

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 YEAR ENDED 31 DECEMBER 2023

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

LEGAL AND ADMINISTRATIVE INFORMATION

| | |
|--|---|
| Vicar | Rev'd Nick Wells (Chair of PCC) |
| Mission Enabler | Revd Emma Swarbrick |
| Church Wardens | Mrs Deborah Edwards Mrs Susan Holman |
| Deputy Church Wardens | Ms Tabitha Riley (from May 2023) Mrs Andrea Tinker (from May 2023) |
| Charity number | 1199630 |
| Deanery Synod Reps | Mrs Deborah Edwards (PCC Secretary) Mrs Rachel Higginbotham Mrs Wendy Riley (PCC Treasurer) Mrs Elizabeth Willis (Lay Chair of PCC from May 2023) |
| LLM Representative | Mrs Jacqui Briscoe (from May 2023) |
| Treasurer | Mrs Wendy Riley |
| Safeguarding Officer | Mrs Angela Lee (to May 2023) Mrs Linda Hyland (from May 2023) |
| Principal address | The Parish Office Church Road Lytham Lancashire FY8 5QL |
| Elected members | Mr Iain Ashcroft Ms Diana Harris (from May 2023) Mr Paul Olive (from May 2023) Mrs Alex Walmsley (from May 2023) Ms Karleen Wilkinson Mrs Kay Hopper (to May 2023) Mrs Linda Hyland (to May 2023) Mrs Rachel Leaper (to May 2023) Ms Claire Rowlings (to May 2023) Mrs Julie Smith |
| Standing Committee of the PCC | Vicar (Chair), Mission Enabler, Churchwardens, Lay Chair, PCC Secretary, PCC Treasurer |
| Lytham C of E Primary School Head Teachers Nomination | Mrs Michelle O'Neill |

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

LEGAL AND ADMINISTRATIVE INFORMATION

Independent examiner

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

Bankers

CAF Bank
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

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 YEAR ENDED 31 DECEMBER 2023

The trustees present their annual report and financial statements for the year ended 31 December 2023.

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

We particularly celebrate the way our two churches have increasingly come together as one parish – Two Homes, One Family. The best example is that our joint Parish Communion, when both churches worship together, is now occurring every month at the request of members of the congregation. We are also pleased to say that the PCC increasingly considers the whole parish too, with less emphasis on the church a member normally attends.

Our statistics for attendance are still challenging and it is now clear that a number of our pre-covid congregation members are not going to return for a variety of reasons. Our Church finances still give cause for concern with a projected cash deficit for 2024 of some £30,000 which creates problems for us in meeting our Parish Share obligations.

In order to hopefully alleviate these financial pressures we introduced The Parish Giving Scheme and ran a Giving Campaign in the summer. The response has been disappointing and cause for some concern, that having been said we do appreciate and recognise the generosity of many of our congregation.

We run a Coffee Morning at each church every month which encourages people to meet together, welcomes passers-by and of course raises funds. We are grateful to those who put time and effort into this aspect of our ministry. We seek to offer a warm and friendly welcome to anyone who visits our churches for whatever reason and visitors seem to appreciate this.

During the year we ran two Alpha courses and re-established a home study (discipleship) group, led by Jacqui Briscoe, one of our LLMs. The Alpha course have seen one person come a new to faith and several reconnect with God. Through the autumn the discipleship group followed a course called 'Shining Like Stars' which encouraged people to think about the impact their faith has on people and the world around them.

Our Sunday School based at St Cuthbert, arranged to meet twice a month and this has had a mixed reception. Our efforts to connect with parents of the children through the Parenting for Faith course did not gain any traction. We are grateful to our Sunday School leaders for their dedication and pleased that there is also support offered to children who attend St John.

We continue to have a strong and healthy relationship with Lytham CofE Primary School. The clergy lead Collective Worship each week and go into assist teaching aspects of the Christian faith regularly. We have also started a Worship in Wellies after school club which has proved popular with 27 children getting involved. In December we ran 'Christmas Through the Keyhole', a presentation telling the story of the first Christmas by visiting the homes of those involved in the nativity. 6 classes from local primary school came along and the response was brilliant.

