

# Trustees' Annual Report and Financial Report

The Parochial Church Council of

## St Peter & Holy Cross Church, Wherwell

(An excepted Charity within the meaning of Section 30 of the Charities Act 2011)

For the year ended 31 December 2023

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St Peter & Holy Cross Church, Church Street, Wherwell, Hampshire. SP11 7JJ

*Incumbent:* In Interregnum

*Independent Examiner:* Mr David Etchells FCA , The Old Malthouse, Wherwell, Hampshire SP11 7JS

*Bankers:* National Westminster Bank PLC, 9 Bridge Street, Andover, Hampshire SP10 1BD

# Parochial Church Council of St Peter & Holy Cross Church, Wherwell

## Trustees' Annual Report for 2023

### Structure, governance and management

The PCC is a charity, but is excepted from registering with the Charity Commission within the meaning of the section 30 of the Charities Act 2011. Its governing document is the Parochial Church Councils (Powers) Measure 1956.

During the year the following served as members of the Parochial Church Council:

#### *Ex Officio Members*

Incumbent: The Revd Jacqueline Tilbury (Until 10<sup>th</sup> September 2023)

Warden: Mrs Pamela Prince

Deanery Synod Member: Mrs Judith Herridge

#### *Elected Members:*

Mrs Susan Ansell  
Mr Nigel Waters Treasurer  
Mr Kenneth Wilson

Membership of the PCC is determined under the Church Representation Rules and consists of certain ex-officio members (the incumbent/priest-in-charge, curate, lay readers licensed to officiate in the church), the churchwardens and members of the Deanery, Diocesan or General Synods and 6 members of the church who are elected at the Annual Parochial Church Meeting (APCM). With only one Churchwarden at the present time and elected PCC member vacancies, villagers are warmly encouraged to stand for election to the PCC and we try to ensure a balance of skills and experience where possible.

### Aim and purposes

The primary objective of St Peter & Holy Cross PCC is the promotion of the Gospel of our Lord Jesus Christ according to the doctrines and practices of the Church of England. The PCC has the responsibility of co-operating with the incumbent in promoting in the ecclesiastical parish the whole mission of the Church pastoral, evangelistic social and ecumenical.

## Achievements and performance

### *Review of the year*

1. Rev Jax suffered a serious head injury from a fall in December 2022 and was unable to return to Office until the end of April. Fortunately, a full recovery was made and our Rector was able to return to ministry in May.

After nearly 10 years serving in the Downs Benefice, Rev Jax left us on 10<sup>th</sup> September to take up a new role as Priest in Charge at the Kingsbridge Estuary Churches Mission Community Benefice in Devon and leaves with our thanks and very best wishes for the future.

2. On Sunday, 10<sup>th</sup> December we were delighted to learn that the Rev Kevin Rogers, currently Rector of the Benefice of Abbas & Templecombe, Henstridge and Horsington in Somerset, has accepted the position of Downs Benefice Rector and his licensing has been scheduled for 19<sup>th</sup> March 2024 at Sparsholt Church.
3. Four Joint PCC Meetings were held with Chilbolton PCC to discuss matters of joint interest relating to National, Diocese, Deanery and local matters.

In addition, Wherwell PCC met on four occasions during the year.

### *Worship and Prayer*

4. The PCC is keen to offer a range of services that our community find both beneficial and spiritually fulfilling. In line with the other Parishes in the Benefice, usual Sunday Services are one Morning Prayer and one Holy Communion Service each month.

The electronic distribution of 'Across the Downs' continued to Electoral Roll members.

Following the 2023 revision, there were 35 names on the Church Electoral Roll at the end of the year, 1 of whom is not resident within the Parish or Benefice.

Using the Church of England and Winchester Diocese's definitions, the PCC determined a Wherwell 'Worshipping Community' of 13. This is mainly made up of people who come to a Sunday service at least once a quarter.

Typical Sunday Services attracted a congregation of 12 (of which an average of 8 were Wherwell attendees) which is similar to 2022.

### *Deanery Synod*

5. One member of the PCC, Mrs Judith Herridge, sits on the Deanery Synod which provides the PCC with an important link between the Parish and the wider structures of the Church.

The new Bishop of Winchester, the Right Reverend Philip Mountstephen was appointed on 10<sup>th</sup> October.

The Bishop of Southampton, the Right Reverend Debbie Sellin was announced as the new Bishop of Peterborough on 28<sup>th</sup> September and will be installed in 2024.

