Report of the Trustees and

Financial Statements for the Year Ended 31 December 2022

for

St Mary West Acklam

# Contents of the Financial Statements for the Year Ended 31 December 2022

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#### Report of the Trustees for the Year Ended 31 December 2022

The trustees present their report with the financial statements of the charity for the year ended 31 December 2022. The trustees have adopted the provisions of 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 2019).

## **OBJECTIVES AND ACTIVITIES**

## Objectives and aims

When planning activities for the year the incumbent and the PCC have considered the Charities Commission guidance on public benefit and in particular the specific guidance on charities for the advancement of religion. In particular the Church seeks to preach the Christian Gospel and provide pastoral care for all who seek it. The PCC seeks to support the work and the aims of the Mission Statement drawn up by the Middlesbrough Deanery Synod which describes the mission of the church as follows:

"To bring people to a living faith in Christ and to witness for Christ and his teaching".

#### Significant activities

It can be said that the PCC pursues its aims by supporting eight main areas of work in the parish.

1. Worship: Every effort is made to make the regular services accessible to newcomers and also edifying and challenging to the established worshippers. The occasional offices of the church, such as weddings, funerals and baptisms are often a way of making contact with new people.

2. Church Organisations: These were all closed down during the pandemic in 2020/2021 and have not restarted.

3. Local Institutions: Contact with these has been maintained by the Clergy. They include two academies, two primary academies, Teesside Hospice, a residential home and one care home.

4. Publication: This includes the monthly "Parish News" which is now only available via the St Mary Website, a weekly 'Pew Sheet, occasional information leaflets for special events and introduction letters. Service sheets for Christmas services are also produced. The church has a website which has links and is constantly updated. The Church of England website 'A Church Near You' is also maintained, a 'Facebook' page is kept up to date and monitored so contact through social media is possible.

5. Special Events and Activities: These are intended to be both financially and socially beneficial to the parish and its mission.

6. Stewardship: The PCC is committed to teaching and practising stewardship as a basic Christian duty and a means of promoting God's work in the parish and beyond.

7. Teaching: The PCC encourages and supports regular teaching through bible study, Advent and Lent courses, together with preaching and teaching by the incumbent.

8. Wider Mission: The parish supports Christian work beyond the parish by giving to mission and charities, and also by the work of individuals in local voluntary groups and clergy visits to schools and hospitals.

Contact and pastoral care has been maintained for those unable to attend church by using telephone calls, e-mails, visits, Facebook and the website.

### ACHIEVEMENT AND PERFORMANCE

## **Charitable activities**

During the last year the PCC has continued the mission of the Church in a number of ways.

Worship:

The PCC has sought to maintain the worship of Almighty God in the parish. In practice this has meant maintaining the Church building to a high standard. It has involved heating and lighting the Church building and providing the necessary requisites and materials for worship, such as candles, altar wine and worship books.

During the year there were 17 Baptisms, 3 Marriages, 3 Funerals in Church and 5 Funerals taken at the Crematorium. 47 people attended worship on Easter Day and 30 attended worship on Christmas Day.

#### Report of the Trustees for the Year Ended 31 December 2022

# ACHIEVEMENT AND PERFORMANCE

Mission and ministry

The PCC has provided support for mission and ministry of the Church in a number of ways. It has supported:

a) The ordained ministry of the Church by paying our 'Freewill Offering' to a sacrificial level.

b) The wider work of the Church, by donating to missions and caring organisations through parish activities.

c) The Vicar in her work in the Church and Community by paying her expenses and providing a forum for discussion and planning.

d) The Church is floodlit to act as a visible sign of the Church's presence in the Community.

e) Following on from the pandemic the PCC determined the church hall was uneconomic to run and its sale is still being pursued.

### Giving

The PCC seek to set an example in giving both in time and money and make sure that the principles of Christian Stewardship are taught.

### **FINANCIAL REVIEW**

# **Reserves policy**

It is PCC policy to maintain a balance on readily realisable unrestricted funds equal to approximately six months unrestricted payments. This is considered sufficient to cover emergency situations that may arise from time to time.

Total receipts on ordinary unrestricted funds were £63,038 and are detailed in the Financial Statements. £73,874 was spent to provide the Christian ministry from St. Mary's Church, including the Freewill Offering to the diocese. During 2022 the Freewill Offering by St. Mary's was £30,000.

