



# St. Michael's, Breaston

*Growing as followers of Jesus*



## Annual Report for 2024 of The Parochial Church Council of the Ecclesiastical Parish of St. Michael, Breaston

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## Administrative information

### Reference details

St. Michael's Church, Breaston PCC is a registered charity, number 1165581, its full name being *The Parochial Church Council of the Ecclesiastical Parish of St. Michael, Breaston*. The address of the church office is St. Michael's Church Office, Main Street, Breaston, Derby, DE72 3DX, telephone (01332) 872094. The date of registration as a charity is 16 February 2016.

### Charity Trustees

The members of the PCC are classed as the trustees of the charity and their names are listed below (under *PCC Members*).

### Bankers

Our current and deposit accounts are held by Lloyds Bank plc, 8 Tamworth Rd, Long Eaton, Nottingham NG10 1JJ.

Further deposit and investment funds are also held with CCLA Investment Management Ltd., One Angel Lane London, EC4R 3AB

### Examiner

At the 2024 APCM, the PCC recommended that we re-appoint Clayton & Brewill as Independent Examiners. This motion was approved. Clayton & Brewill have conducted an examination of these accounts and the underlying records and their report is found on page 7.

### Clergy Licensed to the Parish

Rev'd Maria Przeslawski (Permission to Officiate; co-opted to PCC)

### Day-to-Day Management

Day-to-day management of the charity is delegated to the Rector in conjunction with the Staff Team. At 31 December 2024, the staff team comprised:

Rev'd Chris Smedley	(Rector – retired 31 <sup>st</sup> May 2024)
Dr. Jo Whitehead	(Acting Team Leader – appointed 1 <sup>st</sup> June 2024)
Steve Lacey	(Youth and Community Worker)
Jodie McConnell	(Young Church & Sunbeams Worker)
Hannah Knighton	Administrator & PCC Secretary

The Standing Committee comprises the Churchwardens, the PCC Treasurer (also acting PCC Chair) and the PCC Secretary of the Parochial Church Council. The Acting Team Leader, Dr. Jo Whitehead, also attends the Standing Committee meetings

### PCC Members

The PCC members who formed the PCC after the APCM in March 2024 are:

#### **Ex-officio members:**

Mark Huskisson	(Churchwarden)
Stephe Bowley	(Churchwarden)
Phil Lees	(Deanery Synod)
Colin Lowe	(Deanery Synod)

#### **Elected members (until 2026 APCM)**

Richard Warburton  
Laura Newman  
Laura Holliday

#### **Elected members (until 2025 APCM)**

Hannah Knighton (PCC Secretary)  
Anne Long  
Rachel Lacey

#### **Elected members (until 2027 APCM)**

Paul Stuttle (Acting Chair and PCC Treasurer)  
Steve Lacey

## *Structure, Government and Management*

### **Governing Constitution**

Parochial Church Council (Powers) Measure 1956 are applicable. The PCC is a body corporate and a registered charity.

### **Risk Management Assessment**

In common with all other organisations, the PCC is potentially at risk from a number of sources. The PCC are responsible for ensuring that these risks are reviewed so as not to expose the PCC to undue risk and that the PCC is in a position to correctly deal with any situation that may arise. Risks have been assessed and, where possible, mitigated. Examples of areas that are kept under review include:

**Financial Strategy.** Ensuring that we have sufficient reserves to meet expenditure and that income levels are maintained. Regular management accounts are supplied to budget holders and the PCC.

**Data and Copyright Protection.** Ensuring that we comply with all current regulations. There is a Data Protection policy in place to comply with GDPR.

**Employment Regulations.** Ensuring that all current legislation and regulations are complied with and 'best practice' in employment matters is observed.

**Insurance.** Insurance levels are reviewed annually.

**Property.** The Church building is professionally surveyed every 5 years and a maintenance plan developed.

**Safeguarding.** A policy is in force for the protection of children and vulnerable adults in the care of the PCC and its volunteers. A Parish Safeguarding Officer is appointed by the PCC and is responsible for ensuring the policy is enforced.

