

APCM 2024: St John's Community Church - Annual Reports for 2023

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Electoral Roll Report

Our Electoral Roll has increased by 8 people from 225 adults at the Annual Meeting last year, to a current figure of 230 people. 13 people have been removed from the Electoral Roll - sadly this includes Bill Bailey, Les Lomax and Kaye Sheils-Houston following their deaths, while others have moved away or joined other churches. The 18 who have joined have signed up having attended Sunday and/or Monday services.

Fabric Report

We've had a productive year in caring for the fabric, fixtures and fittings of our church building and grounds, including the fitting of our new kitchen, with grateful thanks to Mark Bailes and team, and to the generous legacy from the late Sue Southall, which helped to fund the kitchen.

Our caretaker, Nigel Procter, has been busy overseeing a variety of maintenance tasks, including liaising with contractors for electrical work and PAT testing, the replacement of fuse boards and light fittings, as well as the regular testing of our fire and intruder alarms. The shed was moved to provide a much bigger outdoor space for Little Friends, while the container has been sorted and largely cleared to provide additional storage.

Following torrential rain, flood damage in the hall and kitchen area was rectified, again with much appreciated help from Mark Bailes, and Nigel redecorated the affected areas in the hall and worship area, as well as painting the meeting room. Nigel also keeps a regular schedule of general maintenance of our building, grounds and storage, while our two cleaners, Marg & Sarah, continued their great work in keeping our building clean and tidy.

During 2023, we had our tri-annual Diocesan Pastoral Support visit/audit, covering a number of areas within our church, including the churchyard, registers, insurance, log books, terrier and health and safety policies. The visit went extremely well, with all aspects reported to be up to date and in an excellent order.

Lichfield Deanery Synod Report

The Lichfield Deanery Synod held four meetings during the year and other than receiving summary reports from the Diocesan Synod and general business, each meeting discussed a main topic:

February 2023: The meeting was led by Bishop Michael Igrave who spoke about Lent: Fasting, Penitence and an assurance of forgiveness. Shaping for Mission was also discussed, with the three areas of priority being Young People and Schools, New Housing and Care for Creation.

June 2023: The speaker for the meeting was Helen Robertson, Headteacher at St Michaels Primary School, Lichfield who spoke on the importance of inclusion, and reaching out to other schools.

September 2023: The main topic was Community Fellowship, led by Revd Dr Abbie Walsh who gave feedback from a recent questionnaire where overall vocation is flourishing together with welcome, inclusion and hospitality. There were positives shared on various initiatives within the deanery, including Café Church, growth in young people's work, faithfulness within congregations and environmental care.

November 2023: A meeting via Zoom was held, but unfortunately none of our representatives could attend.

Elaine Betts, Annette Haywood, Marg Nicholls, Nigel Procter

PCC Report

Listed below are details of the PCC meetings which took place during 2023. The full PCC met **6** times during 2023. Committees and smaller meetings of various ministries met between PCC meetings, and their deliberations were received and discussed by the full PCC where necessary.

PCC Meeting – February 2023: Alongside celebrating the safe arrival of Amara Edmonds to our curate Ruth and husband James, we received regular reports from the church wardens, treasurer, deanery synod, Burntwood Chase Team, safeguarding and electoral roll. Our February meeting also focussed on the growing needs of our building combined with our vicar Matt's workload. The PCC decided to look to appoint a part-time caretaker, to start as soon as possible.

PCC Meeting – March 2023: News was shared of the appointment of Nigel Procter as our new church caretaker, and of Dave Moss as Safeguarding Administrator. Decisions were taken to approve a quote for a new church kitchen, as well as for remedial and necessary electrical work to be undertaken. Our tithe giving for the year ahead was finalised, to include significant donations to the following charities: Light for Children, Pathway, Foodbank, UCB, YouthNet, Acts435 and Burntwood Be a Friend.

PCC Meeting – May 2023: As well as welcoming new PCC members following the APCM, Dave Moss and Kathy Louis made a presentation to inform the PCC about the new systems being put in place to ensure our compliance with best practice for safeguarding.

