

**REPORT AND ACCOUNTS**  
**FOR THE YEAR ENDED 31<sup>ST</sup> DECEMBER 2023**



Registered Charity number 1133738  
[www.crowthorneparishchurch.org.uk](http://www.crowthorneparishchurch.org.uk)



**ANNUAL REPORT AND ACCOUNTS  
FOR THE YEAR ENDED 31<sup>ST</sup> DECEMBER 2023**

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Report approved by the PCC on 27<sup>th</sup> February 2024

## PCC ANNUAL REPORT FOR THE YEAR ENDED 31<sup>ST</sup> DECEMBER 2023

### 1. Introduction

The Parochial Church Council of St. John the Baptist Church, Crowthorne has the responsibility of co-operating with the Incumbent, Licensed Lay Ministers, the Church Wardens, and Appointed Officers in promoting the whole mission of the Church of England in the Ecclesiastical Parish of Crowthorne in the Diocese of Oxford. It also has responsibility for maintaining the Church and Grounds in Waterloo Road, Crowthorne and also has the responsibility of acting as Managing Trustees of the Crowthorne Parish Church Trust.

### 2. Principal Office, Legal and Administrative Information

**Principal Address:** The Parish Office.  
St. John the Baptist Church,  
Waterloo Road,  
Crowthorne,  
Berkshire. RG45 7NT

**Bankers: -** CAF Bank  
25 Kings Hill Avenue  
Kings Hill, West Malling  
Kent ME19 4JQ  
  
Barclays Bank PLC.  
1 High Street,  
Bracknell,  
Berkshire, RG45 1DR  
  
CCLA Investment Management Ltd.  
One Angel Lane  
London EC4R 3AB

**Incumbent:** Rev Laura Wheatley Downs

**Church Wardens:** Mrs Leigh Welham  
Mr James Laverick

#### **Appointed Officers:**

**Secretary:** Mrs Mary Harwood

**Treasurer:** Mrs Tracy Perrett

**Independent Examiner:** Mrs Laura Myers ACMA

### 3. Trustees and Membership of the PCC

The members (Trustees) of the PCC are Ex officio or elected by the Annual Parochial Church Meeting in accordance with the Church Representation Rules. Persons Co-opted during the year as members or appointed officers do not have voting rights until elected at the following year's Annual Meeting.

The PCC operates on a sub-committee basis. The full PCC met 6 times during the year plus one meeting after the APCM with an average attendance of 15. Committees met between meetings and reports of their deliberation were received by the full PCC and discussed where necessary.

The sub-committees during the year were: -

**Standing Committee** - This is the only committee required by law. It has the power to transact the business of the PCC between its meetings, subject to any directions given by the Council. The Standing Committee normally meets with the officers of the PCC to form a Steering Committee in preparation for PCC meetings.

**Fabric Committee** - Attends to matters relating to the stewardship of the churchyard, the church buildings and the equipment and fittings thereof and health and safety matters.

**Stewardship** - Concerned with the stewardship of time and talents as well as money, also with Deanery and ecumenical matters.

**Missions** - Liaises with and promotes the work of selected Christian missions and the missionary work of the Church in the local area.

**Social** - Aims to develop outreach and fellowship through a programme of social events.

**Events** - Organising committee which raises funds for the church.

**Safeguarding** – the administration of the Parish Safeguarding Policy.

**Communications** – Aims to co-ordinate and support church publicity both externally and within the church community. Publication of Weekly News and supporting production of online worship.

The following served as non-elected members (Trustees) during the year: -

<i>Incumbent</i>	The Revd Laura Wheatley Downs	Chair
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<i>Licensed Lay Ministers</i>	Mrs Hazel Berry
	Mrs Gillian Gyenes
	Mrs Julia Norton
	Mrs Carol Frost

PAROCHIAL CHURCH COUNCIL OF ST. JOHN THE BAPTIST, CROWTHORNE

The following served as elected members (Trustees) during the year: -

<i>Churchwardens</i>	Mrs Leigh Welham	Elected 2019 for 4 years and re-elected for one year 2023
	Mr James Laverick	Elected 2022 for 4 years
<i>Deputy Churchwarden</i>	Mr David Rance	Re-elected 2023 for 1 year
<i>Deanery Synod</i>	Mrs Leigh Welham	Re-elected 2023 for 3 years
	Mrs Anna Pearce	Re-elected 2023 for 3 years
	Mrs Lia Davis	Re-elected 2023 for 3 years
	Mrs Carol Frost	Re-elected 2023 for 3 years
<i>Elected members</i>	Mrs Diana Gray	Re-elected 2021 for 3 years
	Mrs Anna Pearce	Re-elected 2023 for 3 years
	Mr Ken Perrett	Re-elected 2023 for 3 years
	Mrs Julie Roberts	Re-elected 2023 for 3 years
	Mr Jim Wearing	Elected 2021 for 3 years
	Miss Anne Pelham	Elected 2022 for 3 years
	Mrs Veronica Burgess	Elected 2022 for 3 years
	Mr Brian Berry	Elected 2023 for 3 years
<i>Appointments</i>	Mrs T Perrett	Appointed Treasurer January 2023
	Mrs M Harwood	Appointed Hon Secretary April 2013

