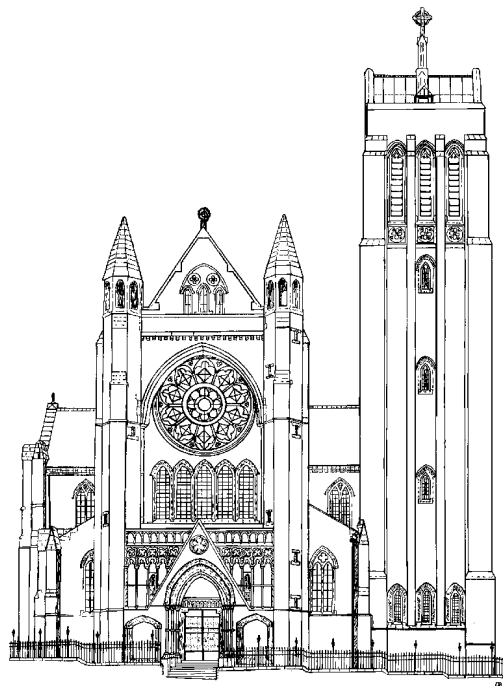


**Parochial Church Council
of the Ecclesiastical Parish of
St Alban and St Patrick
Highgate, Birmingham B12 0YH**

Registered Charity Number 1169941



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

**For the Year Ended
31st December 2022**

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Annual Report for 2022 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 2022.

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 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 39 at the 2022 APCM, for which the default number 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 2022 were held on Sunday 27th June in the church hall, St Patrick's Room.

Members serving on the PCC at any time from 1st January 2022 until the date of this report:

Members serving ex officio:

Incumbent: Fr Dr Gerald Sykes

Churchwardens:

Fay Wilson until 10th July 2022

Christopher Smith (*re-elected at APCM*)

Amanda Cadman from 10th July 2022

Deanery Synod members

Elected at 2020 APCM to serve until 2023 APCM:

Amanda Cadman

Andrew Harvey

Directly elected members:

Elected at 2019 APCM to serve to 2022 APCM:

Rachel Smith

Stephen Wycherley (resigned from 2021 APCM)

(There was no third candidate for office.)

Elected at 2020 APCM to serve to 2023 APCM:

Edward Fellows

Peter Marsh (died 4th January 2022)

(There was no third candidate for office.)

Elected at 2021 APCM to serve to 2024 APCM:

Maureen Fellows

Dianne Wainwright (resigned 22nd March 2023)

(There was no third candidate for office.)

Elected at 2022 APCM to serve to 2025 APCM:

Bryce Somerville

Rachel Smith

Fay Wilson

Co-opted members:

Kevin Blakey from 1st May 2002 to 2nd August 2022

(*resigned due to pressure of work*)

Aled Liddington from 30th June 2022 to APCM 2023

Officers 1st January 2022 to the date of this report:

Chair: Fr Dr Gerald Sykes

Deputy Chair: Edward Fellows

Secretary: Andrew Harvey

Electoral Roll Officer: Rachel Smith

Treasurer: Christopher Smith

Parish Safeguarding Officer: Fay Wilson

Children's Advocate: Peter Marsh to 4th January

2022; Amanda Cadman from 27th January 2022

Vulnerable Adults' Advocate: Dianne Wainwright

DBS Administrator/Identity Verifier: Rachel Smith

Music Secretary: Bryce Somerville from 1st May 2022

Sidesmen: Christopher Smith, Fay Wilson, Amanda Marsh, Andrew Harvey and Bryce Somerville.

PCC Meetings

The PCC held seven meetings in 2022, numbered 494 to 500, which were held in the church hall with provision for online participation. There was an average attendance of 79%. In 2023 the PCC held two meetings. to the date of this report.

PCC Committees:

Standing Committee

The PCC is required to have a standing committee of at least five members. This committee can transact PCC business between full meetings, subject to directions from the PCC. The members in 2022 and until the date of this report were: Fr Gerry Sykes, Fay Wilson, Amanda Cadman (from 10th July 2022) Christopher Smith, Andrew Harvey, and Edward Fellows.

Restoration and Maintenance Task Group

This Task 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 as necessary for the work. It did not meet in 2021 or 2022 and 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 and appropriate participation of the children in the liturgy. Chaired by Fay Wilson, participants included, Amanda Cadman, local parent Negash Mebrahtu and Fr Gerry Sykes. It did not meet during 2021 or 2022 and its functions have reverted to *ad hoc* consultations by the Vicar.

Music Development Committee

Consisting of the Vicar, Churchwardens, Honorary Assistant Organist John Jenkin and Choir Member Edward Fellows, this committee considered the job description and funding for a post to replace that of the Director of Music who resigned in June 2019. After a delay due to Covid-19, Aled Liddington was interviewed in January 2022 and appointed as Organist and Choir Director from 1st March 2022. After this the committee was disbanded from 1st May 2022 and Bryce Somerville was appointed Music Secretary with a fundraising remit.

Liturgical Advisory Committee

Consisting of the Vicar, Churchwardens, Edward Fellows, and Dennis Clark this committee did not meet in 2022.

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 by Edward and Maureen Fellows, the Printing Unit (also known as the Litho Unit, from its former use of offset lithography) prints our parish magazine and other items for the PCC. In 2022 it also printed magazines for two other churches (a

third church cancelled its order after many years at very short notice from the start of the year) and a quarterly magazine for an amateur radio society. In 2021, the Unit purchased a new machine to print, folds and staple magazines at a cost of £9,310, to replace an obsolete machine bought in 2015. The cost is being spread over four years by linear depreciation. Despite the cost of the new machine, the Unit contributed £2,000 to the General Fund from the profits of external work.

