

COVENTRY

ST.

ALBAN

APCM

2023



**ANNUAL PAROCHIAL CHURCH MEETING**  
**Sunday 26th March 2023 at 11:00am in St. Alban's Church**  
**AGENDA**

1. Opening prayer
2. Apologies

Meeting of Parishioners 2023

3. Approval of the minutes of the last meeting
4. The election of Church Wardens

Annual Parochial Church Meeting 2023

5. Approval of the minutes of the last meeting
6. Reports - If you would like to ask a question please submit it to the clergy at least 48hrs before the meeting
  - a. St. Alban's Church Annual Review (Church Warden's report)
  - b. Safeguarding report
  - c. Electoral roll changes
  - d. Finance report
  - e. Vicar's report (as per sermon)
7. Elections and appointments
  - a. Deanery Synod members
  - b. Parochial Church Council (PCC)
  - c. Appointment of the Independent Examiner
8. Any other business - If you would like to raise an item for any other business please submit it to the clergy for consideration at least 48hrs before the meeting
9. Closing prayers

## COVENTRY St. ALBAN CHURCH

Minutes of the Annual Parochial Church meeting held on Sunday 15<sup>th</sup> May 2022 in St. Alban's Church.

**Present:** Graham Barnett, Diana Bentley, Peter Bentley, Gill Collins, Margaret Davies, David Draper, Maureen Draper, Charlotte Gunn, Beryl Harker, Lesley Jones, Terry Jones, Beryl Harker, Chris Maule, Rev. Barney Pimentel (chair), Rev. Zoe Pimentel, Alan Potts, Chris Sherwin, Rosie Sherwin, James Skipton, Laura Skipton, Ommie Tshuma, Lesley Wells, Irene Wooldridge, Ralph Woolridge, Fiona Williams, Paul Williams, Cheryl Wheatley. (27 persons)

In attendance but not on church electoral roll: Jacque Ayton, Carla Hudspith, Shauna-Louisa Townsley.

**Welcome and opening prayers:** Reverend Barney Pimentel welcomed those present and prayed for God's blessing on the meeting and for those absent through sickness.

**Apologies:** Glynis Cox, Agnieszka Kulicka-Williams, Trevor Jones, Clive Wells.

### **Meeting of the Parishioners 2022 for the Parish of COVENTRY St. Alban.**

Minutes of the 2021 meeting of Parishioners: The minutes were proposed as a true record by Alan Potts, seconded by Ralph Woolridge, and were unanimously accepted by the meeting.

Nominations of Church wardens for Coventry St. Alban church (2 persons)

Graham Barnett      Proposed by David Draper, seconded by Fiona Williams.

Peter Bentley      Proposed by Irene Woolridge, Seconded by Margaret Davies.

Charlotte Gunn      Proposed by Cheryl Wheatley, Seconded by Chris Maule

Vote:                      The meeting voted (by closed ballot) in favour of Graham Barnett and Peter Bentley, wardens elected.

### **Meeting of the Parochial Church 2022 for the Parish of COVENTRY St. Alban.**

Minutes of the 2021 meeting of Parochial Church: The minutes were proposed as a true record by Charlotte Gunn, seconded by Terry Jones, and were unanimously accepted by the meeting.

### **Elections:**

#### **Nominations for election to Parish Church Council (6 persons)**

James Ainslie proposed by Paul Williams, seconded by Lesley Jones.

Margaret Davies proposed by Cheryl Wheatley, seconded by Peter Bentley.

Charlotte Gunn proposed by Cheryl Wheatley, seconded by Margaret Davies.

Terence Jones proposed by Chris Maule, seconded by Irene Woolridge.

James Skipton proposed by Margaret Davies, seconded by Laura Skipton.

Fiona Williams proposed by Chris Maule, seconded by Diana Bentley.

The above nominees were elected unopposed.

**Appointment of independent Financial Examiner:** Mr. Alan Greathead, is willing to continue as independent financial examiner. Lesley Wells proposed the meeting accept this appointment, Alan Potts seconded this motion, the vote was unanimously in favour. Alan Greathead duly appointed.

### **Electoral roll**

The present electoral roll is 68 persons.

### **Annual Reports and Accounts 2021**

Copies of the reports and accounts for the year ended 31<sup>st</sup> December 2021 had been circulated. The meeting accepted the reports as a true reflection of the year past. Barney thanked those who had prepared the reports.

### **Thank-yous 2022**

#### **Delivered by Rev.Zoe.**

Despite the difficulties and losses suffered in 2021, there were still many moments that we as vicars have to give thanks for.

Firstly, I want to echo all the thanks already given in the Churchwardens report, the Finance report, and in the Youth report, as there are many individuals and groups mentioned in those who we are indeed very thankful for, so to save repeating ourselves please do read them if you haven't already.

