

Annual Report
and
Financial Statements
of
St Andrew, Rushmere
Parochial Church Council

The Street, Rushmere St. Andrew, IP5 1DH

Year ended 31st December 2023

Incumbent:

Vacant
(01/01/23 - 16/04/23)

Revd. Alan Comfort
(17/04/23 - 31/12/23)

The Vicarage
253 Colchester Road
Ipswich
IP4 4SH

Bankers:

Lloyds Bank Plc
13 Cornhill
Ipswich
IP1 1DG

Barclays Bank
20/21 Cornhill
Bury St Edmunds
IP33 1DY

Independent Examiner:

Sandy Lloyd, FCA.
107 Humber Doucy Lane
Ipswich
IP4 3NU

2023 Annual Report and Financial Statements - Index

<u>Annual Report</u>	<u>Page</u>
PCC Aims and Objectives	1
PCC Duties and Responsibilities	1
Membership of the PCC	2
Statement regarding Members' Benefits	2
PCC Committees	3
PCC Policies	4
Review of 2023	5
Churchwardens' Report	8
Treasurer's Report	9
Examiner's Report	10
<u>Financial Statements</u>	
Statement of Financial Activities	11
Balance Sheet	12
Income & Expenditure Account	13
Financial Regulations and Accounting Policies	14
Notes to the Financial Statements	17

PCC AIMS AND OBJECTIVES

St. Andrew's Parochial Church Council (PCC) has the responsibility of co-operating with the Incumbent to promote in the ecclesiastical parish the whole mission of the Church: pastoral, evangelistic, social and ecumenical.

When planning the activities for the year, the Incumbent and the PCC have considered the Charity Commission's guidance on Public Benefit, and in particular the specific guidance on charities for the advancement of religion. They have tried to enable ordinary people to live out their faith as part of this parish's community, through:

- worship and prayer, learning about the Gospel, and developing the congregation's knowledge of and trust in Jesus;
- pastoral care for those living in the parish;
- support of work amongst young people of the parish and beyond;
- support of outreach and missionary work.

The specific objective of St Andrew's Rushmere is to be a witness to the Christian faith within the Church of England, drawing people into the worship of God, in particular through its threefold ministry of worship, hospitality and prayer; and allowing a wide range of Anglican traditions to flourish.

PCC DUTIES AND RESPONSIBILITIES

The Parochial Church Council is a corporate body established by the Church of England, and operates under the Parochial Church Council (Powers) Measure. While the PCC is a charity subject to the Charities Act 2011 and associated regulations, it is exempted by order from registering with the Charity Commission, as its normal gross income is below £100,000 per annum.

The members of the PCC are the charity Trustees, and are the "persons having the general control and management of the administration of the charity" (Charities Act 2011, s177). The Trustees are entrusted with the PCC's funds. They must:

- always act responsibly;
- ensure that all decisions are taken for the benefit of the PCC, and not seek personal benefit;
- always act in accordance with the governing documents.

Law applicable to Parochial Church Councils in England requires the members to prepare financial statements for each financial year which give a true and fair view of the PCC's financial activities during the year, and of its position at the end of the year. In preparing financial statements giving a true and fair view, the members should follow best practice, and:

- select suitable accounting policies, and apply them consistently;
- make judgements and estimates that are reasonable and prudent;
- prepare the financial statements on a going concern basis unless it is inappropriate to presume that the Council will continue in operation.

The members are responsible for keeping accounting records which disclose with reasonable accuracy the financial position of the PCC; these will enable them to ascertain the Council's financial position at any time, and allow them to ensure that the financial statements comply with applicable regulations.

The members are also responsible for safeguarding the assets of the Council, and hence taking reasonable steps for the prevention of fraud and other irregularities. They are also specifically responsible for the maintenance of the Church and Hall; and for raising funds to meet the running expenses of the Church, which include the annual Diocesan Parish Share.

A further duty is to have due regard to the House of Bishops' guidance on safeguarding.

MEMBERSHIP OF THE PCC

Members of the Parochial Church Council are ex-officio, or elected by the Annual Parochial Church Meeting (APCM) in accordance with Church Representation Rules, or co-opted. All Church attendees are encouraged to register on the Electoral Roll and stand for election to the PCC. During 2023, the following served as members of the PCC :-

<i>Ex-officio:</i>	Revd. Alan Comfort Revd. Marion Walker	Incumbent and Chair (from 17th April 2023) Associate Priest (PTO)
	Tim Oxbrow Teresa Rose David Chaplin	Lay Vice-Chair & Churchwarden (until 7/6/23) Lay Vice-Chair & Churchwarden (from 7/6/23) Churchwarden (2)
<i>Elected Members:</i>	Kevin Brazier Rachel Daniels Claire Driver	Serving until APCM 2024 “ “
	Bob Batchelor Chris Gibson Gill Ainslie	Serving until APCM 2025 “ “
	Margaret Mellor Mary Odam Tim Oxbrow	Serving until APCM 2026 “ “
	Russell Scates Sue Scotchmere Gill Crisp	Retired at APCM 2023 “ “
<i>Synod Members:</i>	Hilary Platts Robin Brown Paul Hesketh	Serving until APCM 2026 “ Retired at APCM 2023
<i>Appointed at APCM:</i>	David Gill	Reader Licensed to Benefice
<i>Co-opted:</i>	Ruth Silburn	Deputy Churchwarden
<i>Invited to attend:</i>	Chris Yule	Reader with PTO
<i>Officers:</i>	Hilary Platts Chris Gibson Gill Ainslie Bob Batchelor	Secretary Treasurer Electoral Roll Officer Safeguarding Officer

There are currently no vacancies on the PCC.

STATEMENT REGARDING MEMBERS' BENEFITS

No member of the Council, nor any person connected to them, has benefitted from any contract or work awarded or payment made by the Council during the year.

