# REPORT OF THE TRUSTEES AND UNAUDITED FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2023 FOR

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST GILES WEST BRIDGFORD

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## REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 DECEMBER 2023

The trustees present their report with the financial statements of the charity for the year ended 31 December 2023. The trustees have adopted the provisions of the Statement of Recommended Practice (SORP) 'Accounting and Reporting by Charities' in preparing the annual report and financial statements of the charity.

The financial statements have been prepared in accordance with the accounting policies set out in the notes to the accounts and comply with the charity's governing document, the Charities Act 2011 and Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland published in October 2019.

## REFERENCE AND ADMINISTRATIVE DETAILS

Registered charity number

1133840

#### Principal address

The Rectory 86 Bridgford Road West Bridgford Nottingham Nottinghamshire NG2 6AY

#### Traistees

J Seabourne (appointed 5th October 2023) Incumbent Church Warden A Ferraro Church Warden J Hill PCC Treasurer C Lane PCC Secretary H Walters (resigned 23rd April 2023) M Darkin Price (appointed 23rd April 2023)

Deanery Representative Deanery Representative J Langheld (resigned 23<sup>rd</sup> April 2023) R Ottway (resigned 19<sup>th</sup> September 2023) Deanery Representative Deanery Representative E Prentice (appointed 23rd April 2023) Deanery Representative S Wheaton Lay Member J Ayres

Lay Member E Battrum Lay Member L Bolt Lay Member B Clarke Lay Member M Crew Lay Member C Elliott Lay Member B Hayman Lay Member **C** Hutchings Lay Member E Moppett (appointed 23rd April 2023)

Lay Member S Poon (appointed 23rd April 2023) Lav Member L Purves (appointed 23rd April 2023) Lay Member P Rhodes Lay Member S Slack Lay Member

N Sutcliffe (resigned 23rd April 2023)

C Voce

#### Independent Examiner

K Mealand FCCA Lemans 29 Arboretum Street Nottingham Nottinghamshire NG1 4JA

## Lay Member Bankers

NatWest Bank plc Rectory Road West Bridgford Nottingham

#### REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 DECEMBER 2023

#### STRUCTURE, GOVERNANCE AND MANAGEMENT

#### Governing document

The PCC operates under the PCC Powers Measure (1956) as amended and Church Representation Rules.

#### Recruitment and appointment of new trustees

The method of appointment of PCC members is set out in the Church Representation Rules. All Church attendees are encouraged to register on the Electoral Roll and stand for election to the PCC.

#### Risk management

The Trustees have a duty to identify and review the risks to which the charity is exposed and to ensure appropriate controls are in place to provide reasonable assurance against fraud and error.

#### **OBJECTIVES AND ACTIVITIES**

#### Objectives and aims

The principal aim of the organisation is to promote the whole mission of the Church in the ecclesiastical parish.

#### Significant activities

Significant activities of the organisation include:

- · Regular public worship open to all.
- The provision of sacred space for prayer and contemplation.
- · Teaching Christianity through sermons, courses and small groups.
- The provision of children and youth work with a Christian Ethos promoting Christianity through the staging of events and meetings.
- Promoting an inclusive mission through the provision of activities to all groups represented in the parish.
- Supporting other charities in the UK and overseas.

#### ACHIEVEMENT AND PERFORMANCE

The main achievements of the organisation are:

- Continuation of the work that the church performs with children and young people through the continued funding of a Families Worker.
- Continuing to cater for the senior members of the congregation.
- Ongoing pastoral care continues to be delivered through a team linking parishioners to the clergy.
- Upholding the tradition at St Giles of performing music to a high standard and encouraging the talents of individuals
- Providing financial and practical support to our Mission Partners.

## FINANCIAL REVIEW

In 2023 St Giles received gross income of £260,804, which was an increase of £2,593 on the amount received in the previous year (£258,211). The majority of this income comes through planned giving from the St Giles family, service collections, one off donations, church hall letting and fees received for performing weddings and funerals. Donations to the church were £5,270 above those in the previous year, whilst the amounts received for charitable activities fell slightly by £2,792.

