



St Stephen's Church Preston

Registered Charity 1196971

Annual Report of the Parochial Church Council for the year ended 31 December 2023

Introduction

St Stephen's Church is situated in the Broadgate area and is part of the Deanery of Preston in the Diocese of Blackburn. The Parochial Church Council (PCC) is a corporate body established by the Church of England under the Parochial Church Council Powers Measure and a charity subject to the Charities Act 2011 (registered number: 1196971).

The postal address of the PCC is St Stephen's Church, Bird Street, Preston, PR1 8DY.

St Stephen's Parochial Church Council (PCC) has the responsibility of cooperating with the incumbent, 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 Centre complex of St. Stephen's, Bird Street, Preston.

Objectives and Activities

The PCC is committed to enabling as many people as possible to worship with us and to become part of our parish community of St. Stephen's. The PCC maintains an overview of worship throughout the parish and makes suggestions on how our services can involve the many groups that live within our parish. Our services and worship put faith into practice through prayer and scripture, music, and sacrament.

When planning our activities for the year, we have considered the Commission's guidance on public benefit and in particular, the supplementary guidance on charities for the advancement of religion. We try to enable ordinary people to live out their faith as part of our parish community through:

- Worship and prayer; learning about the Gospel; and developing their knowledge and trust in Jesus.
- Provision of pastoral care for people living in the parish.
- Mission and outreach work.

To facilitate this work, it is important that we maintain the fabric of the Parish Centre of St. Stephen's.

Structure, Governance, and Management

The method of appointment of PCC members is set out in the Church Representation Rules. 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. New members receive initial training into the workings of the PCC.

The full PCC met 4 times during 2023.

Members of the PCC are either ex-officio or elected by the Annual Parochial Church Meeting (APCM) in accordance with the Church Representation Rules. PCC members who have served from 1 January 2023 until the date of this report are:

Clergy: Reverend Dave Hanson (Incumbent and PCC Chair)
Reverend Barbara Houghton (Assistant Curate)
Reverend Augustine Omavuebe

Reverend Omavuebe is ordained in the Church of Nigeria and is a member of this PCC by virtue of being clerk in holy orders with permission to officiate.

Wardens: Miss Fiona Duncan (elected 14 May 2023)
Mr Andrew Pratt (until 14 May 2023)
Mr David Rankin

Deanery Synod: Mrs Mel Hollaway (until 14 May 2023)
Mrs Stephanie Rankin (LLM)

Elected Members

Miss Fiona Duncan (until 14 May 2023)
Mrs Hannah Falkingham (elected 14 May 2023)
Mr Tim Fenna
Mrs Lesley Garstang
Mrs Hannah Gaskell
Mrs Louise Harlow
Mr Andrew Hiron
Mrs Mel Hollaway (elected 14 May 2023)
Miss Valerie Kay (until 14 May 2023)
Mrs Hannatu Mshelia (elected 14 May 2023)
Mrs Patricia Pinder
Mr Andrew Pratt (elected 14 May 2023)
Mrs Sarah Woolford (PCC Vice Chair and Treasurer)

Other Ex-Officio Members

Mrs Natalie Cox

Mrs Cox is an elected member of Diocesan Synod and therefore an ex-officio member of this PCC.

Mrs Stephanie Briggs, Church Operations Administrator is the appointed PCC Secretary.

Deanery Synod

One members of the PCC sit on the Deanery synod. This provides the PCC with an important link between the parish and the wider structures of the church. The PCC received reports from the synod meetings and was able to ask questions about what took place.

Worship and Prayer

The PCC aims to offer a range of services during the week and over the course of the year that our community find both beneficial and spiritually fulfilling. Our usual pattern is to hold services at 10.30am on Sunday morning and at 6.00pm on Sunday evening as well as extra services for Ash Wednesday, Maundy Thursday, Good Friday, Ascension Day, Christmas Eve, Christmas Day and St Stephen's Day.