COMMITTEES OF THE PAROCHIAL CHURCH COUNCIL

Standing Committee

This is the only committee required by law, and consists of the PCC Chairman, the three Wardens, PCC Secretary and Treasurer. It has the power to transact the business of the PCC between meetings, subject to any directions of the Council.

Panels

The PCC operates through a number of Panels which meet between full meetings of the Council, and are a central part of the life of our Church. They act in an advisory capacity to the Council and then enact relevant PCC decisions. Apart from covering the broad issues for which they are formed, they may be asked to study and report on specific problems. The Panels, which may include persons who are not members of the Council, are as follows:

***The Education Panel** considers ways and means of increasing the spiritual understanding and knowledge of people of all ages.

***The Growth Panel** supports our commitment to Growing in God. It develops, facilitates and oversees growth projects within the Deanery framework of 'Inspiring Ipswich'.

**During 2023 the work of the Education and Growth Panels was taken over by the Ministry Team.*

The Youth Panel supports our commitment to Growing Younger. It oversees the work of our StAR Toddler Group, StAR Sunday Club and StAR Youth Group.

The Parochial Giving Panel ensures chosen charities are supported by a calendar of fund-raising by the church throughout the year.

The Pastoral Panel supports pastoral care within the parish and neighbourhood and addresses community concerns. It ministers to the sick, housebound and bereaved through visits, home communion and delivering Christmas cards and gifts.

The Social Panel organizes social events to promote fellowship, awareness of the church in the parish and raising funds for the church and charities.

The Fabric Panel attends to major matters relating to the maintenance of the church buildings, the churchyard and car parks. Day-to-day work is overseen by the Wardens and the Working Party.

PCC POLICIES

RISK ASSESSMENT

The PCC (as Charity Trustees) have established systems and procedures to guard against risks.

1. Financial Risk

The PCC has implemented Diocesan advice on financial procedures and budgets, and employs a retired professional accountant as Examiner.

2. Reputational Risk

We are aware of the importance of effective communication and public relations.

We aim that all newcomers and visitors to our church are made welcome.

The church is kept open on weekdays for visitors, Government and Diocesan restrictions permitting.

3. Statutory and Legal Requirements

The PCC regularly reviews health and safety arrangements, and a Health and Safety Policy is in place. A Policy Safeguarding Children, Young People and Vulnerable Adults is in operation, as are statutory policies.

The PCC also carries out the necessary policies and procedures to be a responsible employer.

4. Operational Risk

We are not aware of any specific threats to our church's ability to deliver its objectives.

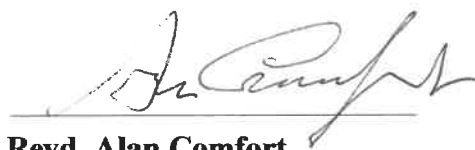
RESERVES

The PCC aims to keep free reserves equivalent to approximately four months current expenditure. In the past free reserves were reduced to below this requirement and the PCC has gradually brought the reserves to £34,000 (2022: £32,000). This matches the required amount as per the Budget for 2024, and the PCC will continue to work to maintain this policy.

INVESTMENTS

Monies in excess of day to day requirements are held in interest bearing accounts, and this policy is reviewed regularly.

This report was approved by the PCC on 21st March 2024, and signed on its behalf by:



Revd. Alan Comfort
Vicar & PCC Chairman



Hilary Platts
PCC Secretary

REVIEW OF 2023

CHURCH LIFE

We started 2023 in an interregnum, with services being led by the Ministry Team and visiting preachers, but we were very pleased to welcome Revd Alan Comfort and his wife Jill to St Andrew's in April.

The usual pattern of Sunday and Thursday morning services took place throughout the year, as well as monthly t@4 (until it was replaced by Messy Church in August), joint evening services with other local Christian Churches (at various venues) and StAR Toddler Group services.

All the festivals and seasons of the church year were celebrated. At Easter, there were evening services during Holy Week, as well as a service of the word and meditation on The Last Hour on Good Friday, an Easter Liturgy and Vigil on Easter Eve, and a dawn service and Communion services on Easter Sunday. Harvest was celebrated with a family service and lunch on October 1st. In November there was a Service of Memories for All Souls' Day, an Armistice Day service, and Remembrance Sunday and Parade of uniformed organisations. During December there was Advent evensong, Crib Service, carols by candlelight, Christmas Eve Eucharist and Christmas Day Family Communion.

Special services during the year were the Licensing and Installation of Revd Alan by Bishop Mike on April 17th and on May 7th to celebrate the Coronation of King Charles III.

In 2023 the Electoral Roll numbered 93; and the average Weekly Attendance was 72 Adults and 5 Young People. There were 4 Baptisms, 6 Weddings, 16 Funerals in Church and 3 conducted at one of the Crematoria, and 5 Committals of Ashes.

The Annual Parochial Church Meeting was held on 23rd March with good attendance. The full Parochial Church Council (PCC) met 7 times during the year (the first 2 via Zoom as well as in person) and the meetings were well attended. The minutes are available on request and can be viewed on the church website. The PCC Panels also met regularly and the minutes from each Panel meeting were presented to the PCC for discussion and action. The PCC has complied with its duty to have due regard to the House of Bishops' guidance on safeguarding children and vulnerable adults. This was led by Bob Batchelor, our Parish Safeguarding Officer, and procedures are reviewed annually.

The Archdeacon's visitation took place in June.

PARISH PLAN

Based upon the Inspiring Ipswich 'Going for Growth' initiative for each parish to have a three-point plan.

To disciple and offer opportunities for exploration of the Christian faith through the provision of Bible Study meetings, originally on Zoom, but in September a second group started and all meeting were in person. During Lent and Advent there were weekly House groups. Three half-day study mornings on Understanding the Holy Communion took place in September, October and November. The parish away-day in May was led by Revd Alan and was an opportunity to look to the future for St Andrew's. Saturday morning Prayer Breakfasts took place on a monthly basis, and Monday prayers – a time of coming together to pray for the church and parish – started in July. With the goal of growing in depth.

