our focus during the year has been to deal with the many major and urgent repairs that have been required, firstly to get everything safe so that we could welcome our congregation back, and secondly to get the rest of the building in the best condition for maximum use of the church centre for letting to raise badly needed funds.

In September the Wardens and Fr Cyril met with Eric Mumba from Potters House Pentecostal Church to discuss them hiring our church centre on Sundays for their services after our service has finished. They commenced their services at the beginning of October, holding services every Sunday, with an extended Sunday service once a month. They also hold a study group every Thursday, and various other ad hoc events during the year.

With our regular groups not expected to restart until next year we were pleased to have some bookings in the last quarter of 2021. We had a children's party, an evening event by a Christian discussion group, and two bookings from ABLE (Ability Beyond Life Expectations) for half term and end of term children's activities sessions.

During the year we continued to make sure that all regular inspections were carried out as follows:

Fire extinguisher service, fire alarm service, boiler service, PAT testing and a clean-up day for the church grounds.

We have held two coffee mornings which raised over £400. The coffee mornings are well supported, and we have lots of fun, eat plenty of homemade cake, and raise much needed funds.

We would also like to thank Martin Fielder, White, and Colin Taylor for their support during the extra works that have needed to be undertaken at St Mark's during 2021.

Keith Major and Sarah Jones
Church Wardens

DEANERY SYNOD REPORT

There have been two meetings this year, one by Zoom and the other took place at Swanscombe church.

The first meeting Bishop Simon talked about the state of the nation and five issues to look at which were polarisation, diversity and cohesion, trust in institutions, valuing truth and shape of politics.

It was also stated that in the C of E 98% do not attend a C of E church. That a church showing pastoral care would be noticed and also a person living a Christian life.

It was stated 1) we need a new capacity to listen 2) Renewed boldness.

We do not talk about God in public. We need to show practical care to back up what we say.

We need – listening spirit, bold heart and practical hands.

There followed an intense discussion between various members of the meeting.

Elections took place on the 3rd November and it was announced the following people were elected.

House of Clergy

The Rev Joel Love

The Rev Johnny Douglas

The Rev Lindsay Llewellyn-Macduff

The Rev Tim Edwards

House of Laity

Mrs Billy-Jo O'Leary

Mr Andrew Smith

Ms Jane Rosam

Mr Martin Sewell

The second meeting was held at Swanscombe church centre.

There was confirmation of Diocesan Synod Reps from the Gravesend Deanery, some new members introduced themselves to the group.

We were introduced to Living in Love and Faith and the time framework for it.

Once again the budget for 2022 was discussed with feeling. If anyone wishes to look at the budget set by the diocese I can forward a copy of it.

We had a “Called to Grow” update by the Archdeaconry Growth Enabler The Revd Dylan Turner, who discussed what had been happening, there were questions and comments by the representatives about how things were moving forward. One member, who is in training, explained how she was called to serve even though it wasn’t something she had previously thought of.

Wendy Waller and Barbara Osborn

SAFEGUARDING REPORT

During this year of Covid restrictions, the Health and Safety team have been busy, and highly effective, with implementing measures to address the challenge of keeping all who attend the church safe in the pandemic.

As Safeguarding Officer, my priority has been to ensure that all aspects of Safeguarding are constantly monitored. These include:

- Myself attending a course held by Greenhithe and Swanscombe churches to renew my basic safeguarding certificate
- Revisiting the types of safeguarding requirements to cover all types of abuse and writing a detailed Safeguarding Risk Assessment for the churches
- Liaising with Father Cyril regarding safeguarding issues
- Writing reports to present at PCC meetings
- Upgrading required Safeguarding Information on boards in both churches
- Attending a Zoom meeting run by the Rochester Safeguarding Team to learn about updates eg for DBS renewals three yearly

The process for enabling a Deputy Safeguarding Officer to have authority to process DBS certificates for eligible people (none outstanding at present) in my absence should be finalised as soon as possible.

Moving forward, there is much to do to ensure that all those eligible for a DBS have a renewal every three years now, and not after five years. Also, new requirements regarding certificate renewal must be a priority.

I wish to thank the clergy, church officers, the deputy safeguarding officers and the congregation for their continued support.

Gill Graves

RISK MANAGEMENT


During 2021 with the Pandemic, St Botolph's was closed from Epiphany Sunday to Palm Sunday and St Mark's was closed for Health & Safety issues until July. Income has increased in the year with the opening of both Church Halls in September. Congregation members were still urged to give by standing order and to Gift Aid their contributions. The Treasurer reported at year end that the Parish had sufficient reserves to last 18 months if current income and expenditure levels remained as they were. Therefore the PCC are happy that the Parish finances remain viable going into 2022.

In September the Parish launched a Stewardship campaign to boost income and increase the numbers of people helping to carry out duties at services and at other times. Fr Cyril Showers spearheaded this campaign in church over the Sundays in September ending with a Thanksgiving for this at Harvest.

Risk Assessments have been drawn up for both churches in the Parish based on the regulations laid down by the Church of England and Rochester Diocese, and are being strictly adhered to, ensuring that safety is paramount to the congregation and clergy alike and that our duty of care for each other is paramount.

The PCC has complied with the duty under section 5 of the Safeguarding and Clergy Discipline Measure 2016 (duty to have regard to House of Bishops' guidance on safeguarding children and vulnerable adults).

Approved by the Parochial Church Council and signed on its behalf by:

Fr Cyril Showers  Date: 5 April 2022

***The Parish of
Northfleet & Rosherville***

**Financial Statement
of the
Parochial Church Council**

Year ended 31st December 2021.

Bankers:
Barclays Bank plc.

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Supporting Charitable Organisations

14 March 2022

Independent Examiner's report to the Member/Trustees of Northfleet & Rosherville PCC

I report on the accounts for the year ended 31 December 2021 which are set out on the pages following.

Respective responsibilities of the Trustees and Independent Examiner

The church's trustees are responsible for the preparation of the accounts. The church's trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to

- Examine the accounts under section 145 of the 2011 Act;
- Follow the procedures laid down in the General Directions given by the Charity Commissioners section 145(5)(b) of the 2011 Act; and
- 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 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 2011 Act; or
 - to prepare accounts which accord with these accounting records 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.

Yours sincerely



Martyn Burt

B.Sc.(Hons), ACMA, CGMA

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Northfleet & Rosherville Parochial Church Council
Statement of Financial Activities (Receipts & Payments)
January 1, 2021 to December 31, 2021 (compared to January 1, 2020 to December 31, 2020)

	Unrestricted	Restricted	Endowment	Total	Prior Total	Difference	% Change
<i>Receipts</i>							
Income and Endowments							
Income from Charitable Activities	2,886.00	50.00		2,936.00	8,592.00	-5,656.00	-66%
Income from Donations and Legacies	25,483.18	2,501.71		27,984.89	25,388.52	2,596.37	10%
Income from Fund Raising	4,142.90	744.00		4,886.90	1,339.60	3,547.30	265%
Income from Other Trading Activities	6,589.40			6,589.40	2,727.75	3,861.65	142%
Investment Income	79.49		372.76	452.25	589.74	-137.49	-23%
Other Incoming Resources	2,644.73	121,010.39		123,655.12	13,389.77	110,265.35	824%
Total Receipts	41,825.70	124,306.10	372.76	166,504.56	52,027.38	114,477.18	220%
<i>Payments</i>							
Expenditure							
Church Maintenance	1,448.17			1,448.17	6,257.41	-4,809.24	-77%
Church Major Repairs	27,083.19	120,515.39		147,598.58	16,552.40	131,046.18	792%
Church Running Costs	15,416.56	1,441.47		16,858.03	14,299.82	2,558.21	18%
Church Utility Bills	1,602.38			1,602.38	6,196.61	-4,594.23	-74%
Clergy Expenses	3,799.62			3,799.62	4,817.28	-1,017.66	-21%
Diocesan Parish Contribution	5,000.00			5,000.00	5,000.00		
Hall & Other Buildings Running Costs	5,155.83			5,155.83	9,646.51	-4,490.68	-47%
Hall Major Repairs	4,027.76			4,027.76	1,219.00	2,808.76	230%
Mission Giving & Donations	64.00	2,958.03		3,022.03	724.98	2,297.05	317%
Other Payments					7,999.91	-7,999.91	-100%
Total Payments	63,597.51	124,914.89	0.00	188,512.40	72,713.92	115,798.48	159%
All Receipts	41,825.70	124,306.10	372.76	166,504.56	52,027.38	114,477.18	220%

Northfleet & Rosherville Parochial Church Council
Statement of Financial Activities (Receipts & Payments)
 January 1, 2021 to December 31, 2021 (compared to January 1, 2020 to December 31, 2020)

	Unrestricted	Restricted	Endowment	Total	Prior Total	Difference	% Change
All Payments	63,597.51	124,914.89	0.00	188,512.40	72,713.92	115,798.48	159%
Transfers Between Funds	1.53	-1.53	0.00	0.00	0.00	0.00	
Net Movement in Funds	-21,770.28	-610.32	372.76	-22,007.84	-20,686.54	-1,321.30	
Total Funds Brought Forward	156,151.82	12,416.32	16,355.73	184,923.87	205,610.41	-20,686.54	-10%
Total Funds Carried Forward	134,381.54	11,806.00	16,728.49	162,916.03	184,923.87	-22,007.84	-12%

Statement of Assets and Liabilities

Cash Funds	2021	2020
Business Current Account	7,652.95	3,280.02
Building Saver Account	36,196.11	44,042.42
General Saver Account	68,794.41	75,187.64
Rochester Diocesan Board of Finance	38,752.87	47,821.06
Endowment Funds	16,728.49	16,355.73
	168,124.83	186,686.87
Less		
Cheques not presented	-1,485.07	-147.00
Other Creditors - see Notes	-3,774.00	-1,616.00
Plus Items not Credited	50.27	0.00
	162,916.03	184,923.87
Creditors - **	-1,576.54	-225.00
Debtors - **	3,890.59	2,652.31
	165,230.08	187,351.18
Parish Funds		
Unrestricted		
General Fund	78,430.76	76,776.00
Designated Funds	55,950.78	79,375.82
Restricted Funds	11,806.00	12,416.32
Endowment Funds	16,728.49	16,355.73
	162,916.03	184,923.87

Approved by the Parochial Church Council and signed on its behalf by:



Date: 5th April 2022

** amounts are detailed in the relevant years 'Notes to the Accounts' and will be reflected in the next Financial Statement

NOTES TO THE ACCOUNTS

Creditors

General Fund

Independent Examiner, in respect of reviewing and reporting on the 2021 accounts - £250.00.

St Botolphs Hall Water, account balance £501.26.

St Botolphs Hall Gas, account balance £564.76

St Marks Church Centre Water, account balance £73.07

St Marks Church Centre Gas account balance £162.24

St Marks Church Centre Electricity account balance £25.21

The above amounts will be accounted for in the 2022 accounts.

Other Creditors

The Diocesan element of Parochial Fees, relating to the period 1st October – 31st December 2021, totalling £2,268.00 will be paid over to the Diocese in February 2022.

