

PAROCHIAL CHURCH COUNCIL  
OF ST JOHN THE EVANGELIST, SHIRLEY

ANNUAL REPORT AND FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31st DECEMBER 2023

Registered Charity Number 1140076

## ANNUAL REPORT OF THE PAROCHIAL CHURCH COUNCIL FOR THE YEAR ENDED 31st DECEMBER 2023

### THE CHURCH OF ST JOHN THE EVANGELIST, SHIRLEY

#### ANNUAL REPORT OF THE PAROCHIAL CHURCH COUNCIL FOR THE YEAR ENDED 31st DECEMBER 2021

##### Administrative information

St John's Church is situated in Croydon and is part of the Diocese of Southwark within the Church of England. The Incumbent, Rev'd Lu Gale, resides at The Vicarage, 49 Shirley Church Road, Croydon, CR0 5EF.

The church website is 'www.stjohnsshirley.org.uk' and e-mail enquiries should be directed to 'office@stjohnsshirley.org.uk'.

The Parochial Church Council of the ecclesiastical parish of St John the Evangelist, Shirley, is a registered Charity, number 1140076, and the correspondence address is The Vicarage, 49 Shirley Church Road, Croydon, CR0 5EF.

PCC members who have served from 1<sup>st</sup> January 2023 to 31<sup>st</sup> December 2023 are:

<i>Incumbent</i>	The Rev'd Lucille Gale	
<i>Churchwardens</i>	Christine Healey	(until 23 April 2023)
	Michael Wall	(from 23 April 2023)
<i>Deputy Wardens</i>	Samantha Nott	
<i>PCC Secretary</i>	Timothy Roberson	
<i>Treasurer</i>	Rebecca O'Neal	(until 23 April 2023)
	Julie Sayer	(elected 23 April 2023)
<i>Reader</i>	Jacqueline Pontin	
<i>Deanery Synod Representatives</i>	Gillian Goldsmith	
	Teresa McCarthy	(elected 23 April 2023)
	Janet Martin	(until 23 April 2023)
<i>Elected members</i>	Claire Barracliffe	(elected 23 April 2023)
	Marie-Claire Bailey	(elected 24 <sup>th</sup> April 2022)
	Kelvin Carter	
	Christopher Foot	(until 23 April 2023)
	Jane Gorman	(elected 23 April 2023)
	Timothy Hastie	(until 23 April 2023)
	Miranda Heester	
	Bex Henderson	
	John Kingdom	
	Bernard Maguire	
	Georgina Roseveir	(elected 23 April 2023)
	Sharon Somaiya	
	Wendy Wall	
	Viv Welch	(elected 23 April 2023)
	Charlotte White	

##### Structure, Governance and Management

## ANNUAL REPORT OF THE PAROCHIAL CHURCH COUNCIL FOR THE YEAR ENDED 31st DECEMBER 2023

The method of appointment of PCC members is set out in the Church Representation Rules 2017. Urgent business of the PCC between PCC meetings is conducted through the Standing Committee which comprises the Incumbent, Churchwardens, Secretary and Treasurer. All those attending Church are encouraged to register on the Electoral Roll, to take part in the Annual Meetings and stand for election to the Council.

### **Objectives and activities**

The PCC has the responsibility of co-operating with the Incumbent in promoting in the Parish the whole mission of the Church, pastoral, evangelistic, social and ecumenical. There is a close contact with Shirley Methodist Church and some services and social events are shared with them. Co-operation exists with other parishes in the Deanery and through Churches Together in Shirley.

### **Achievements and performance**

#### ***Church Attendance***

There are 175 (2022 167) on the Electoral Roll with 65 (63) persons living in the Parish. The additional 9am Sunday service has continued to attract families with young children. Our thanks go to all those who operate the live streaming through the internet with over 20,000 viewings of services through YouTube and Facebook.

Changes in parish boundaries remain under consideration and may impact on attendance and on the Mission Action Plan in the future.

#### ***Safeguarding***

The safety of our young people and vulnerable adults remains a priority and 'A Safe Church', the Diocesan Safeguarding Policy, continues to be adopted in full and re-emphasised each year at PCC.

#### ***Review of the year***

It is a matter of some concern that one of the two Churchwarden posts has remained unfilled since the 2022 annual meeting and that two of the deputy warden posts remain unfilled since the 2023 annual meeting.

The full PCC met formally six times during the year with an average attendance of 68%, most meetings held in the Church. Sub-committees formed to consider in detail the various aspects of our mission and ministry met between Council meetings and their deliberations were reported to, and discussed by, the full Council where necessary.

