

**The Parish Church
of St Mary the Blessed Virgin
Burley in Wharfedale**



**ANNUAL REPORT
and
FINANCIAL STATEMENTS
of the
PAROCHIAL CHURCH COUNCIL
for the year ended 31st December 2023**

Vicar
Church Wardens

Treasurer
PCC Secretary
Independent Examiner

Mr Phil Bishop
Mrs. Val McKenzie
Mr. John Spencer
Mr John Spencer
Ms. Lis. Merrick
Mr John McGhee

PAROCHIAL CHURCH COUNCIL OF ST MARY THE BLESSED VIRGIN

BURLEY IN WHARFEDALE

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**PAROCHIAL CHURCH COUNCIL OF ST MARY THE BLESSED VIRGIN
BURLEY IN WHARFEDALE**

INDEPENDENT EXAMINERS REPORT

This report on the accounts of the PCC for the year end 31st December 2023

This report on the accounts of the P.C.C. for the year ended 31st December 2023, which are set out on pages 1 – 8 is in respect of an examination carried out under Regulation 3(3) of the Church Accounting Regulations 1997 and s.43 of the Charities Act 1993.

Respective responsibilities of trustees and examiner

As the members of the P.C.C. you are responsible for the preparation of the accounts; you consider that the audit requirement of Regulation 3(3) of the Church Accounting Regulations and section 43(2) of the Charities Act 1993 (the Act) do not apply. It is my responsibility to issue this report on those accounts in accordance with the terms of Regulation 25 of the Church Accounting Regulations 1997 and Regulation 7 of the Charities (Accounts & Reports) Regulations 1995.

My examination was carried out in accordance with the General Direction given by the Charity Commission under section 43(7)(b) of the Act and to be found in the guidance from the CBF. 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 examiner's 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 to requirements to keep accounting records in accordance with section 41 of the Act; and to prepare accounts which accord with the accounting records and comply with the requirements of the Act, as also contained in the Church Accounting Regulations 1997 have not been met.
2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Date: 11th April 2024.

Independent Examiner

PAROCHIAL CHURCH COUNCIL OF S. MARY B.V. BURLEY IN WHARFEDALE

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2023

1. ACCOUNTING POLICIES

The financial statements have been prepared in accordance with the Church Accounting Regulations 1997 together with applicable accounting standards and the Charities SORP. The financial statements have been prepared under the historical cost convention except for the valuation of investment assets, which are shown at market value.

Funds

General funds represent the funds of the PCC that are not subject to any restrictions regarding their use and are available for application on the general purposes of the PCC. Funds designated for a particular purpose by the PCC are also unrestricted.

The accounts include 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.

Incoming Resources

Voluntary income and capital sources

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

Planned giving receivable under covenant is recognised only when received.

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

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

Funds raised by the fete, garden party, and similar events are accounted for gross.

Sales of books and magazines from the church bookstall are accounted for gross.

Other ordinary income

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

Income from investments

Dividends and interest are accounted for when receivable. Tax recoverable on such income is recognised in the same accounting year.

Gains and losses on investments

Realised gains or losses are recognised when investments are sold. Unrealised gains or losses are accounted for on revaluation of investments on 31 December.

Resources Used

Grants

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

Activities directly relating to the work of the Church.

The Diocesan share is accounted for when payable. Any unpaid at 31st December is provided for in these accounts as an operational (though not a legal) liability and is shown as a creditor in the Balance Sheet.

Fixed Assets

Consecrated land and buildings and movable church furniture

Consecrated and beneficed property is excluded from the accounts by s.96(2)(a) of the Charities Act 1993.

No value is placed on movable church furnishings held by the churchwardens on special trust for the PCC and which require a faculty for disposal since the PCC considers this to be inalienable property. All expenditure incurred during the year on consecrated or beneficed buildings and movable church furnishings, whether maintenance or improvement, is written off as expenditure in the SOFA and separately disclosed.