The net deficit on unrestricted fund was £10,836 as detailed in the Financial Statements.

## STRUCTURE, GOVERNANCE AND MANAGEMENT

## **Governing document**

The charity is controlled by its governing document, the Parochial Church Powers Measure (1956) as amended, and the Church Representation Rules.

### Recruitment and appointment of new trustees

The method of appointment of PCC members is set out in the Church Representation Rules 2011. All Church attendees are encouraged to register on the Electoral Roll and stand for election to the PCC.

### **Organisational structure**

The PCC has two members of ordained clergy, and nine lay members.

With the following sub-groups:

Standing : -prepares for PCC meetings and carries out essential business between the meetings.

Finance : -assists the treasurer in developing the financial policy of the PCC.

Pastoral and Mission : - looks to support those who are housebound by regular visits and ways of furthering the mission of the church. Also looks at music and worship within the church.

Fund Raising: - arranges events and special occasions to raise funds for the church and its mission.

Church Buildings : - oversees maintenance of the church, churchyard, church hall and 41 Ambleside Grove.

Children and Young People: - oversees all the work involving children and young people.

Safeguarding Officer: - Rev N Rao.

Magazine editors: -Since early 2020 the magazine has been available on the website. The editors manage the two websites and also the Facebook entries.

#### Report of the Trustees for the Year Ended 31 December 2022

## **REFERENCE AND ADMINISTRATIVE DETAILS**

St. Mary's West Acklam Church is situated in Middlesbrough. It is part of the Diocese of York within the Church of England. The Parochial Church Council (PCC) is a charity and has registered with the Charities Commission. Its registered charity number is 1133302. Its members act as trustees of the Church's resources.

Membership following the AGM April 2022:

Incumbent : Rev Norma Rao

Deanery Synod Representatives (ex officio members): Mrs M Morrell, Mrs J Carr.

Elected Members: Mrs W Hirst Mrs J Foley Mrs J Woodward Mrs J Lomas Mrs H Longstaff Mr B Livingstone (secretary)

Co-opted members Rev M Edwards Mr R Willis

There are 82 on the Electoral Roll at 31 December 2022 (67 live in the parish and 15 outside the parish boundary). Regular attendances at Church main services average 31 adults and 0 under the age of 16.

## EVENTS SINCE THE END OF THE YEAR

Information relating to events since the end of the year is given in the notes to the financial statements.

The Parochial Church Council are responsible for the maintenance and integrity of corporate and financial information included on the charity's website.

The Vicar and PCC are grateful to all who contributed to the work of the Church during the year.

Approved by order of the board of trustees on 3 May 2023 and signed on its behalf by:

R Willis - Trustee

#### Independent Examiner's Report to the Trustees of St Mary West Acklam

# Independent examiner's report to the trustees of St Mary West Acklam

I report to the charity trustees on my examination of the accounts of St Mary West Acklam (the Trust) for the year ended 31 December 2022 which are set out on pages 5 to 12.

#### Respective responsibilities of trustees and the examiner

The church's trustees are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act'). The church's trustees 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 to:

- Examine the accounts under Section 145 of the 2011 Act;
- To follow the procedures laid down in the General Directions given by the Charity Commission under Section 145(5)(b) of the 2011 Act.

#### Independent examiner's statement

My examination was carried out in accordance with the general directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

- 1. accounting records were not kept in respect of the Trust as required by Section 130 of the Act; or
- 2. the accounts do not accord with those records; or
- 3. the accounts do 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.

C. Sharg

Colin Shaughnessy BA FCA Chartered Accountant 7 Cleveland Avenue Linthorpe MIDDLESBROUGH TS5 7RR

