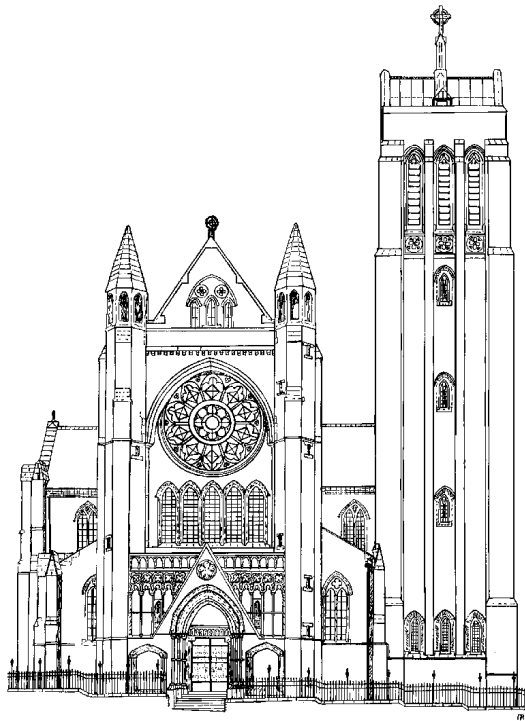


**Parochial Church Council  
of the Ecclesiastical Parish of  
St Alban and St Patrick  
Highgate, Birmingham B12 0YH**

**Registered Charity Number 1169941**



***ANNUAL REPORT & STATEMENT  
OF FINANCIAL ACTIVITIES***

**For the Year Ended  
31<sup>st</sup> December 2024**

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# Annual Report for 2024 of the Parochial Church Council of the Ecclesiastical Parish of St. Alban & St. Patrick, Registered Charity Number 1169941

## Introduction – Responsibilities of the PCC

The Parochial Church Council (PCC) has the responsibility of co-operating with the incumbent (vicar) in promoting the whole mission of the Church of England, pastoral, evangelistic, social and ecumenical, in the ecclesiastical parish of St. Alban and St. Patrick. Highgate, Birmingham. The parish boundary runs clockwise from the junction of Alcester Street and High Street Deritend along High Street Bordesley, Camp Hill, Old Camp Hill, Stratford Place, Highgate Middleway, Belgrave Middleway, Sherlock Street, Macdonald Street, Rea Street South, Moseley Street and Alcester Street back to High Street Deritend.

The PCC is also responsible for proper maintenance of the Parish Church of St. Alban the Martyr, a Grade II\* listed building (ID 1290539) situated on the corner of Conybere Street and Stanhope Street, and of the adjoining St. Patrick's Room church hall.

The PCC is governed by the Parochial Church Councils (Powers) Measure 1956 as amended, the Church Representation Rules in Schedule 3 to the Synodical Government Measure 1969 as amended and the Charity Commission's guidance on public benefit for charities for the advancement of religion.

## Membership of the PCC

Membership of the PCC may be *ex officio*, through election by the Annual Parochial Church Meeting (APCM) or through co-option by the PCC.

The incumbent or priest-in-charge is a member and chairman *ex officio*. Other clergy, lay workers or readers licensed to the parish would also be members *ex officio*; but there were none in 2024.

Two churchwardens, who are elected annually at the Vestry Meeting that precedes the APCM, but do not take office until formally admitted by the Archdeacon, are *ex officio* members of the PCC.

Deanery Synod members, elected every third year at the APCM to serve for three years, are *ex officio* members of the PCC. Any lay members of Diocesan or General Synod on the Electoral Roll of the parish would also be *ex officio* PCC members of the PCC.

By a resolution of the 2013 APCM, up to three PCC members are elected each year to serve for three years. This is the default number under the Church Representation Rules for an electoral roll between 51 and 100. The roll was 40 at the 2024 APCM, for which the default number elected annually is two.

As well as these elected lay members, a PCC with six or nine elected members is entitled to co-opt up to two members to serve until the next APCM.

The Vestry and APCM for 2024 were held on Sunday 14<sup>th</sup> April in the church hall, St Patrick's Room at 12:00 noon.

**Members serving on the PCC at any time from 1<sup>st</sup> January 2024 until the date of this report:**

### **Members serving ex officio:**

*Incumbent:* Fr Dr Gerald Sykes (retired 11<sup>th</sup> January 2025)

### *Churchwardens:*

Christopher Smith (*re-elected at APCM 2024*)

Amanda Cadman (*re-elected at APCM 2024*)

### *Deanery Synod members*

*Elected at the 2023 APCM to serve until 2026 APCM:*

Amanda Cadman

Andrew Harvey

### **Directly elected members:**

*Elected at 2021 APCM to serve to 2024 APCM:*

Maureen Fellows

Dianne Wainwright (resigned 22<sup>nd</sup> March 2023)

(There was no third candidate for office.)

*Elected at 2022 APCM to serve to 2025 APCM:*

Bryce Somerville

Rachel Smith

Fay Wilson

*Elected at 2023 APCM to serve to 2026 APCM:*

Edward Fellows,

Andrew Harvey

Aled Liddington (resigned from APCM 2024)

*Elected at 2024 APCM to serve to 2027 APCM:*

Maureen Fellows

Cynthia Somerville

(There was no third candidate for office.)

### **Co-opted member:**

Angela Sones from 6<sup>th</sup> June 2024 to 2025 APCM

## **Officers 1<sup>st</sup> January 2024 to the date of this report:**

**Chair:** Fr Dr Gerald Sykes (to 11<sup>th</sup> January 2025)

**Deputy Chair:** Edward Fellows

**PCC Secretary:** Andrew Harvey

**Minuting Secretary:** Fay Wilson

**Electoral Roll Officer:** Rachel Smith

**Treasurer:** Christopher Smith

**Parish Safeguarding Officer:** Amanda Cadman

**Children's Advocate:** Amanda Cadman

**Vulnerable Adults' Advocate:** Amanda Cadman

**DBS Administrator/Identity Verifier:** Rachel Smith

**Music Secretary:** Bryce Somerville

**Sidesmen:** Christopher Smith, Fay Wilson, Amanda Cadman, Andrew Harvey and Bryce Somerville

### **PCC Meetings**

The PCC held five meetings in 2024, numbered 507 to 511. (A sixth meeting, scheduled for January, was cancelled due to widespread illness of members.) The meetings were held in the church hall, some with provision for online participation. There was an average attendance of 78%. In 2025 the PCC has held two meetings to the date of this report: one regular meeting and a special meeting with the Archdeacon and Area Dean about the interregnum following the retirement of Fr Dr Gerald Sykes.

### **PCC Committees:**

#### ***Standing Committee***

The PCC is required to have a standing committee of at least five members. The members in 2024 were: Fr Gerry Sykes, Amanda Cadman, Christopher Smith, Andrew Harvey, Edward Fellows (until 6<sup>th</sup> June) and Bryce Somerville (from 6<sup>th</sup> June). This committee can transact PCC business between full meetings, subject to directions from the PCC.

#### ***Restoration and Maintenance Task Group***

This Group had a remit to supervise the work of restoration and maintenance of the church building, apply for grants for restoration of the church, plan for regular maintenance and apply for diocesan faculties for the work. This related particularly to the renewal of the church roof, completed in 2020. Since 2021 its functions have reverted to the churchwardens and the standing committee.

#### ***Children and Young People Committee***

This group addressed issues to do with the Family Multimedia Mass held on Saturdays in the church hall and appropriate participation of the children in the liturgy. Chaired by Fay Wilson, participants included the Vicar, and local parent Negash Mebrahtu. Since 2021 with a decrease in children attending, its functions have reverted to *ad hoc* consultations by the Vicar.

#### ***Music Development Committee***

Following the announcement by Aled Liddington that he would move away from the West Midlands and would resign as Director of Music from Easter 2024, a committee consisting of the Vicar, Music Secretary, the Churchwardens and Aled Liddington considered the job description and funding for a replacement Director of Music, shortlisted two candidates, conducted interviews and advised the Vicar on the appointment of Angela Sones B. Mus., who took up the post in May 2024.

### **Other Parochial Bodies:**

Although not committees formally appointed by the PCC, the following include members of the PCC and deliver reports to the PCC when appropriate.

#### ***Church Printing Unit***

Operated from their own home by Edward and Maureen Fellows, the Printing Unit (also known as the Litho Unit, as it used to use offset lithography) prints our parish magazine and other items for the PCC. In 2024 it also printed magazines for two other churches and a quarterly magazine for an

amateur radio society. In 2021 the Unit purchased a new Canon machine to print, fold and staple magazines at a cost of £9,310. The cost was spread over four years by linear depreciation and is now full written off. The unit has provided an income of £2,000 annually to the church General Fund from the profits of its external work for some years. However, Maureen and Edward cannot continue, due to age and increasing infirmity, and expect to wind down the unit during 2025.

