

PAROCHIAL CHURCH COUNCIL OF MILFORD ON SEA

A C C O U N T S

FOR THE YEAR ENDED

31ST DECEMBER 2023

HOPE JONES
CHARTERED ACCOUNTANTS
SUITE 114, LYMINGTON TOWN HALL
AVENUE ROAD
LYMINGTON
HAMPSHIRE

Independent Examiner's Report
to the Parochial Church Council of Milford on Sea

We report on the accounts of the Parochial Church Council for the year ended 31st December 2023, which are set out on pages 2 to 10.

Respective responsibilities of the Trustees of the PCC and Examiner
As the Trustees of the Parochial Church Council you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 (the 2011 Act). You consider that an audit is not required for this year under section 144(2) of the 2011 Act and that an Independent Examination is required.

As Independent Examiner it is our 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 our attention.

Basis of Independent Examiner's Report

Our 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 Parochial Church Council 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

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

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

HOPE JONES
CHARTERED ACCOUNTANTS
March 2024

Suite 114, Lyminster Town Hall,
Avenue Road,
LYMINGTON, Hants SO41 9ZG

PAROCHIAL CHURCH COUNCIL OF MILFORD ON SEA

BALANCE SHEET

31ST DECEMBER 2023

	<u>Note</u>	<u>2023</u>	<u>2022</u>
<u>FIXED ASSETS</u>			
<u>Investments</u>			
Deposit Accounts	6	227,163	107,245
<u>CURRENT ASSETS</u>			
Debtors and Prepayments	7	11,918	12,388
Cash at Bank			
All Saints	23,055		133,999
St. Mary's	4,413		4,069
		<u>27,468</u>	<u>138,068</u>
		39,386	150,456
<u>LIABILITIES: AMOUNTS FALLING DUE</u>			
<u> WITHIN ONE YEAR</u>	8	10,580	9,762
<u>NET CURRENT ASSETS</u>		<u>28,806</u>	<u>140,694</u>
<u>NET ASSETS</u>		<u>£255,969</u>	<u>£247,939</u>
 <u>FUNDS</u>			
<u>Unrestricted</u>			
All Saints		183,436	174,166
St. Mary's		21,792	19,127
		<u>205,228</u>	<u>193,293</u>
<u>Restricted</u>	10	50,741	54,646
<u>TOTAL FUNDS</u>		<u>£255,969</u>	<u>£247,939</u>

Approved by the Parochial Church Council on
March 2024 and signed on its behalf by:

.....
Vicar

.....
Honorary Treasurer

PAROCHIAL CHURCH COUNCIL OF MILFORD ON SEA

STATEMENT OF FINANCIAL ACTIVITIES

FOR THE YEAR ENDED 31ST DECEMBER 2023

	Note	Unrestricted Funds	Restricted Funds	Total Funds 2023	Total Funds 2022
<u>INCOMING RESOURCES</u>					
<u>Income and endowments from</u>					
Donations and legacies	2 (a)	254,678	82,227	336,905	246,998
Other trading activities	2 (b)	4,464	-	4,464	13,834
Investments	2 (c)	10,573	-	10,573	1,671
Charitable activities	2 (d)	47,627	-	47,627	39,303
<u>TOTAL INCOME AND ENDOWMENTS</u>		<u>£317,342</u>	<u>£82,227</u>	<u>£399,569</u>	<u>£301,806</u>
<u>RESOURCES EXPENDED</u>					
<u>Expenditure on</u>					
Charitable activities	3 (a)	303,769	86,132	389,901	247,147
Governance costs	3 (b)	1,638	-	1,638	1,220
<u>TOTAL EXPENDITURE</u>		<u>£305,407</u>	<u>£86,132</u>	<u>£391,539</u>	<u>£248,367</u>
<u>NET (EXPENDITURE)/INCOME</u>		11,935	(3,905)	8,030	53,439
Fund balances at 1st January 2023		193,293	54,646	247,939	194,500
<u>FUND BALANCES AT 31ST DECEMBER 2023</u>		<u>£205,228</u>	<u>£50,741</u>	<u>£255,969</u>	<u>£247,939</u>

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITIES

FOR THE YEAR ENDED 31ST DECEMBER 2023

1. ACCOUNTING POLICIES

1(a) Accounting Conventions

The Financial Statements have been prepared in accordance with the Church Accounting Regulations 2006 together with applicable accounting standards and the Charities SORP (FRS102).