Enhance St Andrew's mission to youth and families through the continued employment of a Youth and Families Worker, the work of the Youth Panel and working in conjunction with other churches in the parish. Providing 'Open the Book' at Rushmere Hall Primary School 6 times a year, half-day Christingle and Easter events for families and t@4, Sunday Club, Youth Club and Toddler Group. t@4 was replaced by Messy Church (held in Dumbarton Road Scout Hall) from August. Numbers of children and families attending Messy Church have continued to grow from month to month. In December there was a Nativity Trail in the church for 'youngsters' of all ages. With the goal of growing younger as a church and through church led community engagement growing in influence.

Provide a place of fellowship within the community through the Open Door initiative offering coffee and fellowship on weekday mornings, a friendly face for those visiting the church, attending a grave or wishing to sit in peace and reflect. This aspect of mission continued to flourish, with some visitors going on to attend other church activities. With the goal of growing in number, to feel the love of Jesus and encouraged to explore the Christian faith.

CHURCH GROUPS

YOUTH ACTIVITIES

StAR Toddler Group, for babies and pre-school children with their parents and carers, takes place on Thursday mornings in term time.

StAR Sunday Club, for children from 4 years (plus their parents and carers if they wish), takes place on the 2nd, 3rd and 4th Sundays of each month during the 10.00 am service.

StAR Youth Club, for school years 4–11, meets on Wednesday evenings during term time in the church hall to enjoy games, crafts and activities, and it continues to thrive.

WEDNESDAY GATHERINGS

Rushmere Lunch Club provides a weekly opportunity for up to 30 senior citizens to enjoy a meal and companionship. Many members of our congregation and our community generously give their time to support this much needed activity. There was a special Jubilee Tea in June and a Christmas party for lunch club members and volunteers.

The Mothers' Union meets on the third Wednesday of the month in the Church Hall for fellowship, talks, activities (and tea and cake!)

The Knit and Natter group meets on the first Wednesday of the month, to do as their name implies!

CHURCH GIVING AND CHARITY SUPPORT

THE CMS Support Group supports our link mission partners Dick and Caroline Seed in Cape Town, South Africa.

We continued to support charities near and far through our 'Charities of the Month' collections and other fund-raising activities. In 2023 church groups raised over £15,000, including £4,500 for church funds. Charities we supported include Christian Aid, SHCT (Ride & Stride), RTU, FIND, CMS, the Children's Society, and appeal for the Syria/Turkey earthquake. We also supported FIND by collecting weekly donations of food and contributing to the Christmas Gift Appeal. Much-needed support of these charities was also provided by members of the congregation volunteering their time.

COMMUNITY

A series of concerts in the Spring and Autumn promoted by Music at Rushmere were successful in raising funds for local charities and bringing many visitors into the church.

Coffee mornings and quizzes, offering fellowship and raising funds, took place throughout the year, as well as the bumper RTU sale in November. The Coronation was celebrated in May with activities, games, displays, a quiz and refreshments, and again brought many visitors to the church.

A Family Fun Day which took place in July was enjoyed by many members of the church and community, and the Coronation and Armistice Day were marked by events held in collaboration with Rushmere Parish Council.

The hall and church continue to be booked by community groups, Hope cancer support groups, music groups and choirs for rehearsals and concerts.

A defibrillator has been purchased and will be installed outside the church hall.

PASTORAL AND ENVIRONMENT

Those baptised or married in church during the year were invited to children's activities or Wedding Songs of Praise and anniversary cards were sent by the Pastoral panel. Bereaved families who have had funerals in the church were invited to the Service of Memories in November.

Following the award of Silver Eco Church status, work continues towards a Gold award. A display was held in church and news items appear regularly in *Focus* and *Outlook* to inform and encourage personal responsibility for the environment. Management of church buildings and land, and the use of energy efficient and environmentally friendly products continues to be a priority.

COMMUNICATIONS

Communication was supported through our fortnightly church news pamphlet *Focus*, and our parish magazine *Outlook* was delivered throughout the parish. We continue to reach out to the community through our website www.standrewschurchrushmere.onesuffolk.net and facebook page www.facebook.com/standrew.rushmere.

RELATIONSHIP WITH OTHER CHURCHES

St Andrew's is a committed member of the local Churches Together group, sharing fellowship with other Christian denominations. A bi-monthly Ministers' fraternal helps to maintain close relationships. Joint services with Rushmere Baptist, Colchester Road Baptist, The Salvation Army, St. Mary's RC, All Saints Kesgrave, St. Michael's & St. Mary's Martlesham, and St. John's Brightwell churches took place in 2023.

VOLUNTEER HELP

The work of St Andrew's could not be fully realised without the help and support of a large team of volunteers for services, and for many of the additional 'behind the scenes' tasks. We thank every one of you who contributes to the life and work at St Andrew's, whether it be through giving your time, using your skills, carrying out essential tasks and jobs, or by caring for one another. Our mutual love for our Church and for each other supports us through challenging times, and we thank God for the work he does through us all.

CHURCHWARDENS' REPORT

2023 began with the usual annual Fire, H&S, Safeguarding and Statutory Compliance meetings; all risk assessments and policies were updated. The completed annual Statistics for Mission, Energy Footprint and Finance parish returns were filed with the diocese along with the APCM Annual Report, Electoral Roll certificate and CMS audit of parish officers. The annual inspection, servicing and testing has been undertaken as appropriate on the boiler and gas heaters, the fire safety equipment, the bells and bell frame, the lightning conductors, and portable electrical appliances. The organ and piano have also been tuned regularly. The annual inventory was taken and all items in the Church Terrier were accounted for. Church insurance was renewed, due to expire 31st December 2023.

