

The Parochial Church Council
of
the Ecclesiastical Parish of St. Peter, Pembury

Rev. Richard Worssam
The Vicarage
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Annual Report and Financial Statements
for the year ended
31 December 2023

Registered Charity Number 1193991

AIM AND PURPOSES

The Parochial Church Council (PCC) of St. Peter's, Pembury, has the responsibility of working with the incumbent, the Revd. Richard Worssam, in promoting in the ecclesiastical parish the whole mission of the Church, pastoral, evangelistic, social and ecumenical. It upholds the ministry and mission of the Church in the areas of worship, the nurture of faith, pastoral care, service to the village of Pembury and Christian witness. It strives to make known the Christian Gospel according to the doctrines and practices of the Church of England. In all that it does it seeks to share God's love.

OBJECTIVES AND ACTIVITIES OF THE CHARITY¹

When planning our activities for the year the incumbent and the PCC consider the Charity Commission's guidance on public benefit and, in particular, the specific guidance on charities for the advancement of religion.

We seek to develop the work of the Parish through:

- Sunday and midweek services;
- baptisms, weddings, and funerals;
- children's work;
- teaching adults through midweek groups;
- pastoral care
- involvement in the community
- supporting mission partners in the UK and abroad.

The PCC has specific responsibility for St Peter's Upper Church in Hastings Road, Pembury, and St Peter's Old Church (also known as the Parish Church), in Old Church Road, Pembury.

Grant-making is not the main way that St Peter's carries out its charitable objectives, although St. Peter's does support the work of other Christian mission agencies in the UK and abroad through its away-giving, as described in the work of the Mission Links team below (p.4) and as shown in these accounts.

Many of the activities and services listed in this report are carried out by volunteers and the Parish of St. Peter is very grateful for this.

St. Peter's is affiliated with the national church movement, Inclusive Church.

¹ For Charity Commission purposes the Charity comes within the classification of "Religious Activities" to help the general public particularly within the Parish of Pembury, Kent, and the surrounding area but also through mission giving further afield. It provides the services listed in this document.

ACHIEVEMENTS AND PERFORMANCE

PUBLIC BENEFIT

On the pages of this report, the PCC has profiled regular aspects of church life, meetings and services of wider public benefit, special events, occasional offices and grants given. In so doing the PCC sees itself as meeting the criteria of “Public Benefit” for registered charities through the activities listed. The Trustees are aware of the supplementary guidance to charities for the advancement of religion.

WORSHIP AND PRAYER

The Sunday morning service pattern is as follows:

9.30 am Holy Communion (Common Worship) at the Upper Church.

On the fourth Sunday of each month All Together Worship is held.

11.30 am Holy Communion (Book of Common Prayer) on the 1st, 3rd & 5th Sundays of the month, Matins on the 2nd, and Holy Communion (Common Worship) on the 4th.

The worship is supported by dedicated teams of musicians, vergers, servers, sidespeople and providers of refreshments.

A midweek service of Holy Communion is held each Wednesday at the Upper Church at 10 am, followed by refreshments at 10.45 am, known as “Coffee Stop”.

Morning Prayer is held every day via Zoom at 9.15 am, with the exception of Sunday.

A new monthly service entitled “Down Memory Lane” began in September. It is held in the afternoon on the first Friday of each month. It is particularly designed for those with increasing memory loss and their carers.

Occasional “Praise and Worship” services are held at the Upper Church at 6 pm, using the upgraded AV facilities to facilitate the worship.

Monthly services are conducted by the Vicar for elderly residents at Cornford House, a local care home.

Special services were held for the various seasons of the Church’s calendar, including Easter, St. Peter’s Day, Harvest, Remembrance, Advent and Christmas. The Remembrance Sunday at the War Memorial included significant involvement of the Scouts and Guides.

On Sunday 5th February, Evensong was sung at the Old Church by the choral group “Cantiaci”.

Easter was particularly special this year as we were privileged to welcome the Bishop of Tonbridge, the Rt. Revd. Simon Jones, as our celebrant and preacher.

On Sunday 7th May, a special ecumenical village service was held at the Upper Church to celebrate the Coronation of King Charles III.

On 27th June, Rev. Richard Worssam celebrated the 30th anniversary of his ordination by attending Evensong at Rochester Cathedral where he was ordained.

Robert Dammers was awarded his Bishop’s Certificate for Mission on 6th July and he has continued his training as a Licensed Lay Minister.

On Saturday 30th September, Rev. Simon Whiteside was ordained as a Priest in Rochester Cathedral, and he celebrated his first Eucharist in the parish on Sunday 1st October. He is now in the second

year of his curacy in the parish. Simon is a self-supporting minister, and he participates in Sunday worship plus one day a week either in the parish or on further Diocesan training courses.

On Sunday 8th October we were delighted to welcome Archdeacon Sharon Copestake as our guest preacher. She preached at both the Upper and Old Churches.

THE NURTURE OF FAITH

The 2023 Lent Course was based on the book “Wayfaring” by Margaret Silf. The course provided the framework for a meditative guide through the events of Jesus’ life from his birth through to the crucifixion and resurrection.