### *St Peter & Holy Cross Church*

6. Our thanks to Rose Ayres & Ken Wilson who open and close the Church every day allowing visitors and worshippers access to our wonderful building.

Following the agreement reached with Mr & Mrs Gordon-Creed to use their kind donation and resultant Gift Aid totalling £12,500 on new bespoke oak cupboards in the Choir Vestry a Faculty was obtained on 4<sup>th</sup> September. The works are planned to be completed in 2024.

Following a structural report on the wall running from the Church's car park undertaken for our neighbours Mr & Mrs Simpson, the PCC commissioned a structural report on it's own sections of wall. This concluded that there is some minor cracking and a bow in the wall probably caused by the trees but was considered historic. The recommendation was to maintain a watching brief and arrange for the earth and debris piled up against the car park side of the wall to be removed to ground level. This is being taken forward at a cost of £1,120 + VAT (not recoverable).

Clock repairs were undertaken during the year at a cost of £850 + VAT (recoverable) to replace the damaged night silencing controller and provide a new quarter autowinder chain guard.

Apart from a couple of modest items, all planned repairs arising from the 2019 Quinquennial Report have been completed.

### *Health & Safety*

7. The following documents were approved for a further year by the PCC on 12<sup>th</sup> July:

The Emergency Plan & Fire Evacuation Instructions  
Health & Safety Policy document

### *Safeguarding*

8. The PCC has continued to adopt the House of Bishops' Safeguarding Policy and supporting notices are placed on the internal and external notice boards.

The three yearly PCC Member DBS checks were completed during 2022.

Mrs Prince has reported that no Safeguarding concerns have been raised during the year.

## Financial Review

1. There remains a shortfall in income to meet the Diocese's Common Mission Fund request partly caused by having no volunteers to run a Summer Fete or a PCC member to assume responsibility for the relatively onerous and wide ranging event Health and Safety issues. This resulted in the PCC only being able to pay £6,500 towards the total 2023 Common Mission Fund due of £15,947.
2. The total receipts for general unrestricted funds received were £20,660 (2022 – £29,349) and are detailed in the Financial Report. The main reason for the year on year reduction is that the biennial Auction of Promises was not scheduled for 2023 and which raised £6,900 in 2022.
3. Planned Giving through the Parish Giving Direct Debit Scheme and banker's orders totalled £7,086 (2022 - £8,096). Collections at Services increased to £3,425 (2022 - £1,711) largely as a result of £588.60 being received at the Rev Jax' Benefice leaving service which was held at Wherwell and a funeral which contributed £570.

Our grateful thanks to everyone who contributed financially, including Wherwell Parish Council for their Grant of £750 and the Village Magazine organisers for the contribution of £1,000.

4. As in previous years, £2,500 was transferred to the No 1 Building Fund to continue growing a reserve for future repairs.
5. With continued falls in Planned Giving and no plans for future Summer Fetes, the PCC's finances remain precarious with a surplus only achieved by paying a small proportion of the Common Mission Fund due. The Common Mission Fund is a voluntary payment, not a legal requirement, and the PCC has asked for the level of our requested contribution to be reviewed downwards in light of the falling numbers making up our 'Worshipping Community'. A formal response is still awaited.

## Reserves Policy

### *General Fund*

It is the PCC's aim to maintain a balance on the General Fund of c £6,000 which equates to approximately two/three months' worth of unrestricted payments as contingency against unforeseen situations.

### *The No 1 Building Fund (Unrestricted)*

This Designated Fund is in place as a reserve to meet the costs of maintaining the Church Fabric and, in particular, works identified in Quinquennial reports. In an ideal world the PCC would wish to build funds of between £10,000 & £15,000 during each 5 year cycle.

Whilst earmarked for Church building works the fund is unrestricted and, at the PCC's discretion, may be used for other/general purposes.

#### *The No 2 Building Fund (Restricted)*

This was established in 2021 and is used for legacies and donations which are specifically given for Wherwell Church. These ringfenced funds will be restricted to the ongoing improvement, restoration and maintenance of Wherwell Church and Churchyard.

#### *The Gordon-Creed Fund*

This Restricted Fund was formed in 2018 through a generous donation of £10,000 from the Gordon-Creed family and to which Gift Aid of £2,500 was recovered.

The funds are to be used on a project benefitting the Church subject to the family agreement.

As recorded above, arrangements are in hand to install new bespoke oak cupboards in the Choir Vestry.