**Internal Financial Controls.** Expenditure and income are reported against budget and last year. Bank statements are reconciled monthly and two signatures are required for all payments, the majority of which are online payments. Cash is banked regularly.

### **Health and Safety**

The Health and Safety Coordinator (currently the Standing Committee) is responsible for ensuring that all the Health and Safety policies are kept up to date and adhered to, and that regular safety checks are undertaken.

### **Public benefit**

The PCC has considered the guidance of the Charity Commission with regard to public benefit. In planning activities, the PCC consider Charity Commission and Diocesan guidance and how it relates to our objectives.

### **Appointment of Trustees**

Any person on the Electoral Roll of the parish may stand for election to the PCC. There are up to 9 'ordinary' elected members of the PCC who serve for a period of three years. Ex-officio members of the PCC are clergy licensed to the parish, churchwardens, lay readers and members of deanery, diocesan or general synods. Churchwardens are elected annually at the Annual Meeting for the Election of Churchwardens. Electors are members of the church Electoral Roll and those on the civil electoral roll for the parish of Breaston.

For other elected members, elections take place at the Annual Parochial Church Meeting (which immediately follows the Annual Meeting for the Election of Churchwardens); the electors are only those on the church Electoral Roll.

In both cases, all candidates must be proposed and seconded in writing by persons entitled to attend the respective meetings. There is no recruitment method for trustees, as all Roll members are eligible. Upon appointment, new trustees are provided with the Charity Commission Guidelines relating to their legal duties and the smooth running of the PCC.

## Trustees' Report

### Financial Year

The financial year runs from 1<sup>st</sup> January to 31<sup>st</sup> December.

The income of St Michael's PCC in 2024 was £173,226 (*£171,593 previous year*) and expenditure totaled £190,894 (*£167,659*) of which the Common Fund was £58,780 (*£65,705*).

The net deficit for the year was £(17,668) (*2023 Surplus £3,934*). This was arrived at after the net increase in the value of investments of £8,443 (*2023 Increase £18,573*)

Cash reserves and investments were £186,566 (*£204,546*) which is well within our reserve policy.

### Investment policy and objectives

It is the policy of the PCC to invest surplus funds with CCLA Investment Management Ltd.

### Reserves policy

It is PCC policy to maintain sufficient reserves of cash to enable payment of three months' unrestricted expenditure and a suitable sum to cover emergency situations. Currently, the sum considered to cover these potential outgoings is £70,000 (*£60,000*).

### Standing Committee

The Standing Committee is a committee of at least five people required by ecclesiastical law, which states that the minister and churchwardens are ex officio plus at least two other PCC members elected by the PCC. By convention, the PCC Secretary and Treasurer are elected, but this can be changed at any time by the PCC. The Standing Committee has the power to transact the business of the PCC between its meetings, subject to any directions given by the PCC. It meets (usually monthly) between meetings of the PCC.

### Parochial Church Council (PCC)

The PCC normally meets bi-monthly; there were six normal meetings during the year, including the meeting to appoint officers immediately after the Annual Parochial Church Meeting (APCM).

The law applicable to charities in England and Wales requires the Trustees to prepare financial statements for each financial year. In so far as the Trustees are aware:

there is no relevant information of which the charity's independent examiner is unaware, and the Trustees have taken all steps necessary to make themselves aware of any relevant information and to establish that the independent examiner is aware of that information.

The Parish is currently 'in vacancy' along with the other PCC in the benefice - the parish of Wilne with Draycott. The 2 PCCs are working with Derby Diocese to recruit and appoint a new part time Priest in Charge. Dr. Jo Whitehead who is a licenced Reader has been appointed as acting part time Team Leader to lead the St. Michael's team during this vacancy and to develop the Parish Profile.

