

St James' Parish Church West Teignmouth



Parochial Church Council

Annual Report & Financial Statements for the year ended 31 December 2022

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Administrative Information

St James the Less parish church is located at the junction of Bitton Park Road and Exeter Street, Teignmouth, Devon. West Teignmouth parish is part of the Haldon Mission Community, within the Kenn Deanery in the Diocese of Exeter.

The general correspondence address for the West Teignmouth Parochial Church Council (PCC) is: The Haldon Mission Community Office, St Michael's Church, Dawlish Street, Teignmouth, TQ14 8TB, or by email to stjames.info@haldonteam.org.uk.

PCC members who have served at any time from 1 January 2022 until the date this report was approved are:

Incumbent ¹	Revd Carol Green (#)	<i>Priest in Charge – Chair</i>
Assistant Clergy ²	Revd Dr Susan Astbury	<i>Associate Priest (Licensed to benefice) until 17-07-2022</i>
	Revd Jane Frost	<i>Team Vicar</i>
	Revd Elizabeth Burren	<i>Curate from 11-09-2022</i>
	Revd Peter Burren	<i>Curate from 11-09-2022</i>
Churchwardens ³	Mrs Anna Venables (#)	<i>until 03-04-2022</i>
	VACANCY	<i>from 04-04-2022</i>
	VACANCY	
Deanery Synod Representatives ⁴	Mrs Anna Venables	<i>Honorary PCC Secretary</i>
	Mr Peter Wood (# from 01-01-2023)	<i>Vice-Chairman</i>
Elected Members ⁵	Miss Pam Bridger	<i>Electoral Roll Officer. until 03-04-2022</i>
	Mr James Chivers	<i>until 03-04-2022</i>
	Miss Caryl Hammond	<i>until 03-04-2022</i>
	Mr Andrew Harding (#)	<i>PCC Treasurer</i>
	Mrs Angela Healy	<i>from 03-04-2022 resigned 13-03-2023</i>
	Mrs Kirsten Jones	<i>from 03-04-2022</i>
	Mrs Hazel Lott	<i>from 03-04-2022</i>
	Mr Paul Malyn	<i>until 03-04-2022</i>
	Mrs Carol Stevens	<i>until 12-03-2022</i>
	Mrs Tricia Stuckey	
	Mrs Annie Williams	<i>from 03-04-2022 resigned 06-01-2023</i>
	Mrs Di Wrightson	
	VACANCY	
	VACANCY	<i>from 06-01-2023</i>
VACANCY	<i>from 13-03-2023</i>	

Structure, Governance & Management

The PCC is a corporate body established by the Church of England. The PCC operates under the Parochial Church Councils (Powers) Measure 1956 as amended, and the Church Representation Rules (contained in Schedule 3 to the Synodical Government Measure 1969 as amended⁶).

¹ Church Representation Rules 2020 (CRR): M15 (1)(a)

² CRR M15 (1)(a) / M15(1)(d)

³ CRR M15 (1)(e)

⁴ CRR M15 (1)(i)

⁵ CRR M15 (1)(j)

⁶ Latest version in Schedule 1 to the Church Representation and Ministers Measure 2019

The method of appointment of PCC members is set out in the Church Representation Rules. All church members are encouraged to register on the electoral roll and to stand for election to the PCC.

At the end of 2022, the PCC had one vacancy for an elected member. There have been two subsequent resignations leaving three vacancies for elected members at the time of adoption of this report.

The 2022 Meeting of Parishioners failed to appoint any churchwardens. The responsibilities of the churchwardens are largely being discharged by some members of the PCC.

The PCC discharges its responsibilities between meetings by a Standing and Finance Committee comprising the Incumbent, PCC Treasurer, PCC Secretary and one other - indicated above (#).

Administrative services to support clergy and PCC officers are provided from the Haldon Mission Community Office located in St Michael's church, Teignmouth.

The PCC's income is below the statutory threshold for audit, and we have opted to have our accounts independently examined. We are grateful for Lichfield Diocesan Board of Finance Ltd who carry out this Independent Examination. Their report is appended as Annex A to this report.

The Charity Commissioners have determined that the PCC's likely income in future years will be below the £100,000 threshold. The PCC is not required to register at this stage and remains excepted from registration.

This report is prepared in accordance with the Church Accounting Regulations 2006.

Safeguarding

The PCC is complying with its 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).

All but one PCC member had completed Church of England "C0" accreditation online at end of 2022.

Haldon Mission Community Safeguarding Coordinator	Mrs Sue Harvey
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The Haldon Mission Community Safeguarding coordinator is responsible for monitoring all activity via the Diocesan Safeguarding Dashboard for the parishes within the Haldon Mission Community.

Safeguarding policies are published on the Haldon Mission Community website.

Objectives

St James' PCC has the responsibility of co-operating with the incumbent in promoting in the ecclesiastical parish of West Teignmouth the whole mission of the Church: pastoral, evangelistic, social and ecumenical.

The PCC has responsibility for the maintenance of St James the Less church building. St James' churchyard is a "closed" churchyard in the care of Teignbridge District Council.

Public Benefit Statement

The PCC believes that, by promoting the work of the Church of England in the ecclesiastical parish of West Teignmouth it helps to promote the whole mission of the Church more effectively, 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.

