

Annual Report of the Parochial Church Council
of St Peter and St Paul, Great Missenden
for the year ended 31 December 2022

Administrative Information

The parish comprises the churches of St Peter and St Paul, Great Missenden, St Mary's Ballinger, and the Church at Little Hampden. It also acts as the managing trustees of the Oldham Hall, a registered charity (1063630), which owns this parish hall.

The Vicarage is at 2 Walnut Close, Great Missenden, Bucks, HP16 9AL. The Church telephone number is 01494 862352.

The Parochial Church Council (the PCC) is a registered charity (1129874), registered with the Charity Commission.

The members of the PCC who served from 1 January 2022 until this report was approved are:

Chairman: Rev'd Malcolm Chalmers, Vicar

Licensed Lay Minister Emeritus: Patricia Neale

Churchwardens: Positions Vacant. A small team of Former Wardens and PCC members cover relevant work required, and meet regularly.

Representative on the Deanery Synod: Sue O'Farrell

Elected Members: Christopher Figg, David Harris [Vice Chairman], Philippa Howells, Sally Clark, Guy Priestley, Helen Biggerstaff, Wendy Harris, Laurence Clark, Jamie Gairdner, Sue O'Farrell, John Jeapes, Christopher Nickless, Rosemary Ladd [Secretary], Graeme Petrie-Brown, Stephen Tanno.

Members who resigned during the period: Margaret Gordon, Katherine Shuster

Structure, Governance and Management

The PCC members are elected in accordance with the Church Representation Rules.

Regular worshippers are encouraged to register on the electoral roll.

Objectives and Activities

The PCC is responsible for cooperating with the Vicar and Clergy to promote the whole mission of the Church in the Parish, and for managing the Oldham Hall.

Achievements and Performance

This is set out in detail in the ensuing sections of the annual report

Financial Review

This is also set out in the annual report. The annual accounts form part of the annual report.

Reserves Policy

It is the policy of the PCC to maintain a balance on unrestricted funds that equates to 6 months expenditure to cover emergency situations that may arise from time to time. However, it has not been possible to adhere to this policy every year because of the pressures on income and expenditure, especially the parish share. Six months expenditure is approximately £65,000/£70,000. Overall liquid funds of the Parish at 31st December 2022 amounted to £215823. [2021 £243,421]. See Notes 10 & 16 to the Accounts. However, £162,522 [2021-£199,815] funds are restricted.

Serious Incidents

There were no serious incidents.

Approved by the PCC on 2/ th March 2023, and signed on their behalf by:

A handwritten signature in black ink, appearing to read "Chalmers" with a stylized flourish at the end.

Rev'd Malcolm Chalmers (Chairman)

BALANCE SHEET AS AT 31 DECEMBER 2022

Parish of Great Missenden with Ballinger and Little Hampden

	Note	Churches		Oldham Hall		CONSOLIDATED FUNDS	
		2022	2021	2022	2021	2022	2021
FIXED ASSETS							
Freehold property				1	1	1	1
Piano	7	1	1			1	1
Lighting System	7	1	1			1	1
Accounting & Office Systems	7	1	255			1	255
CCTV	7	1	1			1	1
Sound System	7	1,028	3,537			1,028	3,537
Camera Streaming System	7	3,996	5,327			3,996	5,327
		<u>5,028</u>	<u>9,122</u>	<u>1</u>	<u>1</u>	<u>5,029</u>	<u>9,123</u>
INVESTMENT ASSETS	11	21,249	22,174	19,910	21,085	41,159	43,259
CURRENT ASSETS							
Debtors	8	20,218	16,988	0	0	20,218	16,988
Charibonds and Charifunds	16	60,000	60,000	0	0	60,000	60,000
Cash at Bank and In Hand	16	155,823	183,421	0	773	155,823	184,193
		<u>236,041</u>	<u>260,409</u>	<u>0</u>	<u>773</u>	<u>236,041</u>	<u>261,181</u>
LIABILITIES: AMOUNTS FALLING DUE WITHIN ONE YEAR	9	-18,264	-14,345	0	-305	-18,264	-14,650
NET CURRENT ASSETS		217,777	246,064	0	468	217,777	246,531
Intra-parish balances		-8,206	-6,367	8,206	6,367	0	0
NET ASSETS		<u>235,848</u>	<u>270,993</u>	<u>28,117</u>	<u>27,921</u>	<u>263,965</u>	<u>298,914</u>
FUNDS							
Unrestricted		52,077	49,004			52,077	49,004
Restricted	10	162,522	199,815	8,207	6,836	170,729	206,651
Endowment	11	21,249	22,174	19,910	21,085	41,159	43,259
TOTAL FUNDS		<u>235,848</u>	<u>270,993</u>	<u>28,117</u>	<u>27,921</u>	<u>263,965</u>	<u>298,914</u>

