

Christ Church Lichfield

Annual Reports

and

Financial Review

of the

Parochial Church Council

Presented to the

Annual Parochial Church Meeting

16th May 2023

(Previous APCM was held on 3rd May 2022)

a. Report from the Church Wardens

Introduction

This report is about what we have done as Church Wardens during 2022.

As before, throughout the year we have aimed to be there quietly in the background, underpinning the work of our church and congregation.

We have supported the opening of the church for private prayer as often as possible throughout the year, and as a place of comfort and solace, offering a book of condolence, following the death of our dear Queen Elizabeth II.

We have met with the Vicar and Ordinand in training, each Tuesday morning, as regularly as possible, to maintain a weekly focus on parish matters. Our Beacon editor has attended a Tuesday meeting before every publication to ensure that events are properly publicised

- our weekly notice sheet was re introduced during the latter part of the year, aimed at keeping you abreast of what is happening, provide you with other items of news, to encourage charitable giving and to act as a prayer prompt
- Liaising with and being involved in the PCC sub committees on an ongoing basis
- Putting in to practice the relevant guidelines, as advised by the Diocese
- Working as a happy, easy-going, co-operative team, using our skills and talents in the best way we can, to support our vicar, our Ordinand in training, and the Parish

Implementing our Mission Action Plan

Your churchwardens worked closely with our vicar and PCC to pursue the 2022-23 Mission Action Plan objectives. We supported:

- Existing worship initiatives, and the consideration of new or alternative initiatives
- Pastoral care
- Community links, through our links with Christ Church School, and monthly visits to worship with the residents at Andrews House, Beacon Park Village, and Rosemary Lodge. Taking a lead role, with others, in fellowship events
- Keeping links with Pathway Project by encouraging financial donations, and Lichfield Foodbank with donations of food
- Initiatives to enhance the fellowship of our Christian community, through our Lent and Advent courses
- Charitable giving and encouraged giving to special initiatives at Harvest, Christmas and Easter
- Places of Welcome initiatives, becoming A Place of Warm Welcome during winter months, extending our times, and offering soup & a roll

Also we have:

- Developed plans for 2023-24 as outlined in the Mission Action Plan, based on our experience and information gleaned from previous years, and adapted to move us forward, encouraging the growth of our congregation. We will keep you informed and continue to value any comments you have to make
- Continued to support our Ordinand in training in his ministry
- Supported the United Benefice
- Continued to review our Governance documents
- Supported the recruitment of volunteers and paid employees to fill a number of vacancies
- Supported the aim to become an ECO church, achieving Silver and working towards Gold Award

Finally

Our vicar Jan has suffered periods of ill health. We are grateful to those who continue to support us and stepped in so willingly to lead our worship, particularly Roger, Nest, Helen and Nick.

continued

We are all about teamwork, so a huge thank you to all who have supported us in our work and contributed to the smooth running of our Parish during the last twelve months, without which our role would be impossible. We undertake this work willingly in the name of Christ.

Bill, Carol, Margaret and Toni

b. Vicar's report of 2022 for APCM 16th May 2023

In 2022 we were able to put the worst restrictions of the pandemic behind us and return to receiving Holy Communion in both kinds. Hygiene practices are still in place, with the paten with the wafers and the chalice containing the wine remaining covered during the Eucharistic prayer, and the use of hand gel before distribution. Due to ongoing technical issues we stopped livestreaming our services on Facebook, but our website has links to the St James Facebook page so people can access worship to watch via that.

Nick continued his time with us most successfully, he is a great asset to the parish and the benefice and has taken leading roles in Celebration Praise, Families at Four and the Sustainability Group.

He continues to support our worship at Rosemary Lodge and Beacon Park Village and has led and preached at both. Helen, Joel and Martha ably support Nick and it has been wonderful to have them with us for worship. Nick will be ordained Deacon in July 2023, and he will be greatly missed when he moves to his curacy.

Baptisms, weddings and funerals continue to take place in church. The numbers have reduced since before the pandemic but we hope and pray these will soon return to pre-pandemic levels.

Places of Welcome continues to meet in person and has proved to be a popular event. From November we became a "Warm Welcome" hub, extending the hours that refreshments and fellowship is available to 9.30am until 1.00pm. A lunch of fresh soup and bread is available every week, usually cooked by Nick. He and Toni share the leadership of the event, and we are always happy to welcome new attendees and volunteers to support the leaders.

Christ Church School returned to church for some acts of worship for all the year groups. We were delighted to have them back in church for services ranging from the Teddy Bear Service, to Harvest celebrations, the Leavers Service and Christmas events including the Reception Nativity Service and the Year 1 Carol Service. It is hoped that during 2023 we shall be able to lead worship in school as well. Tamsyn Ashton became a Foundation Governor, and we are grateful for her commitment to our relationship with our church school.

We had the pleasure of +Michael, Bishop of Lichfield, preaching and presiding at our Communion Service on Epiphany Sunday. As ever he was on good form and was very happy to be with us.

Families at Four began again in January, with a break for the summer holidays. It has a steady regular congregation and we have built up good links with the families who attend. Nick has been a driving force in delivering this service, and a good time is had by all, young and slightly older! For the final F@4 of the year we had "Carols around the Crib", an upbeat time of singing and refreshments in the churchyard. Over 40 people attended, old and young alike and it was a great success which I am sure we will repeat in future years.

On 6th March we held a Memorial Service for Peter Elliott. It was a wonderful event and much enjoyed and appreciated by the many people who attended. It was a fitting tribute to a much missed member of our church family.

We restarted our Faith Journey talks by members of the congregation in March, continuing throughout the year. Val Geary, Sue Lea, Wanda Ful and Linda Fell spoke to us about how their faith has shaped their lives.

continued overleaf

Unfortunately I was unwell during Holy Week, so Archdeacon Sue preached and presided at the Maundy Thursday service, as well as leading with Nick and John Shand at the Service of the Last Hour on Good Friday. I am pleased to say that I was well enough to be back in church on Easter Day, and my thanks go to Nest and Nick who also led worship on this most holy day.

Our Annual Memorial Service took place on 30th October, and many people who had lost loved ones during the previous 12 months attended. We gave out gifts of rosemary plants which were much appreciated.

Christmas was celebrated in fine style, beginning with our Families at Four Carols around the Crib on 27th November, followed by the Scout's Carol Service in 4th and our Carol Service on the 18th.

Nick and Carol Young led the Birthday Service on Christmas Eve afternoon, which as ever was a joyful event. Our worship on Christmas Day was well attended and the perfect way to celebrate the birth of our Lord and Saviour.

Our services in Rosemary Lodge, Andrew House and Beacon Park Village returned in 2022, and it was a pleasure to be among our friends in these places again.

We supported a variety of charities during 2022. Our Lent and Easter charity was Cerebra, an organisation which supports children in the UK living with a brain condition. At Harvest we supported the work of Practical Action, a charity which helps people living in poverty to change their world by training sympathetic to their area and living conditions. Our Christmas Charity was End of Life Doula, and our own Sue Lea spoke to us about the important role these trained professionals can have with those facing the end of their life.

We shared our Lent and Advent courses with people from St James, Longdon. For Lent we studied the film "Chocolat" and the course was ably led by Nick. During Advent we studied the book "They Sang", which looks at the 4 great songs of the Christmas story, and what they can teach us about living in faith today. My thanks go to all who attended and shared so much.

As ever, we had some wonderful social events during the year.

Our Quiz Night in February was great fun, as were our celebrations for HM the Queen's Platinum Jubilee in June, which were hosted by Bill in his beautiful garden.

In July a coach full of us enjoyed a trip to Tutbury Castle, at the kind invitation of Lesley Smith the curator. The weather was fine and it was a lovely afternoon. At the end of July we held a very successful Produce Sale, drawing in many people, we hope to make this an annual event. In October we hosted a Family Fun Event for Harvest, which was great fun, we shared food and fellowship, songs, jokes and dancing.

In November we celebrated the music of Peter Elliott in a concert of his music entitled "Thank God for the Gift of Music". My thanks go to Molly and Peter and all who took part, it was a truly fitting tribute to Peter's talent.

Christmas wouldn't be Christmas without our annual Christmas Fair. After many years Julia has led her final one, but I am glad to say that Rosemary will be championing the event for 2023.

Following the death of H.M. the Queen on the 8th September, we had a Book of Condolence in church, where people could pay their respects and share their thoughts and memories of our late monarch. This was greatly appreciated by the whole community.

As ever, I am so grateful for all the hard work done behind the scenes to keep people connected and our church building in good condition. Special thanks must go to Toni our Church Warden and Carol, Bill and Margaret our Assistant Wardens; John Shand, Reader at St James, and Nick who was also tireless in his hard work and support. So many people do so much for Christ Church, that if I were to name them all this report would be twice as long! But even if you aren't named, my thanks go to you for all you do for our church family and our community.

My prayer for 2023 is that we continue to live and grow as the family of God at Christ Church, Lichfield.

God bless you all.

Jan

c. Worship Leaders Team Report for 2022

The Team are: Carol Young, Toni Clarke, Heather Jones, Dave Mackenzie, Tammy Ashton, Roger Hindley, Nest Bateman, Helen Woodhead, Brian Williams, Nick Smith and Jan Waterfield. The Worship Leaders Team meet to plan services and to enable mission through our worshipping together.

As we began the year with the majority of the restrictions of the pandemic behind us, the WLT were able to work in a much more usual way. During 2022 we returned to offering Holy Communion in both kinds, a move that was gratefully received by many. Of course those who wish to receive in one kind only are very welcome to do so. We continue to maintain strict hygiene standards, with the chalice and paten being covered during the Eucharistic Prayer, and the use of hand gel before the distribution.

We held Lent and Advent Courses this year. For Lent we studied the film “Chocolat”, and the course was ably led by Nick. During Advent we studied the book “They Sang”, which looks at the 4 great songs of the Christmas story, and how their words can still impact and guide us today. My thanks go to all those who attended and shared so much.

We continue to offer a variety of services during each month. Our 8am Communion service on the 1st and 3rd Sunday of each is from the Book of Common Prayer, and is attended by a small but faithful group of worshippers. Our 9.30am service is usually Holy Communion, except for the 3rd Sunday of each month when have Celebration Praise. Due to my ongoing health issues we stopped the 4pm service of Holy Communion on the 3rd Sunday of each month in June. It is hoped this will be reintroduced next year. Our evening services continues to be said and take place on the 2nd and 4th Sunday of each month at 6pm. Families at Four started in January in the Martin Heath Hall, and has attracted families with young children. Nick has led many of these and we are very grateful for his experience in leading this type of worship.

Christ Church School returned to church for a variety of services throughout the year, although we haven't yet returned to leading worship in school. It is hoped that this will recommence in 2023.

Nick has been a wonderful addition to our Worship Leaders Team, bringing with him experience and enthusiasm. He will be greatly missed when he is ordained Deacon in July 2023, and moves to his curacy parish.

Celebration Praise continues, led by a small but very able group of parishioners. If you would like to join this team you will be made very welcome.

Our services in Rosemary Lodge, Andrew House and Beacon Park Village have continued in their pre-pandemic pattern, and we are delighted to be able to worship with our friends in these places again.

There is always the opportunity to help with any of our worship at Christ Church. Reading the lesson, leading the intercessions, training as a Lay Assistant or joining the WLT is open to you.

My prayer for 2023 is that we can work together to enhance our pattern and delivery of worship.

