



Heathcote Parish Church

Parochial Church Council
of the Ecclesiastical Parish of Heathcote



Annual Report and Financial Statements of the Parochial Church Council for the Year Ended 31 December 2023



Vicar: Rev Rob Budd, Vicarage, 72 Banquo Approach, Heathcote, Warwick, CV34 6GB

Bank: Unity Trust Bank, Four Brindley Place, Birmingham, B1 2JB

Independent Examiner: Mark Spafford, LDP Luckmans, Coventry, CV5 6UB

Heathcote Parish Church, Cressida Close, Warwick, CV34 6DZ
www.heathcoteparishchurch.org | churchoffice.hpc@gmail.com

Heathcote Parish Church – Annual Report

HPC's Parochial Church Council (PCC) has the responsibility of cooperating with the incumbent, Rev Rob Budd, in promoting, in the ecclesiastical parish, the whole mission of the Church, pastoral, evangelistic, social, and ecumenical. Our prayer is that the people of the parish will come to know the fullness of life, that a life with Christ promises.

April 2024

PCC Membership, from 23 April 2023

Parish Offices	Name	Committees and Groups*
Chair (Vicar) vicar.hpc@gmail.com	Rev Rob Budd	SC, DS, CMC
Churchwarden and Vice-chair amy@synapticpotential.com	Amy Brann	SC, CMC
Churchwarden warden2.hpc@gmail.com	Daniel Gallacher	SC
Treasurer pcctreasurer.hpc@gmail.com	Philippa Glover (resigned Nov 23) Jo Strange	SC, CMC, FC (co-opted Nov 23)
Secretary pccsec.hpc@gmail.com	Joshua Bates Jo Killick	(resigned Sept 2023) SC, CMC (co-opted Sept 23)
Safeguarding Officer safeguarding.hpc@gmail.com	Caroline McKenzie	
Other PCC Members	Annie Chambers, Siân Hunt, Mark Lloyd (DS), Christine Mort (FC), Esther Pastores (CMC, FC)	

*Committees and Groups Key

Standing Committee – SC. The Standing Committee, required by law, has the power to transact the business of the PCC between its meetings, subject to any directions given by the council.

Deanery Synod – DS. The Deanery Synod is an assembly of clergy and elected lay members convened by the Area Dean for the Warwick and Leamington Deanery of the Diocese of Coventry. As well as Rob, Mark Lloyd was our lay member on this group.

Fabric Committee – FC. A committee set up to manage the fabric and maintenance of the buildings chaired by Amy Brann, with Christine Mort and Esther Pastores, along with Paul Groves.

Heathcote Community Centre Management Committee – CMC. The Management Committee, chaired by Rob until April 2023 and then by Amy Brann, is responsible for the running of the Centre and reports to the PCC. The Treasurer and Centre Manager are also on the committee, along with other church members.

Staff

Heathcote Community Centre Manager	Megan Townsend (mat leave from August 2023) Rachel Clarke (Maternity Cover, from Sept 2023)
Caretaker/Cleaner	Michael Compton (from Nov 2023)

Heathcote Parish Church is a Registered Charity, No. 1189550.

*Jesus said to them, '**Come** with me by yourselves to a quiet place and get some rest.'*

(Mark 6:31)

*Jesus said, '**Go** and make disciples of all nations'*

(Matthew 28:19)

There are two important instructions that Jesus regularly issued to his disciples throughout the gospel accounts. Firstly, Jesus calls people to '**come**' to him, to be with him, to follow him, rest with him and learn from him. Secondly, he calls the disciples to '**go**' and to share and do the work of the Kingdom. A healthy disciple and a healthy church will be one that regularly observes that dynamic of both coming and going.

As I reflect on 2023, I am grateful to see the various 'comings and goings' that Heathcote Parish Church have been involved in.

Coming to Jesus

In Summer 2023 I had the privilege of a 3-month Sabbatical. It was such a gift to be able to take time to stop, rest, have fun and be refreshed. There was time for retreat and prayer enabling space for me to reflect and review what the Lord had been doing in the church for the last 7 years. I am so grateful to the Church Wardens, PCC and other church members who willingly and ably picked up various areas of responsibility in my absence.

'Coming' to Jesus is a vital regular component of following Him. We recognise this can be difficult on our own. It is sadly so easy for the busy-ness and pressure of life to overwhelm and dampen faith. This was re-affirmed at a PCC morning in October when it was discerned that the Lord is calling us to focus more on being still in the presence of God. Receiving his rest and renewal and operating from that place of coming to Him, both individually and corporately.

As in previous years, many of the regular church's weekly activities (Sunday Services, mid-week small groups, monthly prayer meetings, Junior Church and Youth Church) are intended to help the church family to keep coming to Jesus and following him. In 2023, there were teaching series on the theme of generosity, John's gospel (including a fabulous service led by HPC youth), the Ten Commandments and Colossians. It was also very good to hear from our mission partners and presentations from CAP and CPAS were well received alongside the annual Tearfund Quiz.

It has been encouraging to see that new people have joined our church family this year and it is always pleasing to hear that newcomers have felt very welcome to worship with us. Inevitably too, we have had to say goodbye to dear church members who have moved to pastures new. We pray God's blessing on them as they go to the new chapter that God is calling them to.

Going for Jesus

William Temple, the former Archbishop of Canterbury has this quote attributed to him:

"The Church is the only institution that exists primarily for the benefit of those who are not its members."

I am pleased that in 2023 there were many different examples of HPC seeking to 'go' in the name of Jesus and be a blessing and witness for him amongst people who do not yet know Him.



In January, a team from the church led by Christine Mort and Rachel Budd offered a **warm hub** on a Thursday lunchtime in the community centre. It was designed to be a place of welcome, excellent lunch, fun, games and relationship building. Encouragingly a good number of local people in the parish wanted to attend to see what it was like. Unsurprisingly people returned and news spread about this initiative and what had been a 12-week pilot became a regular event. The **Heathcote Hub** is now providing a fantastic weekly witness to people in the community, and it was very encouraging

to see people from the Hub come along to our Christmas services and events.