PCC Meeting – July 2023: Our July meeting focussed on both positive and negative matters concerning our building, including the installation of a great new kitchen, and of significant electrical work having been completed, but also of the damage caused by recent flooding/rain storms. In other matters, the PCC agreed to give £6000 of church tithe money to the four schools in our parish (£1500 each to Holly Grove, Boney Hay, Chase Terrace Primary and Chase Terrace Academy) to use at their discretion to support local families and children.

PCC Meeting – September 2023: Our September meeting received and discussed reports on various areas of church life, including the recent Play in the Park events and ongoing maintenance of the building and grounds. Discussions took place regarding the provision for our growing children's and young people's groups, and plans were shared for forthcoming services and events from Remembrance Sunday through to Christmas.

PCC Meeting – November 2023: Various ailments and sickness depleted our numbers for this meeting, so in this shorter session, we discussed the recent Diocesan Pastoral Support visit, as well as putting provisional plans in place to install solar panels on our roof. We also heard from Ruth as her plans post-curacy were shared, with the expectation that she'd be given permission by the Bishop to apply for jobs from spring 2024.

Overall, it's been a positive and productive year for the PCC, with fruitful discussions, encouraging decisions, committed prayer and productive plans put in place for the future life of our church community.

Marg Nicholls – PCC Secretary

Treasurer's Report

St. John's Community Church, Chase Terrace

2023 Accounts Summary

Prepared by J. Haywood - Treasurer

At time of writing (15th Apr 2024) the church accounts have been passed to the Lichfield Diocese for independent examination but we haven't yet had confirmation of acceptance. That means that the accounts, although finalized, haven't been independently ratified.

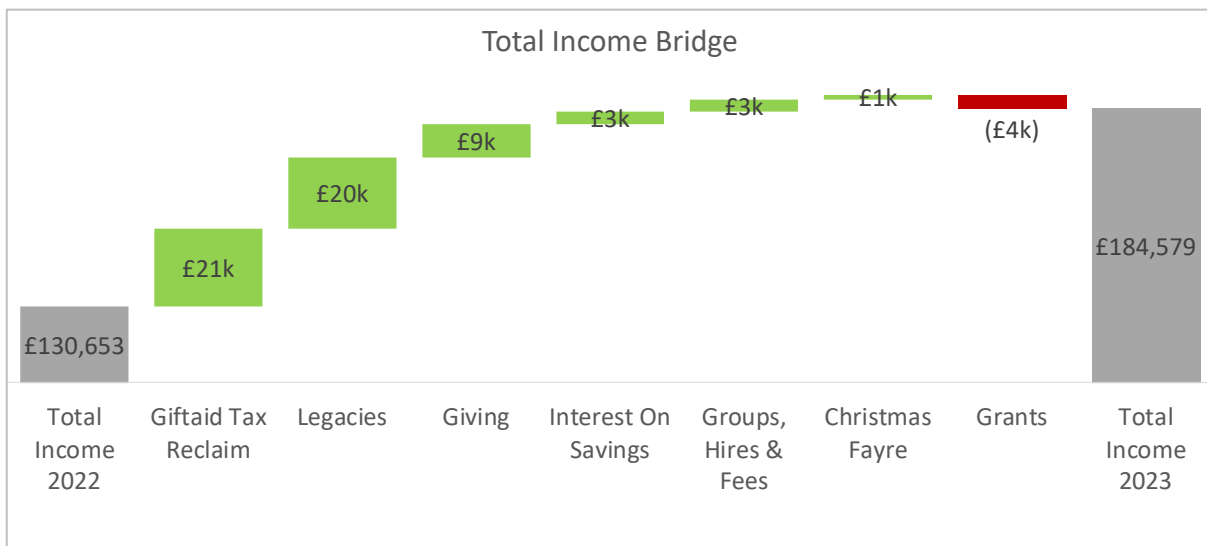
Overall, we have seen a positive increase in income, whilst spending generously to upgrade the building.

Income & Expenditure

Income & Expenditure	2020	2021	2022	2023
Income	£109,591	£112,087	£130,653	£184,579
Expenditure	£111,590	£112,080	£159,298	£162,790
Difference	(£1,999)	+£7	(£28,645)	+£21,789

Positively, our income has increased +£54k year on year, whilst expenditure has increased by (£3.5k), meaning we have spent £21,789 less than our income in the year. Although this is extremely positive, there are a number of one-off items which are affecting this view. These are explained in the following pages.