Jan

d. The Pastoral Team at Christ Church. 2023

Unfortunately during the lockdowns of 2020 and 2021 the PC Team were unable to meet, either in person or by Zoom, and after that many members of the team did not feel able to continue working for the parish in this way. Subsequently I have looked after pastoral care across the parish myself, and I am always grateful to hear if anyone is unwell or in some kind of need so that I can offer support.

Our services in Rosemary Lodge, Andrew House and Beacon Park Village were re-established in 2022 so I have been able to connect with and support people who live and worship in these places. My thanks go to those who support these services.

Jan Waterfield

e. Review of the Church Council's Year (PCC Report)

The PCC met five times during 2022 (in addition to the APCM). Signed copies of the minutes of these meetings are available on request.

Standing items discussed at PCC meetings include key areas such as finance, Martin Heath Hall, safeguarding, governance, fabric and churchyard, health and safety, sustainability, and mission and ministry. In addition, there is discussion of a variety of timely/relevant topics which have arisen. A number of reports are circulated to PCC members beforehand to enable them to attend meetings informed of key developments.

There was a lot of work in the area of governance during 2022, with the drawing up and review of formal policy statements in areas such as GDPR, safeguarding, recruitment, social media, conflicts of interest and charitable giving.

There were 13 members of the PCC up until the APCM in May 2022, when changes in membership left 12 members. In particular, the PCC was pleased to welcome Andy and Claire Goodman as new members. As honorary treasurer, Peter Grange remains a non-member. New members are always welcome to fill existing vacancies.

As in previous years, a calendar of regular events for fellowship and fundraising was held and these were deemed to be a great success. The PCC look forward to more events in 2023.

Jemimah Reid PCC Secretary April 2023

f. Fabric and Churchyard Committee

The Committee comprises: Bill Turley, Larry Ridout, Julia Baker, John Pearce, Richard Paulson and David Hartley. We have met regularly through the past year.

Church Building

Various maintenance and improvement works have been carried out through the year to keep the building in a good state of repair.

Regular inspections of the clock, bell and lightning conductor have been carried out as well as maintenance of the boiler. A new water pump had to be fitted when the system failed.

Thanks to Peter Jones for his continued weekly clock winding and regular clearing of the gutters.

The Nave emergency lighting units, which were replaced with a system which is wired into the mains so that the batteries are constantly charged, have now been permanently wired in.

The lighting in the porch has been upgraded and made to operate on a movement switch. This has proved to be a very welcome improvement. Now, as anyone steps inside the front doors, the lights come on, giving a much better welcome into the building.

The regular five yearly inspection of the church building and the churchyard was undertaken by our architect and he has produced his quinquennial report.

Although the building is in generally good order both inside and out, some of the individual stones in the outside walls are beginning to degrade and getting to the point where they ought to be replaced. Because of the need for specialist scaffolding and the time involved, the work is necessarily costly. We have had an exploratory quotation to replace the worst of the stones, identified by the architect, of £42,000. The dilemma is that if we leave the work the costs will increase, but in time, more stones will need to be replaced and so the unit cost of each stone will be less. It is likely that we could spend a significant amount of money, on a regular basis, if we don't get the timing right. At some point we are going to face a big bill for stonework repair.

Churchyard

The regular churchyard mowing and strimming has been undertaken by Chris Gittus. The cost of this work is covered by an annual grant from Lichfield City Council. His work has been supplemented by the monthly garden hours. We are grateful to the people who come regularly to help with keeping the churchyard looking tidy.

We were pleased that all our efforts were rewarded again with a wildlife friendly award and also, a gold award in the Churchyard Award Scheme. The Bishop presented the certificates in October.

The large lime tree was taken down because it had become diseased, it has now been replaced with a sapling,

Thank you to everyone who puts in so much time and effort to maintain our English Heritage Grade II listed building and its grounds.

David Hartley
Chairman, Fabric and Churchyard Committee

g. The parish magazine, The Beacon

Six editions of The Beacon were produced during the calendar year 2022. These have generally been available at the end of the month preceding the issue date.

Producing the magazine remains an enjoyable and rewarding activity.

The magazine has now reverted more or less to its pre-pandemic format as normality has returned to our lives and routines.

We continue to publish reports from the school. I have attempted to keep the advance notice of worship as accurate as possible within the bounds of the magazine being published up to two months before some services and events. Hopefully the magazine still maintains an appeal to the wider community in the parish and the local area.

The advertising revenue for the latest volume of the magazine (Volume 43) is slightly reduced as one full page advert was reduced to a half page. One advertiser declined to renew due to a full appointment book but was replaced with another in a similar line of business.

Last year's Volume 42 was extended to seven issues to change the financial year of the magazine to match that of the church accounts. From now on, all six annual issues will be totally within the calendar year to which they appertain.

The option to receive copies by e-mail has continued into Volume 43 (2023) and remains a permanent feature. To overcome the delivery issues during the pandemic, free delivery was offered within the city rather than just within the parish as was always the case previously. This has now been discontinued with free delivery only within the parish.

The price of the magazine was raised for 2023, agreed by the PCC to £2 per issue with all six copies for £10. This was the first price rise during my tenure as editor. Circulation fell very slightly due to bereavement although a couple of new subscribers were added to the circulation lists. Due to the price rise however, revenue in total for the magazine for Volume 43 is at an all-time high.

Once more I have to express my gratitude to the contributors to whom I am extremely grateful. We are fortunate to maintain a number of reliable and regular contributors who send in either specific bi-monthly formats or less specific written articles of very high quality. These combine to produce the core of the magazine. We also have further ad hoc contributions in each issue. All of these are much valued. I would encourage anyone who has views and opinions on any matters to do with the church, the local area or the environment to voice them through the magazine.

The magazine is willing to receive and publish articles on various issues and would encourage submission from any parishioners with a view on what we could do as individuals, as a church and as a society to help our local and wider community.

Whilst it is obviously easier for me to receive articles by e-mail, I would encourage people who are maybe not PC literate not to be put off submitting material. I am always happy to type articles myself if they are hand written.

It is our intention that all issues are printed on recycled paper from now on.

Circulation and subscription records are dealt with by myself and Sue Price. Roy and Linda Fell continue to arrange distribution. Advertising renewal at the end of 2022 was dealt with by Nick Smith. We are particularly grateful to our dedicated team of distributors who deliver to houses around the parish. Gratis copies are delivered to Pathway, school and various elderly people's residencies.

Philip J Price

Editor

h. The Martin Heath Hall

Bookings:

Booking have returned to their pre-pandemic levels and the hall has operated at near full capacity most days and weekends.

However, it has been a year of change as we have lost many established groups, notably the Stroke Club which had been meeting for over 40 years. We thank them for a generous donation towards the redecoration of the hall which is planned for 2023. This year saw many new groups starting. The Hall now has a varied mix of activities for all ages and is usually in use seven day a week.

Finances:

We have had to manage the heating and lighting costs very carefully this year because of the high energy costs. Consequently, hire rates had to increase in September. The typical cost of gas and electric for the winter months was over £600 per month. This is after the government energy help scheme!

Jenny retired at the end of January 2022. The cleaning of the hall is now carried out by a local company called 'Taylor Maid'. They come in on a Monday, Wednesday, and Friday and at weekends when required.

Maintenance:

It has been a year of major maintenance:

- We had the fire alarm system replaced as we were experiencing frequent false alarms.
- The summer saw us experience a flood situation with water pouring in down the inside wall of the Main Hall and Leomansley Room. The issue was identified as part of the roof timber was rotten and needed replacing.
- We replaced the three hand driers in the toilets.
- Two outdoor security lights replaced.
- We finally completed the installation of a Defibrillator. It has been registered on the 'Connect' location database and is ready (let's hope it never gets used) for use by hall users, residents, and emergency services.
We acquired it from a charity called 'London Hearts' who gave us a £300 grant towards the cost. It is located at the side of the main doors in a locked heated cabinet.
We were also happy to receive a generous donation by a local resident of Christchurch Lane who prefers not to be named, also from the 6th Lichfield Scouts.
- WIFI is now installed in the hall. BT is the provider.

Parking

Parking is still an on-going issue with no easy solution. I am in communication with the scouts about this matter as sometimes it's the users of the Scout Hut who use the car park as well as other people who think it's a public car park. This is despite signs stating, 'Parking for MHH users only'! Unfortunately, people just ignore the signs and park. We do need to find a solution to this problem as it does impact upon the users of the hall.

Hall Management

There still isn't a hall committee so I confer with the Wardens and David Mackenzie and David Ramsbottom (previous members of the MHH Committee) when big decisions need be made.

Overall, it's been a very successful year for the hall, even with all the changes and maintenance issues and the feedback I receive from the users is usually very positive.

John Waterfield
Bookings Administrator

i. The Lichfield Deanery Synod for 2023 APCM

The Synod in June 2022 was held at St James' Church Longdon

Rev'd. Richard Westwood gave a presentation about Hands at Work in Africa and Link for Life. The Hands at Work Charity began early this century and has grown. The vision is for the local African churches to effectively care for the orphaned, widowed and dying. The charity works in 8 different countries in the north-east of Africa, offering Christian based help to the needy and victims of segregation. The project provides food, education and help by establishing 'Life Centers' where these three essentials are provided. Carers are all volunteers and visit people in their own homes making sure they are safe, encouraging them to visit the Life Centers where they will receive friendship and food. They teach life skills to help them become independent. Volunteers offer hope and trust, provide uniforms for children to enable them to go to school. The project also helps people who have HIV and Aids as they often cannot receive medical treatment because they don't have the correct documentation. Gradually they are making a difference to many who would die of starvation or lack of medical treatment. Just £20 a month provides a child's needs. As families become independent the charity can then move to another community. Recently students from Cheslyn Hay, Great Wyrley and Penkridge High Schools have been fund raising for Hands at Work and also self-funding themselves to visit the Life Centers in Africa to help the charity. They have named their Charity 'Link for Life. St Anne's Church supports Hands at Work by donating part of their 10% Charity Giving each month, but there are other ways to support the project.

The Synod on Monday 12th September 2022 was held at St Chad's Church, Lichfield.

Kathy Lewis, Volunteer Coordinator of BBAF (Burntwood Be A Friend Community Shop) gave a brief outline of how and why BBAF began and how it has progressed throughout the last two and a half years. In 2019 when people were in 'lockdown', several churches and charities came together to help vulnerable residents to be able to access help with shopping, medication and many other necessities. In the beginning the services were free and many people were able to receive free groceries. Later, when restrictions were lifted, BBAF decided that they would like to help people become more independent with buying groceries and also to help people manage their finances and well-being. The outcome was 'Burntwood Be A Friend' Community Shop which was launched in November 2021.

The charity received a large grant from Heritage Lottery and were able to negotiate with the local council for shop premises central to the community of Burntwood. They purchased food from 'Fareshare' and also had donations of perishable food from The Co-operative and Morrisons. Today the Community Shop is open Mondays, Wednesdays and Fridays, and people pay a small yearly subscription to become a member. Once a week members can go to the shop and purchase a variety of food, including frozen food and help themselves to perishable goods that local supermarkets have donated. There are also groups arranged to help people with their well-being. There are walking groups for men and women, and a community garden group. BBAF also help people to manage finances and/or housing problems. The charity employs 4 part-time workers who are able to be paid due to the lottery grant.

In November the Synod held their meeting at Christ Church Gentleshaw.