All are welcome to attend all our services. On 31 December 2023, there were 99 parishioners on the Church Electoral Roll (compared with 94 on 31 December 2022).

In addition to the services, members belong to small groups which meet for fellowship, prayer and Bible study. There is also a monthly prayer meeting.

We were also pleased to be able to conduct 5 baptisms.

There have been 4 funerals.

Review of the Year – Reverend David Hanson writes:

If I had to choose one word to describe what has happened in the life of St Stephen's Church over 2023 it would be 'consolidation'. It has been a time of bringing to fruition and strengthening many of the things we have been praying for and working towards over the last few years. And if I had to choose one event that showed what that consolidation looked like it would be the 'Church Weekend Away' at The Quinta in November 2024. It was a wonderful time when over 90 of us spent the weekend together doing what families do: eating, worshipping, praying, laughing and learning together. It was wonderful to see that despite our diversity, our unity in Christ transcended all our differences. Bishop Jill helped us to go deeper together in fellowship, in Jesus, in prayer and in faith. The worship was also significant as it enabled a wide range of musicians to be involved and to bring their cultural traditions into the worship for us to enjoy. The last session on Saturday evening was also very memorable as people queued to be prayed for by Bishop Jill. I have had so many conversations with people who received a prophetic word that evening which has now released them into a new ministry or helped them move on in their faith. On the Sunday morning, we heard three moving stories describing journeys of faith: one from Nepal, one from Nigeria and one from Eritrea. Hearing each other's stories is both encouraging and enables us to gain a greater empathy of what it is like to come

to a new country and build a new life. Over the last year we are thrilled to have two new congregations established where people can worship in their own language or in a style more familiar with their home culture. The Nepali Congregation meets on a Saturday morning (led by Rabika) and the Nigerian Congregation meets on a Saturday morning (led by the Revd Augustine).

I recall earlier in the year looking around church and coming to the realisation that we had about 20 + young people in their 20's. I suppose I had got so used to hearing that this group is missing from church life that it caught me by surprise to realise that the Lord had brought them to St Stephen's! Some of the things we plan bring about change and growth – but it is always so much more exciting when we stand back and recognise that this is God's doing. Some of these young people were baptised and confirmed in 2023 and it is great to see how they are growing in faith and how their presence enriches the life of our church.

Another area of consolidation has been the growth of new leaders. Stephanie Rankin was licensed as an LLM in 2023. In addition, eight people completed the Growing leaders Course (CPAS) which was run as a partnership between St Cuthbert's, Christ Church, and St Stephen's and two others completed the M:Power Course. Our curate Barbara has also passed her curacy and I know you are pleased that she has been asked to stay on to cover at least some of the vacancy. We are grateful to everyone who serves in church in whatever capacity and your contribution is highly valued.

Our youth and children's work continues to flourish, and we were particularly pleased that a group of our young people were able to go on a Christian Camp last summer. This is something we have been talking about for some time but was delayed due to the pandemic. It's great to know that they plan to go again this year. Thanks to the leaders who support our children and young people.

I can't close this report without mention of the amazing work that has happened in the Hartington Road Area. After many attempts to have a visible presence in this side of our parish we have at last been able to find a base to work from. The Preston City Council have given us a long-term lease for the pavilion on the Hartington Courts for a peppercorn rent. Although we had been using the area to run events, we were very limited in what we could do, as we had nowhere to store things or access to facilities. Over this last year, the events held over the summer, Easter and Christmas holidays have continued to draw large numbers of people and these are enhanced by our access to the hut. We have seen that holding events on Hartington Courts has been one of the most effective ways to meet people in our parish and some good relationships have been formed. Alongside this, Kate and the team have started smaller intentional groups where more in depth conversations about faith can happen.

We are blessed with a versatile church building where we meet for worship but also can be used for lots of groups and activities during the week. There is at least one group or activity meeting every day of the week and we give thanks for Monday Bible Study, Toddler Group, MumSpace, Lunch Club Plus, English Chat Club, Holy Book Club, Food Market, Mother's Union, and the women's discipleship group.