Total expenditure in 2023 increased by £44,720 from the previous year to £271,979, giving a net deficit for the year of £11,175 (2022: £30,952 surplus). The Quinquennial inspection performed towards the end of 2022 identified a number of areas of work required on the church buildings, which were performed in 2023 at the cost of approximately £9,000, towards which the PCC had allocated a proportion of the 2022 surplus. The remainder of the cost increase represents an enhanced level of giving to the Diocese in the form of parish share payments, cost of living increases to staff costs and inflationary pressures on other running costs notably including those in relation to utilities.

The reserves position at the end of the year remains positive, and the PCC will continue to invest in improvements to the church buildings and facilities as appropriate, whilst maintaining funds in line with the reserves policy.

## REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 DECEMBER 2023

Reserves policy

It is the charity's policy that the Parish Reserves fund should be maintained to cover approximately 3 months of running costs and be sufficient to enable future development without financial restraints.

#### PUBLIC BENEFIT

The Trustees have had due regard to the guidance published by the Charity Commission on public benefit when reviewing the charity's aims and objectives and in planning future activities. The Trustees actively promote the Church and encourage all members of the community to become involved, and aspire to reach as many individuals from the local community as possible.

ON BEHALF OF THE BOARD:

Josna Seabourne - Incumbent

Date: 9/04/2024

# INDEPENDENT EXAMINER'S REPORT TO THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST GILES WEST BRIDGFORD

I report to the charity trustees on my examination of the accounts of the charity for the year ended 31 December 2023, which are set out on pages five to fourteen.

Responsibilities and basis of report

As the charity's trustees 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 charity's accounts carried out under section 145 of the 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

Since the charity's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the Act. I confirm that I am qualified to undertake the examination because I am a member of The Association of Chartered Certified Accountants, which is one of the listed bodies.

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 of the charity as required by section 130 of the Act; or
- 2. the accounts do not accord with those records; or
- 3. the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair view' which is not a matter considered as part of an independent examination.

I have 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.

K Meeled

K Mealand FCCA Lemans 29 Arboretum Street Nottingham NG1 4JA

Date: 11 April 2024

## STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 DECEMBER 2023

	Notes	Unrestricted Funds	Designated Funds	Restricted Funds	Total 2023	Total 2022
		£	£	£	£	£
INCOME AND ENDOWMENTS FROM						
Donations and Legacies	2	209,281	-	-	209,281	204,011
Charitable Activities	3	51,330	-	•	51,330	54,122
Investments	4	193	-	-	193	78
Other Income		(±)	-	-	-	-
Total		260,804	•	-	260,804	258,211
EXPENDITURE ON						
Diocesan Parish Share		119,000	-	-	119,000	96,503
Staff Costs	7	50,263	-	\$	50,263	41,358
Charitable Donations		11,988	-	3	11,988	16,345
Cottage Costs		-	-	8	-	2,152
Hall Cleaning & Running Costs		6,073	-	•	6,073	4,923
Clergy Expenses		3,617	•	17	3,617	1,895
Church Running Costs		40,835	-		40,835	30,396
Church and Yard Maintenance		20,357	-	141	20,357	7,645
Junior/Youth Church		4,086	-		4,086	7,038
Senior Activities		-	36	-	36	(54)
Administrative Costs		3,481	-	_	3,481	6,471
Miscellaneous expenses		6,979	-		6,979	7,323
Depreciation		-	-	5,264	5,264	5,264
Total expenditure		266,679	36	5,264	271,979	227,259
NET INCOME/(EXPENDITURE)		(5,875)	(36)	(5,264)	(11,175)	30,952
TRANSFERS BETWEEN FUNDS		-	-	1	\$20	(30)
NET MOVEMENT IN FUNDS		(5,875)	(36)	(5,264)	(11,175)	30,952
RECONCILIATION OF FUNDS						
Funds brought forward		52,611	40,054	10,429	103,094	72,142
Total funds carried forward		46,736	40,018	5,165	91,919	103,094