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

TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2023

A new Pastoral Ministry Team was trained and started during the year. Currently there are four members and between them they are in touch with around twenty people on a regular basis. We additionally offer Home Communion which is also taken out by a small team to eight parishoners. The Vicar also celebrates Communion each month in Fosbrook House when a member of the Pastoral Ministry Team also attends to offer support as appropriate.

The Church Hall at St Cuthbert is used by the parish for the Bertie Bear Club, run by the Mother's Union. A number of other organisations also rent the hall as well as individual bookings for parties and similar.

A Daily Prayer email is circulated to the Electoral Roll every morning with prayers for the parish, the community and the world, it is proving a popular way of the parish praying together each day. In the autumn we reintroduced Evening Prayer each month and this is attractive a regular congregation including people to able to attend on a Sunday morning.

Within the town we have were with involved in the refreshed turning on of the Christmas Lights, taking part in the procession and being invited to give a Blessing. We continue to support and take part in Club Day and the Civic Ceremony on Remembrance Sunday and host an annual RNLI Service marking the anniversary of the Mexico Disaster.

The numbers for our Occasional Offices for the year were 33 Baptisms, 7 Weddings and 44 Funerals. Our usual Sunday attendance across the parish was around 106 people, with over 1000 people worshipping with us over the Christmas season.

In October the PCC and LLMs spent a day together at Whalley Abbey under the guidance of Revd Fleur Green. The time together gave us an opportunity to reflect on our strengths and weaknesses. From the day we have created a plan to grow our ministry in the short, medium and long term. This is set out in the aims for 2024 set out on page 4.

Over all it has been a year with positives and negatives, but running through it is a sense of achievement and positivity whilst recognising there are still big challenges to be addressed. We continue to believe the goodness of god and have confidence in His future provision for His church in Lytham.

Staff at JC Lytham

| | |
|-----------------------------------|--|
| Honorary Assistant Clergy | Revd Helen Houston |
| 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 | covered by the Churchwardens |
| GDPR Officer | covered by the Churchwardens |
| Safeguarding Officer | Mrs Linda Hyland |
| 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 |

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

TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2023

| | |
|------------------------|---|
| Flower Arrangers | 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 |
| Rainbows | Mrs Muriel Ward, Mrs Susan Holman & Mrs Wendy Riley |
| Hall Bookings | through the Parish Office |

Financial review

There is a net surplus for the year of £102,666 which has arisen due to the removal of the reserve for unpaid Parish Share for the year of £214,477 on the advice of the Diocese. Unrestricted funds amounted to £199,572 but this arises solely due to the Parish Share adjustment. The balance on restricted funds was £63,654 and endowment funds were £42,809.

The trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future, assuming continued support by the Diocese in their assessment of Parish Share as a voluntary donation.

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 during this year.

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 PCC 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.

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

TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2023

Plans for future periods

Our Aims for 2024

Our Aims for 2024 are in line with the Blackburn Diocesan Vision plus we will be establishing three subcommittees of the PCC to concentrate on Finance, Social Events and Buildings.

Making Disciples

- Strengthen links with parents of children both at Lytham CofE Primary School and our Sunday School;
- Develop a prayer team for Sunday worship, including the offer of prayers for healing;
- Provide ample opportunities for Bible Study;
- Further development of Pastoral Ministry Team including exploring Anna Chaplaincy;
- Consider developing a broader range of service and worship opportunities.

Being Witnesses

- Investigate new ways of marketing the parish to the wider community;
- Undertake a consultation of need in the parish;
- Provide opportunities to meet together socially and to which non church goers could be invited.

Growing Leaders

- Publish a concise version of the PCC minutes to demystify the work of the PCC;
- Encourage new leaders and volunteers;
- Make use of diocesan resources to grow leaders through Parish Vision and Leading Your Church into Growth.

Inspiring Children and Young People

- Extend connections between the school and the church;
- Explore applying for diocesan funding for a parish youth worker;
- Develop all age/integration worship;
- Increase the Sunday School team in order to offer Sunday School on a weekly basis.

