

**Parochial Church Council of St Petroc's, Bodmin with St Stephen, Nanstallon  
Trustees' Annual Accounts**

**ANNUAL REPORT AND FINANCIAL STATEMENTS**

For the year ended 31 December 2022

**The Parochial Church Council of St Petroc's Church, Bodmin  
with St Stephen, Nanstallon**

Registered Charity Number: 1170555

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# TRUSTEES' ANNUAL REPORT

2022 Report and Accounts for the Parochial Church Council of St Petroc's Church, Bodmin

## Aim and purposes

St Petroc's Parochial Church Council (PCC) has the responsibility of cooperating with the incumbent, the Reverend Paul Holley, in promoting in the ecclesiastical parish, the whole mission of the church, pastoral, evangelistic, social and ecumenical. The PCC is also specifically responsible for the maintenance of the parish church and parish centre in Bodmin, and the mission church of St Stephen's Nanstallon.

## Objectives and activities

The PCC is committed to enabling as many people as possible to worship at our churches and to become part of our parish community at St Petroc's and St Stephen's. It strives to enable Christian people to live out their faith and to serve their neighbours. It provides amenity for the town's residents and for those of the village of Nanstallon.

When planning its activities for the year, the PCC has considered the Charity Commission's guidance on public benefit and, in particular, the supplementary guidance on charities for the advancement of religion.

## Achievements and performance

The emergence from the crisis phase of the Covid pandemic allowed the church community to consolidate some changes and developments. Some minor changes to patterns in Sunday worship have become established, while a revitalising of pastoral care has come with the very welcome new ministry offered by Revd Jan Crossley. We were sorry to lose Revd Claire Jones, whose curacy came to an end in June. She made a valuable contribution to the life of the team and is missed.

Regular worship returned to St. Stephen's during the year. A monthly morning service alternates between morning prayer and a Eucharist. An additional monthly evensong is proving popular. Focal minister, Judy Stott, has worked hard to broaden the appeal of the church in Nanstallon and has attracted new members for worship as well as participated in all the major village events.

Civic occasions have returned to their regular pattern, including Mayor Sunday and Remembrance Sunday. The church's place in the life of the town remains strong and relations with all civic groups and initiatives is vibrant. The annual Christmas Tree festival celebrated 20 years of community outreach through the sponsorship and decorating of trees by 60 local groups and organisations that attracted hundreds of visitors. Concerts and schools carol services were well supported.

Revd Elaine Munday continues to broaden the church's outreach to people across the town, particularly amongst the most vulnerable. She provides both practical and spiritual support to many families. Elaine's work in the town's schools has further strengthened following her support for them through the pandemic. A particular highlight was the visit of the Archbishop of

Canterbury, during which he met folk at Ourgate, the Kinsman estate, St Petroc's School and in Bodmin College.

Bodmin Way has overseen significant mission initiatives in its role as an agency of the church. These include the support of the pioneer minister, the Time Together café and a range of support for the elderly, youth club activities, and the establishing of a community larder. Staff work closely with the officers and volunteers of the church to enable these community development projects. As a result, the impact of the church on the town is growing substantially. The cost of living crisis has shaped much of these efforts, leading to hundreds of people receiving support in one form or another.

As well as re-establishing the Sunday school, Barbara Brittain has continued to develop work with teenagers both through Bodmin Way and in the setting of the church. St. Petroc's Youth (SPY) retains a good following and we are pleased to see our young people active on Sunday mornings as servers.

The PCC has taken some bold steps forward to ensure the conservation and sustainability of the church. Three reports were commissioned, including a conservation management plan, a review of activity data and a visitor strategy for history and heritage. The PCC is preparing for major reordering projects including the installation of a new heating system. The accumulated evidence from these reports will strengthen the case for funding from donors to achieve our aspirations.

The future of the church will be shaped around 3 complementary aims:

1. To enhance spaces for worship and devotion
2. To draw visitors for prayer, education and heritage tourism
3. To provide for regular community events

At present there are 110 parishioners on the church electoral roll. The average weekly attendance, counted during October, was 55 adults and 3 children.

We have celebrated 48 baptisms and 1 wedding and held 6 funerals in our church this year.

## Church buildings

Maintenance of the fabric of the church and of the Parish Centre is managed by the Buildings and Maintenance Group, a sub-committee of the PCC.

Major maintenance projects on the church carried out during the year were:

- External repairs to the north gutter of the nave roof, to restore weathertightness. Further work, under the same contract, on the refurbishment of internal finishes included selective re-plastering and the removal of most of the west wall plaster, which remains as exposed masonry pending further refurbishment. Wall-mounted monuments in the working area have been removed to temporary store.