Other fixtures, fittings and office equipment

Equipment used within the church premises is written off in the year of purchase.

Investments

Investments are valued at market value on 31 December 2023 or on the latest information available.

Current assets

Amounts owing to the PCC on 31 December 2023 in respect of fees, rents or other income are shown as debtors less provision for amounts that may prove uncollectable..

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

PAROCHIAL CHURCH COUNCIL OF ST MARY THE BLESSED VIRGIN

BURLEY IN WHARFEDALE

TREASURER'S REPORT 2023

This is my third Treasurers Report to the APCM, the report has again been put together with the invaluable help of Duncan Watts, who again has assisted with some of the more technical aspects of the accounting profession. We must also thank our examiner John McGhee who has stepped in to provide the necessary independence to these accounts and to Sally for allowing him.

The day-to-day operation of the church has generated a substantial loss of around £30,000. We did however pay our parish share in full. This is by far our greatest expense, and I know from conversations with the diocese how grateful they are that we continue to pay this. Although this looks substantial it is artificially held at a lower amount than the Diocese would like, due to a maximum percentage of any church income that can be paid through the Parish Share.

This loss is substantial and in the long term unsustainable. As you will be aware there has been a service and presentation on the issues of the church finances at a recent service. I hope this was informative and allowed the congregation to be better informed on the present financial difficulties.

As set out in the last years report the coming year will see significant cost increases associated with the purchase of energy and ongoing support to the Parish Centre. Unless we can generate a significant increase in bookings at the Parish Centre the ongoing losses will need to be subsidised by the Church.

The overall balance sheet has reduced by around £30,000 mainly due to the losses we have incurred supporting the church and the parish centre and their day to day operation. It is hoped that in the coming year we can reduce the amount spent on the maintenance of the buildings however with both buildings and especially the church the work is often unexpected and is required to allow the church to run and not to deteriorate.

Can I thank all the people who help me with the finances of the church, to Val McKenzie for the envelopes, for Jason Atkinson for dealing with the collections, petty cash and transferring this to the bank and also to Karen Selby for taking on the role of Parish Centre treasurer.

Can I finally thank everyone who contributes to the ongoing finances of the church, either through individual donations or the Central giving Scheme.



John Spencer

Treasurer

PAROCHIAL CHURCH COUNCIL OF ST MARY'S THE BLESSED VIRGIN

BURLEY IN WHARFEDALE

BALANCE SHEET 2023

	2023		2022	
FIXED ASSESTS				
Tangible Fixed Assests	£	131,000	£	131,000
Current Assests	£	248,556	£	281,354
	£	<u>379,556</u>	£	<u>412,354</u>
LIABILITIES				
Amounts Failing within 1 year	£	3,250	£	5,320
	£	376,306	£	407,034
Movement	£	30,728	£	142,740
General Reserves 31/12/2023				
Current Account (PCC) ✓	£	75,554	£	87,021
Deposit Account / Funds	£	169,262	£	174,579
Pre Payments	£	3,740	£	19,754
	£	248,556	£	281,354