Income Year On Year Bridge



Let's take a look at why income has grown £54k year on year. Firstly our Giftaid Tax Reclaim has increased by +£21,232 year on year. Last year the church was a little late in processing some of our giftaid, which meant we earned a little less in 2022, and that delay means the benefit rolled over into this tax year. If you are a UK taxpayer and are giving to the church, do check whether you're giving with giftaid: it makes a huge difference to our total income. In fact in 2023, 16% of our total income came from claiming giftaid.

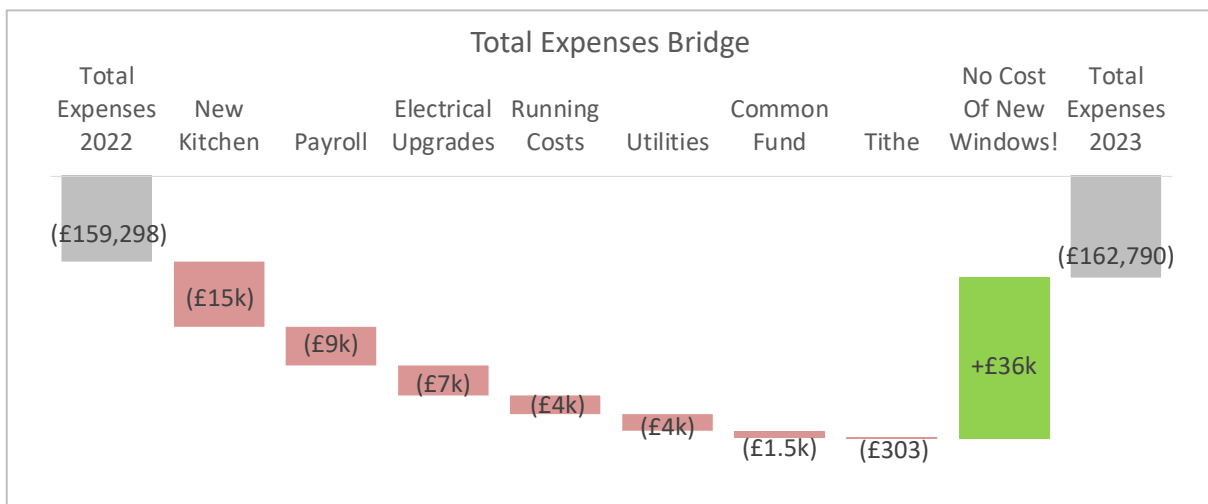
The second one-off income was legacies. A legacy is a donation left in someone’s will. It’s very unusual for St. John’s to receive legacies, in fact, this may be a first for the church and certainly a first within the last 10 years.

We’ve also seen more giving and donations, some interest on our savings and extra income from room hire. Our Christmas fayre was one of our most successful ever, raising nearly £4,800. A huge thank you again to Kay, those who setup stalls and all the volunteers who come together to make that happen.

Grants is red because we received less than the previous year, but grants tend to be a bit seasonal depending on the needs of the church and the grant pots available. We did receive a grant this year, totalling nearly £1,300 from the National Grid for The Drop Inn, from which we purchased new and additional tables to house the growing numbers of people we’re seeing on a Monday.

In summary, some good growth in income across everything that we do, with a couple of one-off elements inflating the income number.

Expenditure Year On Year Bridge



Our major spend in 2023 was that of a new kitchen totalling £14,684.

Our payroll has increased. The church employs cleaners and a Parish Administrator. We increased their wages last April and began employing a part time caretaker role from April too. These two things combined are the reason for the jump in payroll costs.

Alongside our kitchen improvements, we made substantial upgrades to our electrics, this was everything from full PAT testing and fire safety checks, to new fuse boxes, lighting and fans across large parts of the building. This was planned for and talked about in last year’s APCM.

Our other running costs increased across a wide range of smaller ticket items, such as software licensing costs, insurance etc. There were a couple of notable things: we had a new website developed, we purchased the extra tables for the Drop Inn and we had larger expenses associated to the Christmas fayre (a larger float and expenses for food etc...), which helped cater to the bigger crowds.