#### ***Friends of St. Alban's and St. Patrick's***

Originally formed both to keep in touch with old friends and to raise funds to support the activities and fabric of the church, the Friends last held a fund-raising meeting in 2019 and last sent out a newsletter in 2018. The subscriptions of most former members have expired, although a few still contribute by standing orders. The Committee, chaired by Amanda Cadman, had hoped to place a new emphasis on non-fundraising events enabling wider participation from the congregation and beyond, but a lack of volunteers from a decreasing congregation means that the prospects of reviving the Friends are not currently good.

### **PCC Social Responsibilities:**

#### ***Safeguarding Children and Vulnerable Adults***

The PCC is committed to promoting a safer church for everyone. In June 2023 the PCC adopted an updated *Promoting a Safer Church Parish Policy Statement*, a *Policy Statement on the Recruitment of Ex-Offenders*, as well as a *Parish Safeguarding Complaints Procedure* (which covers complaints about the application of safeguarding procedures, rather than safeguarding issues).

In November 2024 the PCC adopted an updated *Promoting a Safer Church Policy Statement*, updated *Safeguarding Children*, *Adult Safeguarding*, *Responding to Domestic Abuse* and *Recruitment of Ex-Offenders Policies* and an updated *Safeguarding Complaints Procedure*. Copies of these are available on our website ([www.saintalban.co.uk](http://www.saintalban.co.uk)).

#### ***General Data Protection Regulation (GDPR)***

Under the UK Data Protection Act 2018, the PCC is a Data Controller, holding and processing personal information about individuals including church members, donors, members of the Friends of St Alban's & St Patrick's, users of the premises, visitors and customers of the Printing Unit.

A Data Protection Notice explaining the kinds of data held, how and why they are processed and for how long some data must be kept is available on the parish website ([www.saintalban.co.uk](http://www.saintalban.co.uk)).

The PCC does not disclose personal data to third parties except when required to do so by law.

The churchwardens act as Data Protection Officers in the absence of a specific appointment.

Both the Diocese of Birmingham and the Vicar are separate Data Controllers from the PCC and responsible for any personal data that they hold.

### **Accessibility**

Because the church is built on land rising from west to east, there are flights of steps at both the west entrance from Stanhope Street and the south entrance from Conybere Street. Step-free access is available through the 'cloister' entrance to the north transept, reached by a path from Stanhope Street north of the church. There is an adapted toilet suitable for wheelchair users, which also provides a baby-changing facility. The church has an inductive loop for users of hearing aids.

### **Insurance**

The PCC has a ParishCare policy with Trinitas Church Insurance Services, underwritten by Aviva, which provides public liability insurance of £10m and buildings cover of £30m. In 2024 £1,049 was received for damage to windows in an unsuccessful attempted break-in.

### **Risk Management**

Charities required to have a full audit of their accounts are also required to include a Risk Management Statement in their annual report confirming that "the charity trustees have given consideration the major risks to which the charity is exposed and satisfy themselves that systems or procedures are established in order to manage those risks". The PCC did not fall into this category for 2024 and has yet to adopt a formal risk management strategy with a regular review of risks.

### **Parish Statistics – Changing Demographics**

In the 2021 census there were about 4,924 people living in the parish, an increase from about 4,500 in 2011, and 3,371 in 2001. With the provision of new housing the population continues to increase.

Between the 2001 and 2021 censuses there were substantial changes in the ethnicity and religious affiliation of the population of the parish:

Ethnicity	2001	2021	Religion	2001	2021
White	41%	21%	Christian	45%	24%
Asian	28%	25%	Muslim	27%	50%
Black	19%	32%	Other	6%	4%
Mixed	8%	7%	None	11%	16%
Other	4%	15%	Blank	11%	6%

The parish is within the most deprived percentile of parishes in England (109<sup>th</sup> out of 12,178 parishes).

At the 2024 APCM the electoral roll was 40, 9 of whom lived in the parish. There had been one addition and three removals (one death, one moved away, one no longer attending) since the 2023 APCM, when it had 42 members. Under the Church Representation Rules, a new roll is compiled every six years. A new roll is being compiled in 2025 and is open for applications at the date of this report.

The Worshipping Community – those attending at least monthly or who would have done so if not prevented by illness – was assessed as 33 in December 2024, with 0 under 10, 1 age 11–17, 17 age 18–69 and 15 age 70 or over. Totals for previous years were: 2023, 45; 2022, 46; 2021, 42; 2020, 51; 2019, 58; 2018, 71; 2017, 74; 2016, 69.

### **Church Services**

The pattern of regular services is now:

- Weekly Sunday 10:00 a.m. Mass with choir.
- Fourth Sunday of the month, 6:00 p.m. Solemn Choral Evensong and Benediction.

In addition to regular weekly or monthly services, there are regular annual services for Epiphany, Candlemas, Ash Wednesday, St Patrick's Day, Maundy Thursday, Good Friday, Holy Saturday, Ascension Day, Corpus Christi, St Alban's Day, The Assumption of the Blessed Virgin Mary, Holy Cross Day and Christmas.

In 2024 three funerals were held in the church. There was one adult baptism in the church, and two members were confirmed. No weddings, blessings after a civil ceremony or services of thanksgiving after the birth of a child were held. In 2025, to the date of this report, there has been one infant baptism in the church.

### **An Anglo-Catholic Missioner**

The parish has joined with those of St George's, Edgbaston; St John's, Perry Barr; St Matthew's, Perry Beeches; and St Mark's, Kingstanding, in a five-year mission project to grow new disciples in each parish and pilot new ways that could be transferrable to other Anglo-Catholic settings. The project is being facilitated by a full-time Missioner, Mother Charlotte Gibson, who was licensed at St Alban's Church on the 11<sup>th</sup> of April 2024. Her post is funded by a grant from the Church Commissioners.

### **Church Building and Contents**

#### **Quinquennial Inspection**

A new inspection was carried out in September 2024. The report, delivered in November, has yet to be considered in detail by the PCC. Some of the defects identified in the previous quinquennial inspection, carried out in 1999, were addressed by adding to the work carried out in 2020 and 2021 to renew the church roof and provide improved accessibility.

#### **Electrical Installation Condition Report**

An electrical inspection of the church and hall was carried out in September 2024. Rectification of defects identified took place in February 2025.

#### **The Building No Longer Formally at Risk**

In 2016 the church was put on Historic England's Heritage at Risk Register, because: "The terracotta tiled roof has passed the point of repair and needs to be replaced urgently. The C20 extensions are also in poor condition and in need of repair. Rainwater goods need attention and there is work to be done to the perimeter of the apse because the external ground level is higher than the internal level." Following renewal of the roof and lowering of the ground at the east end, the church was removed from Heritage at Risk Register in 2021.

#### **The Church Roof Renewed**

In 2016, the roofs of St Patrick's Chapel, the South Transept, the Ambulatory and the Organ Loft were renewed aided by a Heritage Lottery Fund Listed Places of Worship: Roof Repair Fund grant and VAT

reclaim under the Listed Places of Worship Grant Scheme. In 2020, the remaining high-level roofs were renewed, their rainwater goods refurbished or renewed, and other high-level repairs carried out while access from the scaffolding was available with the aid of a project delivery phase grant of £222,000 from the National Lottery Heritage Fund.

With the title *Revealing St Alban's Hidden Heritage*, the project also included improving step-free access to the church, developing a range of new interpretive materials and providing more frequent open days. The project grant covered 43% of the cost of this work, and VAT was reclaimed through the Listed Places of Worship Grant Scheme, with the balance funded by the PCC's restricted church restoration fund and designated funds, mainly from past unrestricted bequests set aside for this purpose.

#### **Ground Level Lowered**

The ground level at the east end of the church was lowered in 2016/17 and a French Drain created around the apse and St Patrick's Chapel, funded by part of the bequest of John Taylor (and VAT reclaim under the Listed Places of Worship Grant Scheme).

#### **Floodlights Remain Defective**

Floodlights were installed in 2001, part-funded by a grant from the Millennium Floodlighting Trust. Most of the underground cabling and many of the lamps now need replacing and have been disconnected. In 2024 only some floodlights at the west end were functional. Complete renewal using low-energy LED lamps is needed but the PCC currently has more urgent issues to address with the funds available.