3 May 2023

# Statement of Financial Activities for the Year Ended 31 December 2022

INCOME AND ENDOWMENTS FROM Donations and legacies	Notes 2	Unrestricted fund £ 47,200	Restricted funds £	2022 Total funds £ 47,200	2021 Total funds £ 42,077
Charitable activities Fees for weddings, baptisms and funerals		4,503	-	4,503	3,999
Income from fundraising Investment income	3 4	1,437 9,898	100	1,537 9,898	3,747 8,749
Total		63,038	100	63,138	58,572
EXPENDITURE ON Raising funds					
Raising donations and legacies Investment management costs	5	8,840 1,817		8,840 1,817	11,396 1,951
		10,657	-	10,657	13,347
Charitable activities Church activities Church hall restoration	6	63,113	1,050 9,186	64,163 9,186	44,444 9,186
Other		104	11	115	26
Total		73,874	10,247	84,121	67,003
NET INCOME/(EXPENDITURE) Transfers between funds	13	(10,836) 3,141	(10,147) (3,141)	(20,983) 	(8,431)
Net movement in funds		(7,695)	(13,288)	(20,983)	(8,431)
RECONCILIATION OF FUNDS Total funds brought forward		537,955	30,975	568,930	577,361
TOTAL FUNDS CARRIED FORWARD		530,260	17,687	547,947	568,930

The notes form part of these financial statements

#### **Balance Sheet** 31 December 2022

<b>FIXED ASSETS</b> Tangible assets	Notes 10	Unrestricted fund £ 427,082	Restricted funds £ 15,920	2022 Total funds £ 443,002	2021 Total funds £ 453,367
	10	127,002	10,020	443,002	400,007
CURRENT ASSETS Debtors Cash at bank and in hand	11	16,795 89,057	1,767	16,795 90,824	4,821 
		105,852	1,767	107,619	116,609
<b>CREDITORS</b> Amounts falling due within one year	12	(2,674)		(2,674)	(1,046)
NET CURRENT ASSETS		103,178	1,767	104,945	115,563
TOTAL ASSETS LESS CURRENT LIABILITIE	S	530,260	17,687	547,947	568,930
NET ASSETS		530,260	17,687	547,947	568,930
FUNDS Unrestricted funds Restricted funds	13			530,260 17,687	537,955 30,975
TOTAL FUNDS				547,947	568,930

The financial statements were approved by the Board of Trustees and authorised for issue on 3 May 2023 and were signed on its behalf by:

B Livingstone - Trustee

Bowyster J Lomas - Trustee - Smilonuus

The notes form part of these financial statements

#### Notes to the Financial Statements for the Year Ended 31 December 2022

## 1. ACCOUNTING POLICIES

#### Basis of preparing the financial statements

The financial statements of the charity, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) '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 2019)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and the Charities Act 2011. The financial statements have been prepared under the historical cost convention.

### Income

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

Collections and planned giving are recognised when received by or on behalf of the PCC. Income tax recoverable on gift aid donations is brought into account as the associated income is recognised.

Legacies are accounted for as soon as the PCC is notified of its legal entitlement, the amount due is quantifiable and its receipt is reasonably certain.

#### Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings, they have been allocated to activities on a basis consistent with the use of resources.

The policy of the PCC is to set the freewill offering due to the diocese of York at a level considered fair to both the parish and the wider diocese. The Freewill Offering, once set is considered a constructive obligation and accounted for in the period to which it relates.

Grants and donations are accounted for when paid over or when awarded if that award brings a binding obligation on the PCC.

#### **Raising funds**

Funds raised by a fête, garden party similar events and the sale of magazines are accounted for before deduction of related expenditure. Such expenditure is included in the appropriate expense account.

Rental income from church premises is recognised as it falls due.

#### Tangible fixed assets

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

Church Hall Renovation	<ul> <li>Straight line over 15 years</li> </ul>
Fixtures and fittings	- 25% on cost

All expenditure incurred in the year on individual items under £500 is written off.

The church hall and Ambleside Grove are valued based on insurance valuations as at September 1997.

#### Taxation

The charity is exempt from tax on its charitable activities.

#### Fund accounting

Unrestricted funds represent funds that are not subject to any restriction regarding their use and are available for the general purposes of the PCC. Funds designated for a particular purpose by the PCC are also unrestricted.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

## 1. ACCOUNTING POLICIES - continued

## Consecrated land and buildings and moveable church furnishings

Consecrated and beneficed property of any kind is excluded from the accounts by Section 10(2)(a) of the Charities Act 2011. Movable church furnishings held by the vicar and churchwardens on special trust for the PCC and which require a special faculty for disposal are accounted for as inalienable property unless consecrated. They are listed in the Church's inventory which can be inspected at any reasonable time. For inalienable property acquired prior to 1998 there is insufficient cost information available and therefore such assets are not valued in the accounts. Items acquired since 1 January 1998 have been capitalised and depreciated over their estimated useful life (initially over four years) on a straight- line basis. All expenditure incurred in the year on consecrated or beneficed buildings or on the repair of movable church fittings acquired before 1 January 1998 is written off.