The Financial Statements have been prepared under the historical cost convention.

1(b) Fixed Assets

Consecrated and beneficed property is excluded from the Financial Statements by s.10(2)(a) of the Charities Act 2011, and no value is placed on movable church furnishings. 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 Statement of Financial Activities. In addition equipment used within the Church is not depreciated but written off when the asset is acquired.

PAROCHIAL CHURCH COUNCIL OF MILFORD ON SEA

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITIES

FOR THE YEAR ENDED 31ST DECEMBER 2023

2. INCOME AND ENDOWMENTS FROM

	<u>Unrestricted</u> <u>Funds</u>	<u>Restricted</u> <u>Funds</u>	<u>Total</u> <u>2023</u>	<u>Funds</u> <u>2022</u>
2(a) Donations and Legacies				
Planned Giving:				
Gift Aid donations	114,744	-	114,744	118,469
Income Tax Recoveries	43,727	5,500	49,227	41,620
Non Gift Aid	15,774	-	15,774	13,396
Collections	13,295	-	13,295	13,616
Grants:				
Penshurst Trust	-	45,000	45,000	-
Listed Places of Worship Grant Scheme	11,102	-	11,102	-
Hampshire County Council	-	800	800	400
New Forest District Council	-	150	150	-
Donations				
All Saints:				
Pledges Received	46,000	16,000	62,000	35,000
Other	8,243	12,636	20,879	20,982
St Mary's:				
Other	1,793	100	1,893	1,381
Mission	-	1,541	1,541	2,134
Legacies	-	500	500	-
	<u>£254,678</u>	<u>£82,227</u>	<u>£336,905</u>	<u>£246,998</u>
2(b) Other Trading Activities				
Fete, Concerts and Other				
Fund Raising Events	1,753	-	1,753	3,072
Rent - 43 Carrington Lane	2,489	-	2,489	10,762
Sundry Income	222	-	222	-
	<u>£4,464</u>	<u>-</u>	<u>£4,464</u>	<u>£13,834</u>
2(c) Investments				
Deposit Account Interest	£10,573	-	£10,573	£1,671
2(d) Charitable Activities				
Fees	11,220	-	11,220	11,762
All Saints Hall - Hire	15,599	-	15,599	11,726
St. Mary's Hall - Hire	9,967	-	9,967	6,883
Lunch Club and Coffee Mornings	2,590	-	2,590	1,726
Parish Magazine	8,251	-	8,251	7,206
	<u>£47,627</u>	<u>-</u>	<u>£47,627</u>	<u>£39,303</u>
TOTAL INCOMING RESOURCES	<u>£317,342</u>	<u>£82,227</u>	<u>£399,569</u>	<u>£301,806</u>

