



*The Lord is my strength and my shield;
my heart trusts in him, and he helps me.
My heart leaps for joy, and with my song I praise him.
Psalm 28:7*

Annual Report and Financial Statements for the parish of Kingsclere

For the year ended 31st December 2023



Introduction and statutory information

The parish of Kingsclere is one of two parishes which together make up the United Benefice of Kingsclere and Ashford Hill with Headley, within the Diocese of Winchester, within the Church of England. Until June 2023 the benefice was in a vacancy. Rev. Pete Williams was appointed as Priest-in-Charge from June 2023.

The parish church is St Mary's. The correspondence address is Church Office, 37 George Street, Kingsclere, Berks, RG20 5NH.

The Parochial Church Council (PCC) is a charity registered with the Charity Commission, number 1164911.

Objectives

The Parochial Church Council (PCC) has the responsibility of working with the incumbent in promoting the whole mission of the Church - pastoral, evangelistic, social and ecumenical - together with care of the church buildings and churchyard. Our benefice vision is defined as: "Follow Jesus, Love God's Family, Bless Others". Our Mission Action Plan was developed from this and the actions we plan to take are all focused on how we can improve the way we Follow Jesus, Love God's family and Bless others.

The membership of the PCC during 2023 was follows:

| | |
|-----------------------|---|
| Vicar (Chair) | Vacant until June 2023 Rev Pete Williams (from June 2023) |
| Churchwardens | John Price (from Feb 2023), re-elected April 2023 |
| Licenced Lay Minister | Steve Green |
| Deanery Synod Members | Janet Larkins (from June 2022) |
| PCC Members | Sara Hannan (from April 2022) Janet Larkins (from April 2022) Kate Pink (from May 2021) John Price (from April 2023) Rodolph de Salis (from April 2023) Lesego Stapley (from May 2021) |
| Co-Opted Members | Matt Hensby (from September 2023) |
| Secretary | Emma Rivers |

PCC members are elected for a three-year term according to the Church Representation Rules. At its APCM in 2005, Kingsclere passed a resolution to set a limit of 3 years for continuous service (unless elected in another capacity) after which an individual would be required to step down for a minimum of 1 year. This has been in operation since April 2006. All regular worshippers are encouraged to register on the electoral roll and stand for election to the PCC.

Officers of the PCC

Chair: Rev Pete Williams (from June '23)

Electoral Roll Officer: Les Wallace

Treasurer: Lesego Stapley

Safeguarding Officer: Emma Rivers

Secretary: Emma Rivers (non-voting)

Sub-Committees & Working Groups

The PCC fulfils its responsibilities by delegating to various smaller groups.

The Standing Committee is a statutory sub-Committee and made up of the Vicar and Churchwardens (ex-officio) and at least two representatives of the PCC. During 2023 the standing committee did not meet, but instead the PCC met as a whole. The Fabric sub-committee deal with issues relating to the fabric of the building. There are two other working groups – the Ministry Team who meet to discuss worship in the parish, and the larder team, who oversee the Community Larder only.

What has the PCC done during the year?

The PCC met 6 times during the year. The average level of attendance was 91%.

During the year, the PCC:

- Managed the appointment of Rev Pete Williams as our Priest in Charge
- Worked closely with Ashford Hill with Headley PCC throughout the appointment process as well as planning services and dealing with benefice-wide issues.
- Carried out essential maintenance on St Mary's Church including repairs to the nave floor and replacement of the carpet.
- Supported a week-long summer holiday club for Primary School aged children.
- Celebrated the Coronation of King Charles
- Received regular reports on the finances of the PCC and reviewed spend against budget, adjusting our CMF contribution as necessary.
- Installed card machines to accept donations more easily.
- Supported a very successful Bank Holiday Fete
- Held services twice-weekly throughout the year as well as special services for festivals and other celebrations,
- Supported Kate Pink, Sarah Mussett and Chryssie Green as they completed the BCM training and were licenced in October 2023.
- Supported Steve Green who was re-licenced as an LLM in October 2023
- Supported Beverley Williams who began her LLM training in September 2023.
- Collected donations and gave to the Community Food Link, Crisis, Macmillan Cancer Care, The Childrens' society and the Poppy appeal at various services and events throughout the year.
- Supported an Alpha Course in the Autumn Term

In addition reports were received from the Treasurer of the PCC accounts, the Deanery representative and others to ensure that the PCC were monitoring and supporting all the activities being undertaken in its name.

Risk

The Council identifies risk in relation to the investments and take appropriate actions to minimise the financial effect of that risk. The Council endeavours to identify the risks relating to their activities and take such action to avoid or minimise such risks.

Statement of trustees' responsibilities

Charity law requires the trustees to prepare financial statements for each financial year which show a true and fair view of the state of affairs of the charity and its financial activities for that year and of its financial position at the end of the year. In preparing those financial statements the trustees are required to:

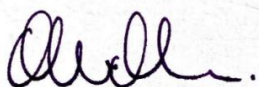
- Set suitable accounting policies and then apply them consistently;
- Make judgements and estimates that are reasonable and prudent;
- State whether applicable accounting standards and statements of recommended practice have been followed, subject to any departures disclosed and explained in the financial statements; and
- Prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operational existence.