This year we were able to create and fill a brand-new role to the church, which is that of Church Eco Officer. So, we are very grateful to James Skipton, who is taking up this role, and who will be helping us ensure we contribute positively to the future of both the church and our natural world.

Our flower arranging group and Friday Drop In both reopened their doors in the Autumn, and their warm welcome and incomparable St. Albans hospitality has seen a growth in local community members getting more involved in both groups, which has been wonderful.

Beryl has been able to return to her role as Sacristan, which has been a huge blessing to us as clergy and is something we greatly missed during the tighter restrictions. The communion elements are now always prepared and ready, candles

are always topped up, altar frontals and other linen reflecting the seasons of the year, glasses of water placed with care by each of our seats, plus a million other tiny jobs that no-one probably notices but would certainly be noticeable if they weren't done! Thank you Beryl.

Edna continues to bless us all with the beautiful garden and flowers that offer such a warm welcome to visitors and regulars alike before we've even stepped in the building.

Of course, every one of you who features on the flowers rota and our worship rota contributes to the beauty and the worship that happens each week in this building, thank you. My verger support from Terry, Lesley and John has always been invaluable, and also thank you to our life group leaders this year, sharing God's word and helping others grow in faith in our advent and lent courses. Thank you to Pete, always keeping a quiet eye on the building and the keeping car park tidy, plus for his services as PCC Secretary for the last few years. And it is joy to offer an official APCM thank you to our curate Jacque, who has proven to be a fantastic colleague in ministry - hard working, reliable, and with a genuine heart for this place and people.

Finally, this year we want to say a special thank you to Clive and Lesley, as they step down from PCC and Clive's role as Treasurer.

Both have been key volunteers in helping run the outreach and administration of this church for many years - Lesley in the past as Church Warden, Safeguarding Officer, running Messy Church, and helping at our old Wednesday night youth club with Kim, Clive, Terry and Lesley.

Clive has been treasurer here now for almost 20 years, two decades of wisdom, skill and support for which we are so grateful, plus a whole host of other little jobs of keeping on top of things to help support the smooth running of ministry here.

Clive and Lesley have embodied heartfelt service and support of the church mission through their time as PCC members and treasurer, and on behalf of all of us as clergy past and present, the whole church, the local community, and all the individuals you have helped, a big, big!! thank you - and we have a couple of small tokens of gratitude to gift you by way of thanks.

#### **Any other business**

With the present position, only those in attendance being allowed to vote at APCM's, it was proposed by Graham Barnett, and seconded by Rosie Sherwin that those who can't attend can request a Postal vote. All were in favour, proposal accepted.

Rev. Zoe closed with a pray and thanked everyone for their attendance.

Meeting closed at 11-40am.

**Annual report and Financial Statement of COVENTRY St.Alban  
Parochial Church Council for the year ended 31<sup>st</sup> December  
2022**

**Vicars:** Reverends Zoe & Barney Pimentel,

COVENTRY St. ALBAN church,  
The Vicarage,  
Mercer Avenue,  
Stoke Heath,  
Coventry.

<b>Current Bank Account:</b>	H.S.B.C.
<b>Deposit Accounts:</b>	CCLA Investment Management Ltd.
<b>Building Society:</b>	Coventry Building Society, 27 Walsgrave Road, Coventry, CV2 4HH.
<b>Independent Financial Examiner:</b>	Mr Alan Greathead (FMAAT, PIIA, AIIT). 22 Oakenshaw South, Redditch, B98 7YW.
<b>Architect:</b>	Mr. Graeme Beamish, Meadow View, Evesham Road, Salford Priors, WR11 8UU.
Registered charity No EW61290	

## COVENTRY St. ALBAN CHURCH

### ANNUAL REPORT FOR 2022

#### Aims and purposes

St. Alban's Parochial Church Council (PCC) has the responsibility of co-operating with the incumbents, the Reverends Zoe and Barney Pimentel, in promoting, in the ecclesiastical parish, the whole mission of the Church, pastoral, social, and ecumenical. Our mission at St. Alban's is to invite people:

To Encounter God, To Deepen Faith, To Serve Others.

**With the Objective of:** To have a worshipping community of over a hundred people by the time we have the centennial (2029).

The PCC is also specifically responsible for the maintenance of St. Alban's Church, Mercer Avenue, Stoke Heath, Coventry.

#### Structure, governance and management

The method of appointment of PCC members is set out in the Church Representation Rules. At St. Alban's, the membership of the PCC consists of the incumbents (our vicars) two churchwardens, our Deanery Synod representative and members elected by those members of the congregation who are on the electoral roll of the church. All those who attend our services and are eligible, are encouraged to register on the Electoral Roll and stand for election to the PCC.

