

Charity registration number 1199630

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH  
OF ST JOHN THE DIVINE & ST CUTHBERT LYTHAM**

**ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS**

**FOR THE PERIOD ENDED 31 DECEMBER 2022**

# THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST JOHN THE DIVINE & ST CUTHBERT LYTHAM

## LEGAL AND ADMINISTRATIVE INFORMATION

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<b>Vicar</b>	Rev'd Nick Wells (Chair of PCC)
<b>Mission Enabler</b>	Revd Emma Swarbrick (From 16 August 2022)
<b>Church Wardens</b>	Mrs Deborah Edwards (from 14 December 2022) Mr David Hyland (to 21 November 2022) Mrs Susan Holman
<b>Deputy Church Wardens</b>	Mrs Deborah Edwards (to 14 December 2022) then vacant
<b>Charity number</b>	1199630
<b>Deanery Synod Reps</b>	Mrs Deborah Edwards (PCC Secretary) Mrs Rachel Higginbotham Mrs Wendy Riley (PCC Treasurer) Mrs Elizabeth Willis
<b>LLM Representative</b>	Vacant
<b>Treasurer</b>	Mrs Wendy Riley
<b>Safeguarding Officer</b>	Mrs Angela Lee
<b>Principal address</b>	The Parish Office Church Road Lytham Lancashire FY8 5QL
<b>Elected members</b>	Mr Iain Ashcroft Mrs Kay Hopper (Lay Chair of PCC) Mrs Linda Hyland Mrs Rachel Leaper Ms Claire Rowlings Mrs Julie Smith
<b>Standing Committee of the PCC</b>	Vicar (Chair), Mission Enabler, Churchwardens, Lay Chair, PCC Secretary, PCC Treasurer
<b>Lytham C of E Primary School Head Teachers Nomination</b>	Mrs Michelle O'Neill
<b>Independent examiner</b>	Champion Accountants LLP Unit 2 Olympic Court Whitehills Business Park Blackpool Lancashire FY4 5GU

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# THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST JOHN THE DIVINE & ST CUTHBERT LYTHAM

## LEGAL AND ADMINISTRATIVE INFORMATION

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### **Bankers**

Barclays Bank  
HSBC Bank  
Santander Bank

### **Quinquennial Architect**

Stephen Fish (for St Cuthbert)  
216 St Georges Road  
Bolton BL1 2PH

Paul R Noblett (For St John)  
5 Station Road  
Lytham

### **Lytham Church Of England School (Voluntary Controlled)**

Head Teacher - Mrs Amanda Wooldridge  
Lytham C of E Primary School  
Park View Road  
Lytham FY8 4HA

### **Legal Advisors**

The Diocesan Registrar  
Clayton House  
Walker Office Park  
Blackburn BB1 2QE

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# THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST JOHN THE DIVINE & ST CUTHBERT LYTHAM

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# THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST JOHN THE DIVINE & ST CUTHBERT LYTHAM

## TRUSTEES' REPORT

### FOR THE PERIOD ENDED 31 DECEMBER 2022

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The trustees present their annual report and financial statements for the period ended 31 December 2022.

The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the financial statements and comply with the charity's governing document, the Charities Act 2011 and "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)" (effective 1 January 2019).

#### **Objectives and activities**

The general functions of the PCC are stated within Section 2 of the Parochial Church Councils (Powers) Measure 1956.

The JC Lytham Mission Statement is currently "Two Homes, One Family".

When planning our activities for the year, the PCC gave consideration to the Charity Commission's guidance on public benefit, and in particular, the specific guidance to charities concerned with the advancement of religion.

#### **Achievements and performance**

2022 brought the two parishes of St John the Divine, Lytham and St Cuthbert, Lytham together as the Parish of St John the Divine and St Cuthbert, Lytham to be commonly known as JC Lytham. This followed two years of negotiation and planning. Although a similar plan existed around two decades ago, the effect of working closely during the early months of the Coronavirus Pandemic and the retirement of Revd Ann Wood, House for Duty Priest in Charge of St John's, focused minds. It became clear to both PCCs and the vicar of St Cuthbert's that this was a move God was calling us to make. That it was carried unanimously at the 2021 APCMs in both Parishes providing the foundation to seek the change from the Bishop of Blackburn.