Approved by the Parochial Church Council on 21st March 2023 and signed on its behalf by:


Rev'd Malcolm Chalmers (Chairman)


Mike O'Farrell (Finance)

Parish of Great Missenden with Ballinger and Little Hampden

Statement of Financial Activities
for the year ended 31 December 2022

		Church			
		2022		2021	
		Unrestricted	Restricted	Unrestricted	Restricted
Incoming Resources	Note				
Incoming resources from donors	2a	98,648	4,796	83,082	2,640
Income from operating activities	2b	19,301	0	12,206	0
Income from investments	2c	4,228		3,335	
Other ordinary incoming resources	2d	4,302		4,231	
Grant from the Oldham Hall	2e	80		204	
Total Incoming Resources		126,559	4,796	103,058	2,640
Resources Used					
Grants	3a	0		0	
Activities directly related to the work of the church	3b	105,700	42,089	95,717	2,766
Fund-raising and publicity	3c	2,193		1,473	
Church management and administration	3d	15,585		13,309	
Total Resources Used		123,478	42,089	110,499	2,766
Net Incoming /(Outgoing) Resources		3,081	-37,293	-7,441	-126
Prior year adjustment		-8			
Net movement in funds		3,073	-37,293	-7,441	-126
Balances brought forward at 1 January		49,004	199,815	56,445	199,941
Balances carried forward at 31 December		52,077	162,522	49,004	199,815

Parish of Great Missenden with Ballinger and Little Hampden

Form of Accounts

These accounts comprise the consolidated accounts of three churches in the parish of Great Missenden and the Oldham Hall charity (the Oldham Hall), a charity under the control of the PCC who are the managing trustees. Separate Oldham Hall accounts have been prepared.

To account for the activities of the whole parish, separate and consolidated balance sheets are included; the income and expenditure for the Oldham Hall have not been consolidated but shown by way of note (12).

1. Accounting Policies

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 the statement of recommended practice applicable to charities preparing accounts in accordance with the Financial Reporting Standard for Smaller Entities published on 16th July 2014.

The financial statements have been prepared under the historical cost convention except for the valuation of investment assets, which are shown at market value.

Funds

Endowment funds are funds, the capital of which must be retained; only the income arising may be used - either for the restricted or unrestricted purpose for which the endowment was established.

Restricted funds, which may be capital or income funds, are funds that are subject to specific wishes from a donor at the time of the gift or the terms of a public appeal.

Unrestricted funds are general funds which can be used by the PCC for general purposes, and may include funds that have been designated by the PCC for particular purposes.

Incoming Resources

Voluntary Income and Capital Sources

Collections are recognised when received by or on behalf of the PCC.

Planned giving receivable is recognised only when received.

Income tax recoverable on Gift Aid donations is recognised when the income is recognised.

the amount due is quantifiable and its ultimate receipt by the PCC is reasonably certain.

Funds raised by fund-raising events are accounted for gross as far as is notified by the organisers.

Sales of books and magazines from the church book-stall are accounted for gross. Dividends are accounted for when due and payable. Interest entitlements are accounted for as they accrue.

Gains and Losses on Investments

Realised gains or losses are recognised when investments are sold.

Unrealised gains or losses are accounted for on revaluation of investments as at 31 December.

Resources Used

Grants

Grants and donations are accounted for when paid over or when an amount is set aside pending imminent payment.