Our parish buildings

- Draw up plans to introduce a toilet and improve the kitchen at St John;
- Explore repositioning the font at both churches;
- Remove the screen at the east end of the St Aidan's Chapel and look to open up the choir and clergy vestries at St Cuthbert.

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, in the Diocese of Blackburn and its official correspondence address is:

The Parish Office
Church Road
Lytham
Lancashire
FY8 5QL

Website: <http://jclytham.church>

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

TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2023

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

L C Hyland
K Hopper
Susan Holman
W Riley
C S Rowlings
E J Willis
D J Edwards
C I Ashcroft
K M O'Neill
R Leaper
J Smith
R C Higginbotham
Reverend N A Wells

(Appointed 12 July 2023)

PCC members 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 acted 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; four further 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 2023 they were Ian Birnie and Bev Wells to September and then Alex Walmsley and James Walmsley.

Lytham Schools Foundation

The Vicar is the nominated representative from JC Lytham 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 trustees' report was approved by the Board of Trustees.

.....
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

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 year ended 31 December 2023.

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

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 YEAR ENDED 31 DECEMBER 2023

| Current financial year | | Unrestricted funds | Restricted funds | Endowment funds | Total | Total |
|---|-------|--------------------|------------------|-----------------|---------|---------|
| | Notes | 2023 | 2023 | 2023 | 2023 | 2022 |
| | | £ | £ | £ | £ | £ |
| Income from: | | | | | | |
| Donations and legacies | 3 | 77,678 | - | - | 77,678 | 298,256 |
| Charitable activities | 4 | 48,731 | - | - | 48,731 | 24,400 |
| Other trading activities | 5 | 154 | - | - | 154 | 520 |
| Investments | 6 | 7,111 | 1,671 | - | 8,782 | 3,952 |
| Total income and endowments | | 133,674 | 1,671 | - | 135,345 | 327,128 |
| Charitable activities | 7 | 39,645 | 1,289 | - | 40,934 | 123,759 |
| Net income | | 94,029 | 382 | - | 94,411 | 203,369 |
| Other recognised gains and losses: | | | | | | |
| Revaluation of tangible fixed assets | | 8,255 | - | - | 8,255 | - |
| Net movement in funds | | 102,284 | 382 | - | 102,666 | 203,369 |
| Reconciliation of funds: | | | | | | |
| Fund balances at 1 January 2023 | | 97,288 | 63,272 | 42,809 | 203,369 | - |
| Fund balances at 31 December 2023 | | 199,572 | 63,654 | 42,809 | 306,035 | 203,369 |

The statement of financial activities includes all gains and losses recognised in the year. All income and expenditure derive from continuing activities.

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

STATEMENT OF FINANCIAL ACTIVITIES (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2023

| Prior financial period | | Unrestricted funds 2022 £ | Restricted funds 2022 £ | Endowment funds 2022 £ | Total 2022 £ |
|--|-------|------------------------------------|----------------------------------|---------------------------------|-----------------------|
| | Notes | | | | |
| Income from: | | | | | |
| 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 |
| | | <u>220,887</u> | <u>63,432</u> | <u>42,809</u> | <u>327,128</u> |
| Total income and endowments | | | | | |
| Charitable activities | 7 | 123,599 | 160 | - | 123,759 |
| | | <u>97,288</u> | <u>63,272</u> | <u>42,809</u> | <u>203,369</u> |
| Net income and movement in funds | | | | | |
| Reconciliation of funds: | | | | | |
| Fund balances at 12 July 2022 | | - | - | - | - |
| | | <u>97,288</u> | <u>63,272</u> | <u>42,809</u> | <u>203,369</u> |
| Fund balances at 31 December 2022 | | <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 PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST JOHN THE DIVINE & ST CUTHBERT LYTHAM