None of this could be possible without the commitment and dedication of an army of volunteers and to every one of you I want to say thank you!

This will be the last APCM for Irene and me at St Stephen's as we move on to a new parish in the Diocese of Norwich. It is with a mix of excitement and sadness that we move on, we will miss the wonderful parish of St Stephen's where we have been so privileged to minister alongside you all. But we know God has good things in store for you as He has for us! It reminds me of the Apostle Paul's words in 1 Thessalonians 5:24 'The one who calls you is faithful, and he will do it.' So, we can trust each other into His hands knowing that God will achieve his purposes in our lives.

Fabric Report

The church remains in good condition. There have been no major works or issues in 2023. Small items of maintenance have taken place throughout the year.

We are grateful for the support of all who contribute to the life of the church and the work of Stephanie in the office and Becky cleaning the church are a real blessing to us all.

Fiona Duncan and Dave Rankin - Wardens

Finances

Unrestricted fund income in the year to 31 December 2023 was £107,111 (2022 £100,697). Total income including restricted funds in the year was £147,811 (2022 £115,525). The significant increase in restricted fund income from £14,912 in 2022 to £40,700 in 2023 is due to a number of factors, including payments for the parish weekend away, a full year of grant receipts to fund our community worker, grants from Broadgate residents Action Group to support the running costs of Lunch Club and the Hartington Hut, plus grants from the Benefact Trust to fund Youth Work and from the Together Fund for community development projects.

During the year ended 31 December 2023 a total of £111,734 (2022 - £101,170) was spent from unrestricted funds to provide Christian Ministry from St Stephens Church. Total expenditure from all funds was £147,766 (2022 £119,755). Overall, unrestricted fund expenditure before transfers exceeded income by £4,623 (2022 a deficit of £473). The equivalent figure for all funds was a surplus of £46 (2022 was a deficit of £4,230).

Looking at the General Fund on its own, expenditure exceeded income by £2,756 before transfers (2022 – a deficit of £513). It should be noted that the 2023 deficit does not include £2,850 of mission expenses that the PCC agreed to fund directly from the Snape Fund in 2023, recognising the likely impact of increased utilities and other costs on the General Fund.

Unrestricted voluntary income in the year increased by £2,642 (3.5%). We have 27 donors signed up to the Parish Giving Scheme as well as 10 donors continuing to give by standing order. Around 45% of the Sunday cash collection is now taken through contactless payments.

The largest element of our costs was £60,418 (2022 - £57,537) on our Diocesan Parish Share, which provides for the cost of clergy stipends and housing. The Diocese calculates the amount that each individual parish needs to contribute according to a formula, which considers several factors, including church attendance and socio-economic factors within the parish.

Our other expenditure related to other ministry costs, staff salaries, the costs of maintaining and using our Parish Centre and the cost of our activities as a church. We remain committed to giving 10% of all our voluntary income to a range of charities.

Reserves on 31 December 2023 were £92,029, of which £19,575 represents the residual balance of proceeds from the sale of 10 Tyne Street (The Snape Fund), £29,666 is the general reserve and £27,781 is the Audio-visual reserve.

As expected, 2023 was financially challenging. Expenses rose generally, in particular the cost of utilities. The combined cost of Parish Centre gas and electricity rose from £3,300 in 2022 to £8,025 in 2023. While utilities costs are expected to reduce somewhat in 2024, they will not return to earlier levels and other costs are continuing to rise. The PCC has therefore approved a budget for 2024 that anticipates a general fund deficit that could be as much as £6,500 for the year. All reasonable measures to manage costs are being taken. We continue to be very grateful to everyone who can support the work of the church financially and trust that voluntary income will increase in the coming year to enable church activities to continue in the future.

