



St Nicholas Church, Stevenage
Parochial Church Council



**The Report of the Trustees of the Parochial Church Council
of St Nicholas Church Stevenage**

Registered Charity Number – 1161229

Trustees' Report and Accounts

Year Ended 31 December 2022

Contents	Page
Report of the Trustees	2-13
Independent Examiner's Report	14
Income and Expenditure Account (incorporating Statement of Financial Activities)	15
Balance Sheet	16
Notes to the Accounts	17-26



St Nicholas Church, Stevenage
Parochial Church Council



Report of the Trustees
For the Year Ended 31 December 2022

INTRODUCTION

The Parochial Church Council as trustees of St Nicholas Church, Stevenage presents its annual report and financial statements for the year ended 31 December 2022.

The financial statements have been prepared in accordance with the Statement of Recommended Practice: 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 and the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102) and the Charities Act 2011 and UK Generally Accepted Practice as it applies from 1 January 2015.

Definitions

PCC	The Parochial Church Council comprising clergy and elected representatives, the trustees under the PCC powers measure 1956.
Hawkes Trustees	The Rector and Churchwardens appointed trustees under the will of the late Robert Hawkes who died in 2008.
Friends of St Nicholas	An independent charitable trust established to raise funds for the maintenance and improvement of St Nicholas Church Stevenage
Burymead Trustees	The Rector and Churchwardens are the trustees of the Burymead leisure area. The land is rented by the SBC for a peppercorn rent, and they are fully responsible for managing it.

OBJECTIVES AND ACTIVITIES

Aims and Purposes.

In co-operation with the incumbent, the PCC has the responsibility of promoting the pastoral, evangelistic, social and ecumenical mission of the Church, in the ecclesiastical parish of St Nicholas, Stevenage. This includes the management of the Church building of Rectory Lane, Stevenage.

Resources

The parish is served by a full-time clergy employed by the Diocese of St. Albans. The rector Rev. Dave Brown, who had been in post since 2011, left the position on 14th August 2022, and from this date until 16th June 2023, when a new rector was appointed, the parish was in an interregnum.

Mrs Alison Hare is the Secretary to the PCC and provides administrative support to the clergy. She receives an honorarium.

The mission of the church would not be fulfilled without the many volunteers who willingly serve in many areas of church life.



St Nicholas Church, Stevenage
Parochial Church Council



Report of the Trustees
For the Year Ended 31 December 2022

Objectives

Following a week of prayer and an away day in the autumn of 2016, the PCC confirmed that the following five statements would govern and direct the work of the church in the wider community:

Grounded in the Bible: *The Bible is our foundation.* We need to make sure we are reading it ourselves, in small groups, and reflecting on what is taught on Sundays. The Bible teaching, we receive should be honest to the text, passionate in delivery and relevant to our lives.

Growing in number: *Evangelism is our mission.* As individuals and as a church we have a God-given mission to pass on the gospel message. We need to train and encourage each other to tell others about Jesus to make that witness more effective.

Glorifying God: *This is our watchword.* From our welcome to our music to our coffee, printed materials and online materials, everything we do needs to be done as well as we can because we are doing it for God and his glory.

Greater in likeness to Jesus: *This is our aim.* As individuals and as a church we want to grow more like Jesus in our character. We want to become mature disciple-making disciples whose lives reflect Jesus.

Glued together in a loving community: *This is our family.* We are not called to follow Jesus on our own but as a community. We want to love and serve each other and share our lives. We want to be a church where people eat, drink, celebrate, laugh, cry and mourn together, doing all in the presence of Jesus who is with us by his Spirit.

The PCC confirms that it has referred to the Charity's Commission's guidance on public benefit and believes that its objectives are in accordance with the guidance.

ACHIEVEMENT AND PERFORMANCE IN DELIVERING PUBLIC BENEFIT

The Mission Action Plan (MAP) approved by the Annual Parochial Church Meeting (APCM) in April 2018 sets targets relating to each of the PCC objectives. Some of the achievements over the last 12 months have been as follows:

During our events held in December we advertised that we would be running a Hope Explored course. This course is a three-week course and gives people an introduction into the Christian faith. Once people had been on that course it was hoped that they would want to explore more about our Faith and would want to be involved in the Christianity Explored course which runs for seven weeks. We ran two Hope Explored courses during January one was run on the Monday of 17th, 24th and 31st of January at 13.30 and the other was run on Thursday 20th, 27th of January and 3rd of February at 19.30. On Saturday 29th January we held an Evangelism Training day; we invited 'London City Mission' to come along and help us with our outreach. Phil Moore and Shane Goodyear came along and delivered the training in person. We had people from St Mary's, Longmeadow Church and Grace community church come along for the training. We have put several of their ideas in place and are currently taking their advice and visiting the same street every 6 – 8 weeks.

For two consecutive Sundays during February and March (27th and 6th) we looked at the Living in Love and Faith, which was open to the church family, this was well attended. We started our quiet evening of prayer on the 2nd of March from 7.00 to 7.30 pm and we have continued with this. We held a pancake evening in church for our children on the 1st March where we played games had pancakes and the older children were able to make pancakes and toss them.



