

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

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Annual Report and Financial Statements
for the year ended
31 December 2024

Registered Charity Number 1193991

**The Parochial Church Council
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AIM AND PURPOSES

The Parochial Church Council (PCC) of St. Peter's, Pembury, has the responsibility of working with the Incumbent, Rev. 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;
- working with children and young people;
- 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 (page 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, and with the Prayer Book Society.

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

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.

This year we have introduced the serving of refreshments at the Old Church on the first and third Sundays of each month. This has proved to be popular with the congregation.

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.

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

Monthly services are conducted at two local care homes: at Cornford House by the Vicar, and at Hazeldene House by members of the Pastoral Team.

Special services are held for the various seasons of the Church's calendar, including Easter, St. Peter's Day, Harvest, Remembrance, Advent and Christmas. This year we introduced a new Taizé style service on the evening of Palm Sunday as a quiet introduction to Holy Week. The Remembrance Sunday Service at the War Memorial includes significant involvement of the Scouts and Guides. The afternoon service at the Old Church of music and readings for Remembrance Sunday has now become well established. This year it was also attended by the boarders at Kent College.

AUTHORISED MINISTERS

This year there were three special services for three members of the Authorised Ministry Team.

On 11th May, Robert Dammers was licensed as a Licensed Lay Minister at a service in Rochester Cathedral. We look forward to the development of Robert's ministry in the parish.

On 7th July, farewell services were held for Rev. Heather Hughes as she stepped back from active authorised ministry and gave up her Permission to Officiate. Heather has been active in our parish since 1984. She was ordained in 1999 and she has served her whole ordained ministry in the parish. Heartfelt thanks were expressed for her faithful ministry over the years.

On 8th December, farewell services were held for Rev. Simon Whiteside after the completion of this stage of his curacy training. Simon has been associated with our parish on a part-time basis since September 2023. He was thanked for his ministry among us.

THE NURTURE OF FAITH

The 2024 Lent Course was presented by the Vicar over six sessions, exploring Anglican history, identity and spirituality.

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 6-session confirmation course in April and May, leading up to the Deanery Confirmation Service on Ascension Day, 9th May, at Yalding.

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.

Working together with Rev. Katie Osweiler, we have also been developing our links with Kent College.

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 ten 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 2024 three weddings were held: two at the Upper Church and one the Old Church.

Seven baptisms were conducted in 2024: three at the Old Church and four at the Upper Church.

Twenty one funerals were conducted: thirteen at the Upper Church, four at the Old Church and four at the Crematorium.

On Sunday 3rd March, a special service was held at the Old Church to remember the fiftieth anniversary of the Paris Air Disaster and to commemorate Erica Sworder who was killed in that crash.

On Sunday 28th April, during Eastertide, a service to Commemorate Departed Loved Ones was held at the Upper Church.

On Sunday 21st July the parish celebrated the 100th birthday of its oldest member, David Scott.

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 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 twenty people most weeks.

On 29th June a "Songs from the Shows" event was held at the Upper Church, with memorable performances by the Tunbridge Wells Operatic and Dramatic Society.

On 14th September the Vicar and Justin Cumberlege took part in the annual Friends of Kent Churches "Ride and Stride" event, and in so doing they raised £655 thanks to the generosity of church members.

On 20th September a harvest supper was held at the Upper Church, together with line dancing led by "Pink Cadillac".

MISSION LINKS

In 2024 the Parish supported three Christian organisations:

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

On Sunday 21st January, the Diocesan Link Co-Ordinator, Rev. Sue Chalkley, preached at the Upper Church and presented us with a wooden cross made by our link parish of St. Stephen, Maziwa. Our contributions this year to Maziwa have gone towards the building of a new Vicarage for Vicar, Rev. Richard Suki.

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. This year the meeting in October was well-attended as village residents gathered to discuss the new housing proposals along the Hastings Road.
- * In February we welcomed the local Beaver colony to the Old Church for a guided visit, and similarly, in November, we welcomed the local cub pack to the Old Church.
- * St. Peter's maintains good links with Kent College. The Vicar attended Speech Day in July, and the carol concert in December.

