

**The Parochial Church Council  
of the Ecclesiastical Parish of  
St Lawrence Bidborough and  
St Peter Southborough**

**Charity no.1184753**

**Annual Report and Financial Statements**


**Year ended 31st December 2022**

**Parochial Church Council - St Lawrence & St Peter. Charity Number 1184753**

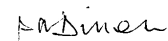
**BALANCE SHEET at 31 December 2022**

	Note	2022	2021
Fixed Assets	6	91,560	91,560
Designated Funds	4	11,933	10,300
<b>Total fixed assets</b>		<b>103,493</b>	<b>101,860</b>
Investments		0	0
<b>Total investments</b>		<b>0</b>	<b>0</b>
<b>Current Assets</b>	Note	2021	2020
Debtors & Prepayments	1	10,840	9,433
Short term deposits		94,952	124,315
Repair funds	3	51,958	46,452
Cash at bank and in hand	5	41,196	39,637
<b>Total current assets</b>		<b>198,946</b>	<b>219,837</b>
<b>Creditors/Liabilities:</b>			
Falling due within one year	2	7,834	8,501
<b>NET CURRENT ASSETS</b>		<b>191,112</b>	<b>211,336</b>
<b>Total Assets - Net Curr Liabs</b>		<b>294,605</b>	<b>313,196</b>
<b>FUNDS OF THE CHARITY</b>			
Unrestricted		294,605	313,195
Restricted		-	-
Endowment		-	-
		<b>294,605</b>	<b>313,195</b>

Approved by the Parochial Church Council on 30.01.2023 and signed on its behalf by:

SA Hills   
Signed SA Hills (Rector)

Dated  
30/1/23

  
P Dillon  
Signed PA Dillon (PCC Treasurer)

**Parochial Church Council - St Lawrence & St Peter. Charity Number 1184753**

**Notes to the BALANCE SHEET**

**For the twelve months ended 31 December 2022**

Note	St Lawrence	St Lawrence	St Peter	St Peter	Parish Total	Parish Total
	2022	2021	2022	2021	2022	2021
	£	£	£	£	£	£
<b>1 Debtors and Prepayments</b>						
Income tax recoverable - gift aid	2,116	2,974	1,809	1,535	3,925	4,509
Advertising	-	-	-	-	-	-
Annual insurance prepaid for Ivy Cottage	580	519	-	-	580	519
Prepaid Utilities	-	-	-	-	-	-
Accrued Rental Income from Property	-	-	-	-	-	-
Amount due from Christ Church re. 54HPR	-	-	6,335	4,405	6,335	4,405
	<u>2,696</u>	<u>3,493</u>	<u>8,144</u>	<u>5,940</u>	<u>10,840</u>	<u>9,433</u>
<b>2 Creditors and accruals</b>						
Rectory repairs Accruals	1,719	3,415	-	-	1,719	3,415
Ivy Cottage repairs Accruals	1,016	1,016	-	-	1,016	1,016
DBF Fees Accrual	780	-	-	108	780	108
Titling accrual for Prior Years	438	1,897	-	-	438	1,897
Youth Fund	1,000	1,000	-	-	1,000	1,000
Utility and Sundry accruals	-	-	-	364	-	364
Tots	500	500	-	-	500	500
Adventurers	70	70	-	-	70	70
Fellowship Afloat Deposits	2,180	-	-	-	2,180	-
WLTD fund	49	49	-	-	49	49
Ray Skinner Generation Trust Grant	82	82	-	-	82	82
Prepaid Fees due to Provider	-	-	-	-	-	-
	<u>7,834</u>	<u>8,029</u>	<u>-</u>	<u>472</u>	<u>7,834</u>	<u>8,501</u>
<b>3 Repairs Funds</b>						
Diocesan church repair fund	29,500	27,958	14,682	11,356	44,182	39,314
St L - Diocesan Ivy Cottage repair fund	7,776	7,138	-	-	7,776	7,138
	<u>37,276</u>	<u>35,096</u>	<u>14,682</u>	<u>11,356</u>	<u>51,958</u>	<u>46,452</u>
<b>4 Designated Funds</b>						
HSBC - deposit a/c Organ Fund	5,012	5,012	-	-	5,012	5,012
HSBC - deposit a/c Sundry Designated Items	1,315	1,315	-	-	1,315	1,315
Lloyds Bank - Project t2022	-	-	3,426	-	3,426	-
St L - HSBC - Fellowship Afloat Deposits	2,180	-	-	-	2,180	-
HSBC - Project 800 a/c	-	3,973	-	-	-	3,973
	<u>8,507</u>	<u>10,300</u>	<u>3,426</u>	<u>-</u>	<u>11,933</u>	<u>10,300</u>
<b>5 Cash at bank and in hand</b>						
St L - HSBC - current a/c	1,793	1,703	-	-	1,793	1,703
St L - Lloyds bank - current a/c	3,096	2,726	-	-	3,096	2,726
St L HSBC Deposit a/c	27,661	28,406	-	-	27,661	28,406
St P - Lloyds TSB Current Account	-	-	8,442	6,598	8,442	6,598
St P - Tithe Account	-	-	-	-	-	-
St P - Vicar's discretionary fund	-	-	204	204	204	204
Petty Cash	-	-	-	-	-	-
	<u>32,550</u>	<u>32,835</u>	<u>8,646</u>	<u>6,802</u>	<u>41,196</u>	<u>39,637</u>
<b>6 Fixed Assets</b>						
Ivy Cottage	75,960	75,960	-	-	75,960	75,960
54 Holden Park Road	-	-	15,600	15,600	15,600	15,600
	<u>75,960</u>	<u>75,960</u>	<u>15,600</u>	<u>15,600</u>	<u>91,560</u>	<u>91,560</u>