Rev'd Dr. Abbie Welch (Assistant Rural Dean and Chair of Shaping for Mission), related how Shaping for Mission had recently re-formed its mission. Abbie explained that in 2020 - 2022 a vision had been set but now a new Team had been formed and the vision is now focused on areas of need. The aim is spreading the Gospel with the resources available, and moving forward, focusing on what God wants us to do to achieve His mission. Three of the following six mentioned below would be discussed in further detail during 2022/3. The Vision areas prioritized were:- Evangelism and Discipleship (including Lost Generations); Online Presence (including online worship); Young people/Schools/Families/Youth Work; New Housing Estates; Community Partnerships; Creation Care/Creative Use of Churchyards. The above have 3 common threads – Prayer-Collaboration-Online presence.

From 2022 the vision will emphasize Mission focusing on vision areas and common threads. The Team discussed and agreed three of the Vision areas thought to be a priority.

- Young People and Schools,
- New Housing (in particular the cost of living because of how many deprived areas there are in our Deanery)
- Care for Creation.

The other three areas of the Vision will be looked at in 2022/3.

In the Summer of 2023, we will hopefully be able to review how far the process has come, look back on what has been achieved, plan our next steps, and decide what additional resources we still need. We will also need to plan which vision areas to take forward into the next 12 months, and how the Mission Action Plan of each parish could feed into the process of the Vision.

In February 2023 the Synod held a Zoom meeting.

The Rt. Rev'd Bishop Michael Ipgrave spoke to us about Lent and his personal observances. He began by reminding us that if we had attended an Ash Wednesday Eucharist Service we would have been reminded that Lent is a season of penitence and fasting.

In the beginning Easter was a time when people became Christians by Baptism. Later it became a time of penitence. That is when Christians began to observe 40 days and nights of Lent, a time of penitence and repentance. Related to Jesus' time of being tempted by the devil for 40 days and also in the Old Testament the Israelites wandering in the desert wilderness for 40 years. So, as we live in the wilderness of Lent we prepare ourselves travelling parallel to Jesus, and focusing on our sin..

Bishop Michael wished everyone a Blessed Easter.

All Deanery Synod meeting are "Open Meetings", and if the subject to be discussed is interesting and you want to know more, then please do come along and join us. You are always welcome.

From a report by Anita Brookes of St. Anne's, Chasetown

j. Friends of Christ Church Sub Committee Annual Report 2022

2022 Committee members:

David Hartley, Richard Paulson, Carol Young, Jan Waterfield, Joan Short.

The accounts of the Friends for the year ending December 31st 2021 have been produced and have been consolidated into the Christ Church Lichfield PCC accounts by Tony Rate.

The accounts showed we raised £862.50 in 2021 (including £138.50 gift aid recovery) and on the 31st December 2021 a sum of £743.08 is held in our account, for use only as described in the Terms of Reference of the Friends Sub Committee.

In 2021 the Friends paid for the servicing of the Tower Clock and the check of the Lightning Conductor. The service of the clock indicated there was severe wear on the pulleys carrying the weights that drive the clock and the striking mechanism. The Friends arranged for these repairs to be made at a cost of £1920. Subsequently £320, the VAT element, was successfully recovered as a grant from the Listed Places of Worship Grant Scheme.

£458.50, the Gift Aid and VAT recovery, was paid into the Church Fabric Fund which is a restricted fund covering work on the Fabric of the Church in line with our terms of reference.

In 2022 our monies will be used to carry out work identified by the 2022 Quinquennial inspection of the Church Fabric, as well as other maintenance costs, including the lightning conductor testing, and clock servicing.

Richard Paulson, Treasurer

k. Church Membership

Electoral Roll Officers Report: April 2022 – May 2023

Number on Roll 1st April 2022 - 91

Number on Roll 1st May 2023 - 87

During this period there has been one addition to the roll:

Philip William Mann

There have been 5 names removed from the Roll during this period, all of whom sadly died:

Geoffrey Venables Brown

Kathleen Diane Clark

Barry Page

Irene Esther Speakman

James Anderson Leonard Whittaker

Reported by Electoral Roll Officer

Joyce Berry – 1st May 2023

Administrative Information

Christ Church is a parish within the United Benefice of Lichfield, Christ Church and Longdon. It is situated towards the west side of Lichfield city. It is part of the Diocese of Lichfield and in the deanery of Lichfield.

The church address is
Christ Church Lane
Lichfield
Staffordshire
WS13 8AY

The correspondence address is
c/o The Vicarage
95 Christ Church Lane
Lichfield
Staffordshire
WS13 8AL

Church Web-Site www.christchurch-lichfield.org.uk

Facebook Christ Church Lichfield -official

PCC Membership - during the year the following served as members of the PCC:

Ex-Officio

Clergy	Janet Waterfield	Vicar
	Nick Smith	Ordinand in training

Churchwarden	(2 church wardens elected annually)
	Toni Clarke

Deanery Synod	(3 representatives elected every 3 years, next election is due 2023, vacancies should be filled whenever possible)
	Bill Turley (also assistant warden)

Elected Members

to APCM 2022	{	Julia Baker	
		Margaret Beddoe (assistant warden)	
		Susan Lea	retired May 2022
		Richard Paulson	retired May 2022
to APCM 2023	{	Michael Boyd	retired May 2022
		David Hartley	
to APCM 2024	{	Heather Jones	
		David Mackenzie	
		Carol Young (assistant warden)	
to APCM 2025	{	Julia Baker	
		Margaret Beddoe (assistant warden)	
		Andy Goodman	
		Claire Goodman	

Non Members

Secretary	Jemimah Reid
Hon Treasurer	Peter Grange

CHRIST CHURCH LICHFIELD

Financial Review - Year ended 31st December 2022

The accounts presented are a consolidation (adding together) of the accounts of the

1. Church
2. Church Hall
3. Church Fees
4. Friends of Christ Church

Church

Overall giving increased by £373 in the year to £31,400

Income tax refund on gift aid increased by £521 to £7,925. (Year to 5th April 2022)

Other fund raising initiatives increased by £1,241 to £3,426.

Statutory Fees retained by the PCC increased by £3,295 in the year to £9,045.

Overall unrestricted income increased by £7,483 to £55,358.

Overall unrestricted Expenditure increased by £370 to £50,199. Major items were a reduction in Parish Share of £4,780 offset by higher Gas and electricity £1,244, salary of Parish administrator £3,000 and communications £387.

The church had an excess of income over expenditure of £5,159 in unrestricted funds.

With reserves the Church has cash balances of £37,243 at the year end, an increase of £3,161.

In addition Friends of Christ Church raised £720 this year and spent £284 to pay for various Church repairs.

Hall

The Hall lettings income increased by £11,746 to £31,357.

Expenditure increased by £12,180 to £34,527, with £8,580 maintenance, a return to full cleaning costs of £3,000 and a 43% increases in utility costs (£1,365)

Major repair items were - Fire Alarm £3,245, Defibrillator £1,241 (£1,000 donation received)

Overall there was an excess of income over expenditure of £2,129 in the year.

However, as expenditure includes depreciation of assets of £3,264 (an accounting write off of assets over the number of years of useful life of the assets) cash balances of the Church Hall increased by £4,177 to £40,732.

Repair and Maintenance Restricted Fund

During the year a total of £637 was received in donations and grants and £6,311 was spent.

Expenditure was	£498 on a new mower
	£1,800 on porch lighting upgrade
	£1,998 on Central heating faulty pump
	£1,200 on Quinquennial report
	£648 on other maintenance

CHRIST CHURCH LICHFIELD

Summary of Unrestricted Finances

Summary of Unrestricted Finances						
Notes	2022			2021		
	Income	Expenditure	Net Income/ (Expenditure)	Income	Expenditure	Net Income/ (Expenditure)
<u>MARTIN HEATH MEMORIAL HALL</u>						
Lettings	31,357			17,611		
100 Club	2,080			2,180		
Interest	449			13		
Grants/donations	2,770			1,031		
	<u>36,656</u>	<u>34,527</u>	2,129	<u>20,835</u>	<u>22,347</u>	(1,512)
<u>CHURCH</u>						
Giving	31,400			31,027		
Gift Aid	7,925			7,404		
Fees	9,045			5,750		
Beacon Magazine	1,924			1,495		
Other Fund Raising	3,426			2,185		
Legacies/ Grants	1,300			-		
Interest received	338			14		
Floodlighting	-			-		
	<u>55,358</u>			<u>47,875</u>		
Parish Share		33,188			37,968	
<u>Church Running</u>						
Services		516			160	
Organist		1,620			1,660	
Insurance		2,568			2,503	
Gas. Electric & water		2,163			919	
Cleaning		1,954			1,734	
Maintenance	2 & 3	-			-	
		<u>8,821</u>			<u>6,976</u>	
Church Yard	1	(715)			228	
Vicars working expenses		890			976	
Communications		1,563			1,176	
Charitable Giving		510			-	
Administration		5,943			2,505	
		<u>50,199</u>	5,159		<u>49,829</u>	(1,954)
	92,014	84,726	7,288	68,710	72,176	(3,466)

Notes

1. Church Yard costs are net of the LDC grant of £2,380

2. In addition Friends of Christchurch raised	<u>720</u>	<u>724</u>
and spent on heating and Insurance		
and spent on Church repairs	284	2,296
and spent on Church yard gate/trees		
and Quinquennial Inspection	-	-
	<u>284</u>	<u>2,296</u>
Friends element of Gift aid recovery		
spent on general maintenance	151	138
Friends balance carried forward to next year	<u>1,179</u>	<u>743</u>
3. In addition the following items		
were spent by the Repair Fund		
Heating service & new pump	2,382	
Porch Lighting Upgrade	1,800	
Quinquennial Report	1,200	
Sound System Service	264	
Churchyard mower and strimmer	498	1,640
Churchyard tree and hedge works	-	2,875
General maintenance	167	429
	<u>6,311</u>	<u>4,944</u>

CHRIST CHURCH LICHFIELD

Summary of Finances - 2022

Balance Sheet

<u>Unrestricted Assets</u>	<u>Church</u>	<u>Hall</u>	<u>Total</u>	<u>2021</u>	<u>Increase/ (Decrease) in Funds</u>
Fixed Assets	-	10,077	10,077	13,341	(3,264)
Cash at Bank	10,583	826	11,409	11,331	78
Cash on Deposit	26,660	39,906	66,566	58,766	7,800
	<u>37,243</u>	<u>40,732</u>	<u>77,975</u>	<u>70,097</u>	<u>7,878</u>
Debtors & Stock		58	58		58
Creditors	(580)	(615)	(1,195)	(3,982)	2,787
Net Liquid Assets	<u>36,663</u>	<u>40,175</u>	<u>76,838</u>	<u>66,115</u>	<u>10,723</u>
Total Unrestricted Assets	36,663	50,252	86,915	79,456	
<u>Restricted Assets</u>					
<u>Fixed Assets</u>					
Hall Freehold			25,325	25,325	
Organ & Music Fund equipment			-	-	0
Hall Refurbishment (Grant Funded)			-	-	0
Fabric Fund Lamp Post			-	167	(167)
Fabric Fund Church heating			-	-	0
			<u>25,325</u>	<u>25,492</u>	<u>(167)</u>
<u>Cash at bank and COIF Deposits</u>					
Repair and Maintenance Fund	Fabric Repairs		4,271	9,949	(5,678)
National Schools Fund	Education only		5,022	5,037	(15)
Martin Heath Memorial Fund	Vicar & Churchwardens Discretion		3,933	4,485	(552)
Organ & Music Fund	Organ & Music		3,024	703	2,321
Vestments Fund	Vestments		1,051	1,037	14
Ashby Glover Fund	Flowers		131	87	44
Friends of Christ Church	Fabric Repairs and building upkeep		1,179	743	436
			<u>18,611</u>	<u>22,041</u>	<u>(3,430)</u>
Endowment Investments at Valuation			26,445	30,212	(3,767)
TOTAL NET ASSETS			<u>157,296</u>	<u>157,201</u>	<u>95</u>