The new parish formally came into being on 21 March 2022 and we celebrated this at Pentecost as we shared a service together including walking from St. John's to St Cuthbert's. We further celebrated the new parish on 16 August when the Bishop of Burnley joined us to license the Revd Emma Swarbrick as our Mission Enabler, community leaders were also invited and there was a wonderful atmosphere that evening.

Since the beginning of the talks there has been a temporary pattern to Sunday Services and as 2022 concluded a revised pattern was agreed. Moving from having Holy Communion every week to 3 or 4 times a month has been quite a shift and it is clear some people have been less than keen. However the other week provides us with a chance to include more teaching in the sermon, or preach in a more all age way. We must record our appreciation of the ministry of our LLMs who have ensured services and sermons have all been covered to a high standard.

Early in the year we reduced and then ceased livestreaming services as it became clear there was little take up for this beyond lockdown. The sharing of Daily Prayer on Facebook also came to an end in the autumn as the pattern of parish life began to become re-established.

Numbers attending services has, as yet, not recovered from the effects of the pandemic. It is clear that many of the congregation prior to 2020 at both churches are less able to get to church, beside deaths and people moving from the area. However we have welcomed new members and quite a number of them are beginning to take an active part in the life of the parish.

With the new parish came the requirement to cover the necessary roles for the parish and we are so grateful to everyone who has stepped forward and would also like to extend our thanks for those who had fulfilled these roles in the former parishes.

January 2022 saw the arrival of Mrs Amanda Wooldridge as the new Head of our Lytham CofE Primary School. The parish and especially the clergy have been supporting her and the school and we continue to have a strong working relationship together.

# THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST JOHN THE DIVINE & ST CUTHBERT LYTHAM

## TRUSTEES' REPORT (CONTINUED)

### FOR THE PERIOD ENDED 31 DECEMBER 2022

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In the spring, Bob Briscoe offered his services as our Health and Safety Adviser, an area he is well qualified in and during the year he has worked diligently to make sure our H&S policies were updated. This has been no small task and we are indebted to him for this.

During the year we have been able to redecorate the Vestry at St John's thanks to the work of a number of parishioners. The kitchen at St Cuthbert's has been refitted and is much more serviceable again. We are grateful for the time of parishioners and their generosity in raising funds to complete this work.

As Emma settled in with us during the autumn, we have recommenced home study discipleship group and are planning to run Alpha in early 2023. The former vicarage for St John's was sold off and a replacement house purchased on Victory Boulevard. This was completed by the Blackburn Diocesan Clergy Housing Department. The new house is a big improvement on its predecessor.

Financially it has been a tough year and this is laid out further in the report. Suffice to say the regular giving to the ministry of the parish and income from other sources has been severely affected by Covid19 and we have had to draw heavily on our reserves to continue.