St Nicholas Church, Stevenage
Parochial Church Council



Report of the Trustees
For the Year Ended 31 December 2022

ACHIEVEMENT AND PERFORMANCE IN DELIVERING PUBLIC BENEFIT (Cont'd)

We held a joint men and women's breakfast on 12th March where we used this to kick off Momentum and Women@StNics, which has changed its name to Women Food Fellowship and Faith. For Lent this year we did not have a Study for this period; however, a selection of books was recommended which could be purchased on the book stall for £2.00 each and we were encouraged to read the book with someone else. Dave also every week provided a passage to read and asked two questions and provided a song to listen too online. We held our Easter fun day on 16th April, we had Teddys going down a zip wire from the tower, a barbecue, cream teas and cake. We had games for the children and a treasure hunt in the church yard.

We were a part of 'Passion for Life' where we went out on the doors in our parish delivering and speaking about passion for life and telling the people about the events we were holding. We joined up with Longmeadow evangelical church and Grace community church and we held three events which we could bring friends, neighbours work colleagues and people in the parish too. On Saturday 12th March Longmeadow held a quiz and pudding night message. Grace Community church held 'The Roots of Jazz' evening and St Nicholas held a comedy, Night; all three churches had a Gospel message at their events. We joined up with Christ church Baldock and some other local evangelical churches to hold the nationwide events, which were held between the 25th to 30th of April. We had David Moss a GB footballer, Tamar Pollard, Piyush Jani a ENT surgeon, Billie McCurry a former terrorist, Jeremy Marshall a businessman and cancer sufferer and Yvonne Edwards a former drug addict, these events were hosted by Roger Carswell.

On the 17th April, Easter day we announced to our church family that our Rector David Brown would be leaving us On the 14th August to be the team rector in Newton Abbott and would be installed on the 20th September.

On the 20th May we start a youth evening this was called 'YOUTH' which was for year 6 and above, this was led by Dave and Judy. On Friday 3rd June we held our 'Jubilee fun afternoon, we had traditional cream teas and cake and a treasure hunt in the church. On the 17th June our Lady mayoress opened our flower festival the flower festival was over three days from 17th June to the 19th June. The displays beautifully depict themes from the Bible we also provided refreshments and we had a large amount of people enjoying the displays. We also ran Hope Explored and Christianity Explored courses during June, these were run to pick up new people from the Easter events and passion for life events who wanted to know more about our faith.

On the 15th June we got together with St Mary's to start our work on the parish profile so that we would be advertise for a new Rector once David had been installed at Newton Abbott on the 20th September. The whole profile included members form both St Nicholas and St Mary's PCCs; there were 22 people working together on the process.

On the 16th July David and Judy held our church family barbecue in the rectory, there was a huge turn out and the weather was glorious. We held 24 hours of prayer from the 9th to 10th August, in which the entire Bible was read.



St Nicholas Church, Stevenage
Parochial Church Council



Report of the Trustees
For the Year Ended 31 December 2022

ACHIEVEMENT AND PERFORMANCE IN DELIVERING PUBLIC BENEFIT (Cont'd)

during this time, we prayed with regards the interregnum and for David and Judy starting their ministry in Newton Abbott. On the 30th August we held a joint PCC meeting to finalise the church profile.

After the announcement of the Death of Queen Elizabeth on the 8th September we opened the church for people to pay their condolences and write in the book. We had a picture of the queen and some flowers by her picture and candles that people could light to pay their respects. We had a joint meeting on the 24th September with St Mary's which was our section 11 meeting this is where both PCCs signed off the church profile which then allowed us to advertise for a new rector. Straight after this meeting at 11am we had a vacancy meeting with Archdeacon Janet. We advertised for the vacancy on ... and the closing date was for 26th October at 12 noon. The parish representatives were Eunice Sirkett, Mike Wilton, Andrea Kelly and Karen Walker, along with Bishop Alan, Archdeacon Janet and The Rural Dean Andy Thomas. We short listed on 7th November, where we chose two candidates for interview on 30th November. Unfortunately, we did not appoint this time.

We took part in operation shoebox and we were the drop off point during the week commencing 14th November. We also held a guitar workshop every Saturday for six weeks from 12th November. On Sunday the 20th of November we held a 'newcomers' afternoon tea for all those who were new to the church in this year.

For the first time since pre covid on the 14th of December we were able to go into Norman court one of the care homes. We sang carols and had Bible readings. The care home provided drinks and food and we had a wonderful time catching up with the residents and meeting new ones. During December we had some of the local school coming into church to learn about Christmas and Jesus. We had Almond hill school coming in at 1.30 on the 19th and 20th December. On 18th of December we had our nine lessons and carols which was well attended. As we are in an interregnum we could only hold one Christingle service, so we held this on Christmas eve at 3pm and we had 200 adults and children attending, it was wonderful to see the church pack out with families and enjoying themselves.

Worship and Prayer

Throughout the year we have tried hard to maintain our weekly schedule of services, keeping to similar times and styles wherever possible.

