



# **Trustees Annual Report and Financial Statements of the Parochial Church Council of Saint Thomas' & Saint Andrew's Doxey 2022**

**For the year ended 31<sup>st</sup> December 2022**



# The Parochial Church Council of Saint Thomas' & Saint Andrew's Doxey Parish Church

## Trustees' Annual Report for the year ended 31<sup>st</sup> December 2022

### As presented to the Annual Parochial Church Meeting on 28<sup>th</sup> March 2023

#### Objectives and Activities

The Parochial Church Council of Saint Thomas' & Saint Andrew's Doxey (the PCC) has the responsibility of co-operating with the incumbent, the Reverend Martin Strang, in promoting in the ecclesiastical parish, the whole mission of the Church, pastoral, evangelical, social and ecumenical. The PCC is also spiritually responsible for the maintenance of the church.

The PCC is committed to enabling as many people as possible to worship at our church and to become part of our parish community at Saint Thomas' & Saint Andrew's Doxey. The PCC maintains an overview of worship throughout the parish and makes suggestions on how our services can involve the many groups that live within our parish. Our services and worship put faith into practice through prayer, scripture, music and sacrament. Also, through non-sacramental activities of hospitality and fellowship we aim to reach non churched members of the community.

The objectives of Doxey Church are captured by our own Vision Statement which includes the Lichfield Diocese five Themes of Mission.

#### Doxey Church Vision Statement

### Journeying Together with Jesus

for the community

with the community

by & through

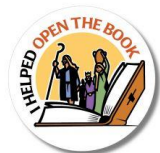
Discovering the Heart of God

Growing Disciples

Reaching New Generations

Transforming Communities

Practising Generosity



## **Public Benefit**

The trustees of the PCC are aware of the Charity Commission's guidance on public benefit in The Advancement of Religion for the Public Benefit and have had regard to it in their administration of the Charity. The trustees believe that, by promoting the work of the Church of England in the Ecclesiastical Parish of Saint Thomas & Saint Andrew Doxey it helps to promote the whole mission of the Church (pastoral, evangelistic, social and ecumenical) more effectively, within the Ecclesiastical Parish, and that in doing so it provides a benefit to the public by:

- Providing facilities for public worship, pastoral care and spiritual, moral and intellectual development, both for its members and for anyone who wishes to benefit from what the Church offers; and
- Promoting Christian values and service by members of the Church in and to their communities, to the benefit of individuals and society as a whole.

## **Reserves Policy**

A decision was made in 2017 that we would use some of our reserves to employ a Youth & Children's Facilitator for a few hours a week, sharing the post jointly with St Paul's PCC. This post began in April 2018.

A decision was made in 2019 to set up a prudent reserve. This would be a protected fund kept solely for emergencies should there be a 'rainy day'. The value of the fund would be regularly revisited. As at 31<sup>st</sup> December 2022, the value of the prudent reserve designated fund was £12,000.

## **Investment Policy**

The charity is granted power to invest in suitable investments under the PCC Powers Measure 1956 and the Trustees Act 2000. As a charity, the Trustees have a duty of care to take such advice as is appropriate before investments are undertaken. This advice is sought from the Central Board of Finance (CCLA) in London.

The charity's investment policies are based on two key principles: -

- Ethical Investment – this includes ensuring that investments are held in companies which have high standards of corporate governance and act in a responsible way towards stakeholders.
- Long-term responsibilities – the trustees are aware of their long-term responsibilities in respect of the Restricted and Unrestricted reserves and as a result follow a prudent approach to investment decisions.

Investment policy for long-term funds is aimed primarily at generating a sustainable income, with due regard to the need for the preservation of capital value, and the possible need to realise investments to meet operational needs. The charity does not have a policy of generating income at excessive or high risk – known as "purchasing income", where high returns are guaranteed at the expense of capital.