Reserves Policy

It is PCC policy to try to maintain a balance on free reserves (net current assets) which equates to at least three months' unrestricted payments. This is equivalent to around £27,000. It is held to smooth out fluctuations in cash flow and to meet emergencies. The balance of the free reserves at the year-end was £49,241 which is comfortably higher than this target. It is policy to invest short-term investment funds in a deposit account.

Risk Management

The PCC regularly reviews the major risks to which it may be exposed and has established a range of measures and procedures to manage those risks. This includes ensuring appropriate health and safety and safeguarding procedures are in place and working effectively.

Banker

HSBC
49a Fishergate
Preston
Lancashire
PR1 8BQ

Approved by the PCC and signed on their behalf by Reverend Dave Hanson, PCC Chairman.

19 May 2024

Independent Examiner's Report

Independent Examiner's Report to the members/trustees of St. Stephen's Church, Preston, Parochial Church Council.

I report on the accounts for the year ended 31st December 2022 which are set out on pages 8 to 17.

Respective responsibilities of the Trustees and Independent Examiner

As trustees of the charity, the members of the PCC are responsible for the preparation of the accounts. They 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,
- follow the procedures laid down in the General Directions given by the Charity Commissioners section 145(5)(b) of the 2011 Act, and
- 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 management committee concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in a full 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 matters have come to my attention:

1. which give me reasonable cause to believe that in any material respect the requirements
 - to keep accounting records in accordance with s.130 of the 2011 Act, or
 - to prepare accounts which accord with these accounting records have 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.

Debbie Hale ACMA, CGMA
Stillwaters
2 Langton Brow
Longridge
Preston
PR3 3XH

Statement of Financial Activities

	Unrestricted Funds £	Restricted Funds £	Total £	2022 £
<i>Incoming resources</i>				
Voluntary income	80,494	3,547	84,041	84,244
Church activities	25,726	33,164	58,889	31,112
Activities for generating funds	533	3,789	4,322	0
Income from investments	352	0	352	40
Other incoming resources	6	200	206	128
Total income	107,111	40,700	147,811	115,525
<i>Resources used</i>				
Costs of generation of voluntary income	117	2	119	0
Church Activities	111,617	36,029	147,646	119,755
Total expenditure	111,734	36,031	147,766	119,755
Net income /(expenditure) resources before transfers	(4,623)	4,669	46	(4,230)
<i>Transfers</i>				
Gross transfers between funds - in	500	1,180	1,680	32,093
Gross transfers between funds - out	(116)	(1,564)	(1,680)	(32,093)
Other recognised gains/losses				
Net movement in funds	(4,239)	4,284	46	(4,230)
<i>Reconciliation of funds</i>				
Total funds brought forward	53,480	38,504	91,984	96,214
Total funds carried forward	49,241	42,788	92,029	91,984
<i>Represented By</i>				
Unrestricted				
General Fund	29,666	0	29,666	31,922
Designated				
Snape Fund	19,575	0	19,575	21,558
Restricted				
AV Fund	0	27,781	27,781	32,304
Benefact Trust	0	6,112	6,112	0
Community Worker	0	0	0	0
Discretionary Fund	0	1,894	1,894	3,194
Hartington Hut	0	442	442	0
Lunch Club	0	3,384	3,384	1,298
MumSpace	0	615	615	0
Parish Weekend	0	0	0	(201)
Refill Station	0	208	208	147
Special Collections	0	1,983	1,983	1,498
Toddler Group	0	368	368	265
	49,241	42,788	92,029	91,984

Balance Sheet

	31/12/23	31/12/22
	£	£
Fixed Asset		
Boiler	9,499	10,105
AV System	27,961	31,956
Total Fixed Assets	37,460	42,061
Current Assets		
Current Account	24,018	16,217
Deposit Account	23,530	23,177
Soldo Account	1,095	3,029
Lunch Club Current Account	962	962
Miscellaneous Accounts	50	0
Accounts Receivable	7,811	8,677
Prepayments		1,169
Total Current Assets	57,465	53,232
Total Liabilities	2,896	3,309
Net Asset Surplus / (Deficit)	92,029	91,984
Reserves		
Surplus / (Deficit) for Year	46	(4,230)
Starting Balances	91,984	96,214
Total Reserves	92,029	91,984

Approved by the PCC and signed on their behalf by Reverend Dave Hanson, PCC Chairman.