Further events to note include:

- The Alpha Course
- Food hamper deliveries in February, Easter and May
- Summer Community Fun Day
- Regular school assemblies at Heathcote Primary School
- Carol Service at Austin Heath Retirement Village

In December we enjoyed hosting a **Heathcote Primary School visit to the Church** where there was a fun opportunity to explain why Christians celebrate Christmas.

The Longest Night Service was especially appreciated by those for who 2023 has been a difficult year. **Carols in the Park** on Christmas Eve saw hundreds of people come along and my admiration and appreciation go to our

fantastic brass musicians who played so well. The church **scratch nativity** was a fun and joyous way to remember the Christmas story. The costumes were impressive but how wonderful it was to be a church of all ages and to see the stage packed with church members getting stuck in.



visitors alongside the excellent live music and festive refreshments. Many stayed for the carol service that followed and heard something of the good news of what God has done in Jesus.

I was also thrilled to see a new initiative entitled '**the Heart of Christmas**' as a brilliant, creative way to reach out to other members in our community. With Annie Chambers as the chief visionary and organiser, the centre was transformed with over 100 pieces of artwork from the local community. The exhibition was enjoyed by many

After 20 years of service, **Jack in the Box** – our incredibly popular preschool group - came to an end. The final session was delivered in April with 180 coming along to an Easter themed farewell with chocolate eggs and age-appropriate Easter leaflets distributed. The team, led by Rachel Budd for the past 7 years had done a brilliant job in providing a fun, safe space for small children to enjoy and enabling other parents and carers to meet. While it was the right time for the team to stop, we pray and watch with interest if a new initiative will develop in its place.



In all the comings and goings of church life I want to conclude with a note of thanks. Thanks to the many people who offer time, talents and money to the ongoing work and mission of the church. A healthy church needs everyone to play an appropriate part and I'm grateful that so many people have contributed in different ways (including music, children and youth work, small group leadership, refreshments, PA, leading prayers, welcome, communications, practical and other unseen ways). Special mention should rightly go to the Church wardens and PCC who also carry the weight of decision making in the life of the Church. While there are highlights to celebrate, inevitably challenges and frustrations are never far away. As we journey on let's keep coming to Jesus for our help, strength and wisdom and going in His name to see how our local community can see more of God's Kingdom come.

Rev Rob Budd, Vicar

Churchwardens' Report (Fabric, Fixtures and Fittings)

Amy Brann

The wardens, supported by Alister & Christine Mort, journeyed through Rob and Rachel's sabbatical smoothly, with help from the wider church family. We were grateful for Rob and Rachel's extensive preparation aiming to reduce load on the team.

A community fun day, led by Jo Killick and supported by around 45 church family volunteers successfully went ahead to bless the local area and was attended by around 200 people.

This year saw the arrival of the new church chairs and carpet. We also welcomed Rach Clarke as our centre manager who is covering for Megan whilst she is on maternity leave. We also welcome Mike, our new cleaner.

Fabric committee

2023 saw the formation of a long-awaited subcommittee. Working under the PCC, this committee has responsibility for maintaining and improving our church building. We're very grateful for the technical expertise offered by Paul Groves, historical and broad awareness given by Christine Mort, health and safety considerations by Esther Pastores and Centre input by Rach Clarke and Jo Killick. The chairing of this committee has recently been taken on by Kate Gallacher to lead into the next year.

The small meeting room was updated to be more welcoming and fit for use by Junior Church Plus. A speaker link, like in Creche, is in the process of being arranged. A step and rail were installed by the stage in the church after consultation to make getting onto the stage easier for people with mobility issues. The

AV tech desk is in the process of being updated. A maintenance checklist has been created which will enable us to plan more effectively. A refurbishment of the creche room has gone through a consultation stage and has a budget approved to redecorate - thanks to Jo Strange for leading this facelift.

Church members helped with outside maintenance when the council were unable to do grass cutting and bush trimming to keep things safe. Paul Shirley has done some great handyman tasks. The church and centre are overall in good condition, and an inspection of the fabric, fixtures and fittings revealed no untoward issues.

We continue to strengthen policies and procedures to reduce risk and duplication of work within the Church and Community Centre.

Amy Brann, on behalf of the churchwardens

Electoral Roll Officer's Report

Sheila Verrier

The Electoral Roll for the parish only required a revision again this year. The roll is made up of current church members and recently added members. The requirement for a new roll takes place every six years, this was last done in 2019, thus the next new one is due in 2025. The closing date for applications was 7 April 2024, there are now 64 people on the roll, of these 31 live in the parish, and 33 live outside the parish.

Safeguarding Officer's Report

Caroline McKenzie

Heathcote Parish Church takes the safeguarding of children and vulnerable adults seriously and has adopted the recommended safeguarding policy from the Coventry Diocese which reflects recent legislative changes. The safeguarding policy can be found on the church website.

The House of Bishops Safer Recruitment and People Management guidance came into practice in January 2022, ensuring that safer recruitment is effectively done, to ensure a safe and positive environment, keeping all the church community safe from harm. As a church, we practice Safer Recruitment of volunteers and staff members, which the PCC adopted.

At each PCC meeting, I report on any safeguarding updates, anything relevant in terms of safer recruitment that needs to be cascaded. This ensures that the PCC hold me to account and ensure that we are compliant as a church with our safeguarding practice. I have access to the Church of England online safeguarding dashboard, which has a live action plan showing what is outstanding in terms of actions. This is a useful tool to keep track of all safeguarding across the life of the church; on this I hold Risk Assessments for all activities that take place with young people or vulnerable adults. This action plan is being brought to every PCC meeting and PCC members are updated on key actions and information.

