

**Registered charity number: 1195960**

**St Leonard's Community Church**

**ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS**

**For the year ended 31 December 2024**

## **St Leonard's Community Church**

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## **St Leonard's Community Church**

### **Annual report**

**For the year ended 31 December 2024**

#### **Trustees**

Rev Lucy Sablan  
Rev Christopher Stebbing  
Stephen Adams  
Caroline Clifford  
Rev Mike Rutter  
Guido Ngando

Appointed 21 April 2024

#### **Principal Address**

St Leonard's Church  
331 Arbourthorne Rd  
Sheffield  
S2 2FH

#### **Accountants**

Seven Hills Accountants Limited  
57 Burton Street  
Sheffield  
S6 2HH

#### **Objectives and activities**

The Objects of The CIO are the advancement of the Christian faith, for the benefit of the public especially within the Arbourthorne and Norfolk park areas of Sheffield and in such parts of the united kingdom, or the world, as the trustees of the charity may from time to time think fit and to fulfil such other purposes which are exclusively charitable according to the law of England and Wales and connected with the charitable work of the charity.

#### **Background**

St Leonard's Community Church was set up as a CIO on 29 September 2021, to support the work of the church and community space, based in a converted public house – 331 Arbourthorne Road, S2 2FH.

This history of this church, formally known as "The Beacon", is somewhat complicated:

The assets and liabilities of the former parish of Arbourthorne and Norfolk Park were held in the name of registered charity number 1145963, legally called "St Paul & St Leonard's church", but known as "The Beacon".

By virtue of a Pastoral Scheme, the parishes of 'Heeley' and of 'Arbourthorne and Norfolk Park' merged into a single parish on 1 August 2021. The new parish is known as the 'Parish of Heeley with Arbourthorne and Norfolk Park'. The parish was registered with the Charity Commission on 5 November 2021, charity number 1196414, with the legal name "The Parochial Church Council of the Ecclesiastical Parish of Christ Church Heeley with Arbourthorne and Norfolk Park".

A transfer in of assets and liabilities from "St Paul & St Leonard's church" to "The Parochial Church Council of the Ecclesiastical Parish of Christ Church Heeley with Arbourthorne and Norfolk Park" took place as at 1 August 2021.

## **St Leonard's Community Church**

### **Annual report - continued**

**For the year ended 31 December 2024**

This charity was set up to receive the cash assets and any liabilities relating to St Leonard's Church once a Bishop's Mission Order had been granted. Following the granting of a lease to St Leonard's and transfer of funds to St Leonard's, the Bishops Mission Order has operated independently since 1 January 2023.

Mission at St Leonard's Community Church is led by Revd Lucy Sablan who was licensed to the Bishop's Mission Order at its creation in 2022.

### **Achievements and performance**

More information on activities can be found here:

<https://www.saintleonards.co.uk/>

When planning our activities for the year, the trustees have considered the Commission's guidance on public benefit, and, in particular, the specific guidance on charities for the advancement of religion.

### **Worship Services and Discipleship**

#### **Services:**

- Our Wednesday morning prayer service 'REFRESH' has built a stable congregation of 8-13 attendees each week. This has continued to provide a space for those who either can't make Sunday or for who Sundays may not be a good fit.
- Our pattern of Sunday worship is well established with more and more of the community and 'services and discipleship task group' taking on areas of responsibility leading, preaching and serving at them. Weekly attendance numbers in 2024 continued to be hugely varied with attendance of 12-26 being within a normal range. Having a stable core continues to be a difficulty, but notably our fringe is growing. Engagement with our Christmas services was fantastic, with the best attendance across services we have seen of any year since we began and we were privileged to lead a carol service for Sheffield City Knights.
- We held a 'forget me not' service on All Saints Day which was received well by the community and many who have not attended a service with us before joined in.
- A huge thank you to our services team and to Our Children's worker and Curate who have all given so much to our services this year.

#### **Discipleship:**

- The wellbeing group (A group combining discussing wellbeing and mental health with prayer and faith discussions) has been a real highlight of church life this year. With a growing and committed group of people it has in turn enriched the spiritual life of the wider community using the church building through the prayer cards (and more recently prayer book) they have created. This group is beginning to be replicated elsewhere in the Diocese. Huge thanks to Rachel and Britt for their leadership of this group. A version of the Wellbeing group is also being run after the youth group and is being enthusiastically engaged with.
- 2 bible study/small groups have been meeting this year including a new one led by Kim which has been exploring women in the bible. Thanks to all who have hosted and led these groups.