Prayer Times

We originally had an hour of corporate prayer every other Tuesday morning at 7am to 8am, for God's blessing on the church, the people and the wider world. This has been changed to a Wednesday morning to keep in line with the quiet prayer time and the benefice prayer time both on alternative Wednesday evenings. The morning prayer time on a Wednesday remains on zoom.



St Nicholas Church, Stevenage
Parochial Church Council



Report of the Trustees
For the Year Ended 31 December 2022

ACHIEVEMENT AND PERFORMANCE IN DELIVERING PUBLIC BENEFIT (Cont'd)

Sundays at 9:30am—a service up to 90 minutes in length with hymns and songs and a longer talk. Children go to their own groups*after the first 10 minutes and re-join the service later. On at least two Sundays per month the service includes Holy Communion.

Home Groups. Home Bible study groups meet throughout the week. All home groups now meet at someone's house, earlier in the year some were still use zoom. The home groups meet every other week.

Data

On 31 December 2022 the Church Electoral Roll included 84 parishioners. Where 42 lived in the parish and 42 lived outside the parish

The average weekly attendance of adults and children, counted during October was 65

As well as regular services, the church enables the community to celebrate and thank God at the milestones of the journey through life. Through baptism we thank God for the gift of life, in marriage public vows are exchanged with God's blessing and, through funeral services, friends and family express their grief and give thanks for the life which is now complete in this world and to commend the person into God's keeping.

2022 we had 7 baptism and only 10 weddings. There were 17 funerals in the church with clergy taking 4 other funeral services at the crematorium or cemetery chapel.

Deanery Synod

Two members of the church were elected to sit on the Stevenage Deanery Synod and are ex-officio members of the PCC. This provides the PCC with an important link between the parish and the wider structure of the church.

Church Buildings and Churchyard

In 2008 the will of the late Robert Hawkes bequeathed the residue of his estate in trust to the Rector and Churchwardens for the maintenance of the St Nicholas church building. Under Canon Law the funds are held by the Diocesan Board of Finance as custodian trustee. The PCC determines the scope of work to be undertaken, obtains the necessary consents and applies for grants from the trustees. In previous years invoices for grant financed work were settled directly from trust funds. To avoid potential accounting difficulties, from 1 January 2018 the trustees agreed that all invoices should be approved by and settled from PCC funds. The expenditure is then reimbursed by the Hawkes trustees.



St Nicholas Church, Stevenage
Parochial Church Council



Report of the Trustees
For the Year Ended 31 December 2021

ACHIEVEMENT AND PERFORMANCE IN DELIVERING PUBLIC BENEFIT (Cont'd)

Friday Evening Prayer 8 pm

A time for church members to come along to pray together or in silent it is an opportunity for people to come and go when they wanted to where there was no planned structure.

Home Groups. Home Bible study groups meet throughout the week. Some still use zoom and others either meet in someone's home or in the church.

Data

On 31st December 2021 the Church Electoral Roll included 86 parishioners. Where 43 lived in the parish and 43 lived outside the parish

The average weekly attendance of adults and children, counted during October was 68

As well as regular services, the church enables the community to celebrate and thank God at the milestones of the journey through life. Through baptism we thank God for the gift of life, in marriage public vows are exchanged with God's blessing and, through funeral services, friends and family express their grief and give thanks for the life which is now complete in this world and to commend the person into God's keeping.

2021 we had 1 baptism and only 5 weddings. There were 12 funerals in the church with clergy taking 15 other funeral services at the crematorium or cemetery chapel.

Deanery Synod

Two members of the church were elected to sit on the Stevenage Deanery Synod and are ex-officio members of the PCC. This provides the PCC with an important link between the parish and the wider structure of the church.

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St Nicholas Church, Stevenage
Parochial Church Council



Report of the Trustees
For the Year Ended 31 December 2021

ACHIEVEMENT AND PERFORMANCE IN DELIVERING PUBLIC BENEFIT (Cont'd)

During 2022 the following grants were made from the Hawkes Trust to the PCC

Recurring general maintenance

Item

£

Recurring Maintenance

Church buildings insurance (Ecclesiastical 90%)

3,993

CCTV Line Rental & Broad Band

211

Non-Recurring Maintenance

Organ Refurbishment

9,000

Roof Alarm

5,239

CCTV maintenance

2,742

Building refurbishment project

20,947

Total Grants

39,390

The Hawkes Will Trustees have indicated that during 2023 they intend to continue their funding of church upkeep using the Trust's funds.

On 1st April 2020 the keys were handed back to the Church from Borrás. The implementation of the PCC plans for the renewal of the floor, installation of underfloor heating, improvement of lighting, installation of a mezzanine floor in the Parish Room have been met. In 2019 the Hawkes Trustees approved the funding of those works constituting maintenance within the terms of the Trust. The PCC raised most of the balance of the funds required with substantial contributions from members of the congregation. The rest of the money came in from grants from the Friends, from local councillors and various charitable bodies.

The quinquennial inspection was completed in November 2021. The Hawkes trustees have agreed a 10-year funding rate of planned maintenance repairs and will release funds as repairs take place.

The PCC thanks Bernie Matthews, Paul Drakes and Stuart Marshall who regularly inspect and carry out minor maintenance on the inside and outside of the building.

