



St Peter's Highfields
Annual Report 2022

Christams Feed	LCR Winter Fayre	New Donation Machine	Community Iftar
The Number One Christmas	Daisies Pre-School		Community Meeting
Trip to Watermead Park		Jonathan on TV	
		First Aid Training	Trip to Lincoln Cathedral
Our High Altar	Celebration in our Old Hall	The Number One Christmas	Symbolism Project

St Peter's Highfields

A registered charity, number 1193247

St Peter's is the Anglican church serving the Highfields area of Leicester. It is part of the benefice St Peter Highfields and St Philips Leicester, within the Diocese of Leicester.

For 2022, the Parochial Church Council comprised of

Rector	Rev Jonathan Surridge,
Deacon	Rev Caroline Brown,
Church Warden	Delroy Davis
Church Warden	Elizabeth Gray
Deanery Synod Rep	Cynthia Simon,
Head Server	Jesus Brito,
Admin and Local Mission	Cathryn Parsons, (also Acting Treasurer)
Organist	Christopher Gray
PCC	Tony Punter
PCC	Geraldine Robbins

Teresa Morris and Rosanna Harris were part of the Church Council until the APCM.

Additionally,

Independent Listener	Inez Toppin
Cook(s)	Kira Kennel, Marva Belle, Cameron Forbes
Church Architect	Richard Brook (of Peter Rogan and Associates)
Party Supervisor	Jennifer Hillhouse
Independent Examiner	Tony Marvin

Farewells

We said farewell to Oretha Christopher, Gloria Joseph, Georgina James, David Standard, Maureen Wilkinson, Garnet Douglas, Walton George, Theodore Hazlewood, Rymma Knight, Ernesta Hinds, Ashley Mowatt, Margaret Charles, Marilyn Claxton, Marcus Tuitt, Hazel O'Neill (Pansy), Deborah Joseph, Ann Harris, Jacqueline Smith, Jim (Moody) Thwaites, Lowell (Fred) Thomas, and Roy Brotherson.

May they all rest in peace and rise in glory.

Baptisms

Just one baptism in 2022: Josephine Ogunbowale

Recap of the year

2022 was very much a year of rebuilding following the Covid pandemic. We worked with others, such as on the Symbolism project which brought popular trips to Lincoln Cathedral and Cambridge Eco-Mosque, and hosted a number of community events, including a Community Iftar and Community First Aid Training. Lunch Club restarted, but on Tuesday and Friday, to fit in with other busier days in church life; the Saturday feed, which we host and is arranged by Midland Langan Seva Society, continued to grow as the impact of inflation and rising fuel costs impacted on the local community.

In terms of worshipping community, we have continued to serve the community both in the building and online. Communion is shared twice every week, once on a Sunday at 11am, and on Tuesday morning at 10.00am. This was moved back from the pre-Covid time of 9.30am because of the online morning prayers which we have retained and are shared Tuesday to Friday at 9.30am. The numbers of people joining us online have remained fairly constant, and the PCC committed to remain online and work to ensure that the church acted as one, whether people were in the building or online.

Our Home

The Quinquennial Report ("state of the building") was received. It is the most promising report we have received for a number of years, recognising the substantial work completed on the tower and roof, but there remain concerns regarding the building, specifically about the roof over the southern porch, the rear wall of the side chapel, and the state of the roof valleys over the organ loft. Additionally, the state of the roof on the Old Hall is poor and needs urgent work, the floor in the rear of the church is moving, and there are problems with drainage.

A maintenance plan is still needed and the building remains "at risk" on the National Heritage Register, and is likely to do so for some time, although work is underway on the Priority 1 repairs. The heaters in the rear of the church were replaced so that the rear of church can be used more constructively. Tentative work started to create a lounge space, a parish office and meeting room. In the autumn, Community Payback started helping at the church on Saturdays and has seen a general improvement in the presentation of the building.