19 May 2024

Movement of Funds

	Balances Brought Forward	Incoming	Outgoing	Transfers	Balances Carried Forward
	£	£	£	£	£
Unrestricted					
General Fund	31,922	106,129	(108,885)	500	29,666
Designated					
Snape Fund	21,558	982	(2,850)	(116)	19,575
Restricted					
AV Fund	32,304		(4,523)		27,781
Discretionary Fund	3,194	350	(585)	(1,064)	1,894
Refill Station	147	61			208
Community Worker	0	9,794	(9,909)	116	0
Benefact Trust (New)	0	7,350	(1,238)		6,112
Hartington Hut (New)		2,247	(1,805)		442
Mumspace (New)		3,946	(3,331)		615
Lunch Club	1,298	5,484	(2,897)	(500)	3,385
Parish Weekend	(201)	7,724	(8,472)	949	0
Special Collections	1,498	3,642	(3,272)	115	1,983
Toddler Group	265	103			368
	91,984	147,811	(147,766)	0	92,029

Notes to the Accounts

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. These statements 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)).

The statements have been prepared under the historic 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 affiliation to another body, nor to those that are informal gatherings of church members.

FUNDS

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.

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.

Designated funds are general funds which have been designated by the PCC for specific purposes. However, balances remaining on these funds can be reallocated by the PCC.

There are no **Endowment funds**.

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

Moveable church furnishings held by the vicar and churchwardens on special trust for the PCC, and which require a faculty for disposal, are inalienable property, listed in the church's inventory. For inalienable property acquired prior to 1 January 2001 there is insufficient cost information available and therefore such assets are not valued in the accounts.

Tangible fixed assets for use by charity

These are capitalised if they can be used for more than one year, and cost at least £2,000. They are valued at cost or valuation, over their estimated useful lives.

INVESTMENTS

Short term deposits represent the cash held on deposit at the bank.

2. INCOME

	Unrestricted Funds	Restricted Funds	Total	2022
	£	£	£	£
Incoming resources				
Voluntary income				
Planned giving:				
Standing Orders	48,017	0	48,017	21,412
Parish Giving Scheme	14,149	0	14,149	39,562
Tax Recoverable	15,249	0	15,249	12,887
Other	0	0	0	0
Collections:				
(Open Plate)	2,693	0	2,693	2,456
Tax Recoverable	0	0	0	614
Sundry Donations				
Donations	386	385	771	2,386
Tax Recoverable	0	30	30	175
Donations, appeals etc	0	3,132	3,132	4,465
	80,494	3,547	84,041	83,957
Church Activities				
Fees	304	0	304	179
Recurring Grants	20,809	9,793	30,602	21,522
One Off Grants	1,787	15,646	17,433	6,402
Church Hall Lettings; PCC Objects	2,160	0	2,160	330
Payments for events	665	7,724	8,389	265
	25,726	33,164	58,889	28,697
Activities for generating funds				
Lunch Club Income	0	3,284	3,284	1,147
Refill Station	0	61	61	418
Payments for books	0	0	0	0
Church Hall lettings - fund raising	320	0	320	850
Youth Group car Wash	0	444	444	0
Trading Income	0	0	0	0
Other	213	0	213	0
	533	3,789	4,322	2,415
Income from investments	353	0	353	40
	353	0	353	40
Other incoming resources	6	200	206	415
	6	200	206	415
Total income	107,111	40,700	147,811	115,525