The two midweek home groups continued through the year with meetings at fortnightly intervals. One group meets on Monday afternoons, and the other group meets on Thursday evenings.

The Vicar ran a 10-session Confirmation Course from April to June, leading up to the Deanery Confirmation Service on Sunday 2nd July which was hosted by St. Peter’s, Pembury, and conducted by the Bishop of Tonbridge. Two adults and seven young people from St. Peter’s were confirmed, alongside others from across the Deanery.

CHILDREN AND YOUNG PEOPLE

Junior Church has been well attended on Sunday mornings at the Upper Church. The Junior Church team has demonstrated great creativity in the leadership of the weekly sessions and the PCC is very grateful to the leaders and helpers who facilitate this vital ministry for our young families. At the end of each Sunday morning’s service at the Upper Church the children show the adult congregation what they have been learning and making.

SAFEGUARDING

The safeguarding of children and vulnerable adults continues to be a priority.

As with previous years, there have been no reported child protection or safeguarding concerns this year.

Safeguarding is a standing agenda item at every PCC meeting. Safeguarding posters, “Promoting a Safer Church” are displayed in both church buildings. These give key contact details for anyone to access, whether they feel vulnerable or would like to share a concern.

All volunteers working with our children, young people and vulnerable adults hold current DBS certificates as do all our PCC members, and Churchwardens.

PCC members have accessed and completed various levels of Safeguarding Training provided by the Church of England, relevant to their roles and responsibilities. All training is monitored by the Parish Safeguarding Officer and renewed every three years.

Any concerns of child protection or issues relating to safeguarding are responded to promptly.

PASTORAL CARE

A team takes home communion on a monthly basis to members of St. Peters Church who by reason of infirmity are now largely housebound. These church members are also able to access the weekly Sunday morning services at the Upper Church via the live-stream.

During 2023 two weddings were held, both at the Old Church.

Six baptisms were conducted in 2023, two at the Old Church and four at the Upper Church.

Ten funerals were held at the Upper Church, and one at the Crematorium.

On Sunday 30th April, during Eastertide, a service to Commemorate Departed Loved Ones was held at the Upper Church.

The Vicar maintained a regular programme of “Vicar’s Visits”, visiting all church members on the Electoral Roll in their homes.

The church works alongside the Community Warden, Sophie Marsh, in seeking to help those who are in need.

When invited to do so, the Vicar’s visits and prays with patients in the local hospice and also in Pembury Hospital. The Hospice Chaplain, Claire Wells, is associated with our parish, and she is licensed to take home communion to hospice patients.

FELLOWSHIP AND SPECIAL EVENTS

The regular Coffee Stop that meets on a weekly basis on Wednesday mornings after the midweek communion service continues to be popular, attracting over 20 people most weeks. This year it raised £2,330 towards church funds, for which the PCC is very grateful.

St. Peter’s runs an “Out and About Club”, organizing coach trips four or five times a year for up to fifty elderly or retired villagers. In 2023 the trips were: a trip Ramsgate and Broadstairs in May; a canal boat cruise on the Kennet and Avon canal in June; a trip to Chichester and Littlehampton in September; and Christmas Lunch at the Hydro Hotel in Eastbourne in December

On 22nd April T J Johnson and his Jazz Band gave a concert to a completely full audience at the Upper Church.

On 9th September the Vicar took part in the annual Friends of Kent Churches “Ride and Stride” event, and in so doing raised £425 thanks to the generosity of church members.

On 16th September the parish held a barn dance in a 200-year old barn belonging to Pippins Farm. We are very grateful to David and Veronica Knight for their kind hospitality. It proved to be a very popular event and was well attended.

MISSION LINKS

In 2023 the Parish supported three principal Christian organisations:

- i) our Diocesan Link Parish of St. Stephen’s, Maziwa, Kondo, Tanzania;
- ii) the Rochester Diocesan Community Engagement and Social Action team;
- iii) the Pilsdon at Malling Community.

On the afternoon of Sunday 8th October we organised a Parish visit to the Pilsdon at Malling Community.

WIDER COMMUNITY

- * St. Peter’s Church has a good working relationship with the Pembury Parish Council and other local organisations. Congregation members are involved in many other village clubs and societies.

- * On several occasions during the year we have welcomed our Community Warden, Sophie Marsh, to our midweek Coffee Stop.
 - * The Vicar is a Trustee of the Charles Amhurst's Almshouses.
 - * Church members continue to give food and other provisions to a local ecumenical food bank based at the Baptist Church.
 - * The Pembury Society continues to use the Upper Church for their semi-annual meetings in April and October.
 - * On 9th February we welcomed the local Beaver colony to the Old Church for a guided visit, and similarly, on 13th November, we welcomed the local cub pack to the Old Church.
 - * St. Peter's maintains good links with Kent College. On 7th July, the Vicar attended Speech Day at Kent College.
- On 21st September, a special service was held in the Old Church to formally welcome the Revd. Katie Osweiler as the new chaplain at Kent College. Rev. Osweiler has since become an active member of the Old Church congregation.
- The staff and students of Kent College kindly invited members of the Old Church congregation for a Christmas lunch on Sunday 17th December put on for the wider community. On 20th December, the Vicar attended the Kent College Christmas concert.
- * St. Peter's also maintains warm links with Pembury Primary School. Both the Vicar and the Curate take assemblies each term.
 - * On 3rd October, the Vicar was invited to bless the newly installed car ramp at Pembury Auto Centre.
 - * The midweek Coffee Stop attracts a wide range of people from the village.
 - * The Out and About Club reaches many elderly folk from the wider village community.