### **Contribution to Church life**

Finally, thank you to all the volunteers who freely donate time, money and effort to the Church without which the PCC would be unable to continue the long tradition of worship in our historic village.

This Trustees' Annual Report was **approved** by the PCC and signed on their behalf by Mrs Pamela Prince, Churchwarden

.....*P. Prince*.....

Date.....*10.1.24*.....

**PAROCHIAL CHURCH COUNCIL OF ST PETER & HOLY CROSS, WHERWELL**

**Statement of Financial Activities**

**Receipts and Payments Summary**

**For the period from 1 January 2023 to 31 December 2023**

	<i>Unrestricted</i>		<i>Restricted</i>	<i>Endowed</i>	<i>Total</i>	<i>Total</i>	<i>Notes</i>
	<i>General</i>	<i>Designated</i>	<i>Funds</i>	<i>Funds</i>	<i>All Funds</i>	<i>All Funds</i>	
	<i>Fund</i>	<i>Funds</i>			<i>2023</i>	<i>2022</i>	
	£	£	£	£	£	£	
<b>Income and endowments from:</b>							
Voluntary Receipts	16,799		500		17,299	21,079	
Activities for Generating Funds	1,249		-		1,249	9,882	
Investment Income	538		-		538	67	
Income from Church Activities	1,806		-		1,806	2,182	
Other Incoming Resources	268		-		268	677	
<b>Total received</b>	<b>20,660</b>	<b>-</b>	<b>500</b>	<b>-</b>	<b>21,160</b>	<b>33,887</b>	
<b>Expenditure on:</b>							
Church Activities:	21,159		3,234		24,393	21,290	
Cost of Generating Funds	291		-		291	1,005	
<b>Total paid</b>	<b>21,450</b>	<b>-</b>	<b>3,234</b>	<b>-</b>	<b>24,684</b>	<b>22,295</b>	
<b>Reconciliation of funds:</b>							7
Excess of Receipts over Payments	(790)	-	(2,734)	-	(3,524)	11,592	
Transfers between funds	(2,500)	2,500	-	-	-	-	8
<b>Net movement in funds</b>	<b>(3,290)</b>	<b>2,500</b>	<b>(2,734)</b>	<b>-</b>	<b>(3,524)</b>	<b>11,592</b>	
Bank Balance b/f at 1 January 2023	11,486	8,500	16,006	-	35,992	24,400	
<b>Bank Balance c/f at 31 December 2023</b>	<b>£8,196</b>	<b>£11,000</b>	<b>£13,272</b>	<b>-</b>	<b>£32,468</b>	<b>£35,992</b>	

# PAROCHIAL CHURCH COUNCIL OF ST PETER & HOLY CROSS, WHEREWELL

## Statement of Financial Activities

## Statement of Assets and Liabilities

As at 31 December 2023

	Unrestricted		Restricted	Endowed	Total	Total	Note
	General	Designated	Funds	Funds	All Funds	All Funds	
	Fund	Funds			2023	2022	
ASSETS	£	£	£	£	£	£	
Bank current account	6,262	-	9,266	-	15,528	9,925	
Bank deposit account	1,934	11,000	4,006	-	16,940	26,067	
<b>Bank and deposit accounts</b>	<b>£8,196</b>	<b>£11,000</b>	<b>£13,272</b>	<b>-</b>	<b>£32,468</b>	<b>£35,992</b>	
Investment assets	-	-	-	-	-	-	
<b>Total assets</b>	<b>£8,196</b>	<b>£11,000</b>	<b>£13,272</b>	<b>-</b>	<b>£32,468</b>	<b>£35,992</b>	
LIABILITIES	-	-	-	-	-	-	
<b>Total liabilities</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	

### Represented by :

	£	£	£	£	£
Unrestricted - General Fund	8,196			8,196	11,486
Designated - No 1 Building Fund		£11,000		11,000	8,500
Restricted - Gordon-Creed Fund			9,266	9,266	12,500
Restricted - No 2 Building Fund			4,006	4,006	3,506
	<b>£8,196</b>	<b>£11,000</b>	<b>£13,272</b>	<b>-</b>	<b>£32,468</b>
					<b>£35,992</b>

This Financial Report for the year ended 31st December 2023, including the notes following, was approved by the PCC and signed by Mrs Pamela Prince, Churchwarden