Approved by the Parochial Church Council on

14.04.2024

And Signed on its Behalf by

P.W. Biggs

PAROCHIAL CHURCH COUNCIL OF ST MARY'S THE BLESSED VIRGIN

BURLEY IN WHARFEDALE

NOTES TO THE FINANCIAL STATEMENT - for the year ending 31/12/2023

2	INCOMING RESOURCES	Unrestricted Funds		Restricted Funds		TOTALS	
		2023	2022	2023	2022	2023	2022
2a	<u>Resources from Donors</u>						
	Planned Giving - Central	£ 62,109	£ -	£ 62,109	£ 58,041		
	Planned Giving - St Mary's	£ 8,345	£ -	£ 8,345	£ 10,105		
	Planned Giving - Envelopes	£ 1,932	£ -	£ 1,932	£ 2,352		
		£ 72,386	£ -	£ 72,386	£ 70,498		
	Collections - Open Plate	£ 2,493	£ -	£ 2,493	£ 2,081		
	Collections - Occasional	£ 17	£ -	£ 17	£ 1,317		
	Donations	£ 1,634	£ 5,537	£ 7,171	£ 3,584		
	Legacies	£ -	£ -	£ -	£ 1,000		
	Bequests	£ -	£ -	£ -	£ -		
	Life Time Gifts	£ -	£ -	£ -	£ 47,535		
	Flower Festival	£ -	£ 2,159	£ -	£ -		
	Income Tax Recoverable	£ 23,217	£ -	£ 23,217	£ 25,474		
		£ 99,748	£ 7,696	£ 105,285	£ 151,489		
2b	<u>Other Voluntary Income - Income from Operating Activities to further the Council Objectives</u>						
	Grants - (See Page 7)	£ -	£ 5,562	£ 5,562	£ 4,000		
2c	<u>Income from Operating Activities</u>						
	Friends of St Marys	£ -	£ 1,809	£ 1,809	£ 1,809		
	Fees - Baptism, Weddings and Funerals	£ 3,694	£ -	£ 3,694	£ 5,203		
	Donation to Outreach Worker	£ -	£ -	£ -	£ 160		
		£ 3,694	£ 1,809	£ 5,503	£ 7,172		
2d	<u>Income from Operating Activities to General Funds</u>						
	Magazine - Sales	£ 677	£ -	£ 677	£ 1,095		
	Magazine - Advertising	£ 1,175	£ -	£ 1,175	£ 1,125		
	Parish Centre Contribution	£ -	£ -	£ -	£ 3,805		
		£ 1,852	£ -	£ 1,852	£ 6,025		
2e	<u>Income from Investments</u>						
	Interest	£ 3,554	£ -	£ 3,554	£ 212		
	Rent	£ 205	£ -	£ 205	£ 285		
		£ 3,759	£ -	£ 3,759	£ 497		
2f	<u>Other Income to General Funds</u>						
	VAT Reclaimed	£ 3,216	£ -	£ 3,216	£ -		
	God's Acre	£ 188	£ -	£ 188	£ 627		
		£ 3,404	£ -	£ 3,404	£ 627		
	TOTAL INCOME	£ 112,456	£ 15,067	£ 125,364	£ 169,810		

Note 1 Anticipated Income tax Recoverable is from the initial review of Parish giving by Treasurer