Rev. Katie Osweiler, the Kent College Chaplain, is 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 8th December put on for the wider community.
- * St. Peter's also maintains links with Pembury Primary School. Both the Vicar and the Curate took occasional assemblies.
- * The midweek Coffee Stop attracts a wide range of people from the village.
- * A new initiative this year has been the introduction of a monthly "Digital Doctor" at Coffee Stop at which two parish volunteers offer help with issues regarding laptops and mobile phones.

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 Wednesday 14th February we hosted the Deanery Ash Wednesday Service.

Rev. Dr. Andy Cameron was installed as the new Vicar of Brenchley in November.

The Ven. Sharon Copestake retired as Archdeacon of Tonbridge in November.

ECUMENICAL RELATIONSHIPS

St. Peter's Church has good ecumenical relations with Pembury Baptist Church and St. Anselm's Roman Catholic Church. Joint monthly prayers on Wednesday mornings continued throughout the year.

A joint open air service was held on Good Friday morning on the Green. On the evening of Pentecost, 19th May, a united "Songs of Praise" was held at St. Anselm's Catholic Church. In December, an ecumenical choir sang carols at Tesco's to raise money for Aspens.

COMMUNICATION

The church has 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/>

In February 2024 a new external noticeboard was installed outside the Upper Church.

ELECTORAL ROLL

There are 146 members on the Electoral Roll, of whom 30 are 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 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.

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 August new radiators were installed at the Upper Church.

A scheme to improve the lighting at the Old Church, and especially to highlight the historic tie-beam and king-post roof construction of the nave, was submitted to the Diocesan Advisory Committee. However, it did not receive approval and further work has to be done on refining the design.

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

Financial Review

The Parish's General Fund (GF) had a surplus of £7,937 for the 2024 Financial Year, compared with a deficit of £8,248 in 2023. General Fund expenditure in 2024 was contained by the PCC to £69,424 compared with £81,987 for 2023. Within the GF the Parish Share reduced by £9,918 to £47,398. This is the largest element of expenditure, covering the Incumbent Cost and the Parish Contribution to costs of the Diocese. Energy and utility costs reduced by £437 to £7,762. Other costs were managed within budgetary expectations to maintain a static level of expenditure. GF receipts for 2024 of £80,311 were £6,690 higher than for 2023. Congregational giving was enhanced by new church members and by individual increases. However, this did not compensate for losses of regular giving from deaths and movements from the Parish. Income was enhanced by a significant donation of £10,000.

As a result of the GF surplus, the GF reserves of £20,264 have increased to around 3 months of the budgeted expenditure for 2025.

The generosity of congregational giving is the basis of the funding to support the mission of the Parish of St. Peter, Pembury. In addition, the exceptional work of our fund raisers is acknowledged, raising £11,129 from Coffee Stop, Sunday Coffee, the TWODS show, the Heating Campaign and the Harvest Festival. Thank You! Away-Giving for 2024 was £4,661, which was more than 10% of total Planned Giving by the congregation.

The Discretionary UC Building Fund (Fabric, Fixtures and Fittings - FFF) stands at £6,363, increasing from £5,442 in 2023. Expenditure on the maintenance of the roof, the external noticeboard and the new radiators was offset by fundraising.

No trustee received any form of payment, but four trustees received reimbursement of expenses and vergers' duties totalling £2,601. A small portion of the Incumbent's stipend and expenses may relate to his chairing of the PCC.

Reserves Policy

It has been PCC policy to maintain a balance in the General Fund 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 2023. (See note 6 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 2022 "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 function and purpose of the PCC is outlined in the Parochial Church Councils (Powers) Measure 1956. The method of appointment of PCC members is set out in the Church Representation Rules.

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.

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

- The 2024 Lent Course
- The new noticeboard for the Upper Church
- Discussion of the lighting scheme for the Old Church
- Preparation for the Annual Parochial Church Meeting
- Replacement of radiators in the Upper Church
- Repair of the sump pump and tidying of the tower and boiler room at the Old Church
- Social events
- Safeguarding policies and updates
- Parish finances

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:

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.