The PCC members are responsible for making decisions on all matters of general concern and importance to the parish, including decisions on how the funds of the PCC are to be spent. The full PCC met eight times (either in person or by email forum) during the year. Given its wide responsibilities, the PCC has two sub-committees, each dealing with particular aspects of parish life. These committees are: **Worship, Fellowship & Outreach Committee (WFO)** met four times (due to lockdown restrictions) during the year and **Fabric Committee** met four times (due to lockdown restrictions) during the year. WFO is responsible for discussing the services with the clergy and making recommendations, for organising non-fundraising fellowship events and seeking ways of taking the Gospel out into the wider community. Fabric is responsible for the maintenance of the church building and for fundraising. Both sub-committees are responsible to the PCC and are required to report back to it regularly, with minutes of their recommendations being received by the full PCC by which final decisions are made. In addition the church has appointed a Standing Committee comprising the clergy, two churchwardens, treasurer, secretary and one nominated PCC member. This committee has the power to transact the business of the PCC between its meetings, subject to directions given by the PCC. The Youth and Children Team (YCT) plan and run the young people's activities and make recommendations and requests to the PCC on matters regarding young people. They met six times during the year.

## **Administrative information**

St. Alban's Parish Church, consecrated in 1929, is situated within the "Diocese of Coventry" and comprises Stoke Heath, Barras Heath and parts of Upper Stoke and Wyken. The Parochial Church Council (PCC) is a body corporate (PCC Powers Measure 1956, Church Representation Rules 2017) and a registered charity.

Mentioned below are members who have served St. Alban's Church in any of the stated roles during 2019. Members of the PCC are either ex officio (\*) or elected by the Annual Parochial Church Meeting (APCM). Co-option to the PCC can take place in accordance with the Church Representation Rules. The Standing Committee (SC) is authorised by the PCC to take decisions on behalf of the PCC when urgent matters arise.

**Vicars:** Reverend Zoe Pimentel & Reverend Barney Pimentel (\* SC) joint chair

**Curate:** Reverend Jacque Ayton from July 2021

### **Church Wardens:**

Graham Barnett (\* SC) joint vice -chair, WFO

Peter Bentley(\*SC), From July 2022, Fabric

Kim Morgan-Jones, (\* SC) joint vice- chair until July 22

### **Deanery Synod Representative:**

Kim Morgan-Jones (\*) until 15<sup>th</sup> May 22

Position vacant

### **Elected Members:**

James Ainslie WFO from 15<sup>th</sup> May 2022

Peter Bentley (SC) Secretary, Fabric until July 22

Margaret Davies, Fabric from 15<sup>th</sup> May 2022

Maureen Draper, Fabric

Terry Jones, WFO

Charlotte Gunn, YCT

James Skipton Fabric from 15<sup>th</sup> May 2022

Agnieszka Kulicka-Williams (SC), YCT Treasurer from 15<sup>th</sup> May 2022

Fiona Williams WFO from 15<sup>th</sup> May 2022

Clive Wells, (SC) Treasurer, Fabric until 15<sup>th</sup> May 2022

Lesley Wells, WFO until 15<sup>th</sup> May 2022



## **St. Alban's Church building**

The building, comprising worship area, community centre, coffee lounge, upstairs youth hall, kitchen and toilet facilities continues to be well maintained, largely due to the efforts of the Fabric Committee. Many small repairs are carried out by the committee members themselves to avoid any unnecessary cost to the church.

## **ST. ALBAN'S CHURCH ANNUAL REVIEW 2022**

After carefully and safely negotiating all that Covid-19 and its variants could throw at us since its outbreak in the UK early in 2020, we were hoping for a more settled year. However, we didn't expect the conflict on the Ukraine's eastern border with Russia to escalate early in 2022, through Vladimir Putin's invasion, into a full-scale and vicious war in which many lives have been lost on both sides and untold damage done to Ukrainian homes and infrastructure. We will continue to pray for the Ukrainian and Russian people. This, along with other factors, has resulted in big price rises throughout the world in commodities, particularly in fuel and energy costs. This is disappointing, to say the least, particularly after our ability to raise money through fund-raising events has been drastically reduced for the past two years. We have needed to alter times of some services and events to make the most economical use of heating and are grateful to the congregation that they have been uncomplaining when the building was not as warm as normal.

Despite these challenges, we embarked on 2022 with cautious optimism. Our church council (and sub-committees (Fabric, WFO & YCT) have met regularly in person (all had 5 meetings). Our congregation numbers have remained steady and it has been really good to welcome new members.

**Worship:** As ever, we are grateful to our clergy, Reverends Zoe, Barney and Jacque for another year of high quality, informative, accessible and friendly worship. Most of the features of our Holy Communion services have returned to how they were pre-pandemic although, on health and safety grounds, we are still receiving intinctured wafers; also, there is limited contact when exchanging 'The Peace'. All the major church festivals and commemorative services have taken place and, in addition, we had a 'back to school Sunday' service, devised by Reverend Zoe, in September and in October, the Deaneries of Coventry East and North were invited to Coventry Cathedral for a special Evensong service. We had successful and enjoyable Lent and Advent Life Groups.