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

Formed both to keep in touch with old friends and to raise funds to support the activities and fabric of the church, the Friends had 42 members with various connections to the parish at the end of 2022; 10 were members of the congregation on the electoral roll. At the date of this report, one member has died in 2023.

The Friends held no meetings in 2022. The Friends' Committee, chaired by Amanda Cadman, is seeking new volunteers and hopes to place a new emphasis on events enabling wider participation from the congregation and beyond.

PCC Social Responsibilities:

Safeguarding Children and Vulnerable Adults

The PCC is committed to promoting a safer church for everyone. In 2015 the PCC adopted an updated policy for the protection of vulnerable adults, in *Protecting All God's Children: The Child Protection Policy of the Church of England* and in January 2019 the PCC adopted the *Church of England House of Bishops' Promoting a Safer Church safeguarding policy statement*, the *Church of England – Birmingham's procedures for their implementation* and *The Church of England – Birmingham Policy Statement on Domestic Abuse*. None were reviewed in 2022; the new PCC should review all in 2023.

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 or on application. A consent register of those who have given explicit permission to the PCC to contact them in particular ways for various purposes has been compiled.

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 vestries and church hall, reached by a path from Stanhope Street north of the church and an adapted toilet suitable for wheelchair users is provided. In 2021 work was completed to provide a lobby at the cloister entrance with separate doors to the church and vestry area, allowing this entrance to the church to remain open during services without compromising the security of the vestries.

Insurance

Until 15th August 2022, the PCC had a Parish Plus insurance policy with Ecclesiastical Insurance Office plc, which provided employer's and public liability insurance of £10m and buildings cover of £32m. (Although the PCC is responsible for the church building, it is inalienable and not capitalised as an asset of the PCC.) From 15th August 2022 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.

Risk Management

Charities that are required to have a full audit of their accounts are also required to include a Risk Management Statement a legal requirement 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 2022 and the PCC has yet to adopt a formal risk management strategy with a regular review of risks.

Parish Statistics

Estimates from the 2011 census show a parish population of about 4,500 of whom 32% said they were Christian, 38% Muslim and 5% declared other religions. 70% were of Minority Ethnic Background; 40% were born outside the UK; 28% had a main language other than English. (At the date of this report figures at parish level from the 2021 census are not yet available; with additional housing, it is expected to show a substantial rise in population.) The parish is within the most deprived percentile of parishes in England (116th out of 12,307).

The electoral roll for the APCM in 2021 had 44 members of whom 8 lived in the parish. After removal of eight names (2 died, 4 moved away, 2 by request due to family commitments) and the addition of three names, the Roll for the 2022 APCM had 39 members, 8 living in the parish. At the date of this report it was 42 of whom 11 lived in the parish after six additions and three deaths.

The Worshipping Community – those attending at least monthly or who would have done so if not prevented by illness or precautions against Covid-19 – was assessed as 46 in December 2022, with 1

under 10, 4 age 11–17, 25 age 18–69 and 16 age 70 or over. Totals for previous year were: 2021, 42; 2020, 51; 2019, 58; 2018, 71; 2017, 74; 2016, 69; 2015, 68; 2014, 64; 2013, 57; 2012, 49.

Church Services

The pattern of regular weekly services is now:

- Sunday 10:00 a.m. sung Mass with choir.
- Saturday 5:00 p.m. a simple Mass for families and children in the church hall using video, sound, and light as a vigil Mass for Sunday (during term times).

Prior to Covid-19 there was also a 12:30 p.m. said Mass on Thursdays and a 9:00 a.m. said Mass on Saturdays followed by breakfast in the church hall, both of long standing, and a more recent simple 'Celtic' evening service with exposition and benediction at 6:00 p.m. on Sunday. It has not proved viable to restart these services, which were already poorly attended as those who used to attend regularly, all of whom also attended on Sundays, indicated unwillingness to attend the weekday services regularly again.

During 2022 there was a gradual relaxation in precautions against the spread of Covid-19, with the reintroduction of Stations of the Cross in Lent and the traditional pattern of services for Holy Week and Easter. Holy Water was restored to the entrance stoups from September, but Communion continued with wafers alone until January 2023 when the chalice was again shared.

During 2022 five funerals were held in the church and one at a crematorium; there were no baptisms, confirmations, weddings, blessings after a civil ceremony or services of thanksgiving after the birth of a child.

Church Building and Contents

The Building No Longer Formally at Risk

In 2016 the church was put on Historic England's Heritage at Risk Register, with the note: "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." The PCC is pleased to report that the main issues have been addressed and the church was no longer included in the 2021 edition of Historic England's Heritage at Risk Register.

Renewal of the Church Roof Completed

In 2016, 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, the St Patrick's Chapel, the South Transept, Ambulatory and Organ Loft roofs were renewed.

In 2017, the PCC began a two-stage application to what was then the Heritage Lottery Fund (Listed Places of Worship) scheme, leading to the award in October 2019 of a project delivery phase grant of £222,000 from the National Lottery Heritage Fund (which had been renamed between the application

and the award). With the title *Revealing St Alban's Hidden Heritage*, the project included improving step-free access to the church, developing a range of new interpretive materials about the church and its history and providing more frequent open days, as well as completing the renewal of the church roof and other high-level repairs.