DEANERY AND DIOCESE

We are part of Paddock Wood Deanery, and two members of the PCC serve on the Deanery Synod, one of whom serves as the Deanery Lay Chair. We are also part of the Diocese of Rochester, and one member of the PCC serves on the Diocesan Synod.

On 22nd February we welcomed Rev. Jim Horton into the Deanery when he was inducted as Vicar of Hadlow.

ECUMENICAL RELATIONSHIPS

St. Peter's Church has good ecumenical relations with Pembury Baptist Church and St. Anselm's Roman Catholic Church. Monthly prayers on Wednesday mornings continued throughout the year. Joint services were held on Good Friday morning on the Green, and in May to give thanks for the Coronation of King Charles III. In December, an ecumenical choir sang carols at Tesco's to raise money for the local charity, Aspens.

COMMUNICATION

The church is also developing a beta version of a website hosted by Church Edit (www.StPetersPembury.org.uk).

Alongside this we run an older website (www.pemburychurch.net) which is hosted on the Church of England's national platform "A Church Near You"

We also operate a Facebook Page: <https://www.facebook.com/stpeterspembury/>

ELECTORAL ROLL

There are 146 members on the Electoral Roll, of whom 30 are not resident within the parish. In 2022 there were 157 members on the Electoral Roll, of whom 34 were not resident within the parish.

LAND AND BUILDINGS

The Old Church is listed by Historic England as Grade 1. The Upper Church is listed as Grade 2*

The Friends of Pembury Parish Church (Charity Registration Number 275855) was established in 1978 to provide for the preservation and maintenance of the Old Church together with the interior fixtures and fittings. The PCC is very grateful for the work that they do. Two PCC members, Sarah Clarke and Veronica Knight, are trustees of the Friends of Pembury Parish Church.

In 2020 planning permission was granted for the proposed St. Peter's Community Hall project. However, further work on this project has been put on hold so that attention can be given to other important projects at the Upper Church. In particular, we are looking at improvements to the heating system of the Upper Church. This year the exterior doors of the Upper Church were repaired and repainted.

At the Old Church, we are actively considering a scheme to improve the lighting, and especially to highlight the historic tie-beam and king-post roof construction of the nave.

The PCC is grateful to those who have kept both churches clean. Likewise, the PCC is also grateful to the teams of flower arrangers for both the Old Church and the Upper Church.

FINANCIAL REVIEW

The General Fund of the parish suffered a deficit of £8,348 for the 2023 financial year, compared with a surplus of £176 in 2022. General Fund expenditure in 2023 was contained by the PCC to £81,987, compared with £81,249 for 2022. Within the General Fund, the Parish Share increased by £1,732 to reach the sum of £57,316. This was the largest element of expenditure, covering the cost of the Incumbent and the parish contribution to the running costs of the Diocese. Energy and utility costs rose by £1,404 to £8,199. Other costs were managed within budgetary expectations to maintain a static level of expenditure.

General Fund receipts for 2023 of £73,621 were £7,804 lower than for 2022. Congregational giving was enhanced by new members joining the church and by individual increases. However, this did not compensate for losses of regular giving caused by the deaths of some generous church members and also by others moving away from the parish.

As a result of the General Fund deficit, the General Fund reserves have fallen to £12,325 which is roughly two months of the budgeted expenditure for 2024. Nonetheless, with this level of reserves, the trustees feel that the charity can still be considered a going concern.

No trustee received any form of payment, but two trustees received reimbursement of expenses totalling £2,864.38. A small portion of the Incumbent's stipend and expenses may relate to his charring of the PCC.

The generosity of congregational giving forms the basis of the finances to support the mission of the parish. In addition, the exceptional work of our fund raisers is acknowledged, raising £6,366 from Coffee Stop and the Jazz night and the Barn Dance. Thank You!

Away Giving for 2023 was £6,776 which was more than 10% of total Planned Giving by the congregation.

The Discretionary Upper Church Building Fund (the “Fabric, Fittings and Fixtures fund”) stands at £5,442. This has fallen from £11,029 in 2022 following work on maintenance of the external doors and the roof.

Reserves Policy

It has been PCC policy to maintain a balance on General Funds that equates to at least two months' unrestricted payments.

Gift Aid

The charity is recognised by HMRC for Gift Aid on any relevant donations for the financial year ending 31st December 2022. (See note 5 in the accounts)

Fundraising

The charity raises funds from the public – primarily from church members. It also seeks to raise funds from third party donors such as established trusts for specific projects such as the “Revitalizing our Future” appeal. It does not work with commercial participators in raising funds and it does not have a trading subsidiary.