This work was carried out using grant funding under a Historic England scheme for major churches, administered through the Church of England. The Contractor was Heritage Cornwall Ltd.



Temporary access erected for the internal works afforded opportunity for close inspection of the west windows, which were found to be in a seriously degraded state. In particular, there are now concerns for the safety of the northernmost of the three windows. Funding will be sought for undertaking its stabilisation and refurbishment.

- Local repair to the crenellated parapet of the south wall turret (former rood loft access), following a lightning strike, was carried out by Westcountry Stonemasons Ltd., the cost being recovered under building insurance.

Survey, consultation and planning activities:

- A *Conservation Management Plan* was commissioned from Mr Paul Holden. This document provides a detailed review of the many significant architectural features of, and artefacts within, the church, and offers guidance for specific areas of conservation and presentation.
- A comprehensive inspection and production of an *Electrical Installation Condition Report* was carried out.
- Consultation with a specialist consultant was initiated with a view to developing an outline design for an upgraded heating installation. This will provide improved performance and temperature control, and rely partially upon renewable sources, thereby reducing consumption of hydrocarbon fuels, and so alleviating running costs.
- At the end of the year, several architects were invited to make proposals for development of an internal re-ordering scheme (the last substantial re-ordering having been carried out in the early 1930s), to fit the building better to current patterns of worship and public performance events. Following evaluation of submissions, Connolly Wellingham Architects of Bristol were appointed to carry out the initial stages of a re-ordering scheme design.
- The churchyard was LIDAR-surveyed and associated register documents scanned as part of the *National Burial Grounds Survey*, commissioned by the Church of England.

#### St Petroc's Parish Centre

Continuing development of successful community outreach activities has led to increasing pressure upon space in this building, which is also in need of modernisation and refurbishment. During the year, initial layouts for possible extension and reconfiguration of the building were developed in consultation with the Parish's surveyor, Scott & Co. Proposals have yet to be progressed, pending discussions with the freeholder of the adjoining site and enquiries into potential funding sources.

#### Churchyard maintenance

The churchyard at St Petroc's has been closed for burials since 1859. With effect from 1<sup>st</sup> April 2022, responsibility for maintenance of the churchyard was assumed, at the PCC's request, by Bodmin Town Council, under the provisions of s.215 of the *Local Government Act 1972*. This is a financially more sustainable arrangement for the PCC than the prior practice, whereby the Town Council made discretionary cash contributions towards maintenance costs under s.214 of the Act, in addition to carrying out occasional maintenance tasks to churchyard pathways and trees.

It is noted that this new arrangement implies no change in title, which remains with the incumbent (the Rector), who continues to exercise control and management of the churchyard (including occasional interments of ashes), with the guidance of the PCC.

Mission church at St Stephen, Nanstallon

This small church, which falls within the St Petroc parish, remains in generally sound order. Maintenance during the year has been largely confined to upkeep of the modest grounds.

## **St Stephen, Nanstallon**

The loyal and faithful congregation remains a steady number for fortnightly services. Evensong services were introduced and have been well supported; these will continue.

The Queens jubilee celebrations proved to be the highlight of the year when the Church hosted an exhibition to honour Her Majesty's length of reign. Over the week, from staging the event, through to the Sunday service, saw many villagers, who are not regular attendees, crossing the threshold to see the flowers and interesting displays. The proclamation took place in the Church with the gathering enjoying an impromptu party in the church yard. The sadder service to say farewell to our sovereign lady, brought an even larger attendance.

The goodbye service for Rev Claire was a lively and boisterous event with Claire keeping us on our toes, and plentiful shouts of alleluias and whistles, followed by a glass of fizz in the sunshine.

Two prayer walks were held in July and October; walkers enjoyed a scenic stroll with prayer stops, topped off with tea and cake on return to the Church. Unfortunately, these will not be happening until I have had a hip surgery, unless someone wishes to lead them. On both occasions the weather was kind to us.

The first Harvest supper was held since the pandemic and it was great to be able to celebrate the service with a shared meal with a good sized congregation. The largest congregation was the Carol service with over thirty people sharing mince pies and cider.

Barbara Britain heard of an exciting new website being planned for Celtic Quiet Places, and after a meeting, St Stephens is now included in this scheme. Hopefully it will increase the profile of the Church and bring more visitors.