Like most people, our utility costs have increased, particularly over the colder months. Heating, lighting, water and bin collections for this building and the churchyard cost around £1,100 per month.

Common fund is the money we pay to the Lichfield Diocese. This pot pays for Matt & Ruth’s wages, housing and pensions, as well as the training of future curates. It helps to fund the work of various central departments in the Diocese, such as the admin, finance and safeguarding teams, and supports the work of the General Synod, which is the main decision-making body for the Church of England. In 2024 the Common Fund request is increasing by £1,243.

St. John's donates 10% of its previous year's income (excluding grants) to other charities and causes. This is mainly through regular charitable giving, ensuring charities can plan their income accordingly. As a PCC, St John's has always tried to give to charities working locally, nationally and internationally. This giving is called the 'tithe'. In 2023, we continued to support Light for Children – a charity supporting young people and families in need in Romania. It's a charity that has deep roots at St. John's and we have supported it since its inception; Pathway Project – who are a domestic and sexual abuse service supporting anyone in need based in Lichfield & Tamworth; the YouthNet which is a Christian-based, children and youth charity working in and out of schools and organisations in and around Stafford; Food Bank; Acts 435 which is a charitable donations website that puts people who want to help in touch with people who are in need, through a network of churches and local charities at a national level; UCB radio and new for 2023 - Burntwood Be A Friend.

These charities received in total £8.5k across the year. We also supported the Play in the Park events in the Summer.

The big green bar indicates a large, one-off expense from the previous year. It's the replacement of all the external windows and doors. So, despite spending more across a number of areas this year, most of it is balanced off by the cost of the windows in the previous year.

In summary, we spent a lot and made some big upgrades to the church for the second year running, but we've done it with good discernment based on our overall financial outlook.

Account Summary

Account Summary	2020	2021	2022	2023
Fixed Assets (buildings & contents)	£8k	£10k	£8k	£7,283
Net Current Assets (money in the bank after outstanding payments are paid)	£148k	£147k	£120k	£144,537
Total Assets	£157k	£157k	£128k	£151,820
Difference Year on Year	(£2k)	+£0k	(£29k)	£23,916

The account summary shows our savings and assets in 2 pots, Fixed Assets and Net Current Assets.

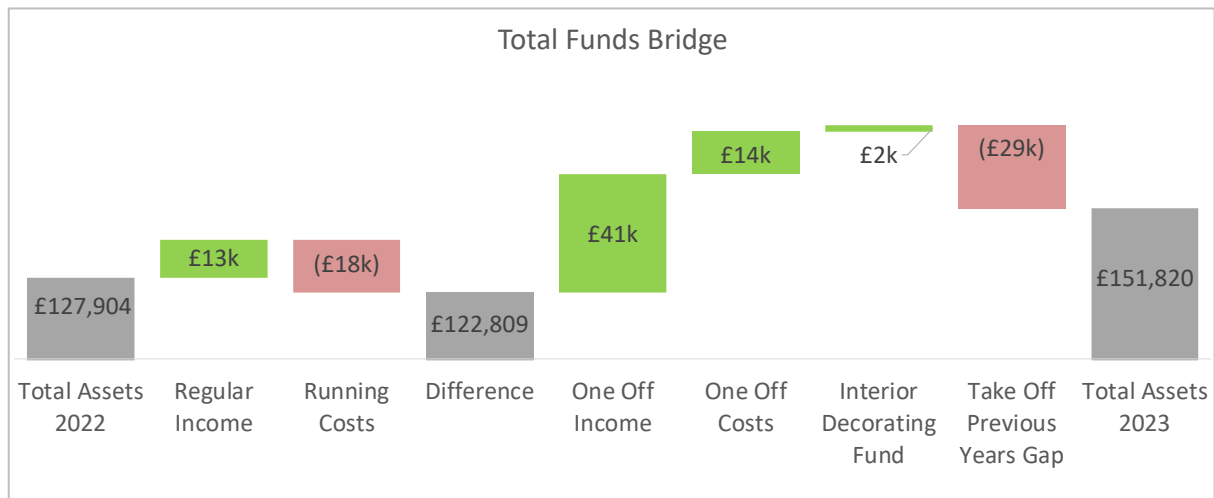
In simple terms, fixed assets are “things” buildings and contents.