STRUCTURE, GOVERNANCE AND MANAGEMENT

The PCC is a corporate body established by the Church of England. The function and purpose of the PCC is outlined in the Parochial Church Councils (Powers) Measure 1956. The PCC was registered in 2020 under registered charity number 1193991. The method of appointment of PCC members is governed by and set out in the Church Representation Rules (2020, London: Church House Publishing.)

All members of the PCC are trustees of the charity. Elected members of the PCC are appointed for a period of three years. They may be re-elected for a further period of three years, after which they are required under the PCC's own policy to stand down for a minimum of one year. The PCC meets at least every two months, and sometimes more, to transact the business of the Church. In between meetings of the full Council, the Finance and Standing Committee² is authorised, subject to the PCC's directions, to conduct the business of the PCC should decisions need to be taken between full meetings of the PCC.

To ensure the objectives are complied with the PCC meets regularly. There were seven PCC meetings during the year. Topics discussed included:

- The village “warm bank” initiative
- Arrangements for Confirmation Preparation and the Confirmation Service

² Members of the Finance and Standing Committee are the Vicar, the Churchwardens, the Lay Chair of the PCC, the PCC Secretary, the Treasurer and two other members of the PCC.

- The parish Lent group programme
- Convening a Junior Church leadership team
- The proposal to replace pews at Old Church which originally came from the Upper Church with 25 Howe 40/4 chairs
- The AV team
- Safeguarding
- Arrangements for celebrating the King's Coronation
- Renewal of the paths either side of the Old Church
- Arrangements for Simon Whiteside's priesting
- Parish finances & the monitoring of the budget
- Preparation for the Annual Parochial Church Meeting
- A job description for a Parish Administration Assistant
- The annual programme of events for the Out and About Club
- A team to consider governance issues for the proposed Community Hall
- Responsibilities of being a trustee
- The purchase of a PayAz Giving Terminal
- A proposal to enhance the lighting at the Old Church
- Arrangements for two parish social events – the TJ Johnson Concert & the Parish Barn Dance
- Pastoral Care provided by St. Peter's for elderly housebound members of the congregation
- The design for a new external noticeboard for the Upper Church
- The painting of the Upper Church external doors
- Arrangements for Remembrance Sunday
- Advent and Christmas service programme
- Proposal for a slight change in the monthly pattern of services at the Old Church
- The introduction of a new "Down Memory Lane" monthly service
- The provision of lap blankets at the Upper Church

Some of the PCC's work is assisted by committees. Those committees report to the PCC and make recommendations for the PCC to consider. The main committees are: -

Finance and Standing Committee. This meets on average at two-monthly intervals between PCC meetings. The role of the Standing Committee is required by law. It has the legal authority to continue the business of the PCC, subject to any directions given by the Council. It also monitors income and expenditure.

Away-Giving Committee. This recommends to the PCC charities to be supported during the year, providing information on those charities and distributing the money raised. The Committee is

elected on an annual basis by the PCC, and co-opts other members. In 2023 the charities supported were our Diocesan Link Parish of St. Stephen's, Maziwa, Kondo, Tanzania; the Pilsdon at Malling Community; and the Rochester Diocesan Community Engagement and Social Action team.

The Old Church Fabric Committee. This committee seeks to maintain the fabric and fixtures of the Old Church. It works closely with the Friends of the Old Church.

STATEMENT OF COMPLIANCE

The PCC has complied with the duty under section 5 of the Safeguarding and Clergy Discipline Measure 2016 (duty to have due regard to the House of Bishops' guidance on safeguarding children and vulnerable adults).

ADMINISTRATIVE INFORMATION

The Parish of St. Peter, Pembury, is part of the Diocese of Rochester within the Church of England. It operates through two church buildings, known as the Upper Church (Hastings Road, Pembury, Kent TN2 4PD) and the Old Church, (Old Church Road, Pembury, Kent TN2 4AX)

The correspondence address is: The Vicarage, 4 Hastings Road, Pembury, Tunbridge Wells, Kent TN2 4PD.

The PCC is a body corporate (PCC Powers Measure 1956, Church Representation Rules 2011) and is a charity registered with the Charity Commission, no. 1193991.

Trustees

The Trustees are the members of the Parochial Church Council (PCC). Those members are either ex-officio or elected at the Annual Parochial Church Meeting (APCM) in accordance with the Church Representation Rules. The PCC may also co-opt members to serve for one year at a time. Trustees are not remunerated.