Note 2 Anticipated, this needs reviewing with Parish Office

Note 3 Will be accounted on Receipt

PAROCHIAL CHURCH COUNCIL OF ST MARY'S THE BLESSED VIRGIN

BURLEY IN WHARFEDALE

NOTES TO THE FINANCIAL STATEMENT - for the year ending 31/12/2023

3		Unrestricted Funds		Restricted Funds		TOTALS	
						2023	2022
RESOURCES ALLOCATED							
<u>Grants - Mission and Charitable Giving (page 7)</u>							
3a	Missionary Society	£	-	£	-	£	-
	Relief and Development Agencies	£	-	£	1,938	£	1,938
	Home Mission and Church Societies	£	4,624	£	5,535	£	10,159
	(Allowance Made in the Accounts)	£	4,624	£	7,473	£	12,097
<u>Activities Relating to Work of Church</u>							
3b	Parish Share	£	92,191	£	-	£	92,191
	Ministry Clergy Expenses	£	554	£	-	£	554
	Eucharist	£	1,294	£	-	£	1,294
		£	94,040	£	-	£	94,040
	Heating, Lighting, Water	£	6,161	£	-	£	6,161
	Insurance	£	2,494	£	-	£	2,494
	Cleaning	£	5,252	£	-	£	5,252
	Repairs and Renewals	£	14,490	£	-	£	14,490
	Architects fees (Now Part of reordering)	£	770	£	-	£	770
	Music	£	522	£	-	£	522
	Organ repairs	£	228	£	-	£	228
	Director of Music / Organist	£	3,345	£	-	£	3,345
	Telephones	£	972	£	-	£	972
	Employers Pension / NI	£	195	£	-	£	195
	Outreach / Family Worker	£	1,499	£	-	£	1,499
		£	-	£	-	£	-
7		£	35,929	£	-	£	35,929
<u>Church Management and Administration</u>							
3c	Church Literature	£	60	£	-	£	60
	PA to the Vicar / Parish Administrator	£	8,956	£	-	£	8,956
	Parish Centre Manager	£	2,181	£	-	£	2,181
	Printing Office Stationary	£	1,030	£	-	£	1,030
		£	12,227	£	-	£	12,227
<u>Miscellaneous Expensive</u>							
3d	PA Equipment	£	-	£	-	£	-
	Computer Equipment	£	367	£	-	£	367
	Postage / Stationary	£	20	£	-	£	20
	Books	£	-	£	-	£	-
	Refreshments	£	859	£	-	£	859
	Bank Charges	£	554	£	-	£	554
	Parish Centre Reordering	£	-	£	-	£	-
		£	1,799	£	-	£	1,799
TOTAL RESOURCES USED		£	148,619	£	7,473	£	156,092
Balance					-£		30,728
TOTAL MOVEMENT					-£		30,728

PAROCHIAL CHURCH COUNCIL OF ST MARY'S THE BLESSED VIRGIN

BURLEY IN WHARFEDALE

NOTES TO THE FINANCIAL STATEMENT - for the year ending 31/12/2023

	2023		2022	
4 STAFF COSTS				
Parish Administrator	£	9,151	£	3,565
Organist	£	4,215	£	4,215
Family Works				
Parish Centre Manager	£	2,181	£	2,181
	£	15,547	£	9,961

5 FIXED ASSETS FOR USE BY THE PCC

	Freehold Land and Buildings	
Deemed Cost 1/1/2023	£	131,000
	£	<u>131,000</u>
Depreciation	£	-
Net Book Value 31/12/2023	£	<u>131,000</u>

PAROCHIAL CHURCH COUNCIL OF ST MARY'S THE BLESSED VIRGIN

BURLEY IN WHARFEDALE

NOTES TO THE FINANCIAL STATEMENT - for the year ending 31/12/2023

GIFTS TO MISSION AND CHARITIES

SOURCES OF GIFTS	Unrestricted Funds		Restricted Funds		2023	2022
PCC Grant (£3250 accrued and not expended)	£	4,587	£	-	4,587	4,000
Other Grants			£	4,535	4,535	4,601
Christmas Services	£	-	£	-	-	219
Christingle Service	£	-	£	1,027	1,027	257
					-	-
	£	4,587	£	5,562	10,149	9,077

ALLOCATION

Relief and Development Agencies (Monies allocated and Agreed by S.F.C.)

Grants					-	4,000
Children's Society	£	1,027	£	-	1,027	357
Burley / Terele Friendship Trust	£	500	£	-	500	500
Katiyo School	£	500	£	-	500	500
Bibles to School	£	347	£	-	347	690
West Nepal Disabled Trust	£	750	£	-	750	750
Burley Community Trust	£	-	£	3,250	3,250	100
McKenzie Friend Charity	£	-	£	-	-	250
Inn Churches	£	-	£	-	-	250
Otley Christian Resources Hub	£	1,000	£	-	1,000	1,000
Burley COVID relief	£	-	£	-	-	2,100
Grants for Sundan	£	500	£	-	500	750
Diabetes Society	£	-	£	-	-	254
Ukrainian Appeal	£	-	£	-	-	1,000
Bradford Churches	£	-	£	2,285	2,285	44
Mission Giving	£	-	£	-	-	466
					-	-
	£	4,624	£	5,535	10,159	9,011