## **St Leonard's Community Church**

### **Annual report - continued**

**For the year ended 31 December 2024**

#### **Mission and Evangelism**

This has continued to be a focus for our operations as we establish ourselves in the community and try to serve it well.

- We ran 'Alive', a course exploring some of the main themes of faith, after the café on a Wednesday. This has led to engagement with other areas of church life from a couple of people who joined
- Thoko and Britt have been regularly prayer walking in the area and inviting others to join them.
- Our Pub Tea Nights continue to be a regular highlight with many local families joining in. +Pete joined our November pub night and had a Q&A with the kids in the kids group. We have also secured council funding for the food so that we can ensure we have enough budget to cook healthy and wholesome meals for the families who join. Again, thank you to all who have helped cook, lead activities and run the kids group.
- Connect Café is thriving, with great volunteers and its own community. Many of the community are joining in other areas of church life and we are well established in the area as a warm space and a meeting spot.

#### **Youth, Children and Families Work**

- Roots after school club has gone from strength to strength, regularly seeing around 20 kids joining. The council recently identified provision for young people of primary age as a gap in the area, and so it is wonderful that we have been able to serve in this way. A huge thanks to Lynne and the team for their work in this area
- A new SEN Toddler group 'Little Bees' began, led by Lynne, and was really well received by those who came along. Through trying out the format it has been discerned that a slight shift in direction may be the best thing, and the group will be restarting later in 2025 as an SEN parents/carers drop in with toddler group.
- A new youth community started this year and has quickly grown a solid group of around 12 young people. The group have informal activities and eat together. Thanks to Britt and the volunteers who help make this happen.

#### **Ecumenical**

- J:10:10, a Monday evening service in collaboration with the Salvation Army and Church Army has continued but is in the process of being reviewed.

#### **Future plans**

- In the next year we are looking to start an after school church to reach out to offer a church service to the families we work with.

## **St Leonard's Community Church**

### **Annual report - continued**

**For the year ended 31 December 2024**

#### **Financial review**

It has again been an encouraging year with giving from the congregation exceeding the initial budgeted figures. This along with the success in securing a number of grants to fund positions such as the Admin Assistant and various projects such as 'Little Bees' SEND group has meant that the work and ministry of the church has been able to continue and develop through the year.

As ever challenges have remained not least in keeping a check on the utility costs. Long term contracts with gas and electric companies have provided the church with some security in knowing the monthly outgoings. The fabric of the building has also raised some concerns and repairs and maintenance have been ongoing. A fuller inspection was completed in April 2024, to enable a repair and maintenance schedule to be compiled and costed. The major issue raised by the report was the state of the roof. Whilst the flat areas of the roof were known to be in need of significant work, the report also found that the main pitched roof was also nearing the end of its life. Estimates for the replacement of the work were secured ranging from £70k to £120k. Grants applications were also looked into but these then hit a snag due to the length of time left on the lease of the building. Discussions were had by Heeley PCC who agreed to extend the lease by a further 25 years to allow for grant applications to be made. The lease extension has yet to be progressed by the Diocesan Registrar.

The church committed to paying £1,000 to the Diocese as its share of the Common Fund and this was paid in full. Trustees also agreed that from 2025 the church would tithe its giving income and this would be the basis for future Common Fund contributions. In 2025 the contribution is expected to be around £1650.

The trustees agreed a formal reserves policy in 2024 reserves to cover ongoing costs along with covering unforeseen circumstances.. For 2025 this target was £6,500. Free reserves (general fund cash reserves) as at 31 December 2024 were £24,520. The trustees consider this balance sufficient when considering cash flow needs and the 2025 budget.

The trustees declare that they have approved the annual report on 27 April 2025.

Signed on their behalf by:



Rev Lucy Sablan  
Chair

## **Independent examiner's report to the trustees of St Leonard's Community Church ("the CIO")**

I report to the charity trustees on my examination of the accounts of the CIO for the year ended 31 December 2024.

### **Responsibilities and basis of report**

As the charity trustees of the Charity 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 CIO's accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all 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 in connection with the examination giving me cause to believe that in any material respect:

1. accounting records were not kept in respect as required by section 130 of the Act; or
2. the accounts do not accord with those records.