#### **Church Heating and Lighting**

At the start of 2024 the church was heated by eleven gas heaters around the walls: 7 balanced-flue convection heaters (of which 3 were renewed like-for-like during 2022) and 3 fan-assisted heaters. A fourth fan-assisted heater failed several years ago and cannot not be repaired or replaced like-for-like, while an eighth convector failed irreparably in 2023. Early in 2024 another of the fan-assisted heaters failed and one of the remaining convectors could not be relit in the autumn. Early in 2025 the pilot light of another convector will not remain lit. Due to pressure of work the Gas Engineers due to perform an annual service will not now attend until the end of April 2025. The size of the building and the large area of single-glazed windows prevent the heaters from achieving a comfortable temperature for the congregation in cold weather.

The vestries and hall are heated by a separate gas-fired heating/hot water system. The choir vestry is heated independently by a gas boiler and radiators. Each of these can achieve a comfortable temperature.

The Church of England has committed to reaching net zero carbon emissions by 2030 and in August 2021 the PCC moved to "Green Gas" and 100% renewable electricity tariffs. The PCC has replaced the more accessible incandescent filament lamps and former fluorescent tube lighting in the kitchen and choir vestry with low-energy LED lamps, but most of the church lighting system, using both

filament and discharge lamps, is not accessible without specialist equipment.

The Church of England Energy Footprint Tool reports gross figures for CO<sub>2</sub> emissions from our gas and electricity usage of 12.6, 12.7 and 12.5 metric tonnes for 2022, 2023 and 2024. Based on our previous contracts for green gas and renewable electricity, it reported net figures of 1.6 and 1.7 metric tonnes for 2022 and 2023. In August 2024 the PCC moved to new three-year contracts for gas from British Gas "100% of your gas will be backed by Renewable Gas Guarantees of Origin from UK renewable green gas." and electricity from E.ON Next "100% renewable". Unfortunately, the 2024 energy tool does not recognise either of these tariffs and therefore reports both gross and net CO<sub>2</sub> emissions for 2024 as 12.5 metric tonnes.

#### **Church Floor**

Over the last few years areas of heave/settlement in the church floor have become a problem, resulting in potential trip hazards. The PCC has added investigation and remedial work to the list of essential future work for which funding is needed.

#### **Removal of Asbestos beneath the North Transept**

In 2021, a small area of flooring collapsed in the north transept, revealing asbestos insulation board covering a chamber connected to old heating ducts. In 2022 specialist contractors dismantled the floor above the chamber, removed the asbestos and decontaminated the chamber and the recovered wooden floor blocks. In 2023 plans to reinstate the floor were prepared. However, at the date of this report, this work is on hold for lack of funds.

#### **Church Hall and Vestries**

In 2022 removal of asbestos-containing vinyl tiles and the flue of a former gas heater, believed to contain asbestos, from the choir vestry, revealed the poor condition of the terrazzo floor beneath.

In July 2023 (hitherto) extreme rainfall washed moss from the hall roof onto the flat roof of the kitchen and adjacent lobby blocking the drains. This roof sloped inwards towards the south gable of the hall, resulting in pooling and water entry, bringing down part of the kitchen ceiling and soaking the floor of the hall. Insurance provided £8,620 towards replacing the ceiling and carpet.

In 2024 work began to replace the floor of the choir vestry with a new floor incorporating thermal insulation and surfaced with quarry tiles, with practical completion on 11<sup>th</sup> March 2025. At the same time the old fluorescent tube lighting was replaced with LED lighting in fittings of heritage appearance. The tiles and light fittings were paid for by donors.

Work also began in 2024 to alter the kitchen roof to slope away from the hall and discharge rainwater through chutes in the parapet and external down pipes to prevent future flooding due to blockage of internal drains, with practical completion on 13<sup>th</sup> January 2025. At the same time the lighting and ventilation of the kitchen was updated.

After alteration of the roof there was further water ingress to the kitchen area, which has been traced to defects in the hall roof adjacent to the kitchen and further repairs will be needed in 2025.

#### **Parking in Highgate**

In 2019 Birmingham City Council proposed a controlled parking scheme for Highgate, in which parking on the frontages of the church would be reserved for residents, with limited pay-and-display parking on the opposite side of Stanhope Street. Following representations from the church, Councillor Brigid Jones, then Deputy Leader of the City Council, wrote to one of the churchwardens that the scheme would not operate on Sundays and Bank Holidays, and suggestions for paid parking on the frontages of the church, a waiting area for hearses outside the main doors and blue-badge holder bays would be incorporated in a revised plan. Covid-19 intervened, and the revised plan was not circulated. In 2024 the PCC received notice that it was now planned for the scheme to operate every day. New plans again showed that the frontages of the church and adjacent vicarage would be for residents' parking, with "no waiting at any time" in front of the main entrance and limited paid parking on the other side of Stanhope Street. The Vicar, churchwardens, PCC and other members of the congregation, as well as members of other religious groups affected by the scheme, made representations to councillors and council officers requesting changes. At the date of this report, we do not know the outcome of the consultation.

#### **Use of the Church Hall – St Patrick's Room**

During 2024 the hall was used for five PCC meetings, until June for a Saturday afternoon Family Mass, for part of year for choir rehearsals and for refreshments after Sunday Mass and Festival Masses for St Patrick and St Alban. It was hired for one day a week by Highgate Community Support Ltd., for the meetings of a Women's Group; by Birmingham Anglo-French Society for 14 evening meetings; and until July on Saturdays by Friction Arts to deliver their young peoples' Art Club while their premises in Digbeth were renovated.

#### **Church Open Days and Heritage Visitors**

A programme of regular open days begun in 2020 was suspended due to Covid-19. We have been unable to restart a programme of regular open days, for lack of suitable volunteer stewards.

In 2022 we opened the church for the national Heritage Open Days (HOD) and Birmingham Heritage Week (BHW) with 90 visitors over ten days.

In 2023 we opened the church for one day in association with a local street event with 11 visitors and for nine days during the HOD/BHW with 63 visitors. We also hosted visits by the Friends of Birmingham Museum and Art Gallery and the University of the Third Age with 39 and 25 visitors, and 4 'heritage' visitors attended while the church was open after services.

In 2024 we opened the church to visitors for six days over the HOD/BHW with 54 visitors and recorded 2 other 'heritage' visitors.

#### **Concerts, Recitals and Music Visits**

In 2019, before Covid-19, the church hosted 11 free concerts, 7 by members of the Royal Birmingham Conservatoire (RBC), with a total attendance of 244, a ticketed performance of *Messiah* given by the Birmingham Festival Chorus with an audience of 215 and 97 performers, and the annual Service of Nine Lessons and Carols of the Birmingham Bach Choir with a congregation of 190. After disruption of such activities by Covid-19, in 2022 we hosted 2 free concerts (combined attendance 37), a ticketed organ recital (attendance 43), and the Birmingham Bach Choir's Service of Nine Lessons and Carols, attended by 143. In 2023 the church hosted 3 free concerts (combined attendance 53) and a visit by 35 Dutch Organists during their tour.

In 2024 we hosted one free concert by the RBC and another by Christi Park (combined audience 41) and hosted the Birmingham Bach Choir's Service of Nine Lessons and Carols, attended by 138.

#### **Food Bank**

Operated by Amanda Cadman, assisted in 2024 by Akole Sykes and young people, the United Highgate Food Bank stores in the South Porch food, some donated but most purchased from grants and donations. It provides weekly food parcels to those in need in the parish.

#### **Music, Choir and Organ**

Aled Liddington gave notice that he would resign as Director of Music from the end of March 2024, due to a move away from the West Midlands. Angela Sones was appointed as his successor, but because of prior commitments could not take up the post until May and the PCC is grateful to John Jenkin for filling part of the gap between appointments. At the end of 2024 the regular Sunday morning choir had seven members, with increasing numbers of visitors from other churches assisting for Choral Evensong and other special services. During 2024 the organ's choir slider machine was refurbished at a cost of £4,830 and during 2025 before the date of this report the great under-action has been refurbished at a cost of £9,850. The Organ Fund is now empty, but all the leatherwork needs renewal soon at an estimated cost of £65,000, while modernisation of the piston capture system would cost a further £22,200.

#### **Servers**

During 2024 Harry Daniels, Simon Wainwright, Kevin Blakey (until he moved away) and Simon Mebrahtu (until he went away to university) kept up the standard of serving at Sunday Mass, assisted when available by Andrew Harvey. In 2025 Reshawn Farrell has joined the serving team.

#### **Eco Church Bronze Award**

In November 2023 the church gained the Bronze Eco Church award. Our Environmental Lead is Rachel Smith. We hope to work towards a Silver Award. As part of our commitment, we will continue to leave most of the grass unmown from spring until late June to encourage wildflowers and pollinating insects, while keeping the edges tidy. Wildflowers which appeared in 2023 included pyramidal orchids.