#### 4. Objectives of the PCC

St John's is an active church catering to a wide range of parishioners providing a broad range of activities to the Church. Amongst these include:

- Sunday morning services including *Sung Eucharists, All Together Eucharists, Contemplative Communion, Café Eucharists*
- Sunday afternoon services including *Come and See*
- Sunday evening services including *festivals and prayer evenings*
- An RSCM affiliated robed choir
- Sunday Club
- Minus Fives worship and activities
- Strong links with local schools, particularly Crowthorne C of E and Oaklands, including weekly involvement in assemblies, presence on governing bodies, major festival services in church.
- Regular Occasional Offices: baptisms, weddings and funerals.
- Pastoral Care Visits, including, taking communion, hospital and home visits.
- Annual Confirmation Services, including confirmation and communion preparation.
- Welcome evenings
- Discipleship groups during Lent and Advent
- The Mothers' Union
- Regular social activities
- Strong parish involvement in practical activities on roles and rotas
- Active links with Churches Together in Crowthorne and the deanery
- Regular giving to our Mission Organisations
- Involvement in partnership work across Crowthorne by individuals who attend St. John's e.g. Good Neighbours, Community Minibus, COATS
- Regular Safeguarding training, and Safer Recruitment processing.

## 5. St. John's Vision, Values, Mission and Priorities



**"What shall we say the kingdom of God is like, or what parable shall we use to describe it? It is like a mustard seed, which is the smallest of all seeds on earth. Yet when planted, it grows and becomes the largest of all garden plants, with such big branches that the birds can dwell in its shade." Mark 4:30-32**

### VISION

Inspired by our faith in Jesus, we strive to be a joyful, nurturing, inclusive, and creative community where all can flourish in their relationships with God, themselves, others and creation.

### MISSION

**St. John's is an Anglican Church rooted & present in the community of Crowthorne. We will fulfil our vision through:**

#### **Worship**

We are a Church who draws upon rich traditions and symbols in our worship of God whilst seeking new ways of being Church together.

#### **Caring for others and our planet**

We are a Church whose commitment to safeguarding helps us to care holistically for people and the planet in a way which goes beyond our Church.

#### **Practising generous hospitality**

We are a Church who is generous with what we have, and welcoming to those we encounter.

#### **Engaging in partnerships**

We are a Church who look to partner with others who enable us to demonstrate care and hospitality to all.



Our Parish Vision has been evolving since May 2023. Out of a process of community listening and discernment the PCC has established 5 key priority areas to invest in over the coming years in line with our vision, values and mission.



**“What shall we say the kingdom of God is like, or what parable shall we use to describe it?  
It is like a mustard seed, which is the smallest of all seeds on earth.  
Yet when planted, it grows and becomes the largest of all garden plants,  
with such big branches that the birds can dwell in its shade.” Mark 4:30-32**

#### PRIORITIES

These are the 5 key priorities that St. John’s will be investing in over the next few years:

- Expanding and developing our work with Children and Young people
- Using weddings, baptisms, and funerals opportunities to love, care for and engage with those who are asking questions about life and faith.
- Encouraging a deepening of discipleship so that we and others might learn about God, and follow him more closely.
- Finding ways of acknowledging and nurturing our gifts, talents and calling.
- Developing our engagement with creation

This year the PCC will be exploring each priority, listing the actions necessary, projects and activities which would contribute towards these, and the people/ committees responsible for achieving those targets in the coming year.

## 6. Worship attendance

	Service Type	Average Attendance
<b>Sunday</b>		
8:30 am	Occasional Services	18
10.00 am	Common Worship Parish Communion. Followed by coffee. (Over 16's )	85 Communicants
	Under 16's in attendance (including Sunday Club, All together services and sung Eucharists)	19
4.30pm	Come and See Service (monthly)	30
6.00 pm	Evening worship – varied	37
<b>Weekday</b>		
	Sick Communion for individuals and in Nursing and Residential Homes	Monthly 26 communicants
10:00 am Wednesday	Holy Communion BCP	13 communicants
9.30-11.30 am	Minus Fives	5 children plus 6 adults
<b>Additional Services</b>		
Advent and Christmas	Christingle, 9 Lessons & Carols, Crib Service, Midnight Mass and Christmas day (2022: 575)	844 total
Lent, Holy Week and Easter	Ash Wednesday, Palm Sunday, Maundy Thursday, Vigil, Good Friday and Easter Day (2022: 178)	623 total
Baptisms	5 in 2023	Varies
Confirmation	0 in 2023	Varies
Weddings	1 Wedding and 0 Blessing in 2023	Varies
Funeral Services	5 in church and 12 in crematorium in 2023	Varies
Remembrance Day	British Legion and Uniform groups (2022: 296)	350

## 7. Financial Review

Unrestricted and designated income increased for the first time in four years from £120,315 in 2022 to £144,748 in 2023. Following the Stewardship campaign in June/July, planned giving rose from £70,662 in 2022 to £73,383 in 2023. In addition, a number of very generous one-off donations were made by individuals totalling £13,700, the majority of which were gift aided and therefore benefited from the tax reclaimed.