The heating in the church was adjusted, following the period of closure, and in general the heating levels have been much better. We should note that the controls are poor and need replacing, and the component boilers are coming to the end of their life. Recent changes in church legislation, to encourage greater environmental sustainability, means that any significant works on the heating system, will require a Faculty and an analysis of other options. PCC are minded to install three-phase electricity to the site in order to equip the church for the future.

The cooker in the main kitchen remains "expired", but there are difficulties in replacing this. The tree at the corner of the kitchen needs removing and permission has been received for this. It should be removed, along with the dead part of a lime tree, after the birds have nested and fledged.

Hiring the rear of the church has become a significant source of funding, and the PCC and church will need to be minded over the state of the floor, the lighting and in particular the amount of items stored in that area – all of which will need resolving to maximise the income available.

The electricity used across the entire site is 100% renewable.

Our Neighbours

The church remains prominent in the community and bookings of private use have started to increase again, and were about double the level of 2021. Bookings tend to be made later than, for example, St Philips, and the PCC will need to manage the careful balance between maximising income whilst still supporting local families who do not have the money for large celebrations.

Over the course of the year, the numbers of people receiving a free meal on a Saturday night has steadily increased. Lunch Club was slow to restart, and without the Tuesday club there would sometimes have been no one present. As Tuesday club has changed, we were blessed at the end of the year by being joined by Cameron Forbes who transformed some of our food and helped revitalise this important ministry that provides hospitality and company for many.

As always, we have seen the role of cook as one that also offers a stepping stone for those who take on the responsibility. Kira Kennell left to join the Leicester Royal Infirmary and Marva Belle was offered a full time cooks roll nearer home. We, as always, wish them all the best and thank them for the important work they helped us complete.

We continue to host Leicester Community Radio and also hosted their Winter Fayre and Awards Evening. We also hosted a Spinney Hill Police Community Meeting, the Antigua and Barbuda Independence Service, welcomed the pupils from a number of school including Madani, Sparkenhoe, Uplands Infants and Daises pre-school.

Local people continue to use the rear church car park. This has been a source of frustration and will need resolving soon.

Ourselfs

Worshipping communities continued to grow, albeit it slowly, and some people join us and then move out of the area. We are always encouraged when people either choose to stay at St Peter's, or we hear of how they have joined another church.

Our main service is on Sunday at 11am which is a communion service. From the start of 2022 to Easter, we shared just bread to reduce the risk of infection spread. At Easter, we re-started communion with wine, placing all the wine on the communion table, and distributing via small glasses which are each filled with the consecrated wine. To be as inclusive as possible, we use communion wine that has been fermented from grapes and then had the alcohol removed so that it is suitable for all. We also meet on Tuesdays at 10am for communion, and online for Morning Prayer at 9.30 on Tuesday to Friday. We help put together The Sunday Service on Leicester Community Radio which is broadcast at 10am, and includes the Bible readings for the morning, a reflection and prayers.

Games nights were popular, and we were graced at The Number One Christmas by Father Christmas joining us. There was a bring and share for the Queen's Platinum Jubilee, whilst the church was open to show her funeral (may she rest in peace). Over winter, a group of us read Lydia, as a book club. As a church we visited Knaptoft Church Ruins, where Jonathan led their Harvest Service, and we also attended the Y Theatre Carol Concert.

Our Finances

The church finances remain healthier than they have been for a number of years, but 2022 was challenging. The accounts, which are presented on a Receipts and Payments basis, do not show the full picture. Some grants were received in 2021 but the expenditure happened in 2022, but more importantly a significant overcharge on our Gas and Electricity was repaid this year as credit. This reduced our gas and electricity payments by about £8,000. So, although overall we show an operating loss of £3,327 for the year, this more realistically would be in the region of £11,000. Financial viability will always be challenging, but there are three particular areas for us to examine as we go forward.