CHRIST CHURCH LICHFIELD

Summary of Finances

Unrestricted Funds Cash Flow Analysis - 2022

	<u>Church</u>	<u>Hall</u>	<u>Total</u>
INCOME	55,358	36,656	92,014
EXPENDITURE	(50,199)	(34,527)	(84,726)
Net Income	5,159	2,129	7,288
<u>NON CASH EXPENDITURE</u>			
Depreciation	0	3,264	3,264
Depreciation re Fund error	171		171
Cash in	5,330	5,393	10,723
Transfer to fabric Fund			0
Investment Realised			0
But Assets Purchased			0
Assets sold			0
Net Cash in	5,330	5,393	10,723
Movement in Debtors and Creditors	(2,169)	(676)	(2,845)
Net Increase in cash balances	3,161	4,717	7,878

CHRIST CHURCH LICHFIELD**Summary of Endowment and Restricted Funds - 2022****RESTRICTED FUNDS**

	Notes	Balance 1st Jan 2021	Fund correction re 2021	Income	Expenditure	Balance 31st December	Analysis of Balance Cash	Assets
Fabric Fund		10,116	(171)	637	(6,311)	4,271	4,271	
Organ & Music Fund		703		5,155	(2,834)	3,024	3,024	
Martin Heath Memorial	1	4,485		284	(836)	3,933	3,933	
National Schools Fund	1	5,037		601	(616)	5,022	5,022	
Vestments Fund		1,037		14	0	1,051	1,051	
Friends of Christ Church		743		720	(284)	1,179	1,179	
Ashby Glover Fund	1	87		44	0	131	131	
		22,208	(171)	7,455	(10,881)	18,611	18,611	-

1. These funds receive Income from the Endowment Funds below

<u>ENDOWMENT FUNDS</u>	Market Value at 1st January 2022	Change in Value	Market Value at 31st December 2022	Investment Income 2022
Martin Heath Memorial (Income to be used at Vicar and Churchwardens discretion)	8,731	(1,085)	7,646	284
National Schools Fund (Income to be used for Education)	20,108	(2,498)	17,610	601
Ashby Glover Fund (Income to be used for Flowers for Church)	1,373	(184)	1,189	34
	30,212	(3,767)	26,445	919

Trustees' Annual Report for the year ended 31st December 2022



PCC name:	Christ Church Lichfield Parochial Church Council
Charity Commission registration number: <i>(if applicable)</i>	1192859

Objectives and Activities

Summary of the purposes of the PCC as set out in its governing document	The Parochial Church Council of Christ Church Lichfield (the PCC) has the responsibility of co-operating with the incumbent, the Reverend Prebendary Janet Waterfield, in promoting in the ecclesiastical parish, the whole mission of the Church, pastoral, evangelical, social and ecumenical. The PCC is also practically responsible for the maintenance of the church, churchyard, churchyard extension and the Martin Heath Hall (MHH), and for financial matters.
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	The PCC is committed to enabling as many people as possible to worship at our church and to become part of our parish community at Christ Church Lichfield. The PCC maintains an overview of worship throughout the parish and makes suggestions on how our services can involve the many groups that live within our parish. Our services and worship put faith into practice through prayer, scripture, music and sacrament. Also, through non worship opportunities of hospitality and fellowship we aim to reach non church members of the community.
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	The trustees of the PCC are aware of the Charity Commission's guidance on public benefit in The Advancement of Religion for the Public Benefit and have had regard to it in their administration of the Charity. The trustees believe that, by promoting the work of the Church of England in the Ecclesiastical Parish of Christ Church Lichfield, it helps to promote the whole mission of the Church (pastoral, evangelistic, social and ecumenical) more effectively, within the Ecclesiastical Parish, and that in doing so it provides a benefit to the public by: • Providing facilities for public worship, pastoral care and spiritual, moral and intellectual development, both for its members and for anyone who wishes to benefit from what the Church offers; and • Promoting Christian values and service by members of the Church in and to their communities, to the benefit of individuals and society as a whole.

Additional information (optional)

You may choose to include further statements where relevant about:

Policy on grant making	Grants up to £250 can be made at the discretion of the Standing Committee. Any grants of £250 - £1,000 need the approval of the full PCC
Policy on social investment including program related investment	
Contribution made by volunteers	The members of the PCC would like to thank our volunteers, and our churchwardens, for all their hard work. We are making every effort to increase our volunteer base.
Other	

Achievements and Performance

Summary of the main achievements of the PCC, identifying the difference the PCC's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.	Paid our way and are solvent Although congregation numbers have not properly recovered, post Covid, we have welcomed five/six newcomers Supported Nick Smith, our Ordinand in training Opened the church for private prayer, daily wherever possible Conducted all worship as publicised Celebration Praise services continued, Families@4 introduced Held Lent and Advent courses Striving to restore our close link with the school Monthly communion services at Rosemary Lodge, Beacon Park Village, and Andrews House Prayer Group Special choir-led services at Christmas and Easter Community focussed 'Carols in the open' at the start of Advent Charitable giving to Foodbank, Pathway, our three chosen charities (Easter, Harvest and Christmas), and humanitarian charity appeals Book club continues Prayer Group Continue to explore sustainability issues, consolidating our ECO church Award Maintained a weekly Places of Welcome, offering a "Warm Welcome" during the winter months, and attracting new people Maintained a fellowship calendar of events Repeated last year's Christmas initiative, this year making items reflecting God's Wonderful World – seasons of the year, which were taken in to school for distribution to pupils
---	---

Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Not as good as hoped for; stronger objectives set for 2023-24
Performance of fundraising activities against objectives set	Fellowship events have all paid their way and made a contribution to church funds
Investment performance against objectives	Not addressed
Other	

Financial Review

Review of the PCC's financial position at the end of the period	We are solvent MHH income available to support when necessary Several deaths during the year: loss of Gift Aided giving
Statement explaining the policy for holding reserves stating why they are held	The PCC resolved, at its meeting on 6 th September 2016, to try to maintain a balance on free reserves (net current assets) which equates to at least three months unrestricted payments. This is equivalent to £15,000. It is held to smooth out fluctuations in cash flow and to meet emergencies.
Amount of reserves held	The balance of the free reserves at the year-end was £76,838 which is significantly higher than this target.
Reasons for holding zero reserves, if applicable	N/A
Details of fund materially in deficit, if applicable	N/A
Explanation of any uncertainties about the PCC continuing as a going concern	A low number of PCC members, with considerable vacancies. We are working at just above quorate

Additional information (optional)

You may choose to include further statements where relevant about:

The PCC's principal sources of funds (including any fundraising)	Regular planned giving, collections, donations, and funds raised from fellowship events are the main sources of fund raising along with tax recoverable. Fees income Trading arm of the MHH
Investment policy and objectives including any social investment policy adopted	The charity is granted power to invest in suitable investments under the PCC Powers Measure 1956 and the Trustees Act 2000. As a charity, the trustees have a duty of care to take such advice as is appropriate before investments are undertaken. This advice is sought from the Central Board of Finance (CCLA) in London. The charity's investment policies are based on two key principles: - • Ethical Investment – this includes ensuring that investments are held in companies which have high standards of corporate governance and act in a responsible way towards stakeholders. • Long-term responsibilities – the trustees are aware of their long-term responsibilities in respect of the Restricted and Unrestricted reserves and as a result follow a prudent approach to investment decisions. Investment policy for long-term funds is aimed primarily at generating a sustainable income, with due regard to the need for the preservation of capital value, and the possible need to realise investments to meet operational needs. Due to the nature of the charity, an ethical investment policy is taken into consideration when investments are made. The charity follows the Ethical Investment Advisory Group policy as recommended by the Lichfield Diocese which includes the following: “We aim to invest in companies that: • will develop their business in the interests of shareholders; • demonstrate responsible employment practices; • are conscientious concerning issues of corporate governance, the environment and human rights • are sensitive to the community in which they operate.”

A description of the principal risks facing the PCC	Regular Health and Safety Reviews are carried out, and premises regularly inspected for potential hazards. We have safeguarding policies in place for child protection and for work with vulnerable adults, including rigorous DBS checking of staff and volunteers. Our insurances are reviewed annually to ensure adequate cover. An informal review of any new risks which may impact the work of the Church in the Parish is ongoing.
Other	

Safeguarding

House of Bishops safeguarding guidance:	The PCC follows Diocesan guidelines. Staff and volunteers are DBS checked and training is regularly updated
---	--

Structure, Governance and Management

Type of governing document	The PCC is governed by the Parochial Church Council Powers Measure (1956) as amended that came into effect on 2 nd January 1957, and the Church Representation Rules (contained in Schedule 3 to the Synodical Government Measure 1969 as amended).
How is the PCC constituted?	The PCC is a Body Corporate established by the Church of England and is a Charity registered with the Charity Commission.
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	The method of appointment of the PCC members is set out in the Church Representation Rules. The Council comprises the Incumbent, the Churchwardens, a representative of the Readers, those elected to the Deanery Synod, and other members who are elected at the Annual Parochial Church Meeting, by those on the Electoral Roll. Members of the congregation are always urged to join the Electoral Roll, and to stand for election to the PCC.

Additional information (optional)

You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees	Newly elected churchwardens receive training PCC members attend Safeguarding courses run by the Diocese, but none for some considerable time
The PCC's organisational structure and any wider network with which the PCC works	The PCC members are responsible for making decisions on all matters of general concern and importance in the parish, and for all financial matters. The PCC meets five times a year, plus an extra meeting to accept the annual accounts prior to, and in addition to, the Annual Parochial Church Meeting. Given its responsibilities, the PCC has a number of sub committees, each dealing with a particular aspect of parish life. These include Worship, Mission and Ministry, Fabric & Churchyard, and Sustainability Each reports back to the PCC at each PCC meeting. The churchwardens meet, with clergy, most Tuesday mornings
Relationship with any related parties	Donations from Related Parties Donations from related parties during the year totalled £0. Remuneration paid to Trustees Small remuneration to the vergers Expenses paid to Trustees One trustee was reimbursed £64.35 for travel during the year.
Other	

Reference and Administrative details

PCC name:	Christ Church Lichfield Parochial Church Council
Other name the PCC uses:	Christ Church Lichfield PCC
Charity Commission registration number (<i>if applicable</i>)	1192859
PCC's principal address:	c/o The Vicarage Christchurch Lane Lichfield WS13 8AL
PCC's website address:	www.christchurch-lichfield.org.uk

Names of the PCC members (trustees) who manage the PCC from 1st January 2022 until the date this report was approved were:

Trustee name	Office (if any)	Dates acted if not for whole year	
Ex Officio			
The Reverend Prebendary Janet Waterfield	Incumbent (Chair)		
Nick Smith	Ordinand in training		
Toni Clarke	Church Warden		
Bill Turley	Deanery Synod Rep & Assistant Warden		
Elected Members			
Julia Baker			
Margaret Beddoe	Assistant Warden		
Michael Boyd		Retired May 2022	
Andy Goodman		Elected May 2022	
Claire Goodman		Elected May 2022	
David Hartley			
Heather Jones			
Sue Lea		Retired May 2022	
David Mackenzie			
Richard Paulson		Retired May 2022	
Carol Young	Assistant Warden		

Names and addresses of advisers (*optional*)

Type of adviser	Name	Address
Bank		
Independent Examiner	LDBF	
Investment Managers		

Other optional information

--

Declarations

The trustees declare that they have approved the trustees' annual report above.