Ivy Cottage was given to St Lawrence Church in 1910 by Emily Maynard "for the benefit of the Rector and use by the church members"

54 Holden Park Road was given to Christ Church and St Peters Southborough. The property value, income and expenses are shared on a 70:30 basis.

## Parochial Church Council - St Lawrence & St Peter. Charity Number 1184753

### STATEMENT OF FINANCIAL ACTIVITIES

For the twelve months ended 31 December 2022

	Note	2022					Adjusted to account for (£437) Carried forward -St Peters					
		Unrestricted Funds		Restricted Funds		Endowment Funds	Unrestricted Funds		Restricted Funds		Endowment Funds	TOTAL
		£	£	£	£	£	£	£	£	£	£	
<b>INCOMING RESOURCES</b>												
Voluntary income	1(a)	97,109	0	0	97,109	113,050	0	0	113,050			
Activities for generating income	1(b)	0	0	0	0	16	0	0	16			
Income from investments	1(c)	985	0	0	985	416	0	0	416			
Income from church activities	1(d)	8,743	0	0	8,743	3,966	0	0	3,966			
<b>Total</b>		<b>106,836</b>	<b>0</b>	<b>0</b>	<b>106,836</b>	<b>117,448</b>	<b>0</b>	<b>0</b>	<b>117,448</b>			
<b>RESOURCES EXPENDED</b>												
Parish share	2(a)	66,223	0	0	66,223	66,000	0	0	66,000			
Salaries, wages and honoraria	2(b)	0	0	0	0	0	0	0	0			
Clergy & staff expenses	2(c)	0	0	0	0	0	0	0	0			
Church running expenses	2(d)	50,399	0	0	50,399	62,080	0	0	62,080			
Church activity expenses	2(e)	2,324	0	0	2,324	2,724	0	0	2,724			
Mission giving and donations	2(f)	6,996	0	0	6,996	4,336	0	0	4,336			
Rectory, Ivy Cottage & 54HPR	2(g)	4,682	0	0	4,682	2,904	0	0	2,904			
Major repairs to church	2(h)	0	0	0	0	0	0	0	0			
Major repairs to hall	2(i)	0	0	0	0	0	0	0	0			
Major repairs to parsonage	2(j)	0	0	0	0	0	0	0	0			
New building work	2(k)	0	0	0	0	9,933	0	0	9,933			
Other	2(l)	0	0	0	0	0	0	0	0			
<b>Total</b>		<b>130,624</b>	<b>0</b>	<b>0</b>	<b>130,624</b>	<b>147,977</b>	<b>0</b>	<b>0</b>	<b>147,977</b>			
NET Incoming resources before other recognised gains		(23,788)	0	0	(23,788)	(30,529)	0	0	(30,529)			
Gains on investment assets on disposal on revaluation					0 0 0							
NET MOVEMENT IN FUNDS		(23,788)	0	0	(23,788)	(30,529)	0	0	(30,529)			
					0							
TRANSFERS BETWEEN FUNDS	3	5,198			5,198	5,455			5,455			
BALANCES BROUGHT FORWARD AT 1 JANUARY		(18,590)	0	0	(18,590)	(25,074)	0	0	(25,074)			
BALANCES CARRIED FORWARD AT 31 DECEMBER		313,195	0	0	313,195	338,269	0	0	338,269			
		<b>294,605</b>	<b>0</b>	<b>0</b>	<b>294,605</b>	<b>313,195</b>	<b>0</b>	<b>0</b>	<b>313,195</b>			