In summary, the charity has an overall policy to maximise income while preserving the real value of its funds. Due to the nature of the charity, an ethical investment policy is taken into consideration when investments are made:

The charity follows the Ethical Investment Advisory policy as recommended by the Lichfield Diocese which includes the following:

“We aim to invest in companies that:

- will develop their business in the interests of shareholders;
- demonstrate responsible employment practices;
- are conscientious concerning issues of corporate governance, the environment and human rights;
- are sensitive to the community in which they operate.”

**St Andrew’s Trust Fund** was created from the proceeds of the sale of the St Andrew’s ‘Tin Tabernacle’ Mission Church to the New Testament Church of God in 1985.

The PCC at the time deemed this Fund to be used only for major works to extend or enhance the Church Centre. In recent times, for investment reasons, additional money has been transferred to this fund and, therefore, this fund is considered to also be available for other purposes as well.

This Investment was revalued at market value on 31st December for inclusion in the Statement of Assets and Liabilities report.

## **Treasurer’s Report Doxey Church Annual Accounts 2022**

***“For where your treasure is, there your heart will be also” (Matthew 6:21)***

It is a privilege and an honour to be your Treasurer.

I would like to thank Margaret, Jenny, Pam, Ruth and Rosemary for helping me to cash up each week.

As we came out of Covid restrictions groups started to meet up, our hall hire got busier.

Ian’s Tandem Jump raised £738.00 towards the youth worker salary.  
(629 for St Paul’s)

In June we celebrated the Queen’s Jubilee with crafts, bouncy castle and a wonderful buffet costing £230 which managed to feed everyone.

We are very grateful to have received two donations (10,000 and £7,000 in December) £10,000 has been allocated to Fabric.

### **A. Overall results for 2022**

- This year we were blessed to have **income** of £81,166 against which **expenses** incurred were £62,044 resulting in an **operating surplus** of £19,122.
- **CCLA Investment Fund** (St Andrews) is £18,617.  
This investment has dropped by £2,484 through the year.

### **B. Balance Sheet**

- Our balance sheet is extremely healthy at year end.  
We have **reserves** of £74,206 which is mainly represented by the following **assets**:
  - £18,617 in our **investment fund**
  - £15,806 in our **bank current account**

- £38,574 in our **Savings Account**
- £420 in the **Quinquennial Account**

### C. Summary Comments Income and Expenditure

- Our overall **regular giving** via yellow/white envelopes, bank standing orders and loose plate was more this year (£19,831 to £18,018 last year).
- Below are the amounts donated to mission partners, charities and causes.
  - £565 Katia Rocks with CMS,
  - £565 David and Georgina Grey -WBT,
  - £565 Peter Walters founded Let the Children Live and
  - £565 Kathryn Hindley with BCM
  - £2,084 to Tearfund
  - £106 to The Children's Society
  - The Grammar School Concert held in March raised £315 for Katherine House
- Our **hall lettings totalled £26,540** (£19,296 from NHS 111)
- We received a grant of £5,000 from a grant giving trust for CYF and we will receive this in the next two years as well.
- We are also grateful to all those who pledge donations to CYF.
- For 2022, the method used to calculate the contributions we pay to the Diocese (which used to be called "Parish share" and is now call "Common Fund") was changed. For us, we saw a reduction of £3663 from the previous year. In parallel with providing information on this, the Diocese asked all parishes if they could be generous and "top up" their payments. Because of our "healthy" regular day - time booking from NHS 111 training the PCC decided we could offer a "top up" and paid the same amounts as requested in 2021 (i.e. We gave a "top up" of £3663). The Diocese have expressed their thanks for this. As we no longer expect the NHS 111 training rental, and as we face much higher utility bills, the PCC has decided not to offer any "top up" for 2023.
- Our charges from **utility companies** including electricity, gas and water came to £4,914 (£2,841 last year). This will be even more severe in 2023.
- We spent just over £10,300 in making improvements to and/or maintaining our building. This included the following work:
  - Installation of the partition - £7,633
  - Chippings on the flat roof - £78
  - Refit of emergency doors - £216
  - Pump and parts for boiler - £640.80
  - Replacing Kitchen tap - £110
  - Repair to the worship space window - £761.97
  - Installation of ECO lights etc - £830

## **D. Fund movement summary**

E. The **prudent reserve** remains at £12,000.

This is a protected fund kept solely for emergencies should there be a 'rainy day'.