*P. Prince*

Date *10.1.24*



**PAROCHIAL CHURCH COUNCIL OF ST PETER & HOLY CROSS, WHERWELL**

**Financial statements for the year ended 31 December 2023**

**Receipts & Payments Account Analysis**

	Note	Unrestricted Funds £	Designated Funds £	Restricted Funds £	TOTAL 2023 £	TOTAL 2022 £
<b>RECEIPTS</b>						
<b>Voluntary Receipts</b>						
Planned giving		7,086	-	-	7,086	8,096
Collections at services		3,425	-	-	3,425	1,711
Other giving / voluntary receipts	9a	3,459	-	500	3,959	8,285
Gift aid and GASDS recovered		2,829	-	-	2,829	2,987
		16,799	-	500	17,299	21,079
<b>Activities for Generating Funds</b>						
Jubilee Street Party		-	-	-	-	1,338
Biannual Auction of Promises		-	-	-	-	6,900
Christmas Fayre		1,222	-	-	1,222	1,644
Fundraising other		27	-	-	27	-
		1,249	-	-	1,249	9,882
<b>Investment Income</b>						
Interest received		538	-	-	538	67
<b>Income from Church Activities</b>						
Fees received		1,806	-	-	1,806	2,182
<b>Other Incoming Resources</b>						
VAT recovery		268	-	-	268	677
<b>TOTAL RECEIPTS</b>		<b>20,660</b>	<b>-</b>	<b>500</b>	<b>21,160</b>	<b>33,887</b>
<b>PAYMENTS</b>						
<b>Church Activities:</b>						
Diocesan parish common mission fund		6,500	-	-	6,500	6,500
Clergy costs		558	-	-	558	722
Church running expenses	9b	9,555	-	3,234	12,789	9,446
Church management & administration	9c	4,180	-	-	4,180	4,247
Mission giving and donations	13	366	-	-	366	375
		21,159	-	3,234	24,393	21,290
<b>Cost of Generating Funds</b>						
Jubilee Street Party		-	-	-	-	-
Biannual Auction of Promises		-	-	-	-	497
Christmas Fayre		291	-	-	291	508
Printing booklets / cards		-	-	-	-	-
		291	-	-	291	1,005
<b>TOTAL PAYMENTS</b>		<b>21,450</b>	<b>-</b>	<b>3,234</b>	<b>24,684</b>	<b>22,295</b>
<b>Excess of Receipts over Payments</b>		(790)		(2,734)	(3,524)	11,592
Transfers between funds		(2,500)	2,500	-	-	-
<b>Net movement in funds</b>		(3,290)	2,500	(2,734)	(3,524)	11,592
Balance b/f at 1 January 2023		11,486	8,500	16,006	35,992	24,400
<b>Balance c/f at 31 December 2023</b>		<b>£8,196</b>	<b>£11,000</b>	<b>£13,272</b>	<b>£32,468</b>	<b>£35,992</b>

# PAROCHIAL CHURCH COUNCIL OF ST PETER & HOLY CROSS, WHERWELL

## Notes to the Annual Financial Report for the year ending 31 December 2023

### Accounting Policies

- 1 The financial statements of the PCC have been prepared in accordance with the Church Accounting Regulations 2016 and the Charities Act 2011, using the Receipts and Payments basis.
- 2 The accounts include monetary transactions, assets and liabilities for which the PCC is responsible in law. They do not include the accounts of church groups that owe their affiliations to another body, nor those which are informal gatherings of church members.
- 3 Subject to the above, receipts and payments include income as received and expenditure when irrevocably paid.
- 4 No value is placed on moveable church furnishings held by the Church wardens on trust for the PCC.

### Funds

- 5 Unrestricted funds of the PCC are not subject to any restrictions regarding their use and are available for application to the general purposes of the PCC. These can also include designated funds where the PCC has set aside funds from its unrestricted funds for a particular project.
- 6 Restricted funds are funds subject to specific trusts (for example a letter from the donor at the time of the gift, or by the terms of public appeal), which can only be used for the purposes set out in the trust.