During 2020, the roofs of the Nave, Chancel, North Transept and the North and South Aisles were renewed, and their rainwater goods refurbished or renewed as needed. At the same time the windows were repaired, and other high-level repairs were carried out while access from the scaffolding was available. Work began at the start of March 2020 but was suspended from the 24th of March until the 1st of June 2020 due to the Covid-19 pandemic. Although renewal of the roof was completed in December 2020 and the scaffolding struck, "Practical Completion" was not signed off by the church architect until November 2021, due to delays in completing work in the same contract to improve step-free access.

The National Lottery Heritage Fund grant covered 43% of the cost of this work, again assisted by VAT reclaim under 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.

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).

Quinquennial Inspection

A quinquennial inspection was carried out in November 2019 by Richard Lamb RIBA AABC of Hook Mason Ltd. Some of the defects identified in the quinquennial inspection were addressed by adding to the work carried out in 2020 and 2021 to renew the roof and provide improved accessibility.

Floodlights Remain Defective

The floodlights were installed in 2001, part-funded by a grant from the Millennium Floodlighting Trust. In 2017, while reinstating the garden after work to lower the ground level, contractors damaged a buried floodlight. Compensation was received for the damage, but investigation revealed much of the underground cabling and many of the lights (of an obsolete type using high-pressure sodium lamps) need replacing and these had to be disconnected. In 2022 only some of the floodlights at the west end were functional, with the South (Conybere Street) and North sides of the church not illuminated. The system needs complete renewal using low-energy LED lamps; but the PCC currently has more urgent issues to address with the funds available.

Church Heating and Lighting

At present the church is heated by eleven gas heaters around the walls. Eight are balanced-flue convection heaters (of which three were renewed like-for-like during 2022) and three are fan-

assisted. A fourth fan-assisted heater failed several years ago and cannot be repaired or replaced like-for-like as it is an obsolete model. Due to the size of the building and the large area of single-glazed windows, these heaters are not able to bring the church to a comfortable temperature for the congregation during cold weather. The vestries and hall are heated by a separate gas-fired heating/hot water system, with another system for the choir vestry, allowing it to be heated independently.

The Church of England has committed to reaching net zero carbon emissions by 2030 and in August 2021 the PCC moved from British Gas Business as gas and electricity supplier to a three-year "50% renewable" gas tariff from Crown Gas & Power and a three-year 100% renewable electricity tariff from SSE/SWALEC (soon to be SSE Energy Solutions). Pending a long-term solution to heating the church effectively with zero net carbon footprint, in 2022 the PCC ordered like-for-like replacements for the three failed balanced flue convectors (there was no suitable equivalent for the failed fan-assisted heater).

The PCC has replaced the most accessible incandescent filament lamps with low-energy LED lamps, but most of the church lighting system is inaccessible without specialist equipment.

The Church of England Energy Footprint Tool gave the church an energy rating of E for emissions/m² usable floor space and G for emissions/person hour of occupation for 2019. With less use of heating and lighting due to closure of the church for part of 2020 the figures 'improved' to D for emissions/m² and F for emissions/person hour of occupation. For 2021, with the figures still affected by reduced use of the building and allowance for the renewable electricity tariff, the Energy Footprint Tool gave an improved rating of B for emissions/m² but did not provide a figure for emissions/person hour of use. For 2022 the tool has changed and reports that for total CO₂ emissions the church is in the 70%-80% band, for emissions/m² of floor area in the 50%-60% band and for emissions adjusted for usage in the 20%-30% band where churches are ordered from least to most CO₂ emissions. The tool does not take account of our 50% renewable gas tariff.

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 work for which funding is needed.

Removal of Asbestos beneath the North Transept

In August 2021, part of the wooden block floor in the north transept that had felt insecure underfoot for several years collapsed, revealing asbestos insulation board covering a chamber connected to old heating ducts and containing old iron heating pipes. In September 2022, after obtaining a faculty for the work, the floor above the chamber was dismantled by specialised contractors using a negative-pressure containment. The asbestos was

removed and the chamber and recovered wooden blocks decontaminated. Plans to reinstate the floor could not be prepared until the chamber could be properly examined after the asbestos had been removed. At the date of this report application for a faculty for this work is progress.

Pigeons in the Roof. At the end of September 2022, it was discovered that a high-level door into the roof space, invisible from the ground, was open and pigeons had set up home in the roof space. Specialists in humane control of birds installed a one-way mesh gate allowing birds to leave but not enter. The gate was removed in January 2023 and a new hasp and padlock fitted to the door.

Church Hall and Vestries

In October 2022 asbestos was removed from the old boiler room (beneath the priests' vestry but accessed from a hatch in the hall floor) and any remaining traces on the walls sealed with paint.

Asbestos-containing vinyl tiles and the flue of a former gas heater, believed to contain asbestos, were removed from the choir vestry, revealing the poor condition of the floor beneath. Plans have been prepared and at the date of this report a faculty application is in progress for its renewal.

At the date of this report the toilets are undergoing renovation and redecoration, funded by a donor.

Use of the Church Hall – St Patrick's Room

During 2022 more normal use of the church hall, St Patrick's Room, resumed following Covid-19. In late January we resumed serving tea and coffee in the hall after Sunday Mass, which had again been suspended from mid-December 2021 due to high levels of Covid-19 infection. The hall was used for seven PCC meetings; for the Saturday afternoon Family Mass; for refreshments after the funerals of Jason Bright and Eveline Hall, after the Patronal Festival and after the Service of Nine Lessons and Carols. It was hired by Highgate Community Support Ltd for the meetings of a Women's Group, by Birmingham Anglo-French Society for its meetings, and for a private birthday party.