## Parochial Church Council - St Lawrence & St Peter. Charity Number 1184753

### INCOME

	2022				2021				
	Unrestricted Funds	Restricted Funds	Endowment Funds	TOTAL	Unrestricted Funds	Restricted Funds	Endowment Funds	TOTAL	
	£	£	£	£	£	£	£	£	£
<b>1(a) Voluntary income</b>									
Gift aided donations *	64,956			<b>64,956</b>	71,782			<b>71,782</b>	
Other donations **	6,231			<b>6,231</b>	3,664			<b>3,664</b>	
Tax Recoverable ***	15,971			<b>15,971</b>	15,959			<b>15,959</b>	
Collections at services	3,174			<b>3,174</b>	1,008			<b>1,008</b>	
Grants. ****	6,777			<b>6,777</b>	13,992			<b>13,992</b>	
Legacies				-	6,645			<b>6,645</b>	
Other donations				-				-	
<b>TOTAL</b>	<b>97,109</b>	-	-	<b>97,109</b>	<b>113,050</b>	-	-	<b>113,050</b>	
<b>1(b) Activities for generating income</b>									
Fundraising				-	16			<b>16</b>	
Other income				-				-	
<b>TOTAL</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>16</b>	<b>-</b>	<b>-</b>	<b>16</b>	
<b>1(c) Income from investments</b>									
Dividends and interest	985			<b>985</b>	416			<b>416</b>	
<b>TOTAL</b>	<b>985</b>	<b>-</b>	<b>-</b>	<b>985</b>	<b>416</b>	<b>-</b>	<b>-</b>	<b>416</b>	
<b>1(d) Income from church activities</b>									
Fees	5,893			<b>5,893</b>	1,981			<b>1,981</b>	
30% share of 54HPR Rental Income	2,850			<b>2,850</b>	1,985			<b>1,985</b>	
				-				-	
				-				-	
				-				-	
				-				-	
<b>TOTAL</b>	<b>8,743</b>	<b>-</b>	<b>-</b>	<b>8,743</b>	<b>3,966</b>	<b>-</b>	<b>-</b>	<b>3,966</b>	
<b>TOTAL</b>	<b>106,836</b>	<b>-</b>	<b>-</b>	<b>106,836</b>	<b>117,448</b>	<b>-</b>	<b>-</b>	<b>117,448</b>	

#### Project 2022- includes:

\*. £5080

\*\* £1866

\*\*\*. £1270

\*\*\*\* £5000

## **EXPENSES**

Note	2022				2021				
	Unrestricted	Restricted	Endowment	TOTAL	Unrestricted	Restricted	Endowment	TOTAL	
	Funds	Funds	Funds		Funds	Funds	Funds		
	£	£	£	£	£	£	£	£	
	<b>Church activities</b>								
2(a)	Parish share	66,223			66,223	66,000			66,000
2(b)	Salaries, wages and honoraria	0			0				0
2(c)	Clergy & staff expenses								
	Rectory				0				0
	Training				0				0
	Mobiles				0				0
	Other Vicar expenses				0				0
					0				0
2(d)	Church running expenses								
	Operations	2,570			2,570	2,883			2,883
	Fabric	31,059			31,059	44,299			44,299
	Worship/services				0				0
	Insurance	6,453			6,453	6,698			6,698
	Other	777			777	641			641
	Church utility bills	4,342			4,342	2,104			2,104
	Church Repair Fund	5,198			5,198	5,455			5,455
	Mission and evangelism				0				0
		50,399	0		50,399	62,080			62,080
2(e)	Church activity expenses								
	Children & Youth				0				0
	Pastoral events	1,882			1,882	1,570			1,570
	Choir/Licences/Music	442			442	1,154			1,154
	Community Lunch/breakfast				0				0
		2,324			2,324	2,724			2,724
2(f)	Mission giving and donations	6,996			6,996	4,336			4,336
2(g)	Rectory, Ivy Cottage & 54HPR	4,682			4,682	2,904			2,904
2(h)	Major repairs to church				0				0
2(i)	Major repairs to hall				0				0
2(j)	Major repairs to parsonage				0				0
2(k)	New building work				0	9,933			9,933
2(l)					0				0
<b>TOTAL</b>		<b>130,624</b>	<b>0</b>	<b>0</b>	<b>130,624</b>	<b>147,977</b>	<b>0</b>	<b>0</b>	<b>147,977</b>