## BALANCE SHEET AT 31 DECEMBER 2023

India (C. Silles) A. J. Secondario	Notes	Unrestricted Funds £	Designated Funds	Restricted Funds	Total 2023 £	Tetal 2022 £
FIXED ASSETS Taugible assets	8	-		2,633	2,633	7,897
CURRENT ASSETS  Debtors: amounts falling due within one year	9	17,367	*	-	17,367	14,473
havestments	10	-	6,198	-	6,198	6,005
Cash at bank		53,171	33,820	2,532	89,523	107,126
LIABILITIES Creditors: amounts falling due within one year	11	(23,802)	•	-	(23,802)	(32,407)
NET CURRENT ASSETS		46,736	40,018	2,532	89,286	95,197
TOTAL ASSETS LESS CURRENT LIABILITIES		46,736	40,018	5,165	91,919	103,094
NET ASSETS		46,736	40,018	5,165	91,519	103,094
TOTAL FUNDS		46,736	40,018	5,165	91,919	103,094

The financial statements were approved by the Board of Trustees on 2014 and were signed on its behalf by:

Seabourne - Incumbent

C Lane - Treasurer

## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2023

### 1. ACCOUNTING POLICIES

The PCC constitutes a public benefit entity as defined by FRS102.

The accounts have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland issued in October 2019, the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS102), the Charities Act 2011 and applicable regulations, the Church Accounting (Amendment) Regulations 2006 and UK Generally Accepted Practice.

The financial statements have been prepared to give a 'true and fair' view and have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a 'true and fair view'. This departure has involved following the Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland issued in October 2019 rather than the Accounting and Reporting by Charities: Statement of Recommended Practice effective from 1 April 2005 which has since been withdrawn.

The significant accounting policies applied in the preparation of these financial statements are set out below. These policies have been consistently applied to all years presented unless otherwise stated.

The financial statements have been prepared on a going concern basis under the historical cost convention. The financial statements are presented in sterling which is the functional currency of the charity and rounded to the nearest pound. The financial statements include all transactions, assets and liabilities for which the PCC is responsible in law. They do not include the accounts of church groups that owe their main affiliation to another body nor those that are informal gatherings of church members.

The trustees consider that there are no material uncertainties about the Charity's ability to continue as a going concern.

The accounts include all transactions, assets and liabilities for which the PCC is responsible in law. They do not include the accounts of church groups that owe their main affiliation to another body or those that are informal gatherings of church members.

#### Incoming resources

Planned giving, collections and similar donations are recognised when received. Tax refunds are recognised when the incoming resource to which they relate is received. Grants and legacies are accounted for when the PCC is entitled to the use of the resources, their ultimate receipt is considered reasonably certain and the amounts due are reliably quantifiable. Interest is accounted for as and when accrued by the payer, and rental income from letting church premises is recognised when the rental is due. All incoming resources are accounted for gross.

#### Resources expended

Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Grants and donations are accounted for when paid over, or when awarded, if that award creates a binding obligation on the PCC.

The diocesan parish share is accounted for when paid. Any parish share unpaid at 31 December is provided for in these accounts as an operational (though not a legal) liability and is shown as a creditor in the Balance Sheet.

## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2023

## 1. ACCOUNTING POLICIES (continued)

#### Tangible fixed assets

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

Fixtures and fittings Computer equipment - 10% - 15% on cost

- 15% - 33% on cost

Consecrated and benefice property is not included in the accounts in accordance with s10(2)(a) and (c) of the Charities Act 2011.

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

Items acquired since 1 January 2000 have been capitalised and depreciated in the accounts over their currently anticipated useful economic life on a straight line basis.

Rental income arises from two cottages, 9 and 11 Church Drive, the ownership of which is vested in the Southwell & Nottingham Diocese, held in benefit for St Giles' West Bridgford PCC.

The charity is exempt from tax on its charitable activities.

#### Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

General funds represent the funds of the PCC that are not subject to any restrictions regarding their use and are available for application on the general purposes of the PCC. Funds designated for a particular purpose by the PCC are also unrestricted.

Designated funds are established for specific purposes as agreed by the PCC members, and remain as unrestricted funds.

Restricted Funds comprise revenue donations for a specific activity intended by the donor.

## Pension costs and other post-retirement benefits

The charity operates a defined contribution pension scheme. Contributions payable to the charity's pension scheme are charged to the Statement of Financial Activities in the period to which they relate.

