

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 out 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
<i>Receipts</i>							
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%
<i>Payments</i>							
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%

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					
St Mark's		St Botolph's				
Alarm, Tabernacle, Silverware	2900.00	Car Park, Hall Refurb, Queens Jubilee			4167.19	79.41
						Note 2 - Legacy M Sawyer

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

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