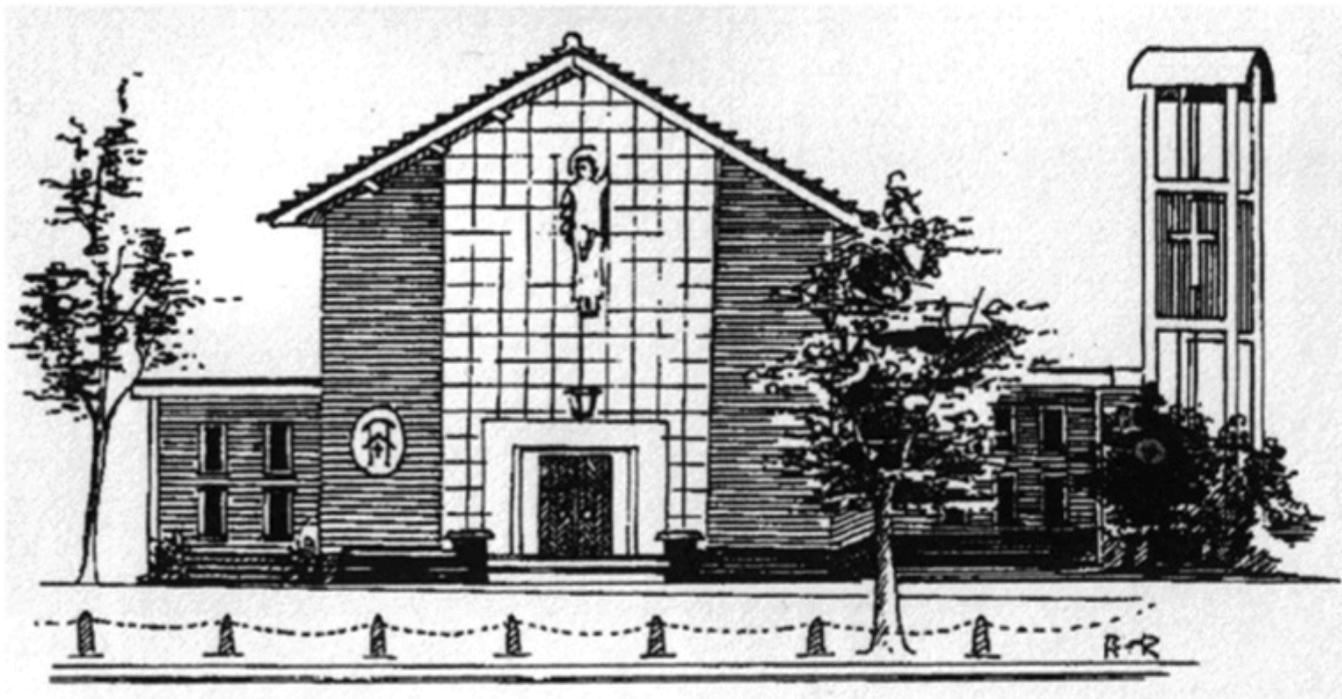


**St. Andrew's Church in the Westlands,**  
**Newcastle-under-Lyme**  
**in the Diocese of Lichfield**



[www.churchinthewestlands.org.uk](http://www.churchinthewestlands.org.uk)

**ANNUAL REPORT AND ACCOUNTS OF THE  
PAROCHIAL CHURCH COUNCIL**

*CHARITY COMMISSION REFERENCE 1132163*

**ANNUAL ACCOUNTS 2023**

(Incorporating the Annual Accounts of the Lichfield  
Diocesan Trust no 1439 St Andrew the Westlands)

**Incumbent:**

Revd Andrew Dawswell  
The Vicarage  
50, Kingsway West  
Newcastle-under-Lyme  
ST5 3PU

**Bank:**

National Westminster Bank plc  
75, High Street,  
Newcastle-under-Lyme,  
Staffordshire,  
ST5 1PN

**Independent Examiner:**

Richard Booth  
117 Dartmouth Ave,  
Newcastle-under-Lyme,  
Staffordshire  
ST5 3NR

## Welcome

Welcome to the Annual Report and Accounts of St. Andrew's Church, Westlands and welcome to our Church, whether you are a regular or a newcomer just paying us a visit. Please come back soon!



A special welcome to any who have joined us for the first time this year, it is good to have new people with us as we try and grow together as part of God's Church here in the Westlands.

The Annual Report should provide you with all the legally required information, but hopefully it will also provide you with a flavour of what has taken place at St. Andrew's over the last year.

This will also be supplemented by a number of other reports to be presented at the Annual Parochial Church Meeting (APCM) on Sunday 12<sup>th</sup> May at 6.30pm. Please feel free to join us then if you can.

If you would like to know more about our work then please ask the Vicar, Churchwardens or any other members of the Parochial Church Council (PCC).

## Administrative Information

St. Andrew's is situated at the top of Pilkington Avenue in the heart of the Westlands.

St. Andrews is registered as a Charity with the Charity Commission, reference 1132163, as *The Parochial Church Council of the Ecclesiastical Parish of St. Andrew, the Westlands*. Its working name is *St. Andrew's PCC, Westlands* and further details of our registration can be found on the Charity Commission website, along with Annual Reports from previous years, which can also be found on the Church website.



The Correspondence address for the Charity is that of the Vicarage: 50, Kingsway West, Newcastle-under-Lyme, Staffordshire, ST5 3PU

## **Trustees**

The Trustees of the Charity are the members of the PCC of St. Andrew's Church in the Westlands. Members of the PCC are either ex officio or elected by the APCM in accordance with the Church Representation Rules.

Our vicar, Andrew Dawswell serves as Chairman, along with:

Until May 2023: Margaret Hollins (churchwarden), Alan Swanborough, Helen Collins (Churchwarden), Sara Froggatt, Helen McGarry, Gillian Moss, Stuart Rushton, Chris Gill (treasurer), Irene Hardacre, Jane Machin, Sam Jones (Secretary), Stuart Jackson, Tania Arnold, Bob Bell, Naomi Savage, Paul Honeyfield, Naomi Savage & Marie Bateman; and our deanery synod reps: Glenys Gill & Helen Swanborough.

From May 2023: Margaret Hollins (churchwarden), Helen Collins (Secretary), Sara Froggatt, Helen McGarry, Gillian Moss, Stuart Rushton, Chris Gill (treasurer), Irene Hardacre, Jane Machin, Sam Jones (Churchwarden), Stuart Jackson, Tania Arnold, Bob Bell, Naomi Savage, Marie Bateman, David Leech, Karen Gallagher & Steve Forrester; and our deanery synod reps: Glenys Gill, Helen Swanborough & Alan Swanborough

## **Structure, governance and management**

The PCC is a corporate body established by the Church of England. The PCC operates under the Parochial Church Council Powers Measure (1956), as amended, and the Church Representation Rules.

As well as having oversight of the general finances of the Church, the PCC are also Managing Trustees of the Lichfield Diocesan Trust no 1439 St. Andrew the Westlands (a separate charity with registration number 203230). The capital element of this trust has for many years been invested so as to provide an income stream for the Church, the capital element being held as restricted funds and the interest or income being paid over to the main charity to be utilised by the PCC for the work of the Church generally. We envisage however that the whole of this trust is likely to be expended in the coming year as part of the financing of our major building project. The finances for this trust are incorporated within the financial statements that follow.

The PCC has ultimate responsibility for a wide range of matters affecting the Parish and endeavours to keep itself abreast of current information on such issues as Health and Safety, Disability Discrimination legislation and Child Protection either through "local" guidance or through wider Diocesan advice, or often a mixture of both.