## PAROCHIAL CHURCH COUNCIL OF ST. JOHN THE BAPTIST, CROWTHORNE

The increase in open plate collections has continued (£1,640 in 2021; £3,771 in 2022; £6,386 in 2023).

Restricted donations fell from £18,392 in 2022 to £3,235 (including Gift Aid) in 2023. This is because in 2022 there was such a big response to the Ukraine appeal which raised £15,900. Details of donations made under Restricted Funds in 2023 can be found in Note 2.1.2 in the Notes to the Accounts (hereinafter referred to as Notes).

Income from fundraising events, weddings and funerals, and church hall lettings were also up in 2023 compared to the previous year. Details of all these can be found in the Notes.

Unrestricted and designated expenditure increased from £ 127,355 in 2022 to £132,100 in 2023. Significant increases in the year were the Parish Share (£78,350 in 2022; £79,917 in 2023) and fuel costs (£4,471 in 2022; £9,810 in 2023). Details of the expenditure in the various categories are shown in Note 3.

Total missions giving in 2023 was £14,215. This figure includes donations made under the Lent Lunch, Missions Sunday and Giving Tree Restricted Funds as well as the Missions Designated Fund which is 12.5% of planned giving. In addition, collections on behalf of other charities totalled £3,144. Details of these Agency Collections can be found in Note 3.2.

The net surplus in unrestricted and designated funds at the year-end was £12,648 compared to a deficit of £7,040 in 2022. Unrestricted and designated funds carried forward at the end of the year were £70,307 (2022: £57,659). Restricted funds carried forward at the end of the year were £26,425 (2022: £24,322). Details of the Crowthorne Parish Trust Endowment Fund are in paragraph 8 below.

Since the start of 2023 the church accounts have been managed on a software package called MyFundAccounting.online which is designed to manage the accounts for churches and charities and enable reports to be produced in compliance with the Charity Commission. The decision to transfer from SAGE to MyFundAccounting was taken after discussions with other Church Treasurers in the Deanery together with the Vicar and Church Wardens.

Finally, on a personal note, I wish to express my sincere thanks to everyone who has supported me during my first year as Church Treasurer. I could not have managed such a challenging and rewarding role without the support and help which I have received.

### **8. Reserves policy**

The reserves policy of the PCC is that at a minimum the Unrestricted Designated or Other Charitable Funds covers 3 months average expenditure. The unrestricted reserves balance at the 31<sup>st</sup> December 2023 covers over 6 months' worth of expenditure.

The reserve policy on restricted funds is wholly dependent on the source and application, of how the funds were obtained and their purposes. Detailed records are maintained of these funds.

It is our policy to invest our cash deposits with the CBF Church of England Deposit Fund, which is with CCLA Investment Management Ltd.

### **9. Crowthorne Parish Church Trust**

The PCC members are the Managing Trustees of the Crowthorne Parish Church Trust with the Oxford Diocesan Board of Finance being the Custodian Trustee.

The Crowthorne Parish Church Trust goes back to 1945 when Property was left to the Parish

## PAROCHIAL CHURCH COUNCIL OF ST. JOHN THE BAPTIST, CROWTHORNE

by Mary Constance Lavie, this property being “St John’s Cottage” and “Hobart”. These were sold and property at 49 Greenwood Road purchased. The property at Greenwood Road was later sold and 49 Church Road was purchased jointly with the Oxford Diocesan Board of Finance. In 1992 this property was sold and the trusts split of the net proceeds being £59,440. When the property was sold the proceeds were invested and in July 1994 they were reported to be £70,000. Income from the investments has been used for the renovation projects, being the roof, central heating, church hall roof, AVS, and organ.

In 2022, the value of the Crowthorne Parish Trust Fund fell by £44,140 to £132,214. This year the investments have recovered some of their value and at the 31<sup>st</sup> December 2023 stood at £162,545.

## INDEPENDENT EXAMINERS REPORT TO THE PCC OF ST JOHN THE BAPTIST, CROWTHORNE

I report on the Financial Statements of the PCC for the year ended 31<sup>st</sup> December 2023, which are set out on the following pages.

### Respective responsibilities of the PCC and the examiner.

As members of the PCC you are responsible for the preparation of the financial statements; you consider that the audit requirements of Regulation 3(3) and section 144 (2) of the 2011 Act do not apply. It is my responsibility to:

1. Examine the accounts under section 145 of the 2011 Act
2. To follow procedures laid down in the general Directions given by the Charity Commission under section 145(5(b) of the 2011 Act and
3. To state whether particular matters have come to my attention


### Basis of independent examiner's report.

My examination was carried out in accordance with the General Directions given by the Charity Commission under the 2011 Act and to be found in PCC Accountability guidance, 5<sup>th</sup> edition, 2017, issued by the Finance Division of the Archbishops' Council. The examination includes a review of the accounting records kept by the PCC and a comparison of the accounts with those records. It also considers any unusual items or disclosures in the accounts and seeks explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently I do not express an audit opinion on the view given by the accounts.