## Financial Review

### ***Deposits and Investments***

The PCC considers it proper to accumulate and retain reserves to provide for future repairs and maintenance of the church and ancillary buildings. It deposits short-term reserves in the Central Board of Finance (CBF) Church of England Deposit Fund and invests long-term reserves in CBF investment funds. The investments are revalued yearly on the 31<sup>st</sup> of December, usually at the “net asset” or “mid-market” value, which lies between the “bid market value” at which shares may be sold and the “offer price” at which they may be bought. From 2019 the CBF Property Fund shares of Joyce Madeley’s bequest have been valued instead at the lower “bid market value” because the PCC may need to sell them in the short term to pay for restoration work.

### ***Major Income and Expenditure for Building Work***

Major expenditure on renewing the church roof, associated repairs and improvements to the step-free entrance completed in 2021 depleted the PCC’s unrestricted reserves in matching funding for the National Lottery Heritage Fund grant that allowed the work to take place. In late 2021 the PCC received an unrestricted legacy of £50,000 from Mary Goodman (died 1<sup>st</sup> February 2001), which has enabled further work to the building.

During 2024 the renewal of the choir vestry floor and the alteration of the kitchen roof were started, but the PCC could not afford to proceed with the reinstatement of the floor in the north transept. Including VAT, £37,130 was spent on the choir vestry during the year and £33,046 on the kitchen roof, funded mainly from Mary Goodman’s bequest, together with contributions from our Restoration, Building and Friends’ Funds, grants from the Aspinall Trust and St Patrick’s Fund and donations. The VAT was recovered through the Listed Places of Worship Grant Scheme.

### ***Financial Statements***

The financial statements and notes on pages 7 to 18 follow Financial Reporting Standard 102 and give details of the movement and balances of PCC funds.

In 2024 the PCC’s gross income did not exceed £250,000, requiring examination of the accounts for the year by a qualified accountant, and the PCC’s gross assets did not exceed £3,260,000 (the inalienable buildings and land are not capitalised), which would have required a full audit.

In 2024 the PCC received donations and grants of £37,501 for unrestricted purposes and £62,458 for restricted. It met its financial obligations, including paying £31,008 to the Diocesan Common Fund.

3.5% of the expenditure of the PCC was classed as expenditure for fundraising. This was mainly the costs of the printing unit for external work (costs £4,904; income £6,722; a profit of 37% on turnover.

The General Fund had an annual surplus £869 (following a surplus of £1,209 in 2023, a deficit of £2,063 in 2022, surpluses of £542 for 2021 and £1,672 for 2020 and deficits of £5,395 for 2019 and £6,351 for 2018) resulting in a year-end balance of

just £3,217. This represents a reserve of only 27 days average expenditure; a balance of about £7,260 would be required for a reserve of two months’ expenditure. General Fund income for 2024 was £4,172 more than for 2023 while expenditure was £4,537 more than for 2023.

The annual contribution to the Diocesan Common Fund was held at £27,359 from 2020 to 2023 following the effects of Covid-19, but for 2024 the PCC contributed £31,008, £3,091 more than the minimum ask for the year of £27,917. The PCC has committed to contributing £31,200 to the Common Fund for 2025.

Three-year contracts for green Gas and renewable Electricity begun in summer 2021 protected the PCC from the price spike following the Russian invasion of Ukraine in 2022 but the best prices we could obtain for new three-year contracts for green Gas and renewable Electricity in summer 2024 result in an increase of £630 for electricity and £1,384 for gas based on the same annual usage.

Little of the expenditure from the General Fund is discretionary, so in 2025 the PCC will need to increase its income to make ends meet.

While acknowledging its dependence on voluntary contributions and the need to seek more or increased contributions as unavoidable costs rise, it is the view of the PCC that at the date of this report it remains financially viable as a going concern because it has Unrestricted reserves in the form of Designated Funds, which the PCC could redesignate to general purposes if needed.

### ***Volunteers***

The PCC depends on volunteers, most of whom live outside the parish and many of whom are elderly, for the running and administration of the church as well as for financial supports.

### ***Retirement of Fr Dr Gerald Sykes***

On Sunday 8<sup>th</sup> September 2024, Fr Gerry Sykes, announced to the congregation that he would retire as vicar early in the new year. He retired on 11<sup>th</sup> January 2025. The PCC records its warm thanks to Fr Gerry and his wife Akole for all that they have done in and for the parish over the last seven years.

### ***Deaths in the Congregation***


The PCC records with sorrow the deaths during the year of these members, former members and relatives of the congregation:

Seth Broadbent – 12<sup>th</sup> January 2024;

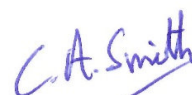
John Pomphrett – 13<sup>th</sup> January 2024;

Patrick Littlejohns – 11<sup>th</sup> July 2024.

**Adopted by the PCC on the 24<sup>th</sup> of March 2024 and signed on behalf of the PCC by:**



**Amanda Cadman  
Churchwarden**



**Christopher Smith  
Churchwarden**

**PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST ALBAN & ST PATRICK  
HIGHGATE BIRMINGHAM**

Registered Charity 1169941

**Financial Statements for the Year Ended 31<sup>st</sup> December 2024**

**Statement of Financial Activities**

		Unrestricted Funds		Restricted	Endowment	Total	Total
		General	Designated	Funds £	Funds £	2024 £	2023 £
	Note	Fund £	Funds £				
<b>Income &amp; Endowments from:</b>							
Donations	2a	37,358	143	62,458	-	<b>99,958</b>	67,758
Charitable Activities	2b	5,067	1,084	1,365	-	<b>7,516</b>	15,677
Other Trading Activities	2c	17	6,722	30	-	<b>6,768</b>	7,784
Investments	2d	69	3,683	2,620	-	<b>6,372</b>	5,491
<b>Total</b>		<b>42,510</b>	<b>11,632</b>	<b>66,472</b>	<b>-</b>	<b>120,614</b>	96,709
<b>Expenditure on:</b>							
Raising Funds	3a,4	378	4,969	-	-	<b>5,347</b>	5,130
Charitable Activities	3b,4	43,075	48,467	53,958	-	<b>145,500</b>	73,569
<b>Total</b>		<b>43,453</b>	<b>53,436</b>	<b>53,958</b>	<b>-</b>	<b>150,847</b>	78,699
Net income/(expenditure) before revaluing investments		(943)	(41,804)	12,514	-	<b>(30,233)</b>	18,010
Unrealized Gains/(Losses) on Investment Assets	6	-	2,184	562	1,654	<b>4,400</b>	4,158
<b>Net Income/(Expenditure)</b>		<b>(943)</b>	<b>(39,620)</b>	<b>13,077</b>	<b>1,654</b>	<b>(25,833)</b>	22,168
Transfers between Funds: in	5	2,000	188	172	-	<b>2,360</b>	2,213
Transfers between Funds: out	5	(188)	(2,172)	-	-	<b>(2,360)</b>	(2,213)
<b>Net Transfers between Funds</b>		<b>1,812</b>	<b>(1,984)</b>	<b>172</b>	<b>-</b>	<b>-</b>	-
<b>Net Movement in Funds</b>	9	<b>869</b>	<b>(41,604)</b>	<b>13,249</b>	<b>1,654</b>	<b>(25,833)</b>	22,168
Published Balance for 2023		2,349	105,390	79,174	72,247	<b>259,159</b>	236,991
<b>Total Funds at 31 December</b>	9	<b>3,217</b>	<b>63,786</b>	<b>92,423</b>	<b>73,900</b>	<b>233,326</b>	259,159

**PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST ALBAN & ST PATRICK  
HIGHGATE BIRMINGHAM**  
Registered Charity 1169941

**Financial Statements for the Year Ended 31<sup>st</sup> December 2024**

**Balance Sheet at 31<sup>st</sup> December 2024**

	Note	2024 £	2023 £
<b>Fixed Assets</b>			
Tangible	6	-	2,328
Investments	6	132,330	127,930
		<u>132,330</u>	<u>130,258</u>
<b>Current Assets</b>			
Debtors	7a	15,099	8,459
Cash	7b	89,370	123,882
		<u>104,469</u>	<u>132,341</u>
<b>Current Liabilities</b>			
Creditors	8	(3,472)	(3,440)
<b>Current Assets less Current Liabilities</b>		<u>100,996</u>	<u>128,901</u>
<b>Total Net Assets</b>	10	<u>233,326</u>	<u>259,159</u>
<b>Represented by Parish Funds:</b>	9		
Unrestricted - General Fund		3,217	2,349
Unrestricted - Designated Funds		63,786	105,390
Restricted Funds		92,423	79,174
Endowment Funds		73,900	72,247
<b>Total Reserves</b>		<u>233,326</u>	<u>259,159</u>

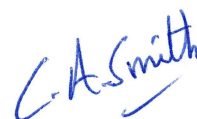
The notes on pages 9 to 18 form part of these financial statements.  
Rounding to the nearest £ sterling for presentation has been carried out after calculation.