Apart from the Standing Committee of the PCC, the Church has three significant ongoing committees to consider its important areas of work – Worship; Mission Partners; and Facilities. PCC members generally each serve on at least one committee along with others who have a keen interest in the particular area covered by the committee. These committees will bring recommendations to the PCC for consideration. Each has a delegated authority to spend up to £200. Non-routine expenditure above this sum requires two quotations and Standing Committee authorisation.

In addition, a funding committee for the new hall project has continued, also taking the lead in setting a new direction when the original scheme proved to be unaffordable

## Objectives and Activities

The primary objective of the PCC is to promote the Gospel of our Lord Jesus Christ and in accordance with the Parochial Church Council Powers Measure (1956), as amended, it co-operates with the minister in promoting within the parish the whole mission of the Church, pastoral, evangelistic, social and ecumenical.

For the majority of 2023 we continued using the mission statement of the Church in the Westlands local ecumenical partnership that we shared with St Peters 'we are committed in the power of the Holy Spirit that our worship, service and witness will demonstrate to everyone the love of Jesus Christ.' Though there is nothing in that we would disagree with, we decided to review the words we use in our publicity, and in September agreed instead to use the following, which we are calling our 'welcome message'



## Public Benefit

The trustees of the Charity are aware of the Charity Commission's guidance on public benefit in The Advancement of Religion for the Public Benefit and have had regard to it in their administration of the Charity.

The trustees believe that, by promoting the work of the Church of England in the Ecclesiastical Parish of Saint Andrew, the Westlands, it helps to promote the whole mission of the Church (pastoral, evangelistic, social and ecumenical) more effectively, within the Ecclesiastical Parish, and that in doing so it provides a benefit to the public by:

- Providing facilities for public worship, pastoral care and spiritual, moral and intellectual development, both for its members and for anyone who wishes to benefit from what the Church offers; and
- Promoting Christian values, and service by members of the Church in and to their communities, to the benefit of individuals and society as a whole.

## Volunteer Input

In all of this, we are immensely grateful for all those who willingly give of their time to contribute to the charitable activities of the PCC or in providing funds. The extensive nature of all our volunteers is such that it would be almost impossible to quantify the contribution in terms of hours or an indicative value of this contribution.

Many of those on our Electoral Roll are willing volunteers in one form or another and the work undertaken in meeting our objectives simply could not happen without the considerable contribution of many people within the Parish and beyond.

## Achievements and Performance

### Worship & Bible study

Three regular Sunday worship services have largely continued in the established pattern, though from October, where there is a fifth 10:45am service in the month, this has been communion. Wednesday Morning Prayer and Friday Compline have also continued, being held online. Many special services have also been arranged, including:

- Daily gatherings during Holy Week
- Annual memorial & thanksgiving service in October
- Remembrance Service in November
- Christmas services including Christingle, all age carols, candlelit carols, crib service and midnight communion.

Online worship videos were produced until December, the work being shared with St Giles and the Bucknall ministry team. These were also made available via telephone.

Four different homegroup Bible study groups met during the year, three in person and one online. Studies looked at Jesus' parables, the importance of the Bible to Christians and how to get the most out of the different types of writing within it, and finally the book of Isaiah.

Andrew produced and ran a Lent course focussing mainly on the core teachings of Christianity, but including some comparisons to Islamic teaching.

Members of St Andrews participated in shared worship at the Congregational church in January as well as Good Friday and Christmas services in the town centre, arranged by Newcastle Churches Together.

Pastoral visiting, bereavement visits and home communions continue; a group gave out personal invitations to our Harvest services; and another went carol singing locally in December

### **Children & families ministry**

Ably assisted by many volunteers, Naomi continued to organise a range of activities for children and families, including:

- Sunday Club during 10:45am services
- Xcite – a weekly club currently for children in school years 5-8
- Little Sparklers – a weekly group for parents & children age 0-3
- Monthly Messy Church
- a week long Epic Explorers holiday club in July for children aged 5-11
- Primary school assemblies each week in Westlands, Langdale & Friarswood schools, and occasional ministry with other schools
- Rock Solid and Stepping Stones – weekly primary school based clubs
- Carol services for The Coppice, Friarswood, Langdale, Seabridge and Westlands schools

### **Social & Community activities**

The weekly Renew Westlands Café was launched on 24<sup>th</sup> May, offering refreshments, company, activities and an optional prayer time, and is based on the Renew Wellbeing model. It is open to all but specifically aims to be a safe space for those who may not feel OK.

Other events this year included:

- monthly craft & chat
- monthly afternoon tea
- monthly Forget-me-not bereavement café
- monthly online quiz ran for the first few months of the year

- walking the first half of the Two Saints Way - 92 miles between Chester and Lichfield, over several weeks
- a shared church lunch after the 10:45am service on the 19<sup>th</sup> November

5 editions of the Link leaflet were distributed to around 2500 homes in the parish, publicising the church's activities and offering a welcome to anyone wishing to participate.

### **Charity & Fundraising**

Our main 6 Mission Partners remain the same: Katia Rocks ministering in Brazil with the Church Mission Society (CMS), Bible Society, Brighter Futures, Open Doors, Tearfund and Scripture Union. Katia and her children visited on 19<sup>th</sup> February to speak about her work. Helen Collins organised a Brazilian stall in December raising £133 for CMS.

The usual Open Café and Big Quiz this year raised £1350 and £280 for Tearfund. A further £124 was given to Tearfund by those enjoying mulled wine and mince pies after the all-age carol service.

Simon Wright continued to pass on donations for the foodbank, as well as collecting shoeboxes to be distributed in Eastern Europe by the Link to Hope charity. He also coordinated the delivery of around 1000 envelopes during Christian Aid week, resulting in £600 being raised.

Toys and toiletries donated at the all-age carol service were passed on Elizabeth House and Find the Glow refuge. Harvest donations were distributed locally to those in need and given to Arch women's refuge. The collection at the Christingle service was passed on to The Children's Society, and the Remembrance Sunday collection went to the British Legion.

### **Business & Governance**

The Annual Parochial Church Meeting was held on the 7<sup>th</sup> May 2023. 14 PCC members were elected; along with 3 deanery synod reps who will serve for the next 3 years. Helen Collins stood down as churchwarden and grateful thanks were expressed to her for the 4 years she had served, as well for as the ongoing renovation work she continued to oversee. Sam Jones was elected as a new churchwarden and Margaret Hollins was re-elected. The PCC met 6 times during the year, taking numerous decisions, including authorising work to replace the church hall and the adoption of a new welcome message (replacing our previous mission statement):

“Welcoming the whole community, discovering God's love, following Jesus' teaching”

The church's Mission Action Plan was also reviewed during the year, and is to be updated in 2024.

The church's Safeguarding and Vulnerable Adults policies were reviewed and updated.

Naomi chaired a meeting in July to discuss how best to engage with the community via social media; this group is continuing to meet

After many years of serving as Verger, Sandra Baker has relocated therefore Sue Maddison and Jane Riddle agreed to share this role going forward.

*Sam Jones, Churchwarden*

# Update on St Andrew's 2022-23 Mission Action Plan

## Our Mission

For a number of years we have seen the mission that the Lord has entrusted to us as being summarized:

- a) In our partnership mission statement : *'As the Church in the Westlands we are committed in the power of the Holy Spirit that our worship, service and witness will demonstrate to everyone the love of Jesus Christ'*.
- b) In the four major priorities of the early church as described in Acts 2:42 *'And they devoted themselves to the apostles' teaching and the fellowship, to the breaking of bread and the prayers.'* i.e. the aims to be: a learning church, a caring church, a worshipping church, and evangelizing church.