I am fortunate to have the support from the congregation. My thanks to Brenda McFadzean who has single handedly taken on the task of the flower rota for the last year, and kindly donates all the flowers; as well as doing all the seasonal displays. The fabric of the Church is in good order; the cleaning is now done regularly by Faye of Nellie Neat. The grounds are tidy, thanks to Graham Uddy's care.

And my thanks to Marion Lowe for her support with Evensong and the monthly midweek Celtic prayer service. Lastly thanks to Joanna Dingle for taking on the role of Church Warden.

*Judy Stott, Reader and Focal Minister*



## **The Parish Centre**

Basic design work on the proposed upgrading and extending of the building has been drawn up, this is a future project that is on hold at present. Parish and community use has increased this year with regular hirings and various support groups meeting for the well-being of the people of Bodmin. Bodmin Way has expanded its use of the building, particularly with the development of the community larder and the Warm Space initiative.

## **Worship and prayer**

The weekly Sunday Eucharist remains the cornerstone of public worship. In addition there are occasional festival celebrations. We have welcomed some new people on Sunday mornings and re-introduced a Sunday school. Services continued to be broadcast live on Facebook. During the year, one of the local worship leaders, Ian Dawes, was accepted for training as a priest.

Additional opportunities for prayer and study take place at a home group and by Zoom. Team prayers are said on a monthly basis.

The church hosts acts of worship through the year for St. Petroc's School, the Old Cornwall Society and the county's freemasons.

## **Pastoral care**

We currently have eight Lay Pastoral Ministers in our Team, three of which do a sterling job overseeing the enormous number of Baptisms that take place throughout the year. The remaining five ministers are responsible to taking Holy Communion into residential homes and also private homes. This work is very much appreciated by the recipients. One of our Ministers is also a Lay Chaplain in Bodmin Hospital, so we are now getting back to pre-Covid normality.

Rev. Elaine, Abbie, our Safeguarding Officer and Joanna our Churchwarden attend our six weekly meetings whenever they can and we value their support.

We also have a strong Pastoral Prayer Link which is revised each time that we meet.

St. Petroc's is extremely lucky that this small group of ladies do such invaluable work but we need more people to join this team if we are to sustain this important role.

## **Mission and evangelism**

Social Enterprise: 'Bodmin Way' is a social enterprise that organises community projects across the 5 churches that comprise Bodmin Team Ministry. Its primary aim is to support the team churches in establishing sustainable mission activities. These include the weekly Time Together group, a Community Larder, a 25 mile cross-country pilgrimage route linking the 5 churches, a community choir and ad hoc events. A parish nurse is the latest member of the team to add further dimensions to this work. Church volunteers assist in these various activities but also organise other mission initiatives.

Pioneer Ministry: Team vicar, Revd. Elaine Munday, appointed as a Pioneer Minister in 2018, continues to identify increasing social needs and mission opportunities across the local housing estates and in schools and colleges. This growing ministry has impacted the lives of countless individuals and families, many of whom are particularly vulnerable at this time of social and economic crisis. Elaine works creatively sharing the gospel in ways relevant to local demographics that addresses complex social dilemmas. She also generates interest in weddings, baptisms and funeral services. Archbishop Justin Welby and Bishop Philip received a warm welcome from many local participants who affirmed the impact of pioneer ministry in transforming lives. 'Ourgate' is a simple project that the Archbishop likened to a 'communion table': a table at Revd Elaine's garden gate is a local focal point offering a range of foodstuff and other basic necessities, free of charge to those in need. People regularly leave goods as well as taking what they require.

Government 'Warm Space' funding enabled Revd Elaine and her team to engage with people queueing in the cold to collect food from the Community Larder. Offering free hot drinks, food and an opportunity to talk led to a drop-in hub, growing steadily through word of mouth and regularly engaging around 50 people per session. Church volunteers befriend the guests, offering a listening ear whilst the newly appointed Parish Nurse and Social Prescribers help to address wider health and wellbeing issues. There is potential for a longer term, far reaching mission initiative.

Local and overseas mission: The mission focus group meets regularly to plan and pray for forthcoming mission events. This year's key fund raising events raised around £4000 and beneficiaries included The Leprosy Mission, DEC Ukraine, SAMS Peru, Royal British Legion, CLEAR trauma specialists and Sightsavers.

The Mothers Union group knitted and distributed 140 small teddies to children starting school, each including a St Petroc's greeting and bible verse. Similar little bears are now offered at children's baptisms. Again, activity boxes were welcomed by Social Services to benefit vulnerable children during the summer holiday period: 25 shoeboxes were covered and filled with various inexpensive toys, books, toiletries and other age-appropriate items. Harvest Festival produce supported pioneer ministry. The Advent gift service attracted generous Christmas gifts for local children and young people known to Social Services.