The Financial Statements were approved by the Parochial Church Council on the 24<sup>th</sup> of March 2025.

Signed in interregnum by the Church Wardens on behalf of the PCC:



Amanda Cadman  
Churchwarden



Christopher A Smith  
Churchwarden

## Note 1: Principal Accounting Policies

### ***Basis of Accounting***

The PCC is a public benefit entity within the meaning of FRS 102. 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, together with FRS 102 (2016) as the applicable accounting standards and the 2016 version of the Statement of Recommended Practice, Accounting and Reporting by Charities (SORP (FRS 102)).

The financial statements have been prepared under the historic cost convention except for investment assets which are included at fair valuation. 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 the main affiliation to another body (there are currently none), nor those that are informal gatherings of church members, nor those of Connected Charities.

The monetary unit of these financial statements is £ Sterling. All calculations have been performed before rounding pence.

### ***Funds***

*Unrestricted Funds* represent funds of the PCC that are not subject to any restrictions regarding their use and are available for the general purposes of the PCC. The Unrestricted Funds have been divided into the *General Fund*, representing the ordinary income and expenditure of the PCC, and a number of *Designated Funds* that have been set aside by the PCC for particular purposes. Designated Funds could in the future be re-designated by the PCC for any other purpose. *Restricted Funds* have been given to the PCC to be used for particular purposes. *Endowment Funds* have been given to the PCC with the condition that the capital is retained and that only the income from the capital is expended. Such income may be either Unrestricted or Restricted depending on the donor's stipulations. Under church regulations the capital of Endowment funds is held by the Diocese on behalf of the PCC.

### ***Connected Charities***

Charities connected to the PCC are independent trusts that are outside the control of the PCC (although their Trustees may include individual members of the PCC) but which have charitable objects substantially overlapping those of the PCC. They are registered separately with the Charity Commission and are responsible for the publication of their own accounts.

The PCC regularly receives monetary grants from two Connected Charities: the Trustees of St Alban's School (a charitable company limited by guarantee; Company Number 7287734, Charity Number 1139434, which also administers the St Patrick's Fund, previously a separate connected charity) and the Aspinall Trust (Charity Number 1061909). The monetary grants received from these Connected Charities are shown as income in the PCC's accounts.

### ***Income***

All income is included in the Statement of Financial Activities when (i) the PCC is legally entitled to it, (ii) ultimate receipt is probable, and (iii) the amount to be recognised can be quantified with reasonable accuracy. Planned giving, collections and similar donations are recognised when received. Tax refunds are recognised when the income to which they relate is received. Legacies to the PCC are recognised when the PCC is notified of legal entitlement and the amount due. Grants are recognised when any precondition to their use by the PCC has been met. Dividends are accounted for when declared receivable, interest as and when accrued by the payer. Gifts in kind are accounted for at their fair value when received. All income is accounted for gross. The value of volunteer help is not included in the accounts but is acknowledged in the Annual Report.

### ***Expenditure***

Expenditure is accounted for gross. Liabilities are recognised as soon as there is a legal or constructive obligation committing the PCC to expend resources. Expenditure is included on an accruals basis and allocated to a specific category under two headings:

#### ***Costs of Raising Funds:***

These are the costs associated with the PCC's fundraising activities such as the work of the Printing Unit for external organisations, fundraising events, and planned giving costs; the church hall St Patrick's Room is used mainly for parish purposes and is not separately metered, but an estimate of the cost of heating and lighting for hire use is included here.

#### ***Charitable Expenditure:***

Charitable expenditure is analysed between *Ministry* and *Mission* expenditure. Ministry expenditure includes the direct costs of running the church such as the Diocesan Common Fund, church building and running costs. Mission expenditure includes mission giving and outreach activities in the community.

Support costs consist of central management, administration, and governance costs such as office costs, examination and publication of accounts, and bank charges. The costs are allocated to the *Fundraising, Resourcing Ministry* and *Resourcing Mission* expenditure headings. Grants and donations made by the PCC are accounted for when awarded by a resolution of the PCC. In 2024 the agreed contribution to the Diocesan Common Fund was, as usual, paid in full. However, if any part remained unpaid at 31 December then it would be provided for in the accounts as an operational (although not legal) liability.

## **Assets**

### *Consecrated or Benefice Land, Buildings and Moveable Church Furnishings*

Valuation of Benefice property and consecrated property is excluded from the accounts in accordance with the Charities Act 2011. St Patrick's Room (the Church Hall) and the associated ancillary rooms are situated on beneficed land and are structurally integrated with the church building. The PCC therefore considers them inalienable property and they are not capitalised in the accounts. Moveable church furnishings held by the churchwardens on special trust of the PCC, which are recorded in the inventory and require a Faculty for disposal, are considered inalienable property and are not capitalised. All expenditure on consecrated and benefice buildings, St Patrick's Rooms and associated ancillary rooms, and church furnishings are written off as expenditure in the Statement of Financial Activities.

### *Other Fixtures, Fittings, and Equipment*

In 2021 a new Canon laser printer system that prints, folds and staples booklets directly from the layout computer was purchased by the Printing Unit at a cost of £9,310. It was capitalised and has been depreciated linearly over four years. It is kept and operated at the home of PCC members Edward and Maureen Fellows, the volunteers who run the Printing Unit. Individual items of equipment with a purchase price of £5,000 or less are written off when acquired.

### *Investments*

Shares in the CBF Investment Funds and Property Funds are valued yearly at 31st December. Normally the Mid Market Value also known as Net Asset Value quoted by the CBF is used, which as the mid value between the bid and offer prices is a fair valuation of shares held for the long term. However, it is possible that the PCC will need to sell some or all of the CBF shares belonging to the Joyce Madeley Fund (an unrestricted, designated fund) to provide funding for work to the church building. Because of the possible liquidation of this fixed asset within the next year it has instead been valued at the lower CBF Bid Market Value at 31st December 2024, which is the value that would have been achieved if the shares had been sold at that date. However, when and if these shares are sold the value will depend on the bid price at that time, which may be lower.

### *Current Assets*

Debtors from which payment is receivable within one year, and Creditors which are payable within one year, and which do not constitute a financing transaction are measured at the transaction price. All stocks of consumable materials, such as wine, wafers, candles, printing unit materials, guidebooks, souvenirs, and foodbank stock are written off at the time of purchase.

## **Financial Instruments**

The PCC has elected to apply the provisions of Section 11 "Basic Financial Instruments" and Section 12 "Other Financial Instruments" of FRS 102 in full to all of its financial instruments.

**Note 2: Income**

	2024				2023			
	Unrestricted Funds		Restricted	Total	Unrestricted Funds		Restricted	Total
	General	Designated	Funds	2024	General	Designated	Funds	2023
<b>2a Donations</b>								
Planned Giving [1]	10,645	-	760	<b>11,405</b>	8,810	-	760	9,570
Gift Days [2]	9,625	-	70	<b>9,695</b>	9,585	-	-	9,585
Collections [3]	1,523	-	785	<b>2,308</b>	2,968	-	960	3,928
Friends' Subscriptions	-	-	52	<b>52</b>	-	-	57	57
Sundry Donations	4,235	143	22,387	<b>26,765</b>	330	420	8,271	9,021
Gift Aid Tax Recoverable	6,330	-	5,295	<b>11,625</b>	4,976	-	1,864	6,840
Grants Received by the PCC [4]	5,000	-	32,609	<b>37,609</b>	5,000	-	23,757	28,757
Legacies Received by the PCC	-	-	500	<b>500</b>	-	-	-	-
	<b>37,358</b>	<b>143</b>	<b>62,458</b>	<b>99,958</b>	<b>31,668</b>	<b>420</b>	<b>35,669</b>	<b>67,758</b>
<b>2b Charitable Activities</b>								
Fees Received by the PCC	312	-	-	<b>312</b>	99	-	-	99
Magazine Sales	154	-	-	<b>154</b>	267	-	-	267
Shrine Candle Boxes	-	-	161	<b>161</b>	-	-	131	131
Refreshments after Services	-	479	-	<b>479</b>	-	352	-	352
Church Meals and Outings	-	605	-	<b>605</b>	-	-	-	-
Church & Hall Lettings	4,551	-	155	<b>4,706</b>	6,208	-	-	6,208
Insurance, Compensation etc. [5]	50	-	1,049	<b>1,099</b>	-	-	8,620	8,620
	<b>5,067</b>	<b>1,084</b>	<b>1,365</b>	<b>7,516</b>	<b>6,574</b>	<b>352</b>	<b>8,751</b>	<b>15,677</b>
<b>2c Other Trading Activities</b>								
Fundraising Events	-	-	-	<b>-</b>	-	338	287	625
Sale of Souvenirs, Guides etc.	17	-	30	<b>46</b>	2	-	34	36
St Alban's Printing Unit	-	6,722	-	<b>6,722</b>	-	7,123	-	7,123
	<b>17</b>	<b>6,722</b>	<b>30</b>	<b>6,768</b>	<b>2</b>	<b>7,461</b>	<b>321</b>	<b>7,784</b>
<b>2d Investments</b>								
CBF Investment Fund Dividends	-	507	2,180	<b>2,687</b>	-	499	2,147	2,646
CBF Property Fund Dividends	-	2,246	-	<b>2,246</b>	-	1,357	-	1,357
Deposit Fund Interest	-	930	426	<b>1,356</b>	-	855	524	1,379
Other Interest Received	69	-	13	<b>82</b>	94	-	15	109
	<b>69</b>	<b>3,683</b>	<b>2,620</b>	<b>6,372</b>	<b>94</b>	<b>2,711</b>	<b>2,686</b>	<b>5,491</b>
<b>Total Income</b>	<b>42,510</b>	<b>11,632</b>	<b>66,472</b>	<b>120,614</b>	<b>38,338</b>	<b>10,944</b>	<b>47,428</b>	<b>96,709</b>