## Our Vision

At the end of 2021 the PCC identified 3 areas of church life which we thought would particularly need to be focused on for the next couple of years

Carried over from our previous plan are the emphases on:

- **Reaching New Generations** and
- **Renewing our Buildings**

In addition, in the light of the realities of 2020 & 2021, we also prioritized:

- **Recovery from effects of Covid and lockdown**



## Our 2022-2023 Plan

## *Progress to date*

### 1. Reaching new generations



- **Supporting and partnering our children & families worker to enable full re-start and further development of work with children and families.**

**Key aims include:**

- |  |   |
|--|---|
| <ul style="list-style-type: none"><li>- <b>Re-start of Messy church</b></li><li>- <b>Development of leaders to work alongside worker</b></li></ul>                                 | <p>Re-start accomplished</p> <p>Almost all leaders re-started, and several extras also recruited. This put us in a much better place than we would otherwise have been to cope with Naomi's sudden absence.</p>   |
| <ul style="list-style-type: none"><li>• <b>Small group to investigate digital possibilities for St Andrew's, including social media development, video/livestreaming</b></li></ul> | <p>Further development of facebook outreach by Naomi/ Chris Gill/ Margaret Hollins /Andrew, guided more recently by formation of Social media group.</p> <p>We have recently gone back to audio recordings of sermons; Video &amp; telephone services had continued throughout 2022/3, shared with other churches, but were stopped when the demand dropped</p> |
| <ul style="list-style-type: none"><li>• <b>Review of Sunday morning worship</b></li></ul>  | <p>An encouraging number of 30-40's joined around 2022 and this encouraged us instead to continue evolution of 10.45 service</p>  |

## 2. Renewing our buildings



- **Completing funding (including 'All things bright and beautiful' and Auction) and so enabling building work for new hub to start.** Church members have given very generously to the new hall project. With external grants and existing PCC funds it is currently looking as if we have sufficient funding in place; although further gifts will be welcome to help preserve PCC funds for our ongoing ministry.
- **Coping with a year's disruption to our site.** The new plan, though far less disruptive, will still bring some challenges over the 7-8 months build period
- **Re-launching the availability of our new premises.** This will still need to be done, although VAT rules provide a limit on the number of paid external bookings we can initially accept.

## 3. Recovery from effects of COVID and lockdown



### To include

- **Re-starting and re-recruiting for Sunday worship rotas.** We are grateful to all who played a part in our Covid recovery – we are probably close to where we would have been as a church without the pandemic, even despite a couple of families leaving the area
- **Fuller re-launching of choir/music group/band.** 2 new recruits to the band have been very welcome!

### Also

- **Explore feasibility of re-activating a group planning special events to invite guests to.** Group met at start of 2024 and the years programme of events has been agreed
- **Review of: Logo  
Mission Statement** We decided to retain our 'Church in the Wetlands logo'  
A 'welcome statement' with accompanying graphics was agreed
- **Completing re-issue of prayer literature/booklet.** Prayer diary issues May 2022
- **Interviews in main service to spell out what different church roles involve - partly to encourage prayer, sometimes as a means of encouraging others to consider joining the team** Several interviews have been conducted

**PCC in Nov 2023 decided to extend the time-frame of this Mission Action Plan a little and to produce a new plan around mid-2024**

## **2023 Report on the fabric of the church**

The Facilities Committee, consisting of 7 members, is responsible for the maintenance of the church buildings, and is led by Margaret Hollins. It has met six times in 2023.

### **Church Building**

A major focus of the start of the year was the completion of the last Quinquennial Inspection required work, on the upper level window surrounds and guttering. The QI work was completed by May, with a considerable amount of financial investment. Some snagging work, arising from a routine external inspection, is still to be carried out.

The routine maintenance plan, set up in 2022, had extra checks added to it, and inspection tasks, both inside and outside the church, are followed up on a quarterly basis.

A number of window breakages have occurred during the year, arising from children playing football. These have been repaired promptly but the incidence remains a concern. Numerous small tasks have been undertaken by Alan Swanborough and Bob Bell, with assistance from Robin Dawson, Stuart Jackson and Stuart Rushton. These tasks include carpet cleaning, painting putty, removing graffiti from the outside walls.

There was a focus on energy saving, with a project being undertaken to install reflector sheet behind the church radiators, and LED bulbs being installed in all the church lights. We also replaced the light high over the stairs with a more accessible new light, controlled by infrared sensors at the top and bottom of the stairs. Stuart Jackson carried out a report on the church heating

A flood of the church office/choir vestry, arising from the upstairs toilet, resulted in a major project to clean up, dry out and refurbish the room. It was decided that, as the room was no longer used as a choir vestry, we would furnish the room as an office/small meeting room. This took some months to achieve, but with the help of the insurance company and the whole Committee, we now have a more comfortable office and a useful room for small meetings.

The shelving in the Parish Room store was strengthened by Robin Dawson and Alan Swanborough, and David Leech constructed some wooden rails attached to the lectern to help with health & safety for those undertaking bible reading and leading prayers.

The hire fees and heating charges for the church and parish room have been reviewed during the year.

### **Church hall**

In anticipation of the hall replacement in 2024, maintenance has been kept to a minimum. Some fluorescent tubes have been replaced, the kitchen sink has been unblocked a number of times, and a catch on a toilet door was replaced.

Chris Gill continues to do an excellent job on hall bookings. As well as regular church usage, there were 13 one-off bookings. The number of regular hall bookings has decreased to two, but there appears to be outside interest in booking the hall in future, so hopefully the new hall will be well used.

### **Church Grounds:**

The church lawns are cut every three weeks from spring to autumn, which helps to maintain a tidy appearance. Two gardening days were held in July; adverse weather

conditions restricted the amount of work possible at the two planned days in October, but a further session in November enabled a good amount of leaf-clearing to tidy up for the winter period. We are very grateful to those church members who came along to help the Committee with maintaining the grounds. Some of the worst potholes in the driveway were repaired. The oil tank was inspected and it is planned to carry out the recommended repaint in the spring of 2024.

Jane Machin stood down as Health & Safety Officer after two years' in post, and we are grateful for her hard work. Robin Dawson has kindly agreed to take on this role.

The church is indeed blessed with the membership of the Facilities Committee, who continue to undertake a large number of maintenance and repair tasks. May I express my grateful thanks to Alan, Bob, Stuart Jackson, Stuart Rushton, Robin and David for their hard work.

*Margaret Hollins, Churchwarden*

### **Faith in the Future / New Hall Project**

The Committee steering this project have met on some nine or ten occasions in 2023. Stuart Jackson kindly agreed to join the group which has proved very helpful in bringing his knowledge and expertise to the task.

Fundraising efforts have continued during 2023, with a Garage Sale in August raising well over £1000, and a cheese and wine evening at Newcastle Golf Club in September, with Charles Hanson giving a talk about his career and doing valuations, raising £1290. Other efforts have included the making and selling of jam by Marion Denham, so far raising well over £1000, and a stall of Christmas items made by the Craft and Chat group, raising £120. Bob Bell started the collection of unwanted foreign coins and valuable metals, and this has raised the fantastic sum of over £9000. We are extremely grateful to everyone who has supported these efforts, and to those who have organised and helped with the administration of them.

Discussions with Fords of Blythe Bridge progressed to the point where in September they were able to give us a formal quotation. As we already had sight of around 90% of the expected costs, a special PCC in October were unanimous in agreeing to give our written acceptance to this; we also prepared the publicity for a second appeal to the congregation to help bridge the funding gap. The very generous response to this, combined with a reduction in the level of professional fees that we had allowed for, mean that the present position (Feb 2024) is that we have sufficient funding in place to cover the anticipated £609K costs; although further gifts will be welcome to help preserve PCC funds for our ongoing ministry.

