

# 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 2024

### CONTENTS

	<i>Page</i>
Trustees' Annual Report	2 - 6
Statement of Financial Activities (Receipts and Payments)	7
Balance Sheet (Assets and Liabilities statement)	8
Receipts & Payments Analysis	9
Notes to the Accounts	10 - 11
Report of the Independent Examiner	12

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

*Incumbent:* Rev Kevin Rogers

*Independent Examiner:* Mr David Etchells FCA

*Bankers:* National Westminster Bank PLC, 105 High Street, Winchester, Hampshire SO23 9AW

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

## Trustees' Annual Report for 2024

### 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 Rev'd Kevin Rogers (WEF 19/3/2024)

Warden: Mrs Pamela Prince

*Deanery Synod Member:* Mrs Judith Herridge (until 25/4/2024)

#### *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. The Wherwell Church community was delighted to welcome Rev Kevin Rogers who was licenced as our Rector on 19<sup>th</sup> March at a Service at Sparsholt Church led by the Bishop of Winchester.
2. Five 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.

3. In September, members of the five Benefice Parochial Church Councils met with the aim of starting the process for a five-year strategy. A further meeting is planned for February 2025 but the interim Working Group has drafted strategies for further discussion including:
  - a) Introduction of 'Bubble Church' in Chilbolton
  - b) To introduce 5<sup>th</sup> Sunday 'Bring & Share' lunches
  - c) Review the current pattern of Services across the Benefice
  - d) Expand the number of Benefice House Groups
  - e) Establish a new toddler group serving Chilbolton & Wherwell
  - f) Appointment of an Anna Chaplain in Littleton with the longer term aim of expanding across the Benefice
  - g) Re-establish Parish Visiting Teams across the Benefice

### *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 April 2024 revision, there were 35 names on the Church Electoral Roll, all of whom resided within the Parish, however by the end of the year, of these, one had died and three had moved away. In accordance with current regulations, a new Electoral Roll will be prepared in April 2025, as everyone is removed and must re-apply for addition.

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 7 were Wherwell attendees) which is similar to 2023.

### *Deanery Synod*

5. Our Deanery Synod member, Judith Herridge, left the PCC at the APCM ahead of moving to Devon in the Summer and the post remains vacant. Deanery Synod minutes are circulated to the PCC and should the need arise to raise points this would be undertaken through Chilbolton PCC's representative.

Judith worked tirelessly for the Church, the PCC and Village and is much missed.

There were no major Deanery or Diocese issues affecting Wherwell to report.

### *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 and boxing in of plumbing in the Vestry the works were completed in May. The PCC was very pleased with the results and remaining funds also allowed alterations to a further cupboard in the Choir Vestry and purchase of new Hymn books.

The Quinquennial Report was completed by our Architect during the Spring and fortunately only minor repairs were identified.

Sadly, Bill Prince died during the year. He was previously Organist, Choirmaster, long time PCC Member and together with Ken Wilson spent many hours maintaining our Church and Churchyard.

### *Health & Safety*

7. The following documents were approved for a further year by the PCC on 10<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. A Safeguarding Dashboard, which will monitor key risk areas, has been drawn up ready for approval in early 2025.

The three yearly PCC Member DBS checks are up to date and all PCC members have completed the necessary Church of England Safeguarding Training Courses.

Pam 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. In addition, Planned Giving continues to fall in line with our reducing Worshipping Community. This resulted in the PCC only being able to pay £2,500 towards the total 2024 Common Mission Fund request of £13,465.

For 2025 the Common Mission Fund request will fall to £8,441 largely as a result in the decrease of our Worshipping Community over recent years and accelerated by the Diocese's decision to use a three-year rolling average rather than the five-year figure used in previous years.