Finance and Standing

This meets on average at two-monthly intervals between PCC meetings. 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 charities to the PCC 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 2024 the charities supported were our Diocesan link parish of St. Stephen's, Maziwa, in the Diocese of Kondoia in 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 2024 the following served as members of the PCC:

Vicar Rev. Richard Worssam, Chairman

Wardens 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)

Sharon Melville (2023 – 2026)

Elected Members

2021-2024 cohort Teresa Moss (1st cycle)

Clare Jenks (filling a casual vacancy for Judith Coggles)

Veronica Knight (1st cycle)

Maurice Marchant (1st cycle)

2022-2025 cohort Richard Angell-Payne (1st cycle)

Charmian Lawrence (filling a casual vacancy for Terence Moore)

Liza Nicholson (1st cycle)

Simon Richards (1st cycle)

2023–2026 cohort Nicolas Heslop (1st cycle)

Neil Herbert-Smith (1st cycle)

Adaeze Okoye (2nd cycle)

David Sinclair (1st cycle)

2024-2027 cohort Teresa Moss (2nd cycle)

Clare Jenks (1st cycle)

Veronica Knight (2nd cycle)

Maurice Marchant (2nd cycle)

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 Trustees Of St Peter's Parochial Church Council

I report on the accounts of the church for the year ended 31 December 2024 which are set out on pages 11 to 18.

Respective Responsibilities of Trustees and Examiner

The church's trustees are responsible for the preparation of the accounts. The church's trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to:

- * Examine the accounts (under section 145 of the 2011 Act);
- * To follow the procedures laid down in the General Directions given by the Charity Commissioners (under section 145(5)(b) of the 2011 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 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 you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

Independent examiner's statement:

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

1. which gives me reasonable cause to believe that in any material respect the requirements:

- * to keep accounting records in accordance with section 130 of the 2011 Act; and
- * to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 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.

Name:

Date:

Relevant professional qualification or body:

Address:

Parochial Church Council of St Peter, Pembury
Financial Statements for the year ended 31 December 2024
Receipts and Payments Account for the year ended 31 December 2024

	Note	Unrestricted Funds		Total		TOTAL 2024	TOTAL 2023
		General	Designated	Unrestricted	Restricted		
		Funds	Funds	Funds	Funds		
		£	£	£	£	£	£
RECEIPTS					3		
Voluntary income:							
Planned Giving Scheme		45,682	-	45,682	-	45,682	47,898
Collections at Services		2,241	266	2,507	-	2,507	2,184
Legacies		-	1,000	1,000	-	1,000	-
Grants		-	-	-	-	-	6,804
All other Giving	5	9,620	363	9,983	6,255	16,238	8,098
Gift Aid Recovered	6	13,737	-	13,737	-	13,737	14,310
		71,280	1,629	72,909	6,255	79,164	79,294
Activities for Generating Funds	7	4,329	6,900	11,229	-	11,229	6,366
Interest received		17	209	226	4,614	4,840	584
Income from Church Activities		4,685	-	4,685	-	4,685	2,461
Other incoming Resources		-	-	-	52	52	-
TOTAL RECEIPTS		80,311	8,738	89,049	10,921	99,970	88,705
PAYMENTS							
Costs of Generating Funds	7	- 420 -	- 2,140 -	- 2,560	- -	- 2,560 -	- 770
Church Activities							
Donations to Charities		-	-	- -	3,740 -	- 3,740 -	- 6,827
Freewill Pledge to Diocese		- 47,398	- -	- 47,398	- -	- 47,398 -	- 57,316
Clergy & Administration exps		- 1,632	- -	- 1,632	- -	- 1,632 -	- 2,488
Church Running expenses	8	- 16,297 -	- 8,627 -	- 24,924 -	- 3,812 -	- 28,736 -	- 33,367
Vicarage costs		- 3,677	- -	- 3,677	- -	- 3,677 -	- 3,505
Mission & Evangelism		-	-	- -	355 -	- 355	-
		- 69,004 -	- 8,627 -	- 77,631 -	- 7,907 -	- 85,538 -	- 103,503
TOTAL EXPENDITURE		- 69,424 -	- 10,767 -	- 80,191 -	- 7,907 -	- 88,098 -	- 104,273
Surplus/(Deficit)		10,887 -	2,029	8,858	3,014	11,872 -	15,568
Transfers between funds		- 2,950	2,950	-		-	
		7,937	921	8,858	3,014	11,872 -	15,568
Opening bank and cash		12,327	5,442	17,769	133,937	151,706	167,274
Closing bank and cash		20,264	6,363	26,627	136,951	163,578	151,706