A revised plan of a design and build hall undertaken by Fords of Blythe Bridge, with Crofts architects, has been granted planning permission subject to a bat survey of the old hall. This survey will be undertaken at the earliest opportunity, i.e. in May 2024, and if the survey result is satisfactory, it is hoped to start on the build process soon afterwards.

*Margaret Hollins, Churchwarden*

More details of our current work can also be found on the Church website

### **Newcastle under-Lyme Deanery Synod**

There were 3 meetings of the Newcastle Deanery Synod in 2023 and a further meeting in January 2024

The first meeting of the year was held at St. Thomas Kidsgrove on the 16th January 2023, where Revd. Zoe Hemming, the Diocesan Enabling All Advisor helped us look at “Inclusion of people who are disabled in our churches and the 'enabling all scheme”.

The second meeting of Synod was held at St. Michaels and All Angels Church, Cross Heath on the 22nd May 2022, when John Polhill, former Chair of the Church of England’s Energy Advisers Network, and former Sustainability Adviser for the Diocesan Advisory Committee (DAC), helped us look at Church Heating and other measures in moving towards the Church of England commitment to a target of net zero carbon by 2030.

The third meeting of the year was on Monday 16th October at St. Marys Knutton, where the main speaker was Dr Ruth Fish, the Children’s Youth and Families Minister at Madeley and Betley who spoke on the subject of “Setting up a Children and Families Ministry”.

A further meeting was held on the 17th January 2024 planned for St. Thomas Kidsgrove, but belatedly transferred to an on-line meeting on account of the forecast weather conditions. The speaker was Revd. Malcolm Mycock, a member of the Bucknall and Abbey Hulton team ministry based at St. Mary’s Bucknall, and also involved with “KEYS”, a church-based programme for supporting drug and alcohol users which was the subject of his presentation.

*Chris Gill, Lay chair*

## **AGENDA OF ANNUAL PAROCHIAL CHURCH MEETING**

**12th May 2024 6.30pm**

### **Annual Vestry Meeting**

1 Election of Wardens for the next year.

### **Annual Parochial Church Meeting**

2 Minutes of the Annual Meeting of May 2023

3 Electoral roll report

4 Election of up to 15 people who will serve for the next year on the Parochial Church Council

5 Presentation of accounts for 2023 & report on the general finances of St. Andrew's  
*Chris Gill*

6 Appointment of Hon Independent Examiner.

7 Highlights of written reports: *Margaret Hollins & Sam Jones*

8 Safeguarding report

9 To consider briefly any matters of General Church interest to be referred to the newly elected Council.

## Financial Review

The financial accounts for 2023 are set out in their required form in the following pages.

Certain of our income and funds have been received for a specific object, for example the employment of our Children's & Families Worker, but now more prominently the Church Hall replacement. Accordingly, these amounts are categorised as restricted funds and may only be expended on the specific object for which they were given. Any balance remaining unspent at the end of each year must be carried forward as a balance on that fund and cannot be used for the Church's general use, unless agreed to in writing by the original donors. All other income and funds are categorised as unrestricted funds and are available for general use.

The accounts for the year show that in respect of Unrestricted or General Funds the PCC's expenditure exceeded income and endowments by £5,400. This deficit largely arises from one-off expenditure on further repairs arising from the previous quinquennial inspection of the church building amounting to £23,785. Over the last 10 years the finances within General Funds have been particularly influenced by one-off items of income and expenditure and the 5 year analysis in the table below provides a little more clarity to the recent financial position.

	2019	2020	2021	2022	2023
	£	£	£	£	£
<b>General (Unrestricted) Funds</b>					
<i>Opening Balance</i>	115,732	318,531	297,814	226,112	183,992
On-going income	118,122	104,005	126,936	120,495	126,779
Diocesan Common Fund contribution	-85,356	-86,952	-79,781	-73,068	-66,376
Other On-going expenditure	-40,221	-37,770	-33,724	-40,514	-42,268
<b>On-going surplus / (deficit)</b>	<b>-7,455</b>	<b>-20,717</b>	<b>13,431</b>	<b>6,913</b>	<b>18,135</b>
Legacies	218,999	0	5,500	1,113	250
Quinquennial Repairs	-8,745	0	-90,633	-1,097	-23,785
New Building	0	0	0	-49,049	
<b>Total In-year surplus / (deficit)</b>	<b>202,799</b>	<b>-20,717</b>	<b>-71,702</b>	<b>-42,120</b>	<b>-5,400</b>
<i>Closing Balance</i>	318,531	297,814	226,112	183,992	178,592

The main reason for the improved "on-going" position in 2023 (from a surplus of £6,913 to a surplus of £18,135), is the further reduction in the Diocesan Common Fund contribution (previously "Parish Share") following a change in the system of apportionment. This will begin to rise again in 2024 and beyond. Other on-going expenditure has risen to reflect inflationary increases and there has been an increase in on-going income, which is largely attributable to income from investments (which includes Bank Interest) following the improvement in interest rates during the year. There has also been an encouraging increase in planned giving to the General Fund, slightly in excess of 3%. The on-going surplus continues to be above the level of the contribution set aside each year (£5,000) towards future quinquennial repairs, which is good news.

With the total in-year deficit of £5,400 within General Funds, Unrestricted Reserves reduce by that figure, and, consequently, at the 31st December 2023 they amount to £178,592.

Before adjusting for the Gains on investment assets, restricted funds income and endowments exceeded expenditure by £109,951, which is largely the considerable level of fund raising for the Building Fund, as offset by a deficit within the Children and Families Worker Fund.

Restricted reserves amount to £434,898 at the 31st December 2023, the breakdown of which is as follows:

Children and Families Worker	£5,385
Flower Fund	£2,705
Organ Fund	£1,756
The Puppet Ministry Fund	£67
Renew Café Fund	£1,244
New Building Fund	£345,505
Trust Fund	£78,235
	<b>£434,898</b>

During 2023 it was agreed that the Trust Fund could be applied to the Building Fund work when needed, and also that up to £95,000 of unrestricted reserves could be used in the same way. Consequently, at the end of 2023, up to £518,700 had been received or made available for the Building Fund. However, the first 3 weeks of 2024 saw important changes to this position:

- On the down side, the Trust Fund, which is invested in the Church of England's Central Board of Finance Investment Fund, showed its susceptibility to the volatility of the Stock Market. Having gained £6,605 in value during 2023, it then lost £1,305 in the first 18 days of 2024, some of which was then recovered in the following 6 days
- However, at the same time there was significant additional giving to the Building Fund. With the inclusion of pledges and anticipated grants, together with contributions of up to £170,000 from the Trust Fund and unrestricted reserves, the availability of funding for the work had risen to £614,400, which allows the work to progress with a lot more confidence.

Looking forward, the financial position for General Funds is a little more un-certain than in 2023. It is anticipated that there will be a need to support the Children and Families Worker Fund from General Funds during 2024, as the historical reserves for this fund are used up. Annual expenditure has exceeded annual income for some time and there is also likely to be a need for further and continuing on-going support from 2025.

The Construction of the new hall will also bring about changes to the finances of the Church in 2024 and ongoing. It is anticipated that both regular income and expenditure will be reduced for 2024 and, overall, this is likely to have minimum impact. However, construction in 2024 will reduce the level of the bank balances and the Trust Fund and, therefore, the amount that the Church earns through interest and dividends. The reduction in income could be in the region of £4,500 in 2024 and a further £3,000 in 2025, so £7,500 annually from the income within General Funds

A basic forecast for general fund finances for 2024 and 2025, adjusted to reflect the impact of the final position for 2023, and the adjustments described in the paragraphs above, is shown in the table at the top of the next page. As usual, the forecasts are based around a number of assumptions, which may or may not materialise, and, when compounded by the uncertainties faced around the timing of the work on the new building, the forecasts could yet change - but it is the best we have for now.