Mission and Evangelism

The continuing work of mission and evangelism is a major part of our life as a church which seeks to proclaim the gospel of Jesus across our parish and across the town. During July as the restrictions were lifted our evangelism team were able to go out door to door in our parish and as we brought the good news of Jesus, we handed out our church leaflet and if someone was out, we put the leaflet through the letter box.

Our Thursday afternoons hot chocolate has grown from strength to strength where we now have up to forty children coming into church each week. We have got to know the children well and we are always seeing new faces coming along. We also have parents with younger children coming in as well for hot chocolate and people out for a walk. We This year the pandemic has prevented us reaching out as we would like to, but we have turned to technology to live stream services and have been pleased to have many people viewing online. This has in turn seen some people coming to church. We have had talks on how to witness to Jehovah witnesses and Muslims. We now have a welcome



St Nicholas Church, Stevenage
Parochial Church Council



Report of the Trustees
For the Year Ended 31 December 2022

ACHIEVEMENT AND PERFORMANCE IN DELIVERING PUBLIC BENEFIT (Cont'd)

Mission and Evangelism (cont'd)

also hand out Gospel tracts. We are seeking God's wisdom to take the next step with the outreach to these school children.

As part of our initiative to increase our witness and presence on the St Nicholas estate, we again ensured delivery of Christmas invitations to over two thousand homes and supplemented this with paid on-line adverts on Facebook.

We now have a welcome pack containing information about our church with some tracts and chocolate which we use for people moving into the area.

We have the church opened several times a week; Tuesday 2-4 Wednesday 12-2 and Thursday 10-12 which allows people to come in and have a look at the church and we can share the gospel with them. newsletters.

The mission of the wider church is supported by donations to five external e Christian charities: Church Mission Society (CMS) with a particular link to Jimmy and Katia Rocks in Brazil: Bridge Builders, our local gospel partners in the primary schools in Stevenage: The Barnabas fund supporting persecuted Christians around the world: And Crosslinks with a particular link to Rachel and Bernie Muluuta working in Kampala, Uganda, to reach, teach, disciple and train young adults. Bridgebuilders receive 40% of our mission giving and the remainder 20% each.

During 2022 the church continued to support the worldwide Anglican movement GAFCON, and the UK based RENEW movement which is working for the renewal of the Church of England and the growth and planting of healthy Bible-teaching Anglican Churches.

Ecumenical Relationships

Whilst we work most closely with other Anglican churches across the Stevenage area our strongest link is with St Mary's Church in Gravely, with whom we are a joint benefice. Sermon series are shared, and both churches share baptism and marriage preparation. There were also several shared services in 2022.

We are also part of Churches Together in Stevenage and are continuing to deepen our working relationships with other churches who share our vision for mission and evangelism. As part of this we have continued our partnership with Grace Community Church, St Peters Church and Longmeadow Evangelical Church.

Some members from the PCC have looked at Living in Love and faith and have provided feed back to the PCC. This was reported to the congregation.

Church Building

We have been able to open up our church building to various organisations.

The Stevenage Choral Society held concerts on 9th April and 10th December.

The Weston Music Society held concerts on 14th May and 19th November.

Fourwinds held concerts on 11th June and 2nd December.

Stevenage AA hold their meetings here.

Forster Bugs



St Nicholas Church, Stevenage
Parochial Church Council



Report of the Trustees
For the Year Ended 31 December 2022

FINANCIAL REVIEW

Full details of the accounts are provided in pages 14 – 26 of this report.

Total receipts of unrestricted funds were £93,477. This comprised the following:

<i>Source of funds</i>	<i>Amount (£)</i>
Planned giving	56,221
Unrestricted voluntary donations	4,076
Grant for fire alarm	1,900
Collections in church	4,139
Wedding and funeral fees	4,167
HMRC tax refund	13,199
Contribution from St Mary's, Graveley towards the Parish Share and clergy	9,450
Other Income	325

Total receipts of restricted funds were £45,051. This comprised the following:

<i>Source of funds</i>	<i>Amount (£)</i>
Restricted Donations	3,830
HMRC tax refund	958
Hawkes Bequest	39,390
LPOW VAT grant	873

Compared to 2021, *our planned giving increased by 9% and collections in church increased by 28%.*

The PCC wishes to record its thanks to all those who, through their generous financial giving, demonstrate our growing commitment to the work that God is doing in this corner of his kingdom.

Provision has been made in our balance sheet for the following monetary assets:

- £7,082 for gift aid reclaim from HMRC for the period July – December 2022
- 2022 independent examination fess £1,002.

£102,048 was spent from unrestricted funds to provide the Christian ministry from St. Nicholas' Church, including the contribution of £60,718 to the diocesan parish share that largely provides the stipends and housing for the clergy. The amounts that the churches in the deanery must find are shared between the churches according to a formula that is based mainly on a headcount of the congregations, and local demography. We must find more of the total required at our church in relation to others because of our location in the town.

£7,800 was spent from the unrestricted funds on the four charities (CMS, Bridge Builders, Barnabas fund and Crosslinks) selected by the PCC.