Achievements and Performance

Church Attendance

Service	2022 ⁷	2021 ⁸	2020 ⁹
Sunday 08.00	8a/0c	5a/0c	10a/0c
Sunday 10.30 until 27-02-2022 Sunday 11.00 from 06-03-2022	30a/0c	27a/0c	33a/<1c
Thursdays until 25-08-2022	4a/0c	5a/0c	7a/0c

Pastoral Services			
Baptisms	7	6	2
Confirmation	0	0	3 candidates
Weddings	0	0	0
Wedding Blessing in Church	1	0	0
Funerals (in St James church)	16	8	9
Funerals (at Teignmouth cemetery)	0	2	5
Funerals (at Torquay crematorium)	0	2	4

At the 2022 Annual Parochial Church Meeting there were 55 parishioners on the Church Electoral Roll¹⁰ (2021: 55).

The “Worshipping Community”

Each year we report to the diocese the size and composition of the “worshipping community” at St James’.

The “worshipping community” is very much a subjective figure that seeks to represent an estimation of those who consider themselves a part of the church family in this parish:

⁷ Source: Statistics for Mission 2022 (19/02/2023)

⁸ Source: Statistics for Mission, 2021

⁹ Source: Statistics for Mission, 2020

¹⁰ Source: APCM (03/04/2022)

St James' Worshipping Community as at 31 Dec 2022		Joined St James' Worshipping community in 2022			Left St James' Worshipping community in 2022		
			Under 18	18+		Under 18	18+
Children (age 0-10)	0	For 1 st time	0	0	Death/illness	0	2
Young people (11-17)	0	Moved into area	0	0	Moved away	0	0
Adults (18-69)	4	Moved from local church	0	0	Moved to other church	0	0
Adults (over 70)	28	Returned to church	0	0	Not worshipping anywhere	0	0
Total	32	Total joined	0	0	Total left	0	2

Annual Fabric Report

- Maintenance contract with West Access Conservation who now visit site twice yearly to ensure good drainage from roof area and external guttering in addition to addressing issues noted in the last Quinquennial Report of October 2019.
- We purchased a new St George's Flag following on from repairs to West Tower Flagpole
- The Ten Commandments Plaque, formerly affixed to the west face of the Nave, has now been safely placed in West Tower, and currently under review as part of reordering of interior of building;
- The Annual Servicing of the Nave and Whitford Room boilers was carried out by Project Heating Ltd in February 2022, with further work required in November 2022 to replace faulty spur plate;
- South Porch guttering which had been damaged by vandalism was replaced by Brian Cousins.
- We would like to express our gratitude to Kirsten Jones, Hazel Lott and their team for their contribution as Heavenly Dusters throughout the year. With this team reducing in number, to also note that we now make a regular donation to St Michael's Church PCC in recognition of the assistance from Mark and other members of their congregation who have now joined the team.
- A congregation 'Spring Clean' Day held in February 2022, and work included the cutting down of trees near the South Gate entrance to grounds by Friends of Teignmouth Cemetery on the day; and we express our thanks to Mark Green, who disposed of the foliage during the following months.
- The unused choir robes were given to Cuthbert Mayne Secondary School in Torquay in exchange for a small donation. Other artifacts [memorial flags / prayer desks] identified as no longer required will be disposed of over the next year.
- PAT testing of all portable electrical appliances was undertaken in March 2022.
- We appointed a new Church Architect (Grant Elliott of Le Page Architects in Plymouth) in March 2022

- The fire extinguishers installed in July 2021 were checked again in July 2022 to comply with fire and safety regulations. Further items listed within the fire safety assessment will be taken into consideration as part of reordering scheme planned for 2022 onwards.
- PCC agreed at their July 2022 meeting to participate in the National Burial Grounds Survey, following a request from the Archdeacon of Exeter but are awaiting further contact from the survey team.
- We have upgraded the Whitford Room gas supply to a Smart Meter, and expect to upgrade the Boiler Room meter early in 2023.
- We hosted an Informal Visit from the Archdeacon of Exeter and other members of the DAC¹¹ in September 2022, as initial enquiries commence towards the reordering of church building and churchyard. We have commissioned an Architectural History of St James to help with the preparation of a Statement of Significance which will be required to support faculty applications for the various reordering projects.
- The church key holders list reviewed and agreed by PCC at their September 2022 meeting.
- Following further damage reported to a gate lock to church grounds in September 2022, decision taken by the Revd Carol Green that all three church entrance gates remain open giving access to grounds day and night
- Smith of Derby carried out annual maintenance of Church Clock in 2022.
- A new Quinquennial Inspection was undertaken by Grant Elliot in November 2022, which indicated a number of issues that require rectification.
- At the regular maintenance visit by West Access in April 2022, weathering had caused severe erosion to the stone tracery such that the window was potentially in danger of collapse. Work commenced in November 2022 by John Mayne to replace and repair the stonework supporting 'The Fisherman's' stained-glass window in the south-eastern face of the Nave. This work should be completed by end of January 2023 and the PCC is grateful to the National Churches Trust and Devon Historic Churches Trust for their financial support of this work.
- Preparations began during November and December 2022 towards providing a Pop-Up Community Café as part of our ongoing community engagement work. The Pop-Up Café will be open each Tuesday afternoon from January to Easter 2023, when we will take stock of the initiative.