Signed on behalf of the PCC members

Signature(s)		
Full name(s)		
Position (eg Secretary, Chair, etc)		
Date		

Mission Action Plan for 2023 – 24

This MAP has been drafted by your Vicar and Churchwardens following two consultation meetings with congregation members and leads on from our 2022-23 MAP where great concern was expressed related to a reducing congregation.

The MAP style is more directive than in previous years, as it includes a proposed time schedule and is focussed on two very clear objectives, namely:

- A. By April 2024 we will provide modern, accessible worship opportunities for both our existing congregation and newcomers**
- B. By April 2024 we will have grown our regular worshipping congregation through engaging the school community and other initiatives**

God willing, we will succeed if we as a congregation engage in the action, so as you read the Plan think about where you would best focus your prayers and energy in moving our community here at Christ Church forward.

- A. By April 2024 we will provide modern, accessible worship opportunities for both our existing congregation and newcomers**

To achieve this objective improving Communication is key, in fact this is common to everything we envisage for the future, it falls into two sections, A.1.Content of our communication and A.2 Social media.

A.1 Content of our communication

From now onwards, every week we will put more effort into explaining what's going on by:

1. Using 'Before' and 'After' (what is happening, then how it went) - communication related to all aspects of Church life.
2. Using modern, accessible language in all aspects of church life..
3. Publicising what's going on in more detail, e.g., detail about the MAP; what a particular worship offering is all about; what will be involved in a social event, etc.
4. Discussing and sharing with the congregations about this aspect of our MAP
5. Encouraging involvement by seeking 'helpers' for tasks along the way.
6. Using feedback and suggestions to improve our communication content.
7. ***Seeking Volunteers who can, with 'technical' guidance, draft/write Plain English 'copy' for publicity purposes.***

By April 2024

We will be able to pride ourselves on our straightforward, accessible communication and be an example to others.

Communication – A. 2. Social media

We, as a church community, must become social media aware and use it properly. We understand there are funds in place for this work, so we will:

By September 2023:

1. Define and agree the 'outcomes' we are seeking from using social media, e.g. by the time this church is social media aware we will be able to use it for the following purposes....(as yet to be defined!)
2. Seek expert advice (local known contact and also use Research as described below (see B) to listen to and emulate what 'successful' users have achieved through using social media).
3. Redefine 1. In the light of consultation.
4. Seek quotes on the chosen specification.
5. Engage the expert to install systems and train volunteers.
- 6. Seek volunteer(s) to input and update information on a weekly basis.**
7. Use it!

By April 2024

- 1 Monitor usage and progress.
2. Evaluate success.
3. Adapt/update systems as necessary.
- 4. Have established a small team capable of keeping social media up to date on a weekly rota basis.**

A.3.Review the accessibility of our worship

Overhaul of worship content and language we use, starting now

1. Commence an ongoing dialogue with our existing congregations about the accessibility of language used in both spoken and sung worship.
2. All worship leaders to be conscious of this initiative and adapt materials to be used accordingly.
3. Communicate, wherever possible, to increase general understanding of 'traditions', symbolism, rituals, origin, etc.
- 4. Establish a group of volunteers to support and champion this initiative.**

By April 2024 all of our worship, both spoken and sung, will have been reviewed in the light of the needs of the current, and potential future, congregations, and appropriate changes made

B. By April 2024 we will have grown our regular worshipping congregation through engaging the school community and other initiatives

Before we implement many of the amazing ideas from 3rd April meeting in a random test it and see basis, we must do some research which, initially, might slow things down, but in the long term save us the agony of wasted time and effort.

Christ Church is a Church of England school, however church membership is not a requirement to attend the school."

To achieve this objective we plan to B.1. Research worship styles and B.2 Research potential newcomers' needs.

B.1. Research Worship style by consulting other churches and Diocesan Childrens and families Advisor

This is not about re-inventing the wheel as there are, locally, Christian communities who have achieved this, so let us learn from them, take what we like and leave the rest, there is no compulsion to emulate everything.

By September 2023

1. *Establish a small team of volunteers to work on this issue.*
2. Decide what we want to ask others about their success (or lack of it) in encouraging newcomer families to their Church and once there what has kept them engaged.
3. Decide who we should approach for this information
4. Make appointments with Church Leaders to visit them or send a written enquiry.
5. Volunteers attend and experience worship at the churches who have found success and report back to PCC.
6. Analyse the research.
7. PCC to re-evaluate our existing worship offering in the light of all the acquired information.
8. Regular 'progress' feedback to all congregations

By January 2024

1. Implement research findings.
2. Listen to feedback.
3. Evaluate 'success'.

B.2. Research potential newcomers' needs

By September 2023

1. *Establish a small team of volunteers to work in this issue.*
2. Consult with Head of School and Senior Leadership Team about what we are aiming for - seek their advice and elicit their support.
3. Talk to other school bodies after we have heard from other churches about their successes with school communities and explore what they have done to achieve it.

By January 2024

1. Consult with parents and let them know what we are intending to do
2. Consult with School Council and seek their views and ideas.
3. Use the research to design new worship opportunities, supported by our existing congregation, test them out and evaluate events.
4. Talk it through with our current congregation

By April 2024

1. Start 'growing' the congregation by involving and engaging the newcomers in worship and fellowship.
2. Explain to all congregations and engage help as appropriate.
3. Increase 'teaching' our faith in a modern context.

To drive this MAP forward, establish three Action Groups:

1. **Worship Accessibility** to include research, production, delivery of various styles of worship. School liaison and worship support. Reading the lesson, leading intercessions, Lay Asst., CP Team, WLT
2. **Communication and publicity** to include website, Facebook page, Posters, Contact with free magazines in the area, supporting the publicity of social events. Parish magazine, QR codes. (Also admin support for JLW regarding baptisms)
3. **Research – others' success and potential newcomers' needs** attending local places of worship, giving feedback to inform lay led services. And Communion services if observations were at an Anglican church

Annual Report and Financial Statements of the Parochial Church Council of Christ Church Lichfield

For the year ended 31st December 2023

Charity registration number: 1192859

Trustees' Annual Report for the year ended 31st December 2023

PCC name:	Christ Church Lichfield Parochial Church Council
Charity Commission registration number:	1192859

Objectives and Activities

Summary of the purposes of the PCC as set out in its governing document	The Parochial Church Council of Christ Church Lichfield (the PCC) has the responsibility of co-operating with the incumbent, the Reverend Prebendary Janet Waterfield, in promoting in the ecclesiastical parish, the whole mission of the Church, pastoral, evangelical, social and ecumenical. The PCC is also spiritually responsible for the maintenance of the church.
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	The PCC is committed to enabling as many people as possible to worship at our church and to become part of our parish community at Christ Church Lichfield. The PCC maintains an overview of worship throughout the parish and makes suggestions on how our services can involve the many groups that live within our parish. Our services and worship put faith into practice through prayer, scripture, music and sacrament. Also, through non sacramental activities of hospitality and fellowship we aim to reach non churched members of the community.
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	The trustees of the PCC are aware of the Charity Commission's guidance on public benefit in The Advancement of Religion for the Public Benefit and have had regard to it in their administration of the Charity. The trustees believe that, by promoting the work of the Church of England in the Ecclesiastical Parish of Christ Church Lichfield, it helps to promote the whole mission of the Church (pastoral, evangelistic, social and ecumenical) more effectively, within the Ecclesiastical Parish, and that in doing so it provides a benefit to the public by: • Providing facilities for public worship, pastoral care and spiritual, moral and intellectual development, both for its members and for anyone who wishes to benefit from what the Church offers; and • Promoting Christian values and service by members of the Church in and to their communities, to the benefit of individuals and society as a whole.

Additional information (optional)

You may choose to include further statements where relevant about:

Policy on grant making	N/A
------------------------	-----

Policy on social investment including program related investment	N/A
Contribution made by volunteers	The members of the PCC would like to thank our volunteers, and our churchwardens, for all their hard work. We are making every effort to increase our volunteer base.
Other	N/A

Achievements and Performance

Summary of the main achievements of the PCC, identifying the difference the PCC's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.	Paid our way and are solvent. Congregation numbers have settled since Covid. We have undertaken a service pattern review, and now established our pattern for worship for the next twelve months. Our congregation numbers have increased by involving a junior choir with their families on the third Sunday each month. Arising from our 2023-24 Mission Action Plan we have researched and, subsequently, made alterations to worship content to make it more modern and readily accessible. Opened the church for private prayer, daily wherever possible. Conducted all worship as publicised. Celebration Praise services continued. Held an Advent course. Maintained close links with the school. Charitable giving to Foodbank encouraged and supported; encouraged charitable giving to Pathway and to our three chosen charities (Easter, Harvest and Christmas) Book club continues. Continue to explore sustainability issues. Maintained a weekly Places of Welcome, offering a "Warm Welcome" during the winter months, and attracting new people. Maintained a fellowship calendar of events.
---	---

Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	N/A
Performance of fundraising activities against objectives set	N/A
Investment performance against objectives	N/A
Other	N/A

Financial Review

Review of the PCC's financial position at the end of the period	Church – General Unrestricted Fund Overall giving decreased by £3,552 in the year to £27,848. Income tax refund on gift aid decreased by £379 to £7,546. (Year to 5th April 2023) Other unrestricted fund-raising initiatives decreased by £187 to £3,239. Statutory Fees retained by the PCC decreased by £3,212 in the year to £5,833. There was an increase in interest on bank accounts of £485 as interest rates increased. There was a £10,000 legacy received in the year. Overall unrestricted income increased by £2,212 to £57,570. Overall unrestricted Expenditure decreased by £2,240 to £48,120. The major item was a reduction in Organist fees of £1,510. The church had an excess of income over expenditure of £9,449 in unrestricted funds. Without the £10,000 legacy there was an overspend of £551. With reserves the Church has cash balances of £46,427 at the year end, an increase of £9,449. In addition, Friends of Christ Church raised £719 this year and spent £289 to pay for various Church repairs. They have £1,608 cash in the bank at the year end. Hall Designated Fund The Hall lettings income increased by £1,940 to £33,297. Expenditure decreased by £589 to £33,938. Major repair items were - Lighting installation and hall painting of £7,323. Overall, there was an excess of income over expenditure of £3,116 in the year. However, as expenditure includes depreciation of assets of £2,911 (an accounting write off of assets over the number of years of useful life of the assets), cash balances of the Church Hall increased by £5,559 to £46,291. Repair and Maintenance Restricted Fund During the year a total of £6,405 was received in donations and grants and £1,932 was spent. Expenditure was - £540 on tree and hedge works in the Churchyard - £411 on boiler repair - £981 on other maintenance At the year end the Repair Fund has £8,744 available to spend.
Statement explaining the policy for holding reserves stating why they are held	The PCC resolved, at its meeting on 6th September 2016, to try to maintain a balance on free reserves (net current assets) which equates to at least three months unrestricted payments (in the general and designated funds). This is equivalent to £20,500 (2022: £21,222). It is held to smooth out fluctuations in cash flow and to meet emergencies.
Amount of reserves held	The balance of the free reserves at the year-end was £92,314 (2022: £76,838) which is significantly higher than this target. The trustees are content with such a large figure due to the current uncertain economic

	times.
Reasons for holding zero reserves, if applicable	N/A
Details of fund materially in deficit, if applicable	N/A
Explanation of any uncertainties about the PCC continuing as a going concern	N/A

Additional information (optional)

You may choose to include further statements where relevant about:

The PCC's principal sources of funds (including any fundraising)	Regular planned giving, collections, donations, and funds raised from fellowship events are the main sources of fund raising along with tax recoverable.
Investment policy and objectives including any social investment policy adopted	The charity is granted power to invest in suitable investments under the PCC Powers Measure 1956 and the Trustees Act 2000. As a charity, the trustees have a duty of care to take such advice as is appropriate before investments are undertaken. This advice is sought from the Central Board of Finance (CCLA) in London. The charity's investment policies are based on two key principles: - • Ethical Investment – this includes ensuring that investments are held in companies which have high standards of corporate governance and act in a responsible way towards stakeholders. • Long-term responsibilities – the trustees are aware of their long-term responsibilities in respect of the Restricted and Unrestricted reserves and as a result follow a prudent approach to investment decisions. Investment policy for long-term funds is aimed primarily at generating a sustainable income, with due regard to the need for the preservation of capital value, and the possible need to realise investments to meet operational needs. Due to the nature of the charity, an ethical investment policy is taken into consideration when investments are made. The charity follows the Ethical Investment Advisory Group policy as recommended by the Lichfield Diocese which includes the following: “We aim to invest in companies that: • will develop their business in the interests of shareholders; • demonstrate responsible employment practices; • are conscientious concerning issues of corporate governance, the environment and human rights • are sensitive to the community in which they operate.”
A description of the principal risks facing the PCC	The Church Wardens carry out regular Health and Safety Reviews and regularly inspect premises for potential hazards. We have safeguarding

	policies in place for child protection and for work with vulnerable adults, including rigorous DBS checking of staff and volunteers. Our insurances are reviewed annually to ensure adequate cover. An informal review of any new risks which may impact the work of the Church in the Parish is ongoing.
Other	N/A

Safeguarding

House of Bishops safeguarding guidance:	The PCC believe they have fulfilled their duty under section 5 of the Safeguarding and Clergy Discipline Measure 2016 (duty to have due regard to House of Bishops' guidance on safeguarding children and vulnerable adults).
---	---

Structure, Governance and Management

Type of governing document	The PCC is governed by the Parochial Church Council Powers Measure (1956) as amended that came into effect on 2 nd January 1957, and the Church Representation Rules (contained in Schedule 3 to the Synodical Government Measure 1969 as amended).
How is the PCC constituted?	The PCC is a Body Corporate established by the Church of England and is a Charity registered with the Charity Commission.
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	The method of appointment of the PCC members is set out in the Church Representation Rules. The Council comprises the Incumbent, the Churchwardens, a representative of the Readers, those elected to the Deanery Synod, and other members who are elected at the Annual Parochial Church Meeting, by those on the Electoral Roll. Members of the congregation are always urged to join the Electoral Roll, and to stand for election to the PCC.

Additional information (optional)

You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees	Safeguarding training undertaken by all PCC members
The PCC's organisational structure and any wider network with which the PCC works	The PCC members are responsible for making decisions on all matters of general concern and importance in the parish, and for all financial matters. The PCC meets five times a year, plus an extra meeting to accept the annual accounts prior to, and in addition to, the Annual Parochial Church Meeting. Given its responsibilities, the PCC has a number of sub committees, each dealing with a particular aspect of parish life. These include Worship, Mission and Ministry, Fabric & Churchyard, and Sustainability Each reports back to the PCC at each PCC meeting.
Relationship with any related parties	Donations from Related Parties Donations from related parties during the year totalled £5,115 (2022:

	£5,300). Related Parties John Waterfield (husband of the vicar, Mrs J Waterfield) is employed by the PCC as Finance Administrator and Hall Bookings Officer. Remuneration paid to Trustees M Beddoe, trustee of the PCC, was paid £425 (2022: £1,992 including A Clarke) by the PCC during the year for her role as Verger. Expenses paid to Trustees Two trustees were reimbursed £970 (2022: £954) for travel and phone expenses during the year.
Other	N/A

Reference and Administrative details

PCC name:	Christ Church Lichfield Parochial Church Council
Other name the PCC uses:	Christ Church Lichfield PCC
Charity Commission registration number	1192859
PCC's principal address:	Christ Church Christ Church Lane Lichfield WS13 8AY
PCC's website address:	www.christchurch-lichfield.org.uk

Names of the PCC members (trustees) who manage the PCC from 1st January 2023 until the date this report was approved were:

Trustee name	Office (if any)	Dates acted if not for whole year
Ex Officio		
The Reverend Prebendary Janet Waterfield	Incumbent & Chair	
Nick Smith	Ordinand in training	Until 1st July 2023
Toni Clarke	Church Warden	
Bill Turley	Deanery Synod Rep & Assistant Warden	Died 21st November 2023
Elected Members		
Linda Aikin		From 14 th May 2024
Julia Baker		
Margaret Beddoe	Assistant Warden	
Andy Goodman		Until 14 th May 2024

Claire Goodman		Until 14 th May 2024
David Hartley	Vice Chair	
Heather Jones		
David Mackenzie		
Carol Young	Assistant Warden	
Rosemary Vinnicombe		Elected 16 th May 2023
Officers of the PCC (<i>attend but do not vote</i>)		
John Waterfield	Finance Administrator	
Peter Grange	PCC Treasurer	
Jemimah Reid	PCC Secretary	

Names and addresses of advisers (*optional*)

Type of adviser	Name	Address
Bank	Co-Op Lloyds	PO Box 250, Skelmersdale WN8 6WT 25 Gresham Street, London EC2V 7HN
Independent Examiner	LDBF	St Marys House, The Close, Lichfield WS13 7LD
Investment Managers	CCLA	1 Angel Lane, London EC4R 3AB

Other optional information

N/A

Declarations

The trustees declare that they have approved the trustees' annual report above.

Signed on behalf of the PCC members

Signature(s)		
Full name(s)	CAROL MARY YOUNG	DAVID JOHN HARTLEY
Position (eg Secretary, Chair, etc)	CHURCH WARDEN	LAY CHAIR PCC
Date	04.06.24	

Independent Examiner's report to the trustees/members of The PCC of Lichfield Christ Church

Registered charity number: 1192859

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

Respective responsibilities of the Trustees and Independent Examiner

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

It is my responsibility

- to examine the accounts under section 145 of the Charities Act,
- to follow the procedures laid down in the General Directions given by the Charity Commission (under section 145(5)(b) of the Charities Act, and
- to 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 material matters have come to my attention which gives me cause to believe that in any material respect:

- accounting records were not kept in accordance with section 130 of the Charities Act or
- the accounts do not accord with the accounting records
- 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 come across no other matters in connection with the examination to which attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Signed:
Jonathan Hill FCMA CGMA
Lichfield Diocesan Board of Finance
St Marys House, The Close, Lichfield. WS13 7LD

Date:

The Parochial Church Council of Lichfield Christ Church

Financial Statements for the Year Ended 31st December 2023

Accounting Policies

The PCC is a public benefit entity within the meaning of FRS 102. The financial statements have been prepared under the Charities Act 2011 and in accordance with the Church Accounting Regulations 2006 governing the individual accounts of PCCs, and with the Regulations' "true and fair view" provisions. They have also been prepared in accordance with the Charities SORP (FRS 102).

The financial statements have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant notes to these accounts. The financial statements include all transactions, assets and liabilities for which the PCC is responsible in law. They do not include the accounts of church groups that owe their main affiliation to another body nor those that are informal gatherings of Church members.

There may be minor discrepancies in the totals as the pence are not being shown.

Cashflow Statement

The Charity has taken advantage of the exemption in FRS102 from the requirement to produce a Cash flow statement on the grounds that the income does not exceed £500,000.

Going Concern

There are no material uncertainties related to events or conditions that cast significant doubt on the charity's ability to continue as a going concern.

Accounting Estimates and Prior Year Errors

No changes to accounting estimates have occurred in the reporting period.

No material prior year errors have been identified in the reporting period.

Description of Funds

Unrestricted funds are income funds of the PCC that are available for spending on the general purposes of the PCC, including amounts designated by the PCC for fixed assets for its own use or for spending on a future project and which are therefore not included in its "free reserves" as disclosed in the trustees' annual report.

Restricted funds comprise of two elements:

- a) income from trusts or endowments which may be expended only on those restricted objects provided in the terms of the trust or bequest
- b) donations or grants received for a specific object or invited by the PCC for a specific object. The funds may only be expended on the specific object for which they were given. Any balance remaining unspent at the end of each year must be carried forward as a balance on that fund. The PCC does not usually invest separately for each fund. Where there is no separate investment, interest is apportioned to individual funds on an average balance basis.

Endowment funds are restricted funds that must be retained as trust capital either permanently or subject to a discretionary power to spend capital as income, and where the use of any income or other benefit derived from the capital may be restricted or unrestricted. Full details of all their restrictions are shown in the notes to the accounts.

Income

Planned giving, collections and donations are recognised when received or when the PCC becomes entitled to the resource and the monetary value can be measured with sufficient reliability. Tax refunds are recognised when the incoming resource to which they relate is received. Grants and Legacies are accounted for when the PCC is legally entitled to the amounts due and the monetary value can be measured with sufficient reliability. Dividends are accounted for when receivable, interest is accrued. All other income is recognised when it is receivable. All incoming resources are accounted for gross.

Accounting Policies continued

Expenditure

Grants and donations are accounted for when paid over, or when awarded, if that award creates a binding or constructive obligation on the PCC. The diocesan common fund is accounted for when due. Amounts received specifically for mission are dealt with as restricted funds. All other expenditure is generally recognised when it is incurred and is accounted for gross.

Governance and Support Costs

Support costs should be allocated between governance costs and other support. Governance costs comprise all costs involving public accountability of the PCC and its compliance with regulation and good practice.

Support costs include central functions and have been allocated to activity cost categories on a basis consistent with the use of resources eg by allocating staff costs by time spent and other costs by their usage.

Fixed Assets

Consecrated and benefice property is not included in the accounts by s.10(2)(a)&(C) of the Charities Act 2011.

Moveable church furnishings held by the Vicar and Churchwardens on special trust for the PCC and which require a faculty for disposal are inalienable property, listed in the Church's inventory, which can be inspected (at any reasonable time). For anything acquired prior to 2000 there is insufficient cost information available and therefore such assets are not valued in the financial statements.

No depreciation is provided on The Martin Heath Hall. The PCC policy is to maintain its freehold building in an adequate state of repair such that its residual value is not less than their carrying value and the remaining useful life of these assets exceeds 50 years, so that any depreciation charges would be immaterial.

Other tangible fixed assets are valued at cost. The depreciation rates and methods used are as follows:

Equipment used within the church premises is depreciated on a straight line basis over 4 years.

The church hall equipment is depreciated on a straight-line basis over 5 years.

The Central Heating System is being depreciated on a straight-line basis over 10 years.

The Church Hall Refurbishment is being depreciated on a straight-line basis over 10 years.

Equipment used outside the church premises is depreciated on a straight line basis over 10 years.

Investments

Investments in quoted shares, traded bonds and similar investments are valued initially at cost and subsequently at market value at the year end. Investments held for re-sale are treated as current asset investments.

Debtors

Debtors are measured on initial recognition at settlement amount. Subsequently they are measured at cash expected to be received.

Creditors and Accruals

Creditors are measured at settlement amounts less any trade discounts. Accruals are measured on best estimate of the amount required to settle the obligation at the reporting date.