All PCC members have an enhanced DBS check and have completed safeguarding training, including a new "Raising awareness of Domestic Abuse" course, in line with the National Safeguarding team requirements. All volunteers involved in working with children and vulnerable adults have completed an enhanced DBS

check. This is coordinated by the Parish Safeguarding Officer and stored in line with GDPR. Where required, volunteers have received relevant safeguarding training, namely Basic Safeguarding Awareness and Foundation Safeguarding training, provided by Coventry Diocese. In addition to this, a few individuals including the Parish Safeguarding Officer and the Vicar have completed the Leadership safeguarding training.

As Parish Safeguarding Officer, I have regular contact with Rob Budd, Vicar, to ensure there are open lines of communication between us in relation to safeguarding. We share best practice for safeguarding, compliance, and ensure our policies are kept up to date. There is a clear process in terms of reporting any incidents that cause concern. I also have regular contact with several other Parish Safeguarding Officers of local churches to share best practice and attend regular meetings with the Diocesan Safeguarding Team.

I am keen to stress that safeguarding at Heathcote Parish Church is everyone's responsibility, and if anyone has any concerns at all, then please speak to either myself or Rob, in the first instance, at any time. Many thanks for your support in keeping our church safe.

Deanery Synod Report

Mark Lloyd

In 2023, there were three meetings of the Deanery Synod. The key updates to share are outlined below:

20 MARCH 2024

Presentation of 2023 Strategic Framework for Our Shared Future, a 9-page document laying out:

- Who we are
- Why we exist
- Where we are going
- How we get there

Designed for churches in the Diocese of Coventry to have a unified purpose and clear vision for building God's kingdom here.

Tim Wagg gave a presentation about his discipleship study notes 'Christian Foundations', geared towards those who are new to the faith.

Report on the General Synod meeting, specifically the issue of same-sex marriage and the churches attitude to the LGBT+ community.

23 MAY 2023

David Brown gave a presentation on the Warwick side of the Deanery. King Henry VIII Endowed Trust is a charitable fund, a proportion of the proceeds of which fund church projects, particularly in the community. Some of the land previously owned and sold on by the Trust is now The Shires Retail Park and the Europa Way housing development. The money must be used in 'CV34' but the resources and people associated with the projects can spill over into the wider community. The most recent investment of funds has been in The Message Bus designed to introduce young people to the Gospel and God's people through on-board tech and media, cafe, nail bar etc. It can also act as a hub at outdoor events, representing our faith at community events.

The Diocese have commissioned the DMPC - Deanery Mission and Pastoral Committee - represented by three clergy and three lay.

23 OCTOBER 2023

Good news stories:

St John's church host up to 50 young people at a Friday night club.

St Paul's' church has brought together a Chinese community to study and pray in Cantonese.

Amid the RACC crisis, churches in Warwick have come together to support Myton and Aylesford schools with pastoral care. The Message bus has been an invaluable resource.

From 2024 HPC can support their own parish share.

Rob Harrison talked about Lay Ministry, how we sometimes perceive the church as a hierarchy with clergy at the top supported by 'the people'. He wants to turn that on its head and allow 'the people' to do the ministry they are called to do supported by their vicar or bishop. His vision is to Release-Recognise-Resource. Instead of clergy 'performing' their roles to the lay, as in a concert hall, he envisions both clergy and lay coming together to rehearse our faith together on Sunday mornings before going out to minister in our homes and workplaces. There are various training pathways concerned with commissioning lay to undertake many roles within church ministry including preaching, leading worship, pastoral and children and families' ministry.

Community Centre Report

Amy Brann

The Centre has gone through more significant changes this year as we saw the Centre Manager, Megan Townsend, go on maternity leave, line managed by Sarah Shirley. We welcomed Rach Clarke as her cover. Jo Killick volunteered to step up as the line manager for Rach which has created a brilliant team. We used an agency for cleaning for a period before appointing Michael Compton as Cleaner / Caretaker who has been doing an amazing job. A new Centre website was launched, with thanks to Stuart Brann.

The management committee (MC) has worked very hard to ensure the smooth running and further strengthen our operations this year. During Rob's sabbatical this included Esther, Sarah and Amy who met very regularly to keep things on track. There was a lot of operational support required due to various factors.

Now the MC has been able to step back from operations and focus on strategy and oversight. The Centre has an up-to-date manual and online systems, including a booking system which reduces the Centre Manager's tasks markedly. Local links with the GP surgery have been continued for social prescribing and an uptake in social media presence is now evident.

Under Rach's management the number of parties, regular users and ad hoc bookings are up, and the system for hosting them is less dependent on volunteers. Many new users have been welcomed into the Centre and comment on the positive atmosphere and wide provision. Additional CCTV cameras have been installed. A new handyman has been attending to many jobs. A new (lower) rate was secured for electricity. Unfortunately, due to the high prices of gas in May 2023 this has driven our costs up substantially.

The Centre Manager role, to be done well, requires a skilled and experienced individual. The PCC were made aware that it is a real stretch to do all the operational tasks and be welcoming in the hours available. A Bookkeeper / Assistant was proposed for two purposes. 1) to enable better coverage of tasks needed to run the Centre how we want to. 2) to reduce risk in case of illness or personnel transition. Previously a volunteer has invested anywhere from 10-20 hours a week to cover things. The PCC hasn't yet decided whether or not to create a new role.

There has been a suggestion for 'Xero' to be considered as a replacement to 'Expense Plus'. This would dramatically reduce the time it takes Centre Manager to raise and chase up invoices, thus affording them more time to welcome people and find new users who would be a great addition to the Centre. It would need to be compatible for Church financial needs too as the bank accounts are shared. Jo Strange is taking this research forward to assess the viability and impact of changing the system.

The Management Committee decided to ask the Caretaker to do a repaint of the Centre areas as they all have various marks that haven't been removed with scrubbing to maintain the improved reputation of the Centre as being a welcoming, clean space.

The vision, strategy and operations of Heathcote Community Centre have been substantially clarified and strengthened this year. How different stakeholders & volunteers work together continues to be refined. Experiments have started to explore whether evolving the Centre's strategy would be of benefit to the community. We are mindful to ensure small steps are taken so no volunteers are overwhelmed and whatever we start is maintainable.