We are and have been for many years indebted to the numerous individuals and groups of people who maintain the church buildings, grounds, churchyards, and car parks to such a high standard. The congregation and the wider community all benefit enormously from their labours and are very appreciative. Special thanks to the often unseen but highly valued teams who clean the church and church hall, those who take bookings and open/close for events, the regular team who open the church for visitors during daylight hours, those who arrange the flowers and decorate the church at festival times and to the Monday gardening and working party team, and all who so willingly volunteer. These essential activities save St Andrew's considerable sums of money for which we are extremely grateful.

In January 2023 the PCC agreed a phased plan to achieve the National Church objective of Net Zero by 2030. During the year all internal, outdoor sensor, and flood lights have been replaced with LED equivalents, an eco-survey of the congregation undertaken along with awareness displays and literature. In addition, a large area of the front churchyard is left unmown with the addition of bird boxes and a hedgehog house. Thanks to Ruth's lead in this the church has been granted a Silver EcoChurch Award.

The churchyard scrub north boundary has been cleared leaving the large beech and oak as standard trees, a new chain link fence erected and in spring 2025 a wide native species hedge will be planted. Our thanks to the parish Council for funding this environmental enhancement. The WW1 memorial was renovated and it's surrounding garden re-established with new turf and heathers. Again, thanks to Parish Council for funding this and Kevin for doing most of the work. The culmination of the Parish Council Coronation Event held at the church was the planting of three English oak trees alongside the meadow car park.

Two replacement north side soakaways completed the refurbishment of the north nave roof project. Urgent temporary repairs were made to the vestry block flat roof and we await plans from the architect as how best to replace this roof. The Quinquennial report was received in May 2023 and the wardens and fabric group are developing a plan to address the issues raised to present to the PCC.

In addition to the regular maintenance of St Andrew's buildings and grounds and the work noted above, the following work has been completed:-

- The front churchyard and ashes plots continue to be maintained by the Monday team.
- Removal of roof moss, gutter, gully and drain clearance is regularly undertaken.
- The regular clearance of weeds, leaves and debris in the meadow car park undertaken.
- Continued work clearing around the 1856 yew hedge to promote regrowth. Along with pruning of branches intruding into the public access areas.
- The 50/50 contract with the Parish Council for NORSE to cut the rear churchyards continues.
- To avoid a trip hazard in the hall garden, a slope was created where the grass meets the paving.
- The external steps down to the boiler house were scraped clean along with cleaning of the tower steps.
- The hall floor was polished during the summer.
- The floodlights to the front of church have had replacement bulbs and timer.
- Sensor lights have been placed around the church.

Churchwardens -Teresa Rose & David Chaplin

TREASURER'S REPORT

Accounts are prescribed by the Charities Act 2011, Statement of Recommended Practice (Charities SORP (FRS102)) and the Church Accounting Regulations. Church Funds are as follows :-

- (1) Endowment Funds have to be administered by Trustees. Capital has to be invested, and the PCC is authorised to spend only the dividends or interest in accordance with the terms of the Bequest.
- (2) Restricted Funds are gifts or collections for named purposes, and must only be used for the stated purpose.
- (3) Unrestricted Funds are unconditional receipts which are used to maintain and run our church. The PCC may decide to use some of these for a particular purpose when they then become -
- (4) Designated Funds and their purpose may be changed or cancelled by the PCC.

Accounts are on an accruals basis, i.e. includes debtors and creditors; also, Income and Expenditure are shown separately in total - expenses or costs are not deducted from receipts i.e. not netted off.

SUMMARY

2023 has been a good year financially, and vastly better than was expected, with an Operating Surplus for the first time in 4 years. Compared to 2022, general income has risen by nearly £12,000 to £94,249 (+14%), and general expenditure has increased by just under £5,000 to £90,294 (+6%) This has produced a Surplus of £3,955 which has been split between our Unrestricted Reserve Fund (+£2,000) and the Designated Youth Worker Fund (+£1,955) - see 3 & 4 above, and notes 9 & 10 on page 20. However, the Balance Sheet has weakened by just under £8,000 (-5%) to £144,489 due to mostly Roof, Fabric and Youth Worker costs, lessened by the final tranche of the Anderson bequest - see Page 12.

All categories of income were up on 2022, apart from Donations which had an exceptional 2022; Giving (including Gift Aid) was up nearly £10,000 to just over £63,000 due to a greater number of church members; the Summer Fun Day raised an extra £2,000; see the Income & Expenditure statement on page 13 for more detail. The rise in Expenditure was almost entirely due to the increase in Parish Share, which is the Diocesan charge for a Vicar; other categories that were higher than 2022 include Office Expenses due to a greater volume of printing, Running Costs due to the CPR Defibrillator purchase, and Power costs higher as a result of more boiler fuel. The salary of our Youth and Families' Worker has again been paid from Designated reserves. The PCC's cost reduction programme continues to make substantial savings each year compared to costs in 2017 when the programme was started.

A budget for 2024 has been approved by the PCC. This shows an Operating Deficit of £4,000 as a result of an estimated increase in Mission costs outweighing the rise in Income. This Deficit would be met from free Reserves; and Youth Worker costs will again be paid from the Designated Fund. Capital expenditure will be limited to Restricted Funds, and cover mainly roofs and Quinquennial inspection results.

Organisations which use Church premises without paying are: Bell ringers, StAR Youth Club, Lunch Club, Mothers Union and "Music at Rushmere". These are financially autonomous and their accounts are not consolidated with PCC Accounts; some make donations towards church and hall costs.

My very grateful thanks to everyone who has assisted with the financial work in 2023, especially to the Cashiers - Dianne, Kevin & Russell - who do such an invaluable job each month; to Teresa, Dave, Tim Hilary and David for their help; and to Sandy Lloyd for his diligence and advice as our Examiner.

cg 09/02/24

**Parochial Church Council, St Andrew Rushmere
Year ended 31st December 2023**

Independent Examiner's Report to the PCC of St. Andrew, Rushmere

I report on the accounts of the PCC for the year ended 31st December 2023, which are set out on pages 11 to 21.