BALANCE SHEET

AS AT 31 DECEMBER 2023

| | Notes | 2023 | | 2022 | |
|---|-------|----------------|----------------|----------------|----------------|
| | | £ | £ | £ | £ |
| Fixed assets | | | | | |
| Tangible assets | 12 | | 11,192 | | 13,668 |
| Current assets | | | | | |
| Debtors | 13 | 279,616 | | 321,118 | |
| Cash at bank and in hand | | 23,265 | | 50 | |
| | | <u>302,881</u> | | <u>321,168</u> | |
| Creditors: amounts falling due within one year | 14 | | | | |
| | | <u>8,038</u> | | <u>131,467</u> | |
| Net current assets | | | 294,843 | | 189,701 |
| Total assets less current liabilities | | | <u>306,035</u> | | <u>203,369</u> |
| The funds of the charity | | | | | |
| Endowment funds | 15 | | 42,809 | | 42,809 |
| Restricted income funds | 16 | | 63,654 | | 63,272 |
| Unrestricted funds | | | 199,572 | | 97,288 |
| | | | <u>306,035</u> | | <u>203,369</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 YEAR ENDED 31 DECEMBER 2023

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 or grantors 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 YEAR ENDED 31 DECEMBER 2023

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 YEAR ENDED 31 DECEMBER 2023

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.

1.12 Retirement benefits

Payments to defined contribution retirement benefit schemes are charged as an expense as they fall due.

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

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2023

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.

3 Donations and legacies

| | Unrestricted funds | Unrestricted funds | Restricted funds | Endowment funds general | Total |
|---------------------------|-----------------------|-----------------------|---------------------|-------------------------------|----------------|
| | 2023 | 2022 | 2022 | 2022 | 2022 |
| | £ | £ | £ | £ | £ |
| Donations and gifts | 75,582 | 43,798 | 612 | - | 44,410 |
| Legacies receivable | 2,000 | 10,000 | - | - | 10,000 |
| Grant | 96 | 3,249 | - | - | 3,249 |
| Donation on parish merger | - | 135,547 | 62,241 | 42,809 | 240,597 |
| | <u>77,678</u> | <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 Income from charitable activities

| | Unrestricted funds 2023 £ | Unrestricted funds 2022 £ |
|--------------------------|------------------------------------|------------------------------------|
| Charitable income | - | - |
| Wedding & funeral fees | 25,550 | 13,016 |
| Charitable rental income | 23,181 | 11,384 |
| | <u>48,731</u> | <u>24,400</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 YEAR ENDED 31 DECEMBER 2023**

5 Income from other trading activities

| | Unrestricted funds 2023 £ | Unrestricted funds 2022 £ |
|--------------------|------------------------------------|------------------------------------|
| Fundraising events | 154 | 520 |
| | <u>154</u> | <u>520</u> |

6 Income from investments

| | Unrestricted funds 2023 £ | Restricted funds 2023 £ | Total 2023 £ | Unrestricted funds 2022 £ | Restricted funds 2022 £ | Total 2022 £ |
|---------------------|------------------------------------|----------------------------------|--------------------|------------------------------------|----------------------------------|--------------------|
| Interest receivable | 7,111 | 1,671 | 8,782 | 3,373 | 579 | 3,952 |
| | <u>7,111</u> | <u>1,671</u> | <u>8,782</u> | <u>3,373</u> | <u>579</u> | <u>3,952</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 YEAR ENDED 31 DECEMBER 2023