Church Open Days

A condition of the National Lottery Heritage Fund grant that enabled us to renew the roof was that the church should be open to visitors for at least forty days in the year outside religious services. The programme of open days that we began in 2020 was almost immediately suspended due to Covid-19 and we were unable to open the church for the Heritage Open Days and Birmingham Heritage Week in September 2020. Instead, we posted a video tour of the church on YouTube and two 360° views on Facebook. We were not able to resume open days in 2021, or to open for the national Heritage Open Days and Birmingham Heritage Week but continued to expand the material about the building and its content on our website. In 2022 we were able to open for the national Heritage Open Days and Birmingham Heritage Week with 90 visitors over ten days, but we have not yet been

able to restart a programme of regular open days, for lack of suitable volunteers to steward them.

Concerts and Recitals

In 2019 the church hosted eleven free concerts, seven by members of the Royal Birmingham Conservatoire, 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. In 2020, after a concert in January 2020 by the Royal Birmingham Conservatoire Camerata Choir attended by 33, all other concerts and recitals arranged for 2020 were cancelled due to Covid-19. In 2021 there was a song recital in September attended by 14, but the Birmingham Bach Choir's service of lessons and carols in December was cancelled due to a rapid rise in infections. In 2022 there were two free concerts (combined attendance 37), a ticketed organ recital (attendance 43), and in December the church hosted Birmingham Bach Choir's Service of Nine Lessons and Carols, attended by 143.

Food Bank

Operated by Amanda Cadman, assisted by Akole Sykes and young people from the congregation, the United Highgate Food Bank uses the South Porch to store food donated or purchased from grants and donations. It continues to provide weekly food parcels to those in need in the parish.

Music, Choir and Organ

Until the appointment from March 2022 of Aled Liddington as Organist and Choir Director, Bryce Somerville continued to organise the hire of temporary organists and marshal the choir.

Bryce now has the title Music Secretary.

In 2022 a faculty was obtained and alterations that had been made in 2017 to one stop each on the Choir and Great departments were reversed, because the alterations were considered by eminent organists to have been deleterious to the instrument.

Servers

During 2022 Harry Daniels and Simon Wainwright have kept up the standard of serving at Sunday Mass, now regularly assisted by Samuel and Simon Mebrahtu and when available by Andrew Harvey.

Financial Review

The PCC considers it proper to make grants from general income to charities and other external bodies in furtherance of the mission of the Church if funds are available to do so.

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 valued annually on the 31st of December, usually at the "net asset" or "mid-

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

Registered Charity 1169941

Financial Statements for the Year Ended 31st December 2022

Statement of Financial Activities

	Note	Unrestricted Funds		Restricted Funds £	Endowment Funds £	Total 2022 £	Total 2021 £
		General Fund £	Designated Funds £				
Income & Endowments from:							
Donations	2a	36,948	-	25,484	-	62,433	141,155
Charitable Activities	2b	1,509	255	321	-	2,084	790
Other Trading Activities	2c	-	7,388	409	-	7,797	7,476
Investments	2d	8	2,543	2,246	-	4,797	4,309
Total		38,466	10,186	28,460	-	77,111	153,731
Expenditure on:							
Raising Funds	3a,4	92	4,957	-	-	5,049	5,779
Charitable Activities	3b,4	42,229	9,769	27,184	-	79,182	168,650
Total		42,322	14,725	27,184	-	84,231	174,429
Net income/(expenditure) before Investment Revaluation		(3,856)	(4,540)	1,276	-	(7,120)	(20,698)
Unrealized Gains/(Losses) on Investment Assets	6	-	(4,691)	(2,995)	(8,810)	(16,496)	17,541
Net Income/(Expenditure)		(3,856)	(9,230)	(1,719)	(8,810)	(23,616)	(3,157)
Transfers between Funds - in	5a	2,000	181	-	-	2,181	2,125
Transfers between Funds - out	5a	(181)	(2,000)	-	-	(2,181)	(2,125)
Net Transfers between Funds	5a	1,819	(1,819)	-	-	-	-
Net Movement in Funds	9	(2,038)	(11,049)	(1,719)	(8,810)	(23,616)	(3,157)
Published Balance for 2021		3,177	122,709	59,877	74,844	260,607	263,764
Total Funds at 31 December	9	1,139	111,660	58,158	66,034	236,991	260,607

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

Financial Statements for the Year Ended 31st December 2022

Balance Sheet at 31st December 2022

	Note	2022 £	2021 £
Fixed Assets			
Tangible	6	4,655	6,983
Investments	6	123,772	140,268
		<u>128,427</u>	<u>147,251</u>
Current Assets			
Debtors	7a	10,106	31,841
Cash	7b	104,435	98,412
		<u>114,540</u>	<u>130,252</u>
Current Liabilities			
Creditors	8	(5,977)	(16,896)
Current Assets less Current Liabilities		<u>108,564</u>	<u>113,356</u>
Total Net Assets		<u>236,991</u>	<u>260,607</u>
Represented by Parish Funds:			
Unrestricted - General Fund	9	1,139	3,177
Unrestricted - Designated Funds		111,660	122,709
Restricted Funds		58,158	59,877
Endowment Funds		66,034	74,844
Total Reserves		<u>236,991</u>	<u>260,607</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 23rd of March 2023.