Pam Sloan was thanked for all her hard work and achievements during 10 years service as mission coordinator.

Evangelism: Evangelism underpins every aspect of St Petroc's mission and outreach ministry. Befriending and listening to people in a safe environment regularly present opportunities for conversations about personal faith, spiritual beliefs and general wellbeing. A hospital chaplain makes regular visits to the sick. Online bible study and weekly home fellowship groups enable church members to explore their own spiritual journey and faith challenges in order to encourage others. Church services offer monthly anointing for healing, and prayer ministry is available. The death of the late Queen Elizabeth II generated a lot of faith dialogue, as have personal bereavements and the British Legion Festival of Remembrance.

Looking forward: the Bodmin Team Ministry plans to consolidate and develop its existing mission initiatives; to work more collaboratively with local churches and community agencies in enhancing health and wellbeing.

*The harvest is plentiful but the workers are few. Ask the Lord of the harvest, therefore, to send workers into the harvest field (Luke 10:2)*



## **Safeguarding**

The PCC has complied with the duty under section 5 of the Safeguarding and Clergy Discipline Measure 2016 (duty to have regard to House of Bishops' guidance on safeguarding children and vulnerable adults).

The team safeguarding officer, Abbie Cavalera, acted as the parish safeguarding officer for each of the parishes of the team. PCC meetings were briefed of the latest developments in safeguarding policy. DBS checks were facilitated for those acting in relevant roles. Continued support was offered to ensure that PCC members and other officers of the church to undertake their safeguarding training. This is an ongoing process.

## **Volunteers**

Safer Recruiting People Management processes were implemented for roles among children and young people. The recruitment and oversight of volunteers is a work in progress, supported by the administrative support of Bodmin Way.

## **Deanery Synod**

The deanery synod engaged extensively with a diocesan review process called On the Way. This was launched by Bishop Hugh in December 2021 and pursued by regular synod and standing committee meetings until the adoption of a deanery plan in July 2022. The plan supports the current ministerial distribution of 6 incumbent posts amidst 6 clusters of parishes. New resources have been allocated by the diocese to invest in mission, particularly in Bodmin and Camelford where deprivation measurements indicate high need. Ministry costs in Bodmin will be subsidised by funds from the Church of England's Low Income Communities Fund from 2023.



## Financial review

Total receipts on unrestricted funds were £172,260 which included £69,602 from two legacies. £22,328 was received from planned voluntary donations, and a further £6,427 was from Gift Aid recovery. Restricted grants and donations of £145,448 were also received, which covered a range of expenditures including major repairs to the church building to resolve water ingress, Pioneer Ministry and community projects.

The planned giving through envelopes, banker's orders and the Parish Giving Scheme decreased by 5.4% which can be put down in part to the effects of the pandemic and the economic climate. We are grateful for the continuing support of our parishioners in maintaining this general level of income in difficult times. Gift Aid recovery was down 11.5% on the previous year again reflecting economic times. Total income in the unrestricted funds, excluding legacies, increased by 35%, a major contributor being church and Parish Centre hirings and a successful Christmas Tree Festival. Insurance monies of £11,474 following a lightning strike also contributed to this enhanced total.

We were unable to meet our full payment to the Diocese of Truro in respect of the Mission & Ministry Fund (MMF). We paid £30,000, leaving a shortfall of £9,426 against a total payment due for the year of £39,426. This is not a legally enforceable debt to the Diocese, but the PCC acknowledges that these monies remain due should funds become available.

*We are very grateful to grant providers who provided funds held in restricted funds for specified purposes in support of the church's work in the local community.*

Major repairs were carried out to the church building to repair damage caused by the ingress of water and to replace sections of the roof.

## Reserves policy

The PCC has a Reserves Policy in relation to the unrestricted fund, requiring it to keep sufficient cash to meet three months of general spending (approx. £25,000). There is no Reserves Policy in relation to the restricted funds.

The balance of £43,341 in the unrestricted fund is retained towards meeting possible major repairs to the church building in 2023.

## Structure, governance, and management

The Parochial Church Council is a corporate body established by the Church of England. The PCC operates under the Parochial Church Council Powers Measure. The PCC is a Registered Charity.

The method of appointment of PCC members is set out in the Church Representation Rules. At St Petroc's the membership of the PCC consists of the team rector, team vicar, team curate, churchwardens, and members elected by those members of the congregation who are on the electoral roll of the church. All those who are members of the congregation are encouraged to register on the electoral roll and stand for election to the PCC.