Parochial Church Council of St Peter, Pembury
Financial Statements for the year ended 31 December 2024
Statement of Assets and Liabilities

	As at 31 December 2024 £	As at 31 December 2023 £	Movement during the year £
Cash at Bank			
NatWest Current account	13,355	6,213	7,142
NatWest Hall account	23,000	24,762	- 1,762
CAF Current account	12,678	6,481	6,197
CAF Deposit account	25,890	31,211	- 5,321
DBF	7,693	4,534	3,159
UTB	83,932	80,000	3,932
Petty Cash	65	-	65
Cash in Transit	- 3,086	134	- 3,220
	163,527	153,335	10,192
Debtors			
OC Oil	51	51	-
Creditors			
Managed Technology Photocopier	-	1,680	1,680
Total	163,578	151,706	11,872
Funds			
General Fund	20,264	12,327	7,937
FFF (includes DBF)	6,363	5,442	921
Unrestricted	26,627	17,769	8,858
Restricted Funds: (Note 3)			
Gill Marshall Piano Fund	900	900	-
Friends Together	945	1,300	- 355
Away Giving	1,306	386	920
Christmas Card	602	-	602
OC Building Fund	108,045	106,250	1,795
Proposed Community Hall	25,153	25,101	52
	136,951	133,937	3,014
Total	163,578	151,706	11,872

Parochial Church Council of St Peter, Pembury
Financial Statements for the year ended 31 December 2024
Statement of Assets and Liabilities as at 31 December 2024 (continued)

Fixed Assets

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

Creditors and Other Liabilities

At 31 December 2023, there was a liability of £1,680 recorded in the accounts as due to Managed Technology. This liability has been removed in the current year.

Cash in Transit

An amount of £3,086 were payments made to Away Giving Charities banked as payments in January 2025.

Approved by the Parochial Church Council on: _____

Signed on its behalf by: _____

Name: _____

Signed on its behalf by: _____

Name: _____

Parochial Church Council of St Peter, Pembury
Notes to the Financial Statements for the year ended 31 December 2024

(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 or 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

	As at 31 December 2024	Unrestricted General Fund	FFF	Hall	Restricted OC Fund	Other
	£	£	£	£	£	£
Cash at Bank						
NatWest Current	13,355	6,207			376	6,772
NatWest Hall	23,000			23,000		
CAF Current	12,678	12,678				
CAF Deposit	25,890			2,153	23,737	
DBF	7,693	2,053	5,640			
UTB	83,932				83,932	
Petty Cash	65					65
Cash in Transit	- 3,086					- 3,086
	163,527	20,938	5,640	25,153	108,045	3,751
Debtors:						
Suppliers	51	51				
Total	163,578	20,989	5,640	25,153	108,045	3,751

Parochial Church Council of St Peter, Pembury
Notes to the Financial Statements for the year ended 31 December 2024 - continued

(3) Restricted Funds

		2024	2024	2024	2024	2023
		Receipts	Payments	Surplus/ (Deficit)	Balance of Fund	Balance of Fund
	Note	£	£	£	£	£
Friends Together		-	-	355	945	1,300
Gill Marshall						
Piano Fund		-		-	900	900
Away Giving						
Fund	4	4,660	-	3,738	922	1,306
Christmas Card		601	-	601	601	384
Old Church Building						-
and Fabric		5,607	-	3,812	1,795	108,046
Community Hall	9	52	-	52	25,153	106,251
		10,920	-	7,905	3,015	136,951
						133,937