The structure and condition of the church buildings remains good, though not without much effort by Mick Wall (with assistance from Christine Healey) and the Premises sub-committee of PCC (chair Paul Campbell) and significant expenditure over the past few years. This was confirmed by the quinquennial inspection completed during 2021 and a rolling programme is in place to attend to the observations contained therein. Two areas under active consideration are repairs to the church clock and upgrading the church lighting to improve our environmental impact. Repairs to the church porch were underway at the end of the year. The church noticeboard was replaced by the end of the year.

## ANNUAL REPORT OF THE PAROCHIAL CHURCH COUNCIL FOR THE YEAR ENDED 31st DECEMBER 2023

The churchyard remains open and, whilst there is little space left for full burials, we should be able to accept cremated remains for many years to come. We remain concerned about the instability of some of the older grave stones and it has proved impossible to trace 'grave owners', given the passage of time. Those which are clearly unstable are dealt with following periodic inspection.

In 2016, PCC decided to refurbish Church Cottage, completed in July 2017 at a cost of approximately £129,000. The cottage is now let on a short-term residential basis to assist in financing our mission and worship. Following persistent rent arrears, the tenants were evicted early in 2022 and remedial works undertaken. New tenants capable of delivering a more reliable income were installed during the year.

Following the restoration of live Sunday services an additional 9am service was introduced, aimed at particularly at families with young children. Live streaming of services has continued; particular thanks are due to the team of audio-visual operators.

There were 17 Baptisms, 2 Weddings, 10 Funerals in Church, 1 Funeral at the Crematorium and 23 Burials of Ashes.

From July 2022, the Parish had the services of an organist and choirmaster on a contract ending in early 2023. A new organist was appointed in the following October.

Locally, we have continued to support Shirley Neighbourhood Care and the foodbank at Shrublands with the Vicar delivering donated supplies on a weekly basis. Further afield, we continue to support a number of charities including Christian Aid and toilet twinning in Africa.

St Johns joined the Parish Giving Scheme (PGS) in 2020. Regular donors continue to be encouraged to migrate from standing orders to PGS. The aim is to achieve significant savings in both bank charges and the hassle of dealing with HMRC and to improve cash flow. A leaflet 'Resourcing Our Future' is available to explain parish finances and the role of the PGS.

### ***Financial Review***

During the year, our 'Parish Pledge' to the Diocese amounted to £70,000 (2022 £65,000) and was paid in full.

Total Incoming Resources on Restricted and Unrestricted Funds were £128,145 (2022 £189,585) and are detailed in Note 2 on Page 11 of the accounts. Total expenditure and accruals amounted to £124,947 (£120,188) details of which are set out in Note 3 on Page 12 of the accounts.

The result for the year was a surplus of the General Fund of £3,198 (£69,398)

Thanks are due to the considerable efforts of those who serve the church at St John's and provide so much on a voluntary basis.

***Reserves Policy***

It is the policy of the PCC to maintain Unrestricted Funds balances (excluding the designated Premises Account) equating to three months unrestricted expenditure to cover emergency situations that may arise from time to time.

The PCC resolved that reserves be isolated into a reserve account separate from the NatWest account and that withdrawals from this account be subject to a positive resolution of the PCC. The reserve is set at £30,000 (thirty thousand pounds) until otherwise varied by a resolution of the PCC.

It is PCC policy to invest our funds with the CBF Church of England Deposit Fund.

Approved by the Parochial Church Council on April 2024 and signed on its behalf by