## **Parochial Church Council - St Lawrence & St Peter. Charity Number 1184753**

### **Notes to the STATEMENT OF FINANCIAL ACTIVITIES** **For the twelve months ended 31 December 2022**

#### **1 Reserves policy**

The PCC has determined that it would be wise, in case of unforeseen expense or temporary reduction of income, to maintain reserves of unrestricted current assets, insofar as these are within the PCC's control, at a level of between three and six months 'normal expenditure' excluding items of large, special or project expenditure.

As at 31.12.2022 Net Current Assets were £191112

The Accounts have been prepared on a going concern basis

#### **2(b) Staff Costs & Pension**

There are no employees paid by the Parish and no National Insurance or pension payments.

The Rector's stipend is paid by the Diocese of Rochester which accounts for all payroll aspects independently of the Parish.

#### **2(d) Church Running Expenses**

Governance: includes Independent Examiner's fee of £535 (for 2021 accounts)

#### **2(f) Missionary & Charitable Giving**

Grants of £1,000 or more made in the period

Poverty and Hope	£1,500
Christian Aid	£1,000
Tearfund	£1,000
	<u>£3,500</u>

Grants of < £1,000 made in the period, for mission

Other organisations/charities	£3,496
Other individuals	£0
	<u>£6,996</u>

#### **2(d) Refurbishment/Alterations- St Peter**

**Project 2022** was conceived to provide upgraded toilet facilities and is now complete.

All invoices have been paid.

A claim for the refund of VAT( £4870) under the Listed places of Worship Scheme will be made in 2023.

#### **3 Transfer between Funds**

£5,148 Church Repair Funds Added Back

#### **4 PCC Members - Expenses (Trustees and related parties)**

Other than an occasional small honorarium paid to the organist or vergers at services, no expenses have been paid to any trustee, committee member or related party, other than reimbursement of costs for items purchased on behalf of the parish and approved in writing by the Rector.

#### **5 Fixed and Restricted/Designated Assets**

Ivy Cottage was given to St Lawrence Church in 1910 by Emily Maynard "for the benefit of the Rector and use by the church members"

The Organ Fund is designated as such by the PCC and not specifically restricted by the donor.

The Fellowship Afloat monies represent deposits lodged for an external event in Summer 2023

#### **6 Salaries/National Insurance/Pension Scheme**

There are no employees paid by the Parish and no National Insurance or pension payments.

The Rector's stipend is paid by the Diocese of Rochester which accounts for all payroll aspects independently of the Parish.

#### **7 Independent Examination Fee**

The fee for Independent examination of these accounts will be £545, and will be paid in 2023.

These accounts include the fee for 2021 (£535) included in church expenses.

**REPORT OF THE INDEPENDENT EXAMINER TO THE TRUSTEES OF**

**Parochial Church Council - St Lawrence & St Peter. Charity Number 1184753**

I report to the trustees on my examination of the accounts of  
Parochial Church Council for the year ended 31st December 2022.

**Responsibilities and basis of report**

The church's trustees are responsible for the preparation of the accounts.  
The church's trustees consider that an audit is not required for this year under section 144 (2) of  
the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to:

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

**Basis of Independent Examiner's report**

I report in respect of my examination of the Foundation's accounts carried out under  
section 145 of the 2011 Act and in carrying out my examination I have followed all the  
applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

**Independent examiner's statement**

I have completed my examination. I confirm that no material matters have come to my  
attention in connection with the examination giving me cause to believe that in any  
material respect:

1. accounting records were not kept in respect of the charity as required by section  
130 of the Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the applicable requirements concerning the form  
and content of accounts set out in the Charities (Accounts and Reports) Regulations  
2008 other than any requirement that the accounts give a 'true and fair' view which is  
not a matter considered as part of an independent examination.