50/50 Club - £776.00; this amount relates to monies held pending the quarterly draw. When the draw is made, the amount is divided between prize money and Church Funds

St Marks Church Centre Car Park - £30.00; this relates to deposits made in respect of Car Park notices, made by Hall users. This amount is repayable to the Hall users as and when they return the Car Park notice.

St Marks Church Centre Keys - £40.00; this relates to deposits made in the respect of Hall users holding a key to the Church Centre. The amount is repayable to the Hall users as and when they return the Church Centre Key.

Wedding Fees - £660.00; this relates to Wedding deposits. As and when the Wedding service takes place, the amount will be payable as a Parochial Fee to the Diocese and the PCC.

Debtors

General Fund

St Botolph's Hall usage - £800.00

St Marks Church Centre Hall usage - £804.20

Income Tax Recoverable in respect of Gift Aid claim for £1,930.59

PAYE Tax refund - £355.80

These amounts will be accounted for in the 2022 accounts.

St Botolph's Chancel Roof and Buttress

Grants were received from Friends of Kent Church, £8,000.00 and Culture Recovery Fund for Heritage, £89,328.30. In addition, VAT was reclaimed from Listed Places of Worship, totalling £23,332.09. 20% of the cost was funded from St Botolphs Church Repair Fund. During 2021, payment was made to the Contractor totalling £121,183.25, Professional Fees totalled £11,669.24 and protection of the Organ cost £1,140.00.

Related Party Transactions

No payments, other than reimbursements of 'out of pocket' expenses, were made to PCC members.

Employees

The Parochial Church Council employee's one person, who cleans St Botolph's Hall and St Marks Church Centre.

It should be noted that since March 2020, St Botolph's Hall and St Marks Church Centre has been closed, due to COVID-19 pandemic and that the Parochial Church Council took in the H.M. Government Furlough grant scheme until August 2021.

The Cleaner employment costs during 2021 totalled £3,816.00 of which £2,643.00 was reclaimed from H.M. Government under the Furlough grant scheme.

Northfleet & Rosherville Projects

This fund holds a balance of £13,067.77, which the Parochial Church Council has designated as follows:

St Marks Church Centre

Alarm - £1,200.00
Tabernacle - £900.00
Community Room - £546.00
Kitchen - £3,845.56
Silverware - £800.00

St Botolphs Church & Hall

Car Park - £1,500.00
Hall Refurbishment - £4,276.21

Legacies

This fund holds the sum of £1,220.14, which is made up as follows:

- 1) Jean Howells – balance of legacy - £624.73
- 2) Marion Sawyer – balance of legacy - £595.41

The Parish of St Botolph, Northfleet and St Mark, Rosherville

Accounting Policies

Accounting convention

The financial statements of the PCC will be prepared in accordance with the Church Accounting Regulations 2006 and section 145 of the Charities Act 2011, and that an Independent examination will be required.

The accounts will be prepared on a Receipts and Payments basis and will include all monetary transactions, assets, and liabilities for which the PCC can be held responsible in law. They do not include the accounts of other Church groups that owe an affiliation to another body, nor those that are informal gatherings of Church members.

Incoming resources

Planned Giving, Collections, Donations and Tax refunds are recognised when they are received. Grants and Legacies are accounted for when the PCC is legally entitled to the amounts received. All incoming resources are accounted for gross.

Interest

Interest will be accounted for upon receipt of the Bank/Diocesan statement. Where interest has been applied to the Buildings Saver account and the General Saver account, it will be recorded in the General Fund ledger.

Resources expended.

Grants and Donations are accounted for when paid over. All other expenditure is recognised when it is incurred and is accounted for gross.

Bank Charges

Bank charges are accounted for upon receipt of the Bank Statement and are to be accounted for in the General Fund.

Bank Accounts

The Business Current Account will be used in respect of: -

- a) All receipts which are due to the Parochial Church Council. These can be made by deposits at a Branch of the Bank, Electronic Credits and Transfers from other Bank Accounts held in the name of the Parochial Church Council.

- b) Payments made by the Parochial Church Council, will be made by way of a Cheque, Standing Order to the Payee, Direct Debit or Transfer to other Bank Accounts held in the name of the Parochial Church Council.

The Buildings Saver Account will hold Restricted and Designated funds as agreed by the Parochial Church Council and will be recorded in the relevant Ledger account(s). Receipts and Payments to this account will be made via the Business Current Account.

The General Saver Account will hold Restricted and Designated funds as agreed by the Parochial Church and will be recorded in the relevant Ledger account(s). Receipts and Payments to this account will be made via the Business Current Account.

Funds will be held with the Rochester Diocesan Board of Finance in respect of the following Building Maintenance Ledger Funds:

- (a) St Botolph's Church (b) St Mark's Church and Hall & (c) St Botolph's Hall; Receipts and Payments made to the Fund will be agreed by the PCC.

Reserves Policy

The PCC has agreed that it will hold the sum equal to three months income as its reserve. However, as Church remained closed, due to the Pandemic, until March 2021 and the Halls were closed until June 2021; it was clear that the PCC would potentially have to use its reserves. It is known that during 2022, the Quinquennial inspection will take for St Botolphs Church and following receipt of the Quinquennial report the PCC will review the amount held in its reserves. When a large donation or legacy has been received, the PCC has the right to hold some or all such sums in reserve for a period of up to 12 months, while they consider how to use the money. When making their decision on how to use any such donations or legacies, the PCC will abide by the policy of not holding more than three months income as a reserve.

Fixed Assets

Movable church furnishings held by the Vicar and Church Wardens on special trust for the PCC and which require a faculty for disposal are inalienable property, listed in the Church Inventory. The Church Inventory can be inspected at any reasonable time.

Budget Setting

The annual budget, for the forthcoming year, will be agreed by the PCC at their November meeting. The budget will include general running costs, ministry and mission, donations to Charities, Church activities, including children's ministry, worship and choir, staff costs and extraordinary items of expenditure.

Fund Reporting

The PCC reports the assets which it holds as follows:

Unrestricted: -

General Fund – these funds are used to fulfil the aims of the Charity and are used for the day to day running of St Botolph's Church & Hall and St Marks Church Centre.

St Botolph's Church Repair Fund – this fund is held with the Diocese and is to be used for the maintenance of the Church, following the Quinquennial Inspection.

St Botolph's Hall Repair Fund – this fund is held with the Diocese and is to be used for the maintenance of St Botolph's Hall.

St Marks Church Centre – this fund is held with the Diocese and is to be used for the maintenance of the Church, following the Quinquennial Inspection.

Organ Renovation – The PCC agreed that the legacy received from the estate of the late R. Waugh should be set aside for the Organ Renovation.

Northfleet & Rosherville Projects – Designated funds for a specific project are held in this fund.

Legacies – where a legacy has been received, it will be held in this fund until such time that the PCC have agreed with the beneficiary's family as to how the fund are to be spent.

Restricted: -

Mission & Charities – monies raised by special collections e.g., Christingle Service, are held in this account pending remittance to the relevant charity.

Children's Work –

Who let the Dads Out – The purpose of this account is to record the funds received and spent in relation to the Who let the Dads Out project.

Children's Work – The purpose of this account is to hold funds which can be used for Children's work within the parish.

Choir – Funds held in this account are for the use of Choir equipment.

Elderly People – this account is used to fund work with the elderly of the parish. To be closed

Flowers: - Monies can be donated to pay towards the cost of the purchase of flowers in Church and the surplus is held in this fund.

Hall Letting Deposits – this account is used to hold deposits taken when a Hirer books the Hall. The deposit is refunded to the Hirer, subject to the Terms and Conditions of use of the Hall.

Organ Renovation – The balance held in this fund relates to restricted donations towards the renovation project.

Rosherville School Trust – The charitable objects of this Trust are for ‘The Education of Children and Adults or Children only of Labouring, Manufacturing, and other poorer classes in Rosherville. The funds were originally held with the Kent Reliance Building Society and during 2018 the account was closed, and the balance transferred into the PCC’s Bank account. The Trustees of the Trust are The Vicar and Church Wardens of St Mark’s, Rosherville.

St Botolph’s Chancel Roof and Buttress – This fund has been set up to record the funding received from Historic England and Listed Places of Worship in respect of the works which will be undertaken during Spring 2021. To be closed.

Tower Bells – This account is used to record donations which are held for future projects relating to work on the Tower Bells.

Wedding Fees – as a result in the charge of policy, by the Diocese, in the way that Fees are collected, it is necessary to hold Wedding Fee deposits in a restricted account. Once the wedding has taken place, the Wedding Fee deposit will be transferred to the General Fund.

Endowment Funds:

Smith Trust – The capital and income on this trust are to be expended for such religious purpose in the parish as the Priest-in-Charge and Churchwardens of St Botolph’s Church shall, in their absolute discretion, think fit. The Capital sum of 253 units is held in a CBF Investment Fund account, Unspent Income, that is accumulated Dividends and Interest, less Discretionary Expenditure is held in a Lloyds Bank account. The valuation of 253 units held with CBF Investment Funds as at the 31st December 2021 is £5,924.78

N. Siddon Charity Fund – This fund is designated ‘for the relief of the aged poor’ in the parish as the Priest-in-Charge and Churchwardens of St Botolph’s Church shall, in their absolute discretion, think fit. The Capital sum of 259 units is held in a COIF Investment Fund account, Unspent Income, that is accumulated Dividends and Interest, less Discretionary Expenditure is held in a Barclays Bank account. The valuation of 259 units held with COIF Investment Funds as at the 31st December 2021 is £5,326.70

Eliza E. Smith Charity Fund – This fund is designated ‘for the relief of the aged poor’ in the parish as the Priest-in-Charge and Churchwardens of St Botolph’s Church shall, in their absolute discretion, think fit.