£6,147 was spent on maintenance of the church building and £6,147 was spent on church improvements from unrestricted funds.



St Nicholas Church, Stevenage
Parochial Church Council



Report of the Trustees
For the Year Ended 31 December 2022

FINANCIAL REVIEW (Cont'd)

Provision has been made in our balance sheet for the following liabilities:

- £1,002 for the independent examination fee of the accounts for 2022 (due in 2023)

The result for the year was a deficit of income over expenditure of £44,166 on unrestricted funds, a surplus of £18,533 on restricted funds and overall deficit of £25,633. Adding bank and deposit balances brought forward at the beginning of the year, together with outstanding assets and liabilities (including long term deferred parish Share £32,777) there are **net reserves** of £10,627 to carry forward on 31st December 2022.

Reserves policy

It is our practice to maintain a balance in the current account of approximately £8,000 to cover the monthly forecast of planned expenditure.

As of 31st December 2022, £6,273 is held on easy access deposit to smooth out fluctuations in cash flow and to meet emergencies.

STRUCTURE, GOVERNANCE AND MANAGEMENT

The method of appointment of PCC members is set out in the Church Representation Rules. At St Nicholas Church, the membership of the PCC consists of the incumbent (our Rector), churchwardens, and members elected by those members of the congregation who are on the electoral roll of the church. All those who attend our services are encouraged to register on the Electoral Roll and stand for election to the PCC.

The PCC members are responsible for making decisions on all matters of general concern and importance to the parish, including deciding on how the funds of the PCC are to be spent.

The full PCC met six times during the period with an average attendance of 76%. Given its wide responsibilities the PCC has a number of committees, each dealing with a particular aspect of parish life. These committees, which include worship, pastoral, giving and support for mission, finance, buildings and fabric, social and hospitality, are all responsible to the PCC and report back to it as appropriate with notes of their meetings and decisions. The full PCC discusses and ratifies any decisions as necessary.



St Nicholas Church, Stevenage Parochial Church Council



Report of the Trustees For the Year Ended 31 December 2021

STRUCTURE, GOVERNANCE AND MANAGEMENT (Cont'd)

Risk Management Policy

The Rector and Churchwardens on behalf of the PCC have considered the risks to which it is exposed. They relate to the following major areas:

<i>Risk Area</i>	<i>Nature of Risk</i>	<i>Management Arrangements</i>
Financial Risks	Fraudulent misappropriation of PCC assets and funds	Financial controls are in place including oversight of bank accounts and payment processes. Insurance cover against theft
Damage to buildings	The church may be damaged by weather, neglect, external abuse	Insurance cover against the usual perils backed by a bequest for the maintenance of the building
Health and safety of people using church premises	Users of the building may suffer injury because of an incident on the premises	Regular reviews of safety arrangements backed by public liability insurance
Abuse to children and vulnerable adults	Children or vulnerable adults may be abused by members of the church in the context of church activities	Care policy in place with screening of individuals by the <i>Disclosure and Barring Service</i>

A surveyor appointed by Ecclesiastical Insurance visited the Church and submitted a formal Risk Management Report in July 2015. This inspection is required every 5 years. The following two actions have been completed:

- A church *Health and Safety Policy* has been compiled in the format supplied by Ecclesiastical Insurance.
- An asbestos register has been generated.
- The Safeguarding Policy has been reviewed and updated.

Volunteers

We would like to thank all the volunteers who work so hard to maintain our church as a lively and vibrant community. We want to mention:

- Our churchwardens, **Mike Wilton and Karen Walker**, and their team of assistant wardens.
- Our Treasurer, Jason Cox, and his team of volunteers.

They have all worked tirelessly on our behalf.

Administrative Information

St Nicholas Church is situated in Rectory Lane, Stevenage, Herts SG1 4DA. It is part of the Diocese of St Albans within the Church of England. The correspondence address is St Nicholas House, 2A North Road, Stevenage, Herts SG1 4AT.

The PCC is a body corporate (PCC Powers Measure 1956, Church Representation Rules 2006) and is registered with the Charity Commission.



St Nicholas Church, Stevenage
Parochial Church Council



Report of the Trustees
For the Year Ended 31 December 2021

STRUCTURE, GOVERNANCE AND MANAGEMENT (Cont'd)

Administrative Information (cont'd)

PCC members who have served at any time from 1st January 2022 until the date this report was approved are:

Ex-Officio members:

Clergy and Chairman
Rev'd Dave Brown – Until 14th August 2022

Churchwardens:
Karen Walker
Mike Wilton

Deanery Synod Reps:
Stuart Marshall
Cathy Bibby

CTIS Rep:
Stuart Marshall

Elected Members:

Martin Bailey (Safeguarding Lead) - Chairman from 15th August 2022
Christine Chambers
Edward Kaahwa
Chris Taplin
Jason Cox - Treasurer
Mark Parker
Irina Teoh
Mathew Isaac
Kate Casey (from April 2022)

Co-opted:
Alison Hare – Secretary
Steve Bamford – Deputy Wrden

Approved by the PCC on 20/8/23 and signed on their behalf by Martin Bailey (PCC Chairman)



*St Nicholas Church, Stevenage
Parochial Church Council*



Martin Bailey (PCC Chairman)

**Independent Examiner's Report to the Trustees of
St Nicholas Church, Stevenage, Parochial Church Council**

I report to the trustees on my examination of the accounts of the St Nicholas Church, Stevenage, Parochial Church Council, for the year ended 31 December 2022.