The Parochial Church Council of Lichfield Christ Church

Financial Statements for the Year Ended 31st December 2023

Statement of Financial Activities

	Unrestricted funds	Designated funds	Restricted funds	Endowment funds	Total funds	Prior year total funds
Income and endowments from:						
Donations and legacies	48,966	458	9,944	—	59,367	54,932
Income from charitable activities	5,833	—	330	—	6,163	9,691
Other trading activities	1,948	35,237	—	—	37,185	35,360
Investments	823	1,360	1,621	—	3,804	1,866
Total income	57,570	37,054	11,895	—	106,519	101,849
Expenditure on:						
Raising funds	—	1,020	342	—	1,362	1,110
Expenditure on charitable activities	48,120	32,918	7,427	—	88,465	96,877
Total expenditure	48,120	33,938	7,769	—	89,827	97,987
Net income / (expenditure) resources before transfer	9,449	3,116	4,127	—	16,692	3,861
Transfers						
Gross transfers between funds - in	3,235	3,225	10	—	6,471	67,438
Gross transfers between funds - out	(3,235)	(3,225)	(10)	—	(6,471)	(67,438)
Other recognised gains / losses						
Gains / losses on investment assets	—	—	—	2,547	2,547	(3,767)
Net movement in funds	9,449	3,116	4,127	2,547	19,239	94
Total funds brought forward	36,663	50,251	43,936	26,445	157,296	157,201
Total funds carried forward	46,113	53,367	48,063	28,992	176,535	157,296
Represented by						
Unrestricted						
General Fund	46,113	—	—	—	46,113	36,663
Designated						
Martin Heath Hall Designated	—	53,367	—	—	53,367	50,251
Restricted						
A Glover Memorial Restricted	—	—	79	—	79	132
Friends Of Christ Church Restricted	—	—	1,609	—	1,609	1,179
Martin Heath Memorial Restricted	—	—	3,705	—	3,705	3,933
National Schools Restricted Fund	—	—	4,948	—	4,948	5,022
Organ And Music Restricted Fund	—	—	2,569	—	2,569	3,024
Repair And Maintenance Restricted Fund	—	—	8,744	—	8,744	4,271
The Martin Heath Hall Restricted	—	—	25,325	—	25,325	25,325
Vestment Restricted Fund	—	—	1,084	—	1,084	1,051
Endowment						
Ashby Glover Memorial (Flower Fund) Endowment	—	—	—	1,255	1,255	1,189
Martin Heath Memorial Endowment	—	—	—	8,397	8,397	7,646
National Schools Endowment Fund	—	—	—	19,340	19,340	17,610

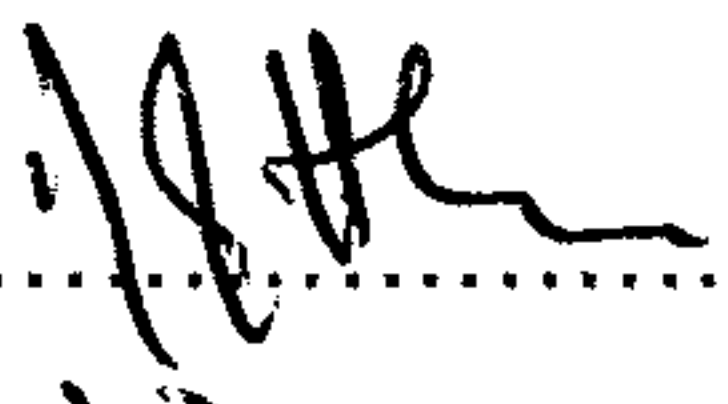
The Parochial Church Council of Lichfield Christ Church

Financial Statements for the Year Ended 31st December 2023

Balance sheet

	Total funds	Prior year funds
Fixed assets		
Tangible Assets	32,491	35,402
Investments	28,992	26,445
	61,483	61,847
Current assets		
Debtors	—	58
Cash at bank and in hand	115,775	96,587
	115,775	96,645
Liabilities		
Creditors: Amounts falling due in one year	723	1,195
	723	1,195
Net current assets less current liabilities	115,052	95,449
Total assets less current liabilities	176,535	157,296
Total net assets less liabilities	176,535	157,296
Represented by		
Unrestricted		
General Fund	46,113	36,663
Designated		
Martin Heath Hall Designated	53,367	50,251
Restricted		
A Glover Memorial Restricted	79	132
Vestment Restricted Fund	1,084	1,051
Friends Of Christ Church Restricted	1,609	1,179
The Martin Heath Hall Restricted	25,325	25,325
Martin Heath Memorial Restricted	3,705	3,933
Organ And Music Restricted Fund	2,569	3,024
Repair And Maintenance Restricted Fund	8,744	4,271
National Schools Restricted Fund	4,948	5,022
Endowment		
Ashby Glover Memorial (Flower Fund) Endowment	1,255	1,189
Martin Heath Memorial Endowment	8,397	7,646
National Schools Endowment Fund	19,340	17,610
Funds of the church	176,535	157,296

Approved by the Parochial Church Council on ^{4th} JUNE 2024 and signed on its behalf by:

Signature: 
Name: DAVID JOHN HARTLEY

The notes on the following pages form part of these accounts

The Parochial Church Council of Lichfield Christ Church

Financial Statements for the Year Ended 31st December 2023

Analysis of Assets - 2023

	General	Designated	Restricted	Endowment	This year	Last year
Fixed assets – Tangible Assets						
Church Hall -	—	—	25,325	—	25,325	25,325
Hall Equipment -	—	7,166	—	—	7,166	10,077
Totals	—	7,166	25,325	—	32,491	35,402
Fixed assets - Investments						
CBF FISF Shares 6001F -	—	—	—	1,255	1,255	1,189
COIF Inc Shares - National Schools -	—	—	—	19,340	19,340	17,610
COIF Inc Shares - Martin Heath -	—	—	—	8,397	8,397	7,646
Totals	—	—	—	28,992	28,992	26,445
Current assets - Cash at bank and in hand						
Co-op Current 6465 -	9,546	—	319	—	9,865	10,522
Friends Co-op Bank 3300 -	—	—	1,609	—	1,609	1,179
Co-op Fees account 6546 -	—	—	—	—	—	61
General CBF Dep 6004D -	36,881	—	—	—	36,881	26,661
Organ & Music CBF Dep 6001D -	—	—	2,569	—	2,569	3,024
Ashby Glover Mem CBF Dep 6003D -	—	—	79	—	79	132
Vestments CBF Dep 6007D -	—	—	1,084	—	1,084	1,051
Rep & Main CBF Dep 6009D -	—	—	8,744	—	8,744	4,271
Martin Heath Mem CBF Dep 6008D -	—	44,180	—	—	44,180	39,906
Martin Heath Mem COIF Dep 0001C -	—	—	3,705	—	3,705	3,933
National Sch COIF Dep 0002C -	—	—	4,948	—	4,948	5,022
Hall Lloyds Current 1696 -	—	2,111	—	—	2,111	826
Totals	46,427	46,291	23,057	—	115,775	96,587
Current assets - Debtors						
Accounts Receivable -	—	—	—	—	—	58
Totals	—	—	—	—	—	58
Liabilities - Agency accounts						
Agency collections -	—	—	319	—	319	265
Totals	—	—	319	—	319	265
Liabilities - Creditors: Amounts falling due in one year						
Hall Deposits in advance -	—	90	—	—	90	105
Beacon Income in advance -	314	—	—	—	314	115
Accounts Payable -	—	—	—	—	—	710
Totals	314	90	—	—	404	930
Grand total	46,113	53,367	48,063	28,992	176,535	157,296

Fund movement by type - 2023

	Opening	Incoming	Outgoing	Transfers	Gains/losses	Closing
A Glover E - Ashby Glover Memoria						
Endowment	1,189	—	—	—	—	1,255
Sub-total for A Glover E	1,189	—	—	—	—	1,255
A Glover R - A Glover Memorial Re						
Restricted	132	27	80	—	—	79
Sub-total for A Glover R	132	27	80	—	—	79
Churchyard - Churchyard Maintenance						
Restricted	—	2,380	2,380	—	—	—
Sub-total for Churchyard	—	2,380	2,380	—	—	—
Friends (C - Friends Of Christ Ch						
Restricted	1,179	719	289	—	—	1,609
Sub-total for Friends (C	1,179	719	289	—	—	1,609

General - General Fund						
Unrestricted	36,663	57,570	48,120	—	—	46,113
Sub-total for General	36,663	57,570	48,120	—	—	46,113
Hall Des (- Martin Heath Hall De						
Designated	50,251	37,054	33,938	—	—	53,367
Sub-total for Hall Des (	50,251	37,054	33,938	—	—	53,367
Hall Res (- The Martin Heath Hal						
Restricted	25,325	—	—	—	—	25,325
Sub-total for Hall Res (	25,325	—	—	—	—	25,325
M Heath En - Martin Heath Memoria						
Endowment	7,646	—	—	—	—	8,397
Sub-total for M Heath En	7,646	—	—	—	—	8,397
M Heath Me - Martin Heath Memoria						
Restricted	3,933	440	668	—	—	3,705
Sub-total for M Heath Me	3,933	440	668	—	—	3,705
Organ & Mu - Organ And Music Rest						
Restricted	3,024	1,090	1,545	—	—	2,569
Sub-total for Organ & Mu	3,024	1,090	1,545	—	—	2,569
Repair & M - Repair And Maintenance						
Restricted	4,271	6,405	1,932	—	—	8,744
Sub-total for Repair & M	4,271	6,405	1,932	—	—	8,744
Schools En - National Schools End						
Endowment	17,610	—	—	—	—	19,340
Sub-total for Schools En	17,610	—	—	—	—	19,340
Schools Re - National Schools Res						
Restricted	5,022	800	874	—	—	4,948
Sub-total for Schools Re	5,022	800	874	—	—	4,948
Vestment (- Vestment Restricted						
Restricted	1,051	34	—	—	—	1,084
Sub-total for Vestment (	1,051	34	—	—	—	1,084
Grand total	157,296	106,519	89,827	—	—	176,535

Analysis of Transfer between Funds

2023 – Nil

2022 – no material transfers

Fund Description

Designated Funds

- The Martin Heath Hall – income and expenditure relating to the Martin Heath Hall

Restricted Funds

- Ashby Glover Memorial - monies that can be used for flowers in church. The capital that this income derives from is shown as an endowment fund.
- Churchyard maintenance - these are monies spent on the maintenance of the churchyard
- Friends of Christ Church - for fabric repairs and building upkeep
- The Martin Heath Hall - this relates to the original cost of the building of the Hall
- Martin Heath Memorial - monies to be used at the vicar and church wardens discretion. The capital that this income derives from is shown as an endowment fund
- Organ and Music- for maintenance of the organ and music
- Repair and Maintenance - monies to be used for the fabric repairs
- National Schools Fund - is income that can be used for education. The capital that this income derives from is shown as an endowment fund
- Vestments - monies to be used for repair and replacement of vestments

Endowment Funds

- Ashby Glover Memorial - monies that can be used for flowers in church. The income is restricted for this purpose.
- Martin Heath Memorial - monies to be used at the vicar and church wardens discretion. The income is restricted for this purpose.
- National Schools Fund - is income that can be used for education and is recorded in a restricted fund.