2. Overall, the General Fund evidenced a surplus of £3,572 (2023 - £790 deficit).

The total receipts for general unrestricted funds received were £23,031 (2023 – £20,660) and are detailed in the Financial Report. The main reason for the year-on-year increase is that the biennial Auction of Promises was held during the year and which raised £5,569 before Hall hire costs which are still awaited. Our special thanks to the organisers of this and the Christmas Fayre for all their hard work in running such successful fund- raising events.

3. Planned Giving through the Parish Giving Direct Debit Scheme and Banker's Orders totalled £6,982 (2023 - £7,086). Collections at Services reduced to £1,931 (2023 - £3,425) largely as a result of exceptional items in 2023 including £589 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 £750.

4. Some £2,000 of committed expenditure will now be paid in early 2025 covering tree works, roof moss clearance and replacing approximately 20 broken or missing roof tiles.
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.

## 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 three/four 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 five-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*

As recorded above this fund was used to install new oak cupboards and other works with the balance being used to purchase new Hymn books. Having now reduced to a £nil balance the Fund will be closed.

## 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 Rev Kevin Rogers, Rector

.....  
KRogers

Date..... 10 Jan 25 .....

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

**Statement of Financial Activities**

**Receipts and Payments Summary**

**For the period from 1 January 2024 to 31 December 2024**

	<i>Unrestricted</i>		<i>Restricted</i>	<i>Endowed</i>	<i>Total</i>	<i>Total</i>	<i>Notes</i>
	<b>General Fund</b>	<b>Designated Funds</b>					
	£	£	£	£	£	£	
<b>Income and endowments from:</b>							
Voluntary Receipts	13,951	-	-	-	13,951	17,299	
Activities for Generating Funds	6,858	-	-	-	6,858	1,249	
Investment Income	559	-	-	-	559	538	
Income from Church Activities	1,488	-	-	-	1,488	1,806	
Other Incoming Resources	175	-	1,304	-	1,479	268	
<b>Total received</b>	<b>23,031</b>	<b>-</b>	<b>1,304</b>	<b>-</b>	<b>24,335</b>	<b>21,160</b>	
<b>Expenditure on:</b>							
Church Activities:	18,684	-	649	-	19,333	24,393	
Cost of Generating Funds	775	-	-	-	775	291	
Capital Expenditure	-	-	9,921	-	9,921	-	
<b>Total paid</b>	<b>19,459</b>	<b>-</b>	<b>10,570</b>	<b>-</b>	<b>30,029</b>	<b>24,684</b>	
<b>Reconciliation of funds:</b>							7
Excess of Receipts over Payments	3,572	-	(9,266)	-	(5,694)	(3,524)	
Transfers between funds	-	-	-	-	-	-	
<b>Net movement in funds</b>	<b>3,572</b>	<b>-</b>	<b>(9,266)</b>	<b>-</b>	<b>(5,694)</b>	<b>(3,524)</b>	
Bank Balance b/f at 1 January 2024	8,196	11,000	13,272	-	32,468	35,992	
<b>Bank Balance c/f at 31 December 2024</b>	<b>£11,768</b>	<b>£11,000</b>	<b>£4,006</b>	<b>-</b>	<b>£26,774</b>	<b>£32,468</b>	

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

**Statement of Financial Activities**

**Statement of Assets and Liabilities**

**As at 31 December 2024**

	Unrestricted		Restricted Funds	Endowed Funds	Total All Funds 2024	Total All Funds 2023	Note
	General Fund	Designated Funds					
ASSETS	£	£	£	£	£	£	
Bank current account	9,288	-	-	-	9,288	15,528	
Bank deposit account	2,480	11,000	4,006	-	17,486	16,940	
<b>Bank and deposit accounts</b>	<b>£11,768</b>	<b>£11,000</b>	<b>£4,006</b>	<b>-</b>	<b>£26,774</b>	<b>£32,468</b>	
Investment assets	-	-	-	-	-	-	
<b>Total assets</b>	<b>£11,768</b>	<b>£11,000</b>	<b>£4,006</b>	<b>-</b>	<b>£26,774</b>	<b>£32,468</b>	
<b>LIABILITIES</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	
<b>Total liabilities</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	