During the year ended 31 December 2023 the following served as members of the PCC:

Vicar The Revd Richard Worssam, Chairman

Curate The Rev. Simon Whiteside (from 3.9.22)

Wardens Sharon Melville (until 26.4.23)
 Sarah Clarke (from 6.4.22)
 Terence Moore (from 26.4.23)

Representative on the Diocesan Synod
 Christopher Walters

Representatives on the Deanery Synod

Christopher Walters (2023-2026)

Robert Dammers (2023-2026) – PCC Secretary

Sharon Melville (2023 – 2026)

Elected Members

2020-2023 cohort These members were appointed at the APCM on 15.10.20

Sarah Clarke (until 6.4.22)

Kathryn Gilbert (resigned on 31.7.22)

Adaeze Okoye (1st cycle)

David Sinclair (filling a casual vacancy from 6.4.22)

Derek Von Bethmann-Hollweg (2nd cycle)

2021-2024 cohort These members were appointed at the APCM on 29.4.21

Teresa Moss (1st cycle) – Parish Safeguarding Officer

Clare Jenks (from 26.4.23)

(filling a casual vacancy for Judith Coggles who resigned on 26.4.23)

Veronica Knight (1st cycle)

Maurice Marchant (1st cycle)

2022-2025 cohort These members were appointed at the APCM on 6.4.22

Richard Angell-Payne (1st cycle) – PCC Treasurer

Charmian Lawrence (from 26.4.23)

(filling a casual vacancy for Terence Moore who was appointed as Churchwarden on 26.4.23)

Liza Nicholson (1st cycle)

Simon Richards (1st cycle)

2023–2026 cohort These members were appointed at the APCM on 26.4.23

Nicolas Heslop (1st cycle)

Neil Herbert-Smith (1st cycle)

Adaeze Okoye (2nd cycle)

David Sinclair (1st cycle)

Karen Wallace stepped down as a co-opted member at the APCM on 26.4.23

Bankers

CAF Bank Ltd, 25 Kings Hill Avenue, Kings Hill, West Malling, Kent, ME19 4TA

NatWest Bank Ltd, 89 Mount Pleasant Road, Tunbridge Wells, Kent TN1 1QJ

Independent Examiner's Report to the PCC of the Ecclesiastical Parish of St Peter Pembury

This report on the financial statements of the PCC for the year ended 31st December 2023, which are set out on pages 1 to 11 & 13 to 19, is in respect of an examination carried out in accordance with the Church Accounting Regulations 2006 ("the Regulations") and s.145 of the Charities Act 2011 ("the Act").

Respective responsibilities of PCC members (Trustees) and examiner

As the members of the PCC you 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. Where the charity's gross income exceeded £250,000 that I am qualified to undertake the examination by being a qualified Fellow of the Association of Charity Independent Examiners.

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 report

My examination was carried out in accordance with general Directions given by the Charity Commission and the Church Guidance 2006 issued by the Finance Division of the Archbishops' Council. An examination includes a review of the accounting records kept by the PCC 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 examiners statement

In connection with my examination, no matter has come to my attention

1. Which gives me reasonable cause to believe that in, any material respect, the requirements:
 - To keep accounting records in accordance with section 130 of the Charities Act: and
 - To Prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities Act have not been met, or
2. To which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

SIGNED

Date 19th April 2024

David R Ralph IEng JP FCIPD MIET FCIE
HMCE MLR No. 12338775
50 Southwood Road
Rusthall, Tunbridge Wells

Parochial Church Council of St Peter, Pembury

Financial Statements for the Year Ended 31 December 2023

Receipts and Payments Accounts

YEAR TO 31 DECEMBER 2023						
	Note	Unrestricted Funds			Restricted Funds	TOTAL
		General Funds	Designated Funds	Total Unrestricted Funds		
		£	£	£	3 £	£
RECEIPTS						
Voluntary Income						
Planned Giving Scheme		47,348	550	47,898		47,898
Collections at Services		2,184		2,184		2,184
Legacies		0		0		0
Grants		0		0	6,804	6,804
All other giving	5	927		927	7,172	8,098
Gift Aid Recovered	6	14,310		14,310		14,310
		64,768	550	65,318	13,976	79,294
Activities for Generating Funds	7	6,366		6,366		6,366
Interest Received		26	94	120	464	584
Income from Church Activities		2,461		2,461		2,461
Other Incoming Resources		0		0		0
TOTAL RECEIPTS		73,621	644	74,264	14,440	88,704
PAYMENTS						
Costs of Generating Funds	7	-770		-770		-770
Church Activities						
Donations to Charities	4	0		0	-6,827	-6,827
Freewill Pledge to Diocese		-57,316		-57,316		-57,316
Clergy & Administrator Expenses		-2,488		-2,488		-2,488
Church Running Expenses	8	-17,907	-6,181	-24,088	-9,279	-33,367
Vicarage costs		-3,505		-3,505		-3,505
Mission & Evangelism						0
Community Hall Expenditure	9			0		0
		-81,217	-6,181	-87,398	-16,106	-103,504
Old Church AV System Expenditure		0		0		-15,597
Upper Church AV System Expenditure		0		0		-46,849
Quinquennial repairs		0		0		-62,145
TOTAL EXPENDITURE		-81,987	-6,181	-88,168	-16,106	-104,274
Surplus/(-Deficit)		-8,367	-5,537	-13,904	-1,666	-15,570
Transfers Between Funds		119	-50	69		0
Cash at Bank and in Hand 1 January		20,573	11,029	31,602	135,603	167,274
Cash at Bank and in Hand 31 December		12,325	5,442	17,767	133,937	151,704