1. **Our own gas and electricity use.** We need to be aware of the cost, and that sometimes heating is left on unnecessarily. Temperature controls in the church are not working, and elsewhere most of the heating is manually controlled. Managing what we use will be a main area.
 2. **Maintain and growing income from private bookings.** This will require both ongoing maintenance to ensure that the site is attractive and used by the community. We also need to ensure that the items stored in the rear of church are cleared so this space can be more effectively used as this is a significant area. We might like to consider how to worship space might be used more effectively.
 3. **Continue to ensure that giving is managed effectively.** Two particular areas that we need to consider are
 - a. Gift Aid, which has remained unclaimed again and could have added a further £1600 to our income.
 - b. Legacy Gifting from wills, which in some churches provides income for specific projects.
- That all said, in 2019, our reserves were effectively zero. This year we are trading with healthy reserves.

Whilst the Independent Examiner has made no formal recommendations, they have suggested we consider

1. The frequency of our banking, and the suitability of our banking arrangements
2. The claiming of gift aid, and
3. Looking at our level of reserves with an eye on establishing a reserves policy and holding the reserves in an interest paying account.

Cathryn's salary and Jonathan's stipend are currently paid by Diocese of Leicester, and so although they are costs of ministry and governance for the charity, they are not shown on the Receipts and Payments Accounts.

Rev Jonathan Surridge
Rector
May 2023

Treasurers Report to the AGM, 22nd May 2022

The formal accounts for our financial year 2022 are presented below along with the comparison for the preceding 12 months.

Formal notes and Interpretation for accounts

1. The accounting period for St Peter's Highfields is from 1st January 2022 to 31st December 2022
2. Gift Aid claims: There were no HMRC gift aid tax refunds during the year.
Automatic monthly HMRC gift aid tax refunds from the Parish Giving scheme returned £637.37 for 2023

Notes to accounts

1. These accounts have been prepared on the Receipts and Payments basis in accordance with The Charities Act (England and Wales) 2011
2. There are currently four Account Funds:
 - General fund – (Unrestricted)
 - Grant fund (Restricted). Includes:
 - Near Neighbours Symbolism Grant. £2000 in 2021 accounts, activities run 2021-22. £864.00 balance of grant in 2022 accounts.
 - Magic Little Grant - £500 (towards cook)
 - Soil Association - £150 for plantings
 - Arnold Clarke Foundation - £1000 (towards lunch)
 - St Philips Health and Wellbeing (community consultations)
 - Project fund (Restricted).
 - The HLF work has been undertaken under this fund heading and continues over more than one year of accounts. The fund shows a negative balance of (£2840). The fund has been signed off and a zero balance will show in 2023 accounts.
 - Project fund (Designated)
 - This is money that was allocated as part of the P.C.C contribution towards the project; however, as there has been no stipulation as to how the money is used by donors, it's use is not restricted. The account will be closed with a balance of zero in the 2023 accounts with any remaining balance once the Restricted fund is at zero being returned to the general fund.
3. **Category break down:**
 - All other giving and voluntary receipts
 - Sum up donations, Goodbox donations
 - Donations, appeals etc, online giving, James and son, easy fundraising, visits, ride and stride
 - Non-recurring grants -as well as the restricted Grants – also includes non restricted grants: £2667 Leicester City Council business relief grant, £1000 Arnold Clarke
 - Salaries
 - J. Hillhouse (parties), K. Kennell (Cook), M. Belle (Cook), C. Forbes (Cook)
 - Running Expenses – streaming equipment, flags, gardening
 - Parish training and mission, Christingle, Lydia
 - Giving to external charities, One Roof, Ukraine
 - Maintenance, back of church heaters, drains, fire extinguishers, general
 - Contracts and Licenses, church suite, giving plates, website, accounting software, streaming license, permissions, mobile phone sim
4. **Gas and Electric**
 - There have been billing errors found on all of the St Peter's Highfields accounts
 - a) The halls electricity and the gas meter have been wrongly charged 20% VAT instead of the 5% VAT charities are entitled to. The errors date back to 2018. TotalEnergies have credited the excess and re-billed. The credit applied gives the 2023 accounts a false indication of the actual cost of the gas and electricity used. A note will be added once we have established what the actual costs incurred where, but this does not impact on the Receipts and Payments account.
 - b) The church electricity meter was replaced with a smart meter which generated standing charges but no usage. This meter was deemed to be faulty and replaced. The most recent bills also show no usage – to be followed up.