**Outreach & Fellowship:** Our outreach groups: Alban's Angels; Friday Drop-In; Flower Arranging and Youth Bible Study have all resumed in church and are thriving. In December, we were pleased to welcome 490 people for Stoke Heath Primary School's Christmas Assembly. We are delighted that Thursday night bingo started up

again in May, now fully under the auspices of St. Alban's Church, and are grateful to Gill Collins and Jo Ryan for having the determination and ability to organise this. Bingo brings in much needed income for the church and provides a friendly and popular meeting place for local people who have supported the church in many ways throughout the years.

A real highlight of 2022 was the Pentecost and Platinum Jubilee Big Lunch on 5<sup>th</sup> June where the congregation and many members of the local community came together in church to enjoy a lovely bring & share meal to celebrate and honour the Queen's Platinum Jubilee, marking an amazing 70 years of faith, duty and service. Sadly, on 8<sup>th</sup> September 2022, Her Majesty the Queen passed away at Balmoral Castle, aged 96 years. A special Holy Communion service was held in church, the bell was tolled on 9<sup>th</sup> September and the church was opened for people to sign a Book of Condolence to record their thoughts about and appreciation of our monarch.

We were very pleased that, in July, we were able to invite the local community to our Summer Fayre and in November to our Christmas Bazaar. These events are major fundraisers and an invaluable link with the local community.

It was red letter day for Reverend Jacque on Sunday, 3<sup>rd</sup> July 2022 when some of us joined her in the morning at Coventry Cathedral for her ordination (priesting) and later that day many were present at St. Alban's Church where she presided at her first Holy Communion Service. We were thrilled that, on Tuesday, 19<sup>th</sup> July 2022, we held a Confirmation Service at St. Alban's where Bishop John Stroyan presided. We had in excess of 10 candidates (many thanks to Revd. Jacque for preparing them) and were joined by candidates from St. Catherine's Church, Stoke Aldermoor. We were very pleased when, towards the end of the year, Reverend Jacque Ayton and her husband Alex informed us that they are expecting their third child in Spring 2023 – we are all delighted for them and will keep them, Franklin and Andrew in our prayers.

**Youth Report:** Alban's Angels toddler group enjoyed operating over a full school year with an average attendance of 14 children per week. In fact, one week, was so popular, there were just enough little chairs for everyone at snack time! The fortnightly youth Bible study has grown from 7 to 10 members coming every week, including 4 from outside the church. Five of our teenagers now also regularly serve at church in the morning, either on the computer or at Communion. Also, members of the youth group helped to lead our Mothering Sunday, Palm Sunday and Harvest services. The teenagers also enjoyed St. Alban's Day youth BBQ and games night, and a bowling social in the Autumn. In June, we said a sad farewell to Kim Morgan-Jones who left us for pastures new. Kim has been a key player in getting children's and youth work off the ground at St. Alban's and has been integral in its running ever since. We will always be indebted to her. Our children's team have continued to work hard all year to provide a Sunday morning group for our 0-11s and we continue to see attendance grow. The children have also helped lead readings

and prayers at our all-age services and have enjoyed special events together such as Good Friday workshop and the Light Party as well as the church-wide events such as the Jubilee Lunch, Harvest Lunch and church sports day. The sports day was a new venture and very popular with our children and young people; many thanks to Cheryl and Richard for letting the children visit their allotments! Our children and young people were enthusiastic about rehearsing their children's choir numbers throughout the Autumn term, but sadly a lot were ill on the day of the Carol Service! However, those who were able to attend did a wonderful job, including the use of handbells this year. Our Crib-stingle was a particular highlight, with double the attendance we were expecting and attracting people of all ages. Everyone sat round tables making Christingles, singing carols and hearing the story of the Nativity.

**Fabric Matters:** Our Fabric Committee has kept the building safe and efficient during the year and the following work has taken place: Servicing has taken place of the public address system and projectors, the security alarm, the gas boiler and fire extinguishers. Work has been completed on the replacement of lights in church with energy-efficient LEDs. The lectern microphone has been replaced. Also 6 chairs with arms were purchased in memory of loved ones. An eco-survey was undertaken by James Skipton with a resultant reduction in use of single-use plastics, a bin in church for recyclable items and a compost bin in the church grounds.

### **Safeguarding Report 2022:**

The Parish Safeguarding Officer, incumbents, PCC and churchwardens continue to work towards completing all aspects of the Parish Dashboard, a tool used by St. Alban's to ensure all areas of the running of the church and wider activities are meeting all the up-to-date safeguarding requirements. I am pleased to say that St. Alban's Church meets all the required actions to ensure we have a safe environment for our parishioners and community.