Statement of Assets and Liabilities as at 31 December 2023

	As at 31 December 2023 £	As at 31 December 2022 £	Movement during the 12 months £
Cash at Bank			
Nat West Current Account	6,212	82,382	-76,170
Nat West Hall Account	24,762	23,810	952
CAF Current Account	6,481	45,453	-38,972
CAF Deposit Account	31,212	721	30,491
Diocesan Board of Finance	4,534	1,490	3,044
United Trust Bank	80,000	0	80,000
Cash to be banked	134	560	-426
	153,334	154,416	-1,082
Debtors			
DCMS VAT	0	10,348	-10,348
Rochester Diocesan Missional Fund	0	5,000	-5,000
Suppliers	51	0	51
	51	15,348	-15,297
Creditors			
Managed Technology Photocopier	-1,680	-1,680	0
Old Church OIL	0	-810	810
	-1,680	-2,490	810
Total	151,705	167,274	-15,569
Funds			
General Fund	12,327	20,573	8,246
Fabric, Fixtures & Fittings (includes DBF)	5,442	11,029	5,587
Unrestricted	17,769	31,602	13,833
Sally Ashoka Restricted	0	69	69
Gill Marshall Piano Fund Restricted	900	900	0
Friends Together Restricted	1,300	1,450	150
Away Giving Restricted	386	437	51
Revitalising Our Future Restricted	0	0	0
Old Church Building Fund Restricted	106,250	108,111	1,861
Hall Restricted	25,101	24,705	-396
Restricted (Note 3)	133,936	135,672	1,736
TOTAL	151,705	167,274	15,569

Fixed Assets

Church furnishings and other assets are included in the Inventory and vested in the Churchwardens on special trust.

Creditors and Other Liabilities

As at 31.12.22 there was a payment outstanding of £1,680 for the purchase of the photocopier in September 2022 (Agreement signed in 2022 - awaiting invoice). The photocopier is maintained under a service contract with Managed Technology to September 2027.

Cash in Transit of £134 was collected in 2023 and banked in January 2024.

Approved by the Parochial Church Council on 20.3.2024 and signed on its behalf by:

Notes to the Accounts

1	Accounting Policies and Basis of preparation																																																																																																																																										
	The Accounts have been prepared on a Receipts and Payments basis as permitted under the Charities Act 2011 applying the Charities SORP ('Accounting and Reporting by Charities: Statement of Recommended Practice'). The accounts have been prepared using the guidance from the Church of England publication 'PCC Accounting' 2016. Specific treatment notes are set out below: a) Away-Giving – where Away-Giving has been collected at church services or donated through the Church and banked in the PCC Bank Account before onward payment to the respective charities, this has been shown under a Restricted Fund as a Receipt and Payment. b) Income from church activities, being weddings and funerals, is shown in the Accounts as income net of those fees payable to the Diocese and the vergers, bellringer and organists, as these items have been treated as a passthrough.																																																																																																																																										
2	Cash at Bank Alignment with Funds																																																																																																																																										
	To give transparency of the alignment between the Fund balances and Cash at Bank, a table is set out below, giving the position as at 31 December 2023. <table> <tr> <th></th><th></th><th colspan="2">Unrestricted</th><th colspan="3">Restricted</th></tr> <tr> <th></th><th>As at 31 December 2023</th><th>General Fund</th><th>Fabric, Fitting & Fixtures</th><th>Hall</th><th>Old Church Fund</th><th>Other</th></tr> <tr> <th></th><th>£</th><th>£</th><th>£</th><th>£</th><th>£</th><th>£</th></tr> <tr> <td></td><td></td><td>12,327</td><td>5,442</td><td>25,101</td><td>106,250</td><td>2,586</td></tr> <tr> <td>Cash at Bank</td><td></td><td></td><td></td><td></td><td></td><td></td></tr> <tr> <td>Nat West Current Account</td><td>6,212</td><td>5,873</td><td></td><td>339</td><td></td><td></td></tr> <tr> <td>Nat West Hall Account</td><td>24,762</td><td></td><td></td><td>24,762</td><td></td><td></td></tr> <tr> <td>CAF Current Account</td><td>6,481</td><td>6,481</td><td></td><td></td><td></td><td></td></tr> <tr> <td>CAF Deposit Account</td><td>31,211</td><td>1,467</td><td>908</td><td></td><td>26,250</td><td>2,586</td></tr> <tr> <td>Diocesan Board Of Finance</td><td>4,534</td><td></td><td>4,534</td><td></td><td></td><td></td></tr> <tr> <td>United Trust Bank</td><td>80,000</td><td></td><td></td><td></td><td>80,000</td><td></td></tr> <tr> <td>Cash to be Banked</td><td>134</td><td>134</td><td></td><td></td><td></td><td></td></tr> <tr> <td></td><td>153,334</td><td>13,955</td><td>5,442</td><td>25,101</td><td>106,250</td><td>2,586</td></tr> <tr> <td>Debtors</td><td></td><td></td><td></td><td></td><td></td><td></td></tr> <tr> <td>Suppliers</td><td>51</td><td>51</td><td></td><td></td><td></td><td></td></tr> <tr> <td>Creditors</td><td></td><td></td><td></td><td></td><td></td><td></td></tr> <tr> <td>Managed Technology Photocopier</td><td>-1,680</td><td>-1,680</td><td></td><td></td><td></td><td></td></tr> <tr> <td></td><td>-1,629</td><td>-1,629</td><td></td><td></td><td></td><td></td></tr> <tr> <td>Total</td><td>151,705</td><td>12,326</td><td>5,442</td><td>25,101</td><td>106,250</td><td>2,586</td></tr> </table>								Unrestricted		Restricted				As at 31 December 2023	General Fund	Fabric, Fitting & Fixtures	Hall	Old Church Fund	Other		£	£	£	£	£	£			12,327	5,442	25,101	106,250	2,586	Cash at Bank							Nat West Current Account	6,212	5,873		339			Nat West Hall Account	24,762			24,762			CAF Current Account	6,481	6,481					CAF Deposit Account	31,211	1,467	908		26,250	2,586	Diocesan Board Of Finance	4,534		4,534				United Trust Bank	80,000				80,000		Cash to be Banked	134	134						153,334	13,955	5,442	25,101	106,250	2,586	Debtors							Suppliers	51	51					Creditors							Managed Technology Photocopier	-1,680	-1,680						-1,629	-1,629					Total	151,705	12,326	5,442	25,101	106,250	2,586
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3	Restricted Funds					
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	Note	2023 Receipts £	2023 Payments £	2023 Surplus/ (Deficit) £	2023 Balance of Fund £	2022 Balance of Fund £
Friends Together		0	-150	-150	1,300	1,450
Sally Ashoke Fund			-69			69
Gill Marshall Piano Fund		0	0	0	900	900
Away Giving Fund	3	6,776	-6,827	-51	386	437
Revitalising Our Future		0	0	0	0	0
Old Church Building and Fabric		7,269	-9,129	-1,860	106,251	108,111
Church Buildings Fund		0	0	0	0	0
Community Hall	9	396	0	396	25,101	24,705
		14,440	-16,175	-1,667	133,936	135,673