3. EXPENDITURE

	Unrestricted Funds £	Restricted Funds £	Total £	2022 £
Resources used				
Costs of Generation of Voluntary Income	117	2	119	123
Card Charges	117	2	119	123
Church Activities				
Giving				
Missionary	3,230	0	3,230	3,140
Relief and Development	2,422	0	2,422	5,369
Uk Christian	2,422	372	2,794	2,259
Discretionary Fund	0	585	585	671
Special collections	0	2,900	2,900	903
Agency Payments			0	287
	8,074	3,857	11,931	12,630
Parish Share	60,418	0	60,418	57,538
Costs of Employment	12,380	10,889	23,268	16,024
Other Ministry Costs	6,697	142	6,839	6,244
Parish Training	158	1,926	2,084	42
Church Service Costs	135	28	163	182
Mission and Church Groups	2,702	6,841	9,544	3,699
Cost of events	0	0	0	0
Equipment and Furniture	1,171	937	2,108	464
IT Costs and Licences	2,691	651	3,342	3,218
Church Maintainance and other Running Costs	6,600	6,764	13,363	9,665
Utilities	9,985	0	9,985	4,962
Depreciation on Equipment	606	3,994	4,601	4,601
Other	0	0	0	364
	103,543	32,172	135,715	107,002
Total Resources Expended	111,734	36,031	147,766	119,755

4. Paid Employees

The PCC employed four part-time workers during the year: a cleaner, an administrator, a community support worker and a youth worker. The equivalent number of full-time employees on 31 December 2023 was 1.00 FTE.

	Year Ended 31 December 2023			Year Ended 31 December 2022		
	Unrestricted Funds	Restricted Funds	Total	Unrestricted Funds	Restricted Funds	Total
	£	£	£	£	£	£
Salaries	12,380	10,889	23,268	10,734	5,110	15,844
Other Costs of Employment	0	0	0	110	70	180
Total Staff Costs	12,380	10,889	23,268	10,844	5,180	16,024

5. Tangible Fixed Assets.

A new audio-visual system was installed in December 2020 and is being depreciated over its estimated useful economic life of 10 years from January 2021, chargeable to the Audio-visual Fund.

	Fixtures, Fittings and Equipment	Total
	£	£
Cost or valuation		
Balance brought forward	57,407	57,407
Additions	0	0
Disposals	0	0
Impairment	0	0
Balance carried forward	57,407	57,407
Accumulated Depreciation		
Balance brought forward	15,346	15,346
Depreciation charge for the year	4,601	4,601
Disposals	0	0
Balance carried forward	19,947	19,947
Net Book Value		
Brought forward	42,061	42,061
Carried forward	37,460	37,460

Grant making

	2023		2022	
	Unrestricted Funds	Restricted Funds	Unrestricted Funds	Restricted Funds
	£	£	£	£
Missionary Societies				
Wycliffe Bible Translators	1,645	0	1,600	0
Church Mission Society	1,204	0	1,170	0
Operation Mobilisation	381	0	370	0
	3,230	0	3,140	0
Relief and Development				
Orphaid	1,615	0	1,580	0
Tear Fund	807	0	790	0
	2,422	0	2,369	0
UK				
Street Pastors	1,186	0	1,115	0
Cedar House	1,186	0	1,115	0
British Legion	50	0	30	0
	2,422	0	2,259	0
Special Collections				
Discretionary Fund Collections	0	585	0	1,019
Rock FM Cash for Kids	0	372	0	0
Christmas Appeal 2022 (Zambia)	0	1,874	0	0
CPAS Summer Camp	0	372	0	0
Youth Group Sports Equipment	0	103	0	0
Bishop's Harvest Appeal	0	121	0	0
Friends of The Holy Land	0	430	0	0
Agency Collection for Food market	0	0	0	287
Ukraine Relief	0	0	0	3,000
Defibrillator project	0	0	0	505
Prison Project	0	0	0	50
	0	3,857	0	4,861
Totals	8,074	3,857	7,769	4,861

These donations include PCC donations as our commitment to give away 10% of our income (a tithe) from giving and tax refunds. The charities benefitting from this and the amounts donated are as shown above.