PAROCHIAL CHURCH COUNCIL OF MILFORD ON SEA

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITIES

FOR THE YEAR ENDED 31ST DECEMBER 2023

3. EXPENDITURE ON

	<u>Unrestricted</u> <u>Funds</u>	<u>Restricted</u> <u>Funds</u>	<u>Total</u> <u>2023</u>	<u>Funds</u> <u>2022</u>
3(a) Charitable Activities				
Mission and Charitable Giving Ministry	23,142	2,033	25,175	23,030
- Diocesan Parish Share	108,000	-	108,000	108,119
- Vicar's Expenses	1,202	2,570	3,772	6,135
Worship and Service Expenses	3,698	-	3,698	3,728
Worship Hospitality	772	-	772	-
Organist	203	112	315	180
Salaries, Pensions and Expenses				
- Family Worker	-	25,266	25,266	6,718
Schools Ministry	750	387	1,137	2,439
Pastoral Support and Other Outreach	1,127	-	1,127	-
Training Costs	1,979	-	1,979	533
Church Running Expenses				
- Energy	9,925	-	9,925	9,970
- Insurance	3,616	-	3,616	3,897
- Maintenance and Repairs	4,121	-	4,121	2,513
- Churchyard Expenses	3,457	-	3,457	5,817
- Other Running Costs	1,518	-	1,518	822
Church Hall Expenses				
- All Saints	15,165	-	15,165	12,406
- St. Mary's	7,071	-	7,071	7,572
Lunch Club	1,183	-	1,183	1,065
Fund Raising Expenses	503	-	503	1,221
Operations Manager	18,182	-	18,182	12,000
Office Administrator	11,805	-	11,805	11,657
Parish Administration	7,413	2,479	9,892	5,552
Parish Magazine Expenses	7,366	-	7,366	7,594
Hospitality Costs	517	-	517	-
Other Ministry Costs	2,140	236	2,376	3,645
Carrington Lane Costs	1,265	624	1,889	1,093
Non-recurring items				
All Saints				
- Church Hall Improvements	-	-	-	6,040
- Livestream Project	-	1,781	1,781	146
- Upgrade Website	585	18	603	1,978
- South Window Refurbishment	5,035	-	5,035	-
- LED Lighting Project	62,029	-	62,029	-
- Carrington Lane Refurbishment	-	50,626	50,626	-
St Mary's				
- Church Hall Improvements	-	-	-	1,277
	<u>£303,769</u>	<u>£86,132</u>	<u>£389,901</u>	<u>£247,147</u>
3(b) Governance Costs				
Trustees Liability Insurance	438	-	438	-
Independent Examination Fees	1,200	-	1,200	1,220
	<u>1,638</u>	<u>-</u>	<u>1,638</u>	<u>1,220</u>
<u>TOTAL EXPENDITURE</u>	<u>£305,407</u>	<u>£86,132</u>	<u>£391,539</u>	<u>£248,367</u>

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITIES

FOR THE YEAR ENDED 31ST DECEMBER 2023

4. Expenditure

Staff Costs

At the beginning of the year the Council employed a part-time administrator. In January the PCC was delighted to welcome Olivia Doull as our new Operations Manager. She joins Lesley in the office, both of whom will be working on a part-time basis. In February we were delighted to welcome Rebecca Webb who joins us as our full-time Family and Schools Leader who will head up our ministry for younger families.

None of the above earned more than £60,000.

Examination Fees

Fees payable for the Independent Examination amounted to £1,200.

5. Special Collections

The Church Accounting Rules require that when collections are made for mission societies and other charities, and the nature of the collection is that there is no discretion for the Parochial Church Council to do anything other than send the money directly to the charity, these collections are not funds of the Parochial Church Council and should not be included in the Parochial Church Council's gross income or total expenditure.

The total amount of such collections excluded from the accounts under this requirement amounted to £1,306 (2022: £3,231).

6. Deposit Accounts

	<u>2023</u>	<u>2022</u>
All Saints		
Central Board of Finance	210,215	90,823
St Mary's		
Central Board of Finance	16,948	16,422
	£227,163	£107,245

7. Debtors and Prepayments

	<u>2023</u>	<u>2022</u>
Income Tax Recoverable	7,888	11,667
Other Debtors	4,030	721
	£11,918	£12,388

8. Amounts falling due within one year

	<u>2023</u>	<u>2022</u>
Deferred Income	4,819	2,585
Accruals	2,134	4,136
Other Creditors	3,627	3,041
	£10,580	£9,762

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITIES

FOR THE YEAR ENDED 31ST DECEMBER 2023

9. Unrestricted Funds

Unrestricted funds have risen from £193,000 to £205,000 as our congregation remains focused on the vision set out in September 2022 to support an active Family and Schools ministry, an efficient office to support all our ministries, and to recruit an Associate Minister to resource our retired clergy and Licensed Lay Ministry team as it shrinks with age and retirement.