Rev'd Lucille Gale  
Chair

## **INDEPENDANT EXAMINER'S REPORT HERE**

**STATEMENT OF FINANCIAL ACTIVITIES  
FOR THE YEAR ENDED 31 DECEMBER 2023**

	Notes	Unrestricted Funds £	Restricted Funds £	<b>TOTALS 2023 £</b>	TOTALS 2022 £
<b>Incoming resources</b>					
<i>Voluntary income</i>	2a	84,177	0	<b>84,177</b>	159,340
<i>Activities for generating funds</i>	2b	10,152	0	<b>10,152</b>	9,662
<i>Income from investments</i>	2c	3,533	0	<b>3,533</b>	597
<i>Church activities</i>	2d	30,282	0	<b>30,282</b>	19,986
<b>Total incoming resources</b>		<b>128,145</b>	<b>0</b>	<b>128,145</b>	<b>189,585</b>
<b>Resources expended</b>					
<i>Costs of generating voluntary income</i>	3a	0	0	<b>0</b>	0
<i>Distribution of charitable giving</i>	3b	1,565	0	<b>1,565</b>	3,397
<i>Church activities</i>	3c	122,595	127	<b>122,722</b>	116,130
<i>Governance Costs</i>	3d	660	0	<b>660</b>	660
<b>Total resources expended</b>		<b>124,820</b>	<b>127</b>	<b>124,947</b>	<b>120,187</b>
<b>Net incoming/(outgoing) resources</b>		<b>3,325</b>	<b>-127</b>	<b>3,198</b>	<b>69,398</b>
Other recognised gains/losses		0		<b>1,291</b>	-2,080
<b>Net movement in funds</b>		<b>3,325</b>	<b>-127</b>	<b>4,489</b>	<b>67,318</b>
Total funds brought forward on 1 January	9	122,691	19,720	<b>142,411</b>	75,093
<b>Total funds carried forward at 31 December</b>		<b>126,016</b>	<b>19,593</b>	<b>146,900</b>	<b>142,411</b>

**ANNUAL REPORT OF THE PAROCHIAL CHURCH COUNCIL FOR THE YEAR ENDED 31st DECEMBER 2023**

**BALANCE SHEET AT 31 DECEMBER**

	Notes	<b>2023</b>	2022
		£	£
<b>Fixed assets</b>			
Tangible fixed assets	5	<b>0</b>	0
<b>Total fixed assets</b>		<hr/>	<hr/>
<b>Current assets</b>			
Investments held by Diocese		<b>16,016</b>	14,725
Debtors	7	<b>0</b>	1,914
Short term deposits		<b>97,208</b>	31,500
Cash at bank and in hand		<b>36,138</b>	99,836
		<hr/>	<hr/>
		<b>149,362</b>	147,975
Creditors/Accruals: amounts falling due within one year	8	<b>-2,462</b>	-5,564
		<hr/>	<hr/>
<b>Net current assets</b>		<b>146,900</b>	142,411
<b>Total assets less current liabilities</b>		<hr/>	<hr/>
		<b>146,900</b>	142,411
Creditors: amounts falling due after one year		<b>0</b>	0
<b>NET ASSETS</b>		<hr/>	<hr/>
		<b>146,900</b>	142,411
		<hr/>	<hr/>
<b>Funds</b>			
<b>Restricted funds</b>	9	<b>19,683</b>	19,720
<b>Unrestricted funds</b>	9	<b>127,217</b>	122,691
		<hr/>	<hr/>
		<b>146,900</b>	142,411
		<hr/>	<hr/>



NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31st DECEMBER

**1. Accounting policies**

**a Accounting convention**

The financial statements have been prepared in accordance with the Church Accounting Regulations 2016 together with applicable standards and Charities SORP (FRS102) with Update Bulletin 1.

The financial statements have been prepared under the historical cost convention as modified by the inclusion of investments at market value and the revaluation of fixed assets. 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 which are informal gatherings of church members.

**b Funds accounting**

Funds held by the PCC are:

Unrestricted funds – general funds which can be used for PCC ordinary purposes.

Designated funds – monies set aside by the PCC out of unrestricted funds for specific future purposes or projects.

Restricted funds – a) income from trusts or endowments which may be expended only on those restricted objects provided in the terms of the trust or bequest; b) donations or grants received for a specific object or invited by the PCC for a specific object. The funds may only be expended on the specific object for which they were given. Any balance remaining unspent at the end of the year is carried forward as a balance on that fund.

**c Incoming resources**

All incoming resources are accounted for gross.

***Voluntary Income***

Collections are recognised when received.

Planned giving receivable is recognised only when received.

Income tax recoverable on Gift Aid donations is recognised in the period the claim covers.

Grants and legacies are recognised when the PCC is legally entitled to the amount due.

***Income from investments***

Dividends are accounted for when due and payable. Interest entitlements are accounted for as they accrue.

***All other income***

All other income is recognised when it is receivable.

**d Resources used**

Resources expended are accounted for on an accruals basis and are accounted for gross.

**Grants**

Grants and donations are accounted for when paid over, or when awarded where the award creates a binding obligation on the PCC.

**Church activities**

The diocesan parish contribution is accounted for when paid

**e Fixed Assets**

**Tangible fixed assets**

Consecrated and beneficed property of any kind is excluded from the accounts by Section 10 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.

All expenditure on consecrated or beneficed buildings is written off in the year it is incurred.