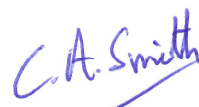
Signed by the Vicar and Church Wardens on behalf of the PCC:



Fr Gerald Sykes
Vicar



Amanda Cadman
Churchwarden



Christopher A Smith
Churchwarden

Note 1: Principal Accounting Policies***Basis of Accounting***

The financial statements have been prepared under the Church Accounting Regulations 2006 in accordance with the current Statement of Recommended Practice (SORP 2015), Accounting and Reporting by Charities and applicable standard 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.

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, namely 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 its 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. All income is accounted for gross.

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 the independent examiner fees. The costs are allocated directly to the Charitable Expenditure heading, specifically under *Resourcing Ministry* expenditure and *Resourcing Mission* expenditure. Grants and donations made by the PCC are accounted for when awarded by a resolution of the PCC. In 2016 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

Benefice property and consecrated property are excluded from the accounts in accordance with the Charities Act 2011. St Patrick's Room 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 has been capitalised and is being depreciated linearly over four years. It replaced an obsolete unit purchased in 2015 and fully depreciated over 4 years. 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 Funds (an unrestricted, designated funds) 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 2022, 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 which are 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 items 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

	2022				2021			
	Unrestricted Funds		Restricted	Total 2022	Unrestricted Funds		Restricted	Total 2021
	General	Designated	Funds		General	Designated	Funds	
2a Donations								
Planned Giving [1]	14,995	-	700	15,695	15,816	-	780	16,596
Gift Days [2]	7,430	-	-	7,430	6,260	-	-	6,260
Collections [3]	1,788	-	413	2,201	734	-	169	903
Friends' Subscriptions	-	-	57	57	-	-	69	69
Sundry Donations	103	-	7,141	7,244	55	-	5,019	5,074
Gift Aid Tax Recoverable	5,561	-	1,760	7,321	5,112	-	1,075	6,187
Grants Received by the PCC [4]	7,072	-	15,414	22,485	5,000	-	49,566	54,566
Legacies Received by the PCC [5]	-	-	-	-	-	50,000	1,500	51,500
	36,948	-	25,484	62,433	32,977	50,000	58,178	141,155
2b Charitable Activities								
Fees Received by the PCC	518	-	50	568	182	-	-	182
Magazine Sales	211	-	-	211	83	-	-	83
Shrine Candle Boxes	-	-	119	119	-	-	-	-
Refreshments after Services	-	255	-	255	-	80	-	80
Church Meals and Outings	-	-	152	152	-	-	-	-
Church & Hall Lettings	750	-	-	750	445	-	-	445
Insurance, Compensation etc. [6]	30	-	-	30	-	-	-	-
	1,509	255	321	2,084	710	80	-	790
2c Other Trading Activities								
Sale of Souvenirs, Guides etc.	-	-	409	409	-	-	2	2
St Alban's Printing Unit	-	7,388	-	7,388	-	7,474	-	7,474
	-	7,388	409	7,797	-	7,474	2	7,476
2d Investments								
CBF Investment Fund Dividends	-	497	2,135	2,632	-	480	2,065	2,545
CBF Property Fund Dividends	-	1,788	-	1,788	-	1,752	-	1,752
Deposit Fund Interest	-	258	110	368	-	9	3	12
Other Interest Received	8	-	1	9	-	-	0	0
	8	2,543	2,246	4,797	-	2,241	2,068	4,309
Total Income	38,466	10,186	28,460	77,111	33,687	59,796	60,248	153,731

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

[2] No restricted Lammas offering Gift Day (for the Sanctuary Fund) collected in 2021 or 2022 due to Covid-19.

[3] Collections includes both general and special collections, both gift aided and otherwise.

[4] Grants received from Trustees of St Albans School: 2021 & 2022 £2,500 for "the Maintenance of Public Worship" - General Purposes;

The St Patrick's Fund: 2021 & 2022 £2,500 for "the Maintenance of Public Worship" - General Purposes; 2022: £500 Food Bank

The Aspinall Trust: 2021: £10,500 Insurance, £400 Alarm System and £400 Internet Connection (all Misc Restricted), £1,745 Digital Media;

2022: £7,000 Insurance, £5,000 Renewal of three Gas Heaters (both Misc Restricted), Messy Church project £1,500 (Youth Work Fund);

The National Lottery Heritage Fund, funded by players of The National Lottery: 2021: £22,200 due (received 2022) Delivery-Phase grant for renewal of roof high-level repairs, improved step-free access and heritage projects;

Listed Places of Worship Grant Scheme contra VAT on work to the fabric of the listed building 2021: £14,321; 2022: £1,414.

Diocesan Grant from central church funds towards heating/lighting costs £2,072 - General Fund.

[5] 2021: unrestricted bequest from the estate of Mary Goodman and bequest for Restoration from the estate of Rachel Waterhouse.

[6] 2022: Compensation by HSBC for requiring a long phone call to confirm a standing order for Diocesan Quota payments.