The Capital sum of 161.62 units is held in a COIF Investment Fund account, Unspent Income, that is accumulated Dividends and Interest, less Discretionary Expenditure is held in a Barclays Bank account. The valuation of 161.62 units held with COIF Investment Funds as at the 31st December 2021 is £3,323.94

SUMMARY OF ACCOUNTS AS AT 31st DECEMBER 2021

<u>Fund</u>	<u>Balance - 31 Dec 2020</u>	<u>Receipts</u>	<u>Payments</u>	<u>Transfers</u>	<u>Balance - 31st Dec 2021</u>
<u>Endowments</u>					
N. Siddon, E. Smith & Smith Trust	16,355.73	372.76			16,728.49
<u>Restricted</u>					
Charities	92.32	2,865.71	-2,958.03		0.00
Children's Work	1,125.88				1,125.88
Choir	278.19				278.19
Elderly People	333.00	350.00	-681.47	-1.53	0.00
Flowers	0.06	150.00			150.06
Hall Letting Deposits	0.00				0.00
Organ Renovation	370.00				370.00
Rosherville Trust	6,994.33				6,994.33
St Botolphs Chancel Roof Tower Bells.	-375.00	120,890.39	120,515.39		0.00
Wedding Fees Deposits	710.00	50.00	-760.00		0.00
Who Let The Dad's Out	1,398.38				1,398.38
<u>Unrestricted - Designated</u>					
Organ Renovation	2,550.00	360.00			2,910.00
St Botolphs Church Repair Fund	26,521.21	271.60	-13,477.10	2,700.00	16,015.71
St Botolphs Hall Repair Fund	13,300.09	24.31		1,400.00	14,724.40
St Marks Centre Repair Fund	6,999.76	13.00		1,000.00	8,012.76
Northfleet & Rosherville Projects	12,009.21	1,867.00	-858.44	50.00	13,067.77
Legacies	17,995.55	50.00	-16,775.41	-50.00	1,220.14
<u>Unrestricted</u>					
General Fund	76,776.00	39,239.79	-32,486.56	-5,098.47	78,430.76
	168,568.14	166,131.80	188,512.40	0.00	162,916.03

Northfleet & Rosherville Parochial Church Council Statement of Financial Activities (Receipts & Payments)

January 1, 2021 to December 31, 2021

	Total	General Fund (U)	Legacies Received (U)	Northfleet & Rosherville Projects (U)	St Botolph's Church Repair Fund (U)	St Botolphs Hall - Repair Fund (U)	St Botolphs Organ Renovation (U)	St Marks Church Centre - Repair Fund (U)
<i>Receipts</i>								
Income and Endowments								
Income from Charitable Activities								
PCC Fees Income	2,886.00	2,886.00						
Income from Donations and Legacies								
Cash Collections	2,712.11	2,712.11						
Donations								
Captain Tom Challenge	79.49	79.49						
Ride & Stride	308.00	308.00						
Xmas 'Chuck it in Bucket'	255.19	255.19						
Gift Aid Claimed	3,752.63	3,752.63						
Legacies	50.00		50.00					
Other Planned Giving - Non Tax efficient								
Donations - Non GASDS	1,589.20	869.20		360.00			360.00	
Standing Orders - Non Tax effective	1,133.00	893.00			240.00			
Planned Giving - Gift Aided								
Gift Aid Envelopes	1,407.00	1,407.00						
Planned Giving Envelopes	3,821.00	3,821.00						
Planned Giving Envelopes - GASDS	598.25	598.25						
Standing Orders	9,769.00	9,769.00						
Sunday Tea & Coffee	8.31	8.31						
Income from Fund Raising								
Fetes, Bazaar, Other Fund-raising Events								
Big Local Fair - Bank Holiday Monday	743.02	743.02						
Christmas Fayre	1,050.00			1,050.00				

Northfleet & Rosherville Parochial Church Council Statement of Financial Activities (Receipts & Payments)

January 1, 2021 to December 31, 2021

	Total	General Fund (U)	Legacies Received (U)	Northfleet & Rosherville Projects (U)	St Botolph's Church Repair Fund (U)	St Botolphs Hall - Repair Fund (U)	St Botolphs Organ Renovation (U)	St Marks Church Centre - Repair Fund (U)
Christmas Market	209.40	209.40						
Coffee Mornings	382.85	382.85						
Market on the Path	193.63	193.63						
Raffles	634.00	634.00						
Sale of Angels	174.00			174.00				
Sponsor Walk	283.00			283.00				
Tuesday Lunch Club	425.00	425.00						
Tuesday Teas	48.00	48.00						
Income from Other Trading Activities								
Hall Income								
St Botolphs Hall	3,855.00	3,855.00						
St Marks Hall	2,734.40	2,734.40						
Investment Income								
Interest Received								
Bank Interest	10.58	10.58						
Diocesan Repair Fund	68.91				31.60	24.31		13.00
Other Incoming Resources								
Grants								
HMRC - re Furlough	2,643.29	2,643.29						
Refunds	1.44	1.44						
Total Receipts	41,825.70	39,239.79	50.00	1,867.00	271.60	24.31	360.00	13.00

Northfleet & Rosherville Parochial Church Council Statement of Financial Activities (Receipts & Payments)

January 1, 2021 to December 31, 2021

Payments	Total	General Fund (U)	Legacies Received (U)	Northfleet & Rosherville Projects (U)	St Botolph's Church Repair Fund (U)	St Botolphs Hall - Repair Fund (U)	St Botolphs Organ Renovation (U)	St Marks Church Centre - Repair Fund (U)
General Maintenance								
St Botolphs Church								
Boiler Service	660.00	660.00						
Fire Equipement	243.51	243.51						
PAT Testing	90.00	90.00						
St Marks Church Centre								
Boiler Service & Maintenance	72.00	72.00						
Fire Alarm Service	154.80	154.80						
Fire Equipement	137.86	137.86						
PAT Testing	90.00	90.00						
Church Major Repairs								
St Botolphs Church								
Chancel Roof and Buttress and South Aisle Buttress	13,477.10				13,477.10			
St Marks Church Centre								
Church Floor	5,035.20		5,035.20					
Community Room	1,254.00		1,200.00	54.00				
Kitchen	304.44			304.44				
Roof Inspection	2,812.45		2,812.45					
Roof Repairs	4,200.00		4,200.00					
Church Running Costs								
Administration								
Accounting Software	186.48	186.48						
Admin	40.00	40.00						
Licences	22.00	22.00						
Parish Phone & Broadband	1,605.57	1,605.57						

Northfleet & Rosherville Parochial Church Council Statement of Financial Activities (Receipts & Payments)

January 1, 2021 to December 31, 2021

	Total	General Fund (U)	Legacies Received (U)	Northfleet & Rosherville Projects (U)	St Botolph's Church Repair Fund (U)	St Botolphs Hall - Repair Fund (U)	St Botolphs Organ Renovation (U)	St Marks Church Centre - Repair Fund (U)
Payroll Services	222.00	222.00						
Photocopier	2,250.10	2,250.10						
Website	295.00	295.00						
Church Running Costs								
Expenditure on Raising Funds	340.90	340.90						
St Marks Church Centre	372.00	372.00						
Cost of Services	743.47	743.47						
Goverance Costs	225.00	225.00						
Insurance								
St Botolphs Church & Hall	7,911.29	7,911.29						
St Marks Church Centre	1,202.75	1,202.75						
Church Utility Bills								
Electricity	264.30	264.30						
Gas	1,275.08	1,275.08						
Water	63.00	63.00						
Clergy Expenses								
Fr Joe King	50.00	50.00						
Lay Readers	30.00	30.00						
Parsonage House								
St Marks Vicarage	3,719.62	3,719.62						
Diocesan Parish Contribution	5,000.00	5,000.00						
Hall & Other Buildings Running Costs								
Cleaner	3,816.12	3,816.12						
St Botolphs Hall Running Costs								
Cleaning Materials	36.52	36.52						

Northfleet & Rosherville Parochial Church Council Statement of Financial Activities (Receipts & Payments)

January 1, 2021 to December 31, 2021

	Total	General Fund (U)	Legacies Received (U)	Northfleet & Rosherville Projects (U)	St Botolph's Church Repair Fund (U)	St Botolphs Hall - Repair Fund (U)	St Botolphs Organ Renovation (U)	St Marks Church Centre - Repair Fund (U)
Electricity	790.69	790.69						
Gas	188.00	188.00						
Minor Repairs	70.00	70.00						
Trade Waste	188.50	188.50						
Water	66.00	66.00						
Hall Major Repairs								
St Botolphs Hall Toilets	4,027.76		3,527.76	500.00				
Mission Giving & Donations								
Home Mission & Church Societies								
Friends of Kent Churches	10.00	10.00						
Friends of Rochester Cathedral	20.00	20.00						
Secular Charities								
Royal British Legion	34.00	34.00						
Total Payments	63,597.51	32,486.56	16,775.41	858.44	13,477.10	0.00	0.00	0.00
All Receipts	41,825.70	39,239.79	50.00	1,867.00	271.60	24.31	360.00	13.00
All Payments	63,597.51	32,486.56	16,775.41	858.44	13,477.10	0.00	0.00	0.00
Transfers Between Funds	1.53	-5,098.47	-50.00	50.00	2,700.00	1,400.00	0.00	1,000.00
Net Movement in Funds	-21,770.28	1,654.76	-16,775.41	1,058.56	-10,505.50	1,424.31	360.00	1,013.00
Total Funds Brought Forward	156,151.82	76,776.00	17,995.55	12,009.21	26,521.21	13,300.09	2,550.00	6,999.76
Total Funds Carried Forward	134,381.54	78,430.76	1,220.14	13,067.77	16,015.71	14,724.40	2,910.00	8,012.76

Northfleet & Rosherville Parochial Church Council Statement of Financial Activities (Receipts & Payments)

January 1, 2021 to December 31, 2021

	Total	Children's Work (R)	Choir (R)	Elderly People (R)	Flowers (R)	Hall Letting Deposits (R)	Mission & Charities (R)	Rosherville Education Account (R)	St Botolphs Chancel Roof & Buttress (R)	St Botolphs Organ Renovation Fund (R)	Tower Bells (R)	Wedding Fee Deposits (R)	Who Let The Dad's Out (R)
	89,328.30								89,328.30				
Friends of Kent Churches	8,000.00								8,000.00				
Listed Places of Worship	23,332.09								23,332.09				
Northfleet Central CIO	350.00			350.00									
Total Receipts	124,306.10	0.00	0.00	350.00	150.00	0.00	2,865.71	0.00	120,890.39	0.00	0.00	50.00	0.00

Payments

Expenditure

Church Major Repairs

St Botolphs Church

Chancel Roof and Buttress and South Aisle Buttress

Contractor	109,841.03								109,841.03				
Professional Fees	9,724.36								9,724.36				
Protection of Organ during Major Works	950.00								950.00				

Church Running Costs

Administration

Admin	760.00											760.00	
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Church Running Costs

Expenditure on Raising Funds

Tuesday Lunch Club	553.97			553.97									
Lent Course	127.50			127.50									

Mission Giving & Donations

Home Mission & Church Societies

Children's Society	958.77						958.77						
Friends of Kent Churches	616.00						616.00						
Gravesham Sanctuary	169.00						169.00						
Poverty & Hope Appeal	227.28						227.28						

Northfleet & Rosherville Parochial Church Council
Statement of Financial Activities (Receipts & Payments)
 January 1, 2021 to December 31, 2021

	Total	Children's Work (R)	Choir (R)	Elderly People (R)	Flowers (R)	Hall Letting Deposits (R)	Mission & Charities (R)	Rosherville Education Account (R)	St Botolphs Chancel Roof & Buttress (R)	St Botolphs Organ Renovation Fund (R)	Tower Bells (R)	Wedding Fee Deposits (R)	Who Let The Dad's Out (R)
Relief & Development Agencies													
Christian Aid	172.50						172.50						
Secular Charities													
Captain Tom Challenge	79.48						79.48						
Gravesend Street Pastors	115.00						115.00						
Macmillan Cancer Support	300.00						300.00						
Royal British Legion	160.00						160.00						
Salvation Army	160.00						160.00						
Total Payments	124,914.89	0.00	0.00	681.47	0.00	0.00	2,958.03	0.00	120,515.39	0.00	0.00	760.00	0.00
All Receipts	124,306.10	0.00	0.00	350.00	150.00	0.00	2,865.71	0.00	120,890.39	0.00	0.00	50.00	0.00
All Payments	124,914.89	0.00	0.00	681.47	0.00	0.00	2,958.03	0.00	120,515.39	0.00	0.00	760.00	0.00
Transfers Between Funds	-1.53	0.00	0.00	-1.53	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Net Movement in Funds	-610.32	0.00	0.00	-333.00	150.00	0.00	-92.32	0.00	375.00	0.00	0.00	-710.00	0.00
Total Funds Brought Forward	12,416.32	1,125.88	278.19	333.00	0.06	0.00	92.32	6,994.33	-375.00	370.00	1,489.16	710.00	1,398.38
Total Funds Carried Forward	11,806.00	1,125.88	278.19	0.00	150.06	0.00	0.00	6,994.33	0.00	370.00	1,489.16	0.00	1,398.38