Responsibilities and basis of report

As the charity trustees of the St Nicholas Church, Stevenage, Parochial Church Council, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

I report in respect of my examination of the St Nicholas Church, Stevenage, Parochial Church Council's accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

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

1. accounting records were not kept in respect of the St Nicholas Church, Stevenage, Parochial Church Council 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 on 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 Wilkinson FCCA

Barker Wilkinson Limited
19-21 Middle Row
Stevenage
Hertfordshire
SG1 3AW

Date 20/8/2023



St Nicholas Church, Stevenage
Parochial Church Council



Income and Expenditure Account
(Incorporating Statement of Financial Activities)
Year Ended 31 December 2022

	Note	2022 Unrestricted	2022 Restricted	2022 Total	2021 Total
Incoming Resources					
Planned Giving		56,221	-	56,221	51,757
Collections		4,139	-	4,139	3,245
Gift Aid Recovered		13,199	958	14,157	13,646
Total		73,559	958	74,517	68,648
Other Activities	2	5,976	3,830	9,806	10,043
Church Activities	3	4,167	-	4,167	4,590
Other Income	4	9,775	40,263	50,038	65,305
Total		19,918	44,093	64,011	79,938
Total of Incoming Resources		93,477	45,051	138,528	148,586
Resources Expended					
Charitable Activities					
Parish Share		60,718	-	60,718	63,170
Clergy & Staffing Costs		1,858	-	1,858	1,632
Church Running Expenses	5	19,225	4,204	23,429	22,162
Mission Giving and Donations	6	9,578	-	9,578	8,575
Deanery and CTIS		158	-	158	147
Church Improvements		4,364	21,820	26,184	55,957
Repairs and Renewals		6,147	14,239	20,386	15,675
Total		102,048	40,263	142,311	167,318
Excess of Expenditure Over Income		(8,571)	4,788	(3,783)	(18,732)
Transfer between funds		-	-	-	-
Net movement of funds	7	(8,571)	4,788	(3,783)	(18,732)
Total funds brought forward		(1,852)	19,380	17,528	36,260
Total funds carried forward		(10,423)	24,168	13,745	17,528



St Nicholas Church, Stevenage Parochial Church Council



Balance Sheet As At 31 December 2022

Cash Funds

General Current Account
General Reserve Account
Wedding Current Account

Total Cash Funds

Other debtors

Gift Aid - Recoverable
Graveley Parish Share

Total Current Assets

Creditors: amounts falling due within one year

Independent Examiners fee
Wedding Deposits
Deferred Parish Share

Total Liabilities

Net Current Assets

Totals Funds

Note	2022 Unrestricted	2022 Restricted	2022 Total	2021 Total
	10,436	23,733	34,169	41,682
	6,273	-	6,273	6,273
	1,108	-	1,108	3,441
	17,817	23,733	41,550	51,396
	6,647	435	7,082	6,600
	-	-	-	-
	24,464	24,168	48,632	57,996
	1,002	-	1,002	750
	1,108	-	1,108	3,341
	32,777	-	32,777	36,377
	34,877	-	34,877	40,468
	(10,423)	24,168	13,745	17,528
7	(10,423)	24,168	13,745	17,528

The notes on pages 17 to 26 form part of these accounts

Approved by the PCC on

Jason Cox
Treasurer

2023 and signed on their behalf:


Mike Wilton
Churchwarden


Karen Walker
Churchwarden



St Nicholas Church, Stevenage
Parochial Church Council



Notes to the Financial Statements
Year Ended 31 December 2022

1. Accounting Policies

The accounts for the year ended 31 December 2022 have been prepared using the accruals basis of accounting.

Basis of preparing the financial statements.

The financial statements have been prepared under the historical cost convention.

The financial statements have been prepared under the Church Accounting Regulations 2006, the Statement of Recommended Practice: 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 and with the Charities Act 2011.

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 affiliation to another body, nor those that are informal gatherings of church members.

The trustees are not aware of any material uncertainties about the charity's ability to continue and therefore the Charity's financial statements have been prepared on a going concern basis.

Incoming resources

Planned giving, collections and similar donations are recognised when received.

Tax refunds are recognised when the incoming resource to which they relate is received.

Grants and legacies are recognised when the PCC is entitled to the use of the resources, their ultimate receipt is considered reasonably certain and the amounts due are reliably quantifiable.

Interest as and when accrued by the payer. All incoming resources are accounted for gross.

Resources expended.

Grants and donations are recognised when paid, or when awarded, if that award creates a binding or constructive obligation on the PCC.

The diocesan parish share expected to be paid over is recognised when due.

All other expenditure is generally recognised when it is incurred.