Fixed Assets

Consecrated Land and Buildings and movable church furnishings

Consecrated and benefice property of any kind is excluded from the financial statements by Section 10(2)(a) and (c) of the Charities Act 2011.

Movable church furnishings held by the Vicar and Church Wardens on special trust for the PCC, and which require a faculty for disposal, are accounted for as inalienable property unless consecrated. They are inspected annually by the Deanery. For inalienable property acquired prior to January 2000 there is insufficient cost information available and therefore such assets are not valued in the accounts. No such property has been acquired since January 2000.

All expenditure incurred in the year on consecrated or beneficed buildings, individual items under £1,000 or the repair of removable church furnishings acquired before January 2000 is written off.

Freehold Property

The property of the Oldham Hall is included in the Balance Sheet at the nominal value of £1 as the cost and effort of obtaining a valuation is not justified for the purposes of any additional clarity or for the better understanding of these financial statements.

Other fixtures, fittings and office equipment

The Piano gifted in 2005 has been written off, and has a nominal value of £1.

The CCTV system (purchased halfway through 2013) has been written off and has a nominal value of £1

The sound system (purchased in 2013 and deck in 2018) is being written off over 10 years.

The accounting system software/laptop (purchased early 2016 and 2018) is being written off over 3 years, as is the laptop for the Office acquired in 2020.

The lighting system installed in 2017 has been written off and has a nominal value of £1

The newly installed camera system for livestreaming is being depreciated over 5 years from 2021

Investments

Investments are valued at market value at 31st December 2022.

Parish of Great Missenden with Ballinger and Little Hampden
Statement of Financial Activities
for the year ended 31 December 2022

2 Incoming Resources

	Churches			
	2022		2021	
	Unrestricted	Restricted	Unrestricted	Restricted
2a Incoming resources from donors				
Bank Giro Credits	58,980	3,925	53,701	2,570
Envelopes	865		285	
Donations, Good box & Website donations	13,849	660	9,990	70
Bequests				
Income tax (to be) recovered	18,988		15,930	
Collection at all services	5,550		2,582	
Wallsafe	416		594	
	<u>98,648</u>	<u>4,585</u>	<u>83,082</u>	<u>2,640</u>
2b Income from operating activities				
Fees	13,098		17,596	
Less: Fees expended	-7,852		-11,764	
Cream Teas	7,687		3,512	
Other fundraising	6,164		2,686	
Bookstall	204		176	
Newsletter/magazine				
	<u>19,301</u>	<u>0</u>	<u>12,206</u>	<u>0</u>
2c Income from investments and deposits				
Investment income	4,228		3,335	
	<u>4,228</u>	<u>0</u>	<u>3,335</u>	<u>0</u>
2d Other ordinary incoming resources				
Miscellaneous	4,302	211	4,231	
	<u>4,302</u>	<u>211</u>	<u>4,231</u>	<u>0</u>
2e Grant from the Oldham Hall	80		204	
Total Incoming Resources	<u>126,559</u>	<u>4,796</u>	<u>103,058</u>	<u>2,640</u>

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Parish of Great Missenden with Ballinger and Little Hampden
Statement of Financial Activities
for the year ended 31 December 2022

		Churches			
		2022		2021	
		Unrestricted	Restricted	Unrestricted	Restricted
3 Resources Used					
3a Grants	Now shown in Note 13				
	Mission Giving				
	Charities (inc. Spec. Collections)				
	Donations				
		<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
3b Activities directly related to the work of the Church					
	Ministry				
	Parish share	66,387		66,387	
	Priest's expenses	312		238	
	Assistant clergy			132	
	Junior church		143		476
	Organists+Musical Director & Organ	7,036		6,165	60
	Choir robes & Music				
	Altar requisites	284		62	
	Flowers	221			317
	Maintenance & Repairs, Cleaning	8,535	38,559	4,764	-2,435
	Contributions re fabric from the Church Friends				0
	Churchyards	1,926		2,391	
	Energy & Water	10,154		5,261	
	Insurance	5,857		5,628	
	Printing, Stationery & Postage	2,331		1,998	
	Newsletter/Magazine				
	Depreciation of Lighting				961
	Depreciation of Streaming System				1,332
	Depreciation of Accounting and Office Systems	707		534	
	Depreciation of Sound Deck			454	
	Depreciation of Sound System/Streaming System		3,387		2,055
	Bookstall	337		116	
	GM Vicarage	72		96	
	Miscellaneous	1,541		1,491	
		<u>105,700</u>	<u>42,089</u>	<u>95,717</u>	<u>2,766</u>
3c Fundraising & Publicity					
	Cream teas & other Fund Raising expenses	2,193		1,473	
		<u>2,193</u>	<u>0</u>	<u>1,473</u>	<u>0</u>
3d Church Management & Administration					
	Office Rent & Expenses	1968		328	
	Administration, Telephones & IT	13,617		12,981	
		<u>15,585</u>	<u>0</u>	<u>13,309</u>	<u>0</u>
	Total Resources used	<u>123,478</u>	<u>42,089</u>	<u>110,499</u>	<u>2,766</u>