#### Staff at JC Lytham

Honorary Assistant Clergy

Revd Helen Houston

Revd Peter Law-Jones

Locally Licensed Ministers

Ms Joanne Hutchinson

Mrs Angela Lee

Mr David Matthews

Mrs Bev Wells

Mrs Nicola Whitehead

Parish Co-ordinator

Mrs Fiona Newbold

Groundsman

Mr David Taylor

Vision Champions

Ms Joanne Hutchinson

Mrs Julie Webb

Mrs Elizabeth Willis

Head Server at St Cuthbert

Mr Clive Barnes

Gift Aid Secretary

Mrs Kay Hopper & Mrs Andrea Tinker

Electoral Roll Officer

Ms Diana Harris

Health and Safety Advisor

Mr Robert Briscoe

GDPR Officer

covered by the Churchwardens

Safeguarding Officer

Mrs Angela Lee

Organists

Mr Peter Jebson & Canon George Moore

Website and E-media co-ordinators

Mrs Bev Wells and Ms Tabitha Riley

Mothers Union Leader

Mrs Margaret Fisher

Craft Group Leader

Mrs Elizabeth Willis

Flowers

Mrs Dawn Barnes & Mrs Hilda Swindlehurst

Sunday School Leader

Mrs Julie Smith

Bell Towers Captain

Mr Sid Lloyd

Fairtrade Co-ordinator

Mrs Julie Webb

Uniformed Leaders

Group Scout Leader

Mr Graham Igoe

Sea Scouts

Mr Steven Beardsworth

Cubs

not currently meeting in the parish

Beavers

Ms Sarah Johnson

Guides to 25th January

Mrs Susan Holman & Mrs Wendy Riley

Brownies

Mrs Muriel Ward & Miss Mary Timms

Rainbows

Mrs Muriel Ward

# THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST JOHN THE DIVINE & ST CUTHBERT LYTHAM

## TRUSTEES' REPORT (CONTINUED)

**FOR THE PERIOD ENDED 31 DECEMBER 2022**

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Hall Bookings

through the Parish Office

### **Financial review**

Net incoming resources for the period amounted to £203,369, which included funds donated from the merger of the two original parishes amounting to £240,597. There was a net deficit for the year of £37,228 excluding these donations. Unrestricted funds amounted to £97,288, restricted funds of £63,272 and endowment funds of £42,809.

It is the policy of the charity that unrestricted funds which have not been designated for a specific use should be maintained at a level equivalent to between three and six month's expenditure. The trustees consider that reserves at this level will ensure that, in the event of a significant drop in funding, they will be able to continue the charity's current activities while consideration is given to ways in which additional funds may be raised. This level of reserves has been maintained throughout the period.

The PCC carried out risk assessments throughout the year to identify any major risks.

### **Financial Risk**

Investments held by the PCC are reviewed in accordance with Diocesan guidelines. The PCC approves internal controls for annual accounts and cheque handling.

### **Compliance with Law and Regulation**

The PC is informed of risks and these are dealt with as appropriate. Procedures for reporting accidents are in place. The fire extinguishers and security alarm are checked regularly in compliance with our H & S policy and procedures.; A risk management survey was carried out by insurers and acted upon.

### **Safeguarding**

The Church has adopted the Blackburn Diocesan 'Protection for All' policy on Safeguarding Children & Vulnerable Adults. JC Lytham complies with DBS requirements when recruiting volunteers and staff.

### **Plans for future periods**

#### **Our aims for 2023**

- ensure we are an inviting and welcoming church through our ministry to visitors and new people and caring for the congregation;
- we continue to be committed to growing disciples through study groups including Alpha;
- assist Lytham Church of England School in creating a vision for the school and continuing to offer support and encouragement to children, staff and parents;
- grow our ministry to children and young people;
- to run a Stewardship Campaign and encourage people to join the Parish Giving Scheme;
- to explore ways of improving the level of giving to the church and support those responsible for the oversight of our finances;
- to seek fresh ways of fundraising and encouraging the community to realise that our church buildings are their churches;
- establish a new Pastoral Care team and thereby offer greater pastoral support to the people of the parish;
- both churches are due their Quinquennial Inspections so we need to prepare ourselves for further maintenance issues being highlighted.

# THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST JOHN THE DIVINE & ST CUTHBERT LYTHAM

## TRUSTEES' REPORT (CONTINUED)

**FOR THE PERIOD ENDED 31 DECEMBER 2022**

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### **Structure, governance and management**

The Parochial Church Council of the Ecclesiastical Parish of St John the Divine and St Cuthbert, Lytham is a charity registered with the Charity Commission for England and Wales. St John the Divine Church is located on East Beach, Lytham and St Cuthbert's Church is located on Church Road, Lytham. The parish is part of the Deanery of Kirkham.

The new parish was formed on 21 March 2022 and the first Annual Parochial Church Meeting was held on 18 May 2022 when members of the Parochial Church Council were elected. During the intervening time those elected to the PCCs of the individual parishes served as the interim PCC.

St John the Divine and St Cuthbert Lytham PCC is a body corporate and operates under the Parochial Church Councils (Powers) Measure 1956 and the Church Representation Rules.

PCC members are appointed as set out in the Church Representation Rules. All church members are encouraged to register on the Electoral Roll and stand for election to the PCC.

The trustees who served during the period and up to the date of signature of the financial statements were:

L C Hyland	(Appointed 12 July 2022)
K Hopper	(Appointed 12 July 2022)
Susan Holman	(Appointed 12 July 2022)
W Riley	(Appointed 12 July 2022)
C S Rowlings	(Appointed 12 July 2022)
E J Willis	(Appointed 12 July 2022)
D J Edwards	(Appointed 12 July 2022)
C I Ashcroft	(Appointed 12 July 2022)
K M O'Neill	(Appointed 12 July 2022)
R Leaper	(Appointed 12 July 2022)
J Smith	(Appointed 12 July 2022)
R C Higginbotham	(Appointed 12 July 2022)

Trustees receive training as and when appropriate, including roles and responsibilities, safeguarding, financial and fabric.