The PCC members are responsible for making decisions on all matters of general concern and importance to the parish, including deciding on how the funds of the PCC are to be spent.

The full PCC met seven times during the year. Given its wide responsibilities the PCC has a standing committee to deal with ongoing operations and a buildings group to focus on the maintenance and development of the church buildings and parish centre.

The social enterprise for the team ministry, Bodmin Way, provides for the employment of team staff and the management of various mission projects. Matters of common interest to the team churches are informally coordinated by a forum of the churchwardens of the constituent parishes, but the PCC remains the key decision-maker for all matters relating to the parish. Several informal groups organise the range of liturgical, pastoral and social activities under the oversight of the team rector.

## Related Parties

No declarations have been made.

## Administrative information

St Petroc's Church is situated in Bodmin and forms part of the Bodmin Team Ministry with the parishes of St Meubred, Cardinham, St Hydroc, Lanhydrock and Lanivet. It is within the Diocese of Truro in the Church of England. The correspondence address is The Parish Centre, Priory Road, Bodmin. PL31 2DP. Registered Charity number 1170555.

PCC members who have served at any time from 25<sup>th</sup> April 2021 until the date this report was approved are:

### Ex officio members:

#### Incumbent:

Rev'd Paul Holley (Team Rector)

#### Team Clergy:

Rev'd Elaine Munday (Team Vicar)

Rev'd Claire Jones (Curate)

#### Wardens:

Joanna Dingle

Andrew Sadleir

#### Deanery Synod representatives:

Andrew Sadleir

Derek Lowe

Muriel Nicholl

Sheila Ward

#### Elected PCC members:

Barbara Brittain

Abbie Cavallera (team safeguarding officer)

Peter Dingle

Bryony Dorrington

Bryan Hammond

Roland Oakley

Sadie Oakley



## **Parochial Church Council of St Petroc's, Bodmin with St Stephen, Nanstallon**

### **Trustees' Annual Accounts**

I report on the accounts of the church for the year ended 31 December 2021 which are set out on pages 11 to 18.

#### **Respective Responsibilities of Trustees and Examiner**

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 Charity 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**

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 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 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**

Since the gross income for the year exceeds the amount provided in section 145(3) of the Act, I confirm that I am qualified to act as Independent Examiner under the provisions of that section of the Act and that my qualification is as shown below.

In connection with my examination, no matter has come to my attention:

1. which gives me reasonable cause to believe that in any material respect the requirements
  - to keep accounting records in accordance with section 130 of the 2011 Act; and
  - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Acthave not been met; or
2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

**Andrew Farr FCCA**  
**Dawe, Hawken & Dodd**  
**Chartered Certified Accountants**  
**52 Fore Street**  
**Callington**  
**Cornwall**  
**PL17 7AJ**



Date: 27<sup>th</sup> April, 2023

**Parochial Church Council of St Petroc's, Bodmin with St Stephen, Nanstallon**  
**Trustees' Annual Accounts (continued)**

**STATEMENT OF FINANCIAL ACTIVITIES**

For the year ending 31 December 2022

	Note	Unrestricted funds £	Designated funds £	Restricted funds £	TOTAL 2022 £	TOTAL 2021 £
<b>INCOME AND ENDOWMENTS</b>						
Voluntary income	2(a)	61,270	69,602	145,041	275,913	252,731
Activities for generating funds	2(b)	16,739	0	0	16,739	16,614
Income from investments	2(c)	794	0	0	794	1,045
Church activities	2(d)	23,855	0	407	24,262	13,320
<b>TOTAL INCOME</b>		<b>102,658</b>	<b>69,602</b>	<b>145,448</b>	<b>317,708</b>	<b>283,710</b>
<b>EXPENDITURE</b>						
Church activities	3(a)	53,429	0	44,066	97,495	93,353
Church expenses	3(b)	22,283	0	1,524	23,807	22,556
Cost of generating funds	3(c)	12,808	202	11,603	24,613	5,223
Major repairs	3(d)	12,475	0	124,139	136,614	122,049
<b>TOTAL EXPENDITURE</b>		<b>100,995</b>	<b>202</b>	<b>181,332</b>	<b>282,529</b>	<b>243,181</b>
<b>NET INCOME/(EXPENDITURE) BEFORE INVESTMENT GAINS</b>		<b>1,663</b>	<b>69,400</b>	<b>(35,884)</b>	<b>35,179</b>	<b>40,529</b>
<b>NET GAINS ON INVESTMENTS</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>NET INCOME/(EXPENDITURE)</b>		<b>1,663</b>	<b>69,400</b>	<b>(35,884)</b>	<b>35,179</b>	<b>40,529</b>
<b>TRANSFER BETWEEN FUNDS</b>		<b>3,860</b>	<b>0</b>	<b>(3,860)</b>	<b>0</b>	<b>0</b>
<b>NET MOVEMENT IN FUNDS</b>		<b>5,523</b>	<b>69,400</b>	<b>(39,744)</b>	<b>35,179</b>	<b>40,529</b>
Total funds brought forward		37,818	0	79,394	117,212	76,683
<b>Total funds carried forward</b>		<b>43,341</b>	<b>69,400</b>	<b>39,650</b>	<b>152,391</b>	<b>117,212</b>