Review of the year

PCC meetings, chaired by the Rev'd Carol Green were held in January, March, May, July, September and November 2022; immediately followed by joint meetings with St Michael's PCC at alternate venues, except for the APCM in April hosted at St James. At the start of the year Track and Trace forms were still being produced as a consequence of covid pandemic, with the last being submitted in March 2022.

Following the departure of Sarah Robbins as a temporary replacement organist at beginning of year following the change in Sunday service times, we are grateful to Bruce Dale, Derek Whitty and Peter Wood for their contribution during the remainder of the year. We have also started to use the electronic hymnal device to accompany worship when no organist is available.

¹¹ Diocesan Advisory Committee for the Care of Churches

We are grateful to all those who freely commit their time, skills and resources, often unseen, to support St James' and our work and ministry in and to the local community.

'Call to Prayer' events hosted during 2022 have included:

- The continued invitation and encouragement to participate in the regular weekly Evening Prayer services via 'Zoom' hosted throughout the year
- The ecumenical Julian Prayer Group continued to meet during the year on the 3rd Saturday of each month during 2022.
- A Week of Prayer for Christian Unity meeting was hosted at St James on 20th January 2022. A monthly ecumenical meeting for prayer has since been established across the churches in the town. From this prayer group grew the initiative to serve the community through the Pop-up Community Cafe, which is being held at St James from January 2023
- Members of St James' congregation responded to the invitation to participate in the national 'Thy Kingdom Come' call to prayer from Ascension Day to Pentecost.
- Members of the congregation also took part in the South-West Awake prayer initiative on Saturday 4th June 2022 on Teignmouth sea wall along with other Christian the whole length of the South-West Coast Path, praying for the people of the South-West.
- The call for '200 Days of Prayer' for the future Christian mission and ministry offered by St James' out into the community continued from January 2022 through to Mothering Sunday, with a celebratory service hosted at St James on 27th March 2022
- other events to encourage prayer support were included in the Weekly News Sheet; in addition to being published online via the Haldon Mission Community website at www.haldonteam.org.uk, email or post to parishioners.

'Growing Christian Disciples' events hosted during 2022 have included:

- Most PCC members hold accreditation of the 'Promoting a Safer Church' Safeguarding C0 module, working towards an informed awareness of issues affecting local communities, especially as a consequence of the pandemic and some current PCC members have also completed the Domestic Abuse Pathway;
- The Revd Val Atkinson [clergy with PTO] and Tricia Stuckey [Licensed Lay Minister with PTO] were invited to participate in a meeting led by the Revd Carol Green to explore non-Eucharistic Services, including the reintroduction of a monthly healing service hosted at St James and to explore other types of worship: Celtic / Northumbrian / Taizé etc. [work in progress]
- A 'Living in Love and Faith' Course was hosted by the Revd Carol Green for St Michael's and St James' congregations in Spring 2022; others participated through an on-line programme offered via the diocese.
- Congregation members from St James participated in the Holy Week Pilgrimage from Ashcombe through Luton and Ideford to Bishopsteignton, across to Shaldon and back to Teignmouth via the ferry before journeying up to St James the Less and finishing at St Michael the Archangel Church.
- Together with all the Mission Community, members of St James' congregation were invited to attend and participate at the St Peter's 'Songs of Praise' Service on 14th August 2022 to mark the installation of the Rev'd Carol Green as Priest in Charge of Shaldon Parish.

- Members of St James' congregation attended the service at Exeter Cathedral on 10th September 2022, when the Revd Elizabeth and the Revd Peter Burren were ordained and then welcomed the following afternoon at a service hosted at St Michael's where members from St James' were also invited to participate
- Peter Wood was admitted and welcomed by the Bishop of Crediton as a Licensed Lay Minister at a service hosted in Exeter Cathedral on 1st October 2022, with many members of St James' congregation also supporting him at this special service
- A further short course of 'Exploring our Faith' Study Mornings was hosted at St Michael's Church in 2022 and supported by members of St James' congregation
- We also note with gratitude the contribution by other members of the Haldon Mission Community extended ministry team, especially by the Revd Val Atkinson and the Revd Jim Quin [clergy with PTO], Tricia Stuckey [Licensed Lay Minister with PTO], Anna Venables and Peter Wood [Licensed Lay Ministers] during 2022

'Serving with Joy' events hosted during 2022 have included:

- Extending a warm welcome to Alcoholics Anonymous, who now meet regularly in the Whitford Room during the year. Thank you to Andy Harding and Jim Hart for their contribution to ensure all legal requirements were in place to host these meetings.
- To express our grateful thanks to Andy Harding for his contribution towards the setting up of the new Haldon Mission Community web site, as this forms part of our window out into the wider world
- Following the death of Queen Elizabeth II in September 2022, we express our gratitude to all those who contributed towards the opening of St James church building to allow access to the general public time and space for reflection, and the opportunity to sign the Book of Condolence from the parish.
- Thank you to Monica Dayman and Peter Wood for their contributions towards hosting the Teign Choral Concert in December 2022
- Thank you to Annie Williams for her efforts to organise a fund-raising concert in December 2022 which, sadly, had to be cancelled due to COVID. We also express gratitude for her work towards a closer partnership with the Alice Cross Centre, as we consider new ways to engage with our local community.
- St James' also participated in the St Michael's 'Christmas Tree Festival' 2022, towards the continued engagement out into the local community

Finally, as we pray: 'your kingdom come and your will be done on earth as it is in heaven', we express our gratitude to all those who have contributed in any way during 2022 towards the coming of God's kingdom here in our midst

Financial Review and Policies

Financial Review (at 31 Dec 2022)

In the aftermath of the COVID-19 pandemic, and the continued need to isolate, ongoing reduced church attendance continues to have a negative impact on PCC income. The PCC has benefited from continued membership of the Parish Giving Scheme and a number of legacies and has continued to maintain the Charitable Giving Policy (set out in full [below](#)). We also benefitted from a brief stewardship campaign held just before Christmas. The report that

follows shows some hints of optimism for the continued financial future of St James and our ministry in West Teignmouth.