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Parish of Great Missenden with Ballinger and Little Hampden
Statement of Financial Activities
for the year ended 31 December 2022

4	<u>Trustee Expenses</u>		<u>2022</u>		<u>2021</u>
	Number of Trustees who were paid expenses	2		1	
	Nature of Expenses:				
	Travel, course, clergy expenses				
	Total amount paid	£		£	
			312		238

5 **Related Party Transactions**

The only Charity Trustee who received remuneration from the charity was Wendy Harris, who received £6000 for her role as Church Organist.

6 **Investments**

The Gentle Bequest fund comprises 3077.68 units held in the Black Rock Charishare Fund, which is an Equity Fund.

The Church Hall Charity (Oldham Hall) Fund comprises 1354.88 units held in the M&G Charifund, which is an Equity Fund.

8	<u>Debtors</u>		<u>2022</u>		<u>2021</u>
	Income Tax Recovered		£		£
		Unrestricted	18,612		15,798
		Restricted			
	Sundry	Unrestricted	1,606		1,190
		Restricted			
			<u>20,218</u>		<u>16,988</u>

The Income Tax refund was received on 6th February 2023.

7	<u>Fixed Assets</u>		<u>2022</u>		<u>2021</u>
			£		£
	Piano at historic cost		5,284		5,284
	Depreciation to date		<u>-5,283</u>		<u>-5,283</u>
			1		1
	Lighting system at historic cost		4,810		4,810
	Depreciation to date		<u>-4,809</u>		<u>-4,809</u>
			1		1
	Accounting & Office Systems		4,818		4,818
	Depreciation to date		<u>-4,817</u>		<u>-4,563</u>
			1		255
	CCTV at historic cost		2,695		2,695
	Depreciation to date		<u>-2,694</u>		<u>-2,694</u>
			1		1
	Sound System at historic cost		22,825		22,825
	Depreciation to date		<u>-21,797</u>		<u>-19,288</u>
			1,028		3,537
	Camera Streaming System		6,659		6,659
	Depreciation to date		<u>-2,663</u>		<u>-1,332</u>
			3,996		5,327
	Total Fixed Assets		<u>5,028</u>		<u>9,122</u>

9	<u>Liabilities</u>		<u>2022</u>		<u>2021</u>
			£		£
	Expense Creditors		12,587		8,129
	Charities - inc. special collections		5,677		6,216
			<u>18,264</u>		<u>14,345</u>
	Oldham Hall [inc. in Expense Creditors]		0		305
	£908 energy costs and £152 office costs and new boiler £3342. The Oldham Hall book-keeping now integrated with Xero Church system.				