Note 3: Expenditure

	2022				2021			
	Unrestricted Funds		Restricted	Total 2022	Unrestricted Funds		Restricted	Total 2021
	General	Designated	Funds		General	Designated	Funds	
3a Raising Funds								
Printing Unit Costs (External Work)	-	4,892	-	4,892	-	5,702	-	5,702
Hall Hire Costs	92	-	-	92	-	-	-	-
Planned Giving & GA Envelopes	-	-	-	-	77	-	-	77
Support Costs for Fundraising [1]	-	65	-	65	-	-	-	-
Total Raising Funds	92	4,957	-	5,049	77	5,702	-	5,779
3b Charitable Expenditure								
Resourcing Ministry								
Diocesan Common Fund	27,359	-	-	27,359	27,359	-	-	27,359
Parish Priest Expenses	1,890	-	-	1,890	1,446	-	-	1,446
Assistant Staff Costs	17	-	-	17	50	-	-	50
Church Running Expenses [2]	9,378	1,660	12,116	23,153	3,881	752	12,113	16,746
Church Maintenance [3]	120	965	1,794	2,880	-	309	80	389
Upkeep of Services	552	(0)	2,529	3,080	615	230	1,734	2,579
Upkeep of Church Garden	-	-	7	7	-	-	-	-
Magazine & Bookstall Costs	59	-	-	59	52	-	-	52
Printing Unit Costs (PCC work)	-	120	-	120	-	95	-	95
Sunday School/Parish Training	-	-	-	-	14	-	10	24
Foodbank	-	-	1,683	1,683	-	-	1,108	1,108
Church Heritage Projects [4]	-	-	-	-	-	120	91	211
Church Hall Running Costs	-	361	99	460	-	-	706	706
Verger [5]	480	-	-	480	848	-	-	848
Building Repairs & Improvements [6]	-	5,602	2,976	8,578	-	56,235	57,821	114,056
Provision of Liturgical Music [7]	1,312	-	4,620	5,933	261	-	1,529	1,790
Church Meals & Outings [8]	-	1,060	1,128	2,188	-	278	-	278
Support Costs for Ministry [1]	1,052	2	60	1,113	408	6	407	821
Total Resourcing Ministry	42,219	9,769	27,012	78,999	34,932	58,025	75,600	168,558
Resourcing Mission								
Home Church Societies	10	-	-	10	10	-	-	10
Home Secular Relief	-	-	173	173	-	-	81	81
Support Costs for Mission [1]	0	-	-	0	0	-	0	1
Total Resourcing Mission	10	-	173	183	10	-	82	92
Total Charitable Expenditure	42,229	9,769	27,184	79,182	34,942	58,025	75,682	168,650
Total Expenditure	42,322	14,725	27,184	84,231	35,020	63,728	75,682	174,429

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

[2] 2022: Insurance £9,357; Alarm System £2,255; Heating System £6,262; Fire Extinguishers £398; Gas £2,112; Electricity £1,840; Water £911.
2021: Insurance £10,831; Alarm System £2,024; Heating System £752; Fire Extinguishers Nil; Gas £1,152; Electricity £1,354; Water £232.

[3] 2021: regular maintenance, including organ tuning was below normal due to Covid-19 & building work.

[4] 2021: Leaflet holders and display card stands for Revealing St Alban's Hidden Heritage NLHF project.

[5] Furloughed on full pay from April 2020 to October 2021, receiving £1,072 from Job Retention Scheme through the Diocesan Pay Bureau and £848 from the PCC to maintain a salary of £1,920 p.a. Resigned end February 2022 receiving an extra month's salary for holiday entitlement.

[6] 2021: Roof renewal, high-level repairs and provision of improved step-free access. Main contractor: £111,588; architects: £2,468. Roof renewal and high-level repairs and £59,574; Improved Step-free access lobby, security fencing, external lighting £54,483. 2021 figures include provision for 2½% final retention paid in 2022.

2022: Removal of asbestos from North Transept floor, choir vestry floor and old boiler room: £7,762; tile repairs to south roof: £816.

[7] Fees of Organist & Choir Director : £4,300; Other organists fees £550; Choir fees £150; Trumpeter £80; Repairs to Grand Piano £853.

[8] 2021 Dedication Fest. Meal. 2022 meals: J Bright mem. service £997, Patronal Fest. £488, Funeral E Hall £354; Walsingham pilgrimage £349.

Note 4: Analysis of Expenditure**4a: Analysis of Expenditure: 2022**

	Activities Directly Undertaken	Grant/Donation Funding of Activities	Support Costs [1]	TOTAL 2022
Raising Funds	4,985	-	65	5,049
Charitable Activities				
Resourcing Ministry	77,886	-	1,113	78,999
Resourcing Mission	10	173	0	183
Total 2022	82,880	173	1,178	84,231

[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: 2021

	Activities Directly Undertaken	Grant/Donation Funding of Activities	Support Costs [1]	TOTAL 2021
Raising Funds	5,779	-	-	5,779
Charitable Activities				
Resourcing Ministry	167,737	-	821	168,558
Resourcing Mission	-	91	1	92
Total 2021	173,516	91	821	174,429

[1] Support Costs allocated to Resourcing Ministry and Mission in proportion to expenditure

4c: Analysis of Support Costs

	2022			2021			Total	2022
	Unrestricted Funds	Restricted Funds	Total	Unrestricted Funds	Restricted Funds	Total		
	General	Designated		General	Designated			
Office Costs (Post, Phone, Software)	597	-	597	155	-	400	555	
Examination & Publication of Accounts	360	-	360	240	-	-	240	
Legal Costs	-	-	-	-	-	-	-	
Bank Charges	95	66	221	12	6	7	26	
	1,053	66	1,178	408		407	815	

Note 5a: Transfers Between Funds

	General Fund	Designated Funds	Restricted Funds	Endowm't Funds	Total	2022
Printing Fund surplus to General Fund	2,000	(2,000)	-	-	-	
General Fund to Printing Fund for PCC printing	(181)	181	-	-	-	
Total Transfers into Funds	2,000	181	-	-	2,181	
Total Transfers out of Funds	(181)	(2,000)	-	-	(2,181)	
Net Transfer In/(Out)	1,819	(1,819)	-	-	-	