In 2022 our total "actual" income was £60,480; and our "actual" total expenditure was £52,896. At first sight this appears to suggest that our finances showed a healthy credit balance of £7584. However, this is entirely due to a legacy of over £16,000 which was significantly eroded by major building works and other regular payments.

As recorded in our previous reports, a more realistic way to assess our financial health is to exclude the largely "one-off" receipts and payments from legacies, grants and project costs. Using this measure, in 2022 our "ordinary" income (excludes legacies and grants) was £40,281 (2021: £39,068) and our "ordinary" expenditure (excludes projects) was £48,096 (2021: £52,633), representing a shortfall on "ordinary" funding over the year of £7815 (2021: £13,573).

Both cash donations into the Donations Box and donations using the Goodbox contactless device have again increased in 2022: cash donations by £487 (18%) and contactless by £390 (48.3%).

At the end of 2022 the value of our investments had decreased by £12,124 (8.3%). Readers of last year's report will recall that at the end of 2021 we reported a 13.8% increase, and I warned that the value may drop. However, we are pleased that the value of our investments is still £5561 (4.3%) higher than at the end of 2020.

It is anticipated that the sale of some of our assets in the future may release funding that can be matched by grant making bodies to enable various major projects on the church to proceed (please see [below](#)).

Dividends on our investments increased by £521 (9.5%) most likely due to continuing modest recovery in the stock markets. The interest received on monies on deposit increased significantly across the year by £1022 (2433% !!). The reason for this vast increase in interest received on our deposit funds is likely to be due to a large legacy swelling the amount on deposit at the same time as the Bank of England has raised the base interest rate significantly.

In 2022, there were 16 funerals held in St James' (2021: 8 in church plus 2 at Teignmouth cemetery and 3 at crematoria). This is reflected in an increase in our Parochial Fee income of £905 (+83%) over the year. The PCC also collected £1973 in Diocesan Fees on behalf of the Exeter Diocesan Board of Finance (2021: £1785.50).

The PCC are grateful for the receipt of two legacies during the year:

- The late Ronald Burden: £16,306
- The late Gwyneth Flannaghan: £1000

St James' Common Fund assessment for 2022 was £27,725 (2021: £25,991) and was paid in full. Our Common Fund assessment for 2023 is £19,617. This reduction is wholly due to the reduction in the number of "participants" at St James' over the last three years.

At the end of 2022 there are 28 members of the congregation taking part in regular giving under the Parish Giving Scheme (PGS). This scheme which, together with the tax recovered on PGS donations, now accounts for a little under 36% of our total income for 2022. The PGS continues to be a financial lifeline and we will continue to encourage the take up of PGS throughout the coming year.

The weekly envelope scheme was discontinued in 2021 due to the cost of providing envelopes to an ever-diminishing number of participants in that scheme. Participants were encouraged transfer to the Parish Giving Scheme. Three other parishioners continue to make their regular offerings by bank standing order in 2022, although that scheme is now closed to new entrants. The PCC would like to thank all those who take part in the regular giving schemes that provide the backbone of our income. Without that ongoing commitment to the life, ministry, and future

of St James' it is unlikely that it would be possible to maintain our presence here in West Teignmouth - Thank you.

We are particularly grateful to those church members, and others, who have reviewed and increased their regular giving during the year.

Overall, and including claims under GASDS and the PGS, the PCC recovered £4266 from HM Revenues & Customs. In addition, we recovered £1101 from DCMS¹² under the Listed Places of Worship Grant Scheme, representing a refund of VAT paid on eligible invoices.

St James' regular annual Gift Day in 2022 once again took place in the run up to Christmastide and this year raised just £210 (2021: £423.70). The PCC are considering re-timing our annual Gift Day, possibly to coincide with St James' Day.

The PCC would like to thank Thornley House for their support over the year, and in particular for their regular annual Coffee Morning which in 2022 raised £690.58 for the church funds.

Although much of our regular expenditure rose during 2022, it is interesting to note that the cost of heating and lighting the building fell by £828 compared with 2021, representing a fall of around 24%. This is probably mainly due to the mild weather across the year.

Work has also commenced on structural repairs to the South Eastern window in the nave (the "Fishermen's Window". At the end of 2022 we had paid for the new stones (£4800), but expect the full cost to be a little over £18,000. We have already received a grant of £1000 from the Devon Historic Churches Trust (DCHT), and the National Churches Trust have agreed a grant of £4500. We anticipate a grant of £3000 from the Listed Places of Worship Grant Scheme to cover VAT on the project, and we applied for a further grant of £3000 from DCHT once the full extent of the work was revealed. The PCC has set aside £5000 from the Legacies fund to cover the remaining shortfall.