We continue to aim to raise enough funds through user fees to cover the costs of running the Centre so we don't need to become reliant on unpredictable funding. If we can raise a surplus, we want to reinvest it in community initiatives to provide low-cost offerings.

Amy Brann on behalf of the Management Committee

Treasurer's Report

Jo Strange

The financial statements for the year ended 31 December 2023 are appended, as approved by the PCC. The accounts have been prepared on an accruals basis and examined by LDP Luckmans.

The accounts for the year ended 31 December 2023 reflect a significant increase in operation of the Community Centre with an increase in bookings and income as well as increased operating expenditure. With increased operating expenditure, expenditure exceeded income by approx £6k (2022: +£10.5k).

Church activities returned a net surplus of £7.6k, with unrestricted donation income (inclusive of Gift Aid) of £75k offsetting an increased Parish Share contribution of £55k. Community Centre activities returned a surplus of £13.9k. Hire income of £45.2k offset expenditure of £36.3k. Church and Centre expenditure included an 11% rise in utility costs to £11.3k (2022: £10.2k) and a (non-cash) depreciation charge of £17.3k (2022: £17.3K)

HPC continued its mission of serving the community through the provision of hampers to families in need at three points in the year including Easter. Alongside donations from the congregation, we

were generously supported in this work through donations of food by Transforming Communities Warwick and Warwick District Foodbank. From September we have been running 'Your Farmer Market' in conjunction with Transforming Communities Warwick, through which we currently support approx 40 local families who struggle with the cost of living. The warm hub, which was begun in January 2023 in response to the cost-of-living crisis, was supported for its initial 12 weeks by grants from WCC, WDC, WRCC, and ThinkActive. After this time the PCC agreed to continue to offer the hub, which became Heathcote Hub and continues to run, with the costs covered by HPC. Heathcote Hub has grown and expanded and serves the Heathcote community with weekly hot lunches as well as by providing a warm and welcoming space.

Reserves remain healthy, with cash of £131.8k (2022: £137.6k) and total funds increasing to £501.1k (2022: £499.3k). Tithe donations totalling £6.4k were paid to our mission partners in respect of the year ended 31 December 2022.

During the year ended 31 December 2022, the PCC agreed to utilise the restricted Church Facilities Fund in 2023 to replace the chairs and carpet in the church, and to upgrade our crèche facilities. Expenditure of £22.7k included replacement of the chairs and carpet as well as 2 fire exit doors; the funds remaining within the Church Facilities fund are allocated to the upgrade of the crèche facilities.

During the year ended 31 December 2023, the PCC continued to work within the Reserves Policy agreed on during the year ended 31 December 2022. Under the revised policy, the PCC seek to maintain free reserves of between three and six months of budgeted forward running costs, as determined at each financial year-end. The PCC seek to be mindful of the source of any surpluses generated and to utilise any excess reserves generated from the hire of the Community Centre for the maintenance or enhancement of the building and facilities and/or to fund community support initiatives.

At 31 December 2023 unrestricted reserves were £118k. Six months budgeted expenditure equates to £74k, indicating excess free reserves of c.£44k, of which £37k is attributable to church activities and £7k to the Community Centre. After discussion around funding priorities, the PCC continue to prioritise the allocation of our available church reserves to resourcing our work with young people, children, and families, although after two attempts at recruitment, a suitable candidate has not yet been found. Available Community Centre reserves will be used to continue underpinning the operations, expansion and support of community support activities.

Looking ahead, we have committed to increasing our Parish Share contribution to our full contribution, from £55k in 2023 to £64,686 in 2024. We are pleased that we are now able to pay our full share though we remain grateful to those churches in the Diocese who subsidised us as we reached this point.

**REPORT OF THE TRUSTEES AND
UNAUDITED FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2023
FOR
THE PCC OF THE ECCLESIASTICAL PARISH OF
HEATHCOTE**

LDP Luckmans
1110 Elliott Court
Coventry Business Park
Herald Avenue
Coventry
West Midlands
CV5 6UB

**THE PCC OF THE ECCLESIASTICAL PARISH OF
HEATHCOTE**

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for the year ended 31 December 2023**

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**THE PCC OF THE ECCLESIASTICAL PARISH OF
HEATHCOTE**

**REPORT OF THE TRUSTEES
for the year ended 31 December 2023**

The trustees present their report with the financial statements of the charity for the year ended 31 December 2023. The trustees have adopted the provisions of Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019).

OBJECTIVES AND ACTIVITIES

Objectives and aims

The Parochial Church Council (PCC) of the Ecclesiastical Parish of Heathcote, also known as Heathcote Parish Church (HPC), has the responsibility of co-operating with the incumbent, Rev Rob Budd, in promoting, in the ecclesiastical parish, the whole mission of the Church, pastoral, evangelistic, social and ecumenical. Our prayer is that the people of the parish will come to know the fullness of life which Christ offers.

The PCC is committed to providing a vibrant worshipping community which people in the parish and beyond can be welcomed into. Our services and events aim to help people put faith into practice through prayer, scripture, music and fellowship. When planning our activities each year, we have considered the Commission's guidance on public benefit and, in particular, the supplementary guidance on charities for the advancement of religion. In particular, we try to enable people to live out their faith as part of our church community through:

- * Worship and prayer; learning about the gospel; and developing knowledge of and trust in Jesus as Lord.
- * Provision of pastoral care
- * Mission and outreach

To facilitate this work, we ensure that the fabric of the Church and Community Centre are well maintained.

ACHIEVEMENT AND PERFORMANCE

Charitable activities

Heathcote Community Centre has grown through 2023 with increased utilisation of the rental space. June 2023 saw another well-attended Community Fun Day which was well received by the Heathcote Community. The statement of financial activities shows healthy rental income, the majority of which was derived from regular hirers who offer a variety of social, sporting and wellbeing activities to the local community.

HPC continued its mission of serving the community through the provision of hampers to families in need at three points in the year including Easter. Alongside donations from the congregation, we were generously supported in this work through donations of food by Transforming Communities Warwick and Warwick District Foodbank. From September we have been running 'Your Farmer Market' in conjunction with Transforming Communities Warwick, through which we currently support approx 40 local families who struggle with the cost of living.