**Parochial Church Council of St Petroc's, Bodmin with St Stephen, Nanstallon**  
**Trustees' Annual Accounts (continued)**

**BALANCE SHEET AS AT 31 DECEMBER 2022**

	Notes	2022 £	2021 £
<b>FIXED ASSETS</b>			
Tangible	8	<u>10,089</u>	<u>8,740</u>
		10,089	8,740
<b>CURRENT ASSETS</b>			
Stock		593	419
Debtors and prepayments	9	2,200	2,456
Cash at bank and in hand		<u>142,776</u>	<u>116,856</u>
		145,569	119,731
<b>LIABILITIES</b>			
Creditors – amounts falling due within one year	10	<u>(3,267)</u>	<u>(11,259)</u>
<b>NET CURRENT ASSETS/(LIABILITIES)</b>		<u>142,302</u>	<u>108,472</u>
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>		152,391	117,212
Creditors – amounts falling due after one year		<u>0</u>	<u>0</u>
<b>TOTAL NET ASSETS</b>		<u>152,391</u>	<u>117,212</u>
<b>PARISH FUNDS</b>			
Unrestricted		43,341	37,818
Designated		69,400	0
Restricted		<u>39,650</u>	<u>79,394</u>
	11	<u>152,391</u>	<u>117,212</u>

Approved by the Parochial Church Council on 30<sup>th</sup> March 2023 and signed on its behalf by:

Paul Holley (PCC Chairman)



Derek Lowe (PCC Treasurer)



28/04/2023

The notes on pages 13 to 18 form part of these accounts.

# Parochial Church Council of St Petroc's, Bodmin with St Stephen, Nanstallon

## Trustees' Annual Accounts (continued)

### 1 ACCOUNTING POLICIES

The PCC is a public benefit entity within the meaning of FRS102. The financial statements have been prepared under the Charities Act 2011 and in accordance with the Church Accounting Regulations 2006 governing the individual accounts of PCCs, and with the Regulations' "true and fair view" provisions. They have been prepared under FRS102 (2016) as the applicable accounting standards and the 2016 version of the Statement of Recommended Practice, Accounting and Reporting by Charities (SORP(FRS102)).

#### ASSETS

##### Consecrated and benefice property

In so far as consecrated and benefice property of any kind is excluded from the statutory definition of 'charity' by Section 10(2)(a) and (c) of the Charities Act 2011 such assets are not capitalised 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 in the Church's inventory in any case.

##### Tangible fixed assets for use by charity

These are capitalised if they can be used for more than one year and cost at least £1,000. They are valued at cost or else, for gifts- in-kind, at a reasonable estimate of their open market value on receipt.

Depreciation is calculated to write off the capitalized cost of fixed assets less their currently anticipated residual fair value over their estimated useful lives as follows:

- Land Nil
- Fixtures & Fittings 20 years
- Computers 3 years

No depreciation is provided on buildings as the currently 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 at each year-end and any resultant loss identified included in expenditure for the year.

#### FUNDS

##### Unrestricted Funds

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



# Parochial Church Council of St Petroc's, Bodmin with St Stephen, Nanstallon

## Trustees' Annual Accounts (continued)

### Designated Funds

These are funds set aside for specific purposes by the PCC. The current monies are legacies which have been allocated to church heating and re-ordering projects. The PCC can re-designate these funds at any time of they so wish.

### 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.

### Trust Fund

Monies are held on trust and invested by the Truro Diocesan Board of Finance. The PCC has no access to the capital amounts but does receive dividends which are recorded as income from investments in the accounts. Dividends received in the year were £794 (2021: £1,045).