Fundraising for the DHCT Annual Ride&Stride appeal in 2022 took the form of a sponsored walk from St Nectan's, Ashcombe to St Michael's Teignmouth visiting each of the churches in the wider Mission Community – on both sides of the river. This raised £265 of which £132.50 was returned to St James'.

Team-wide expenses are now shared across all parishes in the extended Mission Community, based on the relative Common Fund assessments of the parishes. Following the publication of Common Fund requests for 2023, the agreed shares for 2023/2024 are:

Parish	2023/2024	2022/2023	2021/2022
Teignmouth, St Michael	36%	34%	40%
Bishopsteignton	24%	22%	28%
Shaldon	19%	17%	n/a
Teignmouth, St James	13%	19%	22%
Ideford with Luton	5%	5%	6%
Ashcombe	3%	3%	4%

Forward Look...

In 2023 the PCC are:

- keen to mount an illuminated cross on the tower as a witness to the community;

¹² Department for Digital, Culture, Media & Sport

- hoping to establish a small car parking area in the churchyard;
- expecting to carry out major repairs to the lantern; and
- wanting progress on internal reordering to gather momentum.

Policies

Banking Policy

The PCC maintains a current account at CAF Bank for day-to-day transactions.

The PCC also continues to maintain a single Lloyds current account for the main purpose of processing standing order donations. This account is also used for banking cash as there is no longer a branch of HSBC (agent for CAF Bank) in Teignmouth.

It is the PCC's policy to keep funds on deposit in the CBF Church of England Deposit Fund.

Charitable Giving Policy

St James' Charitable Giving Policy provides for the Giving of Alms; and donations are made to St James' are made in the full knowledge of this policy.

The policy was created on the advice of the then Diocesan Stewardship Advisor. It:

- supports the biblical principal of tithing,
- allocates 5% of all receipts - based on guidance from the National Church on individual giving to the church,
- supports largely Christian organisations (but does not exclude others) whose charitable objectives are the relief of the sick, the poor or the needy,
- focusses our attention outwards to provide a predominantly equitable split between:
 - those who operate/minister overseas,
 - those who operate/minister at a national level in the UK, and
 - those who support the sick, poor, or needy locally in our own community.

In 2022 these donations amounted to £2750 and were allocated to:

- | | |
|--|------|
| • Operation Imprezza | £500 |
| • Church Urban Fund | £300 |
| • The Leprosy Mission | £250 |
| • The Childrens Society | £300 |
| • HITS Foodbank | £200 |
| • Teignmouth Larder Foodbank | £200 |
| • Blankets (distributed via foodbanks) | £100 |

£500 was designated to replenish the [Emergency Appeals Fund](#).

£400 was designated to a new [Community Engagement Fund](#) to support the new St James Pop Up Community Café and similar engagement activities.

Fund Policy

❖ Restoration Fund

Funds raised and designated for the ongoing maintenance of the church building.

❖ **Hall Fund**

Proceeds of the sale of the parish hall, designated for the provision of replacement social space.

❖ **Flower Fund**

Donations for the purchase of flowers and requisites at major festivals and other occasions throughout the year

❖ **Emergency Appeals Fund**

This fund was created at the end of 2013 to provide funds to enable the PCC to respond quickly to emergency appeals throughout the year, with an expectation that the funds will be fully utilised during the year.

During 2022 the PCC made the following donations from our Emergency Appeals Fund:

- £200 – Christian Aid – Afghanistan Appeal
- £300 – DEC – Ukraine Appeal

At the end of 2022, the Fund was restored to £500, which is available for distribution at short notice during 2023.

❖ **Community Engagement Fund**

This fund was created in 2022 to hold restricted donations for the “Pop Up Community Café” and other similar community support and engagement activities

Reserves Policy

The PCC has no formal reserves policy. However, at 31 Dec 2022, the PCC holds unrestricted reserves of £71,915 (2021: £67,325) This equates to approximately 78 weeks’ ordinary expenditure (2021: approx 66 weeks).

In this context, we take reserves to include all monies in UNRESTRICTED funds held on deposit or in current accounts together with monies held in the LEGACIES (designated) Fund.

Investment Policy

The PCC’s investments are reviewed annually, and the current portfolio meets the current trustees’ requirement of diversity and a balance between income generation and capital growth to protect the investments of the charity against inflation.

Accounting Policies

The financial statements have been prepared in accordance with the Statement of Recommended Practice for Charities (SORP) and applicable accounting standards (FRSSE) or (FRS102).

The financial statements have been prepared under the historical cost convention. 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.

The financial statements have been prepared using the Receipts and Payments method and therefore are shown as such.

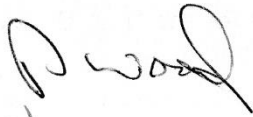
The PCC has taken advantage of the exemption in FRS102 from the requirement to produce a Cash flow statement on the grounds that the income does not exceed £500,000.

The following assets are recognised but not necessarily valued in the Statement of Assets and Liabilities: Movable church furnishings held by the churchwardens on special trust for the PCC and which require a faculty for disposal.

The expenses paid to clergy may include a small immaterial proportion, which relates to their function as PCC members. Any payments made to PCC members were solely to reimburse them for purchases made on behalf of the PCC and are fully supported by documentation.

Investments are included in the Annual Financial Statements at Market Value. The Investments are revalued each year at the year-end date.