Northfleet & Rosherville Parochial Church Council Statement of Financial Activities (Receipts & Payments)

January 1, 2021 to December 31, 2021

	Total	Eliza E Smith Fund (E)	Eliza E Smith Fund - Unspent Income (E)	Noah Siddon (E)	Noah Siddon - Unspent Income (E)	The Smith Trust (E)	The Smith Trust - Unspent Income (E)
<i>Receipts</i>							
Income and Endowments							
Investment Income							
Dividends	372.76		85.46		136.95		150.35
Total Receipts	372.76	0.00	85.46	0.00	136.95	0.00	150.35
All Receipts	372.76	0.00	85.46	0.00	136.95	0.00	150.35
All Payments	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Net Movement in Funds	372.76	0.00	85.46	0.00	136.95	0.00	150.35
Total Funds Brought Forward	16,355.73	2,315.40	2,401.37	3,710.49	993.58	4,849.78	2,085.11
Total Funds Carried Forward	16,728.49	2,315.40	2,486.83	3,710.49	1,130.53	4,849.78	2,235.46

Financial Review

Once again COVID-19 pandemic had an impact on the life and finances of the Parish.

Thankfully, restrictions were lifted during 2021, which allowed the public to hire St Botolphs Hall and St Marks Church Centre. This provided a total of £6,589 of income, an increase of just over £4,000 on the 2020 figures.

Fund raising during 2021 increased on the 2020 value by £2,300.

As a result of the Stewardship campaign and more people returning to Church, your Donations increased by £5,600.

The overall income in the Day-to-Day account amounted to £39,200.00

The Day-to-Day expenditure of the Parish decreased by £13,800.00, which was due to a saving of £2,000 relating to St Botolph's Hall utilities, £4,000 relating to Gas for St Botolph's Church and St Marks Church Centre, £2,000 relating to General Maintenance cost for St Botolph's Church.

A small legacy was received from the Estate of Kathleen Campbell, which will go towards the cost of St Botolph's Hall refurbishment.

During the first quarter of 2021, major work was undertaken on St Botolph's Chancel Roof and Buttresses, total cost of this project was £134, 000. The funding of this project was provided by a Grant from Culture Recovery Fund for Heritage, a Grant from Friends of Kent Churches, along with VAT that was recovered from Listed Places of Worship.

Last year, the PCC paid as it's Parish Contribution to the Diocese the sum of £5,000.00 and at their December 2021 meeting, the PCC agreed that the amount which they should offer for 2022 would be £6,000.

Clearly the Parish Finances ended in a better shape than what was forecast in the 2021 Budget, which your PCC agreed in October 2020. Looking at Parish Finances for 2022, providing there are no restrictions put in place, then the outlook appears to be much more promising. Careful management of the Parish resources, by your PCC will only make this possible.

Colin Taylor – Treasurer – 27th January 2022

NORTHFLEET AND ROSHERVILLE PAROCHIAL CHURCH COUNCIL

England & Wales - Charity number 1185604

Accounts

**TRUSTEES OF NORTHFLEET
& ROSHERVILLE PCC**

**ANNUAL REPORT &
ACCOUNTS 2020**

**TO BE PRESENTED TO
APCM**

SUNDAY 16 MAY 2021

SAFEGUARDING REPORT

Since my last yearly report, the Covid-19 pandemic has changed life for us all. Everyone has been challenged in some way, whether it be physically, mentally and/or spiritually; for many the effects have been life-changing...and the threat has not gone away as we know. We will all have been affected by the awful statistics and stories about the NHS etc, plus many of us will know people who have suffered the symptoms of the virus or maybe have died. The impact on all in our congregations has been life-changing... and we miss coming to church for spiritual renewal. Thank you, Father Cyril and 'your team' who have provided online services. A Whatsapp group has been a way for the church family to stay in touch with each other and to give each other news and support.

It was a pleasure to welcome Cyril as our new priest and his application and interview were conducted in line with Safe Recruitment requirements. Cyril, the Church Wardens and Marion have done, and continue to do, everything possible to reduce the risk of people contracting the virus or passing it on to others while in church. Although these measures are Health and Safety issues, Safeguarding is as important as ever, if not more so due to a rise in mental health problems, domestic violence, poverty, loneliness and issues involving Social Services ie children, adults and families who are vulnerable as a consequence of the virus. Home schooling continues to cause difficulties and worry for many and the 'lockdown' impact on many families has been extremely disruptive, especially for those confined in flats. The Pastoral Team have been contacting church members to check up on their well-being.

As Safeguarding Officer, I am pleased to have deputies now:

Anne Dennis for St. Botolph's Church and Rosaline Griffiths for St. Mark's Church.

This is an action approved by the Safeguarding Team at Rochester and was agreed by the PCC.

The Model Parish Safeguarding Checklist is at present the document which is underpinning our work when creating and maintaining a safeguarding culture in the churches; it underpins everything that we do. The PCC members have been sent this document. Further discussion around this document will ensue. Safeguarding is on every PCC meeting's agenda.

It is the duty of **all** members of our community to report any abuse, physical or mental, which they think may be happening either in our church or outside of church and to pass the information on to me. I am always available to discuss concerns confidentially, as are our church leaders and Deputy Safeguarding Officers. All concerns will be treated with sensitivity to all involved and will be managed effectively.

Gill Graves

Safeguarding Officer

01322 382897 any time

TRUSTEES OF NORTHFLEET & ROSHERVILLE PCC

ANNUAL REPORT AND ACCOUNTS 2020

St Botolph's Church, Northfleet and St Mark's Church, Rosherville are both part of the Diocese of Rochester within the Church of England. The correspondence address is: Northfleet & Rosherville PCC, c/o The Vicarage, 123 London Road, Northfleet, Kent DA11 9NH.

Northfleet and Rosherville Parochial Church Council (PCC) has the responsibility of co-operating with the incumbent, in promoting in the ecclesiastical parish the whole mission of the Church, pastoral, evangelistic, social and ecumenical. It also has maintenance responsibilities for the Church and Hall on both sites.

The PCC is a charity (number 1185604) registered with the Charity Commissioners. All PCC members are Charity Trustees. Members of the PCC are either ex-officio or elected by the Annual Parochial Church Meeting in accordance with the Church Representation Rules.

During the year the following served as members of the PCC –

Rev Gary Colville – Interim Minister ex-officio – to 19 January 2020

Rev Cyril Showers – Associate Priest ex-officio – to 4 September 2020

Rev Cyril Showers – Priest- in -Charge ex-officio – from 5 September 2020

Sister Gill Martin – Church Army ex-officio – to 2 February 2020

Marion Fielder-White – Reader and Pastoral Assistant ex-officio

Wendy Waller – Church Warden – October 2020 elected

Pauline Hickmott – Church Warden October 2020 elected

Steve Kench-Cannon – Church Warden October 2020 elected

Sarah Jones – Church Warden October 2020 elected

Lynn Ruddock – elected PCC Member

Tony Cossons – elected PCC Member

Derek Wilkinson – elected PCC Member & Deanery Synod Member – to 4 October 2020

Gill Graves – elected PCC Member

Penny Scott-Beaulieu – elected PCC Member

Barbara Osborn - elected PCC Member

Ann Macleod – elected PCC Member from 4 October 2020

Rosaline Griffiths – elected PCC Member from 4 October 2020

Beryl Shand – elected PCC Member

Susan Wenman - elected PCC Member – to 4 October 2020

Keith Major – co-opted to PCC – to 13 February 2020

Martin Fielder-White – Co-opted as PCC Secretary

The full PCC met 5 times during the year – 3 face to face and 2 on Zoom. Committees met between PCC Meetings and minutes of their deliberations were received by the full PCC and discussed where necessary.

Some of the subjects under discussion have been the Replacement of stolen Silverware at St Mark's and a new Tabernacle. New Linen & Vases from bequest in Lady Chapel at St Botolph's. Refurbishment of Kitchen at St Mark's. Procedure for Appointment of New Priest for the Parish, Closure of Churches due to Pandemic but open for Private Prayer, Service for Appointment of Priest In Charge, Grant for Roofing & Buttress Work at St Botolph's, Electoral Roll, Safeguarding; as well as regular PCC business and care of the fabric of both churches.

PCC Committees

Standing & Finance Committee

This is the only committee required by law. It has power to transact the business of the PCC between meetings, subject to any direction given by the council. This committee also deals with the finance including budgets.

Fabric Committee

This committee deals with the church and hall maintenance and upkeep of the churchyard and curtilage of both churches.

Worship Committee

This includes the worshipping life of the church, Confirmation and courses at Advent and Lent.

Electoral Roll

The church electoral roll stands at 121, with 86 at St Botolph's Church and 35 at St Mark's Church.

Usual Sunday Attendance

The average Sunday attendance, counted during October 2020, was 35 adults at St Botolph's and no attendance at St Mark's due to the Pandemic and Health & Safety issues.

Address of our Bankers –

Barclays Bank UK PLC

Kingston Branch

Leicester

LE87 2BB

Address of the Independent Examiner –

Martyn Burt

Adventus Accounting Solutions

Ashby Acres

Chapel Lane

Ashby-cum-Fenby

Grimsby

DN37 0QT

TRUSTEES REPORT FOR ST BOTOLPH'S CHURCH

We started 2020 with our Interim Minister being hospitalised and finally retiring. Then in February we saw Sister Gill leave us following her dream to work in Prison Chaplaincy.

We would like to thank Father Cyril, Marion, Father Joe, Mark Ball and David Scott for their support at the services during January to March.

In February we had our second meeting with Rev. Ruth Adams to find ways to go forward as a Parish. Both meetings were informative and gave us strength for the months ahead. We had a meeting with Archdeacon Andy preparing for our vacancy. Archdeacon Andy suggested we changed our service times to 9:30 which we duly followed, this starting in May. We were told that the Northfleet Parishes would no longer exist once All Saints Church

officially signed to be in the joint care of the Bishop of Rochester and the Bishop of Richborough.

We lost tiles off the church roof during a service, due to high winds; fortunately the repair was covered by insurance. Due to the pandemic however the repairs took longer, as there was a complete lockdown.

This brings us to Mothering Sunday, which was a very sad private prayer service as it was the beginning of lockdown, with the closing of places of worship.

During the next month we saw asbestos roofing dumped on our car park; followed a few weeks later by tyres. We would like to thank Peter Scollard and County Councillor Lauren Sullivan for speedily getting them removed.

This was followed by a flood in the Church, buckets could not collect the water running down the wall! Drains have since been unblocked, thanks to Shane for his continued support.