## 2 INCOME AND ENDOWMENTS

	Unrestricted funds	Designated funds	Restricted funds	Total 2022	Total 2021
	£	£	£	£	£
<b>2(a) Voluntary income</b>					
Planned giving: Gift aid donations	17,381	0	4,459	21,840	23,334
Tax recoverable	6,427	0	1,097	7,524	8,510
Legacies	0	69,602	0	69,602	0
Other	4,947	0	100	5,047	5,077
Collections: (open plate)	6,781	0	0	6,781	3,397
Other giving: Recurring	1,485	0	1,245	2,730	1,522
Non-recurring	4,473	0	521	4,994	2,017
Grants: Major structural renewal	0	0	130,232	130,232	150,814
Other	5,000	0	0	5,000	9,900
Other incoming resources	14,776	0	7,387	22,163	48,160
	<b>61,270</b>	<b>69,602</b>	<b>145,041</b>	<b>275,913</b>	<b>252,731</b>
<b>2(b) Activities for generating funds</b>					
Fundraising	16,739	0	0	16,739	16,614
	<b>16,739</b>	<b>0</b>	<b>0</b>	<b>16,739</b>	<b>16,614</b>
<b>2(c) Income from investments</b>					
Dividends	794	0	0	794	1,045
	<b>794</b>	<b>0</b>	<b>0</b>	<b>794</b>	<b>1,045</b>
<b>2(d) Income from church activities</b>					
Book stall & magazines	566	0	0	566	697
Hall Lettings	11,399	0	0	11,399	6,295
Parochial fees	2,045	0	307	2,352	3,037
Other church activities	9,845	0	100	9,945	3,291
	<b>23,855</b>	<b>0</b>	<b>407</b>	<b>24,262</b>	<b>13,320</b>
<b>Total income</b>	<b>102,658</b>	<b>69,602</b>	<b>145,448</b>	<b>317,708</b>	<b>283,710</b>

**Parochial Church Council of St Petroc's, Bodmin with St Stephen, Nanstallon**  
**Trustees' Annual Accounts (continued)**

**3 EXPENDITURE**

	Unrestricted funds	Designated funds	Restricted funds	Total 2022	Total 2021
	£	£	£	£	£
<b>3(a) Church activities</b>					
Missionary and charitable giving	4,072	0	0	4,072	890
Ministry: diocesan parish share	30,000	0	0	30,000	22,000
Mission & evangelism costs	53	0	10,156	10,209	13,036
Expenses (clergy & staff)	2,097	0	857	2,954	2,724
Cost of Trading	4,914	0	800	5,714	2,862
Salaries/Honoraria (via Bodmin Way)	12,293	0	32,253	44,546	51,841
	<u>53,429</u>	<u>0</u>	<u>44,066</u>	<u>97,495</u>	<u>93,353</u>
<b>3(b) Church expenses</b>					
Administration costs	2,907	0	487	3,394	1,721
Cleaning	411	0	119	530	22
Utility costs	7,038	0	0	7,038	4,961
Insurance	5,794	0	0	5,794	5,181
Repairs & maintenance	4,172	0	244	4,416	7,170
Upkeep of churchyard	612	0	674	1,286	2,538
Upkeep of service	889	0	0	889	503
Depreciation on fixtures & fitting	460	0	0	460	460
	<u>22,283</u>	<u>0</u>	<u>1,524</u>	<u>23,807</u>	<u>22,556</u>
<b>3 (c) Raising funds</b>					
Cost of generating funds	12,808	202	11,603	24,613	5,223
	<u>12,808</u>	<u>202</u>	<u>11,603</u>	<u>24,613</u>	<u>5,223</u>
<b>3 (d) Major repairs</b>					
Major church repairs	12,475	0	124,139	136,614	121,623
Major repairs to other buildings	0	0	0	0	426
	<u>12,475</u>	<u>0</u>	<u>124,139</u>	<u>136,614</u>	<u>122,049</u>
<b>TOTAL RESOURCES EXPENDED</b>	<u>100,995</u>	<u>202</u>	<u>181,332</u>	<u>282,529</u>	<u>243,181</u>

**4 ANALYSIS OF EXPENDITURE**

	2022	2021
	£	£
Independent examiner's remuneration*	1200	0
	<u>1200</u>	<u>0</u>

\* (fees payable to the PCC's examiner for the examination of the financial statements)

**5 STAFF COSTS**

The Bodmin Team Ministry cluster of five churches employs 8 staff members through a social enterprise company (Bodmin Way) set up to promote mission activities and community use of

## **Parochial Church Council of St Petroc's, Bodmin with St Stephen, Nanstallon**

### **Trustees' Annual Accounts (continued)**

church premises across the team. The PCC contributes to the salaries through both general funds and those raised for special purposes.