Financial Reports

The following pages make up the 2022 Financial Report

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Cathryn Parsons
May 2023

St Peter's Highfields

Balance Sheet detailed

		As at 31/12/2022	As at 31/12/2021
Current assets			
	6501: Bank current account	54,076.66	62,013.42
	6502: Cash Book	0.22	-
	6505: Bank deposit account	-	-
	6590: Petty Cash	79.49	79.49
	Total Current assets	54,156.37	62,092.91
Liabilities			
	6699: Agency collections	2.00	847.00
	Total Liabilities	2.00	847.00
	Net Asset surplus (deficit)	54,154.37	61,245.91
Reserves			
	Excess/(deficit) to date	(7,091.54)	28,347.52
	Z01: Starting balances	61,245.91	32,898.39
	Total Reserves	54,154.37	61,245.91

Represented by Funds

General (Unrestricted)	44,977.05	48,304.11
Designated	7,106.08	7,106.08
Restricted	2,071.24	5,835.72
Total	54,154.37	61,245.91

St Peter's Highfields

Statement of Assets and Liabilities (by fund) As at: 31 December 2022

		Balance	Previous balance
Cash At Bank And In Hand			
6501: Bank current account			
Grant Funding	Restricted	3,222.70	8,594.60
Project Fund	Designated	6,089.87	6,089.87
Project Fund	Restricted	(1,615.01)	(1,615.01)
General fund	Unrestricted	44,661.90	47,988.96
Agencycollection	Restricted	1,717.20	955.00
		54,076.66	62,013.42
6502: Cash Book			
Agencycollection	Restricted	0.22	-
		0.22	-
6505: Bank deposit account			
Project Fund	Restricted	(1,224.81)	(1,224.81)
Project Fund	Designated	1,016.21	1,016.21
General fund	Unrestricted	208.60	208.60
		-	-
6590: Petty Cash			
Grant Funding	Restricted	(27.06)	(27.06)
General fund	Unrestricted	106.55	106.55
		79.49	79.49
	Cash At Bank And In Hand	54,156.37	62,092.91
Agency Accounts			
6699: Agency collections			
Agencycollection	Restricted	2.00	847.00
		2.00	847.00
	Agency Accounts	2.00	847.00
	Grand Total	54,154.37	61,245.91

St Peter's Highfields
Receipts and Payments Account
For the period from 01 January 2022 to 31 December 2022

	Unrestricted funds	Designated funds	Restricted funds	Endowment funds	Total funds	Prior year total funds
Receipts						
Planned giving	8,438.17	-	-	-	8,438.17	8,503.70
Collections and other giving	5,503.77	-	-	-	5,503.77	1,781.83
Other voluntary receipts	6,035.19	-	5,929.42	-	11,964.61	48,867.15
Gift Aid recovered	637.37	-	-	-	637.37	312.52
Other receipts	573.65	-	-	-	573.65	2,158.24
Activities for generating funds	12,475.50	-	-	-	12,475.50	6,306.52
Investment Income	-	-	-	-	-	-
Receipts from church activities	5,556.59	-	752.00	-	6,308.59	3,123.00
Total Receipts	39,220.24	-	6,681.42	-	45,901.66	71,052.96
Payments						
Cost of generating funds	-	-	-	-	-	9.00
Missionary and Charitable Giving	2,346.44	-	10,925.90	-	13,272.34	3,943.73
Parish Share	8,000.00	-	-	-	8,000.00	7,000.00
Clergy and Staffing costs	3,020.00	-	-	-	3,020.00	3,497.78
Church Running Expenses	16,029.02	-	(480.00)	-	15,549.02	13,036.06
Church Repairs & Maintenance	6,785.25	-	-	-	6,785.25	10,022.89
Governance Costs	6,366.59	-	-	-	6,366.59	5,195.98
Hall Running Costs	-	-	-	-	-	-
Hall Repairs & Maintenance	-	-	-	-	-	-
New Building work	-	-	-	-	-	-
Total Payments	42,547.30	-	10,445.90	-	52,993.20	42,705.44
Excess of receipts over payments before transfer	(3,327.06)	-	(3,764.48)	-	(7,091.54)	28,347.52
Transfers:						
Gross transfers between funds - in	-	-	-	-	-	90.00
Gross transfers between funds - out	-	-	-	-	-	(90.00)
Excess of receipts over payments before other gains	(3,327.06)	-	(3,764.48)	-	(7,091.54)	28,347.52
Net movement in funds	(3,327.06)	-	(3,764.48)	-	(7,091.54)	28,347.52
Reconciliation of funds						
Excess of receipts over payments at beginning of the year	48,304.11	7,106.08	5,835.72	-	61,245.91	32,898.39
Excess of receipts over payments for the year	44,977.05	7,106.08	2,071.24	-	54,154.37	61,245.91