**St Nicholas Church, Stevenage
Parochial Church Council**



**Notes to the Financial Statements
Year Ended 31 December 2022
(Cont'd)**

1. Accounting Policies (Cont'd)

Fixed assets

Consecrated and benefice property is not included in the accounts in accordance with s10(2)(a) and (c) of the Charities Act 2011.

Individual items of equipment with a purchase price in excess of £1,000 are capitalised and depreciation is charged from the year of acquisition on a straight-line basis over the estimated useful lives.

Fund accounting

Restricted funds comprise revenue donations or grants for specific PCC activities intended by the donor.

Unrestricted funds are income funds which are to be spent for the PCC general purposes.

Designated funds are unrestricted funds set aside by the PCC trustees for use in the future.

Project funds are unrestricted funds designated for projects or for administration purposes only. Designated funds remain unrestricted and the PCC will transfer any surplus/deficits to/from other general funds and the end of the designated project.

Financial Instruments

The charity only has financial assets and liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at settlement value.

2. Other Activities

	2022	2022	2022	2021
	Unrestricted	Restricted	Total	Total
	£	£	£	£
Donations	4,076	-	4,076	3,293
Building Fund Donations	-	3,830	3,830	6,750
Roof Alarm (Grant)	1,900	-	1,900	-
Total	5,976	3,830	9,806	10,043



St Nicholas Church, Stevenage
Parochial Church Council



Notes to the Financial Statements
Year Ended 31 December 2022
(Cont'd)

3. Church Activities

	2022 Unrestricted £	2022 Restricted £	2022 Total £	2021 Total £
Weddings, Funerals & Other Fees	4,167	-	4,167	4,590

4. Other Income

	2022 Unrestricted £	2022 Restricted £	2022 Total £	2021 Total £
Graveley PCC (Parish Share)	9,000	-	9,000	9,000
Graveley PCC (Clergy)	450	-	450	450
Other Income	135	-	135	176
Listed Places of Worship	-	873	873	1,865
Hawkes Bequest Fund	-	39,390	39,390	53,814
Charitable Activities	190	-	190	-
	9,775	40,263	50,038	65,305



St Nicholas Church, Stevenage
Parochial Church Council



Notes to the Financial Statements
Year Ended 31 December 2022
(Cont'd)

5. Church Running Expenses

	2022 Unrestricted £	2022 Restricted £	2022 Total £	2020 Total £
Services Upkeep	991	-	991	875
Copyright Licences	750	-	750	601
Fire Safety, Security & Insurance	444	3,993	4,437	3,941
Flowers	133	-	133	(122)
Gas, Electricity & Water	3,577	-	3,577	6,294
General expenses	1,059	211	1,270	1,248
Independent Examiner's Fee	1,254	-	1,254	954
Kitchen Upkeep	470	-	470	92
Mission Action Plan	2,435	-	2,435	2,268
Safeguarding	15	-	15	18
Stationery/Printing	2	-	2	40
Sunday Club & Youth Work	100	-	100	129
Equipment Hire	180	-	180	842
Rector Recruitment Expenses	999	-	999	-
Leaving Gift – Rector	1,584	-	1,584	-
Parish Administrator	5,232	-	5,232	4,982
	19,225	4,204	23,429	22,162



St Nicholas Church, Stevenage
Parochial Church Council



Notes to the Financial Statements
Year Ended 31 December 2022
(Cont'd)

6. Mission Giving and Donations

	2022	2022	2022	2021
	Unrestricted	Restricted	Total Funds	Unrestricted
	£	£	£	£
Church Overseas				
Church Mission Society	1,560	-	1,560	1,560
Crosslinks	1,560	-	1,560	1,560
Barnabas Fund	1,560	-	1,560	1,755
General Charities				
Bridge Builders	3,120	-	3,120	3,350
Herts Historic Churches	50	-	50	50
Music Ministries	-	-	-	100
Welwyn Garden City Band	-	-	-	200
Charitable Donations	1,728	-	1,728	-
	9,578	-	9,578	8,575



St Nicholas Church, Stevenage
Parochial Church Council



Notes to the Financial Statements
Year Ended 31 December 2022
(Cont'd)

7. Movement in Funds

	On 1 st January 2022	Net Movement in Funds	Transfers Between Funds	On 31 st December 2022
	£	£	£	£
Unrestricted Funds				
General Fund	(1,852)	(8,571)	-	(10,423)
Restricted Funds				
Deanery	75	-	-	75
Music Fund	2,367	-	-	2,367
Revitalisation Fund	16,928	4,788	-	21,716
Mothering Sunday Flowers	5	-	-	5
Weston Family	5	-	-	5
Hawkes Bequest Fund	-	-	-	-
Total Funds	17,528	(3,783)	-	13,745

Net movement in funds are as follows:

	Incoming resources	Resources Expended	Gains and Losses	Movement in Funds
	£	£	£	£
Unrestricted Funds				
General Fund	93,477	102,048	-	(8,571)
Restricted Funds				
Revitalisation Fund	4,788	-	-	4,788
Hawks Bequest Fund	40,263	40,263	-	-
Total Funds	138,528	142,311	-	(3,783)