	2021	2022	2023	Forecast 2024	Forecast 2025
	£	£	£	£	£
<b>General (Unrestricted) Funds</b>					
<i>Opening Balance</i>	297,814	226,112	183,992	178,592	87,864
On-going income	126,936	120,495	126,779	119,046	117,995
Diocesan Common Fund contribution	-79,781	-73,068	-66,376	-67,704	-69,058
Other On-going expenditure	-33,724	-40,514	-42,268	-41,528	-45,732
Support for C&FW Fund				-5,292	-12,435
<b>On-going surplus / (deficit)</b>	<b>13,431</b>	<b>6,913</b>	<b>18,135</b>	<b>4,522</b>	<b>-9,230</b>
Legacies	5,500	1,113	250		
Quinquennial Repairs	-90,633	-1,097	-23,785	-250	
New Building	0	-49,049			
Support for New Building Fund				-95,000	
<b>Total In-year surplus / (deficit)</b>	<b>-71,702</b>	<b>-42,120</b>	<b>-5,400</b>	<b>-90,728</b>	<b>-9,230</b>
<i>Closing Balance</i>	226,112	183,992	178,592	87,864	78,634

Under this scenario, the annual on-going position in 2024, although a surplus, would not be sufficient to be able to contribute £5,000 to future quinquennial repairs. 2024 also includes the maximum support agreed for the new building fund (£95,000) and this reduces the unrestricted reserves to £87,864 at the end of 2024.

In 2025 the forecast shows increased support for the Children and Families Worker fund amounting to £12,435, and an on-going deficit for the year of £9,230. Again, this is before making a contribution to quinquennial repairs.

## Reserves Policy

The Charity Commission requires trustees of each Charity to:

- develop a reserves policy that:
  - fully justifies and clearly explains keeping or not keeping reserves
  - identifies and plans for the maintenance of essential services for beneficiaries
  - reflects the risks of unplanned closure associated with the charity's business model, spending commitments, potential liabilities and financial forecasts
  - helps to address the risks of unplanned closure on their beneficiaries (in particular, vulnerable beneficiaries), staff and volunteers
- publish the reserves policy (even if not required to by law) and ensure it is tailored to the charity's circumstances – it should not be just a standard form of wording. It should explain to funders, beneficiaries, the public and the commission exactly what reserves are kept (or not kept) for and when they are to be used
- make sure that their reserves policy is put in place and operated
- regularly monitor and review the effectiveness of the policy in the light of the changing funding and financial climate and other risks

The PCC briefly reviewed its unrestricted reserves policy and its application, when approving the 2022 accounts on 20th March 2023 and, as in previous years, it considered four main elements. These elements are set out again below, with an updated commentary, which the PCC agreed to when approving the accounts on the 18th March 2024.

- *The first element of Unrestricted Reserves be set aside to cover two months of day-to-day routine expenditure (£20,000) to cover any unforeseen expenditure or loss of income*
- *A second element of Unrestricted Reserves be set aside to provide annual contributions towards £25,000 of Quinquennial repairs every 5 years - With another inspection expected in 2025 it is anticipated that £25,000 will need to have been accumulated by the end of 2024. The subsequent inspection will provide the opportunity to reset the cumulative amount set aside once any potential costs are known. Otherwise, the amount required to have been set aside at the end of 2025 will be £30,000. From 2024 the set aside will be reflected in a designated general fund to help understanding of the impact of the annual contribution on the Church's financial position.*
- *A third element of Unrestricted Funds to provide for the impact of any annual deficit in general / unrestricted income and expenditure – With a potential shortfall in funding of £14,230 in 2025, this could become an issue if the church is not able to address the shortfall by increasing income in 2024 and 2025 and so will need to be monitored during the year. This is considered more in the paragraph below.*
- *A fourth element of Unrestricted Funds to provide for the impact of any annual deficit in the Children and Families Worker Fund, so as to enable that work to continue – the shortfall has been accommodated within the general fund position for 2024 and 2025, and the PCC is keen to see this continue in future years.*

At the 31st December 2023 free unrestricted funds amount to £138,592, but the latest forecasting suggests that by 31<sup>st</sup> December 2024 this may have dropped to around £42,864, largely because of the commitment of £95,000 to the building works. The forecast deficit for 2025, would reduce free reserves to £28,634, but given that this is currently an on-going deficit it is suggested that the remaining reserves should be retained for the third element of the reserves. This provides two further years of funding for the deficit currently forecasted and, at this stage, it would not, therefore, be prudent to release funding for any other one-off items of expenditure. This should be reviewed once more is known about the potential cost of building repairs arising from the next quinquennial inspection.

		Forecast	Forecast
	2023	2024	2025
	£	£	£
<b>General (Unrestricted) Funds</b>			
<b>Opening Reserves</b>	183,992	178,592	87,864
<b>Closing Reserves</b>	178,592	87,864	78,634
<b>Set-aside</b>			
2 months routine expenditure	(20,000)	(20,000)	(20,000)
Contribution to Quinquennial	(20,000)	(25,000)	(30,000)
Long term stability for on-going deficit	0	0	(28,634)
Provision for C&FW post	0	0	0
<b>Free Reserves at 31 December</b>	<b>138,592</b>	<b>42,864</b>	<b>0</b>

## Going Concern

The PCC has considered its current financial circumstances and, with regular monitoring and by adopting a flexible approach to this Reserves Policy, believes that the Church's position can be considered as a going concern for the medium term, potentially to the end of 2027. However, it may be at risk from changes in giving levels and the PCC will need to continue to monitor this closely as well encouraging church members to review their giving on a regular basis.

## **Independent Examiner's Report to the Trustees of St Andrews Church in the Westlands Parochial Church Council**

I report to the trustees on my examination of the accounts of St Andrews Church in the Westlands for the year ended 31 December 2023 which are set out on pages 17 to 26.

### **Responsibilities and basis of report**

As Trustees of St Andrews Church in the Westlands, 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 St Andrews Church in the Westlands 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 which gives me cause to believe that in, any material respect:

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

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

*Richard Booth*

Richard Booth ACA  
117 Dartmouth Avenue  
Westlands  
Newcastle-u-Lyme  
Staffordshire  
ST5 3NR

2 March 2024

**ST ANDREWS IN THE WESTLANDS PAROCHIAL CHURCH COUNCIL**

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

	Note	Unrestricted	Restricted	TOTAL FUNDS	
		Funds	Funds	2023	2022
		£	£	£	£
<b>Income and Endowments</b>					
Voluntary Income	2a	107,984	138,356	246,340	208,915
Activities for Generating Funds	2b	22	11,077	11,099	11,109
Income from Investments	2c	7,632	-	7,632	3,073
Church Activities	2d	11,392	988	12,380	12,679
Other incoming resources	2e	-	-	-	-
<b>Total Income</b>		<u>127,030</u>	<u>150,421</u>	<u>277,451</u>	<u>235,776</u>
<b>Expenditure</b>					
Church Activities	3a	132,317	38,878	171,195	207,143
Costs of generating voluntary income	3b	113	-	113	122
Fund-raising trading costs	3c	-	1,592	1,592	766
<b>Total Expenditure</b>		<u>132,430</u>	<u>40,470</u>	<u>172,900</u>	<u>208,031</u>
<b>Net Income / (Expenditure)</b>		(5,400)	109,951	104,551	27,745
Gains/(Losses) on investment assets	6b	-	6,605	6,605	(9,557)
<b>Net Movement in Funds</b>		(5,400)	116,556	111,156	18,188
Balances Brought Forward at 1 January		183,992	318,342	502,334	484,146
<b>Balances Carried Forward at 31 December</b>		<u>178,592</u>	<u>434,898</u>	<u>613,490</u>	<u>502,334</u>