Approved by the Parochial Church Council



Peter Wood.....

The Revd C Green

Priest in Charge

Chairman

Vice-

Date: 4 April 2023

Following adoption by the PCC, this Annual Report will be published online at <http://www.haldonteam.org.uk/>

Annex A – Report of Independent Examiner:



Independent Examiner's report to the trustees/members of The PCC of St James' West Teignmouth

I report on the accounts for the year ended 31st December 2022 which are set out on the following pages.

Respective responsibilities of the Trustees and Independent Examiner

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

It is my responsibility

- to examine the accounts under section 145 of the Charities Act,
- to follow the procedures laid down in the General Directions given by the Charity Commission (under section 145(5)(b) of the Charities Act, and
- to state whether particular matters have come to my attention.

Basis of Independent Examiner's Statement

My examination was carried out in accordance with the General Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a "true and fair" view and the report is limited to those matters set out in the statement below.

Independent Examiner's Statement

In connection with my examination, no material matters have come to my attention which gives me cause to believe that in any material respect:

- accounting records were not kept in accordance with section 130 of the Charities Act or
- the accounts do not accord with the with the accounting records

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

Signed: .....

Date: 13/3/23.....

Jessamine Dace MAAT

Lichfield Diocesan Board of Finance
St Mary's House, The Close, Lichfield, WS13 7LD
Tel: 01543 306030 Fax: 01543 306039

Lichfield Diocesan Board of Finance Inc. is a charitable company limited by guarantee and registered in England (Company No. 239561).
The Board is a Registered Charity (No. 1107827).

Annex B – Financial Statements:

STATEMENT OF FINANCIAL ACTIVITIES [SOFA]

	Unrestricted funds	Designated funds	Restricted funds	Endowment funds	Total funds	Prior year total funds
Income and endowments from:						
Donations and legacies	£32,893.41	£17,306.08	£160.00	—	£50,359.49	£38,584.92
Income from charitable activities	£1,995.50	—	—	—	£1,995.50	£1,105.00
Other trading activities	£1,061.20	—	—	—	£1,061.20	£1,210.41
Investments	£3,092.55	£3,972.22	—	—	£7,064.77	£5,521.71
Other income	—	—	—	—	—	£644.00
Total income	£39,042.66	£21,278.30	£160.00	—	£60,480.96	£47,066.04
Expenditure on:						
Raising funds	£114.48	—	—	—	£114.48	£907.88
Expenditure on charitable activities	£40,811.43	£11,830.25	£140.00	—	£52,781.68	£62,386.06
Other expenditure	—	—	—	—	—	£80.35
Total expenditure	£40,925.91	£11,830.25	£140.00	—	£52,896.16	£63,374.29
Gains / losses on investment assets	(£1,785.61)	—	(£1,283.73)	(£9,054.67)	(£12,124.01)	£17,685.44
Net income / (expenditure) resources before transfer	(£3,668.86)	£9,448.05	(£1,263.73)	(£9,054.67)	(£4,539.21)	£1,377.19
Transfers						
Gross transfers between funds - in	—	£1,400.00	—	—	£1,400.00	£12,100.00
Gross transfers between funds - out	—	(£1,400.00)	—	—	(£1,400.00)	(£12,100.00)
Other recognised gains / losses						
Net movement in funds	(£3,668.86)	£9,448.05	(£1,263.73)	(£9,054.67)	(£4,539.21)	£1,377.19
Total funds brought forward	£34,498.52	£75,276.28	£23,077.39	£90,506.59	£223,358.78	£221,981.59
Total funds carried forward	£30,829.66	£84,724.33	£21,813.66	£81,451.92	£218,819.57	£223,358.78
Represented by						
Unrestricted						
General fund	£30,829.66	—	—	—	£30,829.66	£34,498.52
Designated						
COMMUNITY ENGAGEMENT	—	£231.62	—	—	£231.62	—
Emergency Appeals	—	—	—	—	—	£500.00
LEGACIES	—	£71,358.15	—	—	£71,358.15	£64,961.13
Parish Hall (Proceeds)	—	£12,876.30	—	—	£12,876.30	£9,815.15
RESTORATION	—	£258.26	—	—	£258.26	—
Restricted						
Flower Fund	—	—	£50.07	—	£50.07	£30.07
RESTORATION	—	—	£21,763.59	—	£21,763.59	£23,047.32
Endowment						
Parish Hall (Proceeds)	—	—	—	£81,451.92	£81,451.92	£90,506.59