St Peter's Highfields

Analysis of Receipts and Payments Selected period: 01 January 2022 to 31 December 2022

	General	Designated	Restricted	Endowment	This year	Total Last year
Receipts						
Planned giving						
0101 - Gift Aid - Bank	2,080.00	-	-	-	2,080.00	5,845.56
0102 - Parish Giving Scheme	2,669.29	-	-	-	2,669.29	-
0110 - Gift Aid - Envelopes	866.89	-	-	-	866.89	361.10
0201 - Other planned giving	2,821.99	-	-	-	2,821.99	2,297.04
Planned giving Totals	8,438.17	-	-	-	8,438.17	8,503.70
Collections and other giving						
0301 - Loose plate collections	3,723.34	-	-	-	3,723.34	1,365.99
0401 - All other giving and voluntary receipts	1,780.43	-	-	-	1,780.43	302.08
0501 - One-off Gift Aid gifts	-	-	-	-	-	113.76
Collections and other giving Totals	5,503.77	-	-	-	5,503.77	1,781.83
Other voluntary receipts						
0550 - Donations appeals etc	1,730.84	-	375.42	-	2,106.26	56.33
0701 - Legacies	-	-	-	-	-	-
0801 - Recurring grants	-	-	-	-	-	10,168.82
08A1 - Non-recurring one-off grants	4,304.35	-	5,554.00	-	9,858.35	38,642.00
Other voluntary receipts Totals	6,035.19	-	5,929.42	-	11,964.61	48,867.15
Gift Aid recovered						
0601 - Tax recoverable on Gift Aid	637.37	-	-	-	637.37	312.52
Gift Aid recovered Totals	637.37	-	-	-	637.37	312.52
Other receipts						
0901 - Other funds generated (fundraising)	-	-	-	-	-	28.24
1310 - Insurance claims	-	-	-	-	-	-
1311 - Any other income	573.65	-	-	-	573.65	2,130.00
Other receipts Totals	573.65	-	-	-	573.65	2,158.24
Activities for generating funds						
1210 - Hire of Halls/Building	12,475.50	-	-	-	12,475.50	6,306.52
1211 - Funds from trading (sales)	-	-	-	-	-	-
Activities for generating funds Totals	12,475.50	-	-	-	12,475.50	6,306.52
Investment Income						
1020 - Bank and building society interest	-	-	-	-	-	-
Investment Income Totals	-	-	-	-	-	-
Receipts from church activities						
1101 - Fees for weddings and funerals	1,947.44	-	752.00	-	2,699.44	1,677.00
1312 - Meals	3,563.48	-	-	-	3,563.48	1,446.00