### Independent examiner's statement.

In connection with my examination, no matter has come to my attention: -

1. Which gives me reasonable cause to believe that in any material respect the requirements
  - To keep accounting records in accordance with S 130 of the 2011 Act; and
  - To prepare financial statements which accord with the accounting records and comply with the requirements of the 2011 Act and the Regulations have not been met; or
2. To which in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Signed: - 

Dated: 27<sup>th</sup> February 2024

Laura Myers

5 Hatch Ride, Crowthorne, Berkshire, RG45 6LF

PAROCHIAL CHURCH COUNCIL OF ST. JOHN THE BAPTIST, CROWTHORNE

**STATEMENT OF FINANCIAL ACTIVITIES  
FOR THE YEAR ENDED 31<sup>ST</sup> DECEMBER 2023**

	Notes	Unrestricted funds	Designated funds	Restricted funds	Endowment funds	2023 total funds	2022 total funds
<b>Income and endowments from:</b>	<b>2</b>						
Donations and legacies		108,437	13,163	3,235	0	124,835	122,679
Income from charitable activities		8,259	3,273	0	0	11,532	8,088
Other trading activities		9,808	0	0	0	9,808	6,318
Investments		1,664	0	2,464	0	4,128	3,567
Other income		143	0	0	0	143	1,068
<b>Total income</b>		<b>128,312</b>	<b>16,436</b>	<b>5,699</b>	<b>0</b>	<b>150,447</b>	<b>141,720</b>
<b>Expenditure on:</b>	<b>3</b>						
Raising funds		689	2,160	0	0	2,849	1,161
Expenditure on charitable activities		116,862	12,388	3,596	0	132,846	145,035
<b>Total expenditure</b>		<b>117,552</b>	<b>14,548</b>	<b>3,596</b>	<b>0</b>	<b>135,695</b>	<b>146,196</b>
<b>Net incoming resources</b>		<b>10,760</b>	<b>1,888</b>	<b>2,103</b>	<b>0</b>	<b>14,752</b>	<b>-4,476</b>
<b>Transfers:</b>							
Gross transfers between funds - in	5	2,911	2,187	0	0	5,097	0
Gross transfers between funds - out	5	-2,187	-2,911	0	0	-5,097	0
Gains/losses on investment assets	4.1	0	0	0	30,332	30,332	-44,140
<b>Net movement in funds</b>		<b>11,484</b>	<b>1,164</b>	<b>2,103</b>	<b>30,332</b>	<b>45,083</b>	<b>-48,616</b>
<b>Reconciliation of funds</b>							
Total funds as at 1 January		57,659	0	24,322	132,214	214,195	262,811
<b>Total funds as at 31 December</b>		<b>69,143</b>	<b>1,164</b>	<b>26,425</b>	<b>162,545</b>	<b>259,278</b>	<b>214,195</b>

The accounting policies and notes on pages 14-24 form part of these financial statements.


PAROCHIAL CHURCH COUNCIL OF ST. JOHN THE BAPTIST, CROWTHORNE

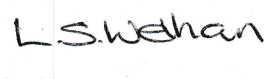
**BALANCE SHEET  
AS AT 31<sup>ST</sup> DECEMBER 2023**


	Note	As at 31/12/2023	As at 31/12/2022
<b>Fixed assets</b>	<b>4</b>		
Investments		162,545	132,214
<b>Current assets</b>	<b>4</b>		
Debtors		17,177	10,720
Cash At Bank And In Hand		98,883	90,758
		116,060	101,478
<b>Liabilities</b>	<b>4</b>		
Creditors: Amounts Falling Due Within One Year		19,327	19,497
<b>Net current assets</b>		<b>96,733</b>	<b>81,981</b>
<b>Total net assets</b>		<b>259,278</b>	<b>214,195</b>
<b>Represented by</b>	<b>5</b>		
Unrestricted (General)		69,143	57,659
Designated		1,164	0
Restricted		26,425	24,322
Endowment		162,545	132,214
<b>Fund Totals</b>		<b>259,278</b>	<b>214,195</b>

The accounts were approved by the members of the PCC on 27<sup>th</sup> February 2024 and signed on its behalf by:

  
Revd L Wheatley Downs  
Vicar

  
Mr J Laverick  
Church Warden

  
Mrs L Welham  
Church Warden

  
Mrs T Perrett  
Treasurer

## **NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31<sup>ST</sup> DECEMBER 2023**

### **1. Accounting Policies**

#### **1.1. Basis of preparation**

The financial statements have been prepared in accordance with the Church Accounting Regulations 2006 together with applicable accounting standards and the Charities Statement of Recommended Practice (SORP).

The financial statements have been prepared under the “Historic Cost Convention” with the exception of the valuation of Invested Assets, which are shown at market value on the accounts date. The financial statements include all transactions, assets and liabilities for which the PCC is responsible in law. They do not include the accounts of church groups that owe their main affiliation to another body, nor those that are informal gatherings of church members.

#### **1.2. Incoming resources**

Income has been recognised when received or legally entitled to under SAP revenue recognition guidelines.

All revenues wherever possible are accounted as gross and any expenses incurred to generate that income is included under resources expended.

#### **1.3. Resources expended**

Expenditure is recognised when expended and accrued where necessary in the year end accounts for any committed or known expenditure.

Mission giving is accrued for the year to 31<sup>st</sup> December.

#### **1.4. Tangible fixed assets**

##### **1.4.1. Consecrated land and buildings and movable church furnishings**

Consecrated and beneficed property of any kind is excluded from the accounts by S 10(2) (a) and (c) of the Charities Act 2011.