We don't own the St. John's building, it's owned by the diocese, so our only fixed assets are the contents within the building. Chairs, sound equipment and other items that we could sell if we needed to raise some cash.

Our net current assets are our savings and investments less any money we owe.

Adding these 2 lines together produces our total assets of £151,820. An increase of £23,916 year on year.

Total Assets Bridge



The shape of our growth in total assets have been heavily influenced by one off elements. These have been isolated in the chart above, which helps to show that our regular income and costs are within £5k of each other, demonstrating that the church continues to spend broadly within its means.

All of our one-off income (the legacies and missed gift aid), plus the reduced one-off costs (kitchen, plus electrical upgrades, minus the windows) is why our total assets have risen year on year.

Finally, to bridge this back to look at income, we have to remove the reduction in our total assets from the previous year, otherwise we would be showing the growth in assets year on year, not what our total assets are now.

If you have any further questions about the church finances, do feel free to speak to me (J Haywood) or Rev. Matt. We are contactable through the church office.

Thank you.

**The following pages contain copies of the church finance
‘Statement of Financial Activities’ (SOFA), Balance Sheet, Income &
Expenditure reports**

The PCC of St John's Community Church, Chase Terrace							
Financial Statements for the Year Ended 31st December 2023							
Statement of Financial Activities							
		Unrestricted Funds £	Designated Funds £	Restricted Funds £	Endowment Funds £	Total Funds 2023 £	Total Funds 2022 £
Incoming Resources							<i>*see note 12 for full comparatives</i>
Income and Endowments from:							
Donations and Legacies	2a	151,855	-	-	-	151,855	105,904
Activities for Generating Funds	2b	4,778	-	-	-	4,778	3,481
Income from Investments	2c	998	-	3,991	-	4,989	1,547
Church Activities	2d	22,957	-	-	-	22,957	19,721
Other	2e	-	-	-	-	-	-
Total		180,588	-	3,991	-	184,579	130,653
Resources Expended							
Expenditure on:							
Raising Funds	3a	1,407	-	-	-	1,407	736
Church Activities	3b	161,383	-	-	-	161,383	158,562
Other	3c	-	-	-	-	-	-
Total		162,790	-	-	-	162,790	159,298
Net Income/(Expenditure) before investment gains/(losses)		17,798	-	3,991	-	21,789	(28,645)
Net gain/(losses) on investments	7(b) & 8(a)					-	
Net Income/(Expenditure)		17,798	-	3,991	-	21,789	(28,645)
Transfer between Funds	6	(250)		250		-	
Net Movement in Funds		17,548	-	4,241	-	21,789	(28,645)
Total Funds brought forward	11	38,650	-	89,254	-	127,904	156,549
IDS Fund transferred in				2,127		2,127	
Total Funds carried forward		56,198	-	95,622	-	151,820	127,904

The PCC of St John's Community Church, Chase Terrace			
Financial Statements for the Year Ended 31st December 2023			
Balance Sheet			
		Total Funds 2023	Total Funds 2022
		£	£
Fixed Assets			
Tangible Assets	7(a)	7,283	7,984
Investment Assets	7(b)	-	-
Total Fixed Assets		7,283	7,984
Current Assets			
Current Investments	8(a)	-	-
Debtors and prepayments	8(b)	4,345	1,637
Cash at bank and in hand	8(c)	144,452	123,554
Total Current Assets		148,797	125,191
Current Liabilities - due within 1 year			
Creditors and accruals	9(a)	2,763	5,271
Diocesan Parish Share		1,497	
Diocesan Loan			
Total Current Liabilities		4,260	5,271
Net Current Assets/(Liabilities)		144,537	119,920
Liabilities due after one year	9(b)		
Creditors			
Deferred Parish Share			
Diocesan Loan			
Total Liabilities due after one year		-	-
Total Net Assets/(Liabilities)		151,820	127,904
		Total Funds 2023	Total Funds 2022
		£	£
Funds of the PCC			
Unrestricted Funds			
General Fund		56,198	38,650
Designated Funds			-
Restricted Funds		95,622	89,254
Endowment Funds			
Total Funds		151,820	127,904