Whilst our Church was closed we appreciated the support of Father Cyril to provide us with an on line service every Sunday.

We also had Zoom meetings with Archdeacon Andy helping us move forward with the writing of our profile.

On June 15th the Government allowed places of worship to open for private prayer. To enable this to happen at St Botolph's we had to make the Church Covid compliant with Government and Diocese guidelines. We held meetings in the Secret Garden to put in place plans for our Church to reopen for a social service on August 4th.

At our last meeting we approached Father Cyril with regards to him applying for the post of Priest in Charge. Archdeacon Andy supported this and within two weeks Father Cyril was interviewed and sanctioned by Bishop James as our new Priest in Charge.

Father Cyril was licensed, by Zoom, on 5th September 2020 and his memorable first inaugural service held on 6th September. Now with Father Cyril on our team he made suggestions which we took on board. Internet was arranged and connected to cover the Church, Hall and Vestry which will become his office when we get back to normal! The vicarage at St Marks was also included in this contract which will cost no more than the previous phone connection.

The Hive Hope Food Bank had become homeless so as a Christian organisation we obtained PCC approval and offered our Choir Vestry as their new home. Hopefully by the A.G.M. the Choir will be established in the Clinic Room.

Once again in November services were closed and we were back to private prayer. During this month we had an electrical problem in church but with the support of Martin Wheeler

from Hollisters this was duly rectified taking a few days to sort it out. We would like to thank Martin for his continued support and advice.

Communion services started again in December with Christmas trees decorating our beautiful church. Many people visited during the week before Christmas with our Christingle service making a great start to the Christmas week.

Our first Christmas with Father Cyril as our Priest in Charge was a delight with Nine Lessons and Carols and the Watch Service on New Year's Eve pre recorded by Father Cyril and his personal family team. I can only imagine the number of hours involved in producing this venture which was to be enjoyed by so many. Thank you Father Cyril.

We decided with Marion and Father Cyril that we would close the Church after the Epiphany service due to the Covid numbers in the area being so high, as well as the country being in lockdown once again. This time we decided not to open for private prayer. We will be meeting again at the end of January to make a decision on when we will be re-open.

This brings us to January 2021. We have continued to support our Charities, throughout lockdown - MacMillan, Salvation Army, Royal British Legion, and the Children's Society.

We would like to thank everyone for their support over the past traumatic months, and generosity in our "Chuck it in the Bucket" fund for Parish Funds to provide monies covering our weekly donations that we have not been able to collect.

January 4th saw builders arrive to start erecting scaffolding to enable the work to start on the Chancel roof. We were invited to apply for a grant from the Culture Recovery Fund for Heritage - their Major Works Fund for Cathedrals and Major Churches. With prompt action from Martin Fielder-White and John Bailey, our Architect, we duly applied and won a grant of £97,928 (being 80% of the overall cost). We would also like to thank Sarah Anderson from the Diocesan Office for her support during the year.

Our church may be closed but our team are still functioning, albeit at home, offering support to our congregation and parish. We would like to thank Martin Fielder White, Colin Taylor, David Rosenthal and our 'church mice' for their support during 2020.

Wendy Waller & Pauline Hickmott

Church Wardens.

TRUSTEES REPORT FOR ST MARK'S CHURCH

Services

During the first part of the year we had 12 services with the last service being held on 22nd March, Mothering Sunday. After this the church was closed due to restrictions imposed by the first Covid 19 lockdown.

The church opened on Saturday 4th and 11th July for silent prayer.

In December the church wardens wanted to open the church for silent prayer during Christmas week. However, inspection of the church prior to this showed significant damage to the flooring where tiles had lifted. Also a tile had fallen from the ceiling. The building was deemed unsafe for use and silent prayer had to be cancelled. St Mark's church is currently closed for health and safety reasons.

Fabric

A health and safety audit was carried out by Wisser Safety Management; several issues were highlighted requiring attention. This report has been shared between the church wardens and clergy.

As a result of the health and safety audit quotes have been obtained for electrical testing and replacement of circuit boards, and also for an intruder alarm. Following lockdown it has not been possible to carry out this work, but it will be attended to in the future.

In March a new central heating boiler was installed.

The leaking roof to the Community room has been repaired by a roofing company. The Community room has been badly damaged by the leak and remains damp. It needs to be dried and the plasterwork needs to be cut back and parts of the ceiling boards replaced. It will then need decorating.

In July a gardener was employed to tidy and trim the grounds.

The fire alarm was serviced in October.

The Faculties to replace silver items stolen in the burglary and also for the installation of a tabernacle are progressing.

A part time cleaner has been employed to carry out two cleaning sessions per week. Unfortunately due to Covid 19 restrictions she is currently on furlough.

General

In October emails were sent to hall user groups not affiliated to the PCC setting out their responsibilities in respect of safeguarding, insurances, DBS checks etc.

We give thanks to Fr Cyril and Marion who have been providing services both at St Botolph's and online during this difficult period, and for all the unseen work they do within the parish. Also thanks to Wendy and Pauline who support them in this.

We look forward to a time when we will be able to open up St Mark's church to welcome all our church family back so that we can share fellowship together.

Steve Kench-Cannon & Sarah Jones

Church Wardens


During 2020 with the Pandemic, St Botolph's was closed at various times in the year and St Mark's was closed for Health & Safety issues from middle of March to the end of December. Income was greatly reduced due to no income being produced by either hall as lettings were suspended. Congregation members were urged to give by standing order, as envelopes could not be collected. The Treasurer reported at year end that the Parish had sufficient reserves to last 30 months if current income and expenditure levels remained as they were. Therefore the PCC are happy that the Parish finances remain viable going into 2021.

The Parish is embarking on a Stewardship campaign to boost income, all members on the electoral roll have had a Lent letter given to them asking for their increased help and support at this time. Fr Cyril Showers will be spearheading a campaign in church when things return to 'normal'; this was to have been one of his missions for the Autumn of 2020 if the Pandemic had not taken hold.

Risk Assessments have been drawn up for both churches in the Parish based on the regulations laid down by the Church of England and Rochester Diocese, and are being strictly adhered to, ensuring that safety is paramount to the congregation and clergy alike and that our duty of care for each other is paramount.

The PCC has complied with the duty under section 5 of the Safeguarding and Clergy Discipline Measure 2016 (duty to have regard to House of Bishops' guidance on safeguarding children and vulnerable adults).

Approved by the Parochial Church Council and signed on its behalf by:

Fr Cyril Showers 

Date: 13 April 2021

The Parish of
Northfleet & Rosherville

Financial Statement
of the
Parochial Church Council

Year ended 31st December 2020.

Bankers:
Barclays Bank plc.

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adventus accounting solutions

Supporting Charitable Organisations

8 March 2020

Independent Examiner's report to the Member/Trustees of Northfleet & Rosherville PCC

I report on the accounts for the year ended 31 December 2020 which are set out on the pages following.

Respective responsibilities of the Trustees and Independent Examiner

The church's trustees are responsible for the preparation of the accounts. The church's trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to

- Examine the accounts under section 145 of the 2011 Act;
- Follow the procedures laid down in the General Directions given by the Charity Commissioners section 145(5)(b) of the 2011 Act; and
- 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.

Page 1

Independent Examiner's statement

Since the gross income for the year exceeds the amount provided in section 143(3) of the Act, I confirm that I am qualified to act as an Independent Examiner under the provisions of that section of the Act and that my qualifications are set out as below.

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 2011 Act; or
 - to prepare accounts which accord with these accounting records 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.

Yours sincerely



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Northfleet & Rosherville Parochial Church Council
Statement of Financial Activities (Receipts & Payments)
January 1, 2020 to December 31, 2020 (compared to January 1, 2019 to December 31, 2019)

	Unrestricted	Restricted	Endowment	Total	Prior Total	Difference	% Change
<i>Receipts</i>							
Income and Endowments							
Income from Charitable Activities	2,148.00	6,444.00		8,592.00	20,590.50	-11,998.50	-58%
Income from Donations and Legacies	24,528.22	860.30		25,388.52	42,795.14	-17,406.62	-41%
Income from Fund Raising	334.01	1,005.59		1,339.60	6,124.46	-4,784.86	-78%
Income from Other Trading Activities	2,547.75	180.00		2,727.75	11,346.25	-8,618.50	-76%
Investment Income	226.47		363.27	589.74	1,781.99	-1,192.25	-67%
Other Incoming Resources	8,466.47	4,910.00	13.30	13,389.77	5,360.32	8,029.45	150%
Total Receipts	38,250.92	13,399.89	376.57	52,027.38	87,998.66	-35,971.28	-41%
<i>Payments</i>							
Expenditure							
Charitable Activities					2,635.15	-2,635.15	-100%
Church Maintenance	6,257.41			6,257.41	1,471.18	4,786.23	325%
Church Major Repairs	11,552.40	5,000.00		16,552.40	10,954.35	5,598.05	51%
Church Running Costs	14,114.13	185.69		14,299.82	15,401.00	-1,101.18	-7%
Church Utility Bills	6,196.61			6,196.61	4,369.09	1,827.52	42%
Clergy Expenses	4,817.28			4,817.28	7,334.14	-2,516.86	-34%
Diocesan Parish Contribution	5,000.00			5,000.00		5,000.00	
Diocesan Quota					5,500.00	-5,500.00	-100%
Hall & Other Buildings Running Costs	9,466.51	180.00		9,646.51	7,996.84	1,649.67	21%
Hall Major Repairs		1,219.00		1,219.00	6,051.94	-4,832.94	-80%
Mission Giving & Donations	30.00	694.98		724.98	3,270.92	-2,545.94	-78%
Other Payments	865.91	7,134.00		7,999.91	693.20	7,306.71	1,054%
Total Payments	58,300.25	14,413.67	0.00	72,713.92	65,677.81	7,036.11	11%

Northfleet & Rosherville Parochial Church Council
Statement of Financial Activities (Receipts & Payments)
January 1, 2020 to December 31, 2020 (compared to January 1, 2019 to December 31, 2019)

	Unrestricted	Restricted	Endowment	Total	Prior Total	Difference	% Change
All Receipts	38,250.92	13,399.89	376.57	52,027.38	87,998.66	-35,971.28	-41%
All Payments	58,300.25	14,413.67	0.00	72,713.92	65,677.81	7,036.11	11%
Transfers Between Funds	14,635.13	-14,635.13	0.00	0.00	0.00	0.00	
Net Movement in Funds	-5,414.20	-15,648.91	376.57	-20,686.54	22,320.85	-43,007.39	-193%
Total Funds Brought Forward	161,566.02	28,065.23	15,979.16	205,610.41	183,289.56	22,320.85	12%
Total Funds Carried Forward	156,151.82	12,416.32	16,355.73	184,923.87	205,610.41	-20,686.54	-10%

Statement of Assets and Liabilities

Cash Funds	2020	2019
Business Current Account	3,280.02	7,191.98
Building Saver Account	44,042.42	45,563.54
General Saver Account	75,187.64	91,136.40
Rochester Diocesan Board of Finance	47,821.06	46,376.26
Endowment Funds	16,355.73	15,979.16
Total Cash Funds held	186,686.87	206,247.34
Less		
Cheques not presented	-147.00	-1,338.86
Creditors - Parochial Fees, Due to the Diocese Plus Items not Credited	-1,616.00	701.93
	184,923.87	205,610.41
Creditors - **	-225.00	-1,381.00
Debtors - **	2,652.31	5,654.90
	187,351.18	209,884.31
 Parish Funds		
Unrestricted		
General Fund	76,776.00	81,487.36
Designated Funds	79,375.82	80,078.66
Restricted Funds	12,416.32	28,065.23
Endowment Funds	16,355.73	15,979.16
	184,923.87	205,610.41

Approved by the Parochial Church Council and signed on its behalf by:



Date:

13/4/21.