The PCC (through Bodmin Way) also employs a full time Pioneer Minister as a key part of the church's outreach strategy into the Bodmin estates and surrounding areas. The Restricted Fund collates all receipts and payments in relation to this work. Monies to cover salaries are transferred to Bodmin Way who make the actual payments.

## **6 TRANSACTIONS WITH MEMBERS OF THE PCC DURING THE YEAR**

The following shows transactions throughout the year relating to those who were members of the PCC at any time during the year. This includes payments to family members as well as PCC members themselves. Where salaries are involved, the figures are the contributions made to Bodmin Way (who pay the wages) by the PCC and do not necessarily reflect the final amounts paid to the PCC member. The church does not have a debit or credit card so PCC members often buy items on behalf of the PCC and reclaim the costs later.

<b>PCC Member</b>	<b>Description</b>	<b>Amount</b>
Barbara Brittain	Salary and reimbursement of PCC costs incurred	£1,431.98
Trevor Brittain	Commission payments	£6,311.25
Abbie Cavallera	Salary	£185.00
Peter Dingle	Reimbursement of PCC costs incurred	£446.19
Bryan Hammond	Health & Safety Associates payments	£822.00
Bryan Hammond	Reimbursement of PCC costs incurred	£146.70
Revd Paul Holley	Expenses	£1,147.56
Revd Claire Jones	Expenses	£369.97
Derek Lowe	Reimbursement of PCC costs incurred	£495.95
Revd Elaine Munday	Salary, expenses and reimbursement of PCC costs incurred	£30,077.79
Muriel Nicholl	Reimbursement of PCC costs incurred	£180.16
Roland Oakley	Salary and reimbursement of PCC costs incurred	£10,691.85
Andrew Sadleir	Reimbursement of PCC costs incurred	£370.34
Judy Stott	Expenses	£14.84



**Parochial Church Council of St Petroc's, Bodmin with St Stephen, Nanstallon**  
**Trustees' Annual Accounts (continued)**

**7 ANALYSIS OF TRANSFERS BETWEEN FUNDS**

	Unrestricted	Restricted	Total
	£	£	£
Cultural Recovery Fund	3,860	(3,860)	0
NHS Winter Warmth			

The transfer between funds is for church and parish centre hire for use of the facilities for the community purposes stipulated by the various donors.

**8 FIXED ASSETS**

	Tangible	Fixtures & Fittings	Total
		£	£
Cost of valuation	At 1 January 2022	9,200	9,200
	Disposal	0	0
	Additions at cost	1,809	1,809
	At 31 December 2022	<u>11,009</u>	<u>11,009</u>
Depreciation	At 1 January 2022	460	460
	Withdrawn on disposals	0	0
	Charge for the year	460	460
	At 31 December 2022	<u>920</u>	<u>920</u>
Net book value	At 31 December 2022	<u>10,089</u>	<u>10,089</u>
	At 31 December 2021	<u>8,740</u>	<u>8,740</u>

Fixtures and fittings comprises installation of batteries in the Parish Centre to support previously installed solar panels.

**9 CURRENT ASSETS**

	2022	2021
	£	£
<b>Debtors (Unrestricted funds)</b>		
Tax recoverable	1,103	1,560
Other debtors	1,097	896
	<u>2,200</u>	<u>2,456</u>

**Parochial Church Council of St Petroc's, Bodmin with St Stephen, Nanstallon**  
**Trustees' Annual Accounts (continued)**

**10 LIABILITIES**

	2022 £	2021 £
<b>Amounts falling due within one year</b>		
<b>(Unrestricted funds)</b>		
Accounts payable	0	272
Accruals for utility and other costs	2,655	253
Other creditors	612	613
	<u>3,267</u>	<u>1,138</u>
<b>Amounts falling due within one year</b>		
<b>(Restricted funds)</b>		
Accounts payable – building contractor	0	10,121
	<u>0</u>	<u>11,259</u>

**11 SUMMARY OF ASSETS BY FUND**

	Unrestricted funds £	Designated funds £	Restricted funds £	Total £
Tangible fixed assets	10,089	0	0	10,089
Investment fixed assets	0	0	0	0
Current assets	36,519	69,400	39,650	145,569
Amounts falling due in one year	(3,267)	(0)	(0)	(3,267)
	<u>43,341</u>	<u>69,400</u>	<u>39,650</u>	<u>152,391</u>