Note 6: Fixed Assets

Tangible Fixed Assets [1]	Net Book Value 01/01/22	Additions	Charge for the Year	Net Book Value 31/12/22
Printing Unit Canon Printer System [2]	6,983	-	(2,328)	4,655

Investment Assets	Value	Change in	Value	Value
Unrealized Gains and Losses	Value	Change in	Value	Value
	01/01/22	Market Val		31/12/22
J Madeley Bequest (Designated Fund)	39,979	(4,691)	[3]	35,289
W Box Music Fund (Restricted)	25,445	(2,995)	[4]	22,449
M Goodman Memorial Fund (Endm't)	18,922	(2,227)	[4]	16,694
Henry Lee Sanctuary Fund (Endm't)	55,922	(6,583)	[4]	49,339
	<u>140,268</u>	<u>(16,496)</u>		<u>123,772</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 system purchased in 2015 and depreciated to zero net value was replaced in 2021; the new system is being depreciated over four years.

[3] Based on **bid value** of 128.50 pence per CBF Property Fund Income Share at 31/12/2022 - asset may be sold for restoration work.

[4] Based on **mid ("net asset") value** of 2,066.14 pence per CBF Investment Fund Income Share at 31/12/2022 - long-term and endowment assets.

Note 7: Current Assets

7a Debtors at 31/12/2022	General Fund	Designated Funds	Restricted Funds	Total 2022
Gift Aid Income Tax Reclaimable [1]	4,780	-	973	5,753
Pre-Payments for Services [2]	1,542	-	-	1,542
GPOW Grant claimed against VAT	-	-	2,377	2,377
Unpresented Lodgements	200	-	-	200
Printing Invoiced	-	172	-	172
Sundry Debtors	62	-	-	62
	<u>6,584</u>	<u>172</u>	<u>3,350</u>	<u>10,106</u>

7b Cash in Bank at 31/12/2022	General Fund	Designated Funds	Restricted Funds	Total 2022
Cash in Hand	43	15	187	246
Current Bank Accounts	(4,009)	55,031	24,591	75,613
CBF Deposit Accounts	-	17,728	10,848	28,576
	<u>(3,966)</u>	<u>72,774</u>	<u>35,626</u>	<u>104,435</u>

[1] Income Tax to be reclaimed on donations from 06/04/2022 to 31/12/2022 covered by Gift Aid and Gift Aid Small Donations Schemes.

[2] Prepayment for monitored alarm system to 30/09/2023.

Note 8: Creditors

	General Fund	Designated Funds	Restricted Funds	Total 2022
Fees Collected for Diocese	-	-	852	852
Accruals for Goods & Services [1]	1,479	591	517	2,587
Owed to Volunteers [2]	-	639	1,108	1,747
Due to External Charities [3]	-	-	791	791
	<u>1,479</u>	<u>1,230</u>	<u>3,268</u>	<u>5,977</u>

[1] Costs for 2022 not paid until 2023: Gas £407; Electricity £216; Printing Unit materials £263; Organ Tuning £322; Vicar's Expenses etc. £387;

Organist & Choir Director's Fees December £430; Dollies for Grand Piano £300; Numbers for Hymn Boards £167; Magazine Postage £59;

Minor repairs £16; Bank Charges £19.

[2] Treasurer, £911; Food Bank Organiser, £50; Printing Unit Volunteers, £191.

[3] Nagaland Hospital £522, blocked by current Indian regulations; St Thomas College Karachi £15, below cost of transaction; St Anne's Hostel £81 and Highgate Community Support £173 paid in 2023.