The Council is responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and to enable them to ensure that the financial statements comply with the Charities Act 2011. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Safeguarding

Throughout the year the PCC have complied with their duty to have due regard to the House of Bishops' Safeguarding Policy and Practice Guidance.

The above report was adopted by PCC at its meeting on 4th March 2024



Rev Pete Williams (Priest in Charge)

St Mary's Church, Kingsclere
Financial Report – Year ending 31st December 2023

Independent examiner's report to the trustees of Parochial Church Council of St Mary's Church, Kingsclere

I report to the trustees on my examination of the accounts of the Parochial Church Council of St Mary's Church, Kingsclere for the year ended 31 December 2023.

Responsibilities and basis of report

As the charity 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 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 of the Trust 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.



Mark Ellis (ACMA)

21 Coppice Road
Kingsclere
Newbury

26th March 2024

Financial Statements for the Year Ended 31 December 2023

Receipts and Payments Accounts

| | <i>Note</i> | Unrestricted funds £ | Restricted funds £ | Total 2023 £ | Total 2022 £ |
|--|-------------|----------------------------|--------------------------|--------------------|--------------------|
| RECEIPTS | | | | | |
| Voluntary receipts: | | | | | |
| 1. Planned giving | | £32,126.68 | £0.00 | £32,126.68 | £32,446.23 |
| 2. Collections | | £5,958.21 | £0.00 | £5,958.21 | £3,156.77 |
| 3. All other giving/voluntary receipts | 4a | £42,398.43 | £28,443.74 | £70,842.17 | £34,237.99 |
| 4. Tax and Gift Aid recovered | | £11,453.97 | £6,020.96 | £17,474.93 | £13,945.60 |
| | | <u>£91,937.29</u> | <u>£34,464.70</u> | <u>£126,401.99</u> | <u>£83,785.59</u> |
| 5. Activities for generating funds | 4b | £15,003.52 | £0.00 | £15,003.52 | £2,240.90 |
| 6. Investment income | | £11,232.93 | £0.00 | £11,232.93 | -£8,968.21 |
| 7. Church activities | 4c | £6,838.00 | £0.00 | £6,838.00 | £12,033.86 |
| Total receipts | | <u>£125,011.74</u> | <u>£34,464.70</u> | <u>£159,476.44</u> | <u>£89,093.14</u> |
| PAYMENTS | | | | | |
| Church activities: | | | | | |
| 8. Diocesan parish contribution | | £31,965.78 | £0.00 | £31,965.78 | £39,397.15 |
| 9. Clergy and staffing costs | | £24,487.86 | £1,035.04 | £25,522.90 | £27,499.74 |
| 10. Church running expenses | 4d | £51,312.09 | £12,629.41 | £63,941.50 | £34,152.73 |
| | | <u>£107,765.73</u> | <u>£13,664.45</u> | <u>£121,430.18</u> | <u>£101,049.62</u> |
| 11. Cost of generating funds (fete) | | £2,054.28 | £0.00 | £2,054.28 | £0.00 |
| Total payments | | <u>£109,820.01</u> | <u>£13,664.45</u> | <u>£123,484.46</u> | <u>£101,049.62</u> |
| Surplus/(deficit) of receipts over payments | | £15,191.73 | £20,800.25 | £35,991.98 | -£12,056.48 |
| Transfers between funds | | -£13.82 | £13.82 | £0.00 | £0.00 |
| | | £15,177.91 | £20,814.07 | £35,991.98 | -£12,056.48 |
| Cash at bank and in hand at 1 January | | £115,020.29 | £12,485.21 | £127,505.50 | £139,561.98 |
| Cash at bank and in hand at 31 December | | <u>£130,198.20</u> | <u>£33,299.28</u> | <u>£163,497.48</u> | <u>£127,505.50</u> |

Financial Statements for the Year Ended 31 December 2023

Statement of Assets and Liabilities

| | Note | Unrestricted funds £ | Restricted funds £ | Total 2023 £ | Total 2022 £ |
|---|------|----------------------------|--------------------------|--------------------|--------------------|
| Cash funds | | | | | |
| St Marys Bank Account | | £30,158.44 | £30,901.80 | £61,060.24 | £34,262.88 |
| St Marys Petty Cash | | £19.34 | £0.00 | £19.34 | £300.00 |
| Community Food Larder Bank Account | | £0.00 | £2,383.83 | £2,383.83 | £3,548.73 |
| Community Food Larder Petty Cash | | £0.00 | £13.65 | £13.65 | £806.40 |
| | | <u>£30,177.78</u> | <u>£33,299.28</u> | <u>£63,477.06</u> | <u>£38,718.01</u> |
| Investment assets | | | | | |
| Investment funds held at market value | 2 | £100,020.42 | £0.00 | £100,020.42 | £88,787.49 |
| Cash at bank and in hand at 31 December | | <u>£130,198.20</u> | <u>£33,299.28</u> | <u>£163,497.48</u> | <u>£127,505.50</u> |
| Liabilities at year end | | £0.00 | £0.00 | £0.00 | £0.00 |
| Assets retained for church use after liabilities | | <u>£130,198.20</u> | <u>£33,299.28</u> | <u>£163,497.48</u> | <u>£127,505.50</u> |