Respective Responsibilities of the PCC and Examiner

The members of the PCC are responsible for the preparation of the accounts. The members of the PCC consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility :

- (i) to examine the accounts under section 145 of the 2011 Act;
- (ii) to follow the procedures laid down in the general Directions given by the Charity Commission under section 145 (5) (b) of the 2011 Act; and
- (iii) to state whether particular matters have come to my attention.

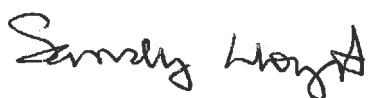
Basis of this Report

My examination was carried out in accordance with the General Directions given by the Charity Commission under section 145 (5) (b) of the Act and found in the Church guidance, 2006 edition, issued by the Finance Division of the Archbishops' Council. 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 I do not express an audit opinion on the view given by the accounts.

Independent Examiners' 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 Act; and
 - to prepare accounts which accord with the accounting records and comply with the requirements of the Act and the Regulations have 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.



Sandy Lloyd, FCA.
107 Humber Doucy Lane
Ipswich
IP4 3NU

Date: 10 April 2024

Parochial Church Council, St Andrew Rushmere

Statement of Financial Activities for the year ended 31st December 2023

	Note	Unrestricted Funds £	Restricted Funds £	Endowment Funds £	TOTAL 2023 £	TOTAL 2022 £
Income & Endowments from:						
Donations and legacies	2(a)	72,507	19,848		92,355	147,132
Charitable activities	2(b)	5,362			5,362	4,738
Other trading activities	2(c)	14,119			14,119	10,567
Investments	2(d)	2,461	163		2,624	422
Total Income		94,449	20,011	0	114,460	162,859
Expenditure on:						
Raising funds	3(a)	1,712			1,712	1,244
Charitable activities	3(b)	95,194	25,842		121,036	155,751
Total Expenditure		96,906	25,842	0	122,748	156,995
Net Gains / Losses		-2,457	-5,831	0	-8,288	5,864
Gain / Loss on Investments	5(a)			408	408	-1,072
		-2,457	-5,831	408	-7,880	4,792
Transfers between Funds	9	0	0	0	0	0
Net Movement in Funds		-2,457	-5,831	408	-7,880	4,792
Reconciliation of Funds:						
Total Funds brought forward		76,124	69,390	6,855	152,369	147,577
Total Funds carried forward		73,667	63,559	7,263	144,489	152,369

N.B. Notes on pages 14 to 21 form part of these accounts.

cg 07/02/24

Parochial Church Council, St Andrew Rushmere

Balance Sheet as at 31st December 2023

	Note	2023 £	2023 £	2022 £	2022 £
FIXED ASSETS	5				
CB Fixed Interest Securities		<u>7,263</u>		<u>6,855</u>	
			7,263		6,855
CURRENT ASSETS					
Debtors and Payments in Advance	6	6,309		5,188	
Lloyds Bank plc Current account		13,296		40,598	
Barclays Bank plc Current account		17,484		47,158	
Lloyds Bank Fixed Term Deposits		90,000		40,000	
Yorkshire Building Society Charities Account		15,587		15,323	
Cash in Hand		<u>500</u>		<u>500</u>	
		143,176		148,767	
LIABILITIES					
Creditors	7	<u>-5,950</u>		<u>-3,253</u>	
NET CURRENT ASSETS			<u>137,226</u>		<u>145,514</u>
NET ASSETS	8		<u>144,489</u>		<u>152,369</u>
FUNDS					
Unrestricted	9				
Balance brought forward 1.1.23		32,000		30,000	
Net incoming/outgoing resources		<u>2,000</u>		<u>2,000</u>	
Balance Carried Forward			34,000		32,000
Designated	10				
Tenor Bell brought forward 1.1.23		1,799		1,799	
Net incoming/outgoing resources		<u>0</u>		<u>0</u>	
Balance Carried Forward		1,799		1,799	
Designated - Bequests - b/fwd 1.1.23		42,325		52,342	
Net incoming/outgoing resources		<u>-4,457</u>		<u>-10,017</u>	
Balance Carried Forward		<u>37,868</u>		<u>42,325</u>	
			39,667		44,124
Restricted	11				
Fabric Fund		20,036		14,367	
Roof Appeal		15,396		24,363	
Organ & Music Funds		11,714		10,713	
Bell Fund		3,620		3,830	
Churchyard Fund		4,142		4,529	
Mission Fund		371		625	
Youth Fund		6,185		7,472	
Toddler Group		937		944	
Sunday School RTU Fund		0		1,067	
Organ Teaching Fund		204		333	
Flower Fund		<u>954</u>		<u>1,147</u>	
			63,559		69,390
Endowment	12				
Nellie Middleditch dec'd		<u>7,263</u>		<u>6,855</u>	
			<u>144,489</u>		<u>152,369</u>

Approved by the Parochial Church Council
of St Andrew, Rushmere on: *21st March, 2024*
and signed on its behalf by:



Revd. A. Comfort
Vicar & PCC Chairman



C. Gibson
PCC Treasurer

N.B. Notes on pages 14 to 21 form part of these accounts

cg 07/02/24

PCC St. ANDREW, RUSHMERE

INCOME & EXPENDITURE ACCOUNT - 2023

cg 20/01/24	Actual 12 Months 2023 £	Actual 12 Months 2022 £	Actual 12 Months 2021 £
Income			
Planned Giving - S/Orders	34,780	30,838	33,199
Planned Giving - Other	9,232	7,072	9,282
Collection - Plate	5,247	3,232	1,907
Pew Aid	1,403	1,200	1,264
Donations	7,831	13,088	8,678
Tax Refund	12,432	10,962	11,350
Statutory Fees	4,602	4,278	4,643
Church Heating	760	460	0
Hall Hire	7,154	6,988	3,538
Magazine Adv.	1,905	630	0
Events	5,037	2,927	0
Interest/Investment	2,461	224	194
Other Income	1,405	497	226
Total Income	94,249	82,396	74,281
Expenditure			
Parish Share	72,213	67,813	67,446
Mission	0	421	51
Interregnum	825	2,584	0
Clergy Expenses	196	507	576
Office Expenses	2,078	1,746	2,637
Church/Hall Running Costs	3,814	2,033	2,231
Oil, Gas & Electricity	3,525	2,235	1,287
Church/Hall Insurance	2,860	2,600	2,511
Church/Hall Maintenance	407	955	776
Director of Music	0	450	3,307
Choir / Music	641	893	646
Altar Requisites	218	72	154
Magazine	1,710	1,682	0
Events	1,712	1,244	57
Examiner Fee	95	95	95
* [Youth work]	[6,000]	[5,083]	[3,365]
Total Expenditure	90,294	85,330	81,774
Operating Surplus/ - Deficit	3,955	-2,934	-7,493