The Vicar and Mission Enabler are licensed by the Bishop of Blackburn and ex-officio members of the PCC.

The Blackburn Diocesan Board of Finance act as Custodian Trustee for the inalienable property of the church.

Day to day management of the Church is exercised by the Vicar and Wardens.

### **Related Trusts**

#### *Lytham Church of England School*

The Vicar is an ex-officio Foundation Governor of the school; five people are elected by the PCC from the Church Membership as school Foundation Governors.

#### *Lytham Ecumenical Partnership*

The Churches in Lytham have a long established partnership to which the parish is a fully committed partner. The Vicar, Mission Enabler and two church members elected by the PCC, serve on the LEP Council, and in 2022 they were Ian Birnie and Bev Wells.

#### *Lytham Schools Foundation*

The Vicar is the nominated representative from St Cuthbert's on the Foundation.

#### *Lytham Club Day Committee*

JC Lytham nominates two people to the Committee. The current representative is Julie Smith with the second position vacant.



**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH  
OF ST JOHN THE DIVINE & ST CUTHBERT LYTHAM**

**TRUSTEES' REPORT (CONTINUED)**

***FOR THE PERIOD ENDED 31 DECEMBER 2022***

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The trustees' report was approved by the Board of Trustees.

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Reverend N A Wells  
**Trustee**

Date: .....

# THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST JOHN THE DIVINE & ST CUTHBERT LYTHAM

## INDEPENDENT EXAMINER'S REPORT

### TO THE TRUSTEES OF THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST JOHN THE DIVINE & ST CUTHBERT LYTHAM

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I report to the trustees on my examination of the financial statements of The Parochial Church Council of the Ecclesiastical Parish of St John the Divine & St Cuthbert Lytham (the charity) for the period ended 31 December 2022.

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

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

I report in respect of my examination of the charity's financial statements carried out under section 145 of the 2011 Act. In carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

#### **Independent examiner's statement**

Since the charity's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of , which is one of the listed bodies.

Your attention is drawn to the fact that the charity has prepared financial statements in accordance with Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) in preference to the Accounting and Reporting by Charities: Statement of Recommended Practice issued on 1 April 2005 which is referred to in the extant regulations but has now been withdrawn.

I understand that this has been done in order for financial statements to provide a true and fair view in accordance with Generally Accepted Accounting Practice effective for reporting periods beginning on or after 1 January 2015.

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

- 1 accounting records were not kept in respect of the charity as required by section 130 of the 2011 Act; or
- 2 the financial statements do not accord with those records; or
- 3 the financial statements do 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 no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the financial statements to be reached.

#### **Champion Haworth Moore Limited**

Unit 2 Olympic Court  
Whitehills Business Park  
Blackpool  
Lancashire  
FY4 5GU

Dated: .....

# THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST JOHN THE DIVINE & ST CUTHBERT LYTHAM

## STATEMENT OF FINANCIAL ACTIVITIES

FOR THE PERIOD ENDED 31 DECEMBER 2022

	Notes	Unrestricted funds 2022 £	Restricted funds 2022 £	Endowment funds 2022 £	Total 2022 £
<b><u>Income from:</u></b>					
Donations and legacies	3	192,594	62,853	42,809	298,256
Charitable activities	4	24,400	-	-	24,400
Other trading activities	5	520	-	-	520
Investments	6	3,373	579	-	3,952
<b>Total income and endowments</b>		<u>220,887</u>	<u>63,432</u>	<u>42,809</u>	<u>327,128</u>
<b><u>Expenditure on:</u></b>					
Charitable activities	7	<u>123,599</u>	<u>160</u>	<u>-</u>	<u>123,759</u>
<b>Net movement in funds</b>		97,288	63,272	42,809	203,369
Fund balances at 12 July 2022		-	-	-	-
<b>Fund balances at 31 December 2022</b>		<u><u>97,288</u></u>	<u><u>63,272</u></u>	<u><u>42,809</u></u>	<u><u>203,369</u></u>

The statement of financial activities includes all gains and losses recognised in the period.

All income and expenditure derive from continuing activities.

# THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST JOHN THE DIVINE & ST CUTHBERT LYTHAM

## BALANCE SHEET

AS AT 31 DECEMBER 2022

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	Notes	2022 £	£
<b>Fixed assets</b>			
Tangible assets	12		13,668
<b>Current assets</b>			
Debtors	13	321,118	
Cash at bank and in hand		50	
		<u>321,168</u>	
<b>Creditors: amounts falling due within one year</b>	14	<u>(131,467)</u>	
Net current assets			<u>189,701</u>
<b>Total assets less current liabilities</b>			<u><u>203,369</u></u>
<b>Capital funds</b>			
Endowment funds - general			42,809
<b>Income funds</b>			
Restricted funds	15		63,272
Unrestricted funds			<u>97,288</u>
			<u><u>203,369</u></u>

The financial statements were approved by the Trustees on .....

.....  
Reverend N A Wells  
Trustee

# THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST JOHN THE DIVINE & ST CUTHBERT LYTHAM

## NOTES TO THE FINANCIAL STATEMENTS

**FOR THE PERIOD ENDED 31 DECEMBER 2022**

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### **1 Accounting policies**

#### **Charity information**

The Parochial Church Council of the Ecclesiastical Parish of St John the Divine & St Cuthbert Lytham is a body corporate and operates under the Parochial Church Councils (Powers) Measure 1956 and the Church Representation Rules.

#### **1.1 Reporting period**

The accounts are presented for the period from 12 July 2022, the date of registration, to 31 December 2022, which is the date required by the Diocese.

#### **1.2 Accounting convention**

The financial statements have been prepared in accordance with the charity's governing document, the Charities Act 2011, FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland" ("FRS 102") and the Charities SORP "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)" (effective 1 January 2019). The charity is a Public Benefit Entity as defined by FRS 102.

The charity has taken advantage of the provisions in the SORP for charities not to prepare a Statement of Cash Flows.

The financial statements have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a true and fair view. This departure has involved following the Statement of Recommended Practice for charities applying FRS 102 rather than the version of the Statement of Recommended Practice which is referred to in the Regulations but which has since been withdrawn.

The financial statements are prepared in sterling, which is the functional currency of the charity. Monetary amounts in these financial statements are rounded to the nearest £.

The financial statements have been prepared under the historical cost convention, modified to include the revaluation of certain financial instruments at fair value. The principal accounting policies adopted are set out below.

#### **1.3 Going concern**

At the time of approving the financial statements, the trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. Thus the trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

#### **1.4 Charitable funds**

Unrestricted funds are available for use at the discretion of the trustees in furtherance of their charitable objectives.

Restricted funds are subject to specific conditions by donors as to how they may be used. The purposes and uses of the restricted funds are set out in the notes to the financial statements.

Endowment funds are subject to specific conditions by donors that the capital must be maintained by the charity.

#### **1.5 Income**

Income is recognised when the charity is legally entitled to it after any performance conditions have been met, the amounts can be measured reliably, and it is probable that income will be received.

# THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST JOHN THE DIVINE & ST CUTHBERT LYTHAM

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE PERIOD ENDED 31 DECEMBER 2022

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### 1 Accounting policies

(Continued)

Cash donations are recognised on receipt. Other donations are recognised once the charity has been notified of the donation, unless performance conditions require deferral of the amount. Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

Legacies are recognised on receipt or otherwise if the charity has been notified of an impending distribution, the amount is known, and receipt is expected. If the amount is not known, the legacy is treated as a contingent asset.

#### 1.6 Expenditure

Expenditure is recognised once there is a legal or constructive obligation to transfer economic benefit to a third party, it is probable that a transfer of economic benefits will be required in settlement, and the amount of the obligation can be measured reliably.

Expenditure is classified by activity. The costs of each activity are made up of the total of direct costs and shared costs, including support costs involved in undertaking each activity. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs which contribute to more than one activity and support costs which are not attributable to a single activity are apportioned between those activities on a basis consistent with the use of resources. Central staff costs are allocated on the basis of time spent, and depreciation charges are allocated on the portion of the asset's use.

#### 1.7 Tangible fixed assets

Tangible fixed assets are initially measured at cost and subsequently measured at cost or valuation, net of depreciation and any impairment losses.

Depreciation is recognised so as to write off the cost or valuation of assets less their residual values over their useful lives on the following bases:

Plant and equipment	25% on reducing balance
Fixtures and fittings	20% on reducing balance

The gain or loss arising on the disposal of an asset is determined as the difference between the sale proceeds and the carrying value of the asset, and is recognised in the statement of financial activities.