### Objectives and Activities

The PCC has the responsibility for working with the Rector (when in post) in promoting the parish of St. Michael's, Breaston in the community and the whole mission of the Church. Our vision is "To grow as disciples of Jesus". Our mission is the way that we work out the vision, by:

*Loving God, ourselves and others*

*Experiencing the reality of God in everyday life*

*Serving, support, sharing*

The church provides worship and teaching services on Sundays –  
at 8:45 am in a traditional format,  
at 10:30 am in a more contemporary format,  
Evensong at 6:30 pm (alternating with the sister parish within the benefice).  
There is also a communion service on Wednesday at 10:30 am.  
Worship and teaching for children are available at the 10:30 am service.  
Due to the vacancy, not all of these services now run every week.

#### **Community and young people-**

Youth groups

Explorers

Youth Café

Sunbeams for parents and toddlers

'Renew' Wellbeing Café

'Living Hope'

The services are open to everyone regardless of personal background, gender or personal circumstances.

## **Achievements and performance**

Many costs continue to have been affected by inflationary pressures. Whilst energy costs have stabilised, they are still considerably above 2022 levels. Giving has remained largely static which reflects some of our members who are on pensions and others who are hit by inflation & higher interest rates. The deficit was £17,668 which was arrived at after over £20,000 of improvements and updates in the church hall and Old Library, the latter being let to new tenants in 2024. In spite of turbulent international markets, the CCLA investment fund increased by £8,443 in the year to 31<sup>st</sup> December 2024.

The PCC has taken advantage of the Parish Giving Scheme, which has simplified administration with Gift Aid claims processed monthly, improving cash flow.

A 'Renew' Wellbeing Café for the community continues to provide social and other activities for supporting a wide range of people. We are grateful for 'Warm Space' funding from Derbyshire CC to support this work.

'Living Hope' provides support for people with family or friends struggling with addictions

Our Youth and Children's workers continue to run Youth Groups, 'Explorers' and Youth Café weekly activities, all of which have shown encouraging growth in the last year.

## **Independent Examiner's Report to the Trustees of The Parochial Church Council of the Ecclesiastical Parish of St. Michael, Breaston**

I report to the charity trustees on my examination of the accounts of the charity for the year ended 31<sup>st</sup> December 2024 which are set out on pages 7 to 13.

### **Responsibilities and basis of report**

As the charity's trustees you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

I report in respect of my examination of the charity's accounts carried out under section 145 of the Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

**Independent examiner's statement**

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the charity as required by section 130 of the Act; or
2. the accounts do not accord with those records

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

Name: D PERRY FCA

Signed: D Perry FCA

Date: 10.4.2025.

Address: Clayton & Brewill Chartered Accountants, Cawley House, 149-155 Canal Street, Nottingham, NG1 7HR.