Cheryl Wheatley - Parish Safeguarding Officer for St. Alban's Church

### **Electoral Roll**

We have 72 members on the electoral roll compared to 68 last year. 25 live outside the parish with 47 living inside the parish. A copy of the electoral roll is available for inspection on request and can be found in the vestry.

### **Looking Ahead to 2023**

Between mid- April and mid-July Reverends Zoe and Barney will be taking a well-earned three months sabbatical (a sabbatical in this context is a time of rest, retreat, recreation and renewal), with the blessing of Coventry Diocese. We wish them an enjoyable, fulfilling and refreshing time and look forward to hearing all about it upon their return. Reverend Jacque will be in charge in conjunction with the

churchwardens, until she starts maternity leave. Jacque will be celebrating Holy Communion on Sundays and Thursdays, with the exception of Sunday, 23<sup>rd</sup> April 2023 when Bishop John Stroyan will be with us. From 28<sup>th</sup> May onwards until 16<sup>th</sup> July, we will have visiting clergy including, on 18<sup>th</sup> June, Rt. Reverend Christopher Cocksworth, Bishop of Coventry. During this time, the churchwardens will be first point of contact and Reverend Lesley Johnson will be celebrating at all the Thursday Holy Communion services. This time without our regular clergy will bring its challenges but the good people of St. Alban's Church will embrace the challenges and take good care of things until our clergy return.

## **Financial Review 2022**

2022 has been the first 'normal' year since the pandemic in terms of running services and events. Our total reserves (£55,237.94) are up by just over £5,000 on last year, thanks partly to one-off grants of £11,680.

Our income through planned giving, gift aid tax recovered, plate donations and other donations is about the same as 2021 which, considering the cost-of-living crisis that we are all facing, is very encouraging that people continue to give generously and sacrificially to the mission and ministry of St. Alban's.

We were able to run both a Summer Fayre and Christmas Bazaar this year, which raised £2,984.97, up from £777.83 in 2021.

The biggest expense is our Parish Share, which we pay to the Diocese and goes towards the cost of having our clergy. Our Parish Share payment was £26,000 in 2022, down from £28,662 in 2021.

£5,544.16 was spent from the restricted building fund on maintaining and upgrading our church building, of which £4,385 was spent to upgrade the lights in the worship area, Sylvia Gould lounge and the upstairs hall so that they all now have LED lights, which are brighter and have a lower running cost. The building fund now stands at £15,857.17. Our gas and electric bill rose by £1,500 to £3,494.3 due to the increased tariff price of both.

**St. Alban's finances in 2023:** The cost-of-living crisis continues to affect everyone, with prices going up and the Church is not immune to this. For example, the cost to heat the church over the course of 2023 will be significantly higher than in 2022 as we face a full year with the increased tariff. We have reduced our Parish Share by £2,000 for 2023 to £24,000. Overall, our finances are in reasonable shape with our unrestricted reserves at £36,134, which should allow us to meet the challenges of 2023. Many thanks to all who give financially to St. Alban's, which allows us to build God's kingdom here in our parish and helped us do all the wonderful ministry that we did together in 2022.

# Parochial Church Council of St.Alban's, Coventry

## Statement of Financial Activities

For the year ending 31 December 2022

		Unrestricted Funds	Restricted Funds	Total Funds 2022 £	Total Funds 2021 £
<b>INCOMING RESOURCES</b>					
	<b>Note</b>				
Voluntary Income	2 [a]	44,113.47	0.00	44,113.47	33,062.97
Activities for generating funds	2 [b]	2,984.97	0.00	2,984.97	777.83
Income from investments	2 [c]	236.13	23.13	259.26	41.26
Church Activities	2 [d]	4,546.02	0.00	4,546.02	4,359.50
Other incoming resources	2 [e]	131.99	0.00	131.99	544.98
<b>Total Incoming Resources</b>		<b>52,012.58</b>	<b>23.13</b>	<b>52,035.71</b>	<b>38,786.54</b>
<b>RESOURCES EXPENDED</b>					
Costs of generating voluntary income	3 [b]	0.00	0.00	0.00	0.00
Fund raising trading costs	3 [c]	0.00	0.00	0.00	0.00
Church Activities	3 [a]	40,750.77	5,544.16	46,294.93	42,998.55
<b>Total Resources Expended</b>		<b>40,750.77</b>	<b>5,544.16</b>	<b>46,294.93</b>	<b>42,998.55</b>
<b>NET INCOMING RESOURCES BEFORE OTHER RECOGNIZED GAINS AND LOSSES</b>		11,261.81	-5,521.03	5,740.78	-4,212.01
<b>NET MOVEMENT IN FUNDS</b>		-32.00	32.00	0.00	0.00
<b>Prior Year Adjustment</b>				0.00	0.00
Balances brought forward at 1 January 2022		26,450.81	23,046.35	49,497.16	53,709.17
<b>Balances carried forward at 31 December 2022</b>		<b>37,680.62</b>	<b>17,557.32</b>	<b>55,237.94</b>	<b>49,497.16</b>