Analysis of income and expenditure

					Total	
	Unrestricted	Designated	Restricted	Endowment	This year	Last year
INCOME AND ENDOWMENTS						
Donations and legacies						
Gift Aid - Bank	19,458	—	719	—	20,177	22,773
Gift Aid - Envelopes	301	—	—	—	301	312
Other planned giving	5,186	—	—	—	5,186	6,458
Loose plate collections	2,610	—	—	—	2,610	2,147
Contactless receipts	—	—	—	—	—	21
Donations appeals etc	293	200	6,030	—	6,523	7,540
Tax recoverable on Gift Aid	7,546	258	750	—	8,554	7,925
Legacies	10,000	—	—	—	10,000	—
Recurring grants	333	—	2,380	—	2,713	2,380
Non-recurring one-off grants	—	—	—	—	—	1,950
Other funds generated	3,239	—	65	—	3,304	3,426
Total	48,966	458	9,944	—	59,367	54,932
Income from charitable activities						
Fees for weddings	253	—	30	—	283	626
Fees for churchyard internment	286	—	—	—	286	3,634
Fees for churchyard memorials	813	—	—	—	813	1,364
Fees for funerals	4,481	—	300	—	4,781	4,067
Total	5,833	—	330	—	6,163	9,691
Other trading activities						
100 Club income	—	1,940	—	—	1,940	2,080
Church hall lettings	—	33,297	—	—	33,297	31,356
Beacon Magazine income - advertising	797	—	—	—	797	1,125
Beacon Magazine sales	1,151	—	—	—	1,151	799
Total	1,948	35,237	—	—	37,185	35,360
Investments						
Bank and building society interest	823	1,360	1,621	—	3,804	1,866
Total	823	1,360	1,621	—	3,804	1,866
INCOME TOTAL	57,570	37,054	11,895	—	106,519	101,849

EXPENDITURE

Raising funds

Costs of fetes & other events	—	—	342	—	342	—
100 Club Winners	—	1,020	—	—	1,020	1,110
Total	—	1,020	342	—	1,362	1,110

Expenditure on charitable activities

Places of Welcome	316	—	—	—	316	—
Subscriptions	53	—	—	—	53	89
Charitable Giving	261	—	—	—	261	510
Parish share	33,187	—	—	—	33,187	33,188
Finance Admin staff costs	—	6,056	—	—	6,056	5,097
Caretaker salary	551	—	—	—	551	1,395
Salary of parish administrator	1,527	—	—	—	1,527	2,172
Parish Admin Assistant	3,000	—	—	—	3,000	3,836
Working expenses of incumbent	894	—	—	—	894	890
Education	—	—	874	—	874	419
Church running - insurance	2,652	—	—	—	2,652	2,568
Organ / piano tuning	—	—	1,339	—	1,339	203
Church maintenance	—	—	1,487	—	1,487	6,428
Cleaning materials	335	—	—	—	335	4
Church running - bin hire	437	—	153	—	590	555
Upkeep of services	520	—	129	—	649	713
Organist	110	—	—	—	110	4,118
Upkeep of churchyard (contractor)	—	—	2,100	—	2,100	1,575
Mower/tools running costs	—	—	127	—	127	90
Upkeep of churchyard	—	—	734	—	734	167
Administration	980	602	483	—	2,065	1,090
Photocopier lease	504	—	—	—	504	504
Stationery	845	37	—	—	882	1,018
Church running - electric	602	—	—	—	602	635
Church running - gas	1,065	—	—	—	1,065	1,325
Church running - water	233	—	—	—	233	203
Beacon Magazine expenses	49	—	—	—	49	41
MHH Cleaning	—	5,424	—	—	5,424	6,016
MHH Cleaning Materials	—	579	—	—	579	—
Hall running - electricity	—	2,858	—	—	2,858	—
Hall running - gas	—	1,959	—	—	1,959	4,553
Hall running - insurance	—	1,297	—	—	1,297	1,269
Hall running - maintenance	—	9,860	—	—	9,860	11,860
Hall running - WIFI	—	443	—	—	443	245
Hall running - water	—	302	—	—	302	284
Hall running - bin hire	—	590	—	—	590	555
Hall Asset Depreciation	—	2,911	—	—	2,911	3,264
Total	48,120	32,918	7,427	—	88,465	96,877
EXPENDITURE TOTAL	48,120	33,938	7,769	—	89,827	97,987
GRAND TOTAL	9,449	3,116	4,127	—	16,692	3,861

Allocation of Support Costs

Support costs comprise Trustee Training and Governance Costs etc. Due to the nature of the financial activities of the PCC, these would be allocated across Charitable Expenditure which comprises the majority of its expenditure and as such are automatically charged there.

Staff Costs

	2023	2022
Wages & Salaries	£ 11,008	£13,227
Average number of employees	3	4

During the year the PCC employed 2 Parish Administrators, Hall Bookings Officer and Cleaners (all part-time) and no payments were large enough to attract social security costs.

There were no employee benefits to key management personnel in the previous or current year.

Trustees' Remuneration & Expenses

John Waterfield is the husband of the vicar, Mrs J Waterfield and is employed by the PCC as Finance Administrator and Hall Bookings Officer.

M Beddoe, trustee of the PCC, was paid £425 (2022: £1,992) by the PCC during the year for her role as Verger.

2 Trustees have been reimbursed £987 (2022 £954), for travel and phone expenses incurred during the year.

No other expenses were paid to any other PCC member, persons closely connected to them or related parties.

Donations from related parties (PCC members) totalled £5,115 (2022 £5,300)

Fees for the examination of the accounts

	2023 £	2022 £
Independent Examiner's fees	£200	£174
Other fees (eg accountancy services) paid to the Independent Examiner	-	-

Fixed Assets

a. Tangible Fixed Assets

	Church Hall £	Hall Equipment £	Church Equipment £	Restoration Expenditure £	Total £
Cost or Valuation					
As at 1st Jan	25,325	186,312	69,736	76,454	357,827
Additions in the year	-	-	-	-	-
Disposal in the year	-	-	-	-	-
Revaluation (if any)	-	-	-	-	-
Value at 31st Dec	25,325	186,312	69,736	76,454	357,827
Accumulated Depreciation					
As at 1st Jan	-	176,235	69,736	76,454	322,425
Charge for the year	-	2,911	-	-	2,911
Disposals	-	-	-	-	-
Value at 31st Dec	-	179,146	69,736	76,454	325,336
Net Book Value at 1st Jan 2023	25,325	10,077	-	-	35,402
Net Book Value at 31st Dec 2023	25,325	7,166	-	-	32,491

Fund Description

Church Hall – Martin Heath Hall Freehold at cost

Hall Equipment – Tables, Chairs, Audio Visual and Kitchen Equipment

Church Equipment – Sound and Heating system, Churchyard Equipment and Pew Cushions

Restoration Expenditure - Chancel Lighting and other restoration

b. Fixed Asset Investments

	At 1st Jan £	Additions £	Disposals £	Transfers £	Change in market value £	At 31st Dec £
Unrestricted funds	-	-	-	-	-	-
Restricted Funds	-	-	-	-	-	-
Endowment funds						
Ashby Glover COIF inc	1,189	-	-	-	66	1,255
Nat Schools COIF Inc	17,610	-	-	-	1,730	19,340
M Heath Mem COIF Inc	7,646	-	-	-	751	8,397
Total	26,445	-	-	-	2,547	28,992

Current Assets**Debtors**

	2023 £	2022 £
Gift aid recoverable	-	-
Prepayments and accrued income	-	-
Other debtors	-	58
Total	-	58

Liabilities**Amounts falling due in one year**

	2023 £	2022 £
Income in advance	404	220
Other creditors	-	710
Agency creditors	319	265
Total	723	1,195

The Parochial Church Council of Lichfield Christ Church

Financial Statements for the Year Ended 31st December 2023

Prior Year comparative reports:

Statement of Financial Activities - 2022

	Unrestricted Funds	Restricted Funds	Endowment Funds	TOTAL FUNDS	
	£	£	£	2022	2021
	£	£	£	£	£
Incoming Resources					
Donations and Legacies	43,396	7,390	-	50,786	44,661
Charitable Activities	14,551	1,366	-	15,917	11,155
Other Trading Activities	33,280	-	-	33,280	19,106
Investments	786	1,079	-	1,865	818
Other incoming resources	-	-	-	-	-
TOTAL	92,013	9,835	-	101,848	75,740
Resources Expended					
Raising Funds	28,466	-	-	28,466	14,338
Charitable Activities	56,420	13,100	-	69,520	68,060
Other	-	-	-	-	-
TOTAL	84,886	13,100	-	97,986	82,398
Net movement before revaluation and transfers	7,127	(3,265)	-	3,862	(6,658)
Net gain/(losses) on Investments					
- realised	-	-	-	-	-
- unrealised	-	-	(3,767)	(3,767)	3,507
Net Income/(Expenditure)	7,127	(3,265)	(3,767)	95	(3,151)
Transfer between Funds	331	(331)	-	-	-
Net Movement in Funds	7,458	(3,596)	(3,767)	95	(3,151)
Total Funds brought forward 1st January	79,456	47,533	30,212	157,201	160,352
Total Funds carried forward 31st December	86,914	43,937	26,445	157,296	157,201

Analysis of Net Assets – 2022

	Unrestricted Funds £	Restricted Funds £	Endowment Funds £	2022 Total £	2021 Total £
Fixed Assets	10,077	25,325	-	35,402	38,833
Investment Assets	-	-	26,445	26,445	30,212
Current Assets - Short Term Deposits	66,565	17,433	-	83,999	80,064
Current Assets - Cash at Bank	11,143	1,444	-	12,587	12,074
Current Assets - Prepayments	58	-	-	58	-
Current Liabilities	(930)	(265)	-	(1,195)	(3,982)
Fund Balance	86,914	43,937	26,445	157,296	157,201

Fund Movement – 2022

	Opening Balance £	Incoming resources £	Resources expended £	Investment gains/(losses) £	Transfers £	Closing Balance £
(a) Fund movements						
<i>Unrestricted</i>						
General income account	31,334	55,357	(50,358)	-	331	36,664
Martin Heath Hall income account	48,122	36,656	(34,528)	-	-	50,250
Total unrestricted funds	79,456	92,013	(84,886)	-	331	86,914
<i>Restricted</i>						
Churchyard maintenance	-	2,380	(2,220)	-	(160)	-
The Martin Heath Hall	25,325	-	-	-	-	25,325
Friends of Christ Church	743	720	(284)	-	-	1,179
National Schools Fund	5,037	601	(616)	-	-	5,022
Martin Heath Memorial	4,485	284	(836)	-	-	3,933
Ashby Glover Memorial	87	45	-	-	-	132
Organ and Music Fund	703	5,155	(2,834)	-	-	3,024
Repair and Maintenance Fund	10,116	637	(6,311)	-	(171)	4,271
Vestments Fund	1,037	14	-	-	-	1,051
Total restricted funds	47,533	9,835	(13,100)	-	(331)	43,937
<i>Endowment and Trust Funds -</i>						
Ashby Glover Memorial (Flower Fund)	1,373	-	-	(184)	-	1,189
National Schools Fund	20,108	-	-	(2,498)	-	17,610
Martin Heath Memorial	8,731	-	-	(1,085)	-	7,646
Total endowment funds	30,212	-	-	(3,767)	-	26,445
Total funds	157,201	101,848	(97,986)	(3,767)	-	157,296

Independent Examiner's report to the trustees/members of The PCC of Lichfield Christ Church

Registered charity number: 1192859

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

Respective responsibilities of the Trustees and Independent Examiner

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

It is my responsibility

- to examine the accounts under section 145 of the Charities Act,
- to follow the procedures laid down in the General Directions given by the Charity Commission (under section 145(5)(b) of the Charities Act, and
- to 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 material matters have come to my attention which gives me cause to believe that in any material respect:

- accounting records were not kept in accordance with section 130 of the Charities Act or
- the accounts do not accord with the accounting records
- 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 come across no other matters in connection with the examination to which attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Signed:.....
Jonathan Hill FCMA CGMA
Lichfield Diocesan Board of Finance
St Marys House, The Close, Lichfield. WS13 7LD

Date:4/06/2024.....