Movable church furnishings held by the Vicar and Churchwardens on special trust for the PCC, and which require a faculty for disposal, are accounted 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 new requirements in 2000 such assets are not valued in the accounts. There have been no assets acquired since that date, but any future items acquired over £1,000, apart from pew cushions, will be capitalised and depreciated in the accounts over the anticipated useful life on a straight-line basis.

All expenditure incurred in the year on consecrated or beneficed buildings on individual items under £1,000 is written off.

##### **1.4.2. Other fixtures, fittings and office equipment**

Equipment used within the Church premises is depreciated on a straight-line basis over 4 years. Individual items of equipment with a purchase price of £1,000 or less are written off when the asset is acquired. No assets have been capitalised in the last



24 years.

### **1.5. Investments**

Investments are valued at market value at 31st December.

Realised gains or losses are recognised when investments are sold. Unrealised gains or losses are accounted for on revaluation of investments at 31st December. Both are included in the Statement of Financial Activities.

### **1.6. Stock.**

No account has been taken of any stocks of books, goods or other materials held at 31<sup>st</sup> December.

### **1.7. Other Current Assets.**

#### **1.7.1. Debtors**

Amounts owing to the PCC as at 31st December include fees, Gift Aid recoverable plus any pre-payments for goods or services.

#### **1.7.2. Cash at Bank and in Hand**

Short term deposits either with CBF Church of England Funds or at the Bank.

## 2. Income for the year ended 31<sup>st</sup> December 2023

Income and endowments	Unrestricted	Designated	Restricted	Total 2023	Total 2022
<b><u>Donations and legacies</u></b>					
Planned giving	64,210	9,173	0	73,383	70,662
Open Plate Collections	6,386	0	0	6,386	3,771
Gift Aid Envelopes	2,815	30	634	3,479	1,787
Other donations	17,391	1,907	1,624	20,923	30,192
Gift Aid recovered	17,423	2,053	462	19,938	15,125
Grants	212	0	515	727	1,142
<b>Donations and legacies Totals</b>	<b>108,437</b>	<b>13,163</b>	<b>3,235</b>	<b>124,835</b>	<b>122,679</b>
<b><u>Income from charitable activities</u></b>					
Fundraising events	2,146	3,048	0	5,194	3,990
Weddings and funerals	6,113	225	0	6,338	4,098
<b>Charitable activities Totals</b>	<b>8,259</b>	<b>3,273</b>	<b>0</b>	<b>11,532</b>	<b>8,088</b>
<b><u>Other trading activities</u></b>					
Church Hall Lettings	9,808	0	0	9,808	6,318
<b>Other trading activities Totals</b>	<b>9,808</b>	<b>0</b>	<b>0</b>	<b>9,808</b>	<b>6,318</b>
<b><u>Investments</u></b>					
Income from investments	1,664	0	2,464	4,128	3,567
<b>Investments Totals</b>	<b>1,664</b>	<b>0</b>	<b>2,464</b>	<b>4,128</b>	<b>3,567</b>
<b><u>Other income</u></b>					
Other income	143	0	0	143	1,068
<b>Other income Totals</b>	<b>143</b>	<b>0</b>	<b>0</b>	<b>143</b>	<b>1,068</b>
<b>Total income</b>	<b>128,312</b>	<b>16,436</b>	<b>5,699</b>	<b>150,447</b>	<b>141,720</b>

### 2.1. Donations and legacies

#### 2.1.1. Unrestricted (General) Fund

Planned giving rose for the first time since 2019. It was up from £70,662 in 2022 to £73,383 in 2023. Income from open plate collections and one off gift aid envelopes was up from £5,558 in 2022 to £9,231. Tax claimed on gift-aided donations overall was up by almost £5,000 on the previous year.

Other donations include a number of very generous one-off donations made by individuals following the Stewardship campaign in June/July. These totalled £11,688, the majority of which were gift aided and therefore benefited from the tax reclaimed. There were further individual donations during the year totalling £2,013. There were also donations from church groups including Minus 5's, Sunday morning coffee and games afternoon as well as from outside organisations including Mother's Union, Ride and Stride and Crowthorne, Sandhurst and Bracknell Rotary Club.

Grants of £212 were from the Listed Places of Worship scheme.

#### 2.1.2. Designated and Restricted Funds

12.5% of planned giving plus the matching gift aid totalling £10,821 was transferred to the Designated Missions Fund in accordance with the St John's policy on missions giving.

The majority of other donations under Designated Funds were in aid of St John's

150<sup>th</sup> Anniversary celebrations.

Donations under Restricted Funds were for the following 2023 appeals:

- |  |        |
|--|--------|
| • Lent Lunch (Ukrainian Red Cross)           | £1,000 |
| • Missions Sunday (Alexander Devine Hospice) | £ 674  |
| • Giving Tree (Red Cross Yemen Appeal)       | £1,046 |

These figures include gift aid recovered.

Under Restricted Funds, other grants for the churchyard include a grant received from the Crowthorne Parish Council for £500 for the upkeep of the churchyard and £15 from the Commonwealth Graves Commission.