7 Statement of funds					
	Balances b/fwd 1 Jan 2023	Income	Expenditure	Transfers: other gains and losses	Balances c/fwd 31 Dec 2023
	£	£	£	£	£
<b>Endowed Funds</b>	-	-	-	-	-
<b>Restricted Funds</b>					
Gordon-Creed Fund	12,500	-	(3,234)		9,266
No 2 Building Fund	3,506	500	-	-	4,006
	<b>16,006</b>	<b>500</b>	<b>(3,234)</b>	<b>-</b>	<b>13,272</b>
<b>Unrestricted Funds</b>					
General Fund	11,486	20,660	(21,450)	(2,500)	8,196
Designated - No 1 Building Fund	8,500	-	-	2,500	11,000
	<b>19,986</b>	<b>20,660</b>	<b>(21,450)</b>	<b>-</b>	<b>19,196</b>
<b>Total funds</b>	<b>£35,992</b>	<b>£21,160</b>	<b>£(24,684)</b>	<b>-</b>	<b>£32,468</b>

- 8 The Church No 1 Building Fund is classified as a designated unrestricted fund which meets the costs of maintaining the fabric of the Church and those works identified in Quinquennial reports. In the year £2,500 was transferred into this from the General Fund in order to act as a reserve for future repairs.

**Parochial Church Council of St Peter & Holy Cross, Wherwell**

**NOTES (Continued) for the year ending 31 December 2023**

**9 Further Analysis of Receipts and Payments**

<b>Receipts</b>	<b>Unrestricted Funds £</b>	<b>Restricted Funds £</b>	<b>TOTAL 2023 £</b>	<b>TOTAL 2022 £</b>
<b>a All Other Giving/Voluntary Receipts</b>				
Other collections / donations	1,527	500	2,027	3,490
Wall safe	182	-	182	295
Bequests received	-	-	-	2,000
Wherwell & Chilbolton magazine donation	1,000	-	1,000	1,250
Wherwell Parish Council Grant	750	-	750	750
Diocese Energy Grant	-	-	-	500
	<u>3,459</u>	<u>500</u>	<u>3,959</u>	<u>8,285</u>
<b>Payments</b>				
<b>b Church Running Expenses</b>				
Upkeep of services	357	-	357	208
Upkeep of churchyard	2,450	-	2,450	1,290
Cleaning	675	-	675	-
Insurance	3,120	-	3,120	2,939
Electricity & water	1,280	-	1,280	794
Church repairs and maintenance 14	1,673	3,234	4,907	4,215
	<u>9,555</u>	<u>3,234</u>	<u>12,789</u>	<u>9,446</u>
<b>c Church Management &amp; Administration</b>				
Share of benefice administration	3,997	-	3,997	3,730
Sundries	183	-	183	517
	<u>4,180</u>	<u>-</u>	<u>4,180</u>	<u>4,247</u>

- 10 No payments were made to PCC members in the year other than for reimbursement of expenses incurred on behalf of the PCC.
- 11 There were no transactions in the year with persons related to PCC members.
- 12 There have been no related party transactions in the reporting period.
- 13 The donations of £366 shown on Page 9 were represented by:-  
 £150 to Andover Food Bank (£175 in 2022) from the Harvest Festival collection,  
 £115.60 to the DEC Turkey-Syria earthquake appeal from the net proceeds from the Easter lillies,  
 and £100 to The Countess of Brecknock Hospice from a funeral collection.
- 14 The expenditure of £3,234 in the year from the Restricted Gordon-Creed Fund was made up of:-  
 £2,839 paid to Radley House Architects for kitchen/vestry cupboard drawings,  
 and £395 paid to Peak Electrics for initial electric works for the kitchen/vestry project.

## The Independent Examiner's Report

### To the members and trustees of the Parochial Church Council of St Peter & Holy Cross Church, Wherwell.

I report on the accounts of the PCC for the year ended 31 December 2023, which are set out on the preceding pages.

#### Respective responsibilities of the PCC and the examiner

As members of the PCC you are responsible for the preparation of the accounts; you consider that the audit requirement of the Church Accounting Regulations 2016 and section 144(2) of the Charities Act 2011 (*'the 2011 Act'*) do not apply.

It is my responsibility to:

- Examine the accounts under the Church Accounting Regulations and section 145 of the 2011 Act;
- To follow the procedures laid down in the general directions of the Charity Commission under section 145(5)(b) of the 2011 Act; and
- To state whether particular matters have come to my attention.

#### Basis of this report

My examination was carried out in accordance with the General Directions given by the Charity Commission. That examination includes a review of the accounting records kept by the PCC and a comparison of the accounts with those records. It also includes considering 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 requirements of the Act and the Regulationshave 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.....

Mr David Etchells FCA  
The Old Malthouse  
Fullerton Road  
Wherwell  
Andover  
Hampshire SP11 7JS