The Church Cottage has been a freehold asset of the PCC for many years but has not been reflected in the accounts given the historic date of acquisition. It is insured for its estimated re-building cost of £200,000.

**Depreciation**

Depreciation is calculated to write down the cost of tangible fixed assets, excluding freehold properties, over their expected useful lives. The rates generally applicable are:

Fixtures and fittings	25% straight line
Computer equipment	30% straight line

No depreciation is provided on freehold property as it is the PCC's policy to maintain these assets in a continual state of sound repair. The useful economic life of these assets is so long and residual values so high that any depreciation would not be material. These assets will be subject to annual impairment reviews.

Provision will be made if there has been any permanent diminution in value.

**f Current Assets**

Short-term deposits include cash held on deposit either with the CBF Church of England Funds, or at the bank.

NOTES TO THE FINANCIAL STATEMENTS (continued)  
FOR THE YEAR ENDED 31 DECEMBER 2023

2 Incoming resources

	Unrestricted Funds £	Restricted Funds £	Endowment Funds £	Other Funds £	TOTAL FUNDS 2023 £	TOTAL FUNDS 2022 £
<b>a</b> <i>Voluntary income</i>						
Regular giving	62,668				<b>62,668</b>	61,944
Collections - General	6,093				<b>6,093</b>	4,526
Collections - Special, Weddings, Alms	3,394				<b>3,394</b>	317
Income tax recoverable	9,993				<b>9,993</b>	17,889
Grants	0				<b>0</b>	1,400
Legacies & Sundry Donations	2,030				<b>2,030</b>	73,264
	<b>84,177</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>84,177</b>	<b>159,340</b>
<b>b</b> <i>Activities for generating funds</i>						
Fund-raising events	10,152				<b>10,152</b>	9,662
	<b>10,152</b>	<b>0</b>			<b>10,152</b>	<b>9,662</b>
<b>c</b> <i>Investment income</i>						
Dividends and interest	3,533				<b>3,533</b>	597
	<b>3,533</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>3,533</b>	<b>597</b>
<b>d</b> <i>Income from Church Activities</i>						
Church Cottage Income	18,000				<b>18,000</b>	11,583
Tamberlin Room/Church Income	1,190		0		<b>1,190</b>	1,850
Fees from weddings and funerals	7,638				<b>7,638</b>	4,899
Other Income	3,454				<b>3,454</b>	1,654
	<b>30,282</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>30,282</b>	<b>19,986</b>
<b>Total incoming resources</b>	<b>128,145</b>	<b>0</b>	<b>-1</b>	<b>0</b>	<b>128,145</b>	<b>189,585</b>

**ANNUAL REPORT OF THE PAROCHIAL CHURCH COUNCIL FOR THE YEAR ENDED 31st DECEMBER 2023**

**NOTES TO THE FINANCIAL STATEMENTS (continued)  
FOR THE YEAR ENDED 31 DECEMBER 2023**

**3 Resources expended**

	Unrestricted Funds £	Restricted Funds £	Endowment Funds £	<b>TOTAL FUNDS 2023 £</b>	TOTAL FUNDS 2022 £
<b>a Costs of generating voluntary income</b>					
Special appeal costs	0			<b>0</b>	0
Stewardship costs	0			<b>0</b>	0
	<u>0</u>	<u>0</u>	<u>0</u>	<b>0</b>	<u>0</u>
<b>b Distribution of charitable giving</b>					
Missionary and charitable giving	1,565			<b>1,565</b>	3,397
Grants to Parochial Organisations	0			<b>0</b>	0
	<u>1,565</u>	<u>0</u>	<u>0</u>	<b>1,565</b>	<u>3,397</u>
<b>c Church Activities</b>					
Ministry costs:					
Vicarage and Vicar's expenses	1,245			<b>1,245</b>	907
Cost of Church Services	827			<b>827</b>	740
Cost of Church Music	4,580			<b>4,580</b>	5,809
Choir Expenditure		127		<b>127</b>	255
Insurance	7,304			<b>7,304</b>	5,686
Utilities	7,509			<b>7,509</b>	7,156
Inspections & Certificates	0			<b>0</b>	1,058
Repair & maintenance of Church	6,240			<b>6,240</b>	5,147
Floral Decorations in the Church	88			<b>88</b>	147
General Admin Expenses (incl Parish Office)	3,071			<b>3,071</b>	3,698
Tamberlin Room - Expenditure	1,833			<b>1,833</b>	371
Churchyard Expenditure	13,901			<b>13,901</b>	10,604
Church Cottage Expenditure	1,416			<b>1,416</b>	7,129
Diocesan Parish Support Fund	70,000			<b>70,000</b>	65,000
Alpha Course/Healing Hub expenditure	120			<b>120</b>	125
Bank Charges	405			<b>405</b>	535
Fund raising event expenditure	3,045			<b>3,045</b>	843
Other Expenditure	1,011			<b>1,011</b>	920
	<u>122,595</u>	<u>127</u>		<b>122,722</b>	<u>116,130</u>
<b>d Governance costs</b>					
Independent examination fee	660			<b>660</b>	660
	<u>660</u>	<u>0</u>	<u>0</u>	<b>660</b>	<u>660</u>
<b>Total resources expended</b>	<u>124,820</u>	<u>127</u>	<u>0</u>	<b>124,947</b>	<u>120,187</u>