Note 9: Movement of Funds

	Balance at 01/01/22	Income	Expenditure	Transfers (net)	Capital Movement	Balance at 31/12/22
Endowment Funds						
M Goodman Memorial Fund	18,922	-	-	-	(2,227)	16,694
H Lee Sanctuary Reserve Fund	55,922	-	-	-	(6,583)	49,339
<i>Total Endowments</i>	<u>74,844</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>(8,810)</u>	<u>66,034</u>
Restricted Funds						
Birthday Book Fund	4,616	-	-	-	-	4,616
Charities Fund	-	173	173	-	-	-
Choir Fund	640	-	-	-	-	640
Church Urban Fund	200	-	-	-	-	200
Digital Media Fund	1,671	-	1,305	-	-	367
Foodbank	2,212	1,408	1,683	-	-	1,936
Flower Fund	141	231	220	-	-	153
Floodlight Fund	250	-	-	-	-	250
Friends Fund	3,373	148	-	-	-	3,521
Garden Fund	-	7	7	-	-	-
GPOW VAT Refund Grant Fund	-	1,414	1,414	-	-	-
Lecture Fund	67	-	-	-	-	67
Music Development Fund	8	1,559	970	-	-	597
Organ Fund	5,858	75	-	-	-	5,932
Organists Fund	2,500	-	2,500	-	-	-
Restoration Appeal Fund	-	125	-	-	-	125
Sanctuary Fund	10,951	1,674	735	-	-	11,889
Vicar's Discretionary Fund	53	-	-	-	-	53
Walsingham Pilgrimage Fund	-	587	349	-	-	238
W Box Choral Music Income	-	668	668	-	-	-
W Box Choral Music Reserve	25,445	-	-	-	(2,995)	22,449
Youth Work Fund	413	1,500	-	-	-	1,913
Miscellaneous Restricted Funds [1]	1,480	18,893	17,162	-	-	3,210
<i>Total Restricted Funds</i>	<u>59,877</u>	<u>28,460</u>	<u>27,184</u>	<u>-</u>	<u>(2,995)</u>	<u>58,158</u>
Designated Funds						
Building Fund	3,916	19	(0)	-	-	3,935
Miscellaneous Bequests Fund	54,500	0	4,922	-	-	49,579
J Madeley Bequest Fund	39,979	-	-	-	(4,691)	35,289
Maintenance Fund [2]	2,979	2,344	3,448	-	-	1,875
Printing Fund	18,513	7,568	5,078	(1,819)	-	19,184
Refreshment Fund	2,821	255	1,278	-	-	1,799
Total Designated Funds	<u>122,709</u>	<u>10,186</u>	<u>14,725</u>	<u>(1,819)</u>	<u>(4,691)</u>	<u>111,660</u>
General Fund	<u>3,177</u>	<u>38,466</u>	<u>42,322</u>	<u>1,819</u>	<u>-</u>	<u>1,139</u>
TOTAL FUNDS	<u>260,607</u>	<u>77,111</u>	<u>84,231</u>	<u>-</u>	<u>(16,496)</u>	<u>236,991</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 Funds	Endowment Funds	Total 2022	Total 2021
	General	Designated				
Fixed Assets - Tangible	-	4,655	-	-	4,655	6,983
Fixed Assets - Investment	-	35,289	22,449	66,034	123,772	140,268
Current Assets - Cash (Bank & CBF deposit)	(3,966)	72,774	35,626	-	104,435	98,412
Current Assets - Debtors	6,584	172	3,350	-	10,106	31,841
Current Liabilities	(1,479)	(1,230)	(3,268)	-	(5,977)	(16,896)
Assets less Current Liabilities	1,139	111,660	58,158	66,034	236,991	260,607
Long-Term Liabilities	-	-	-	-	-	-
Net Assets	1,139	111,660	58,158	66,034	236,991	260,607

Note 11: Payments to PCC Members

No member of the PCC received remuneration or expenses other than the re-imbursement of expenditure on behalf of the PCC.

Note 12: Staff Costs	2022	2021
Wages & Salaries	480	848
Social Security Costs	-	-
Pension Contributions	-	-
	<u>480</u>	<u>848</u>

In 2021 and 2022 the P.C.C. employed a part-time Verger. The Verger was furloughed from April 2020 to September 2021; receiving in 2021 £1,072 through the Job Retention Scheme, the PCC contributing to top up her salary to the full £ 1,920 p.a. The Verger resigned from the end of February 2022, receiving an extra month's payment in lieu of holiday.

An Organist and Choir Director appointed from March 2022 charges fees for the services provided and is not an employee of the P.C.C.

Note 13: Miscellaneous Restricted Fund

At start of year: £56 towards a new green frontal for St Alban's Altar; £500 grant from Aspinall Trust for Garden Improvement; £750 from Aspinall Trust towards improving the West Entrance; £116 remaining from a grant from Aspinall Trust for heating during school use of the church; £33 surplus from donation for a Christmas tree for Christmas 2019 towards future provision of a Christmas tree (no tree at Christmas 2020 or 2021 due to Covid-19 restrictions); £25 towards provision of refreshments.

Income: Grants from the Aspinall Trust of £7,000 for insurance and £5,000 towards renewal of gas heaters. Donations (including any Gift Aid) £3,125 for removal of asbestos and reinstatement of choir vestry floor, £2,000 for restoration of the grand piano etc., £625 towards catering after a memorial service for former choir member Jason Bright, £100 towards catering after the funeral of Eveline Hall, £125 for heating and lighting for a proposed Army Benevolent Fund Carol Service that was cancelled and £75 towards the parish lamp at Walsingham.

Donations in kind: Keys cut for cloister & hall locks £164; printer/copier for Wardens' Room office £240; shelving for office; Lavalier microphone; exterior smokers' bin £83; Webhosting £38; Minor repairs £38; Easter Eggs £16; Cakes £29.

Expenditure: Insurance £7,000; renewal of heaters £5,000; heating during school use of church £116; refreshments £25; removal of asbestos £1,563; restoration of grand piano £1,841; catering J Bright £625, E Hall £100; lamp at Walsingham £50.

At end of year: £56 towards a new green frontal for St Alban's Altar; £500 grant from Aspinall Trust for Garden Improvement; £750 from Aspinall Trust towards improving the West Entrance; £33 surplus from donation for the cost of Christmas tree for Christmas 2019 towards future provision of a Christmas tree (no tree at Christmas 2022); £1562 choir vestry; £159 restoration of piano etc.; £125 ABF Carol Service; £25 parish lamp at Walsingham.

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

Designated Funds

Building Fund : 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

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 Fund : monies retained by the St Albans Printing Unit from its income to provide for the purchase 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

Community : community enterprise projects; grant from Keble College for a community cafe at Highgate Baptist Church

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

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 & St Patrick used to support projects in or associated with the church

GPOW VAT Refund Grant Fund : 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 Organist & Choir Director

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 Organist & Choir Director

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 2022 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.

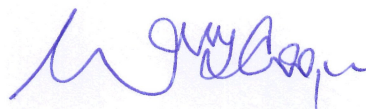
Independent Examiner's Statement

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:



05 April 2023

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

Address: 70 Overbury Close, Birmingham B31 2HD