**ST ANDREWS IN THE WESTLANDS PAROCHIAL CHURCH COUNCIL**

**BALANCE SHEET AS AT 31 DECEMBER 2023**

	<b>Note</b>	<b>2023</b>	<b>2022</b>
		<b>£</b>	<b>£</b>
<b>Fixed Assets</b>			
Tangible	<b>6a</b>	-	-
Investments	<b>6b</b>	78,235	71,630
		<u>78,235</u>	<u>71,630</u>
<b>Current Assets</b>			
Debtors	<b>7</b>	12,756	5,676
Short Term Deposits			-
Cash at Bank and in Hand		530,638	434,842
		<u>543,394</u>	<u>440,518</u>
<b>Liabilities</b>			
Creditors - amounts falling due in one year	<b>8</b>	8,139	9,814
		<u>535,255</u>	<u>430,704</u>
<b>Net Current Assets / (Liabilities)</b>			
		613,490	502,334
<b>Total assets less current liabilities</b>			
Creditors - amounts falling due after one year		-	-
		<u>613,490</u>	<u>502,334</u>
<b>Total net assets</b>			
<b>Parish Funds</b>			
Unrestricted	<b>9</b>	178,592	183,992
Restricted	<b>9</b>	434,898	318,342
		<u>613,490</u>	<u>502,334</u>

Approved by the Parochial Church Council on 18th March 2024 and signed on its behalf by Revd Andrew Dawswell (PCC Chairman)

*Andrew Dawswell*

.....

The notes on pages below form part of these accounts

## ST ANDREWS IN THE WESTLANDS PAROCHIAL CHURCH COUNCIL

### NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 DECEMBER 2023

#### 1 ACCOUNTING POLICIES

The PCC is a public benefit entity within the meaning of FRS 102. The financial statements have been prepared under the Charities Act 2011 and in accordance with the Church Accounting Regulations 2006 governing the individual accounts of PCCs, and with the Regulations' "true and fair view" provisions. They have also been prepared in accordance with the Charities SORP (FRS 102).

The financial statements have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant notes to these accounts. The financial statements include all transactions, assets and liabilities for which the PCC is responsible in law. They do not include the accounts of church groups that owe their main affiliation to another body nor those that are informal gatherings of Church members.

#### **Cashflow Statement**

The Charity has taken advantage of the exemption in FRS102 from the requirement to produce a Cash flow statement on the grounds that the income does not exceed £500,000.

#### **Going Concern**

There are no material uncertainties related to events or conditions that cast significant doubt on the charity's ability to continue as a going concern.

#### **Accounting Estimates and Prior Year Errors**

No changes to accounting estimates have occurred in the reporting period.

No material prior year errors have been identified in the reporting period.

#### **Description of Funds**

**Unrestricted funds** are income funds of the PCC that are available for spending on the general purposes of the PCC, including amounts designated by the PCC for fixed assets for its own use or for spending on a future project and which are therefore not included in its "free reserves" as disclosed in the trustees' annual report.

**Restricted funds** comprise of two elements:

a) income from trusts or endowments which may be expended only on those restricted objects provided in the terms of the trust or bequest

b) donations or grants received for a specific object or invited by the PCC for a specific object. The funds may only be expended on the specific object for which they were given. Any balance remaining unspent at the end of each year must be carried forward as a balance on that fund. The PCC does not usually invest separately for each fund. Where there is no separate investment, interest is apportioned to individual funds on an average balance basis.

**Endowment funds** are restricted funds that must be retained as trust capital either permanently or subject to a discretionary power to spend capital as income, and where the use of any income or other benefit derived from the capital may be restricted or unrestricted. Full details of all their restrictions are shown in the notes to the accounts.

## ST ANDREWS IN THE WESTLANDS PAROCHIAL CHURCH COUNCIL

### NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 DECEMBER 2023

#### ACCOUNTING POLICIES continued

##### **Income**

Planned giving, collections and donations are recognised when received. Tax refunds are recognised when the incoming resource to which they relate is received. Grants and Legacies are accounted for when the PCC is legally entitled to the amounts due and the monetary value can be measured with sufficient reliability. All other income is recognised when it is received.

##### **Expenditure**

Grants and donations are accounted for when paid over, or when awarded, if that award creates a binding or constructive obligation on the PCC. The diocesan common fund payments are accounted for when due. Amounts received specifically for mission are dealt with as restricted funds. All other expenditure is generally recognised when it is incurred and is accounted for gross.

##### **Fixed Assets**

Consecrated and beneficed property is not included in the accounts in accordance with s.10(2)(a) & (c) of the Charities Act 2011.

Moveable church furnishings held by the Vicar and Churchwardens on special trust for the PCC, and which require a faculty for disposal, are inalienable property, listed in the Church's Inventory, which can be inspected (at any reasonable time). All inalienable property assets are not valued in the financial statements and as such expenditure on any acquisitions are written off when incurred.

##### **Investments**

Investments are valued at market value at 31 December.

##### **Debtors**

Debtors are measured on initial recognition at settlement amount. Subsequently they are measured at cash expected to be received.

##### **Creditors and Accruals**

Creditors are measured at settlement amounts less any trade discounts. Accruals are measured on best estimate of the amount required to settle the obligation at the reporting date.

**ST ANDREWS IN THE WESTLANDS PAROCHIAL CHURCH COUNCIL**

**NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 DECEMBER 2023**

	<b>Unrestricted Funds</b>	<b>Restricted Funds</b>	<b>TOTAL FUNDS</b>	
	<b>£</b>	<b>£</b>	<b>2023</b>	<b>2022</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
<b>2 INCOME AND ENDOWMENTS</b>				
<b>2a Voluntary Income</b>				
Planned giving:				
Eligible for Gift Aid	74,393	26,817	101,210	92,060
Tax recoverable	18,659	11,555	30,214	20,821
Other	5,565	35,660	41,225	11,254
Collections (open plate)	4,258	373	4,631	5,329
Grants	1,226	2,086	3,312	2,241
Other Donations, appeals etc.	3,127	56,760	59,887	62,807
Tax recoverable	506	5,105	5,611	13,290
Legacies	250	-	250	1,113
	<u>107,984</u>	<u>138,356</u>	<u>246,340</u>	<u>208,915</u>
<b>2b Activities for Generating Funds</b>				
Fund-raising (coffee mornings etc.)	22	11,077	11,099	11,109
	<u>22</u>	<u>11,077</u>	<u>11,099</u>	<u>11,109</u>
<b>2c Income from Investments</b>				
Interest from CBF Investment Account	2,142	-	2,142	2,130
Interest from Bank Accounts	5,490	-	5,490	943
	<u>7,632</u>	<u>-</u>	<u>7,632</u>	<u>3,073</u>
<b>2d Income from Church Activities</b>				
Church Hall Lettings	3,432	-	3,432	4,523
PCC Fees	4,136	988	5,124	4,230
Use of Church & Parish Room	1,798	-	1,798	1,428
Other income	2,026	-	2,026	2,498
	<u>11,392</u>	<u>988</u>	<u>12,380</u>	<u>12,679</u>
<b>2e Other income</b>	-	-	-	-
<b>Total Income and Endowments</b>	<u>127,030</u>	<u>150,421</u>	<u>277,451</u>	<u>235,776</u>