** amounts are detailed in the relevant years Notes to the Accounts and will be reflected in the next Financial Statement

NOTES TO THE ACCOUNTS

Creditors

General Fund

Payment to be made to the Independent Examiner, in respect of reviewing and reporting on the 2020 accounts - £225.00 and will be accounted for in the 2021 accounts.

Other Creditors

The Diocesan element of Parochial Fees, relating to the period 1st October – 31st December 2020, totalling £1,616.00 will be paid over to the Diocese in February 2021.

Debtors

General Fund

St Botolph's Church & Hall usage - £50.00

Installation of Wi-Fi & Internet connection at St Botolph's - £234.00

Income Tax Recoverable in respect of Gift Aid claim for £1,022.51

PAYE Tax refund - £345.80

These amounts will be accounted for in the 2021 accounts.

St Botolph's Chancel Roof and Buttress

Listed Places of Worship, VAT Claim - £1,000.00.

The Payment of the Architects invoice included VAT, for which a claim has been made and was settled in the 2021 accounts and brought the fund back into a credit balance of £625.00.

Related Party Transactions

No payments, other than reimbursements of 'out of pocket' expenses, were made to PCC members.

Employees

The Parochial Church Council employee's one person, who cleans St Botolph's Hall and St Marks Church Centre.

It should be noted that since March 2020, St Botolph's Hall and St Marks Church Centre has been closed, due to COVID-19 pandemic and that the Parochial Church Council has taken part in the H.M. Government Furlough grant scheme.

Northfleet & Rosherville Projects

This fund holds a balance of £12,009.21, which the Parochial Church Council has designated as follows:

The PCC designated the sum of £6,700.00 from the Marion Sawyer legacy, in respect of projects to be undertaken in St Marks Church Centre

Alarm - £1,200.00

Tabernacle - £900.00

Common Room - £600.00

Kitchen - £4,000.00

The following amounts relate to monies transferred from designated funds:

St Botolph's Kitchen - £584.21

St Botolph's Car Park - £1,500.00

St Botolph's Hall Floor - £1,950.00

St Marks Church Centre – Silverware - £800.00

In addition, donations totalling £475.00 has been received for the refurbishment of the Disabled Toilets in St Botolph's Hall.

Legacies

This fund holds the sum of £17,995.55, which is made up as follows:

- 1) Jean Howells legacy, for the sum of £5,000.00 which £847.51 has been spent in respect of new Altar Linen and Vases in the Lady Chapel. It is envisaged that the balance of £4,152.49, will go towards the refurbishment of the Disabled Toilets in St Botolph's Hall.
- 2) Marion Sawyer legacy held an opening balance of £24,293.06, of which £3,750.00 has been spent on a New Boiler at St Mark's Church Centre and £6,700.00 has been designated to Northfleet & Rosherville Projects.; see above, leaving a balance of £13,843.06.

St Botolph's Chancel Roof and Buttress

The Culture Recovery Fund for Heritage Major Works for Cathedrals and Major Churches have awarded a grant for 80% of the net costs of repairs to St Botolph's Chancel Roof and Buttress. This grant will be drawn down as and when the Architect and Contractors invoices are received.

The VAT charged for the invoices, will be reclaimed from the Listed Place of Worship Grant Scheme.

A grant was awarded for the sum of £8,000.00, in January 2021 towards to cost of these works, by the Friends of Kent Churches.

The shortfall in the funding of this project will be taken from the St Botolph's Church Repair Fund, which is held with the Diocese.

The Parish of St Botolph, Northfleet and St Mark, Rosherville

Accounting Policies

Accounting convention

The financial statements of the PCC will be prepared in accordance with the Church Accounting Regulations 2006 and section 145 of the Charities Act 2011, and that an Independent examination will be required.

The accounts will be prepared on a Receipts and Payments basis and will include all monetary transactions, assets, and liabilities for which the PCC can be held responsible in law. They do not include the accounts of other Church groups that owe an affiliation to another body, nor those that are informal gatherings of Church members.

Incoming resources

Planned Giving, Collections, Donations and Tax refunds are recognised when they are received. Grants and Legacies are accounted for when the PCC is legally entitled to the amounts received. All incoming resources are accounted for gross.

Interest

Interest will be accounted for upon receipt of the Bank/Diocesan statement. Where interest has been applied to the Buildings Saver account and the General Saver account, it will be recorded in the General Fund ledger.

Resources expended.

Grants and Donations are accounted for when paid over. All other expenditure is recognised when it is incurred and is accounted for gross.

Bank Charges

Bank charges are accounted for upon receipt of the Bank Statement and are to be accounted for in the General Fund.

Bank Accounts

The Business Current Account will be used in respect of: -

- a) All receipts which are due to the Parochial Church Council. These can be made by deposits at a Branch of the Bank, Electronic Credits and Transfers from other Bank Accounts held in the name of the Parochial Church Council.

- b) Payments made by the Parochial Church Council, will be made by way of a Cheque, Standing Order to the Payee, Direct Debit or Transfer to other Bank Accounts held in the name of the Parochial Church Council.

The Buildings Saver Account will hold Restricted and Designated funds as agreed by the Parochial Church Council and will be recorded in the relevant Ledger account(s). Receipts and Payments to this account will be made via the Business Current Account.

The General Saver Account will hold Restricted and Designated funds as agreed by the Parochial Church and will be recorded in the relevant Ledger account(s). Receipts and Payments to this account will be made via the Business Current Account.

Funds will be held with the Rochester Diocesan Board of Finance in respect of the following Building Maintenance Ledger Funds:

- (a) St Botolph's Church (b) St Mark's Church and Hall & (c) St Botolph's Hall; Receipts and Payments made to the Fund will be agreed by the PCC.

Reserves Policy

The PCC has agreed that it will hold the sum equal to three months income as its reserve. However, when a large donation or legacy has been received, the PCC has the right to hold some or all such sums in reserve for a period of up to 12 months, while they consider how to use the money. When making their decision on how to use any such donations or legacies, the PCC will abide by the policy of not holding more than three months income as a reserve.

Fixed Assets

Movable church furnishings held by the Vicar and Church Wardens on special trust for the PCC and which require a faculty for disposal are inalienable property, listed in the Church Inventory. The Church Inventory can be inspected at any reasonable time.

Budget Setting

The annual budget, for the forthcoming year, will be agreed by the PCC at their November meeting. The budget will include general running costs, ministry and mission, donations to Charities, Church activities, including children's ministry, worship and choir, staff costs and extraordinary items of expenditure.

The above policies were reviewed and agreed by the Parochial Church Council on the 9th February 2021 and are to be reviewed on an annual basis.

Fund Reporting

The PCC reports the assets which it holds as follows:

Unrestricted: -

General Fund – these funds are used to fulfil the aims of the Charity and are used for the day to day running of St Botolph's Church & Hall and St Marks Church Centre.

St Botolph's Church Repair Fund – this fund is held with the Diocese and is to be used for the maintenance of the Church, following the Quinquennial Inspection.

St Botolph's Hall Repair Fund – this fund is held with the Diocese and is to be used for the maintenance of the Church, following the Quinquennial Inspection.

St Marks Church Centre – this fund is held with the Diocese and is to be used for the maintenance of the Church, following the Quinquennial Inspection.

Organ Renovation – The PCC agreed that the legacy received from the estate of the late R. Waugh should be set aside for the Organ Renovation.

Northfleet & Rosherville Projects – Designated funds for a specific project are held in this fund.

Legacies – where a legacy has been received, it will be held in this fund until such time that the PCC have agreed with the beneficiary's family as to how the fund are to be spent.

St Botolph's and St Mark's Minor Works – The balance held in this fund has been transferred to the General Fund, in order that this fund can be closed.

St Botolph's Car Park – the PCC have designated monies for this project, which are have now been transferred into the Northfleet & Rosherville Projects, which then allows this fund to be closed.

St Botolph's Health & Safety report – payment for this report is reflected in the 2020 accounts, which then allowed this fund to be closed.

St Marks Health & Safety report – payment for this report is reflected in the 2020 accounts, which then allowed this fund to be closed.

St Botolph's Hall Floor – Money which have been set aside from the Richard Allen bequest to reseal the St Botolph's Hall Floor, have now been transferred to the Northfleet & Rosherville Projects, which then allows this fund to be closed.

St Botolph's Kitchen – This account was set up to hold monies raised and donations received in respect of refurbishment of the St Botolph's Kitchen. The balance held in this fund has now been transferred to the Northfleet & Rosherville Projects, which then allowed this fund to be closed.

St Botolph's Notice Board – a new notice board was purchased in 2020 and the remaining balance was transferred to the General Fund, which then allowed this fund to be closed.

St Marks – Monies held in this account related to the bequest received from the late Marion Sawyer. The balance held in this fund has been transferred to the Legacies Fund, which then allows this fund to be closed. Refer to comments in the Notes to the Accounts.

Restricted: -

Mission & Charities – monies raised by special collections e.g., Christingle Service, are held in this account pending remittance to the relevant charity.

Children's Work –

Who let the Dads Out – The purpose of this account is to record the funds received and spent in relation to the Who let the Dads Out project.

Children's Work – The purpose of this account is to hold funds which can be used for Children's work within the parish.

Choir – Funds held in this account are for the use of Choir equipment.

Elderly People – this account is used to fund work with the elderly of the parish.

Flowers: - Monies can be donated to pay towards the cost of the purchase of flowers in Church and the surplus is held in this fund.

Hall Letting Deposits – this account is used to hold deposits taken when a Hirer books the Hall. The deposit is refunded to the Hirer, subject to the Terms and Conditions of use of the Hall.

Hand Bells – As the Hand Bells Fund was dormant, the PCC decided that the balance was to be transferred to the Tower Bells funds, which then allowed the Hand Bells fund to be closed.

Mission – This account was set up to record the activity of the Church Opening which took place during the summer of 2016. As the account was dormant, the PCC agreed that the balance was to be transferred to the General Fund, allowing the Mission fund to be closed.

Organ Renovation – The balance held in this fund relates to restricted donations towards the renovation project.

Rosherville School Trust – The charitable objects of this Trust are for ‘The Education of Children and Adults or Children only of Labouring, Manufacturing, and other poorer classes in Rosherville. The funds were originally held with the Kent Reliance Building Society and during 2018 the account was closed, and the balance transferred into the PCC’s Bank account. The Trustees of the Trust are The Vicar and Church Wardens of St Mark’s, Rosherville.