The notes on pages 3 to 7 form part of this account

# Parochial Church Council of St. Alban's, Coventry

## Balance sheet at 31 December 2022

	Notes	Unrestricted Funds £	Restricted Funds £	Total Funds 2022 £	Total Funds 2021 £
<b>FIXED ASSETS</b>					
Tangible	5(a)	0.00	0.00	<b>0.00</b>	0.00
Investment	5(b)	0.00	0.00	<b>0.00</b>	0.00
		<u>0.00</u>	<u>0.00</u>	<u><b>0.00</b></u>	<u>0.00</u>
<b>CURRENT ASSETS</b>					
Stock		0.00	0.00	<b>0.00</b>	0.00
Debtors	6	0.00	0.00	<b>0.00</b>	70.50
Short term deposits(CBF)		17,038.33	0.00	<b>17,038.33</b>	16,817.14
Parsonage Fund (CBF)		1,546.40	0.00	<b>1,546.40</b>	1,531.46
Cash at bank and in hand		19,095.89	17,557.32	<b>36,653.21</b>	31,078.06
		<u>37,680.62</u>	<u>17,557.32</u>	<u><b>55,237.94</b></u>	<u>49,497.16</u>
<b>LIABILITIES</b>					
Creditors: amounts falling due in one year	7	0.00	0.00	<b>0.00</b>	0.00
Net current assets / (liabilities)		<u>37,680.62</u>	<u>17,557.32</u>	<u><b>55,237.94</b></u>	<u>49,497.16</u>
Total assets less current liabilities		<u>37,680.62</u>	<u>17,557.32</u>	<u><b>55,237.94</b></u>	<u>49,497.16</u>
Creditors-amounts falling due after one year-		0.00	0.00	<b>0.00</b>	0.00
<b>TOTAL NET ASSETS</b>		<u>37,680.62</u>	<u>17,557.32</u>	<u><b>55,237.94</b></u>	<u>49,497.16</u>
<b>PARISH FUNDS</b>					
Unrestricted	9	36,134.22	0.00	<b>36,134.22</b>	24,919.35
Designated	9	1,546.40	0.00	<b>1,546.40</b>	1,531.46
Restricted	9	0.00	17,557.32	<b>17,557.32</b>	23,046.35
<b>TOTAL FUNDS</b>		<u>37,680.62</u>	<u>17,557.32</u>	<u><b>55,237.94</b></u>	<u>49,497.16</u>

Approved by the Parochial Church Council on

# Notes to the Financial Statements

For the year ending 31 December 2022

## 1 ACCOUNTING POLICIES

The financial statements have been prepared in accordance with the Church Accounting Regulations 2006 together with applicable accounting standards and the SORP 2005.

The financial statements have been prepared under the historical cost convention except for the valuation of investment assets, which are shown at market value. 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 group, nor those that are informal gatherings of church members.

### Funds

*Endowment funds* are funds, the capital of which must be maintained; only income arising from investment of the endowment may be used either as restricted or unrestricted funds depending upon the purpose for which the endowment was established.

*Restricted funds* represent (a) income from trusts or endowments which may be expended only on those restricted objects provided in the terms of the trust or bequest, and (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 each year must be carried forward as a balance on that fund. The PCC does not usually invest separately for each fund. Where there is no separate investment, interest is apportioned to individual funds on an average balance basis.

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

### Incoming resources

Planned giving, collections and donations are recognized when received. Tax refunds are recognized when the incoming resource to which they relate is received. Grants and legacies are accounted for when the PCC is legally entitled to the amounts due. Dividends are accounted for when receivable, interest is accrued. All other income is recognized when it is receivable. All incoming resources are accounted for gross.

### Resources Expended

Grants and donations are accounted for when paid over, or when awarded, if that award creates a binding or constructive obligation on the PCC. The diocesan parish share is accounted for when due. Amounts received specifically for mission are dealt with as restricted funds. All other expenditure is generally recognized when it is incurred and is accounted for gross.

### Fixed assets

Consecrated and benefice property is not included in the accounts in accordance with s.96(2)(a) of the Charities Act 1993.

Moveable church furnishings held by the vicar and churchwardens on special trust for the PCC and which require a faculty for disposal are inalienable property, listed in the church inventory, which can be inspected (at any reasonable time). For anything acquired prior to 2000 there is insufficient cost information available and therefore such assets are not valued in the financial statements. Subsequently no individual item has cost more than £1,000 so all such expenditure has been written off when incurred.