# St. Michael's, Breaston

## *Growing as followers of Jesus*

### Statement of Financial Activities

	Unrestricted funds	Restricted funds	Endowment funds	Total funds	Prior year total funds
<b>Incoming resources</b>					
Incoming resources from generated funds					
Voluntary income	112,839	—	—	112,839	112,253
Activities for generating funds	261	—	—	261	4,591
Investment income	22,104	—	—	22,104	26,854
Incoming resources from charitable activities	34,096	—	—	34,096	23,333
Other incoming resources	3,926	—	—	3,926	4,462
<b>Total income</b>	<b>173,226</b>	<b>—</b>	<b>—</b>	<b>173,226</b>	<b>171,593</b>
<b>Resources used</b>					
Cost of generating funds					
Cost of generating voluntary income					—
Charitable activities	190,174	—	—	190,174	166,963
Governance costs	720	—	—	720	696
<b>Total expenditure</b>	<b>190,894</b>	<b>—</b>	<b>—</b>	<b>190,894</b>	<b>167,659</b>
<b>Net income / (expenditure) resources before transfer</b>	<b>(17,668)</b>	<b>—</b>	<b>—</b>	<b>(17,668)</b>	<b>3,934</b>
<b>Transfers</b>					
Gross transfers between funds - in	—	—	—	—	—
Gross transfers between funds - out	—	—	—	—	—
<b>Other recognised gains / losses</b>					
<b>Net movement in funds</b>	<b>(17,668)</b>	<b>—</b>	<b>—</b>	<b>(17,668)</b>	<b>3,934</b>
<b>Total funds brought forward</b>	<b>204,185</b>	<b>—</b>	<b>—</b>	<b>204,185</b>	<b>200,051</b>
<b>Total funds carried forward</b>	<b>186,517</b>	<b>—</b>	<b>—</b>	<b>186,517</b>	<b>204,185</b>
<b>Represented by</b>					
<b>Unrestricted</b>					
Designated	20,000	—	—	20,000	20,000
General fund	166,517	—	—	166,517	176,780
<b>Designated</b>					
Church improvement & maintenance fund	5,455	—	—	5,455	7,405
<b>Restricted</b>					
Agency collection	49	—	—	49	338

## Balance sheet

Class and code	Description	This year	Last year
<b>Fixed assets</b>			
	Computer Equipment	-	-
	Office Furniture	-	-
	<b>Total Fixed assets</b>	<b>-</b>	<b>-</b>
<b>Current assets</b>			
	Lloyds Bank Current Account	5,721	10,145
	CBF deposit account No 1	7,008	29,008
	1723609 Nominal Treasury Stock	-	-
	CBF - Investment Fund CBF/612191003D	173,837	165,393
	Accounts Receivable	-	-
	<b>Total Current assets</b>	<b>186,566</b>	<b>204,546</b>
<b>Liabilities</b>			
	Agency collections	49	(338)
	Accounts Payable	-	699
	<b>Total Liabilities</b>	<b>49</b>	<b>361</b>
	<b>Net Asset surplus(deficit)</b>	<b>186,517</b>	<b>204,185</b>
<b>Reserves</b>			
	Surplus / (deficit) to date	(17,668)	3,934
	Starting balances	204,185	200,251
	<b>Total Reserves</b>	<b>186,517</b>	<b>204,185</b>
	<b>Represented by funds</b>		
	Unrestricted	181,062	196,780
	Designated	5,455	7,405
	Restricted	-	-
	Endowment	-	-
	<b>Total</b>	<b>186,517</b>	<b>204,185</b>

## Statement of assets and liabilities

	General	Designated	Restricted	Endowment	This year	Last year
<b>Current assets - Cash at bank and in hand</b>						
Lloyds Bank Current Account -	266	5,455	-	-	5,721	10,145
CBF deposit account No 1 -	7,008	-	-	-	7,008	29,008
<b>Totals</b>	<b>7,274</b>	<b>5,455</b>	<b>-</b>	<b>-</b>	<b>12,729</b>	<b>39,153</b>
<b>Current assets - Investments</b>						
CBF - Investment Fund CBF/612191003D -	173,837	-	-	-	173,837	165,393
<b>Totals</b>	<b>173,837</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>173,837</b>	<b>165,393</b>
<b>Liabilities - Agency accounts</b>						
Agency collections -	49	-	-	-	49	338
<b>Totals</b>	<b>49</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>49</b>	<b>338</b>
<b>Liabilities - Creditors: Amounts falling due in one year</b>						
Accounts Payable -	-	-	-	-	-	699
<b>Totals</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>699</b>

## Annual Report for 2024

<b>Grand total</b>	<b>181,062</b>	<b>5,455</b>	<b>-</b>	<b>-</b>	<b>186,517</b>	<b>204,185</b>
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### Analysis of income and expenditure