Debtors and Creditors with no stated interest rate and receivable or payable within one year are recorded at transaction price.

#### Current asset investments

The charity hold cash on deposit for investment purposes, in order to obtain a better rate of return, thereby increasing their income enabling them to meet their objects.

#### Cash at bank

The charity holds sufficient funds in order to meet its short term cash commitments as they fall due.

## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2023

#### 2. DONATIONS AND LEGACIES

	31.12,23	31.12.22
	£	£
Planned giving	158,330	146,461
Gift aid tax recoverable	38,320	30,219
Donations	5,566	23,056
Collections	7,065	4,275
	209,281	204,011

#### 3. CHARITABLE ACTIVITIES

	31.12.23	31.12.22
	£	£
Cottage letting	19,842	19,921
Church and church hall lettings	16,298	14,035
Wedding and funeral fees	5,752	3,360
Other income	9,438	16,806
	51,330	54,122

Wedding and funeral fees represents income net of the costs of holding these ceremonies. In 2023 income received was £9,512 (2022 - £8,501) with costs of £3,760 (2022 - £5,141).

Other income in 2022 includes £4,500 of fundraising for the Dylan Rich Legacy Fund (www.dylanrichlegacy.co.uk). Dylan was a much loved member of the St Giles family who sadly passed away in September 2021.

#### 4. INVESTMENTS

	31.12.23 £	31.12.22 £
Denosit account interest	193	78

### 5. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 December 2023 nor for the year ended 31 December 2022.

#### Trustees' Expenses

There were no expenses paid to trustees in relation to their roles as trustee for the year ended 31 December 2023 nor for the year ended 31 December 2022. Expenses have been paid to J Seabourne and L Proudlove in relation to their normal activities within the church.

21 12 22

31 12 22

### 6. INDEPENDENT EXAMINER'S FEES

	31.14.43	31.12.22
	£	£
Independent examination fee	954	728

## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2023

## 7. STAFF COSTS

iff Costs	31.12.23	31.12.22
	£	£
Wages and salaries	38,950	31,666
Pension costs	1,469	1,173
Music Directors (Self-employed)	9,844	8,519
	50,263	41,358

During the year the PCC paid a part-time administrator, a families worker, a cleaner and self-employed musicians. There are no high paid staff. The average number of full time equivalent employees during the year was 2(2022-2).

No employee received emoluments in excess of £60,000.

### 8. TANGIBLE FIXED ASSETS

8. TANGIBLE FIXED ASSETS	Fixtures and fittings	Computer equipment	Total
	£	£	£
COST			
At 1 January 2023	6,615	40,527	47,142
Additions	•	-	(*)
Disposals	-	-	~
At 31 December 2023	6,615	40,527	47,142
DEPRECIATION			
At 1 January 2023	6,615	32,630	39,245
Charge for year	-	5,264	5,264
Disposals	-	-	-
At 31 December 2023	6,615	37,894	44,509
NET BOOK VALUE			
At 31 December 2023	-	2,633	2,633
At 31 December 2022	-	7,897	7,897
9. DEBTORS: AMOUNTS FALLING DUE WITHIN ON	E YEAR		
	31.12.23		31.12.22
	£		£
Giftaid refund due on donations received	17,367		14,473

## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2023

10. CURRENT ASSET INVESTMENTS			31,12.23 £	31.12.22 £
Cash held for investments			6,198	6,005
Fair value at 1 January			6,005	5,927
Addition			193	78
Withdrawal			-	
Fair value at 31 December			6,198	6,005
11. LIABILITIES			21 12 22	31.12.22
			31.12.23 £	51.12.22 £
Fees due to Southwell & Nottingham Diocese			12,136	9,283
Amounts to be paid to mission partners			9,000	17,950
Other creditors			2,666	5,174
			23,802	32,407
12. MOVEMENTS IN FUNDS				
Year ended December 2023:	01.01.23	Net movement in funds	Transfers between funds	31.12.23
	£	£	£	£
Unrestricted Funds				
General Fund	52,611	(5,875)	-	46,736
Designated Funds				
Seniors Ministry Fund	54	(36)		18
Parish Reserves Fund	40,000		-	40,000
Restricted Funds				
Ministry and Mission Fund	_	-		- -
Hardship Fund	2,532	-	0.50	2,532
Fabric Fund	- **	-		0.700
St Giles Members' Fund	7,897	(5,264)	>	2,633
TOTAL FUNDS	103,094	(11,175)		91,919

# THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST GILES WEST BRIDGFORD NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2023

## 12. MOVEMENTS IN FUNDS (continued):

Net movement in funds, included in the above a	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted Funds			
General Fund	260,804	266,679	(5,875)
Designated Funds			
Seniors Ministry Fund	-	36	(36)
Restricted Funds			
Ministry and Mission Fund	-	(3)	(3)
Hardship Fund	-	3.00	
Fabric Fund	-	1960	
St Giles Members' Fund	-	5,264	(5,264)
TOTAL FUNDS	260,804	271,979	(11,175)

r ended December 2022:	01.01.22	Net movement in funds	Transfers between funds	31.12.22
	£	£	£	£
Unrestricted Funds General Fund	15,653	37,812	(854)	52,611
Designated Funds				
Seniors Ministry Fund	*	54	-	54
Parish Reserves Fund	40,000		-	40,000
Restricted Funds				
Ministry and Mission Fund	-	-	_	-
Hardship Fund	2,532	-	-	2,532
Fabric Fund	796	(1,650)	854	393
St Giles Members' Fund	13,161	(5,264)	~~	7,897
TOTAL FUNDS	72,142	30,952	(: <u>*</u> );	103,094

## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2023

Net movement in funds, included in the above are as follows:

Net movement in runds, included in the above are	Incoming resources	Resources expended	Movement in funds
	£	£	£
Unrestricted Funds General Fund	258,211	220,399	37,812
Designated Funds Seniors Ministry Fund	•	(54)	54
Restricted Funds Ministry and Mission Fund	-	-	-
Hardship Fund Fabric Fund	-	1,650	(1,650)
St Giles Members' Fund TOTAL FUNDS	- 258,211	5,264 <b>227,259</b>	(5,264) <b>30,952</b>

#### General Fund

This fund can be utilised by PCC for the general benefit of the charity.

### Seniors Ministry Fund

St Giles is proud to have a strong and vibrant Seniors ministry programme. Whilst there has been minimal movement in the Seniors Ministry Fund during the year, self funded worshipping and social activity amongst the senior members of the congregation continues on a regular basis.

### Parish Reserves Fund

This fund is for the ongoing performance of Church duties, and should be maintained as a financial cushion.

## Ministry and Mission Fund

This fund is to be used for furthering the mission of the charity, for example the payment of a Youth Worker and Children and Families Worker.

#### Fabric Fund

This fund is to be utilised for the maintenance and improvement of the Church buildings.

#### St Giles Members' Fund

This fund has been created for the benefit of St Giles and its attendees.

#### Hardship Fund

This fund is used for the benefit of those experiencing financial hardship, at the discretion of the PCC.

## 13. ULTIMATE CONTROLLING PARTY

The charity is under the control of the Board of Trustees.

### 14. FUNDRAISING BY ST GILES PCC

The following payments, some of which resulting from dedicated collections, were made by St Giles during the year.

	£
Christian Aid	4,813
The Friary, West Bridgford	7,410
Friends International	4,321
Rafiki Thabo Foundation	4,194
Notts Clergy Widows	200
110100 010-01	20,938

In addition to the donations noted above (of which £17,950 was accrued at 1st January 2023), St Giles has made an accrual of £9,000 at the 2023 year end for charitable donations to be paid in early 2024. This is in line with commitments made by the PCC to make donations of £2,250 to each of its four mission partners.

# THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST GILES WEST BRIDGFORD NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2023

## 15. RELATED PARTY TRANSACTIONS

There were no related party transactions for the year ended 31 December 2023.

#### 16. PENSION CONTRIBUTIONS

The company operates a defined contribution scheme. The assets are managed independently of the company and contributions are charged to the Statement of Financial Activities in the period they are made. The charge for the year was £1,469 (2022 - £1,173).