Equipment used within the church premises is depreciated on a straight-line basis over four years. Individual items of equipment with a purchase price of £500 or less are written off when the asset is acquired.

*Investments* are valued at market value at 31 December.

2	<b>INCOMING RESOURCES</b>	Unrestricted Funds	Restricted Funds	Total Funds 2022	Total Funds 2021
		£	£	£	£
2 [a]	<b>Voluntary Income</b>				
	Planned giving:				
	Covenant and Gift Aid donations	18,062.41		18,062.41	19,741.56
	Tax Recovered	5,738.90		5,738.90	5,831.13
	Uncovenanted planned giving	2,200.60		2,200.60	2,404.96
	Open plate collections	3,626.69		3,626.69	3,087.63
	Donations, appeals, etc	2,432.87		2,432.87	1,297.69
	Albans Angels	372.00		372.00	0.00
	Grants and Legacies	11,680.00		11,680.00	700.00
		<u>44,113.47</u>	<u>0.00</u>	<u>44,113.47</u>	<u>33,062.97</u>
2 [b]	<b>Activities for generating Funds</b>				
	Fund raising, Fetes, quiz nights, etc:	2,984.97		2,984.97	777.83
		<u>2,984.97</u>	<u>0.00</u>	<u>2,984.97</u>	<u>777.83</u>
2 [c]	<b>Income from investments</b>				
	Interest Received	236.13	23.13	259.26	41.26
		<u>236.13</u>	<u>23.13</u>	<u>259.26</u>	<u>41.26</u>
2 [d]	<b>Income from church activities:-</b>				
	Bookstall	0.00		0.00	0.00
	Church Centre Lettings	2,794.02		2,794.02	2,306.50
	Fees	1,752.00		1,752.00	2,053.00
		<u>4,546.02</u>	<u>0.00</u>	<u>4,546.02</u>	<u>4,359.50</u>
2 [e]	<b>Other incoming resources:-</b>				
	Insurance claims	0.00		0.00	0.00
	Other Income (Refund EDF)	131.99		131.99	544.98
	Transfer To Building Fund	0.00		0.00	0.00
		<u>131.99</u>	<u>0.00</u>	<u>131.99</u>	<u>544.98</u>
	<b>Total incoming resources</b>	<u><b>52,012.58</b></u>	<u><b>23.13</b></u>	<u><b>52,035.71</b></u>	<u><b>38,786.54</b></u>



### 3 RESOURCES EXPENDED

	Unrestricted Funds	Restricted Funds	Total Funds 2022	Total Funds 2021
	£	£	£	£
<b>3[a] Church Activities</b>				
Missionary and charitable giving:				
Overseas:	0.00		0.00	0.00
Missionary Societies		0.00	0.00	0.00
Christian Aid	0.00		0.00	0.00
Relief and Development agencies			0.00	0.00
Home:				
Other Church societies			0.00	0.00
Secular Charities	550.73	0.00	550.73	81.44
Gifts to individuals	60.00		60.00	50.00
	<u>610.73</u>	<u>0.00</u>	<u>610.73</u>	<u>131.44</u>
Ministry:				
Diocesan parish share	26,000.04	0.00	26,000.04	28,662.00
Assigned Fees	786.00		786.00	1,156.00
Clergy Expenses	1,451.58		1,451.58	699.95
Film Club	0.00		0.00	0.00
Church running and maintenance	4,732.44	5,544.16	10,276.60	5,463.31
Major Repairs/Replacements	0.00	0.00	0.00	0.00
Upkeep of services	642.99		642.99	966.24
Upkeep of Vicarage	0.00		0.00	0.00
JIGL/ Training/Albans Angels	0.00	0.00	0.00	0.00
Churchyard upkeep	364.00		364.00	420.00
Centre running costs	3,494.35		3,494.35	2,035.04
Printing and Stationery	1,117.22		1,117.22	706.45
Wages(cleaner/organist)	1,514.22	0.00	1,514.22	1,348.81
Albans Angels	0.00		0.00	0.00
Transfer Money to Building Fund	0.00		0.00	1,216.25
Unrestrict money in General Fund	0.00		0.00	0.00
Youth Grant	0.00		0.00	193.06
Night Shelter	0.00		0.00	0.00
	<u>40,713.57</u>	<u>5,544.16</u>	<u>46,257.73</u>	<u>42,998.55</u>
<b>3[b] Generation of voluntary income</b>				
Costs of appeals etc;	0.00	0.00	0.00	0.00
	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
<b>3[c] Fund-raising costs</b>				
Fetes,bazaars, quiz nights etc;	37.20		37.20	0.00
	<u>37.20</u>	<u>0.00</u>	<u>37.20</u>	<u>0.00</u>
<b>TOTAL RESOURCES EXPENDED</b>	<u>40,750.77</u>	<u>5,544.16</u>	<u>46,294.93</u>	<u>42,998.55</u>

<b>4 (a) Staff costs</b>		Total 2022 £	Total 2021 £
	Organist	0.00	0.00
	Cleaner	1,514.22	1,348.81
	Verger	0.00	0.00
		<u>1,514.22</u>	<u>1,348.81</u>

During the year the PCC employed an organist, cleaner and verger (all part-time) but no payments were large enough to attract social security costs.