Funds

- a) Friends Together - a restricted fund of cash received from Kent County Council and Abbey Funeral Services to provide monthly lunches for the bereaved, less expenses.
- b) Sally Ashoka Fund - a restricted fund (as determined by the PCC) in memory of Sally, for future fixed costs of Junior Church. This was deployed to the AV project as a benefit to youth ministry.
- c) The Gill Marshall Piano fund - a restricted fund for the maintenance of the John Marshall memorial piano in the Upper Church.
- d) Away-Giving Fund – as described in Note 4.
- e) ROF – an appeal was launched in 2021 for ‘Revitalising Our Future’, specific to the installation of new audio-visual systems in both churches and the restoration of the Upper Church Tower (as required by the 2019 Quinquennial Inspection).
- f) Old Church Building and Fabric fund – a restricted fund initiated in 2021 with a legacy of £127,000 received from Mary Fenwick. It is restricted to the fabric and repairs and maintenance of St Peter’s Pembury Old Church and includes any legacies or giving specific to this purpose. Monies from this restricted fund were used for the replacement AV system for the Old Church.
- g) Church Buildings Fund - In 2019, St Peter’s Church received a legacy of £20,000 ‘to assist with the maintenance of the Church Buildings’. Recognised as a Restricted Fund, this was fully deployed to the Upper Church Tower Restoration Project.
- h) Community Hall – as described in Note 9.

| 4 | Away-Giving Collection | | | | | |
| | Specific collections at church services and appeals for donations by bank transfer are designated for Away-Giving to the charities and bodies nominated by the Church. Receipts collected from these service collections are banked and held by the PCC, as Restricted Funds, for distribution to the charity or body nominated for a specific collection. These monies are shown in the Accounts as restricted collections and as payments through donations to charities. In tables below are set out the collections and donations from monthly appeals and the 2021 Christmas Card Appeal, which is included in the giving for St Stephen’s, Maziwa. | | | | | |

Appeals and Giving		<table><tr><td>B/F from 2022</td><td colspan="3">2023</td></tr><tr><td></td><td>Receipts</td><td>Payments</td><td>Balance C/F</td></tr><tr><td>£</td><td>£</td><td>£</td><td>£</td></tr><tr><td>St Stephens, Maziwa</td><td>437</td><td>3,044</td><td>-3,463</td><td>17</td></tr><tr><td>Pilsdon</td><td>0</td><td>1,324</td><td>-1,324</td><td>0</td></tr><tr><td>Friends of Kent Churches</td><td>0</td><td>327</td><td>-325</td><td>2</td></tr><tr><td>Communiy Engagement & Social Action</td><td>0</td><td>334</td><td></td><td>334</td></tr><tr><td>Bishop's Fund</td><td>0</td><td>217</td><td>-217</td><td>0</td></tr><tr><td>DEC Turkey</td><td>0</td><td>940</td><td>-940</td><td>0</td></tr><tr><td>Other</td><td>0</td><td>590</td><td>-558</td><td>32</td></tr><tr><td>TOTAL</td><td>437</td><td>6776</td><td>-6827</td><td>386</td></tr></table>				B/F from 2022	2023				Receipts	Payments	Balance C/F	£	£	£	£	St Stephens, Maziwa	437	3,044	-3,463	17	Pilsdon	0	1,324	-1,324	0	Friends of Kent Churches	0	327	-325	2	Communiy Engagement & Social Action	0	334		334	Bishop's Fund	0	217	-217	0	DEC Turkey	0	940	-940	0	Other	0	590	-558	32	TOTAL	437	6776	-6827	386
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		- For Friends of Kent Churches, the Church contributed to the annual 'Ride and Stride' event; - CESA is the Diocesan Community Engagement and Social Action Team; - Other giving included collections at funerals as requested by families and contributions to the Alzheimer's Society, Dementia UK and the RSPB.																																																							