The Christmas 2023 appeal raised £1,353 for book libraries in Nepal was donated in January 2024.

Donations received for the Community Connectors charity at the weekly Food Market are handled by the PCC on an agency basis and accounted for through the balance sheet. This is a minor change of accounting treatment from 2022, where the donation is shown in the grantmaking table. The sum collected in 2023 was £305 (£297 in 2022).

6. Debtors and Prepayments

	Year Ended 31 December 2023			Year Ended 31 December 2022		
	Unrestricted Funds	Restricted Funds	Total	Unrestricted Funds	Restricted Funds	Total
	£	£	£	£	£	£
Tax Refunds	3,441	0	3,441	1,283	0	1,283
Grant income	0	2,466	2,466	2,143	5,252	7,394
Prepayments	550	0	550	919	250	1,169
Accrued Income	671	682	1,353	0	0	0
Total	4,662	3,149	7,811	4,345	5,502	9,846

7. Creditors and Accruals

	Year Ended 31 December 2023			Year Ended 31 December 2022		
	Unrestricted Funds	Restricted Funds	Total	Unrestricted Funds	Restricted Funds	Total
	£	£	£	£	£	£
Charitable Giving 2021	0	0	0	255	0	255
Charitable Giving 2022	276	0	276	419	0	419
Charitable Giving 2023	703	0	703	0	0	0
Accruals / PAYE	1,217	0	1,217	599	248	848
Deferred Income	700	0	700	1,787	0	1,787
Total	2,896	0	2,896	3,060	248	3,309

8. Restricted and Designated Income Funds

Fund Name	Type	Purpose and Restrictions
Agency	Restricted	Funds received and paid out on behalf of another organisation.
Audio-Visual Fund	Restricted	Funding related to the audio-visual equipment purchased in 2020, including donations specifically for this purpose.
Benefact Trust	Restricted	Funds received from the Benefact Trust and used to employ a Youth Worker
Community Worker	Restricted	Funds Received from the Diocesan Ministry Fund and used to employ a Community Worker, plus occasional small grants from local charities to support this work
Discretionary Fund	Restricted	Holds church family contributions given for the PCC or incumbent to make available to help people in individual need.
Hartington hut	Restricted	Income and Expenditure related to the Hartington Hut project, including small grants from local charities to support this work.
Lunch Club	Restricted	All income raised and expenditure incurred in respect of the Lunch Club, including small grants from local charities related to this work.
MumSpace	Restricted	Funds received from the Together Trust and used to support community development projects
Parish Weekend	Restricted	Income and expenditure related to the bi-annual parish weekend away.
Refill Station	Restricted	Income and expenditure related to the bi-monthly refill shop.
The Snape Fund	Designated	Holds the balance of funds from the sale of 10 Tyne Street and is named after Miss Amy Snape, whose legacy made the original purchase possible. The fund is used to further the mission objectives of St Stephens.
Special Collections	Restricted	Special Collections for charities are held from time to time. The income is restricted and is all sent to the charity or purpose for which it is collected.
Toddler Group	Restricted	Income and expenditure from the weekly toddler group

9. Transfers between funds

The main transfers between funds in 2023 included:

- £500 from the Lunch Club to the General Fund as a contribution towards utilities costs.
- £116 from the Snape Fund to the Community Worker Fund to support the cost of activities in that project.
- £949 from the Discretionary Fund to the Parish Weekend Fund, part-funding 21 places for people who would not otherwise have been able to attend.

There were also some minor transfers to clear balances on funds that are no longer active.

10. Related parties

A total of £2,239 (2022: £2,643) was paid out to PCC members (or their close family members) as reimbursement for various parish expenses. This does not include expenses paid to the incumbent, a small immaterial portion of which may have related to his services as chairman of the PCC.

No other payments or expenses were paid to any other PCC member, persons closely related to them or related parties.