ST MARY'S PARISH CENTRE

BURLEY IN WHARFEDALE

ACCOUNTS TO THE APCM 2023

INCOME	2023	2022
Room Hire	£ 8,144.52	£ 19,747.55
Open Door	£ -	£ -
Sales of Card	£ -	£ -
Photocopying	£ -	£ -
Donnations	£ 675.37	£ 996.54
Deposit Account Interest		
Grants	£ -	£ 22,942.00
TOTAL	£ 8,819.89	£ 43,686.09
EXPENDITURE		
Insurance	£ 853.84	£ 812.98
Water	inc below	inc below
Rates	£ 273.36	£ 633.92
Electricity and Gas	£ 4,251.79	£ 3,752.41
Cleaning	£ 426.88	£ 2,391.92
Plus NET	£ 280.61	£ 255.10
Computer Services	£ 2,028.41	£ 1,980.44
TV Licence	£ 159.00	£ 159.00
Phones	£ 470.81	£ 433.21
Photocopying Costs	£ 1,976.89	£ 1,492.40
Consumables	£ 434.02	£ 991.12
Window Cleaning	£ 330.00	£ 300.00
Safety and Maintenance	£ 1,018.90	£ 3,261.46
Centre Manager Costs	£ 621.80	£ 3,730.80
Petty Cash	£ -	£ -
Cuppa Cake	£ 1,199.65	£ 524.72
Other	£ 4,758.94	£ 917.28
Sub Total	£ 19,084.90	£ 39,923.04
Construction Works inc Architects fees	£ 4,078.80	£ 18,286.28
TOTAL	£ 23,163.70	£ 58,209.32

Summary		
Deficit / Surplus (Day to Day)	-£ 10,265.01	£ 3,352.51
Deficit / Surplus inc Construction	-£ 14,343.81	-£ 14,523.23
End of Year Bank Balance	£ 5,444.90	£ 12,835.05
Deposit Account	£ 15,832.10	£ 15,832.00
Cash n Hand	£ 9.00	£ 9.00
Total Funds at the End of April	£ 21,286.00	£ 28,227.43

Treasurer



Karen Selby

Accounts Authorised



P J Spencer

Burley in Wharfedale Branch Mothers Union
Receipts and Payments - Year ending 31st December 2023

Income	<u>2023</u>	<u>2022</u>
Subscriptions	£390.00	£336.00
Strawberry Teas	£300.00	£190.00
Donation	£10.00	£20.00
Other		
Total	£700.00	£546.00

Expenditure		
Subs to Diocese	£390.00	£336.00
Big Give Christmas Challenge	£300.00	£200.00
Total	£690.00	£536.00

Account Summary

Opening Cash plus Bank Balance	£170.68	
Income during year	£700.00	£546.00
Expenditure during year	£690.00	£536.00
Surplus/Deficit generated in year	£10.00	£10.00
End of Year Cash in Hand	£61.97	£52.17
End of Year Bank Balance	£128.51	£128.51

Branch Treasurer

L J Nelson

Linda J Nelson

Accounts authorised by

R Spencer

Peter John Spencer

Ladies Group

Receipts and Payments - Year ending 31st December 2023

Income	<u>2023</u>	<u>2022</u>
Door	£102	£42.00
Total	£102	£42.00

Expenditure		
Refreshments	£15	£38.00
Speakers	£170	£70.00
Total	£185	£108.00

Account Summary

Opening Cash plus Bank Balance	£829.94	£895.94
Income during year	£102.00	£42.00
Expenditure during year	£185.00	£108.00
Surplus/Deficit generated in year	£83.00	£66.00
End of Year Cash in Hand	£73.00	£16.00
End of Year Bank Balance	£713.94	£813.94

Branch Treasurer

LJ Nelson

Linda J Nelson

Accounts authorised by

Spencer

Peter John Spencer