## **Safeguarding**

The PCC believe they have fulfilled their duty under section 5 of the Safeguarding and Clergy Discipline Measure 2016 (duty to have due regard to House of Bishops' guidance on safeguarding children and vulnerable adults).

## **Risk Management**

The Church Wardens carry out regular Health and Safety Reviews and regularly inspect premises for potential hazards. We have safeguarding policies in place for child protection and for work with vulnerable adults, including rigorous DBS checking of staff and volunteers. Our insurances are reviewed annually to ensure adequate cover. An informal review of any new risks which may impact the work of the Church in the Parish is ongoing.

## **Structure, Governance and Management**

The PCC is a Body Corporate established by the Church of England and is a Charity excepted from registration with the Charity Commission. The PCC is governed by the Parochial Church Council Powers Measure (1956) as amended that came into effect on 2<sup>nd</sup> January 1957, and the Church Representation Rules (contained in Schedule 3 to the Synodical Government Measure 1969 as amended).

The method of appointment of the PCC members is set out in the Church Representation Rules. The Council comprises the Incumbent, the Churchwardens, a representative of the Readers, those elected to the Deanery Synod, and other members who are elected at the Annual Parochial Church Meeting, by those on the Electoral Roll. The PCC members receive training from courses run by the Diocese. Members of the congregation are always urged to join the Electoral Roll, and to stand for election to the PCC.

The PCC members are responsible for making decisions on all matters of general concern and importance in the parish, and for all financial matters. The PCC and Standing Committee meet regularly as required to fulfil these responsibilities. The details of this are contained in the PCC Secretary's Report in the separate Parish Annual Review.

Given its responsibilities, the PCC has a number of sub committees, each dealing with a particular aspect of parish life. These include the Standing Committee, CYF Steering Group and Covid Responsibilities Committee. Each reports back to the PCC.

## **Reference and Administrative details**

The Church is situated on Doxey Road, Stafford and is part of the Deanery of Stafford, in the Diocese of Lichfield.

The correspondence address is The Church Office, St Thomas' & St Andrew's Church Doxey, Stafford, ST16 1EQ. Telephone: 07986 842416; email: mstrang12@btinternet.com Our website address is: <https://www.doxeychurch.co.uk>.



PCC members who have served in 2022 until the date this report was approved were:

**Ex Officio Members**

<b>The Incumbent</b>	Rev Martin Strang (Chairman)
<b>Curate:</b>	Rev Ian Perry
<b>ALM:</b>	Jenny Mash
<b>Reader:</b>	Ruth Bull
<b>Churchwardens</b>	Bill Crowther Geoff Mackenzie
<b>Deanery Synod Reps</b>	John Clark (and Diocesan Synod Rep) Christine Whitney-Cooper (from 10 <sup>th</sup> May 2022) Ruth Bull

**Elected Members**

Carol Haigh  
Geoff Moore (Lay Chair and Church Music Director)  
Alice Farmer (Treasurer and PCC Secretary)  
Jane Whitney-Cooper (Safeguarding Co-ordinator)  
Ada Wells (Deputy Warden and PCC Minute taker)  
Steven Jackson  
Margaret Crowther  
Rosemary Daniels  
Lisa Woodward (retired 10<sup>th</sup> May 2022)

**Names and addresses of advisers**

<b>Bank</b>	HSBC 8 Market Square, Stafford ST16 2JP
<b>Insurers</b>	Ecclesiastical Beaufort House, Brunswick Road, Gloucester GL1 1JZ
<b>Investment Managers</b>	CCLA Senator House, 85 Queen Victoria St, London EC4V 4ET
<b>Independent Examiner</b>	Jonathan Hill Lichfield Diocesan Board of Finance St Marys House, The Close, Lichfield WS13 7LD

Approved by the PCC on ..... 2023 and signed on its behalf by:

.....  
Reverend Martin Strang (Chairman)

.....  
Alice Farmer (Treasurer)