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) **The Gill Marshall Piano Fund** - a restricted fund for the maintenance of the John Marshall memorial piano in the Upper Church.
- (c) **Away Giving Fund** - as described in Note 4.
- (d) **Christmas Card Fund** - The Congregation were invited to donate to sign a group Christmas Card. The proceeds were agreed, as communicated to donors, to be distributed equally across the three Away Giving Charities highlighted in Note 4.
- (e) **Old Church Building and Fabric Fund** - A restricted fund created by a legacy from Mary Fenwick received in 2021, expressed in her will to be for 'fabric and repairs maintenance' of the Old Church. Monies from this restricted fund were used for the replacement of the AV system at the Old Church.
- (f) **Proposed 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. The three charities chosen for 2024 Giving were:

- (a) St. Stephens in Maziwa, Kondo, Tanzania. (b) The Pilsdon Community at West Malling. (c) CESA which is the Diocesan Community Engagement and Social Action Team. Other giving included collections at Remembrance Sunday, funerals as requested by families and Diocese appeals.

Parochial Church Council of St Peter, Pembury
Notes to the Financial Statements for the year ended 31 December 2024 - continued

Appeals and Giving

	B/fwd at 1.1.24 £	2024 Receipts £	2024 Payments £	C/fwd at 31.12.24 £
St. Stephens, Maziwa	19	1,599 -	1,598	20
Pilsdon	-	1,725 -	1,725	-
CESA	334	202	-	536
Other	33	1,135 -	418	750
Total	386	4,661 -	3,741	1,306

(5) All Other Giving

	2024			2023
	Unrestricted Funds General Fund £	FFF £	Restricted Fund £	TOTAL £
Donations:				
Unrestricted	9,620	363		9,983
Restricted				
Away Giving			6,255	6,255
Community Hall				-
	9,620	363	6,255	16,238
				8,098

(6) 2024 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 Tax 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.

2024 Gift Aid recovered from Planned Giving was £13,737 (2023: £14,310).

Parochial Church Council of St Peter, Pembury
Notes to the Financial Statements for the year ended 31 December 2024 - continued

(7) Activities for Generating Funds

Unrestricted Funds 2024								
	General Fund				Fabric, Fixtures & Fittings			
	Coffee	Sunday	Harvest	Total	TWODS	Heating	Total	Totals
	Stop	Coffee	Dance			challenge		
	£	£	£	£	£	£	£	£
Receipts	3,243	460	626	4,329	1,236	5,664	6,900	11,229
Payment -	420	-	-	420	1,000	1,140	2,140	2,560
Surplus	2,823	460	626	3,909	236	4,524	4,760	8,669

* Coffee Stop is held weekly on Wednesday morning in the Upper Church and is open to all. Payment is made for the arranging of chairs and tables.

* Coffee service is provided at the regular Sunday morning services for which a contribution is made.

* A dance was held, through purchase of tickets, at the Harvest Festival.

* The Tunbridge Wells Opera and Dramatic Society (TWODS) held a concert in the Upper Church for which expenses were reimbursed. This was organised to support the UC Heating Fund.

* A series of activities were organised as the 'Heating Challenge' to support the UC Heating Fund.

Note that the Upper Church Heating campaign was for the replacement of radiators in the Church.

(8) Further Analysis of Payments

		2024				2023		
		General		Restricted				
		Fund	FFF	Fund	Total	Total		
Church Running Expenses		£	£	£	£	£		
Insurance	-	5,156		-	5,156	-	5,448	
Maintenance	-	1,079	-	8,627	-	3,812	-	13,518
Service costs	-	168		-	168	-	370	
Music costs	-	848		-	848	-	816	
Church Utility Costs	-	7,762		-	7,762	-	8,199	
Church Management								
Costs	-	508		-	508	-	2,224	
Hospitality	-	89		-	89	-	342	
Miscellaneous	-	687		-	687	-	200	
	-	16,297	-	8,627	-	3,812	-	28,736
							33,367	

Parochial Church Council of St Peter, Pembury
Notes to the Financial Statements for the year ended 31 December 2024 - continued

(9) Proposed 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 TWBC in January 2020 (TWBC Ref: 19/02212/FULL). An update to the plan was approved by Tunbridge Wells Borough Council 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.Peter's Community Hall, renamed from the initial appeal name of Project 2014.