Notes

- The financial statements of the PCC have been prepared in accordance with the Church Accounting Regulations 2006 using the Receipts and Payments basis.
- Funds are held in the CCLA CBF Church of England Investment Fund. Returns are used for ordinary church purposes.
- In error, at year end, £228.47 was in the St Mary's bank account that should have been transferred to the Community Food Larder Bank Account. It was transferred in January 2024.
- The movements in restricted "R", designated funds "D" and their liabilities during the year were:

| | b/fwd | Receipts | Payments | Transfers | c/fwd |
|-----------------------------------|-------------------|-------------------|-------------------|---------------|-------------------|
| Community Food Larder Fund "R" | £4,155.13 | £7,859.78 | £9,388.96 | | £2,625.95 |
| Mission fund "R" | £1,306.37 | £0.00 | £234.18 | | £1,072.19 |
| Children & Family Fund "R" | £6,754.10 | £1,327.86 | £3,480.82 | | £4,601.14 |
| Kingsclere Sunday School Fund "R" | £289.61 | £0.00 | £289.61 | | £0.00 |
| Christmas Meal Fund "R" | £0.00 | £277.06 | £290.88 | £13.82 | £0.00 |
| Gift Day 2023 Ring Fenced "D" | £0.00 | £25,000.00 | £0.00 | | £25,000.00 |
| | <u>£12,485.21</u> | <u>£34,464.70</u> | <u>£13,664.45</u> | <u>£13.82</u> | <u>£33,299.28</u> |

The Community Food Larder Fund is to be spent on activities and resources for the Community Food Larder.

The Mission fund to be spent on evangelism.

The Children & Family Fund to be spent on children and family activities.

The Kingsclere Sunday School Fund to be spent on childrens' activities

The Gift Day 2023 Ring Fenced monies are designated to be used for Worship Leadership

Financial Statements for the Year Ended 31 December 2023

4. Further Analysis of Receipts and Payments Accounts

| <i>Note</i> | Unrestricted funds £ | Restricted funds £ | Total 2023 £ | Total 2022 £ |
|---|----------------------------|--------------------------|-------------------|-------------------|
| RECEIPTS | | | | |
| a) All other giving/voluntary receipts | | | | |
| General Donations | £26,528.66 | £21,501.13 | £48,029.79 | £12,532.82 |
| Insurance Claims | £3,485.06 | £0.00 | £3,485.06 | £980.00 |
| Community Larder Donations and Grants | £0.00 | £6,942.61 | £6,942.61 | £8,178.56 |
| Fabric projects (incl Drainage) grants and fund raising | £0.00 | £0.00 | £0.00 | £0.00 |
| From Ashford Hill/Headley + Wider Benefice | £12,384.71 | £0.00 | £12,384.71 | £12,546.61 |
| | <u>£42,398.43</u> | <u>£28,443.74</u> | <u>£70,842.17</u> | <u>£34,237.99</u> |
| b) Activities for generating funds | | | | |
| Fete | £12,121.19 | £0.00 | £12,121.19 | £0.00 |
| Lights, Coffee Mornings and other | £2,882.33 | £0.00 | £2,882.33 | £2,240.90 |
| | <u>£15,003.52</u> | <u>£0.00</u> | <u>£15,003.52</u> | <u>£2,240.90</u> |
| c) Church activities | | | | |
| Fees for weddings and funerals | £6,820.00 | £0.00 | £6,820.00 | £10,784.86 |
| Room hire | £18.00 | £0.00 | £18.00 | £1,249.00 |
| | <u>£6,838.00</u> | <u>£0.00</u> | <u>£6,838.00</u> | <u>£12,033.86</u> |
| PAYMENTS | | | | |
| d) Church running expenses | | | | |
| Donations | £1,065.43 | £720.00 | £1,785.43 | £4,572.99 |
| Utilities and rent | £14,425.15 | £0.00 | £14,425.15 | £5,587.52 |
| School Bibles and Mission | £0.00 | £3,889.65 | £3,889.65 | £999.07 |
| Cost of services | £5,484.00 | £0.00 | £5,484.00 | £2,420.66 |
| Repairs and maintenance | £17,408.53 | £0.00 | £17,408.53 | £5,973.62 |
| AV and music | £249.70 | £0.00 | £249.70 | £455.68 |
| Insurance | £5,498.43 | £0.00 | £5,498.43 | £5,044.36 |
| Supplies | £5,749.99 | £8,019.76 | £13,769.75 | £7,838.72 |
| Flowers | £120.72 | £0.00 | £120.72 | £348.61 |
| Cleaning | £808.50 | £0.00 | £808.50 | £775.50 |
| Training | £501.64 | £0.00 | £501.64 | £136.00 |
| | <u>£51,312.09</u> | <u>£12,629.41</u> | <u>£63,941.50</u> | <u>£34,152.73</u> |