[1] Restricted Planned Giving income relates to donations for the Foodbank.

[2] Restricted Gift Day income is Lammas offering (for the Sanctuary Fund to provids altar bread and wine).

[3] Collections includes both general and special collections, both gift-aided through envelopes or the Small Donations Scheme and otherwise.

[4] Grants received from *Trustees of St Albans School* : £2,500 Maintenance of Public Worship; £1,500 Food Bank Fund; £39 Organ Fund.

(2023: £2,500 Maintenance of Public Worship.)

*St Patrick's Fund* : £2,500 Maintenance of Public Worship; £1,500 Food Bank Fund; £1,296 Organ Fund.

(2023: £2,500 "Maintenance of Public Worship", £1,500 Food Bank Fund, £4,633 Kitchen Roof.)

Grants from the *Aspinall Trust* : £9,500 Church Insurance, £2,000 Monitored Alarm, £2,000 Kitchen Roof, £2,000 Electrical Survey, £1,000

Director of Music Fees - all Restricted Funds.

(2023: £7,000 Church Insurance, £4,000 Director of Music Fees, £3,100 Kitchen Works, £2,000 Monitored Alarm, £400 Sound System.)

*Listed Places of Worship Grant Scheme* contra VAT on work to the fabric of the listed building £11,524 - Restricted Fund. (2023: £1,124)

*Mary Briggs Charity* : £250 for Social Work - Restricted Fund.

Diocesan return of balance on wind up of *Parsonages Fund* : 2023: £247 - Miscellaneous Restricted Fund.

[5] £50 compensation for problems adding a new signatory to bank account, £1,049 insurance for damage to windows in attempted break-in.

(2023: Trinitas (AVIVA) insurance for water damage to kitchen ceiling and hall carpet.)

**Note 3: Expenditure**

	2024				2023			
	Unrestricted Funds		Restricted	Total	Unrestricted Funds		Restricted	Total
	General	Designated	Funds		General	Designated	Funds	
				2024				2023
<b>3a Raising Funds</b>								
Printing Unit Costs (External Work)	-	4,904	-	<b>4,904</b>	-	4,691	-	4,691
Hall Hire Costs (Gas, Electricity)	368	-	-	<b>368</b>	153	-	-	153
Fundraising Event Costs	-	-	-	-	-	223	-	223
Support Costs for Fundraising [1]	11	64	-	<b>75</b>	-	63	-	63
<b>Total Raising Funds</b>	<b>378</b>	<b>4,969</b>	<b>-</b>	<b>5,347</b>	<b>153</b>	<b>4,977</b>	<b>-</b>	<b>5,130</b>
<b>3b Charitable Expenditure</b>								
<b>Resourcing Ministry</b>								
Diocesan Common Fund	31,008	-	-	<b>31,008</b>	27,359	-	-	27,359
Parish Priest Expenses	1,745	-	-	<b>1,745</b>	2,411	-	-	2,411
Visiting Clergy Expenses	258	-	-	<b>258</b>	161	-	-	161
Church Running Costs [2]	4,780	260	12,036	<b>17,076</b>	5,329	1,436	9,000	15,764
Church Maintenance	117	2,315	3,384	<b>5,816</b>	-	1,473	372	1,845
Upkeep of Services	754	-	2,411	<b>3,165</b>	1,222	-	982	2,204
Upkeep of Church Garden	-	-	180	<b>180</b>	-	-	1,000	1,000
Magazine & Bookstall Costs	54	-	-	<b>54</b>	64	-	-	64
Printing Unit Costs (PCC work)	-	117	-	<b>117</b>	-	140	-	140
Foodbank	-	-	2,130	<b>2,130</b>	-	-	1,467	1,467
Church Heritage Projects	-	-	-	-	50	-	-	50
Church Hall Costs [3]	-	215	165	<b>380</b>	300	582	6,435	7,316
Verger	-	-	-	-	-	-	-	-
Building Repairs & Improvements [4]	-	44,863	30,143	<b>75,006</b>	-	2,386	3,464	5,851
Provision of Liturgical Music [5]	3,138	-	2,885	<b>6,023</b>	694	-	4,898	5,592
Church Meals & Outings [6]	-	696	-	<b>696</b>	-	264	162	426
Support Costs for Ministry [1]	1,221	2	69	<b>1,292</b>	1,127	2	61	1,189
<b>Total Resourcing Ministry</b>	<b>43,075</b>	<b>48,467</b>	<b>53,404</b>	<b>144,946</b>	<b>38,716</b>	<b>6,282</b>	<b>27,840</b>	<b>72,839</b>
<b>Resourcing Mission</b>								
Overseas Missions & Church Soc	-	-	-	-	46	-	373	419
Overseas Relief & Development	-	-	-	-	-	-	-	-
Home Relief: St Anne's Hostel	-	-	498	<b>498</b>	-	-	310	310
Secular Charities (Home & O'seas)	-	-	56	<b>56</b>	-	-	-	-
Home Secular Relief	-	-	-	-	-	-	-	-
Support Costs for Mission [1]	-	-	-	-	1	-	-	1
<b>Total Resourcing Mission</b>	<b>-</b>	<b>-</b>	<b>554</b>	<b>554</b>	<b>48</b>	<b>-</b>	<b>683</b>	<b>731</b>
<b>Total Charitable Expenditure</b>	<b>43,075</b>	<b>48,467</b>	<b>53,958</b>	<b>145,500</b>	<b>38,763</b>	<b>6,282</b>	<b>28,523</b>	<b>73,569</b>
<b>Total Expenditure</b>	<b>43,453</b>	<b>53,436</b>	<b>53,958</b>	<b>150,847</b>	<b>38,916</b>	<b>11,260</b>	<b>28,523</b>	<b>78,699</b>

[1] Support costs are allocated to *Fundraising*, *Resourcing Ministry* and *Resourcing Mission* (see Note 4: Analysis of Expenditure).

[2] Church Running Costs: Insurance £9,017; Alarm £2,316; Extinguishers £260; Gas £2,062; Electricity £2,269; Water £133; New Polisher £1,020.  
(2023: Insurance £7,887; Alarm System £2,147; Heating System £1,073; Fire Extinguishers £363; Gas £2,235; Electricity £1,659; Water £400.)

[3] Figure for 2023 Includes £6,140 refurbishment of toilets paid for by restricted donations.

[4] Choir Vestry £37,130; Kitchen Roof £33,046; Organ £4,830. (2023: North Transept plans £1,032, Choir Vestry £2,419; Kitchen Roof £2,400.)

[5] Fees: Director of Music £5,190, Other organists £470, Choir £100, Conductor £50, Trumpeter (Remembrance Sunday) £80; RSCM subs. £133.

(2023: Fees: Director of Music £5,160, Other organists £100, Choir £125, Trumpeter (Remembrance Sunday) £80; RSCM subs. £127.)

[6] Licensing of Missioner £400; Patronal Festival £168; Visiting Organists £128.(2023: Patronal Festival £264; Walsingham pilgrimage £162.)