STATEMENT OF ASSETS AND LIABILITIES

	This year	Last year
❖ Investments		
M&G Charifund(House)	❖	❖
General fund (Unrestricted) -	£30,272.11	£32,057.72
	£30,272.11	£32,057.72
M&G Charifund(Church)		
RESTORATION (Restricted) -	£21,763.59	£23,047.32
	£21,763.59	£23,047.32
M&G Charifund (Hall)		
Parish Hall (Proceeds) (Endowment) -	£23,835.61	£25,241.56
	£23,835.61	£25,241.56
CBF Investment (Hall)		
Parish Hall (Proceeds) (Endowment) -	£57,616.31	£65,265.03
	£57,616.31	£65,265.03
Total for Investments	£133,487.62	£145,611.63
❖ Cash at bank and in hand		
Bank Current Account (No 2)	❖	❖
General fund (Unrestricted) -	£0.31	£0.42
	£0.31	£0.42
CAFcash account MAIN		
COMMUNITY ENGAGEMENT (Designated) -	£231.62	—
General fund (Unrestricted) -	£350.78	£1,947.87
LEGACIES (Designated) -	£485.95	—
Flower Fund (Restricted) -	£50.07	£30.07
RESTORATION (Designated) -	£258.26	—
Parish Hall (Proceeds) (Designated) -	£1,143.51	£1,200.28
Emergency Appeals (Designated) -	—	£500.00
	£2,520.19	£3,678.22
CCLA (CBF) DEPOSIT ACCOUNT		
General fund (Unrestricted) -	£144.71	£467.51
Parish Hall (Proceeds) (Designated) -	£11,732.79	£8,614.87
	£11,877.50	£9,082.38
CCLA (CBF) LEGACIES ACCOUNT		
LEGACIES (Designated) -	£70,872.20	£64,961.13
	£70,872.20	£64,961.13
Cash in hand		
General fund (Unrestricted) -	£36.75	—
	£36.75	—
Petty Cash (Imprest) Account		
General fund (Unrestricted) -	£25.00	£25.00
Total for Cash at bank and in hand	£85,331.95	£77,747.15
Grand total	£218,819.57	£223,358.78

ANALYSIS OF INCOME AND EXPENDITURE

	<u>Unrestricted</u>	<u>Designated</u>	<u>Restricted</u>	<u>Endowment</u>	<u>Total</u> <u>This year</u>	<u>Last year</u>
Income And Endowments						
❖ Donations and legacies						
0101 - Gift Aid - Bank	£1,280.00	—	—	—	£1,280.00	£1,680.00
0105 - Gift Aid - PGS	£12,651.20	—	—	—	£12,651.20	£12,773.19
0110 - Gift Aid - Envelopes	—	—	—	—	—	£80.00
0202 - Other Planned Giving - Bank	£150.00	—	—	—	£150.00	£150.00
0203 - Other Planned Giving - Envelope	—	—	—	—	—	£65.00
0215 - Other Planned Giving - PGS	£5,909.06	—	—	—	£5,909.06	£5,722.45
0301 - Loose plate collections	£3,191.04	—	—	—	£3,191.04	£2,704.32
0305 - Contactless Donations	£1,198.06	—	—	—	£1,198.06	£808.48
0401 - Regular gift days	£210.00	—	—	—	£210.00	£414.00
0410 - Church box	—	—	—	—	—	£5.05
0550 - Donations appeals etc	£491.50	—	£60.00	—	£551.50	£967.80
0552 - Website donations	£148.50	—	—	—	£148.50	£555.32
0553 - Easyfundraising donations	£17.22	—	—	—	£17.22	—
0601 - Gift Aid refunds & GASDS	£4,266.85	—	—	—	£4,266.85	£4,566.21
0701 - Legacies	—	£17,306.08	—	—	£17,306.08	£6,400.00
0801 - Recurring grants	£142.50	—	—	—	£142.50	—
08A1 - Non-recurring one-off grants	£2,751.30	—	£100.00	—	£2,851.30	£1,598.60
0901 - Other funds generated	£231.00	—	—	—	£231.00	—
1225 - Receipts for shared ministry	£255.18	—	—	—	£255.18	£94.50
Total	£32,893.41	£17,306.08	£160.00	—	£50,359.49	£38,584.92
❖ Income from charitable activities						
0502 - Non-Statutory Fees	£599.50	—	—	—	£599.50	£212.00
1103 - Parochial Fees	£1,396.00	—	—	—	£1,396.00	£878.00
1210 - Bookstall sales to promote objectives	—	—	—	—	—	£15.00
Total	£1,995.50	—	—	—	£1,995.50	£1,105.00
❖ Other trading activities						
0902 - Events income	£771.20	—	—	—	£771.20	£910.41
1240 - Use of church (fund raising)	£290.00	—	—	—	£290.00	£300.00
Total	£1,061.20	—	—	—	£1,061.20	£1,210.41
❖ Investments						
1001 - Dividends	£2,939.04	£3,061.15	—	—	£6,000.19	£5,479.14
1020 - Bank and building society interest	£153.51	£911.07	—	—	£1,064.58	£42.57
Total	£3,092.55	£3,972.22	—	—	£7,064.77	£5,521.71
❖ Other income						
1310 - Insurance claims	—	—	—	—	—	£644.00
Total	—	—	—	—	—	£644.00
INCOME TOTAL	£39,042.66	£21,278.30	£160.00	—	£60,480.96	£47,066.04

Expenditure

❖ Raising funds

1730 - Costs of fetes & other events	£32.98	—	—	—	£32.98	£811.88
1750 - Bank Charges	£81.50	—	—	—	£81.50	£96.00
Total	£114.48	—	—	—	£114.48	£907.88