St Nicholas Church, Stevenage
Parochial Church Council



Notes to the Financial Statements
Year Ended 31 December 2022
(Cont'd)

7. Movement in Funds (Cont'd)

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

	At 1 st January 2021 £	Net Movement in Funds £	Transfers Between Funds £	At 31 st December 2021 £
Unrestricted Funds				
General Fund	16,956	(18,808)	-	(1,852)
Restricted Funds				
Deanery	75	-	-	75
Music Fund	2,367	-	-	2,367
Revitalisation Fund	16,852	76	-	16,928
Mothering Sunday Flowers	5	-	-	5
Weston Family	5	-	-	5
Hawkes Bequest Fund	-	-	-	-
Total Funds	36,260	(18,732)	-	17,528

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

	Incoming resources £	Resources Expended £	Gains and Losses £	Movement in Funds £
Unrestricted Funds				
General Fund	84,469	103,277	-	(18,808)
Restricted Funds				
Revitalisation Fund	8,438	8,362	-	76
Hawks Bequest Fund	55,679	55,679	-	-
Total Funds	148,586	167,318	-	(18,732)



St Nicholas Church, Stevenage
Parochial Church Council



Notes to the Accounts.
Year Ended 31 December 2022
(Cont'd)

7. Movement in Funds (Cont'd)

There were no transfers between funds in 2022.

UNRESTRICTED FUNDS

General fund

The general funds are available for the furtherance of the PCC's charitable objectives.

General funds are largely maintained by member's donations and collections.

RESTRICTED FUNDS

Deanery

The deanery funds are available for expenditure on new mugs.

The deanery fund was set up in 2016 by a grant from the deanery.

Revitalisation Fund (formerly New Development Fund)

Church members contributed to the revitalisation fund via church membership fund (CMF) and one off contributions, further one of donations from various organisations have been received for the purpose of the revitalisation of the church.

Funds are restricted for expenditure on major works to the Church Buildings concurrently or subsequent to the renovation of the church floor and lighting that commenced in 2019.

Mothering Sunday Fund

In 2018 a donation of £50 was made to fund flowers and posies for Mothering Sunday.

Weston Family Fund

During 2020 the Weston family made a donation of £660 towards a new lectern which was purchased during the year.

Notes to the Accounts.



St Nicholas Church, Stevenage
Parochial Church Council



Year Ended 31 December 2022
(Cont'd)

7. Movement in Funds (Cont'd)

Hawkes Bequest Fund

The Hawkes Bequest funds all maintenance costs of the church building of St Nicholas. The maintenance cost is paid by the PCC and then a request is made to the Trustees of the Hawkes Bequest to reimburse the maintenance cost.

8. Trustees Remuneration and Related Party Transactions

No trustee received any remuneration, benefits or expenses other than as disclosed below:

During the period under review, Alison Hare (a member of the PCC) received £5,232 (2021 £4,982) in payments and expenses for administrative support.

The Revd. D. Brown is in receipt of a monthly allowance for broadband, computer depreciation and hospitality. Revd. D. Brown covers the cost of his mobile phone and is responsible for updating his computer, laptop and printer as and when needed, allowances paid in 2022 were £814 (2021 £990).

Trustees receive payment for reimbursed expenses incurred on the PCC's behalf as agent for the PCC.

The Rev'd D Brown, Karen Walker and Mike Wilton are or were trustees of The Hawkes Will Trust during the period under review, the PCC received restricted grants of £39,390 (2021 £55,679) from The Hawkes Will Trust during the year.

During the year total donations received, both regular and one-off, from trustees who have served during the period was £15,160 (2021 £12,429) both for the general and revitalisation fund.

9. Legal Status

The Charity is a trust registered at the Charity Commission at St Nicholas Church, Rectory Lane, Stevenage, Herts, SG1 4DA. The charity is a public benefit entity.



St Nicholas Church, Stevenage
Parochial Church Council



Notes to the Accounts.
Year Ended 31 December 2022
(Cont'd)

10. Comparatives for the statement of Financial Activities

	2021 Unrestricted	2021 Restricted	2021 Total
Incoming Resources			
Planned Giving	51,757	-	51,757
Collections	3,245	-	3,245
Gift Aid Recovered	11,958	1,688	13,646
Total	66,960	1,688	68,648
Other Activities	3,293	6,750	10,043
Church Activities	4,590	-	4,590
Other Income	9,626	55,679	65,305
Total	17,509	62,429	79,938
Total of Incoming Resources	84,469	64,117	148,586
Resources Expended			
Charitable Activities			
Parish Share	63,170	-	63,170
Clergy & Staffing Costs	1,632	-	1,632
Church Running Expenses	18,237	3,925	22,162
Church Improvements	9,326	46,631	55,957
Mission Giving and Donations	8,575	-	8,575
Deanery and CTIS	147	-	147
Repairs and Renewals	2,190	13,485	15,675
Total	103,277	64,041	167,318
Excess of Expenditure Over Income	(18,808)	76	(18,732)
Transfer between funds	-	-	-
Net movement of funds	(18,808)	76	(18,732)
Total funds brought forward	16,956	19,304	36,260
Total funds carried forward	(1,852)	19,380	17,528