**ST ANDREWS IN THE WESTLANDS PAROCHIAL CHURCH COUNCIL**

**NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 DECEMBER 2023**

	<b>Note</b>	<b>Unrestricted Funds £</b>	<b>Restricted Funds £</b>	<b>TOTAL FUNDS 2023 £</b>	<b>2022 £</b>
<b>3 EXPENDITURE</b>					
<b>3a Church Activities</b>					
Missionary and charitable giving:	<b>10</b>				
Church overseas:					
Missionary societies		4,840	134	4,974	4,840
Relief and development agencies		820	1,966	2,786	2,680
Home missions and other Church Societies		1,055	78	1,133	767
Secular Charities		820	295	1,115	1,120
		<hr/> 7,535	<hr/> 2,473	<hr/> 10,008	<hr/> 9,407
Ministry					
Diocesan Common Fund Contributions		66,376	-	66,376	73,068
Staff Pay	<b>4</b>	7,819	31,433	39,252	36,032
Other Ministry Costs		1,143	1,585	2,728	2,624
Church Running Expenses		10,527	1,625	12,152	10,611
Church Utility Costs		7,731	400	8,131	8,125
Printing, stationery and office expenses		1,395	-	1,395	1,329
Church grounds		600	-	600	959
Major Repairs		23,785	-	23,785	1,097
Building Development		-	-	-	58,600
Training, development & nurture		1,650	1,362	3,012	1,534
Link		884	-	884	780
Church Hall running costs		2,872	-	2,872	2,977
		<hr/> 132,317	<hr/> 38,878	<hr/> 171,195	<hr/> 207,143
<b>3b Generation of voluntary income</b>					
Cost of Stewardship		113	-	113	122
		<hr/> 113	<hr/> -	<hr/> 113	<hr/> 122
<b>3c Fund-raising costs</b>					
		-	1,592	1,592	766
<b>Total Expenditure</b>		<hr/> <b>132,430</b>	<hr/> <b>40,470</b>	<hr/> <b>172,900</b>	<hr/> <b>208,031</b>

**ST ANDREWS IN THE WESTLANDS PAROCHIAL CHURCH COUNCIL**

**NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 DECEMBER 2023**

	<b>Unrestricted Funds</b>	<b>Restricted Funds</b>	<b>TOTAL FUNDS</b>	
	<b>£</b>	<b>£</b>	<b>2023</b>	<b>2022</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
<b>4 STAFF COSTS</b>				
Gross Wages and salaries	7,646	28,160	35,806	32,854
National Insurance Costs		2,631	2,631	2,431
Pension Costs	173	642	815	747
	<u>7,819</u>	<u>31,433</u>	<u>39,252</u>	<u>36,032</u>

During the year the PCC employed a secretary and church cleaner (both part-time) and the PCC also paid the Childrens and Families Worker from a Restricted Fund.

**5 PAYMENTS TO PCC MEMBERS**

Apart from the Childrens and Families Worker, whose costs are shown in note 4 above, there were no payments to PCC members during 2023, other than for the reimbursement of purchases made on behalf of the Church. The Childrens and Families Worker also stood down from the PCC in May 2023. No other PCC member, persons closely connected to them or related parties received remuneration, benefit or reimbursement of travelling or other expenses.

	<b>Unrestricted Funds</b>	<b>Restricted Funds</b>	<b>TOTAL FUNDS</b>	
<b>Note</b>	<b>£</b>	<b>£</b>	<b>2023</b>	<b>2022</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
<b>6 FIXED ASSETS</b>				
<b>6a Tangible</b>	None	None	None	None
<b>6b Investments</b>				
Market value - 1 January	-	71,630	71,630	81,187
Disposal at carrying value	-	-	-	-
Purchases at cost	-	-	-	-
Gain / (loss) on annual revaluation	-	6,605	6,605	(9,557)
	<u>-</u>	<u>78,235</u>	<u>78,235</u>	<u>71,630</u>

The holding at 31 December 2023 was 3466.86 units in the Church of England's Central Board of Finance Investment Fund

**ST ANDREWS IN THE WESTLANDS PAROCHIAL CHURCH COUNCIL**

**NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 DECEMBER 2023**

	<b>Note</b>	<b>Unrestricted Funds £</b>	<b>Restricted Funds £</b>	<b>TOTAL FUNDS</b>	
				<b>2023 £</b>	<b>2022 £</b>
<b>7 DEBTORS</b>					
Income tax recoverable		4,838	7,628	12,466	5,676
Owed by others		290	-	290	-
		<u>5,128</u>	<u>7,628</u>	<u>12,756</u>	<u>5,676</u>
<b>8 SUNDRY CREDITORS</b>					
Organist		5,516	1,706	7,222	6,417
Owed to Diocese Re Clergy Fees		-	-	-	-
Owed to Vergers		-	-	-	-
Owed to Missions		30	-	30	-
Owed to Others		837	-	837	3,397
Receipts in Advance		50	-	50	-
		<u>6,433</u>	<u>1,706</u>	<u>8,139</u>	<u>9,814</u>
<b>9 SUMMARY OF FUND MOVEMENTS</b>					
	<b>Opening Balance</b>	<b>Income</b>	<b>Expenditure</b>	<b>Transfers</b>	<b>Closing Balance</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
General Unrestricted Fund	183,992	127,030	132,430		178,592
Restricted Funds					
Children & Families Worker	8,480	29,923	33,018		5,385
Missionary & Charitable Giving	-	2,473	2,473	-	-
Flower Fund	2,533	1,086	914	-	2,705
Organ Fund	1,479	988	710	-	1,757
The Puppet Ministry	67	-	-	-	67
Renew Cafe Fund	-	3,007	1,763	-	1,244
New Building Fund	234,153	112,944	1,592	-	345,505
Trust Fund	71,630	6,605		-	78,235
	<u>502,334</u>	<u>284,056</u>	<u>172,900</u>	<u>-</u>	<u>613,490</u>

The Trust Fund restricted fund is the capital element from the sale of a former curate's house, which can only be utilised by the PCC if permission is granted by the Diocesan Trustees. This is currently invested in the Church of England's Central Board of Finance Investment Fund and the interest income from the investment is unrestricted funds (as opposed to the gain / loss on valuation, which is shown as separately identified above) and as such is paid directly into the Church's bank account and utilised by the PCC for general purposes. The PCC and the Diocesan Trustees have agreed that the proceeds of the Trust Fund will be used towards the New Building Fund when necessary.