## 2. DONATIONS AND LEGACIES

	2022	2021
	£	£
Gift aided giving	29,248	27,653
Other giving	9,606	8,638
Income tax recovered	8,346	5,636
Legacies	·	150
	47,200	42,077

## 3. INCOME FROM FUNDRAISING

4.

Fêtes, bazaars, etc Youth group fund Friends of St Mary's income Magazine sales and advertising Church hall lettings	2022 £ 1,435 100 2  <u>1,537</u>	2021 £ 1,373 266 <u>2,108</u> <u>3,747</u>
INVESTMENT INCOME Rents receivable Church of England deposit fund interest	2022 £ 8,700 1,198	2021 £ 8,700 49
	9,898	8,749

## 5. INVESTMENT MANAGEMENT COSTS

Investment management costs are costs of generating investment income from the former curate's house on Ambleside Grove.

## 6. CHARITABLE ACTIVITIES COSTS

	Direct		Support	
	Costs (see	Mission	costs (see	
	note 7)	giving	note 8)	Totals
	£	£	£	£
Church activities	35,237	935	27,991	64,163
Church hall restoration	9,186			9,186
	44,423	935	27,991	73,349

## Notes to the Financial Statements - continued for the Year Ended 31 December 2022

## 7. DIRECT COSTS OF CHARITABLE ACTIVITIES

2022	2021
£	£
2,898	520
959	1,010
30,000	30,000
	25
201	-
-	110
10,365	10,448
44,423	42,113
	£ 2,898 959 30,000 - 201 - 10,365

Charitable activities costs include the sum of £30,000 (2021: £30,000) in respect of the Freewill Offering to the Diocese of York.

As a of result of grant funding of £38,169 and the receipt of a legacy of £150,000 restricted to the purpose, the PCC carried out restoration of the church hall. Depreciation of £9,186 on previously capitalised expenditure has been included in Costs of Charitable Activities on restricted fund. Expenditure in excess of grant funding and the legacy is taken from general church funds. This means that all hall expenditure now comes from the general fund.

#### 8. SUPPORT COSTS

	Management £	Finance £	Totals £
Investment management costs	1,817		1,817
Other resources expended	· -	115	115
Church activities	27,972	19	27,991
	29,789	134	29,923

Support costs, included in the above, are as follows:

	Investment	Other		2022	2021
	management costs £	resources expended £	Church activities £	Total activities £	Total activities £
Church light, heat and water	-	-	7,743	7,743	4,977
Church insurance	-	-	2,695	2,695	2,532
41 Ambleside Grove costs	877	-		877	1,011
Management fees-					
Ambleside Grove	940	-	**	940	940
Postage, stationery and					
copying	-		358	358	667
Church maintenance	-		17,176	17,176	2,352
Bank charges		115	19	134	26
	1,817	115	27,991	29,923	12,505

## 9. TRUSTEES' REMUNERATION AND BENEFITS

Trustees' expenses

There were no trustees' remuneration or other benefits for the year ended 31 December 2022 nor for the year ended 31 December 2021.

Hustees expenses		
	2022	2021
	£	£
Trustees' expenses	2,898	520

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# 10. TANGIBLE FIXED ASSETS

	Church Hall £	41 Ambleside Grove £	Church Hall Renovation £	Fixtures and fittings £	Totals £
<b>COST</b> At 1 January 2022 and 31 December 2022	352,768	72,663	_137,770	9,135	572,336
<b>DEPRECIATION</b> At 1 January 2022 Charge for year			112,664 <del>9</del> ,186	6,305 1,179	118,969 
At 31 December 2022			121,850	7,484	129,334
NET BOOK VALUE At 31 December 2022	352,768	72,663	15,920	1,651	443,002
At 31 December 2021	352,768	72,663	25,106	2,830	453,367
41 Ambleside Grove is current	•				
DEBTORS: AMOUNTS FALL	NG DUE WITHIN	ONE YEAR		2022	2021
Prepayments and accrued inco	me			£ 16,795	£ 4,821

# 12. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2022	2021
	£	£
Accruals and deferred income	2,674	1,046

## 13. MOVEMENT IN FUNDS

11.