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

*S Lightfoot*

01 May 2025

Sarah Lightfoot, FCA, DChA  
Seven Hills Accountants Limited  
57 Burton Street  
Sheffield  
S6 2HH

**St Leonard's Community Church**  
**Receipts and payments account**  
**For the year ended 31 December 2024**

	General funds	Designated funds	Restricted funds	Endowment funds	2024 Total	2023 Total
Notes	£	£	£	£	£	£
<b>Receipts from:</b>						
<b>Voluntary Giving</b>						
Planned giving	16,252	-	-	-	16,252	12,754
Collections at services	10	-	-	-	10	173
Other giving	275	-	-	-	275	286
Grants	-	-	11,888	-	11,888	7,558
<b>Fundraising activities</b>	-	-	1,576	-	1,576	213
<b>Church activities</b>						
Event income	752	-	-	-	752	578
Rent from Hall	26,875	-	-	-	26,875	16,135
<b>Other income</b>						
Arbourthourne Pond	-	-	-	-	-	2,602
Salary contributions	4,233	-	-	-	4,233	1,753
Other income	407	-	-	-	407	1,256
<b>Investment income</b>	29	-	-	-	29	8
Transfer in from Christ Church Heeley	-	-	-	-	-	16,335
<b>Total receipts</b>	<b>48,833</b>	<b>-</b>	<b>13,464</b>	<b>-</b>	<b>62,297</b>	<b>59,651</b>
<b>Payments from:</b>						
<b>Church activities</b>						
Common fund	1,000	-	-	-	1,000	1,000
Clergy and staff expenses	1,519	538	246	-	2,303	446
Salaries, wages and honoraria	7,822	1,353	6,158	-	15,333	9,209
Mission and evangelism costs						
Café costs	1,592	-	-	-	1,592	1,043
Other mission and evangelism costs	1,976	1,788	705	-	4,469	4,801
<b>Church running expenses</b>						
Upkeep of services	2,049	63	-	-	2,112	437
Building maintenance costs	12,858	-	-	-	12,858	3,800
Building utilities	12,472	-	-	-	12,472	8,311
Insurance	810	-	196	-	1,006	867
Garden costs	86	-	68	-	154	2,158
Accountancy and Independent examination fees	540	-	-	-	540	210
Other running expenses	857	9	-	-	866	1,611
Arbourthourne Pond costs	-	-	955	-	955	531
	<b>43,641</b>	<b>3,760</b>	<b>8,328</b>	<b>-</b>	<b>55,729</b>	<b>34,424</b>
<b>Net receipts/(payments)</b>	<b>5,192</b>	<b>(3,760)</b>	<b>5,136</b>	<b>-</b>	<b>6,568</b>	<b>25,227</b>
Transfers	1,224	-	(1,224)	-	-	-
<b>Net movement in funds</b>	<b>6,416</b>	<b>(3,760)</b>	<b>3,912</b>	<b>-</b>	<b>6,568</b>	<b>25,227</b>
Total cash funds brought forward	18,104	3,760	3,363	-	25,227	-
<b>Total cash funds carried forward</b>	<b>24,520</b>	<b>-</b>	<b>7,275</b>	<b>-</b>	<b>31,795</b>	<b>25,227</b>



**St Leonard's Community Church**  
**Statement of Assets and Liabilities**  
**As at 31 December 2024**

	Notes	General funds £	Designated funds £	Restricted funds £	Endowment funds £	Total 2024 £	Total 2023 £
<b>Cash funds</b>							
Bank current accounts		24,520	-	7,275	-	31,795	25,227
<b>Total cash funds</b>		<b>24,520</b>	<b>-</b>	<b>7,275</b>	<b>-</b>	<b>31,795</b>	<b>25,227</b>
<b>Investment and property assets</b>							
CCLA investment fund - income shares	4	-	-	-	19,354	19,354	18,921
<b>Total investment and property assets</b>		<b>-</b>	<b>-</b>	<b>-</b>	<b>19,354</b>	<b>19,354</b>	<b>18,921</b>

St Leonard's Church is a converted pub that is licenced to carry out religious activities, rather than being consecrated property, therefore it is appropriate to recognise ownership and valuation.

**Assets retained for church use**

The PCC own a variety of furniture and equipment for use in church activities. No valuation is put on these items.

**Debtors**

Gift aid recoverable							
Salary contributions		1,361	-	-	-	1,361	-
Other income - student placement		4,095	-	-	-	4,095	-
<b>Total debtors</b>		<b>5,456</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>5,456</b>	<b>-</b>

**Liabilities**

Building utilities		-	-	-	-	-	1,231
Accountancy and Independent examination fees		648	-	-	-	648	540
<b>Total liabilities</b>		<b>648</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>648</b>	<b>1,771</b>

Approved by the trustees on 27 April 2025.