7 Expenditure on charitable activities

| | Direct Charitable Expenditure 2023 £ | Direct Charitable Expenditure 2022 £ |
|---|--|--|
| Direct costs | | |
| Staff costs | 27,693 | 13,298 |
| Depreciation and impairment | 2,475 | 1,193 |
| Council tax and water | 9,551 | 4,554 |
| Insurance | 9,322 | 4,207 |
| Light & heat | 37,856 | 15,490 |
| Repairs & maintenance | 15,778 | 3,994 |
| General administration incl stationery & copier | 4,112 | 1,174 |
| Telephone | 1,776 | 398 |
| Organist costs | 1,808 | 1,380 |
| Weddings & funeral costs | 5,567 | 2,141 |
| Altar requisites | 2,128 | 347 |
| Donations | - | 222 |
| Traidcraft stall | 688 | 899 |
| Parish assessment | (85,203) | 68,338 |
| Sundry expenses | 3,270 | 4,181 |
| Cleaning | 825 | 605 |
| Other charitable expenditure | 876 | - |
| | <u>38,522</u> | <u>122,421</u> |
| Share of support and governance costs (see note 8) | | |
| Governance | 2,412 | 1,338 |
| | <u>40,934</u> | <u>123,759</u> |
| Analysis by fund | | |
| Unrestricted funds | 39,645 | 123,599 |
| Restricted funds | 1,289 | 160 |
| | <u>40,934</u> | <u>123,759</u> |

8 Support costs allocated to activities

| | 2023 £ | 2022 £ |
|--------------------------------|--------------|--------------|
| Governance costs - accountancy | 2,412 | 1,338 |
| Analysed between: | | |
| Charitable activities | <u>2,412</u> | <u>1,338</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 YEAR ENDED 31 DECEMBER 2023

9 Trustees

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

10 Employees

The average monthly number of employees during the year was:

| | 2023 | 2022 |
|-------------------------|-------------------|-------------------|
| | Number | Number |
| | - | 2 |
| | <u> </u> | <u> </u> |
| Employment costs | 2023 | 2022 |
| | £ | £ |
| Wages and salaries | 26,886 | 13,298 |
| Other pension costs | 807 | - |
| | <u> </u> | <u> </u> |
| | <u>27,693</u> | <u>13,298</u> |

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

11 Taxation

The charity is exempt from taxation on its activities because all its income is applied for charitable purposes.

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

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2023

12 Tangible fixed assets

| | Plant and equipment £ | Fixtures and fittings £ | Total £ |
|------------------------------------|--------------------------|----------------------------|------------|
| Cost | | | |
| At 1 January 2023 | 1,583 | 13,279 | 14,862 |
| At 31 December 2023 | 1,583 | 13,279 | 14,862 |
| Depreciation and impairment | | | |
| At 1 January 2023 | 198 | 996 | 1,194 |
| Depreciation charged in the year | 396 | 2,080 | 2,476 |
| At 31 December 2023 | 594 | 3,076 | 3,670 |
| Carrying amount | | | |
| At 31 December 2023 | 989 | 10,203 | 11,192 |
| At 31 December 2022 | 1,385 | 12,283 | 13,668 |

13 Debtors

| | 2023 £ | 2022 £ |
|---|-----------|-----------|
| Amounts falling due within one year: | | |
| Trade debtors | 14,668 | 20,145 |
| Other debtors | 263,480 | 299,303 |
| Prepayments and accrued income | 1,468 | 1,670 |
| | 279,616 | 321,118 |

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

| | 2023 £ | 2022 £ |
|------------------------------------|-----------|-----------|
| Other taxation and social security | 654 | - |
| Trade creditors | - | 123,703 |
| Accruals and deferred income | 7,384 | 7,764 |
| | 8,038 | 131,467 |

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

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2023

15 Endowment funds

Endowment funds represent assets which must be held permanently by the charity. Income arising on the endowment funds can be used in accordance with the objects of the charity and is included as unrestricted income. Any capital gains or losses arising on the assets form part of the fund.

| | At 1 January 2023 | Incoming resources | At 31 December 2023 |
|-----------------------------|------------------------------|-------------------------------|------------------------------------|
| | £ | £ | £ |
| Permanent endowments | 42,809 | - | 42,809 |
| | <u> </u> | <u> </u> | <u> </u> |
| Previous period: | At 1 January 2022 | Incoming resources | At 31 December 2022 |
| | £ | £ | £ |
| Permanent endowments | - | 42,809 | 42,809 |
| | <u> </u> | <u> </u> | <u> </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 YEAR ENDED 31 DECEMBER 2023

16 Restricted funds

The restricted funds of the charity comprise the unexpended balances of donations and grants held on trust subject to specific conditions by donors as to how they may be used.