Overall Donations and legacies rose by £2,156 between 2022 and 2023. Whilst donations to the General and Designated Funds rose by £17,313, donations to the Restricted Funds fell by £15,157. This was because in 2022, donations under Restricted Funds included a significant sum of £15,900 in respect of the Ukraine appeal.

## **2.2. Income from Charitable Activities**

### **2.2.1. Fundraising Events**

The main fundraising event in 2023 was a concert by the Hart Male Voice Choir as part of St John's 150th Anniversary celebrations. Income received was £2,855 as well as donations totalling £930.

Other fundraising events were the Church Barbeque, the Pancake Evening, the Harvest Supper and the Advent Fair.

Full details of the income and expenditure for these events are shown in section 3.1

### **2.2.2. Income from Weddings and Funerals**

Fees for weddings and funerals are net of fees remitted to the Diocese as per PCC Accountability guidance, 5<sup>th</sup> edition, 2017.

## **2.3. Other Trading Activities**

Church hall lettings were up by £3,490 on 2022.

### 3. Expenditure for the year ended 31<sup>st</sup> December 2023

Expenditure on:	Unrestricted	Designated	Restricted	Total 2023	Total 2022
<b><u>Raising funds</u></b>					
Cost of fund raising	689	2,160	0	2,849	1,161
<b>Raising funds Totals</b>	<b>689</b>	<b>2,160</b>	<b>0</b>	<b>2,849</b>	<b>1,161</b>
<b><u>Expenditure on charitable activities</u></b>					
Giving to other organisations	157	10,821	3,026	14,005	29,048
Giving to individuals	0	210	0	210	515
Parish Share	79,917	0	0	79,917	78,350
Wedding and Funeral costs	210	177	0	387	0
Clergy expenses	1,706	0	0	1,706	1,492
Visiting clergy and speakers	254	0	0	254	0
LLM expenses	1,016	0	0	1,016	2,222
Verger expenses	574	0	0	574	0
Other ministry expenses	140	0	0	140	140
Music and choir	6,169	0	0	6,169	6,227
Worship costs	99	299	0	398	0
Altar and service costs	1,184	0	0	1,184	1,583
Children and young people	201	0	0	201	181
Safeguarding and recruitment	101	0	0	101	0
Flower costs	0	847	0	847	738
Church running costs	0	0	0	0	11,011
Upkeep of the Churchyard	0	0	370	370	690
Miscellaneous expenses	292	0	0	292	635
Sundries	405	0	0	405	0
AVS and IT	1,855	0	0	1,855	588
Church Office costs	1,345	0	0	1,345	706
Church telephone and postage	414	0	0	414	483
Church maintenance	3,096	0	0	3,096	3,931
Utilities - Gas	6,993	0	0	6,993	0
Utilities - Electric	2,817	0	0	2,817	0
Utilities - Water	429	0	0	429	0
Utilities - other	1,561	0	200	1,761	0
Insurance	4,372	0	0	4,372	0
Hospitality	683	34	0	716	0
Bank Charges	302	0	0	302	244
Major works	570	0	0	570	6,253
<b>Totals</b>	<b>116,862</b>	<b>12,388</b>	<b>3,596</b>	<b>132,846</b>	<b>145,035</b>
<b>Total expenditure</b>	<b>117,552</b>	<b>14,548</b>	<b>3,596</b>	<b>135,695</b>	<b>146,196</b>

## PAROCHIAL CHURCH COUNCIL OF ST. JOHN THE BAPTIST, CROWTHORNE

### 3.1. Income and expenditure on Fundraising events

	Income from Fund Raising	Cost of Fund Raising	Funds raised	Donations made	Donations + funds raised
150th anniversary Church Guides	192	679	-487	0	-487
150th anniversary Church Bookmarks	0	271	-271	0	-271
150th anniversary Docudrama	0	622	-622	1,093	470
150th anniversary Hart Male Voice Choir	2,855	587	2,268	930	3,198
<b>Total for 150th anniversary</b>	<b>3,048</b>	<b>2,160</b>	<b>888</b>	<b>2,023</b>	<b>2,911</b>
Pancake evening	530	143	387	0	387
BBQ	540	443	97	0	97
Harvest supper	553	103	450	0	450
Advent Fair	523	0	523	0	523
<b>Totals</b>	<b>5,194</b>	<b>2,849</b>	<b>2,345</b>	<b>2,023</b>	<b>4,368</b>

Whilst the Church Guides and bookmarks were allocated to the cost of fundraising, neither were specifically intended to raise funds as individual items, rather to raise awareness of the 150<sup>th</sup> anniversary of St John's.

The Church Guides will continue to bring in income over the coming years.

### 3.2. Giving to other organisations and individuals

The Designated Fund under Giving to other organisations is in respect of St John's Mission Giving, which represents 12.5% of unrestricted Planned Giving.

Under the Restricted Funds, the following payments were made:

- Lent Lunch (Ukrainian Red Cross) £1,000
- Missions Sunday (Alexander Devine Hospice) £ 674
- Giving Tree (Red Cross Yemen Appeal) £1,046
- Other Restricted (Crowthorne Brownies) £ 306

As mentioned in Note 2 – Donations and legacies – the reduction in Giving to other organisations is due to the exceptional fund raising in 2022 in aid of the Ukraine appeal.