Signed on their behalf by:



Rev Lucy Sablan  
Chair

**St Leonard's Community Church**  
**Notes to the financial statements**  
**For the year ended 31 December 2024**

**1 Accounting policies**

**Basis of preparation**

The accounts are prepared in line with the Charity Commission guidance on Receipts and payment accounts and the Church Accounting Regulation 2016.

Receipts and payments accounts are statements that summarise the movement of cash into and out of the organisation during the financial year. In this context "cash" includes cash equivalents, for example, bank accounts where cash can be readily withdrawn to pay for debts as they become due.

**Funds**

General funds are donations and other income receivable or generated for the objects of the organisation without further specified purpose.

Designated funds are set aside at the discretion of the PCC.

Restricted funds are to be used for specific purposes as laid down by the donor.

Endowment funds arise from specific gifts left to the church and are held as investments. The investment income generated from these investments can be used towards the same purposes that the investments are held for.

**2 Designated funds**

Note	Cash funds brought forward £	Income £	Expenditure £	Transfers £	Cash funds carried forward £
CPW	3,760	-	(3,760)	-	-
	<u>3,760</u>	<u>-</u>	<u>(3,760)</u>	<u>-</u>	<u>-</u>

**CPW**

Monies set aside towards a Centenary Project worker.

**3 Restricted funds**

	Cash funds brought forward £	Income £	Expenditure £	Transfers £	Cash funds carried forward £
Ward pot 2023	1,292	-	(68)	(1,224)	-
Friends of Arbourthorne Pond	2,071	-	(1,151)	-	920
Admin worker grant	-	6,158	(6,158)	-	-
Building	-	790	-	-	790
Ward pot 2024	-	680	-	-	680
Salon	-	4,586	-	-	4,586
Little Bees	-	1,000	(705)	-	295
Retreat	-	250	(246)	-	4
	<u>3,363</u>	<u>13,464</u>	<u>(8,328)</u>	<u>(1,224)</u>	<u>7,275</u>

**Ward pot 2023**

Monies given for various items including the community garden, christmas tree, kitchen equipment and the food bank. £1,224 expenditure in the previous year has been identified as coming from this pot - represented by the transfer.

**Friends of Arbourthorne Pond**

The Church is acting as agent for this community group who do not have their own bank account - the vicar Lucy Sablan sits on their board. The funds are spent as set out by the group.

**Admin worker grant**

A grant to cover a part time admin post shared with Christ Church Heeley.

**Building**

Fundraising towards the cost of building maintenance, especially roof work.

**Ward pot 2024**

A ward pot grant towards Pub Nights.

**St Leonard's Community Church**  
**Notes to the financial statements - continued**  
**For the year ended 31 December 2024**

**3 Restricted funds - continued**

**Salon**

A grant to support the set up of a locally rooted salon space that offers employment support and free and affordable self care for those who are least able to access it.

**Retreat**

A grant to support a church day away.

**4 Endowment funds**

	Cash funds brought forward £	Income £	Expenditure £	Transfers £	Cash funds carried forward £
Endowment fund	-	-	-	-	-
	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>

**Endowment fund**

This endowment fund is held as CCLA income shares. The investment valuation at the year end was £19,354.

During the year the associated investment dividends of £517 were paid directly into the Sheffield Diocese Board of Finance bank account and allocated to the common fund to support clergy stipends in the year.

**5 Related party transactions**

Trustees and their close relatives donated £3,800 in addition to any amounts given within the collection, during the year (2023: £3,060).

Trustees received no remuneration for their role as trustees during the year. Clergy and staff expenses primarily comprise costs to allow the clergy and staff to fulfil their roles, for example telephone recharges and mileage contributions, as well as vicarage water costs. Clergy who were also trustees received travel and phone benefits of £85 in the year (2023: £149).

S Adams is a trustee of the below charities - these connections exist so that the activities within the extended parish can be managed.

The Parochial Church Council of the Ecclesiastical Parish of Christ Church Heeley with Arbourthorne and Norfolk Park (Christ Church Heeley) (registered charity 1196414)

The church building (331 Arbourthorne Road) is being leased to the community church for their use as a worship and community centre, for a peppercorn rent.

A shared admin worker was appointed, with costs being split between Christ Church Heeley and St Leonard's - payments were made between the two to share the costs. £4,250 was received by St Leonard's in the year.

St Paul & St Leonard's Church (registered charity 1145963) S Adams

There were no transactions during the year. The charity is dormant and needs to be closed with the Charity Commission.