In 2023 the Jack-in-the-Box toddler group was brought to an end with its last session on 29/03/2023. Our junior and youth groups continue to thrive and grow, with the addition of a new group for those who are in year 11 or above and are ready for a young adult group. Many of our congregation participate in weekly small-group meetings as well as attending Sunday services.

In response to the cost-of-living crisis, a warm hub was offered at HCC beginning in January 2023. After this time the PCC agreed to continue to offer the hub, which became Heathcote Hub and continues to run, with the costs covered by HPC. The warm hub initiative has grown and expanded and serves the Heathcote community with weekly hot lunches.

More information about our activities during the year is available in the vicar's report to the APCM.

**THE PCC OF THE ECCLESIASTICAL PARISH OF
HEATHCOTE**

**REPORT OF THE TRUSTEES
for the year ended 31 December 2023**

ACHIEVEMENT AND PERFORMANCE

Fundraising activities

HPC's charitable activities are funded largely by a mix of regular donations and hall hire. The PCC makes applications for additional grants where it is eligible to do so.

Community activities were generously supported through the year by grants from Warwick District Council, Warwickshire County Council, and ThinkActive totalling £3k.

FINANCIAL REVIEW

Financial position

The statement of financial activities for the year ended 31 December 2023 reflects the increase of activity in HCC and corresponding increase in running costs, with net loss of £19.6k (2022: £10.5k).

Church activities returned a net surplus of £11.6k, with donation income (inclusive of gift aid) of £75k offsetting an increased parish share contribution of £55k. Community Centre activities returned a surplus of £13.9k. Hire income of £45.2k offset expenditure of £36.3k. Church and Centre expenditure included an 11% rise in utility costs to £11.3k (2022: £10.2k) and £16.6k of depreciation (2022: £17.3).

Reserves remain healthy, with cash of £131.8k (2022: £137.6k) and total funds increasing to £479.7k (2022: £499.3k). Tithe donations totalling £6.4k were paid to our mission partners in respect of the year ended 31 December 2022.

Reserves policy

During the year ended 31 December 2022 the PCC approved a new Reserves Policy. Under the revised policy, the PCC will maintain free reserves of between three and six months of budgeted forward running costs, as determined at each financial year end. The PCC will be mindful of the source of any surpluses generated and will seek to utilise any excess reserves generated from the hire of the community centre for the maintenance or enhancement of the building and facilities and/or to fund community support initiatives.

At 31 December 2023 unrestricted reserves were £118k. Six months budgeted expenditure equates to £74k, indicating excess free reserves of c.£44k, of which £37k is attributable to church activities and £7k to the Community Centre. After discussion around funding priorities, the PCC continue to prioritise the allocation of our available church reserves to resourcing our work with young people, children, and families, although due to a period of sabbatical this has not yet been possible to act on. Available Community Centre reserves will be used to continue underpinning the operations, expansion and support of community support activities.

FUTURE PLANS

HPC is situated in an area of significant housing development. The PCC seeks prayerfully to meet need within our rapidly expanding community, be that spiritual, social or practical. We continue to engage with members of the community, the Council and other local charities to explore how we can increase the breadth of community needs that our congregation and our facilities can serve and support.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The charity is controlled by its governing document, Parochial Church Council Powers (1956) as amended and Church Representation Rules that came into force on 2 January 1957. It was registered with the Charity Commission on 19 May 2020 (registration number 1189550).

**THE PCC OF THE ECCLESIASTICAL PARISH OF
HEATHCOTE**

**REPORT OF THE TRUSTEES
for the year ended 31 December 2023**

STRUCTURE, GOVERNANCE AND MANAGEMENT

Charity constitution

The PCC is the governing body of the charity and its members are the trustees. There are currently eleven PCC members. The method of appointment of PCC members is set out in the Church Representation Rules. At HPC, the PCC consists of the incumbent (our Vicar), churchwardens and members elected by those members of the congregation who are on the electoral roll of the church. All those who are members of the congregation are encouraged to register on the Electoral Roll and stand for election to the PCC.

The trustees during the year are listed on page 4. The PCC met 6 times during the year.

The PCC operates through a number of committees, which meet between full meetings of the PCC. The PCC has established the following sub-groups:

- Standing Committee
- Heathcote Community Centre Management Committee
- Fabric Committee

To note, the Building Steering Group has now disbanded following completion of the building renovation project.

The membership of the groups is set out on page 4. All groups report back to the PCC following each meeting.

Recruitment and appointment of new trustees

The method of appointment of PCC members is set out in the church representation on rules. The PCC is also a registered charity. All church attendees are encouraged to register on the electoral roll and are eligible to stand for election to the PCC. PCC members are briefed on current PCC issues at the first meeting of the new PCC.

Risk management

The trustees have a duty to identify and review the risks to which the charity is exposed and to ensure appropriate controls are in place to provide reasonable assurance against fraud and error.

Risks and their potential impact on the church are considered on an on-going basis. The PCC agrees actions to manage risks that have the potential to have a negative impact on the achievement of the charity's mission.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Charity number

1189550

Principal address

Cressida Close
Heathcote
Warwick
Warwickshire
CV34 6DZ

**THE PCC OF THE ECCLESIASTICAL PARISH OF
HEATHCOTE**

**REPORT OF THE TRUSTEES
for the year ended 31 December 2023**

Trustees

Rev R Budd Chair (Vicar) SC, DS, SG, HMC
A Brann Vice-chair SC, SG
D Gallacher SC
S Shirley (resigned 13.3.23)
C Mort
P Glover Treasurer SG, HMC (resigned 31.10.23)
M Lloyd DS
L Chambers
B E Pastores
S Hunt
C McKenzie (appointed 23.4.23)
J E M Killick (appointed 18.9.23)
J W Strange (appointed 20.11.23)

Key:

SC - member of Standing Committee
DS - member of Deanery Synod
SG - member of Building Steering Group
HMC - Heathcote Community Centre Management Committee
FC - member of Fabric Committee

Key Management Personnel

M Townsend - Heathcote Community Centre Manager - from 10/11/22
R Clarke - Heathcote Community Centre Manager (maternity cover) - from 23/08/23

Independent Examiner

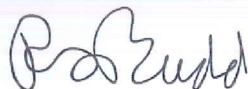
LDP Luckmans
1110 Elliott Court
Coventry Business Park
Herald Avenue
Coventry
West Midlands
CV5 6UB

Bankers

Unity Trust Bank
Four Brindleyplace
Birmingham
B1 2JB

04/05/2024

Approved by order of the board of trustees on and signed on its behalf by:



Rev R Budd - Trustee

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF
THE PCC OF THE ECCLESIASTICAL PARISH OF
HEATHCOTE**

Independent examiner's report to the trustees of The PCC of the Ecclesiastical Parish of Heathcote

I report to the charity trustees on my examination of the accounts of The PCC of the Ecclesiastical Parish of Heathcote (the Trust) for the year ended 31 December 2023.

Responsibilities and basis of report

As the charity trustees of the Trust you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

I report in respect of my examination of the Trust's accounts carried out under Section 145 of the Act and in carrying out my examination I have followed all applicable Directions given by the Charity Commission under Section 145(5)(b) of the Act.

Independent examiner's statement

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

1. accounting records were not kept in respect of the Trust as required by Section 130 of the Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a true and fair view which is not a matter considered as part of an independent examination.

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



M D Spafford

LDP Luckmans
1110 Elliott Court
Coventry Business Park
Herald Avenue
Coventry
West Midlands
CV5 6UB

Date: 25th June 2024

**THE PCC OF THE ECCLESIASTICAL PARISH OF
HEATHCOTE**

**STATEMENT OF FINANCIAL ACTIVITIES
for the year ended 31 December 2023**

	Notes	Unrestricted funds £	Restricted funds £	2023 Total funds £	2022 Total funds £
INCOME AND ENDOWMENTS FROM					
Donations and legacies	2	84,376	2,814	87,190	90,915
Charitable activities					
Church and community centre		49,794	-	49,794	33,422
Investment income	3	1,710	-	1,710	281
Other income		1,726	-	1,726	3,066
Total		<u>137,606</u>	<u>2,814</u>	<u>140,420</u>	<u>127,684</u>
EXPENDITURE ON					
Raising funds		193	-	193	-
Charitable activities					
Church and community centre		135,673	24,171	159,844	117,195
Total		<u>135,866</u>	<u>24,171</u>	<u>160,037</u>	<u>117,195</u>
NET INCOME/(EXPENDITURE)		1,740	(21,357)	(19,617)	10,489
RECONCILIATION OF FUNDS					
Total funds brought forward		470,853	28,469	499,322	488,833
TOTAL FUNDS CARRIED FORWARD		<u><u>472,593</u></u>	<u><u>7,112</u></u>	<u><u>479,705</u></u>	<u><u>499,322</u></u>

The notes form part of these financial statements

**THE PCC OF THE ECCLESIASTICAL PARISH OF
HEATHCOTE**

**BALANCE SHEET
31 December 2023**

	Notes	Unrestricted funds £	Restricted funds £	2023 Total funds £	2022 Total funds £
FIXED ASSETS					
Tangible assets	7	345,334	479	345,813	362,416
CURRENT ASSETS					
Debtors	8	8,565	-	8,565	7,104
Cash at bank		125,177	6,633	131,810	137,551
		<u>133,742</u>	<u>6,633</u>	<u>140,375</u>	<u>144,655</u>
CREDITORS					
Amounts falling due within one year	9	(6,483)	-	(6,483)	(7,749)
NET CURRENT ASSETS		<u>127,259</u>	<u>6,633</u>	<u>133,892</u>	<u>136,906</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		<u>472,593</u>	<u>7,112</u>	<u>479,705</u>	<u>499,322</u>
NET ASSETS		<u>472,593</u>	<u>7,112</u>	<u>479,705</u>	<u>499,322</u>
FUNDS	10				
Unrestricted funds				472,593	470,853
Restricted funds				7,112	28,469
TOTAL FUNDS				<u>479,705</u>	<u>499,322</u>

The financial statements were approved by the Board of Trustees and authorised for issue on
04/05/2024 and were signed on its behalf by:



R Budd - Trustee

The notes form part of these financial statements

**THE PCC OF THE ECCLESIASTICAL PARISH OF
HEATHCOTE**

**NOTES TO THE FINANCIAL STATEMENTS
for the year ended 31 December 2023**

1. ACCOUNTING POLICIES

Basis of preparing the financial statements

The financial statements of the charity, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Charities Act 2011. The financial statements have been prepared under the historical cost convention.

The financial statements have been prepared to give a 'true and fair' view and have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a 'true and fair view'. This departure has involved following the Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued on 16 July 2014 rather than the Accounting and Reporting by Charities: Statement of Recommended Practice effective from 1 April 2005 which has since been withdrawn.

Income

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

Voluntary income and capital sources

Collections are recognised when made. Amounts receivable under Gift Aid are recognised only when honoured by the donor. All income tax recovered on Gift Aid donations is included in the accounts. The Gift Aid Small Donations top-up payment is also claimed on all qualifying cash collections and donations.

Grants and legacies

Grants and legacies are accounted for as soon as the charity is notified of its legal entitlement and the amount due. Income from government grants are recognised at fair value when the charity has entitlement after any performance conditions have been met, it is probable that the income will be received and the amount can be measured reliably. If entitlement is not met then these amounts are deferred.

Other ordinary income

Rental income from the letting of Church and Community Centre premises is accounted for when earned. Parochial fees due to the PCC for weddings, funerals, etc. are accounted for on an event-by-event basis.

Income from investment

Investment income is accounted for when receivable. Amounts owing to the church at 31 December are shown as debtors, less provision for amounts that may prove non-collectable.

Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

Resources expended are allocated to the particular activity where the cost relates directly to that activity. Where costs relate to more than one area they have been apportioned on an appropriate basis. The diocesan parish share is accounted for when payable.

**THE PCC OF THE ECCLESIASTICAL PARISH OF
HEATHCOTE**

**NOTES TO THE FINANCIAL STATEMENTS - continued
for the year ended 31 December 2023**

1. ACCOUNTING POLICIES - continued

Expenditure

Governance costs comprise all costs involving the public accountability of the Church and its compliance with regulation and good practice. These costs include the production and independent scrutiny of these financial statements.

Fixed assets

Church and community centre

As part of the development of the Warwick Gates estate, the contractors, J J Gallagher Ltd, agreed to build the Church and Community Centre in 2001. The Church section was part funded by a grant from the Diocese of Coventry of £60,000. This was paid to the St Margaret's PCC and passed onto J J Gallagher. It was agreed that the freehold of the building would be passed onto Warwick District Council and that the use of it would be granted on a 999-year lease at a peppercorn rent of £1 per year. The contract had the Diocese of Coventry as the trustees, Warwick District Council as the landlord and St Margaret's PCC as the tenant. It has since been amended to transfer the tenancy to Heathcote Parish Church. The lease contains a break clause requiring Warwick District Council to give 25 years notice if it wishes to determine the lease in respect of the Community Centre. Heathcote Parish Church is required to give 6 months notice if it wishes to relinquish responsibility for the Community Centre. Heathcote PCC has buildings capital insurance through Warwick District Council for £2.5million. Heathcote PCC has Public and Products liability cover of £5million and Employers Liability cover of £2.5million. Assets recognised but not valued in the statement of assets and liabilities include chairs and tables in the Church and Centre, office equipment including computers, storage, catering equipment and other items owned for the everyday use of the facilities.

Church assets

No value is placed on movable church furnishings held by the churchwarden on special trust for the PCC and which require a faculty for disposal, since the PCC considers this to be inalienable property.

Tangible fixed assets

Tangible fixed assets are stated at cost (or deemed cost) or valuation less accumulated depreciation and accumulated impairment losses. Cost includes costs directly attributable to making the asset capable of operating as intended.

Depreciation is provided on all tangible fixed assets, at rates calculated to write off the cost, less estimated residual value, of each asset on a systematic basis over its expected useful life as follows:

Improvements to property	25 years
Fixtures and fittings	5 years

Taxation

The charity is exempt from tax on its charitable activities.

Fund accounting

General funds represent the funds of the PCC that are not subject to any restrictions regarding their use and are available for application on the general purposes of the PCC. These may include funds designated for a particular purpose by the PCC.

Designated funds are funds designated for specific purposes by the PCC.

Restricted funds represent monies or assets raised or given for specific purposes. These may not be used for any other reason without express permission of the Charity Commissioners or reverting to the original donors or their representatives.

**THE PCC OF THE ECCLESIASTICAL PARISH OF
HEATHCOTE**

**NOTES TO THE FINANCIAL STATEMENTS - continued
for the year ended 31 December 2023**

1. ACCOUNTING POLICIES - continued

Pension costs and other post-retirement benefits

The charity operates a defined contribution pension scheme. Contributions payable to the charity's pension scheme are charged to the Statement of Financial Activities in the period to which they relate.

Debtors and creditors receivable/payable within one year

Debtors and creditors with no stated interest rate and receivable or payable within one year are recorded at transaction price. Any losses arising from impairment are recognised in expenditure.

Cash and cash equivalents

Cash and cash equivalents are defined as being highly liquid, with a short maturity of less than 3 months.

Going Concern

The financial statements have been prepared on a going concern basis as the trustees believe that no material uncertainties exist. The trustees have considered the level of funds held and the expected level of income and expenditure for 12 months from authorising these financial statements. The budgeted income and expenditure is sufficient with the level of reserves for the charity to be able to continue as a going concern.

Leases

Rentals payable and receivable under operating leases are charged to the SoFA on a straight line basis over the period of the lease.

2. DONATIONS AND LEGACIES

	2023	2022
	£	£
Donations	8,333	10,986
Gift aid	15,332	11,983
Grants	6,869	19,279
Regular giving	3,650	2,737
Gift aided regular giving	53,006	45,930
	<u>87,190</u>	<u>90,915</u>

Grants received, included in the above, are as follows:

	2023	2022
	£	£
Local Authority Covid Grants	6,869	12,500
Other grants	-	6,779
	<u>6,869</u>	<u>19,279</u>

**THE PCC OF THE ECCLESIASTICAL PARISH OF
HEATHCOTE**

**NOTES TO THE FINANCIAL STATEMENTS - continued
for the year ended 31 December 2023**

3. INVESTMENT INCOME

	2023	2022
	£	£
Deposit account interest	<u>1,710</u>	<u>281</u>

4. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 December 2023 nor for the year ended 31 December 2022.

Trustees' expenses

During the year, no trustees (2022: None) received expenses from their role as Trustee. Rev Budd received expenses in respect of his role as Vicar of the Parish.

5. STAFF COSTS

	2023	2022
	£	£
Wages and salaries	14,839	16,252
Other pension costs	155	439
	<u>14,994</u>	<u>16,691</u>

The average monthly number of employees during the year was as follows:

2023	2022
2	2
<u>2</u>	<u>2</u>

No employees received emoluments in excess of £60,000.

Key management personnel remuneration and benefits for the year totalled £13,277 (2022: £7,860).

6. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

	Unrestricted funds £	Restricted funds £	Total funds £
INCOME AND ENDOWMENTS FROM			
Donations and legacies	80,193	10,722	90,915
Charitable activities			
Church and community centre	33,422	-	33,422
Investment income	281	-	281
Other income	3,066	-	3,066
Total	<u>116,962</u>	<u>10,722</u>	<u>127,684</u>
EXPENDITURE ON			
Charitable activities			
Church and community centre	113,642	3,553	117,195

**THE PCC OF THE ECCLESIASTICAL PARISH OF
HEATHCOTE**

**NOTES TO THE FINANCIAL STATEMENTS - continued
for the year ended 31 December 2023**

6. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES - continued

	Unrestricted funds £	Restricted funds £	Total funds £
NET INCOME	3,320	7,169	10,489
Transfers between funds	23,374	(23,374)	-
Net movement in funds	26,694	(16,205)	10,489
RECONCILIATION OF FUNDS			
Total funds brought forward	444,159	44,674	488,833
TOTAL FUNDS CARRIED FORWARD	<u>470,853</u>	<u>28,469</u>	<u>499,322</u>

7. TANGIBLE FIXED ASSETS

	Property improvements £	Fixtures and fittings £	Totals £
COST			
At 1 January 2023	363,791	15,934	379,725
Additions	-	2	2
At 31 December 2023	<u>363,791</u>	<u>15,936</u>	<u>379,727</u>
DEPRECIATION			
At 1 January 2023	14,552	2,757	17,309
Charge for year	13,969	2,636	16,605
At 31 December 2023	<u>28,521</u>	<u>5,393</u>	<u>33,914</u>
NET BOOK VALUE			
At 31 December 2023	<u>335,270</u>	<u>10,543</u>	<u>345,813</u>
At 31 December 2022	<u>349,239</u>	<u>13,177</u>	<u>362,416</u>

**THE PCC OF THE ECCLESIASTICAL PARISH OF
HEATHCOTE**

**NOTES TO THE FINANCIAL STATEMENTS - continued
for the year ended 31 December 2023**

8. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2023	2022
	£	£
Other debtors	7,623	5,653
Prepayments and accrued income	942	1,451
	<u>8,565</u>	<u>7,104</u>

9. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2023	2022
	£	£
Other creditors	<u>6,483</u>	<u>7,749</u>

10. MOVEMENT IN FUNDS

	At 1.1.23 £	Net movement in funds £	At 31.12.23 £
Unrestricted funds			
Undesignated General Church	73,584	11,610	85,194
Undesignated General Centre	23,052	12,655	35,707
Designated Refurbishment project	367,817	(17,125)	350,692
Designated Vicar and Wardens' Hardship	1,000	-	1,000
Missions & Charities	5,400	(5,400)	-
	<u>470,853</u>	<u>1,740</u>	<u>472,593</u>
Restricted funds			
Church Facilities	24,594	(22,798)	1,796
Jack in the Box equipment	721	(61)	660
Refurbishment Project	2,174	-	2,174
Serving Heathcote	980	1,502	2,482
	<u>28,469</u>	<u>(21,357)</u>	<u>7,112</u>
TOTAL FUNDS	<u>499,322</u>	<u>(19,617)</u>	<u>479,705</u>

**THE PCC OF THE ECCLESIASTICAL PARISH OF
HEATHCOTE**

**NOTES TO THE FINANCIAL STATEMENTS - continued
for the year ended 31 December 2023**

10. MOVEMENT IN FUNDS - continued

Net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
Undesignated General Church	87,277	(75,667)	11,610
Undesignated General Centre	50,329	(37,674)	12,655
Designated Refurbishment project	-	(17,125)	(17,125)
Missions & Charities	-	(5,400)	(5,400)
	<u>137,606</u>	<u>(135,866)</u>	<u>1,740</u>
Restricted funds			
Church Facilities	-	(22,798)	(22,798)
Jack in the Box equipment	-	(61)	(61)
Serving Heathcote	2,814	(1,312)	1,502
	<u>2,814</u>	<u>(24,171)</u>	<u>(21,357)</u>
TOTAL FUNDS	<u>140,420</u>	<u>(160,037)</u>	<u>(19,617)</u>

Comparatives for movement in funds

	At 1.1.22 £	Net movement in funds £	Transfers between funds £	At 31.12.22 £
Unrestricted funds				
Undesignated General Church	77,316	4,701	(8,433)	73,584
Undesignated General Centre	6,151	13,269	3,632	23,052
Designated Refurbishment project	359,692	(14,650)	22,775	367,817
Designated Vicar and Wardens' Hardship	1,000	-	-	1,000
Missions & Charities	-	-	5,400	5,400
	<u>444,159</u>	<u>3,320</u>	<u>23,374</u>	<u>470,853</u>
Restricted funds				
Church Facilities	18,252	6,941	(599)	24,594
Jack in the Box equipment	1,473	(752)	-	721
Refurbishment Project	24,949	-	(22,775)	2,174
Serving Heathcote	-	980	-	980
	<u>44,674</u>	<u>7,169</u>	<u>(23,374)</u>	<u>28,469</u>
TOTAL FUNDS	<u>488,833</u>	<u>10,489</u>	<u>-</u>	<u>499,322</u>

**THE PCC OF THE ECCLESIASTICAL PARISH OF
HEATHCOTE**

**NOTES TO THE FINANCIAL STATEMENTS - continued
for the year ended 31 December 2023**

10. MOVEMENT IN FUNDS - continued

Comparative net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
Undesignated General Church	70,124	(65,423)	4,701
Undesignated General Centre	44,179	(30,910)	13,269
Designated Refurbishment project	2,659	(17,309)	(14,650)
	<u>116,962</u>	<u>(113,642)</u>	<u>3,320</u>
Restricted funds			
Church Facilities	7,500	(559)	6,941
Jack in the Box equipment	-	(752)	(752)
Serving Heathcote	3,222	(2,242)	980
	<u>10,722</u>	<u>(3,553)</u>	<u>7,169</u>
TOTAL FUNDS	<u><u>127,684</u></u>	<u><u>(117,195)</u></u>	<u><u>10,489</u></u>

The General Church and General Centre funds represent the free reserves of the charity that are not designated or restricted for particular purposes.

The designated funds have been set up to enable identification of those funds that are not free funds but designated for a particular purpose / project.

The restricted Church Facilities fund was given to improve the facilities of the church.

The restricted Jack in the Box fund represent funds restricted to be spent on equipment.

11. RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 31 December 2023.