Under Giving to individuals, payments made are from the Welfare Fund.

In addition to the above, agency collections were made on behalf of the following charities:

- Antislavery International £286
- The Children's Society £510
- Crowthorne Summer Activities £558
- Ride and Stride £575
- Christians Against Poverty £293
- Royal British Legion £615
- MIND £307

### 3.3. Parish Share

The Parish Share (which each parish is asked to contribute to in order to pay for mission and ministry across the Oxford Diocese, specifically for clergy stipends and their housing) went up by £1,567 to £79,917.

### 3.4. Church Running Costs

In previous years, church running costs included a variety of categories which this year have been allocated their own cost account. These include gas, electricity, water and other

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utilities and insurance.

In line with the rising cost of living, fuel costs have seen a large increase in the past 12 months, rising from £4,471 in 2022 to £9,810 in 2023.

### 3.5. Church Office costs

In March 2023, the PCC approved the replacement of the parish photocopier. The old photocopier had been given to the church in 2013 and service and rental were free of charge. However, due to the age of the device, parts were becoming difficult to find and engineers with experience of maintaining the device were scarce. The new photocopier is leased from the XCS Group. The annual rental cost is £720 plus printing charges which this year totalled £175.

### 3.6. Other costs

Whilst AVS and IT appear to have increased by over £1,200, the 2022 cost of the AVS contract (£896) was allocated to Church running costs. Therefore, AVS and IT costs have in fact only risen by £371.

The Music and Choir category includes the following costs: £4,415 in respect of organists and choir director; £956 for our music licences; £798 for maintenance of the organ and pianos.

### 3.7. Members of the PCC.

No members of the PCC (or any persons knowingly connected with them) received any remuneration during the year with exception of repayments of amounts spent on behalf of the PCC and the incumbent receives mileage and other expenses.

### 3.8. Employees

There were no employees during the year.

## 4. Analysis of Net Assets by fund type

Fund balances at 31 December 2023 are represented by:						
	General	Designated	Restricted	Endowment	2023 Total	2022 Total
Investments	0	0	0	162,545	162,545	132,214
Debtors	15,992	434	750	0	17,177	10,720
Cash At Bank And In Hand	60,275	11,551	27,057	0	98,883	90,758
Creditors: Amounts Falling Due In One Year	-7,124	-10,821	-1,382	0	-19,327	-19,497
<b>Totals</b>	<b>69,143</b>	<b>1,164</b>	<b>26,425</b>	<b>162,545</b>	<b>259,278</b>	<b>214,195</b>

### 4.1. Investments

	Value at 1 January 2023	Change in value of unsold units	Value at 31 December 2023
CBF Investment Fund	67,858	6,384	74,242
GAM Investment Fund	64,356	23,947	88,303
<b>Total</b>	<b>132,214</b>	<b>30,332</b>	<b>162,545</b>

#### 4.2. Debtors

	General	Designated	Restricted	2023 Total	2022 Total
Income Tax recoverable - Gift Aid	10,705	404	462	11,571	9,547
Other debtors	4,177	30	288	4,495	837
Prepayments	1,110	0	0	1,110	336
<b>Total</b>	<b>15,992</b>	<b>434</b>	<b>750</b>	<b>17,176</b>	<b>10,720</b>

Other debtors include money owed in respect of hall hirers (£743) and funeral fees (£403), as well as £3,345 in respect of December cash and cheques banked in early January 2024.

#### 4.3. Cash at bank and in hand

	2023 total	2022 total
Barclays STO acct	5,485	2,805
CCLA General	36,706	35,566
Barclays Flower acct	844	898
Barclays High Interest acct	299	296
Barclays May Fair acct	0	362
CCLA Repair and Renovation acc	13,431	13,013
CAF Gold Deposit acct	25,661	25,188
CAF Current	16,458	12,630
<b>Total</b>	<b>98,883</b>	<b>90,758</b>

The May Fair bank account was closed during 2023 and the outstanding balance transferred to the Barclays Standing Order account.

#### 4.4. Creditors: Amounts falling due within one year.

	General	Designated	Restricted	2023 total	2022 total
Missions giving	0	10,821	0	10,821	13,446
Accruals, deferred income and deposits	7,124	0	1,046	8,170	6,051
Agency collections	0	0	336	336	0
<b>Total</b>	<b>7,124</b>	<b>10,821</b>	<b>1,382</b>	<b>19,327</b>	<b>19,497</b>

Accruals and deposits under the General fund include fuel and water costs, fees payable to ODBF, and organist's fees. Deferred income relates to payment received in advance of a wedding in February 2024.

The accrual under Restricted funds relates to the Giving Tree collection in December which was paid to the British Red Cross in January 2024.