	General	Designated	Restricted	Endowment	Total	
					This year	Last year
1314 - Staff cost contributions	45.67	-	-	-	45.67	-
Receipts from church activities Totals	5,556.59	-	752.00	-	6,308.59	3,123.00
Receipts Grand Totals	39,220.24	-	6,681.42	-	45,901.66	71,052.96
Payments						
Cost of generating funds						
1710 - Costs of applying for grants	-	-	-	-	-	-
1730 - Fundraising activities costs and payment	-	-	-	-	-	9.00
Cost of generating funds Totals	-	-	-	-	-	9.00
Missionary and Charitable Giving						
1801 - Giving to external charities/missions	605.00	-	-	-	605.00	73.40
2202 - Food Costs - Mission	1,741.44	-	-	-	1,741.44	1,528.71
2203 - Grant Expenditures	-	-	10,925.90	-	10,925.90	2,341.62
Missionary and Charitable Giving Totals	2,346.44	-	10,925.90	-	13,272.34	3,943.73
Parish Share						
1910 - Ministry parish share etc	8,000.00	-	-	-	8,000.00	7,000.00
Parish Share Totals	8,000.00	-	-	-	8,000.00	7,000.00
Clergy and Staffing costs						
2001 - Salaries, wages and honaria	2,857.70	-	-	-	2,857.70	3,116.08
2101 - Clergy and staff expenses	162.30	-	-	-	162.30	381.70
Clergy and Staffing costs Totals	3,020.00	-	-	-	3,020.00	3,497.78
Church Running Expenses						
2170 - Education	-	-	-	-	-	-
2201 - Parish training and mission costs	96.59	-	-	-	96.59	188.80
2380 - Running costs	306.33	-	-	-	306.33	1,320.01
2381 - Worship/Altar Supplies	1,193.63	-	-	-	1,193.63	528.61
2382 - Organ Tuning and Maintenance	648.00	-	-	-	648.00	594.00
2383 - Organist	2,400.00	-	(480.00)	-	1,920.00	870.00
2384 - cleaning supplies	502.52	-	-	-	502.52	180.83
2386 - Contracts and Licenses	942.69	-	-	-	942.69	819.21
2387 - ICT and Technology	481.99	-	-	-	481.99	-
2388 - Organist Funeral	-	-	-	-	-	-
2401 - Utilities - Gas, electric, water, phone	9,457.27	-	-	-	9,457.27	8,534.60
Church Running Expenses Totals	16,029.02	-	(480.00)	-	15,549.02	13,036.06
Hall Running Costs						
Hall Running Costs Totals	-	-	-	-	-	-
Church Repairs & Maintenance						
2385 - Maintenance	6,785.25	-	-	-	6,785.25	4,893.32
2701 - major repairs	-	-	-	-	-	4,956.11
2702 - Architect	-	-	-	-	-	173.46
2720 - interior and exterior decorating	-	-	-	-	-	-

	General	Designated	Restricted	Endowment	This year	Total Last year
Church Repairs & Maintenance Totals	6,785.25	-	-	-	6,785.25	10,022.89
Hall Repairs & Maintenance						
Hall Repairs & Maintenance Totals	-	-	-	-	-	-
New Building work						
2920 - Newbuilding work	-	-	-	-	-	-
New Building work Totals	-	-	-	-	-	-
Governance Costs						
2301 - Governancecosts examination/audit fee	900.00	-	-	-	900.00	45.00
2302 - Insurance	5,466.59	-	-	-	5,466.59	5,150.98
Governance Costs Totals	6,366.59	-	-	-	6,366.59	5,195.98
Payments Grand Totals	42,547.30	-	10,445.90	-	52,993.20	42,705.44



Section A

Independent Examiner's Report

Report to the trustees/
members of

The Parochial Church Council for St Peter's Highfields

On accounts for the year
ended

31 December 2022

Charity no
(if any)

1193247

Set out on pages

2-9 (to be changed dependent on final layout)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended DD / MM / YYYY.

Responsibilities and
basis of report

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

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent
examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention (other than that disclosed below *) in connection with the examination which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records

I have no concerns and 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.

* Please delete the words in the brackets if they do not apply.

Signed:

Date:

22 May 2023

Name:

J.A. Marvin

Relevant professional
qualification(s) or body
(if any):

Address:

378 Thurmaston Boulevard

Leicester, LE4 9LE