**ST ANDREWS IN THE WESTLANDS PAROCHIAL CHURCH COUNCIL**

**NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 DECEMBER 2023**

	<b>Unrestricted Funds</b>	<b>Restricted Funds</b>	<b>TOTAL FUNDS</b>	
<b>Note</b>	<b>£</b>	<b>£</b>	<b>2023 £</b>	<b>2022 £</b>
<b>10 MISSIONARY AND CHARITABLE GIVING</b>				
Church Overseas - Missionary Societies				
Bible Society	820		820	820
Church Missionary Society	3,200	134	3,334	3,200
Open Doors	820		820	820
	<u>4,840</u>	<u>134</u>	<u>4,974</u>	<u>4,840</u>
Church Overseas - Relief and Development Agencies				
Tearfund	820	1,966	2,786	2,680
	<u>820</u>	<u>1,966</u>	<u>2,786</u>	<u>2,680</u>
Home Missions and Other Church Societies				
Childrens' Society		78	78	112
Christians Against Poverty			-	(300)
Scripture Union	820		820	820
Messy Church			-	100
Churches Together in Newcastle Town	35		35	35
Simeons Trustees	200		200	-
Deanery Synod			-	-
	<u>1,055</u>	<u>78</u>	<u>1,133</u>	<u>767</u>
Secular Charities				
Brighter Futures	820		820	820
Combatt Stress			-	100
Poppy Fund Appeal		295	295	100
SSAFA			-	100
	<u>820</u>	<u>295</u>	<u>1,115</u>	<u>1,120</u>
<b>Total Missionary and Charitable Giving</b>	<u>7,535</u>	<u>2,473</u>	<u>10,008</u>	<u>9,407</u>

**ST ANDREWS IN THE WESTLANDS PAROCHIAL CHURCH COUNCIL**

**STATEMENT OF FINANCIAL ACTIVITIES**

For the year ending 31 December 2022

	<b>Unrestricted Funds £</b>	<b>Restricted Funds £</b>	<b>TOTAL 2022 £</b>
<b>Income and Endowments</b>			
Voluntary Income	106,385	102,530	208,915
Activities for Generating Funds	238	10,871	11,109
Income from Investments	3,073	-	3,073
Church Activities	11,912	767	12,679
Other incoming resources	-	-	-
<b>Total Income</b>	<u>121,608</u>	<u>114,168</u>	<u>235,776</u>
<b>Expenditure</b>			
Church Activities	163,606	43,537	207,143
Costs of generating voluntary income	122	-	122
Fund-raising trading costs	-	766	766
<b>Total Expenditure</b>	<u>163,728</u>	<u>44,303</u>	<u>208,031</u>
<b>Net</b>	(42,120)	69,865	27,745
Gains/(Losses) on investment assets	-	(9,557)	(9,557)
<b>Net Movement in Funds</b>	(42,120)	60,308	18,188
Balances Brought Forward at 1 January	226,112	258,034	484,146
<b>Balances Carried Forward at 31 December</b>	<u>183,992</u>	<u>318,342</u>	<u>502,334</u>

St Andrew's in the Westlands

Minutes of the Annual Parochial Church Meeting held in the Parish Room on Sunday 7<sup>th</sup> May 2023  
at 6:30pm

Present: Revd Andrew Dawswell (chair), Marie Bateman, Bob Bell, Michael & Mary Bosson, Diana Coates, Joan Cocker, Helen Collins, Robin Dawson, Enid Fairhurst, Steve Forrester, Karen Gallagher, Chris & Glenys Gill, Irene Hardacre, Margaret Hollins, Stuart Jackson, Sam Jones, David Leech, Jane Machin, John & Sue Maddison, Margaret Mayoh, Helen McGarry, Gillian Moss, Barry & Margaret Orme, Marion Reddish, Stuart Rushton, Alan & Helen Swanborough, Geoffrey Walker.

Apologies: Tania Arnold, Sara Froggatt, Olwyn Jones

**Annual Parochial Church Meeting**

33/23 Election of Wardens for the next year  
Margaret Hollins and Sam Jones were elected to serve. Grateful thanks were expressed to Helen Collins for her 4 years of service as warden.

**Annual Vestry Meeting**

34/23 Minutes of the previous meeting  
The minutes of the Annual meeting held in May 2022 were accepted as a true record, with one amendment to paragraph 50/22: Alan not Helen Swanborough was elected as a PCC member (Helen being elected as a Deanery Synod representative).

35/23 Electoral Roll Report  
Andrew reported that there are currently 175 people on the electoral roll, slightly fewer than the 181 last year. Michelle Bradbury has been maintaining the register for some time, and is now our electoral roll officer.

36/23 Election of PCC members  
14 nominations had been received and all were elected:

Tania Arnold, Marie Bateman, Bob Bell, Helen Collins, Steve Forrester, Sara Froggatt, Karen Gallagher, Irene Hardacre, Stuart Jackson, David Leech, Jane Machin, Gillian Moss, Helen McGarry & Stuart Rushton.

Glenys Gill and Alan & Helen Swanborough are our Deanery Synod representatives.

Andrew thanked those serving in these roles over the past year.

37/23 Presentation of the annual accounts for 2022  
Copies of the final accounts had been distributed in advance. Chris highlighted that regular unrestricted giving was £6,913 higher than regular expenditure for 2022, but also noted that reserves in the Children & Families Worker fund are on track to be used up in 2023. This means that to maintain this post as well as other spending, approximately £15,000 extra per year will be needed from 2024.

If all anticipated grants and pledges hold, around £515,000 may be available towards the hall replacement project. Andrew explained that the current estimated cost is £600,000, but a firm price should be known soon, at which time an appeal will be made.

Chris thanked all who have given over the past year, and asked everyone to pray about future financial needs.

38/23 Appointment of Hon Independent Examiner:

Richard Booth is willing to continue in this role, and his appointment was agreed unanimously.

39/23 Annual Report highlights from Wardens

Margaret Hollins recalled a gradual return of pre-Covid-19 activities, with a few changes retained including Zoom quizzes, later service times and some new names on rotas. Two significant anniversaries were marked including the 60<sup>th</sup> year since the consecration of St Andrew's, and the 30<sup>th</sup> year of Andrew's ministry. Naomi's excellent work continues with Sunday club, Xcite, Little Sparklers, Messy Church and schools work. Margaret observed just how much work is also done by volunteers at St Andrew's, and expressed thanks to all.

Helen Collins reported that recent water damage in the old choir vestry had been traced to roots growing into and blocking sewer pipes. The Facilities Committee have been reviewing energy efficiency, and consequently have been fitting LED bulbs and reflective foil behind radiators. All work identified at the last quinquennial inspection has now been completed.

Helen thanked members of the Facilities Committee for many jobs undertaken, also Alan for arranging pothole filling, Chris Gill for handling external lets, Nick Beech for keeping heating oil topped up and Diana for running the flower arrangement rota. Andrew remarked that Helen has spent a lot of time liaising with tradespeople, and expressed particular thanks for this.

40/23 Replacement church hall project

Since the plan to build a new hall adjoining the main church building proved to be unaffordable, work has been progressing towards a replacement building on the old hall site. Fords of Blythe Bridge are currently producing a detailed design for a timber framed building with brick walls, a shallow pitched roof and flat, 3 metre high ceiling inside. The design should be complete soon, and planning permission can then be sought. The PCC decided that the £70,000 additional cost of a heat pump was unaffordable, therefore the design will include gas fired heating.

John asked about solar panels. Andrew replied that the payback period could be quite long, since we don't expect to use very much daytime electricity. We may have to consider solar if the planners require higher sustainability standards, which could also mean that the building design may require strengthening to support the additional weight. Geoffrey asked about roof lights. Andrew responded that the heating system will be in the roof space which could be an issue, however the hall should have windows on 3 sides, hopefully letting in plenty of natural light.

41/23 Renew Westlands café

Bob gave an update on the plans, expressing what a significant issue loneliness and social isolation can be. The national Renew Wellbeing model and training materials are being used, and 2 years worth of funding has been secured. 10 hosts have been recruited and Bob is looking for volunteers to assist with refreshments, in order to allow hosts to concentrate on talking to guests. The café is to open on 24<sup>th</sup> May and every Wednesday from 1:30 to 4pm, except for Christmas week.

42/23 Safeguarding

Andrew pointed to slight changes in recruitment processes for those working with children, young people or vulnerable adults, detailed in the annual report. Questions were invited but none were raised.

43/23 Any other business

Diana asked the PCC to consider reinstating a second monthly communion service at 10:45. Margaret Mayoh and Mary Bosson supported this request.

Andrew thanked all who contribute to the life of the church in different ways.