Sequestration Account – This fund was set up to hold the Diocesan element of Parochial Fees which had been received during the Vacancy. Following the appointment of Fr Cyril Showers, as Priest-in-Charge, the balance held in this fund was remitted to the Diocese allowing the Sequestration Account to be closed.

St Botolph’s Kitchen – This account was set up to hold restricted monies raised and donations received in respect of refurbishment of the Kitchen. The balance held in this fund has now been transferred to the Northfleet & Rosherville Projects, which then allowed this fund to be closed.

St Botolph’s Chancel Roof and Buttress – This fund has been set up to record the funding received from Historic England and Listed Places of Worship in respect of the works which will be undertaken during Spring 2021.

St Marks Fire – the balance held in this fund has been transferred to the General Fund; allowing the account to be closed.

Tower Bells – This account is used to record donations which are held for future projects relating to work on the Tower Bells.

Walsingham 2020 – Due to COVID-19 pandemic, the pilgrimage was cancelled and as a result the deposits paid to Walsingham Accommodation Office were refunded. This account was set up to hold this refund pending reimbursement to those going on pilgrimage. The account has now been closed.

Wedding Fees – as a result in the charge of policy, by the Diocese, in the way that Fees are collected, it is necessary to hold Wedding Fee deposits in a restricted account. Once the wedding has taken place, the Wedding Fee deposit will be transferred to the General Fund.

Endowment Funds:

Smith Trust – The capital and income on this trust are to be expended for such religious purpose in the parish as the Priest-in-Charge and Churchwardens of St Botolph’s Church shall, in their absolute discretion, think fit. The Capital sum of 253 units is held in a CBF Investment Fund account, Unspent Income, that is accumulated Dividends and Interest, less Discretionary Expenditure is held in a Lloyds Bank account.

N. Siddon Charity Fund – This fund is designated ‘for the relief of the aged poor’ in the parish as the Priest-in-Charge and Churchwardens of St Botolph’s Church shall, in their absolute discretion, think fit. The Capital sum of 259 units is held in a COIF Investment Fund account, Unspent Income, that is accumulated Dividends and Interest, less Discretionary Expenditure is held in a Barclays Bank account.

Eliza E. Smith Charity Fund – This fund is designated ‘for the relief of the aged poor’ in the parish as the Priest-in-Charge and Churchwardens of St Botolph’s Church shall, in their absolute discretion, think fit.

The Capital sum of 161.62 units is held in a COIF Investment Fund account, Unspent Income, that is accumulated Dividends and Interest, less Discretionary Expenditure is held in a Barclays Bank account.

NORTHFLEET and ROSHERVILLE - SUMMARY OF ACCOUNTS AS AT 31st DECEMBER 2020

<u>Fund</u>	<u>Balance - 31 Dec 2019</u>	<u>Receipts</u>	<u>Payments</u>	<u>Transfer to Repair Fund</u>	<u>Transfer to General</u>	<u>Transfer to Projects</u>	<u>Transfer to Legacies</u>	<u>Other Transfers</u>	<u>Balance - 31st Dec 2020</u>
<u>Restricted</u>									
Charities		787.30	-694.98						92.32
Children's Work	1,125.88								1,125.88
Choir	278.19								278.19
Elderly People	453.00		-120.00						333.00
Flowers	0.06								0.06
Hall Letting Deposits		180.00	-180.00						0.00
Hand Bells	208.01							-208.01	0.00 To be closed
Mission	26.84				-26.84				0.00 To be closed
Organ Renovation	370.00								370.00
Rosherville Trust	6,994.33								6,994.33
Sequestration A/c		6,184.00	-6,184.00						0.00 To be closed
St Botolphs Kitchen	2,066.32	373.59	-1,379.73			-1,060.18			0.00 To be closed
St Botolphs Chancel Roof	0.00	4,625.00	-5,000.00						-375.00
St Marks re Fire	13,548.11				-12,748.11	-800.00			0.00 To be closed
Tower Bells.	1,201.15	80.00						208.01	1,489.16
Wedding Fees Deposits	450.00	260.00							710.00
Who Let The Dad's Out	1,343.34	80.00	-24.96						1,398.38
Walsingham 2020	0.00	830.00	-830.00						0.00
<u>Unrestricted - Designated</u>									
Organ Renovation	2,550.00								2,550.00
St Botolphs & St Marks Minor Works	1,303.31				-1,303.31				0.00 To be closed
St Botolphs Car Park	1,500.00					-1,500.00			0.00 To be closed
St Botolphs Church Repair Fund	25,341.49	319.72	-1,840.00	2,700.00					26,521.21
St Botolphs H & S Report	888.00		-888.00						0.00 To be closed
St Botolphs Hall Floor	1,950.00					-1,950.00			0.00 To be closed
St Botolphs Hall Repair Fund	11,862.22	37.87		1,400.00					13,300.09
St Botolphs Kitchen	-475.97					475.97			0.00 To be closed
St Botolphs Notice Board	1,250.00		-1,119.24		-130.76				0.00 To be closed
St Marks	24,293.06					-3,750.00	-20,543.06		0.00 To be closed
St Marks Centre Repair Fund	9,172.55	27.21	-3,200.00	1,000.00					6,999.76
St Marks H & S Report	444.00		-444.00						0.00 To be closed
Northfleet & Rosherville Projects	0.00	475.00	-3,750.00			8,584.21		6,700.00	12,009.21
Legacies	0.00	5,000.00	-847.51				20,543.06	-6,700.00	17,995.55
<u>Endowments</u>									
N. Siddon, E. Smith & Smith Trust	15,979.16	376.57							16,355.73
<u>Unrestricted</u>									
General Fund	81,487.36	32,391.12	-46,211.50	-5,100.00	14,209.02				76,776.00
	<u>205,610.41</u>	<u>52,027.38</u>	<u>-72,713.92</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>184,923.87</u>

Northfleet & Rosherville Parochial Church Council Statement of Financial Activities (Receipts & Payments)

January 1, 2020 to December 31, 2020

	Total	General Fund (U)	Legacies Received (U)	Northfleet & Rosherville Projects (U)
<i>Receipts</i>				
Income and Endowments				
Income from Charitable Activities	2,148.00	2,148.00		
Income from Donations and Legacies	24,288.22	18,813.22	5,000.00	475.00
Income from Fund Raising	334.01	334.01		
Income from Other Trading Activities	2,547.75	2,547.75		
Investment Income	81.67	81.67		
Other Incoming Resources				
Grants	2,989.95	2,989.95		
Income Tax Payable	9.20	9.20		
Insurance Claims	2,762.40	2,762.40		
Lent Course Books	85.00	85.00		
Refunds	2,619.92	2,619.92		
Total Receipts	37,866.12	32,391.12	5,000.00	475.00

Payments

Expenditure

Church Maintenance

General Maintenance

St Botolphs Church

 Boiler Service

585.60 585.60

 Electrical Test

1,500.00 1,500.00

 Organ Tuning

840.00 840.00

 PAT Testing

84.00 84.00

St Marks Church Centre

Northfleet & Rosherville Parochial Church Council Statement of Financial Activities (Receipts & Payments)

January 1, 2020 to December 31, 2020

	Total	General Fund (U)	Legacies Received (U)	Northfleet & Rosherville Projects (U)
Fire Alarm Service	142.80	142.80		
Minor Repairs				
St Botolphs Church	353.77	353.77		
St Marks Church Centre	300.00	300.00		
Church Major Repairs				
St Botolphs Church				
Roof Repairs	2,762.40	2,762.40		
St Marks Church Centre				
Boiler & Heating System	3,750.00			3,750.00
Church Running Costs				
Administration	3,589.44	3,589.44		
COVID - 19	135.98	135.98		
Church Running Costs	91.45	91.45		
Church Yard Upkeep	54.00	54.00		
Cost of Services	894.69	894.69		
Governance Costs	205.00	205.00		
Insurance	9,000.32	9,000.32		
Lent Course	143.25	143.25		
Church Utility Bills				
Electricity	334.67	334.67		
Gas	5,381.94	5,381.94		
Water	480.00	480.00		
Clergy Expenses	4,817.28	4,817.28		
Diocesan Parish Contribution	5,000.00	5,000.00		
Hall & Other Buildings Running Costs				

Northfleet & Rosherville Parochial Church Council
Statement of Financial Activities (Receipts & Payments)

January 1, 2020 to December 31, 2020

	Total	General Fund (U)	Legacies Received (U)	Northfleet & Rosherville Projects (U)
Cleaner	4,419.94	4,419.94		
St Botolphs Hall Running Costs	5,046.57	5,046.57		
Mission Giving & Donations	30.00	30.00		
Other Payments				
Altar Linen & Vases for Lady Chapel re Jean Howells Bequest	847.51		847.51	
Income Tax Paid	18.40	18.40		
Total Payments	50,809.01	46,211.50	847.51	3,750.00
All Receipts	37,866.12	32,391.12	5,000.00	475.00
All Payments	50,809.01	46,211.50	847.51	3,750.00
Transfers Between Funds	38,236.29	9,109.02	13,843.06	15,284.21
Net Movement in Funds	25,293.40	-4,711.36	17,995.55	12,009.21
Total Funds Brought Forward	81,487.36	81,487.36	0.00	0.00
Total Funds Carried Forward	106,780.76	76,776.00	17,995.55	12,009.21

Northfleet & Rosherville Parochial Church Council

Statement of Financial Activities (Receipts & Payments)

January 1, 2020 to December 31, 2020

	Total	St Botolph's Church Repair Fund (U)	St Botolphs & St Marks Minor Works close (U)	St Botolphs Car Park = to be closed (U)	St Botolphs Hall - Repair Fund (U)	St Botolphs Hall Floor - to be closed (U)	St Botolphs Health & Safety Report close (U)	St Botolphs Kitchen - to be closed (U)	St Botolphs Notice Board - to be close (U)	St Botolphs Organ Renovation (U)	St Marks Church Centre - Repair Fund (U)	St Marks Health & Safety Report - close (U)	St Marks re Miss Sawyer to be closed (U)
<i>Receipts</i>													
Income and Endowments													
Income from Donations and Legacies													
Donations	240.00	240.00											
Investment Income													
Interest Received													
Diocesan Repair Fund	144.80	79.72			37.87						27.21		
Total Receipts	384.80	319.72	0.00	0.00	37.87	0.00	0.00	0.00	0.00	0.00	27.21	0.00	0.00
<i>Payments</i>													
Expenditure													
Church Maintenance													
General Maintenance													
St Botolphs Church													
Health & Safety Report	888.00						888.00						
Notice Board	1,119.24							1,119.24					
St Marks Church Centre													
Health & Safety Report	444.00										444.00		
Church Major Repairs													
St Botolphs Church													
Chancel Roof and Buttress and South Aisle Buttress	1,000.00	1,000.00											
Roof Repairs	840.00	840.00											
St Marks Church Centre													
Roof Repairs	3,200.00										3,200.00		
Total Payments	7,491.24	1,840.00	0.00	0.00	0.00	0.00	888.00	0.00	1,119.24	0.00	3,200.00	444.00	0.00
All Receipts	384.80	319.72	0.00	0.00	37.87	0.00	0.00	0.00	0.00	0.00	27.21	0.00	0.00