❖ Expenditure on charitable activities

1801 - Giving to missionary societies	—	—	—	—	—	£150.00
1830 - Giving - relief and development agencies	£500.00	£750.00	—	—	£1,250.00	£850.00
1850 - Home mission	£100.67	£600.00	—	—	£700.67	£600.00
1870 - Secular charities	—	£400.00	—	—	£400.00	£600.00
1875 - Pop Up Cafe	—	£168.38	£100.00	—	£268.38	—
1901 - Common Fund Contribution	£23,751.75	£4,000.25	—	—	£27,752.00	£29,911.00
2001 - Working Expenses - Assistant Staff	£604.06	—	—	—	£604.06	£472.14
2062 - Organist	£1,000.00	—	—	—	£1,000.00	£1,100.00
2101 - Incumbent - Working Expenses	£315.16	—	—	—	£315.16	£101.52
2160 - Parish training and mission	£205.00	—	—	—	£205.00	—
2210 - Mission Expenses	£60.60	—	—	—	£60.60	—
2301 - Church running - insurance	£5,236.75	—	—	—	£5,236.75	£5,007.83
2320 - Organ tuning & Maintenance	—	—	—	—	—	£180.00
2330 - Church maintenance	£2,256.77	£458.82	—	—	£2,715.59	£1,203.14
2331 - Cleaning	£255.12	—	—	—	£255.12	£29.68
2340 - Upkeep of services	£239.08	—	—	—	£239.08	£609.85
2341 - Shared Ministry Items	£172.32	—	—	—	£172.32	—
2342 - Childrens Work	—	—	—	—	—	£12.29
2345 - Cost of Flowers	—	—	£40.00	—	£40.00	£126.70
2350 - Upkeep of churchyard	£171.18	—	—	—	£171.18	£145.41
2360 - Administration	£2,213.92	—	—	—	£2,213.92	£2,444.75
2363 - Music and Hymn Books (inc licences)	£169.89	—	—	—	£169.89	£162.66
2420 - Church running - water	£260.72	—	—	—	£260.72	£253.90
2440 - Church running - heating and lighting	£2,577.68	—	—	—	£2,577.68	£3,405.23
2505 - Website Expenses (haldonteam.org.uk)	£124.16	—	—	—	£124.16	£165.53
2506 - Website Expenses (stjames-teignmouth.org)	—	—	—	—	—	£44.38
2510 - Bookstall costs	—	—	—	—	—	£11.64
2701 - Church major repairs - structure	—	£4,800.00	—	—	£4,800.00	—
2710 - Church major repairs - installation	—	—	—	—	—	£8,149.44
2720 - Church minor repairs and decorating	£596.60	£652.80	—	—	£1,249.40	£6,648.97
Total	£40,811.43	£11,830.25	£140.00	—	£52,781.68	£62,386.06

❖ Other expenditure

2332 - COVID-19 pandemic	—	—	—	—	—	£67.60
2399 - Governance costs examination/audit fee	—	—	—	—	—	£12.75
Total	—	—	—	—	—	£80.35
EXPENDITURE TOTAL	£40,925.91	£11,830.25	£140.00	—	£52,896.16	£63,374.29
GRAND TOTAL	(£1,883.25)	£9,448.05	£20.00	—	£7,584.80	(£16,308.25)

PREVIOUS YEAR [2021] STATEMENT OF FINANCIAL ACTIVITIES [SOFA]

	Unrestricted funds	Designated funds	Restricted funds	Endowment funds	Total funds	Prior year total funds
Income and endowments from:						
Donations and legacies	30,449.27	7,998.60	137.05	—	38,584.92	81,549.10
Income from charitable activities	1,105.00	—	—	—	1,105.00	1,542.64
Other trading activities	302.00	—	908.41	—	1,210.41	254.67
Investments	1,869.13	2,897.26	755.32	—	5,521.71	5,412.84
Other income	644.00	—	—	—	644.00	—
Total income	34,369.40	10,895.86	1,800.78	—	47,066.04	88,759.25
Expenditure on:						
Raising funds	824.84	—	83.04	—	907.88	447.36
Expenditure on charitable activities	47,162.35	11,526.16	3,697.55	—	62,386.06	62,760.96
Other expenditure	80.35	—	—	—	80.35	198.50
Total expenditure	48,067.54	11,526.16	3,780.59	—	63,374.29	63,406.82
Gains / losses on investment assets	3,782.78	—	2,719.56	11,183.10	17,685.44	(21,936.66)
Net income / (expenditure) resources before transfer	(9,915.36)	(630.30)	739.75	11,183.10	1,377.19	3,415.77
Transfers						
Gross transfers between funds - in	11,500.00	600.00	—	—	12,100.00	54,644.82
Gross transfers between funds - out	(220.56)	(11,879.44)	—	—	(12,100.00)	(54,644.82)
Other recognised gains / losses	—	—	—	—	—	—
Net movement in funds	1,364.08	(11,909.74)	739.75	11,183.10	1,377.19	3,415.77
Total funds brought forward	33,134.44	87,186.02	22,337.64	79,323.49	221,981.59	218,565.82
Total funds carried forward	34,498.52	75,276.28	23,077.39	90,506.59	223,358.78	221,981.59
Represented by						
Unrestricted						
General fund	34,498.52	—	—	—	34,498.52	33,134.44
Designated						
Children's Work	—	—	—	—	—	7.00
Emergency Appeals	—	500.00	—	—	500.00	300.00
LEGACIES	—	64,961.13	—	—	64,961.13	79,922.66
Parish Hall (Proceeds)	—	9,815.15	—	—	9,815.15	6,956.36
Restricted						
Flower Fund	—	—	30.07	—	30.07	107.81
RESTORATION	—	—	23,047.32	—	23,047.32	22,229.83
Endowment						
Parish Hall (Proceeds)	—	—	—	90,506.59	90,506.59	79,323.49