* Youth work costs NOT included in Total Expenditure as they are funded from Designated Reserves.

**Parochial Church Council, St Andrew Rushmere
Year ended 31 December 2023**

Financial Regulations and Accounting Policies

By a resolution dated 10th July 1997, the PCC delegated to the Standing Committee its duties of compliance with the requirements of the Charities Act 2011 and Church Accounting regulations and in particular to:

1. Ensure that proper accounting records are kept which are sufficient to show and explain all the PCC's transactions including a record of relevant assets and liabilities in three categories:
 - Unrestricted funds
 - Restricted funds
 - Endowment funds.
2. Prepare an annual account and report based on the accounting policies shown below, which shall be presented to the Annual Parochial Church Meeting in accordance with Church Representation Rules.
3. Arrange for a suitable independent examination or audit of the financial statements.

On a day to day basis the Standing Committee will ensure that:

- All cash collections are counted and recorded in the Register of Services at the conclusion of each service.
- All Planned Giving envelopes are opened promptly and the amount contained properly recorded.
- All monies received are banked promptly.
- All payments made have been properly authorised by the PCC save that any emergency payments may be made with the approval of a majority of the members of the Standing Committee and reported to the next meeting of the PCC.
- All Changes and withdrawals from bank accounts or investments shall be signed by two authorised members of the Standing Committee; except when the Treasurer needs to make a rapid investment decision (as agreed by PCC at meeting January 2012) and is reported to the next meeting of the PCC.

When there is any delay to opening envelopes or banking monies (for example due to Covid-19 restrictions) all items are locked securely in the church safe.

Accounting Policies

Basis of Preparation of Financial Statements

The accounts have been prepared in accordance with Church Accounting Regulations and 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 (FRS 102) (effective 1 January 2015), updated on 2 February 2016 (Charities SORP (FRS102)), the Financial Reporting Standard applicable in the UK and the Republic of Ireland (FRS102).

The accounts 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 give a 'true and fair' view. Any such departure has involved following Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued on 16 July 2014, updated on 2 February 2016, rather than the Accounting and Reporting by Charities: Statement of Recommended Practice effective from 1 April 2005, which has since been withdrawn.

St Andrew Rushmere PCC meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value, unless otherwise stated in the relevant accounting policy note.

Parochial Church Council, St Andrew Rushmere
Year ended 31 December 2023

Financial Regulations and Accounting Policies (Continued)

Funds

General Funds are unrestricted funds which are available for use at the discretion of the PCC in furtherance of the general objectives of the Church and which have not been restricted to other purposes. These include Designated funds which have been set aside for a particular purpose by the PCC.

Restricted Funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the Church members for particular purposes. The costs of raising and administering such funds are charged against the specific fund. The aim and use of each restricted fund is set out in the Notes to the Financial Statements.

The Endowment Fund is used in accordance with specific restrictions as set out in the Notes to the Financial Statements.

The accounts include all transactions, assets and liabilities for which the PCC can be held responsible; save those of Parochial Organisations whose annual net income and assets do not exceed £1,000 provided those organisations have produced a statement made up to 31st December to their members and to the Church Treasurer by 31st January following. They do not include the accounts of church groups that owe affiliation to another body, nor those that are informal gatherings of church members.

Income

Income is recognised when the PCC has entitlement to the funds, any performance conditions attached to the income have been met, and it is probable that the income will be received and the amount can be measured reliably. Income is classified under the following 4 headings :

Donations and Legacies

Donations and collections are recognised when received.

Amounts receivable under Gift Aid are only recognised when honoured by the donor.

Income tax recoverable on gift aid donations is recognised on an accruals basis.

Grants and legacies to the PCC are accounted for when the PCC has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

Charitable activities

Parochial fees due to the PCC for weddings, funerals etc. are accounted for on an event basis.

Other trading activities

Magazine advertising income is accounted for when earned.

Sales of books and magazines from the church bookstall are accounted for gross.

Rental income from the letting of church premises is accounted for when earned.

Funds raised by fetes, garden parties and similar events are accounted for gross, with the associated costs included as fundraising expenditure. The income is accounted for when received.

**Parochial Church Council, St Andrew Rushmere
Year ended 31 December 2023**

Financial Regulations and Accounting Policies (Continued)

Investments

Interest is accounted for on accruals basis, and when the amount can be measured reliably by the PCC - this is normally upon notification of the interest paid or payable by the Bank or deposit taker.

Investment gains and losses

Realised gains or losses are recognised when investments are sold. Unrealised gains or losses are accounted for on revaluation of assets at 31st December.

Expenditure

Expenditure is recognised once there is a legal or constructive obligation to make a payment to a third party, it is probable that settlement will be required, and the amount of the obligation can be measured reliably. Expenditure is classified under the following 2 headings :

Raising Funds

Costs of raising funds include expenditure for fundraising events.

Charitable activities

Expenditure on charitable activities includes the costs of activities undertaken to further the purposes of the church and their associated support costs.

Fixed Assets

Consecrated and benefice property is excluded from the accounts.