<b>Represented by :</b>	£	£	£	£	£
<b>Unrestricted - General Fund</b>	11,768			11,768	8,196
<b>Designated - No 1 Building Fund</b>		£11,000		11,000	11,000
<b>Restricted - Gordon-Creed Fund</b>			-	-	9,266
<b>Restricted - No 2 Building Fund</b>			4,006	4,006	4,006
	<b>£11,768</b>	<b>£11,000</b>	<b>£4,006</b>	<b>-</b>	<b>£26,774</b>
					<b>£32,468</b>

This Financial Report for the year ended 31st December 2024, including the notes following, was approved by the PCC and signed by Rev Kevin Rogers, Rector.

..... *K Rogers* .....

Date ..... *10 Jan 25* .....

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

**Financial statements for the year ended 31 December 2024**

**Receipts & Payments Account Analysis**

	Note	Unrestricted Funds £	Designated Funds £	Restricted Funds £	TOTAL 2024 £	TOTAL 2023 £
<b>RECEIPTS</b>						
<b>Voluntary Receipts</b>						
Planned giving		6,982	-	-	6,982	7,086
Collections at services		1,931	-	-	1,931	3,425
Other giving / voluntary receipts	9a	2,320	-	-	2,320	3,959
Gift aid and GASDS recovered		2,718	-	-	2,718	2,829
		<u>13,951</u>	<u>-</u>	<u>-</u>	<u>13,951</u>	<u>17,299</u>
<b>Activities for Generating Funds</b>						
Biennial Auction of Promises		5,927	-	-	5,927	-
Christmas Fayre		931	-	-	931	1,222
Fundraising other		-	-	-	-	27
		<u>6,858</u>	<u>-</u>	<u>-</u>	<u>6,858</u>	<u>1,249</u>
<b>Investment Income</b>						
Interest received		559	-	-	559	538
<b>Income from Church Activities</b>						
Fees received		1,488	-	-	1,488	1,806
<b>Other Incoming Resources</b>						
VAT recovery		175	-	1,304	1,479	268
<b>TOTAL RECEIPTS</b>		<b>23,031</b>	<b>-</b>	<b>1,304</b>	<b>24,335</b>	<b>21,160</b>
<b>PAYMENTS</b>						
<b>Church Activities:</b>						
Diocesan parish common mission fund		2,500	-	-	2,500	6,500
Clergy costs		496	-	-	496	558
Church running expenses	9b	11,128	-	649	11,777	12,789
Church management & administration	9c	4,343	-	-	4,343	4,180
Mission giving and donations	13	217	-	-	217	366
		<u>18,684</u>	<u>-</u>	<u>649</u>	<u>19,333</u>	<u>24,393</u>
<b>Cost of Generating Funds</b>						
Biennial Auction of Promises		358	-	-	358	-
Christmas Fayre		417	-	-	417	291
		<u>775</u>	<u>-</u>	<u>-</u>	<u>775</u>	<u>291</u>
<b>Capital Expenditure</b>						
New Building work to Church		-	-	9,921	9,921	-
<b>TOTAL PAYMENTS</b>		<b>19,459</b>	<b>-</b>	<b>10,570</b>	<b>30,029</b>	<b>24,684</b>
<b>Excess of Receipts over Payments</b>		<b>3,572</b>	<b>-</b>	<b>(9,266)</b>	<b>(5,694)</b>	<b>(3,524)</b>
Transfers between funds		-	-	-	-	-
<b>Net movement in funds</b>		<b>3,572</b>	<b>-</b>	<b>(9,266)</b>	<b>(5,694)</b>	<b>(3,524)</b>
Balance b/f at 1 January 2024		8,196	11,000	13,272	32,468	35,992
<b>Balance c/f at 31 December 2024</b>		<b>£11,768</b>	<b>£11,000</b>	<b>£4,006</b>	<b>£26,774</b>	<b>£32,468</b>