Although we have secured the first two posts successfully, we wait patiently whilst we seek the final piece in this plan

In the meantime, we have undertaken a £62,000 project to replace All Saints lighting with LED fittings in order to reduce our carbon footprint and our energy costs. We are also aware that the 5-yearly condition survey has again pointed out the need for work on the Church Tower. This has now been costed and we believe will require around £90,000 of work to remove the cement rendering and return it to the original lime render which will allow the damp to exit the stonework.

10. <u>Restricted Funds</u>	<u>1.1.2023</u>	<u>Income</u>	<u>Expenditure</u>	<u>31.12.2023</u>
All Saints				
Family Ministry	32,310	20,957	25,652	27,615
Church Repairs and Improvements	16,901	500	-	17,401
Livestream Project	1,010	1,250	1,781	479
Website Update	19	-	19	-
Vicarage Cleaning	1,371	4,000	2,570	2,801
Music	112	-	112	-
43 Carrington Lane	-	51,250	51,250	-
Computer Equipment	-	2,479	2,479	-
St Mary's	2,923	1,791	2,269	2,445
	<u>£54,646</u>	<u>£82,227</u>	<u>£86,132</u>	<u>£50,741</u>

Assets relating to the Restricted Funds are as follows:

	<u>2023</u>	<u>2022</u>
Investments	<u>£50,741</u>	<u>£54,646</u>

11. Penshurst Trust

The Parish is the beneficiary of the Penshurst Trust whose investments are held by the Diocese of Winchester. Subject to conditions laid down by the Charity Commissioners the funds may be used for the purchase of land and buildings to be settled upon trust for the use of the Parish. The income arising from the investments may be used in furthering the religious and charitable work of the Parish.

The assets of the Trust as at 31st December 2023 comprised the freehold of 43 Carrington Lane and CBF Deposit and Investment Funds. The PCC decided that the house should be refurbished and used for its original gifted purpose of providing accommodation for clergy. Following permission to seek for such clergy being given by the Diocese, the tenant was given notice and left in April 2023 and the decision was taken to update the property.

A £51,000 refurbishment has been completed with £45,000 provided by the Trustees from the CBF Investment and Deposit Funds and by an anonymous donation of £5,000 plus Gift Aid.

The remaining balance with CBF was valued at £4,576 at 31st December 2023.

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITIES

FOR THE YEAR ENDED 31ST DECEMBER 2023

12. Statement of Financial Activities for the year to 31st December 2022

	<u>Unrestricted Funds</u>	<u>Restricted Funds</u>	<u>Total Funds</u>
<u>INCOMING RESOURCES</u>			
<u>Income and endowments from</u>			
Donations and legacies	244,864	2,134	246,998
Other trading activities	13,834	-	13,834
Investments	1,671	-	1,671
Charitable activities	39,303	-	39,303
<u>TOTAL INCOME AND ENDOWMENTS</u>	<u>£299,672</u>	<u>£2,134</u>	<u>£301,806</u>
<u>RESOURCES EXPENDED</u>			
<u>Expenditure on</u>			
Charitable activities	231,986	15,161	247,147
Governance costs	1,220	-	1,220
<u>TOTAL RESOURCES EXPENDED</u>	<u>£233,206</u>	<u>£15,161</u>	<u>£248,367</u>
<u>NET INCOME/ (EXPENDITURE)</u>	66,466	(13,027)	53,439
Fund balances at 1st January 2022	126,827	67,673	194,500
<u>FUND BALANCES AT 31ST DECEMBER 2022</u>	<u>£193,293</u>	<u>£54,646</u>	<u>£247,939</u>