No value is placed on moveable church furnishings held by the churchwardens on special trust for the PCC and which require a faculty for disposal since the PCC considers this to be inalienable property. All expenditure incurred during the year on consecrated or benefice buildings and moveable church furnishings, whether maintenance or improvement, is written off as expenditure in the SOFA and separately disclosed.

Other land and buildings

Other land and buildings held on behalf of the PCC for its own purposes is valued at market value. No depreciation is charged against such properties but any expenditure on maintenance or improvement is written off as incurred.

Other fixtures and fittings

Equipment used within the church premises or for church purposes is depreciated on a straight line basis over 4 years, save that individual items costing less than £2,000 may be written off in the period in which the asset is acquired.

Investments

Investments are valued at market value at 31st December.

Parochial Church Council, St Andrew Rushmere

cg 22/03/24

Notes to the Financial Statements for the year ended 31 December 2023

2. INCOME	Unrestricted Funds £	Designated Funds £	Restricted Funds £	Endowment Funds £	TOTAL 2023 £	TOTAL 2022 £
2(a) Donations and Legacies						
Planned giving	44,012				44,012	37,910
Gift Aid	12,432		187		12,619	11,028
Collections (open plate)	6,650				6,650	4,432
Donations	3,114				3,114	5,864
Donations to church & hall costs	4,757		2,698		7,455	75,317
Donations for Organ Repair			1,081		1,081	1,116
Bequests			12,876		12,876	8,000
Youth Work		200	3,006		3,206	3,010
Wall Safe	1,342				1,342	391
Other income	0				0	64
	72,307	200	19,848	0	92,355	147,132
<i>2022 Comparatives</i>	<i>66,867</i>	<i>1,560</i>	<i>78,705</i>	<i>0</i>	<i>147,132</i>	<i>105,330 *</i>
2(b) Charitable activities						
Wedding Fees and Collections	1,965				1,965	1,384
Funeral, Burial & Memorial	3,397				3,397	3,354
	5,362	0	0	0	5,362	4,738
<i>2022 Comparatives</i>	<i>4,738</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>4,738</i>	<i>4,643 *</i>
2(c) Other trading activities						
Magazine advertisements	1,905				1,905	630
Hall lettings	7,154				7,154	6,988
Rent and Wayleave	23				23	22
Social Events, etc	5,037				5,037	2,927
	14,119	0	0	0	14,119	10,567
<i>2022 Comparatives</i>	<i>10,567</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>10,567</i>	<i>3,561 *</i>
2(d) Investments						
CB Investment Fund Interest			157		157	198
Bank Interest - Fixed term	1,973		6		1,979	0
Yorkshire Building Society	488				488	224
	2,461	0	163	0	2,624	422
<i>2022 Comparatives</i>	<i>224</i>	<i>0</i>	<i>198</i>	<i>0</i>	<i>422</i>	<i>417 *</i>
TOTAL INCOME	94,249	200	20,011	0	114,460	162,859
<i>2022 Comparatives</i>	<i>82,396</i>	<i>1,560</i>	<i>78,903</i>	<i>0</i>	<i>162,859</i>	<i>113,951 *</i> <i>(2021) *</i>

Parochial Church Council, St Andrew Rushmere

Notes to the Financial Statements for the year ended 31 December 2023

3.EXPENDITURE	Unrestricted Funds £	Designated Funds £	Restricted Funds £	Endowment Funds £	TOTAL 2023 £	TOTAL 2022 £
3(a) Raising funds						
Social Events	1,712		0		1,712	1,244
<i>2022 Comparatives</i>	<i>1,244</i>		<i>0</i>		<i>1,244</i>	<i>57 *</i>
3(b) Charitable activities						
Ministry:						
Diocesan Parish share	72,213				72,213	67,813
Clergy costs	196				196	507
Mission costs	0		3,321		3,321	828
Church running and						
Running Expenses	11,024		193		11,217	9,452
Maintenance	407	562	19,818		20,787	65,186
Parish magazine costs	1,710				1,710	1,682
Youth work		6,050	2,301		8,351	6,354
Choir, organ and music	641		209		850	2,016
Altar requisites and service	218				218	72
Office expenses	2,078				2,078	1,746
Governance costs	95				95	95
Depreciation					0	0
	88,582	6,612	25,842	0	121,036	155,751
<i>2022 Comparatives</i>	<i>84,086</i>	<i>6,643</i>	<i>65,022</i>	<i>0</i>	<i>155,751</i>	<i>95,503 *</i>
TOTAL EXPENDITURE	90,294	6,612	25,842	0	122,748	156,995
<i>2022 Comparatives</i>	<i>85,330</i>	<i>6,643</i>	<i>65,022</i>	<i>0</i>	<i>156,995</i>	<i>95,560 *</i> <i>(2021) *</i>

cg 22/03/24

Parochial Church Council, St Andrew Rushmere

Notes to the Financial Statements for the year ended 31 December 2023

4. STAFF COSTS

In 2023 the PCC employed a Youth and Families Worker with remuneration of £6,050 (2022 - £5,083).

The PCC enjoyed the services of a host of volunteers which included a parish secretary, treasurer, planned giving recorder, safeguarding officer, magazine advertisement supervisor, magazine editor, parish clerk, hall secretary, hall managers, gardening party, working party, cleaners and flower arrangers; also, the services of two vergers and an organist were supplied for Funerals and Weddings, and for each service their relevant fee was paid by the particular estate or family.

5. FIXED ASSETS FOR USE BY THE PCC

5(a) Investments (Endowment)

St. Edmundsbury and Ipswich Diocesan Board of Finance are Trustees for the Nellie Louisa Middleditch Trust which is an endowment fund invested in CB Fixed Interest Securities :-

Value @ 01.01.2023	<u>£</u> 6,855
Realised gain / Unrealised change on revaluation	<u>408</u>
Value @ 31.12.2023	<u>7,263</u>

	Cost	<u>Value at 31.12.23</u>	<u>Value at 31.12.22</u>
	<u>£</u>	<u>£</u>	<u>£</u>
CB Fixed Interest Securities – 5,018 shares	7,224	7,263	6,855

5(b) Tangible fixed assets

All purchases of assets are authorised and minuted by the PCC.