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

**Notes to the Annual Financial Report for the year ending 31 December 2024**

**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 2024	Income	Expenditure	Transfers, other gains and losses	Balances c/fwd 31 Dec 2024
	£	£	£	£	£
<b>Endowed Funds</b>	-	-	-	-	-
<b>Restricted Funds</b>					
Gordon-Creed Fund	9,266	1,304	(10,570)		-
No 2 Building Fund	4,006	-	-	-	4,006
	<b>13,272</b>	<b>1,304</b>	<b>(10,570)</b>	-	<b>4,006</b>
<b>Unrestricted Funds</b>					
General Fund	8,196	23,031	(19,459)	-	11,768
Designated - No 1 Building Fund	11,000	-	-	-	11,000
	<b>19,196</b>	<b>23,031</b>	<b>(19,459)</b>	-	<b>22,768</b>
<b>Total funds</b>	<b>£32,468</b>	<b>£24,335</b>	<b>£(30,029)</b>	-	<b>£26,774</b>

- 8 The No 1 Building Fund is classified as a designated unrestricted fund which is a reserve to meet the costs of maintaining the fabric of the Church and Churchyard, including those works identified in Quinquennial reports, the latest of which was undertaken in 2024.

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

**NOTES (Continued) for the year ending 31 December 2024**

**9 Further Analysis of Receipts and Payments**

<b>Receipts</b>	<b>Unrestricted Funds £</b>	<b>Restricted Funds £</b>	<b>TOTAL 2024 £</b>	<b>TOTAL 2023 £</b>
<b>a All Other Giving/Voluntary Receipts</b>				
Other collections / donations	574	-	574	2,027
Wall safe	246	-	246	182
Wherwell & Chilbolton magazine donation	750	-	750	1,000
Wherwell Parish Council Grant	750	-	750	750
	<u>2,320</u>	<u>-</u>	<u>2,320</u>	<u>3,959</u>

**Payments**

<b>b Church Running Expenses</b>				
Upkeep of services	207	649	856	357
Upkeep of churchyard	2,855	-	2,855	2,450
Cleaning	975	-	975	675
Insurance	3,263	-	3,263	3,120
Electricity & water	1,464	-	1,464	1,280
Church repairs and maintenance	2,364	-	2,364	4,907
	<u>11,128</u>	<u>649</u>	<u>11,777</u>	<u>12,789</u>
<b>c Church Management &amp; Administration</b>				
Share of benefice administration	4,035	-	4,035	3,997
Sundries	308	-	308	183
	<u>4,343</u>	<u>-</u>	<u>4,343</u>	<u>4,180</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 £217 shown on Page 9 were represented by:-  
£142 to Andover Food Bank from the net proceeds from the Easter Lillies collection, plus  
£75 to Andover Food Bank (£150 in 2023) from the Harvest Festival collection
- 14 The brought forward Restricted Gordon-Creed Fund total of £9,266 was spent in 2024, and was made up of:-  
Receipts of £1,304 from the VAT grant recovered on the kitchen/vestry project.  
Expenditure of £10,570 was made up of £9,921 paid to Tucker Joinery & others for the kitchen/vestry project,  
and £649 paid to Eden Commerce for new hymn books.

## 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 2024, 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.

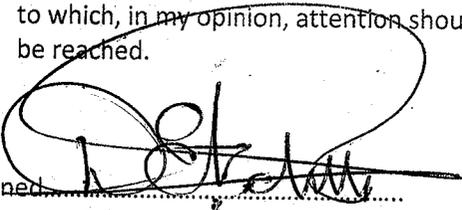
#### Basis of this report

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...19<sup>th</sup> January 2025.....

Mr David Etchells FCA