**Statement of Financial Activities
for the year ended 31 December 2022**

10 Restricted Funds	2022	2021
	£	£
Watson Cottages Sale Proceeds	61,039	90,149
Fabric Fund (see Note 14)	4,392	8,579
Repair and Improvements Appeal	58,889	63,124
Other	38,202	37,963
	<u>162,522</u>	<u>199,815</u>
Oldham Hall	8,207	6,836
	<u>170,729</u>	<u>206,651</u>

The principal Restricted Funds are to be used for:

- Watson Cottages** funds may be used for a house for a curate or caretaker or for any other ecclesiastical purpose in the Parish. Spend this year was re the Vicarage and the work at St Mary's Ballinger.
- Fabric Fund** the improvement and maintenance of St Peter & Paul Church.
- Repair and Improvements Appeal** the funding of capital projects, some of which were identified in the 2010 Appeal literature

11 Endowments	2022	2021
<i>[Value at the end of the year]</i>	£	£
Gentle Bequest	<u>21,249</u>	<u>22,174</u>
Church Hall Charity	<u>19,910</u>	<u>21,085</u>

The endowment funds are:

- (a) Gentle Bequest, of which the income is to be used for the General purposes of Great Missenden and Parish Church
- (b) Church Hall Charity (Oldham Hall) , of which the income is to be used for promoting the religious education of persons who are resident in the Ecclesiastical Parish of St Peter and St Paul, Great Missenden.

12 Oldham Hall

The income and expenditure of this is attached as part of this report package. All transactions are separately identified, however, following the closure of TSB Great Missenden, banking is carried out within the PCC bank accounts.

Parish of Great Missenden with Ballinger and Little Hampden
Statement of Financial Activities
for the year ended 31 December 2022

13 Special Collections and Donations (Restricted)	<u>2022</u>	<u>2021</u>
	£	£
<i>Home Mission and other Church Societies</i>		
Childrens' Society - Christingle is 2023	0	0
	<u>0</u>	<u>0</u>
<i>Secular Charities</i>		
Bucks Historic Churches Trust	90	
Hope Secondary School [Bethlehem]		300
Save The Children	139	
Chesham Sick Poor Fund		300
Ukraine Hilltop Villages Project	674	
Road Farm	885	
Abraham's Children in Crisis [ACIC]		50
Wycombe Homeless Connection	1,146	300
Old Tea Warehouse	28	90
Royal British Legion	334	
Wycombe Refugee Charity	1,467	1,493
	<u>4,763</u>	<u>2,533</u>
Total	<u>4,763</u>	<u>2,533</u>

There are small donations of goods by parishioners each year, mainly to the Old Tea Warehouse. The value of these goods is neither valued nor reflected above.

There will be further payment to ACIC regarding the recipe books when further sales are possible.

Also see Note 9, Liabilities, where any such Special Collections and Donations not paid out at 31st December are held as Restricted Funds liability.

14 Commitment under the Fabric Fund

There were no commitments at 31st December 2022.

15 Donations

£1539 has been donated by 'The Friends' and has offset the cost of certain ongoing maintenance.

16 Churches - Deposits, Investments, Bank and Cash Balances

	<u>2022</u>	<u>2022</u>	<u>2021</u>	<u>2021</u>
	£	£	£	£
Virgin Money Deposit		0		0
see below				
Charibond	30,000		30,000	
Charifund	<u>30,000</u>	60,000	<u>30,000</u>	60,000
Bank Current/Deposits	155,190		183,019	
Petty Cash and Floats	<u>633</u>	155,823	<u>402</u>	183,421
Churches Liquid Funds		<u>215,823</u>		<u>243,421</u>
Charibond value 31-12-22	£31,693	[2021 £34783]		
Charifund value 31-12-22	£31,939	[2021 £33823]		

These values have not been reflected in the Balance Sheet as values can rise and fall daily. Income from these investments is reflected in the Accounts.

The Virgin Money Deposit was closed during 2021 and the £25000 placed in a CAFBank deposit account reflected above.

Great Missenden Church Hall Charity
(operating as "The Oldham Hall")

Income and Expenditure Account- Year to 31st December 2022

	<u>Note</u>	<u>2022</u>	<u>2021</u>
Hall Income			
Rental charges		14,423	7,916
Donations			
Fund raising			
Net proceeds of refreshment sales - opening		<u>14,423</u>	<u>7,916</u>
Hall costs			
Cleaning and Caretaker		3,139	2,262
Light, Heat and Water		3,742	1,944
Insurance	5	938	941
Restoration, repairs, equipment and Fees		5,081	1,382
Administration and Sundries		<u>152</u>	<u>60</u>
		<u>13,052</u>	<u>6,589</u>
Net Hall Income/(Deficit)		1,371	1,327
Interest and Investment Income		<u>1,124</u>	634
		2,495	<u>1,961</u>
Grant to St Peter & Paul PCC		-1,124	-634
Transfer from/to Maintenance Fund			
Net Surplus/(Deficit) for the Year		<u>1,371</u>	<u>1,327</u>