**NOTES TO THE FINANCIAL STATEMENTS (continued)  
FOR THE YEAR ENDED 31 DECEMBER 2023**

**4 Staff costs**

	<b>2023</b>	2022
	£	£
<i>Wages and salaries</i>	<b>0</b>	0

During the year there was 0 (2022: 0) part-time employee.

**5 Tangible fixed assets**

	Freehold land and buildings	Church equipment	<b>TOTAL 2023</b>	TOTAL 2022
	£	£		£
<b>Cost or valuation</b>				
At 1 January 2023			<b>0</b>	0
Additions			<b>0</b>	0
Disposals			<b>0</b>	0
Revaluation			<b>0</b>	0
At 31 December 2023	0	0	<b>0</b>	0
<b>Depreciation</b>				
At 1 January 2023			<b>0</b>	0
Provided in the year			<b>0</b>	0
Disposals			<b>0</b>	0
At 31 December 2023	0	0	<b>0</b>	0
<b>Net book amounts</b>				
At 31 December 2023	<b>0</b>	<b>0</b>	<b>0</b>	0

**6 Analysis of Net assets by fund**

	Unrestricted Funds	Restricted Funds	<b>TOTAL FUNDS 2023</b>	Total Funds 2022
	£	£	£	£
Fixed assets for church use:				
Current assets	127,217	18,392	<b>145,609</b>	142,411
Current liabilities	-2,462	0	<b>-2,462</b>	-5,564
Non Current Liabilities	0	0	<b>0</b>	0
	<b>124,755</b>	<b>18,392</b>	<b>143,147</b>	136,847

NOTES TO THE FINANCIAL STATEMENTS (continued)

7 Debtors	2023	2022
	£	£
Government Grant scheme	0	0
HMRC-Gift Aid		1,914
	<u>0</u>	<u>1,914</u>

8 Creditors and accruals: amounts falling due within one year	2023	2022
	£	£
Music Director Fees	0	616
Gardening Contractors	0	500
Accruals—Independent Examiner	660	660
Diocesan Assigned fees	1,752	549
Verger Fees	50	0
Charitable donations	0	239
Estimated gas/electricity charges outstanding	0	3,000
	<u>2,462</u>	<u>5,564</u>

Creditors: amounts falling due after one year

2023	2022
£	£
<u>0</u>	<u>0</u>

9 Statement of funds

	Bal b/fwd 1 <sup>st</sup> Jan 2023	Income	Expenditure	Transfers, other gains and losses	Bal c/fwd 31st Dec 2023
	£	£	£	£	£
<b>Unrestricted Funds</b>					
General fund	93,892	128,145	-124,820	-65,708	31,509
Reserves	30,000				30,000
<i>Other Funds:</i>					
Legacies	0			65,708	65,708
	<u>123,892</u>	<u>128,145</u>	<u>-124,820</u>	<u>0</u>	<u>127,217</u>
<b>Restricted Funds</b>					
<i>Held in General Fund:</i>					
Choir Funds	1,961		-127		1,834
Eist Grave/Bench	176				176
Toilet Twinning	157				157
Music Director/Organist	0				0
<i>Other Funds:</i>					
Butterworth Trust	1,000				1,000
Watts Trust	500				500
Trust funds held by Diocese	14,725			1,291	16,016
	<u>18,519</u>	<u>0</u>	<u>-127</u>	<u>1,291</u>	<u>19,683</u>
<b>Total funds</b>	<u>142,411</u>	<u>128,145</u>	<u>-124,947</u>	<u>1,291</u>	<u>146,900</u>