5	All Other Giving																																	
		<table><tr><th colspan="3">2023</th></tr><tr><th>General Fund £</th><th>Restricted Fund £</th><th>TOTAL £</th></tr><tr><td>Other Donations</td><td>927</td><td>927</td></tr><tr><td>Donations</td><td></td><td></td></tr><tr><td>Away Giving</td><td>6,776</td><td>6,776</td></tr><tr><td>Community Hall</td><td>396</td><td>396</td></tr><tr><td>TOTAL</td><td>927</td><td>7,172</td><td>8,098</td></tr></table>			2023			General Fund £	Restricted Fund £	TOTAL £	Other Donations	927	927	Donations			Away Giving	6,776	6,776	Community Hall	396	396	TOTAL	927	7,172	8,098	<table><tr><th>2022</th></tr><tr><td>TOTAL</td></tr><tr><td>51,726</td></tr><tr><td>61</td></tr><tr><td>0</td></tr><tr><td>7,256</td></tr><tr><td>59,043</td></tr></table>	2022	TOTAL	51,726	61	0	7,256	59,043
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6	2023 Gift Aid Recovered				
The PCC is able to take advantage of HMRC Gift Aid on planned giving and personal donations from UK taxpayers, who have paid Income Tax/Capital Gains of at least the amount of the donation. A declaration form from the taxpaying donor is required to support the claim. This means we can claim back from the government on your behalf 25p for every £1 donated, boosting the value of the donation by a quarter. The PCC can also claim on collections, but within a limit defined by HMRC. The PCC claims on HMRC are usually 6 months in arears and are submitted twice per year. 2023 Gift Aid recovered from Planned Giving was £14,310 (2022: £14,399).					

7 Activities for Generating Funds

	2023	2022
	General Fund	TOTAL
	£	£
Receipts		
TJ Johnson Jazz Night	1612	0
Barn Dance	1703	
Other Events	0	2,119
Coffee Stop	2800	3,018
Sunday Coffee	350	
	6,466	5,137
Payments		
TJ Johnson Jazz Night	-300	
Other Events	0	-400
Coffee Stop	-470	-470
	-770	-870
Surplus on Fund Raising	5,696	4,267

- In 2023 the Church hosted two social events, the TJ Johnson Jazz Night (in the Upper Church) and a barn dance at Pippins Farm;
- Coffee Stop is held weekly on Wednesday mornings in the Upper Church and is open to all. Payment is made for the arranging of chairs and tables.

8	Further Analysis of Payments
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		2023				2022
		General Fund £	Fabric, Fittings & Fixtures £	Restricted Fund £	TOTAL £	TOTAL £
Church Running Expenses						
	Insurance	-5,448			-5,448	-5,282
	Maintenance	-994	-5,745	-9,029	-15,768	-3,657
	Service costs	-370			-370	-483
	Music costs	-816			-816	-623
	Church Utility Costs	-8,199			-8,199	-6795
	Church Management Costs	-1,787	-436		-2,224	-4492
	Furniture	0			0	-269
	Hospitality	-192		-150	-342	0
	Miscellaneous	-100		-100	-200	-2172
		-17,907	-6,181	-9,279	-33,367	-23,773

9	Community Hall Restricted Fund	
The PCC of St Peter’s, Pembury have defined a Restricted Fund for income generated from an ongoing appeal for funds for a new Community Hall next to the Upper Church, for use by community groups and users of church services (eg for baptisms, weddings and funerals). The physical structure of the proposed hall is as per the Planning Permission granted by Tunbridge Wells Borough Council in January 2020 (TWBC Ref: 19/02212/FULL). An update to the Plan was approved by TWBC in December 2020. All income received by the PCC in the name of the appeal is restricted to expenditure for the purpose of building the new Community Hall or, if the full appeal does not meet its target, of providing limited facilities to render St Peter’s Upper Church more accessible for wider community use. The Appeal is in the name of The St Peters Community Hall, renamed from the initial appeal name of Project 2014.		
Community Hall Restricted Fund		
	2023	2022
	£	£
Receipts		
Gift Aid Recovered	0	164
All Other Giving		
Donations	396	950
Other Income		550
Total Reciepts	396	1,664
Payments		
Total Payments	0	0
Surplus/(Defecit)	396	1,664
Transfer Between Funds		
Cash at Bank and in Hand 1 January 2023	24,705	23,041
Cash at Bank and in Hand 31 December 2023	25,101	24,705