All individual assets costing less than £2,000 and paid for in full, are treated as expenditure in the year.

There were no purchases of Fixed Assets costing £2,000 or more in 2023; all previous expenditure on such assets has been fully depreciated.

6. DEBTORS

	<u>2023</u>	<u>2022</u>
	<u>£</u>	<u>£</u>
Income Tax Recoverable	4,450	3,448
Accrued Interest	664	169
Sundry Debtors	<u>1,195</u>	<u>1,571</u>
	<u>6,309</u>	<u>5,188</u>

Parochial Church Council, St Andrew Rushmere

Notes to the Financial Statements for the year ended 31 December 2023

7. LIABILITIES: AMOUNTS FALLING DUE WITHIN ONE YEAR

	<u>2023</u>	<u>2022</u>
	<u>£</u>	<u>£</u>
Church Running costs	1,115	1,270
Diocesan Fees	-	-
Other Creditors	<u>4,835</u>	<u>1,983</u>
	<u>5,950</u>	<u>3,253</u>

Other Creditors includes the Independent Examiner's remuneration of £95 (£95 in 2022).

8. ANALYSIS OF NET ASSETS BY FUND

	Unrestricted Funds	Restricted Funds	Endowment Funds	Total
<u>2023</u>	<u>£</u>	<u>£</u>	<u>£</u>	<u>£</u>
Fixed Assets	-	-	7,263	7,263
Current Assets	79,617	63,559	-	143,176
Current Liabilities	<u>(5,950)</u>	<u>-</u>	<u>-</u>	<u>(5,950)</u>
	<u>73,667</u>	<u>63,559</u>	<u>7,263</u>	<u>144,489</u>
<u>2022</u>	<u>76,124</u>	<u>69,390</u>	<u>6,855</u>	<u>152,369</u>

9. GENERAL (UNRESTRICTED) FUND

The General Fund is used to meet the expenses of running the Church and to provide a fund to draw on to meet commitments when fundraising falls short. This account represents the balance of previous years when income has exceeded expenditure. In 2023 the Surplus of £3,955 has been split between this General Fund (£2,000), and the Youth Worker Designated Fund (£1,955) - see note 10 below. Thus the balance of this General Fund is £34,000 at the year-end (2022: £32,000) to comply with the PCC Reserves Policy as set out on Page 4 of this Annual Report.

10. DESIGNATED FUNDS

These funds represent specific unrestricted donations received, which the PCC have earmarked for specific purposes. They can be un-designated, or re-designated, by the PCC at any time.

During 2004 a project was instigated to raise money to purchase and install a new tenor bell in the church tower. The balance of £1,799 will be held as a fund to support future maintenance and repair of the bells.

In 2015 a Bequest of £20,000 was received from the Estate of William Strong, deceased, and mostly designated to meet the cost of youth work; withdrawals totalling £6,050 were made in 2023 (2022: £5,083) leaving £6,095. At 31/12/2023 this Strong Fund was combined with the Strong Fabric Designated Fund and was re-designated the Youth Worker Fund; with the share of the 2023 Surplus included (see note 9 above) there are now total funds of £13,050 to meet the future costs of our Youth Worker.

The total change in all Designated Funds during 2023 has been a reduction to £39,667 (2022: £44,124) .

Parochial Church Council, St Andrew Rushmere

Notes to the Financial Statements for the year ended 31 December 2023

11. RESTRICTED FUNDS

	Balance at 01/01/2023	Movement in 2023	Balance at 31/12/2023
	£	£	£
Fabric Fund	14,367	5,669	20,036
Roof Appeal	24,363	(8,967)	15,396
Organ & Music (incl. Choir Fund)	10,713	1,001	11,714
Bell Fund	3,830	(210)	3,620
Churchyard Fund	4,529	(387)	4,142
Mission Fund	625	(254)	371
Youth Fund	7,472	(1,287)	6,185
Toddler Group	944	(7)	937
Sunday School RTU Fund	1,067	(1,067)	0
Organ Teaching	333	(129)	204
Flower Fund	<u>1,147</u>	<u>(193)</u>	<u>954</u>
	<u>69,390</u>	<u>(5,831)</u>	<u>63,559</u>

These funds represent monies given to, or raised by the PCC, for a specific purpose. Any use of these funds has to be in line with the purpose stated at the time of the donation.

Fabric Fund - Donations for the upkeep of the Church and Hall fabric.

Roof Appeal Fund - Money received to be used for the repair of the north Nave and Aisle roof. The remaining balance of £15,396 at 31/12/23 will be held over for further roof-related projects.

Organ & Music Fund - Funds retained following the restoration of the Church organ, plus funds specifically raised for the future maintenance of the organ or Church pianos; and funds for the provision of church music.

Bell Fund - Bequest to be used for future maintenance and repairs.

Churchyard Fund - Money given for the upkeep of the churchyard.

Mission Fund - For the provision of mission to the parish of St. Andrew, Rushmere.

Youth Fund - Donations towards the PCC's youth work.

Sunday School RTU Fund - Funds raised to go to Reaching The Unreached for building homes in India.

Organ Teaching Fund - For the provision of teaching selected young people to play the Church organ.

Flower Fund - For the provision of flowers within the Church.

12. ENDOWMENT FUND

Bequest Nellie Middleditch – Capital perpetual – object of keeping the churchyard in good order, and in particular the grave space and memorial stone of Rose Alice and George Thomas Middleditch. Interest received (£156 in 2023) is transferred to the Churchyard Restricted Fund, as per the Charities Act 2011.

The value of the Endowment Fund at 31/12/2023 was £7,263 (£6,855 as at 31/12/22) - see note 5(a) above.

cg 07/02/24