	<b>Unrestricted</b>	<b>Designated</b>	<b>Restricted</b>	<b>Endowment</b>	<b>Total</b>	
					<b>This year</b>	<b>Last year</b>
<b>INCOME AND ENDOWMENTS</b>						
<b>Incoming resources from generated funds - Voluntary income</b>						
Gift Aid – Bank	75,259	3,094	-	-	78,353	78,892
Gift Aid Collection	50	-	-	-	50	100
Other planned giving	994	-	-	-	994	1,740
Loose plate collections	5,420	-	-	-	5,420	5,137
Church Re-Ordering Project	-	-	-	-	-	-
Flower Festival Income	90	-	-	-	90	140
Gift Aid	-	-	-	-	-	-
Young Church & Sunbeams	2,660	-	-	-	2,660	568
Casual Gift Aid	-	-	-	-	-	-
Tax recoverable on Gift Aid	24,540	-	-	-	24,540	19,989
Legacies	-	-	-	-	-	5,000
Non-recurring one-off grants	-	-	-	-	-	-
Other funds generated	732	-	-	-	732	787
<b>Total</b>	<b>109,745</b>	<b>3,094</b>	<b>-</b>	<b>-</b>	<b>112,839</b>	<b>112,353</b>
<b>Incoming resources from generated funds - Activities for generating funds</b>						
Magazine income – advertising	-	-	-	-	-	2,362
Parish magazine sales	261	-	-	-	261	2,229
<b>Total</b>	<b>261</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>261</b>	<b>4,591</b>
<b>Incoming resources from generated funds - Investment income</b>						
Dividends and increase/(decrease) in investments	8,443	-	-	-	8,443	18,573
Bank and building society interest	1,456	-	-	-	1,456	1,393
Rent from lands or buildings	12,205	-	-	-	12,205	6,888
<b>Total</b>	<b>22,104</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>22,104</b>	<b>26,854</b>
<b>Incoming resources from charitable activities</b>						
Renew Wellbeing donations	2,212	-	-	-	2,212	1,430
Fees for weddings and funerals	3,245	-	-	-	3,245	2,539
Church hall lettings – objectives	28,639	-	-	-	28,639	19,364
<b>Total</b>	<b>34,096</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>34,096</b>	<b>23,333</b>
<b>Other incoming resources</b>						
Youth Worker	3,926	-	-	-	3,926	4,462
<b>Total</b>	<b>3,926</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>3,926</b>	<b>4,462</b>
<b>INCOME TOTAL</b>	<b>170,132</b>	<b>3,094</b>	<b>-</b>	<b>-</b>	<b>173,226</b>	<b>171,593</b>