Northfleet & Rosherville Parochial Church Council Statement of Financial Activities (Receipts & Payments)

January 1, 2020 to December 31, 2020

	Total	St Botolph's Church Repair Fund (U)	St Botolphs & St Marks Minor Works close (U)	St Botolphs Car Park = to be closed (U)	St Botolphs Hall St - Repair Fund (U)	St Botolphs Hall Floor - to be closed (U)	St Botolphs Health & Safety Report close (U)	St Botolphs Kitchen - to be closed (U)	St Botolphs Notice Board - to be close (U)	St Botolphs Organ Renovation (U)	St Marks Church Centre - Repair Fund (U)	St Marks Health & Safety Report - close (U)	St Marks re Miss Sawyer to be closed (U)
All Payments	7,491.24	1,840.00	0.00	0.00	0.00	0.00	888.00	0.00	1,119.24	0.00	3,200.00	444.00	0.00
Transfers Between Funds	-23,601.16	2,700.00	-1,303.31	-1,500.00	1,400.00	-1,950.00	0.00	475.97	-130.76	0.00	1,000.00	0.00	-24,293.06
Net Movement in Funds	-30,707.60	1,179.72	-1,303.31	-1,500.00	1,437.87	-1,950.00	-888.00	475.97	-1,250.00	0.00	-2,172.79	-444.00	-24,293.06
Total Funds Brought Forward	80,078.66	25,341.49	1,303.31	1,500.00	11,862.22	1,950.00	888.00	-475.97	1,250.00	2,550.00	9,172.55	444.00	24,293.06
Total Funds Carried Forward	49,371.06	26,521.21	0.00	0.00	13,300.09	0.00	0.00	0.00	0.00	2,550.00	6,999.76	0.00	0.00

Northfleet & Rosherville Parochial Church Council Statement of Financial Activities (Receipts & Payments)

January 1, 2020 to December 31, 2020

	Total	Children's Work (R)	Choir (R)	Elderly People (R)	Flowers (R)	Hall Letting Deposits (R)	Hand Bells - to be closed (R)	Mission & Charities (R)	Mission - to be closed (R)
<i>Receipts</i>									
Income and Endowments									
Income from Donations and Legacies									
Special Collections									
Christingle Service	115.30							115.30	
Lent Appeal	40.00							40.00	
Income from Fund Raising									
Fetes, Bazaar, Other Fund-raising Events									
Raffles	632.00							632.00	
Income from Other Trading Activities									
Hall Income	180.00					180.00			
Total Receipts	967.30	0.00	0.00	0.00	0.00	180.00	0.00	787.30	0.00
<i>Payments</i>									
Expenditure									
Hall & Other Buildings Running Costs									
Hall Deposit Refunds	180.00					180.00			
Mission Giving & Donations									
Home Mission & Church Societies									
Children's Society	102.98							102.98	
Gravesham Sanctuary	40.00							40.00	
Secular Charities									
Macmillan Cancer Support	405.00							405.00	
Royal British Legion	73.50							73.50	
Salvation Army	73.50							73.50	
Other Payments									

Northfleet & Rosherville Parochial Church Council
Statement of Financial Activities (Receipts & Payments)

January 1, 2020 to December 31, 2020

	Total Children's Work (R)	Choir (R)	Elderly People (R)	Flowers (R)	Hall Letting Deposits (R)	Hand Bells - to be closed (R)	Mission & Charities (R)	Mission - to be closed (R)	
Comfort & Joy	120.00		120.00						
Total Payments	994.98	0.00	0.00	120.00	0.00	180.00	0.00	694.98	0.00
All Receipts	967.30	0.00	0.00	0.00	0.00	180.00	0.00	787.30	0.00
All Payments	994.98	0.00	0.00	120.00	0.00	180.00	0.00	694.98	0.00
Transfers Between Funds	-234.85	0.00	0.00	0.00	0.00	0.00	-208.01	0.00	-26.84
Net Movement in Funds	-262.53	0.00	0.00	-120.00	0.00	0.00	-208.01	92.32	-26.84
Total Funds Brought Forward	2,091.98	1,125.88	278.19	453.00	0.06	0.00	208.01	0.00	26.84
Total Funds Carried Forward	1,829.45	1,125.88	278.19	333.00	0.06	0.00	0.00	92.32	0.00

Northfleet & Rosherville Parochial Church Council Statement of Financial Activities (Receipts & Payments)

January 1, 2020 to December 31, 2020

	Total	Rosherville Education Account (R)	Sequestration Account (R)	St Botolphs Chancel Roof & Hall Buttress (R)	St Botolphs Kitchen - to be closed (R)	St Botolphs Organ Renovation Fund (R)	St Marks - re Fire - to be closed (R)	Tower Bells (R)	WALSINGHAM -2020 to be closed (R)	Wedding Fee Deposits (R)	Who Let The Dad's Out (R)
<i>Receipts</i>											
Income and Endowments											
Income from Charitable Activities											
Fees	6,444.00		6,184.00							260.00	
Income from Donations and Legacies											
Donations	625.00			625.00							
WLTD0 - Subs	80.00										80.00
Income from Fund Raising											
Fetes, Bazaar, Other Fund-raising Events											
Tuesday Teas	89.28				89.28						
Winter Warmer Lunch	284.31				284.31						
Other Incoming Resources											
Grants											
Culture Recovery Fund for Heritage	4,000.00			4,000.00							
Out of Date cheque	80.00						80.00				
Refunds	830.00							830.00			
Total Receipts	12,432.59	0.00	6,184.00	4,625.00	373.59	0.00	0.00	80.00	830.00	260.00	80.00

Payments

Expenditure

Church Major Repairs

St Botolphs Church

Chancel Roof and Buttress and
South Aisle Buttress

Northfleet & Rosherville Parochial Church Council Statement of Financial Activities (Receipts & Payments)

January 1, 2020 to December 31, 2020

	Total	Rosherville Education Account (R)	Sequestration Account (R)	St Botolphs Chancel Roof & Hall Buttress (R)	St Botolphs Kitchen - to be closed (R)	St Botolphs Organ Renovation Fund (R)	St Marks - re Fire - to be closed (R)	Tower Bells (R)	WALSINGHAM -2020 to be closed (R)	Wedding Fee Deposits (R)	Who Let The Dad's Out (R)
	5,000.00			5,000.00							
Church Running Costs											
Church Running Costs											
Expenditure on Raising Funds											
Winter Warmer Lunch	160.73				160.73						
Refreshments - WLTD0	24.96									24.96	
Hall Major Repairs											
St Botolphs Kitchen											
Fire Door	780.00				780.00						
Kitchen Equipement	43.00				43.00						
Plastering	396.00				396.00						
Other Payments											
Rochester DBF - FEES	6,184.00		6,184.00								
Walsingham Refunds	830.00							830.00			
Total Payments	13,418.69	0.00	6,184.00	5,000.00	1,379.73	0.00	0.00	0.00	830.00	0.00	24.96
All Receipts	12,432.59	0.00	6,184.00	4,625.00	373.59	0.00	0.00	80.00	830.00	260.00	80.00
All Payments	13,418.69	0.00	6,184.00	5,000.00	1,379.73	0.00	0.00	0.00	830.00	0.00	24.96
Transfers Between Funds	-14,400.28	0.00	0.00	0.00	-1,060.18	0.00	-13,548.11	208.01	0.00	0.00	0.00
Net Movement in Funds	-15,386.38	0.00	0.00	-375.00	-2,066.32	0.00	-13,548.11	288.01	0.00	260.00	55.04
Total Funds Brought Forward	25,973.25	6,994.33	0.00	0.00	2,066.32	370.00	13,548.11	1,201.15	0.00	450.00	1,343.34
Total Funds Carried Forward	10,586.87	6,994.33	0.00	-375.00	0.00	370.00	0.00	1,489.16	0.00	710.00	1,398.38

Northfleet & Rosherville Parochial Church Council Statement of Financial Activities (Receipts & Payments)

January 1, 2020 to December 31, 2020

	Total	Eliza E Smith Fund (E)	Eliza E Smith Fund - Unspent Income (E)	Noah Siddon (E)	Noah Siddon - Unspent Income (E)	The Smith Trust (E)	The Smith Trust - Unspent Income (E)
<i>Receipts</i>							
Income and Endowments							
Investment Income							
Dividends	363.27		83.80		134.28		145.19
Other Incoming Resources							
Out of Date cheque	13.30				13.30		
Total Receipts	376.57	0.00	83.80	0.00	147.58	0.00	145.19
All Receipts	376.57	0.00	83.80	0.00	147.58	0.00	145.19
All Payments	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Net Movement in Funds	376.57	0.00	83.80	0.00	147.58	0.00	145.19
Total Funds Brought Forward	15,979.16	2,315.40	2,317.57	3,710.49	846.00	4,849.78	1,939.92
Total Funds Carried Forward	16,355.73	2,315.40	2,401.37	3,710.49	993.58	4,849.78	2,085.11

Financial Review

The COVID-19 pandemic has certainly had an impact on the life and finances of the Parish.

The Income in the General Fund, the fund which is used for the Day-to-Day costs of the Parish, decreased by £13,892. This was largely because of a change in Diocesan policy relating to Parochial Fees. The Diocesan element now must be paid to the Diocese, rather than being retained by the Parish. In addition, there were fewer Fund-Raising activities due to COVID-19.

The Day-to-Day expenditure of the Parish increased by £4,800.00, which was due to an Electrical Test at St Botolph's Church costing £1,500.00 and Organ Tuning invoices which had not been paid since 2015, totalling £840.00 and the Gas costed over £3,800 to heat the Church.

During the year, a review was undertaken of the various funds held by the PCC, who agreed that a several of them could be closed. Where the project was still ongoing, the fund was transferred into a new fund which had been opened entitled Northfleet & Rosherville Projects. There was an amount of £12,748 remaining from the Insurance Claim which was made at the time of the fire at St Marks Church Centre; this amount was transferred into the General Fund, along with balances from projects which were now completed. However, after the transfers made into the Diocesan Repair Funds, the General Fund had to draw on its reserves by circa £5,000, which was somewhat better than the anticipated shortfall of £7,000.

A legacy was received from the Estate of Jean Howells, some of which has been spent on the purchasing of Altar Linen and Vases for the Lady Chapel.

During 2019, it was decided that the PCC should pay the Cleaner of St Botolph's Hall and St Mark's Church Centre via the PAYE system and therefore be recognised by HMRC. Clearly this approach was correct, as the PCC was able to participate in the Government Furlough scheme and receive a grant covering the cost of the Cleaner.

Whilst the work did not start on St Botolph's Chancel Roof and Buttresses until January 2021, it has been necessary to pay Thomas Ford, the Church Architect for the work which they undertook relating to drawings etc, which enabled a Grant Application to be made to the Culture Recovery Fund.

At the October meeting, the PCC discussed the amount which they should offer for the 2021 Parish Contribution to the Diocese. It was agreed that this would remain at £5,000. On the face of it, it appears that the General Fund will be short by some £22,000 for this financial year. Clearly any shortfall will eat into the Parish reserves and the income for the Parish requires an urgent review.

Colin Taylor – Treasurer – 20th January 2021