	At 1.1.22	Net movement in funds	Transfers between funds	At 31.12.22
	£	£	£	£
Unrestricted funds				
General fund	537,955	(10,836)	3,141	530,260
Restricted funds				
Youth group	1,678	89	-	1,767
Church flowers	727	(201)	(526)	-
Church hall restoration fund	25,106	(9,186)		15,920
Friends of St Mary's Fund	3,464	(849)	(2,615)	
	30,975	(10,147)	(3,141)	17,687
TOTAL FUNDS	568,930	(20,983)		547,947

# 13. MOVEMENT IN FUNDS - continued

Net movement in funds, included in the above are as follows:

Unrestricted funds	Incoming resources £	Resources expended £	Movement in funds £
General fund	63,038	(73,874)	(10,836)
Restricted funds			
Youth group Church flowers	100	(11) (201)	89 (201)
Church hall restoration fund	-	(9,186)	(9,186)
Friends of St Mary's Fund		(849)	<u>(849</u> )
	100	(10,247)	(10,147)
TOTAL FUNDS	63,138	<u>(84,121</u> )	<u>(20,983</u> )

# Comparatives for movement in funds

Unrestricted funds	At 1.1.21 £	Net movement in funds £	`At 31.12.21 £
General fund	536,086	1,869	537,955
<b>Restricted funds</b> Youth group Church flowers Church hall restoration fund Friends of St Mary's Fund	1,708 727 34,292 4,548	(30) (9,186) (1,084)	1,678 727 25,106 3,464
	41,275	(10,300)	30,975
TOTAL FUNDS	577,361	(8,431)	568,930

Comparative net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds General fund	58,306	(56,437)	1,869
<b>Restricted funds</b> Youth group Church hall restoration fund Friends of St Mary's Fund	- 266	(30) (9,186) <u>(1,350</u> )	(30) (9,186) <u>(1,084</u> )
	266	(10,566)	(10,300)
TOTAL FUNDS	58,572	<u>(67,003</u> )	(8,431)

## 13. MOVEMENT IN FUNDS - continued

A current year 12 months and prior year 12 months combined position is as follows:

	At 1.1.21 £	Net movement in funds £	Transfers between funds £	At 31.12.22 £
Unrestricted funds General fund	536,086	(8,967)	3,141	530,260
<b>Restricted funds</b> Youth group Church flowers Church hall restoration fund Friends of St Mary's Fund	1,708 727 34,292 4,548	59 (201) (18,372) <u>(1,933</u> )	(526) (2,615)	1,767 15,920
	41,275	(20,447)	(3,141)	17,687
TOTAL FUNDS	577,361	(29,414)	-	547,947

A current year 12 months and prior year 12 months combined net movement in funds, included in the above are as follows:

Unrestricted funds	Incoming resources £	Resources expended £	Movement in funds £
General fund	121,344	(130,311)	(8,967)
<b>Restricted funds</b> Youth group Church flowers Church hall restoration fund	100	(41) (201)	59 (201)
Friends of St Mary's Fund	266	(18,372) (2,199)	(18,372) (1,933)
	366	<u>(20,813</u> )	<u>(20,447</u> )
TOTAL FUNDS	121,710	( <u>151,124</u> )	<u>(29,414</u> )

#### Transfers between funds

Restricted funds include funds designated to be used for specific purposes. The trustees have concluded that the Church Flowers Fund and the Friends of St Mary's Fund are no longer required and they have been undesignated and returned to unrestricted general funds.

## 14. RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 31 December 2022.

## 15. POST BALANCE SHEET EVENTS AND GOING CONCERN

The PCC have addressed the issues that arose during the COVID19 pandemic during 2020 and 2021 by taking what measures they can to maximise income and minimise expenditure including a drive to encourage people to give by bank transfer which is ongoing. The PCC are confident that as a result of these measures the charity can continue as a going concern for at least twelve months from the date of signing the accounts.

During 2021 a sale of the church hall was agreed and it is likely that, following resolution of title issues, this will be concluded during 2023. Consultation is taking place as to how the proceeds can be used to continue the church's mission by alterations to the church building.