

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 Jonanthan 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 'G MacBean', written over the printed name.

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					
Income from Fund Raising	31,270.78	3,340.45		34,611.23	
Botolph's Organ Renovation Fund Donations	4,883.43	1,486.27		6,369.70	
Charitable Activities		5,158.47		5,158.47	
Other Trading Activities	3,172.00			3,172.00	
Investments	23,733.00			23,733.00	
Other Incoming Resources	3,456.65		89.28	3,545.93	
	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	
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					
Payments	71,630.11	20,985.46	89.28	92,704.85	82,412.72
Transfers between funds	83,853.48	14,718.35		98,571.83	68,113.20
	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>	<i>150,083.79</i>	<i>22,642.87</i>	<i>5,779.02</i>	<i>189,625.70</i>	<i>175,326.18</i>

Statement of Receipts & Payments

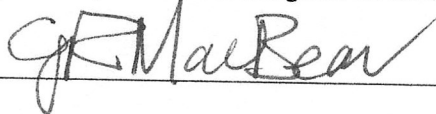
prepared for Northfleet & Rosherville Parochial Church Council: 1/1/2024 to 31/12/2024 (compared with 1/1/2023 to 31/12/2023)*

	Unrestricted	Restricted	Endowment Expendable	Endowment Capital	Total	Prior Total*
total 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
	<hr/>	<hr/>
	185985.72	190006.70
Less		
Cheques not presented	0.00	0.00
Other Creditors - See Notes	-2227.00	-381.00
Plus items not Credited	0.00	0.00
	<hr/>	<hr/>
	183758.72	189625.70
 Parish Funds		
Unrestricted -		
General Fund	140294.92	158648.51
Restricted Funds	26475.48	14078.15
Endowment Funds	16988.32	16899.04
	<hr/>	<hr/>
	183758.72	189625.70

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

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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.

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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



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