## 5. Analysis of Funds

Fund	Fund balances at 1 January 2023	Incoming resources	Outgoing resources	Transfers	Journal entry	Fund balances at 31 December 2023
<b>Unrestricted</b>						
General Fund	57,659	128,312	117,552	724	0	69,143
<b>Sub-totals</b>	<b>57,659</b>	<b>128,312</b>	<b>117,552</b>	<b>724</b>	<b>0</b>	<b>69,143</b>
<b>Designated</b>						
150th Anniversary Fund	0	5,071	2,160	-2,911	0	0
Children And Young People	0	224	333	109	0	0
Flower Fund	0	320	1,023	1,578	0	874
Welfare Fund	0	0	210	500	0	290
Missions Fund	0	10,821	10,821	0	0	0
<b>Sub-totals</b>	<b>0</b>	<b>16,436</b>	<b>14,548</b>	<b>-724</b>	<b>0</b>	<b>1,164</b>
<b>Restricted</b>						
Lent Lunch Fund	0	1,000	1,000	0	0	0
Missions Sunday Fund	0	674	674	0	0	0
Giving Tree Fund	0	1,046	1,046	0	0	0
Hardship Fund	2,010	0	0	0	0	2,010
Churchyard Fund	57	515	570	0	0	2
Repair And Renovation Fund	7,952	417	0	0	0	8,369
CPT Income Fund	13,997	2,047	0	0	0	16,044
Other Restricted	306	0	306	0	0	0
<b>Sub-totals</b>	<b>24,322</b>	<b>5,699</b>	<b>3,596</b>	<b>0</b>	<b>0</b>	<b>26,425</b>
<b>Endowment</b>						
Crowthorne Parish Trust Fund	132,214	0	0	0	30,332	162,545
<b>Sub-totals</b>	<b>132,214</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>30,332</b>	<b>162,545</b>
<b>Totals</b>	<b>214,195</b>	<b>150,447</b>	<b>135,695</b>	<b>0</b>	<b>30,332</b>	<b>259,278</b>

### 5.1. Designated Funds

#### 5.1.1. 150<sup>th</sup> Anniversary Fund

Set up to monitor the income and expenditure for the celebrations around St John's 150<sup>th</sup> anniversary. Once all the events were completed, the surplus on the fund was transferred to the General Fund.

#### 5.1.2. Children and Young People Fund

Set up at the start of the year to monitor income and expenditure in this area of work. As the sums involved were relatively small it was decided to transfer the negative balance back to the General Fund and in future to monitor the expenditure using the expenses account code for Children and Young People.

#### 5.1.3. Flower Fund

A Flower Fund did not exist in prior years' accounts even though a separate bank account had been set up some years ago. This has now been established in order to have a better understanding of income and expenses for church flowers. The transfer from the General Fund was made up of £898 opening balance in the Flower Fund bank account plus 4 transfers of £170 made during the year towards the flowers.

#### 5.1.4. Welfare Fund

Established to be used when the Vicar and the Church Wardens encounter real need outside of the congregation. This is a separate fund to the Hardship Fund which is detailed below under Restricted Funds.



#### **5.1.5. Missions Fund**

Receives 12.5% of planned giving together with accompanying Gift Aid. This money is shared amongst St John's seven missions which currently are the Bible Society, Leprosy Mission, Corrymeela, Church Army, Church Missionary Society, Hope Zone and Embrace the Middle East.

### **5.2. Restricted Funds**

#### **5.2.1. Lent Lunch, Missions Sunday and Giving Tree Funds.**

Each year the Missions Committee recommends a charity to be the recipient of donations made in respect of the Lent lunch, the Giving Tree and Missions Sunday. The PCC formally approved the establishment of these three funds at its meeting on the 28<sup>th</sup> March 2023. All donations and accompanying gift aid are placed in the relevant restricted fund which is then paid in full to the recipient.

#### **5.2.2. Hardship Fund**

Originally set up November 2020 to "provide immediate assistance to individuals and families who have a 'meaningful connection' with St. John's to prevent them from falling into new debt directly associated with the impact of Coronavirus. The purpose of this fund was amended at the PCC meeting on the 20<sup>th</sup> November 2022 to "provide immediate assistance to individuals and families who have a 'meaningful connection' with St. John's to prevent them from falling into new debt directly associated with a change of circumstances which has an impact on their finances. This change of circumstances might be a lost job, bereavement, illness, relationship breakdown, cost of living crisis, covid, benefits delay etc."

#### **5.2.3. Churchyard Fund**

Manages donations made specifically for the upkeep of the churchyard. For a number of years Crowthorne Parish Council has made an annual donation for this specific purpose; this year the donation was for £500. In addition, the Church received £15 from the Commonwealth War Graves commission.

#### **5.2.4. Repair and Renovation Fund**

Long established fund to manage donations made specifically for renovation projects in the church.

#### **5.2.5. Crowthorne Parish Trust (CPT) Income Fund**

Income from the Crowthorne Parish Trust Fund. According to the trust documents the income may be "applied for the purpose of furthering the religious and other charitable work of the CofE in the ecclesiastical parish of Crowthorne". Income has been used in the past to help pay for the renovation projects.

#### **5.2.6. Other Restricted Fund**

At its meeting on 19<sup>th</sup> September 2023, the PCC was advised that this fund related to an historic collection for the Girl Guides. It was agreed that the money should be used for the purpose it was originally intended. Therefore, it was agreed that this money be paid to the local Girl Guides Association.

### **5.3. Endowment Fund**

The Crowthorne Parish Trust is a permanent endowment restricted fund which originates

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from the sale of church property. The money can only be spent on purchasing land or property which itself must then be held in trust.