**EXPENDITURE**

**Cost of generating funds - Cost of generating voluntary income**

Other Restricted	-	-	-	-	-	-
Total	-	-	-	-	-	-
<b>Charitable activities</b>						
Flowers for Church						23
Giving to missionary societies	4,970	-	-	-	4,970	4,420
Giving - relief and development agencies	-	-	-	-	-	-
Home mission	3,200	-	-	-	3,200	3,240
Mission projects - expenditure	906	-	-	-	906	456
Renew Wellbeing	500	-	-	-	500	837
Ministry Common Fund	58,780	-	-	-	58,780	65,705
Salary of parish administrator	4,995	-	-	-	4,995	4,244
Salary of interim team leader	9,555	-	-	-	9,555	-
Working expenses of incumbent	1,328	-	-	-	1,328	(125)
Funeral, wedding and other related costs	2,391	-	-	-	2,391	1,604
Visiting speakers	130	-	-	-	130	-
Rectory - water	124	-	-	-	124	594
Youth Worker and costs	21,089	-	-	-	21,089	17,184
Young Church & Sunbeams	14,022	-	-	-	14,022	11,394
Church running - insurance	4,594	-	-	-	4,594	3,816
Church maintenance	2,954	-	-	-	2,954	6,789
Cleaning	4,616	-	-	-	4,616	3,714
Upkeep of services	2,714	-	-	-	2,714	2,712
Upkeep of churchyard	-	-	-	-	-	2,550
Administration	732	-	-	-	732	4,393
Computer Hardware & Software	3,171	-	-	-	3,171	1,590
Church running - electric	11,587	-	-	-	11,587	16,388
Church running - water	191	-	-	-	191	167
Magazine expenses	244	-	-	-	244	2,726
Hall Management	291	-	-	-	291	806
Hall running - electricity	2,541	-	-	-	2,541	2,293
Hall running - gas	1,686	-	-	-	1,686	3,079
Hall running - insurance	-	-	-	-	-	600
Hall running - maintenance	14,962	5,044	-	-	20,006	5,583
Hall running - water	208	-	-	-	208	181
Hall + major repairs - structure	12,649	-	-	-	-	-
Library upkeep	-	-	-	-	12,649	-
Re-ordering Project - Church	-	-	-	-	-	-
Total	185,130	5,044	-	-	190,174	166,963
<b>Governance costs</b>						
Governance costs examination/audit fee	720	-	-	-	720	696
Total	720	-	-	-	720	696
<b>EXPENDITURE TOTAL</b>	<b>185,850</b>	<b>5,044</b>	<b>-</b>	<b>-</b>	<b>190,894</b>	<b>167,659</b>
<b>GRAND TOTAL</b>	<b>(15,718)</b>	<b>(1,950)</b>	<b>-</b>	<b>-</b>	<b>(17,668)</b>	<b>3,934</b>

## Notes to the financial statements for the year ended 31<sup>st</sup> December 2024

### ACCOUNTING POLICIES

#### Basis of preparing the financial statements

The financial statements of the charity have been prepared under the Church Accounting Regulations 2006 in accordance with applicable accounting standards and the current Statement of Recommended Practice, Accounting and Reporting by Charities and applicable accounting standard FRS102.

The financial statements have been prepared under the historical cost convention except for investment assets, which are shown at market value. The financial statements include all transactions, assets and liabilities for which the PCC is responsible in law.

#### Consecrated land and buildings and movable church furnishings:

Consecrated and beneficed property is excluded from the financial statements by section 96(2) (a) of the Charities Act 1993.

#### Tangible Fixed Assets for use in the charity

These are capitalised if they can be used for more than one year and cost at least £1,000. There were no such assets at 31st December 2024.

No value is placed on movable church furnishings held by the churchwardens on special trust for the Parochial Church Council and which require a faculty for disposal since the Parochial Church councillorship consider this to be an 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 Statement of Financial Activities and separately disclosed.

#### VAT

The charity is not registered for VAT and all irrecoverable VAT is charged against the expenditure heading for which it was incurred.

#### Taxation

The charity is exempt from tax on its charitable activities.

#### Fund accounting

The Parochial Church Council has both unrestricted and restricted funds.

**Unrestricted funds** represent the funds of the PCC that are not subject to any restrictions regarding their use and are available for application to the general purposes of the PCC.

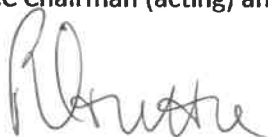
**Restricted funds** relate to donations and grants which are specified for a particular purpose. Income is included in incoming resources of restricted funds when received. The relevant expenditure is then matched as restricted expenditure.

**Designated Funds** are general funds set aside by the PCC for use in the future. Designated funds remain unrestricted and the PCC will if appropriate move any surpluses not ear-marked for current purposes to other General Funds. As at 31st December 2024 there was one such fund designated:

- Buildings and Maintenance fund – for the repair and improvement of the church, church hall and 'Old Library'

## Approval

Approved by the Parochial Church Council for the Ecclesiastical Parish of St. Michael, Breaston on 12<sup>th</sup> March 2025 and signed on its behalf by Paul Stuttle PCC Chairman (acting) and Treasurer.



12 March 2025