The PCC of St John's Community Church, Chase Terrace
Financial Statements for the Year Ended 31st December 2023

Finance Form Box Number			Unrestricted	Designated	Restricted	Endowment	Total Funds	Total Funds
			Funds	Funds	Funds	Funds	2023	2022
INCOME AND ENDOWMENTS			£	£	£	£	£	£
	Donations and Legacies							
	<i>Voluntary Income</i>							
1	Tax efficient regular giving	2a	68,726	-	-	-	68,726	59,424
1	Other regular giving		14,168	-	-	-	14,168	14,694
3	Collections at services		7,040	-	-	-	7,040	5,393
4	All other giving and voluntary receipts including special appeals		11,947	-	-	-	11,947	13,383
6	Gift Aid Recoverable		29,192	-	-	-	29,192	7,960
7	Legacies		19,524	-	-	-	19,524	-
8	Grants (recurring and one-off)		1,258	-	-	-	1,258	5,050
			151,855	-	-	-	151,855	105,904
	Charitable Activities							
	<i>Activities for Generating Funds</i>	2b						
9	Summer Fete		-	-	-	-	-	-
9	Christmas Fair		4,778	-	-	-	4,778	3,481
9	Other Fundraising Activities			-	-	-	-	-
			4,778	-	-	-	4,778	3,481

INCOME AND ENDOWMENTS <i>continued</i>							
		Unrestricted Funds	Designated Funds	Restricted Funds	Endowment Funds	Total Funds 2023	Total Funds 2022
		£	£	£	£	£	£
	Income from Investments						
10	Dividends	-	-	-	-	-	-
10	Bank Interest	998	-	3,991	-	4,989	1,547
		998	-	3,991	-	4,989	1,547
	Income from Church Activities						
11	Statutory Fees (retained by PCC)	3,201	-	-	-	3,201	5,671
12	Church Hire	8,202	-	-	-	8,202	5,938
12	Group membership income	11,554	-	-	-	11,554	8,112
12	Bookstall	-	-	-	-	-	-
12	Parish Magazine	-	-	-	-	-	-
12	Other trading activities	-	-	-	-	-	-
		22,957	-	-	-	22,957	19,721
	Other Income						
13	Other	-	-	-	-	-	-
A	Total Income	180,588	-	3,991	-	184,579	130,653

The PCC of St John's Community Church, Chase Terrace
Financial Statements for the Year Ended 31st December 2023

Finance Form Box Number	EXPENDITURE	3	Unrestricted	Designated	Restricted	Endowment	Total Funds	Total Funds
			Funds	Funds	Funds	Funds	2023	2022
			£	£	£	£	£	£
	Raising Funds	3a						
	<i>Costs of Generating Funds</i>							
17	Stewardship Costs		-	-	-	-	-	-
17	Christmas Fayre		1,407	-	-	-	1,407	736
17	Coffee Morning Costs		-	-	-	-	-	-
			1,407	-	-	-	1,407	736
	Charitable Activities	3b						
	<i>Church Activities</i>							
18	Mission Giving and Donations		10,114	-	-	-	10,114	9,811
19	Diocesan Parish Share		61,393	-	-	-	61,393	59,896
20	Salaries and Wages		28,362	-	-	-	28,362	19,635
21	Clergy and Staff Expenses		425	-	-	-	425	602
	<i>Church Expenses</i>							
22	Church Expenses (Mission and Evangelism)		8,736	-	-	-	8,736	7,406
23	Church Running Expenses (incl Governance)		24,773	-	-	-	24,773	15,843
24	Church Utility Bills		12,896	-	-	-	12,896	9,143
25	Cost of Trading (Magazine, bookstall etc)		-	-	-	-	-	-
25	Church Hall Running Costs		-	-	-	-	-	-
	<i>Major Capital Expenditure</i>							
27	Major Repairs to the Church		14,684	-	-	-	14,684	36,226
28	Major Repairs to Church Hall		-	-	-	-	-	-
29	New Building Work		-	-	-	-	-	-
			161,383	-	-	-	161,383	158,562
	Other Expenditure	3c						
	Other		-	-	-	-	-	-
			-	-	-	-	-	-
C	Total Expenditure		162,790	-	-	-	162,790	159,298