Great Missenden Church Hall Charity
(operating as "The Oldham Hall")

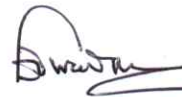
Balance Sheet as at 31st December 2022

	<u>Note</u>	<u>2022</u>	<u>2021</u>
Fixed Assets			
Freehold Property		1	1
Investment Assets		19,910	21,085
Current Assets			
Debtors			
Cash at Bank and in hand see note 12 PCC accounts		0	773
		<u>0</u>	<u>773</u>
Current Liabilities		0	305
Net Current Assets		<u>0</u>	<u>468</u>
Intra-Parish Balances		8,206	6,367
		<u>28,117</u>	<u>27,921</u>
Funds			
General Fund 1st January 2021		6,836	5,509
Net surplus/deficit for the year		1,371	1,327
		<u>8,207</u>	<u>6,836</u>
Maintenance Fund			
Endowment Fund		19,910	21,085
		<u>28,117</u>	<u>27,921</u>



Rev'd Malcolm Chalmers **Chairman**

For and on behalf of The Parochial Church Council of the
Ecclesiastical Parish of St Peter and St Paul, Great Missenden
Managing Trustee of the Charity



Mr E House
Independent Examiner

20th February 2023

Great Missenden Church Hall Charity
(operating as "The Oldham Hall")

Notes to the Accounts

1 Accounting Policies

- a Accounting Convention - these accounts have been prepared on the historical cost convention using the accruals basis to bring them in line with the accounting policies required under the Church Accounting Regulations 2006 together with applicable accounting standards and the Charities SORP 2005
- b Freehold Property - the property of The Oldham Hall is included in the Balance Sheet at the nominal value of £1 as the cost and effort of obtaining a valuation is not justified for the purpose of any additional clarity or for the better understanding of these financial statements
- c Investment Assets- Investment Assets are revalued at the end of the year using the closing mid-market valuation
- d Maintenance Fund- the Maintenance Fund was established for the purpose of setting aside monies to meet future maintenance expenditure of a substantial nature. This has now been closed after extensive refurbishment of the Hall.

2 Freehold Property

See note 1

<u>2022</u>	<u>2021</u>
1	1

3 Endowment Fund

Balance 1st January
Unrealised loss/profit for the year
Balance 31st December

<u>2022</u>	<u>2021</u>
20,185	18,596
-1,175	2,489
<u>19,010</u>	<u>21,085</u>

4 Intra Parish Balances

Current Account with St Peter & St Paul Church.

The Oldham Hall Bank Account at TSB was closed in early 2022 after the GM Branch closed.

Closing balance was transferred to the PCC CafBank in early 2022. The book-keeping is now integrated with the Church Xero accounting system.

<u>2022</u>	<u>2021</u>
8,206	6,367
<u>8,206</u>	<u>6,367</u>

5 Insurance

The Insurers [EIO] combined St Mary's Ballinger and Oldham Hall Insurance, and the Premium has been paid and charged within the overall Parish Church Accounts. The correct apportionment of the 2022 Premium has been reflected in the 2022 Accounts.

Independent Examiner's Report to the PCC of the Parish of Great Missenden with Ballinger and Little Hampden

I report on the accounts for the year ended 31st December 2022,
which are set out on pages 1 to 8.

Respective responsibilities of the PCC and Independent Examiner

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

It is my responsibility to

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

Basis of 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 PCC 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 the management committee concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in a full audit, and consequently I do not express an audit opinion on the accounts.

Independent Examiner's Statement

In connection with my examination, no matters have come to my attention:

1. which give me reasonable cause to believe that in any material respect the requirements

- to keep accounting records in accordance with s.130 of the 2011 Act; or

- to prepare accounts which accord with these accounting records

have not been met; or

2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



Edward House

Great Missenden

20th February 2023