**Note 4: Analysis of Expenditure****4a: Analysis of Expenditure: 2024**

	Activities Directly Undertaken	Grant/Donation Funding of Activities	Support Costs [1]	TOTAL 2024
<b>Raising Funds</b>	5,272	-	75	5,347
<b>Charitable Activities</b>				
Resourcing Ministry	143,654	-	1,292	144,946
Resourcing Mission	554	-	-	554
<b>Total 2024</b>	<b>149,480</b>	<b>-</b>	<b>1,367</b>	<b>150,847</b>

[1] Support Costs (as set out in 4c below) have been allocated to Fundraising, Resourcing Ministry and Resourcing Mission expenditures in proportion to their expenditure values.

**4b: Analysis of Expenditure: 2023**

	Activities Directly Undertaken	Grant/Donation Funding of Activities	Support Costs [1]	TOTAL 2023
<b>Raising Funds</b>	5,067	-	63	5,130
<b>Charitable Activities</b>				
Resourcing Ministry	71,649	-	1,189	72,839
Resourcing Mission	729	-	1	731
<b>Total 2023</b>	<b>77,445</b>	<b>-</b>	<b>1,254</b>	<b>78,699</b>

[1] Support Costs allocated in proportion to expenditure.

**4c: Analysis of Support Costs**

	2024			2023			
	Unrestricted Funds		Total	Unrestricted Funds		Total	
	General	Designated	Funds	General	Designated	Funds	
Broadband/Phone Line	741	-	-	741	678	-	678
Office Costs	40	-	7	47	-	-	-
Examination & Publication of Accounts	365	-	-	365	360	-	360
Bank Charges	85	66	62	213	90	65	61
	1,232	66	69	1,367	1,128	65	61
							1,254

**Note 5: Transfers Between Funds**

	General Fund	Designated Funds	Restricted Funds	Endowm't Funds	Total	2024
LPoW Grant claim re 2023 timed out; now paid by Bequests	-	(172)	172	-	-	-
Printing Fund surplus to General Fund	2,000	(2,000)	-	-	-	-
General Fund to Printing Fund for PCC printing	(188)	188	-	-	-	-
<b>Total Transfers into Funds</b>	2,000	188	172	-	2,360	
<b>Total Transfers out of Funds</b>	(188)	(2,172)	-	-	(2,360)	
<b>Net Transfer In/(Out)</b>	<b>1,812</b>	<b>(1,984)</b>	<b>172</b>	<b>-</b>	<b>-</b>	

**Note 6: Fixed Assets**

<b>Tangible Fixed Assets</b> [1]	<b>Net Book Value</b> <b>01/01/24</b>	<b>Additions</b>	<b>Charge for the Year</b>	<b>Net Book Value</b> <b>31/12/24</b>
Printing Unit Canon Printer System [2]	2,328	-	(2,328)	-

**Investment Assets**

<b>Unrealized Gains and Losses</b>	<b>Value</b> <b>01/01/24</b>	<b>Change in</b> <b>Market Value</b>	<b>Value</b> <b>31/12/24</b>
J Madeley Bequest (Designated Fund)	31,122	2,184	33,306 [3]
W Box Music Fund (Restricted)	24,562	562	25,124 [4]
M Goodman Memorial Fund (Endm't)	18,265	418	18,683 [4]
Henry Lee Sanctuary Fund (Endm't)	53,981	1,236	55,217 [4]
	<u>127,930</u>	<u>4,400</u>	<u>132,330</u>

[1] The PCC has no freehold land or buildings; the St Patrick's Room building is on inalienable Benefice Land and is not capitalised.

[2] The printing/stapling/folding system purchased in 2021 for £9,310.14 has been depreciated linearly over four years.

[3] Based on **bid value** of 121.28 pence per CBF Property Fund Income Share at 31/12/2024 - asset may be sold for restoration work.

[4] Based on value of 2,312.27 pence per CBF Investment Fund Income Share at 31/12/2024 - (bid/offer spread no longer applies).

**Note 7: Current Assets**

<b>7a Debtors at 31/12/2024</b>	<b>General Fund</b>	<b>Designated Funds</b>	<b>Restricted Funds</b>	<b>Total 2024</b>
Gift Aid Income Tax Reclaimable [1]	5,333	-	4,090	9,422
Pre-Payments for Services [2]	1,850	-	137	1,987
LPoW Grant claimed against VAT	-	-	2,858	2,858
Church/Hall Hire Invoiced	400	-	-	400
PCC Fees Funeral 27/12/24	104	-	-	104
Printing Invoiced	-	76	-	76
Q4 CBF Deposit Fund Interest Due	-	206	46	252
	<u>7,687</u>	<u>281</u>	<u>7,131</u>	<u>15,099</u>

<b>7b Cash in Bank at 31/12/2024</b>	<b>General Fund</b>	<b>Designated Funds</b>	<b>Restricted Funds</b>	<b>Total 2024</b>
Cash in Hand	-	215	186	402
Current Bank Accounts	(3,160)	13,105	53,000	62,946
CBF Deposit Accounts	-	17,621	8,402	26,022
	<u>(3,160)</u>	<u>30,941</u>	<u>61,588</u>	<u>89,370</u>

[1] Income Tax to be reclaimed on donations from 06/04/2024 to 31/12/2024 covered by Gift Aid and Gift Aid Small Donations Schemes.

[2] Prepayment for monitored alarm system to 30/09/2025 £1,800; RSCM membership 2025 £137; Water credit balance 31/12/24 £50.

**Note 8: Creditors**

	<b>General Fund</b>	<b>Designated Funds</b>	<b>Restricted Funds</b>	<b>Total 2024</b>
Fees Collected for Diocese	-	-	215	215
Accruals for Goods & Services [1]	1,130	398	5	1,533
Owed to Volunteers [2]	54	345	631	1,030
Due to External Charities [3]	-	-	569	569
Prepaid magazine subscriptions	125	-	-	125
	<u>1,309</u>	<u>743</u>	<u>1,421</u>	<u>3,472</u>

[1] Costs for 2024 not paid until 2025: Gas £402; Electricity £721; Printing Unit materials £392; Bank Charges £18.

[2] For Walsingham pilgrimage £511; Catering costs £453; Printing costs £169; Christmas Flowers £120.

[3] St Anne's Hostel £498, paid 2025; SmileTrain £56, paid in 2025; St Thomas College Karachi £15, below cost of transfer.

**Note 9: Movement of Funds**

		Balance at 01/01/24	Income	Expenditure	Transfers (net)	Capital Movement	Balance at 31/12/24
<b>Endowment Funds</b>							
M Goodman Memorial Fund		18,265	-	-	-	418	18,683
H Lee Sanctuary Reserve Fund		53,981	-	-	-	1,236	55,217
<i>Total Endowments</i>		<u>72,247</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>1,654</u>	<u>73,900</u>
<b>Restricted Funds</b>							
Birthday Book Fund		4,716	118	-	-	-	4,833
Charities Fund		-	554	554	-	-	-
Choir Fund		640	-	-	-	-	640
Church Urban Fund		200	-	-	-	-	200
Digital Media Fund		182	-	-	-	-	182
Foodbank		3,084	4,230	2,130	-	-	5,184
Flower Fund		121	229	243	-	-	107
Floodlight Fund		250	-	-	-	-	250
Friends Fund		3,704	177	3,800	-	-	82
Garden Fund		-	1,250	-	-	-	1,250
GPOW VAT Refund Grant Fund		-	11,524	11,696	172	-	-
Insurance Claim Fund		6,620	1,049	1,049	-	-	6,620
Lecture Fund		67	-	-	-	-	67
Music Development Fund		1,495	25	233	-	-	1,287
Organ Fund		6,233	5,438	4,830	-	-	6,842
Director of Music Fund		-	3,500	1,970	-	-	1,530
Restoration Appeal Fund		852	15,394	-	-	-	16,246
Sanctuary Fund		13,326	1,921	980	-	-	14,267
Vicar's Discretionary Fund		53	-	-	-	-	53
Walsingham Pilgrimage Fund		76	-	-	-	-	76
W Box Choral Music Income		-	682	682	-	-	-
W Box Choral Music Reserve		24,562	-	-	-	562	25,124
Youth Work Fund		1,913	-	-	-	-	1,913
Miscellaneous Restricted Funds	[1]	11,080	20,381	25,791	-	-	5,670
<i>Total Restricted Funds</i>		<u>79,174</u>	<u>66,472</u>	<u>53,958</u>	<u>172</u>	<u>562</u>	<u>92,423</u>
<b>Designated Funds</b>							
Building Fund		1,525	33	1,481	-	-	77
Miscellaneous Bequests Fund		49,579	-	43,382	(172)	-	6,025
J Madeley Bequest Fund		31,122	-	-	-	2,184	33,306
Maintenance Fund	[2]	974	3,046	2,575	-	-	1,445
Printing Fund		20,260	7,469	5,087	(1,812)	-	20,829
Refreshment Fund		1,930	1,084	911	-	-	2,103
<i>Total Designated Funds</i>		<u>105,390</u>	<u>11,632</u>	<u>53,436</u>	<u>(1,984)</u>	<u>2,184</u>	<u>63,786</u>
<b>General Fund</b>		<u>2,349</u>	<u>42,510</u>	<u>43,453</u>	<u>1,812</u>	<u>-</u>	<u>3,217</u>
<b>TOTAL FUNDS</b>		<u>259,159</u>	<u>120,614</u>	<u>150,847</u>	<u>-</u>	<u>4,400</u>	<u>233,326</u>

[1] See Note 13 for details of Miscellaneous Restricted Funds

[2] Income from M Goodman Memorial Fund Endowment and invested Designated reserve J Madeley Bequest.