I have no concerns and have come across no other matters in connection with the  
examination to which attention should be drawn in this report in order to enable a  
proper understanding of the accounts to be reached.

David Stephens FCCA  
Chartered Certified Accountant  
13 Newlands Road  
Tunbridge Wells  
Kent  
TN9 4AS

  
.....  
Signed

27 March 2023



**PAROCHIAL CHURCH COUNCIL St. Lawrence Bidborough & St. Peter Southborough**

**NOTES TO THE FINANCIAL STATEMENTS**

**1. ACCOUNTING POLICIES**

The PCC is a public benefit entity within the meaning of FRS102. The financial statements have been prepared in accordance with the Church Accounting Regulations 2006 governing the individual accounts of PCCs together with applicable accounting standards and the Statement of Recommended Practice 2016 as the applicable standard to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (SORP(FRS102)).

**ASSETS**

**Consecrated and benefice property**

In so far as consecrated and benefice property of any kind (i.e. the church and vicarage) is excluded from the statutory definition of 'charity' by Section 10(2) (a) and (c) of the Charities Act 2011 such assets are not classified in the financial statements.

**Moveable church furnishings**

These are capitalised at cost and depreciated over their useful economic life other than where insufficient cost information is available. In this case the item is not capitalised, but all items are included within the Church inventory.

**Tangible fixed assets**

Land and buildings

No depreciation is provided on buildings as the current estimated residual value of the properties is not less than their carrying value and the remaining useful life of these assets currently exceeds 50 years, so that any depreciation charges would be immaterial.

An impairment review is carried out on a regular basis and any resultant loss identified is included within expenditure for the year. (NB an impairment review is a formal check that the current value of a fixed asset such as a house or building is greater than the value shown in the balance sheet. )

Any expenditure on maintenance or improvements on fixed assets is written off as incurred.

**Short term deposits**

These are the cash held on deposit either with HSBC Bank, Lloyds Bank, Diocese, CCLA or at another bank.

**FUNDS**

**Unrestricted Funds**

These represent the income funds of the PCC that are available for spending on the general purposes of the PCC. These include amounts designated by the PCC for fixed assets for its own use or for spending on a future project and which are not included as 'free reserves' as disclosed in the trustees' report.

**Restricted Funds**

These are income funds that must be spent on restricted purposes and details of the funds held and restrictions provided are shown in the notes to the accounts.

**Endowment Funds**

These are restricted funds that must be retained as trust capital either permanently or subject to a discretionary power to spend capital as income, and where the use of income or other benefit derived from the capital may be restricted or unrestricted. Full details of all their restrictions are shown in the notes of the accounts.

**INCOMING RESOURCES**

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.

**Voluntary income and capital sources**

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

Planned giving under covenants or gift aid donations is recognised when received.

Income tax recoverable on gift aid donations is recognised when the related income is recognised.

Grants and legacies to the PCC are accounted for as soon as the PCC is notified of its entitlement and the likely amount due.

Funds raised by church events and activities are accounted for gross, i.e. before any associated expenses.

**Other ordinary income**

Rental from the letting of church premises is recognised when the rental is due.

Parochial fees due to the PCC for weddings, funerals etc. are accounted for when the event occurs.

**Income from investments**

Dividends and interest are accounted for when receivable. Tax recoverable on such income

is recognised in the same accounting year.

**RESOURCES USED**

**Grants**

Grants and donations are accounted for when paid, or when awarded, if that award creates

a binding obligation on the PCC.

**Activities directly related to the work of the Church**

The Diocesan Parish Offer in respect of clergy and diocesan costs are accounted for when paid.

Any additional amounts agreed by the PCC but not paid across as at 31st December are shown as

creditors in the balance sheet.

**DEBTORS**

Amounts owing to the PCC at 31st December in respect of income tax fees, rents or other income are

shown as debtors less provision for amounts that may prove uncollectable.

**Diocesan Church Repair Fund - Quinquennial Funds**

The Diocesan Church Repair Fund consists of funds designated by the PCC for future repairs.

A contribution rate into the fund is agreed to pay for these repairs. The repairs specified in the survey

report are funded by the Diocesan Church Repair Fund.