Together these three people equate to less than one full time employee.

**(b) Payments to PCC members.**

No expenses were paid to any member of the PCC, only reimbursements for items purchased on behalf of the PCC were made.

**5 Fixed Assets**

**(a) Tangible** (all unrestricted)

The PCC does not have any freehold land or buildings at its disposal.  
No single item of church equipment is valued over £1000

**(b) Investments**

The PCC do not have any long term investments

**6 Debtors (Unrestricted Funds)**

	Total 2022 £	Total 2021 £
Prepayments (Insurance)	0.00	0.00
Centre rents	0.00	70.50
Funeral Fees	0.00	0.00
	<u>0.00</u>	<u>70.50</u>

**7 Liabilities**

Amounts falling due in one year (unrestricted funds)

	Total 2022 £	Total 2021 £
Accruals for utility and other costs	0.00	0.00
Other creditors	0.00	0.00
	<u>0.00</u>	<u>0.00</u>

<b>8</b>	Amounts falling due in one year (Restricted funds)	<u>0.00</u>	<u>4,235.00</u>
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## 8 FUNDS

The restricted funds comprise the Building Fund and the Youth Fund. The Building Fund income comes mainly from the 100 Club and is used to pay for large building works, or large acquisitions.

The Youth Fund is a historical fund and can only be used to fund the youth/ youth organisations of the community.

The Parsonage Fund is a Designated Fund and is used to help a new incumbent in decorating the vicarage when they first move in. The PCC has agreed this year not to transfer £100 into this fund from the General Fund

<b>Fund Movements</b>	Youth Fund £	Building Fund £	Parsonage Fund £	
Balance at 1 January 2022	1,038.45	21,379.33	1,531.46	
Incoming resources	0.00	0.00	0.00	
Resources Expended	0.00	5,544.16	0.00	
Interest	1.13	22.00	14.94	
Balance at 31 December 2022	<u>1,039.58</u>	<u>15,857.17</u>	<u>1,546.40</u>	

  

<b>9 Analysis of Net Assets by fund</b>	Unrestricted funds £	Restricted funds £	Designated funds £	
Tangible fixed assets	0.00	0.00	0.00	
Investment fixed assets	0.00	0.00	0.00	
Current assets (Includes Debtors)	36,134.22	17,557.32	1,546.40	
Liabilities:				
Amounts falling due in one year	0.00	0.00	0.00	
Amounts falling due after one year	0.00	0.00	0.00	
	<u>36,134.22</u>	<u>17,557.32</u>	<u>1,546.40</u>	55,237.94

**Restricted Money 2022**

	<b><u>Angels</u></b>		<b><u>Expenditure</u></b>
			<b><u>Angels</u></b>
B/f From 2021 (Albans Angels)	628.57		
Albans Angels (Subs)	190		
Unrestrict as per letter	182		340.00

Total                    1000.57                    0.00                    340.00

Balance                    660.57  
C.I.H  
Total C/F 2022                    660.57

## **Independent Examiner's report to the Parochial Church Council of the Parish of Coventry St Alban.**

This report on the accounts and notes to those accounts of the Parochial Church Council for the year ending 31<sup>st</sup> December 2022 is in respect of an examination carried out in accordance with the Church Accounting Regulations 2006 and section 43 of the Charities Act 1993.('the Act').

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

As members of the Coventry St Alban Parochial Church Council you are responsible for preparation of the accounts; you consider that the audit requirement of the Regulations and section 43 (2) of the Charities Act 1993 ('The Act') does not apply. It is my responsibility to issue this report on those accounts in accordance with the terms of the Regulations.

### **Basis of Independent examiners report**

My examination was carried out in accordance with the General Directions given by the Charity Commission under Section 43(7) (b) of the Act and to be found in the Church guidance, 2006 edition. That examination includes a review of the accounting records kept by the PCC and a comparison of the accounts with those records. It also includes considering any unusual items or disclosures in the accounts and seeking 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 examiners 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 Section 41 of the Act and to prepare accounts which accord with the requirements of the Act, as also contained in the Church Accounting Regulations 2006 have 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 ..........Date .....11th February 2023.....

Mr. Alan Greathead (FMAAT, PHA, AIIT)