#### 1.8 Impairment of fixed assets

At each reporting end date, the charity reviews the carrying amounts of its tangible assets to determine whether there is any indication that those assets have suffered an impairment loss. If any such indication exists, the recoverable amount of the asset is estimated in order to determine the extent of the impairment loss (if any).

#### 1.9 Cash and cash equivalents

Cash and cash equivalents include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities.

# THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST JOHN THE DIVINE & ST CUTHBERT LYTHAM

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

**FOR THE PERIOD ENDED 31 DECEMBER 2022**

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### 1 Accounting policies

(Continued)

#### 1.10 Financial instruments

The charity has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instruments Issues' of FRS 102 to all of its financial instruments.

Financial instruments are recognised in the charity's balance sheet when the charity becomes party to the contractual provisions of the instrument.

Financial assets and liabilities are offset, with the net amounts presented in the financial statements, when there is a legally enforceable right to set off the recognised amounts and there is an intention to settle on a net basis or to realise the asset and settle the liability simultaneously.

##### **Basic financial assets**

Basic financial assets, which include debtors and cash and bank balances, are initially measured at transaction price including transaction costs and are subsequently carried at amortised cost using the effective interest method unless the arrangement constitutes a financing transaction, where the transaction is measured at the present value of the future receipts discounted at a market rate of interest. Financial assets classified as receivable within one year are not amortised.

##### **Basic financial liabilities**

Basic financial liabilities, including creditors and bank loans are initially recognised at transaction price unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of the future payments discounted at a market rate of interest. Financial liabilities classified as payable within one year are not amortised.

Debt instruments are subsequently carried at amortised cost, using the effective interest rate method.

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of operations from suppliers. Amounts payable are classified as current liabilities if payment is due within one year or less. If not, they are presented as non-current liabilities. Trade creditors are recognised initially at transaction price and subsequently measured at amortised cost using the effective interest method.

##### **Derecognition of financial liabilities**

Financial liabilities are derecognised when the charity's contractual obligations expire or are discharged or cancelled.

#### 1.11 Employee benefits

The cost of any unused holiday entitlement is recognised in the period in which the employee's services are received.

Termination benefits are recognised immediately as an expense when the charity is demonstrably committed to terminate the employment of an employee or to provide termination benefits.

### 2 Critical accounting estimates and judgements

In the application of the charity's accounting policies, the trustees are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised where the revision affects only that period, or in the period of the revision and future periods where the revision affects both current and future periods.

# THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST JOHN THE DIVINE & ST CUTHBERT LYTHAM

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE PERIOD ENDED 31 DECEMBER 2022

### 3 Donations and legacies

	Unrestricted funds	Restricted funds	Endowment funds general	Total
	2022	2022	2022	2022
	£	£	£	£
Donations and gifts	43,798	612	-	44,410
Legacies receivable	10,000	-	-	10,000
Grant	3,249	-	-	3,249
Donation on parish merger	135,547	62,241	42,809	240,597
	<u>192,594</u>	<u>62,853</u>	<u>42,809</u>	<u>298,256</u>

#### Other

Donation on the merger of the two parishes, St John the Divine Lytham, and St Cuthberts Lytham, represents the transfer of all assets and liabilities to the new charity.

### 4 Charitable activities

	Charitable income
	2022
	£
Wedding & funeral fees	13,016
Charitable rental income	11,384
	<u>24,400</u>

### 5 Other trading activities

	Unrestricted funds
	2022
	£
Fundraising events	520
	<u>520</u>



# THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST JOHN THE DIVINE & ST CUTHBERT LYTHAM

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE PERIOD ENDED 31 DECEMBER 2022

### 6 Investments

	Unrestricted funds	Restricted funds	Total
	2022 £	2022 £	2022
Interest receivable	3,373	579	3,952

### 7 Charitable activities

	Direct Charitable Expenditure 2022 £
Staff costs	13,298
Depreciation and impairment	1,193
Council tax and water	4,554
Insurance	4,207
Light & heat	15,490
Repairs & maintenance	3,994
General administration incl stationery & copier	1,174
Telephone	398
Organist costs	1,380
Weddings & funeral costs	2,141
Altar requisites	347
Donations	222
Traidcraft stall	899
Parish assessment	68,338
Sundry expenses	4,181
Cleaning	605
	<u>122,421</u>
Share of governance costs (see note 8)	1,338
	<u>123,759</u>
<b>Analysis by fund</b>	
Unrestricted funds	123,599
Restricted funds	160
	<u>123,759</u>

# THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST JOHN THE DIVINE & ST CUTHBERT LYTHAM

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE PERIOD ENDED 31 DECEMBER 2022

8 Support costs	Support costs £	Governance costs £	2022 £
Accountancy	-	1,338	1,338
	-----	-----	-----
	-	1,338	1,338
	=====	=====	=====
Analysed between Charitable activities	-	1,338	1,338
	=====	=====	=====

## 9 Trustees

None of the trustees (or any persons connected with them) received any remuneration or benefits from the charity during the period.

## 10 Employees

The average monthly number of employees during the period was:

	2022 Number
	2
	=====

### Employment costs

	2022 £
Wages and salaries	13,298
	=====

There were no employees whose annual remuneration was more than £60,000.

## 11 Taxation

The charity is exempt from tax on income and gains falling within section 505 of the Taxes Act 1988 or section 252 of the Taxation of Chargeable Gains Act 1992 to the extent that these are applied to its charitable objects.

# THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST JOHN THE DIVINE & ST CUTHBERT LYTHAM

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE PERIOD ENDED 31 DECEMBER 2022

### 12 Tangible fixed assets

	Plant and equipment £	Fixtures and fittings £	Total £
<b>Cost</b>			
Business combinations	1,583	13,279	14,862
At 31 December 2022	<u>1,583</u>	<u>13,279</u>	<u>14,862</u>
<b>Depreciation and impairment</b>			
Depreciation charged in the period	198	996	1,194
At 31 December 2022	<u>198</u>	<u>996</u>	<u>1,194</u>
<b>Carrying amount</b>			
At 31 December 2022	<u><u>1,385</u></u>	<u><u>12,283</u></u>	<u><u>13,668</u></u>

### 13 Debtors

	2022 £
<b>Amounts falling due within one year:</b>	
Trade debtors	20,145
Other debtors	299,303
Prepayments and accrued income	1,670
	<u>321,118</u>

Other debtors includes the balance of donation of net assets from the merger of two other entities.

### 14 Creditors: amounts falling due within one year

	2022 £
Trade creditors	123,703
Accruals and deferred income	7,764
	<u>131,467</u>

Trade creditors represents the Parish Share outstanding at the 31 December 2022.

# THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST JOHN THE DIVINE & ST CUTHBERT LYTHAM

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

### FOR THE PERIOD ENDED 31 DECEMBER 2022

#### 15 Restricted funds

The income funds of the charity include restricted funds comprising the following unexpended balances of donations and grants held on trust for specific purposes:

	Movement in funds		Movement in funds		
	Incoming resources	Balance at 12 July 2022	Incoming resources	Resources expended	Balance at 31 December 2022
	£	£	£	£	£
Organ appeal	-	-	12,387	-	12,387
Bell fund	-	-	2,061	-	2,061
Rose Queen	-	-	13,142	-	13,142
Hall/kitchen	-	-	4,296	-	4,296
Tower pointing	-	-	2,046	-	2,046
BCP teaching	-	-	2,000	-	2,000
Organ repairs & maintenance	-	-	1,050	-	1,050
Childrens work	-	-	100	-	100
Sundry smaller funds	-	-	440	-	440
Julia Bell worship	-	-	692	-	692
Youth club	-	-	1,189	-	1,189
Streaming equipment	-	-	1,604	(160)	1,444
Ladies Circle fund	-	-	717	-	717
Alarm grant	-	-	1,000	-	1,000
Building fund	-	-	20,361	-	20,361
Carpet fund	-	-	347	-	347
	-	-	63,432	(160)	63,272

Restricted fund movements incorporate the restricted funds transferred over from the merger of the two previous entities.

#### 16 Analysis of net assets between funds

	Unrestricted funds	Restricted funds	Endowment funds	Total
	2022	2022	2022	2022
	£	£	£	£
Fund balances at 31 December 2022 are represented by:				
Tangible assets	12,225	1,443	-	13,668
Current assets/(liabilities)	85,063	61,829	42,809	189,701
	97,288	63,272	42,809	203,369