| | Movement in funds | | | Movement in funds | | |
|----------------------------------|--------------------|--------------------|---------------------------|--------------------|--------------------|-----------------------------|
| | Incoming resources | Resources expended | Balance at 1 January 2023 | Incoming resources | Resources expended | Balance at 31 December 2023 |
| | £ | £ | £ | £ | £ | £ |
| Organ appeal (SC) | 11,756 | - | 11,756 | - | - | 11,756 |
| Bell fund (SC) | 2,061 | - | 2,061 | - | - | 2,061 |
| Rose Queen (SC) | 532 | - | 532 | - | - | 532 |
| Hall/kitchen (SC) | 4,296 | - | 4,296 | - | - | 4,296 |
| Tower pointing (SC) | 2,046 | - | 2,046 | - | - | 2,046 |
| BCP teaching (SC) | 2,000 | - | 2,000 | - | - | 2,000 |
| Organ repairs & maintenance (SC) | 1,050 | - | 1,050 | - | - | 1,050 |
| Childrens work (SC) | 100 | - | 100 | - | - | 100 |
| Sundry smaller funds | 440 | - | 440 | - | - | 440 |
| Julia Bell worship (SC) | 692 | - | 692 | - | - | 692 |
| Youth club (SC) | 1,189 | - | 1,189 | - | - | 1,189 |
| Streaming equipment (SC) | 1,604 | (160) | 1,444 | - | (144) | 1,300 |
| Ladies Circle fund (SJ) | 717 | - | 717 | - | - | 717 |
| Alarm grant (SC) | 1,000 | - | 1,000 | - | - | 1,000 |
| Building fund (SJ) | 20,361 | - | 20,361 | 291 | (805) | 19,847 |
| Carpet fund (SC) | 100 | - | 100 | - | - | 100 |
| Carpet fund (Joint) | 247 | - | 247 | - | - | 247 |
| Rose Queen (SJ) | 12,610 | - | 12,610 | 1,370 | (340) | 13,640 |
| Organ appeal (SJ) | 631 | - | 631 | 10 | - | 641 |
| | <u>63,432</u> | <u>(160)</u> | <u>63,272</u> | <u>1,671</u> | <u>(1,289)</u> | <u>63,654</u> |

17 Unrestricted funds

The unrestricted funds of the charity comprise the unexpended balances of donations and grants which are not subject to specific conditions by donors and grantors as to how they may be used. These include designated funds which have been set aside out of unrestricted funds by the trustees for specific purposes.

| | At 1 January 2023 | Incoming resources | Resources expended | Gains and losses | At 31 December 2023 |
|---------------|-------------------|--------------------|--------------------|------------------|---------------------|
| | £ | £ | £ | £ | £ |
| General funds | <u>97,288</u> | <u>133,674</u> | <u>(39,645)</u> | <u>8,255</u> | <u>199,572</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 YEAR ENDED 31 DECEMBER 2023

17 Unrestricted funds (Continued)

| Previous period: | At 1 January 2022 | Incoming resources | Resources expended | Gains and losses | At 31 December 2022 |
|------------------|-------------------|--------------------|--------------------|------------------|---------------------|
| | £ | £ | £ | £ | £ |
| General funds | - | 220,887 | (123,599) | - | 97,288 |

18 Analysis of net assets between funds

| | Unrestricted funds 2023 | Restricted funds 2023 | Endowment funds 2023 | Total 2023 |
|--|-------------------------|-----------------------|----------------------|----------------|
| | £ | £ | £ | £ |
| Fund balances at 31 December 2023 are represented by: | | | | |
| Tangible assets | 9,893 | 1,299 | - | 11,192 |
| Current assets/(liabilities) | 189,679 | 62,355 | 42,809 | 294,843 |
| | <u>199,572</u> | <u>63,654</u> | <u>42,809</u> | <u>306,035</u> |

| | Unrestricted funds 2022 | Restricted funds 2022 | Endowment funds 2022 | Total 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 |
| | <u>97,288</u> | <u>63,272</u> | <u>42,809</u> | <u>203,369</u> |