**Note 10: Analysis of Net Assets by Fund Type**

	Unrestricted		Restricted	Endowment	Total	Total
	General	Designated	Funds	Funds	2024	2023
Fixed Assets - Tangible	-	-	-	-	-	2,328
Fixed Assets - Investment	-	33,306	25,124	73,900	132,330	127,930
Current Assets - Debtors	7,687	281	7,131	-	15,099	8,459
Current Assets - (Cash, Bank & CBF deposit)	(3,160)	30,941	61,588	-	89,370	123,882
Current Liabilities	(1,309)	(743)	(1,421)	-	(3,472)	(3,440)
Assets less Current Liabilities	3,217	63,786	92,423	73,900	233,326	259,159
Long-Term Liabilities	-	-	-	-	-	-
Net Assets	3,217	63,786	92,423	73,900	233,326	259,159

**Note 11: Payments to PCC Members**

Aled Liddington received fees of £1,720 and Angela Sones fees of £3,900 for services as successive Directors of Music. No other member of the PCC received remuneration or expenses other than the re-imbursement of expenditure on behalf of the PCC.

**Note 12: Staff Costs**

	2024	2023
Wages & Salaries	-	-
Social Security Costs	-	-
Pension Contributions	-	-
	-	-

The Directors of Music each charged fees for the Musical services they provided and were not P.C.C. employees.  
The P.C.C. had no paid employees in 2023 or 2024.

**Note 13: Miscellaneous Restricted Fund**

**At start of year:** £4,633 for Kitchen Roof renewal; £3,100 for Kitchen Roof/Kitchen Refit; £1,250 for Cloister welcome sign, fixing overflowing vestry header tank, garden tidy; £750 towards improving the West Entrance; £500 for Garden Improvement; £354 for Sound system; £247 for Vicarage; £159 piano repair etc.; £56 towards a new green frontal for St Alban's Altar; £31 parish lamp at Walsingham.

**Income:** Grants from the Aspinall Trust of £9,500 for insurance; £2,000 for Monitored Alarm System, £2,000 for Electrical Survey and £2,000 for kitchen roof renewal or refit. Donations (with any Gift Aid) £2,000 for Choir Vestry tiles; £871 for a new remote control for bell unit; £500 for piano maintenance. Grant from the Mary Briggs Charity for Social Work £250.

**Donations in kind:** (These appear as simultaneous restricted income and expenditure) Total recorded £1,383: New Floor Polisher £1,020; Dishwasher Service £165; Easter Flowers £123; Domain Registration £48; Keys cut for Choir Vestry £20; Postages £7.

**Expenditure:** Insurance £9,016; Kitchen Roof alteration and related work £7,817; Alarm system £2,000; Tiles for Choir Vestry £2,000; Electrical Survey £2,000; Bell remote control £871; Cloister welcome sign £300; Garden tidy £180; Piano tuning £165; Fixing leaking tank £150; Lamp at Walsingham £31.

**At end of year:** £1,916 for Kitchen Roof/Refit; £620 for Cloister welcome sign, garden tidy; £500 for Garden Improvement; £750 towards improving the West Entrance; £494 piano repair etc.; £483 for Church Insurance; £354 for Sound system; £250 for Social Work; £247 for Vicarage; £56 towards a new green frontal for St Alban's Altar.

**General Fund** : unrestricted and undesignated monies which may use for any purpose

**Designated Funds**

**Building** : monies designated (or redesignated) to be used for building maintenance, renewal or improvement

**Miscellaneous Bequests** : balance of unrestricted bequests set aside to be used at a future date (e.g. as for Building Fund)

**Joyce Madeley Bequest** : unrestricted bequest retained as capital; income used for maintenance

**Maintenance** : monies set aside for maintenance and minor repairs; receives income from Mary Goodman Memorial Fund and Joyce Madeley Bequest Fund

**Printing** : monies retained by the St Albans Printing Unit from its income to provide for the renewal of equipment

**Refreshment** : retained surplus from providing tea, coffee etc. after services

**Restricted Funds**

**Birthday Book** : birthday donations to be used for purchase of sanctuary items etc.

**Charities** : monies collected (on an annual basis) to give to external charitable causes

**Choir** : monies given for the purchase of choir vestments etc.

**Church Urban** : monies given by the Church Urban Fund for the Near Neighbours project

**Digital Media** : monies given to provide equipment or software or pay running costs of digital media

**Director of Music** : monies given to provide for the fees of the Director of Music

**Flower** : monies given to provide flowers for the church

**Floodlight** : money for replacement of church floodlights

**Foodbank** : monies given to provide for a foodbank run from the church

**Friends** : monies raised by the Friends of St Alban's & St Patrick's used to support projects in or associated with the church

**GPOW VAT Refund Grant** : grant monies due/received contra VAT on work to fabric of listed church building

**Lecture** : monies raised to provide public lectures on theology and church history etc.

**Music Development** : monies given to support the development of music within the church

**Organ** : monies given for the restoration, maintenance and enhancement of the church organ

**Organists Fund** : Monies given to pay organists' fees

**Restoration** : monies raised, and grants received, for the restoration and enhancement of the church building

**Sanctuary** : monies raised for the purchase of Sanctuary items; income from the H Lee Sanctuary Reserve Fund

**Vicar's Discretionary** : Monies used at the sole discretion of the Vicar for charitable purposes within the parish

**Walsingham** : monies used to fund the annual Parish Pilgrimage to the Shrine of Our Lady at Walsingham

**W Box Choral Music Income** : Income from the W Box Choral Music Reserve, used towards fees of Director of Music

**W Box Choral Music Reserve** : monies left by Wilfred Box and others to maintain choral services in the church; currently retained as capital to provide continuing income towards fees of Director of Music

**Youth Work** : monies for Youth Ministry

**Miscellaneous Restricted** : miscellaneous funds donated for restricted purposes (See Note 13 for details)

**Endowment Funds**

**Mary Goodman Memorial Fund** : a Permanent Endowment made in 1950 by John Goodman in memory of his mother; held by the Diocesan Trustees "upon trust to pay the income to the Vicar and Churchwardens to be applied by them for all or any of the following purposes or such of them as shall be legally charitable namely: (a) as a maintenance fund for the general maintenance and upkeep of the church; (b) for any other church purpose (but not including the augmentation of the Vicar's stipend)". The income is considered to be unrestricted because of (b) and is paid to the Maintenance Fund because of (a).

**Henry Lee Sanctuary Reserve** : Considered to be an Endowment and is held by the Diocesan Trustees. In accordance with the will of Henry Lee 'the monies to be placed on reserve to pay for the costs of replacing Cassocks, Cottas, and Slippers for Servers or any other Sanctuary requirements as and when required'. The income is restricted and is paid into the Sanctuary Fund.

**Independent Examiner's Report to the Parochial Church Council of the Ecclesiastical Parish  
of St Alban and St Patrick, Highgate, Birmingham, Charity No. 1169941  
on the accounts for the year ended 31 December 2024 which are set out on pages 7 to 17**

**Respective Responsibilities of Trustees and Independent Examiner**

The charity's trustees are responsible for the preparation of the accounts.

The charity's Trustees consider that an audit is not required for this year under Section 144(2) of the Charities Act 2011 ("the Charities Act") and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under Section 145 of the Charities Act;
- follow the procedure laid down in the General Directions given by the Charity Commission Section 145(5)(b) of the Charities 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 Direction 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 trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required for 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 material matters have come to my attention which give me reasonable cause to believe that in any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

I 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.

Signed:



14 April 2025

Professional Qualifications or Body: Associate of Chartered Institute of Bankers (U. K.)

Address: 70 Overbury Close, Birmingham B31 2HD