

PAROCHIAL CHURCH COUNCIL OF [PARISH]

**Annual Report and Financial Statements
for the year ended 31 December YYYY**

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Annual Report and Financial Statements
PAROCHIAL CHURCH COUNCIL OF [PARISH]
for the year ended 31 December YYYY

Administrative Information

The Parish of [PARISH] is part of the Diocese of [DIOCESE] within the Church of England. The correspondence address is [ADDRESS].

The Church of England has two churches in the parish: [CHURCHES]

The Parochial Church Council (PCC) is a corporate body established by the Church of England and operates under the Parochial Church Councils (Powers) Measure 1956 and the Church Representation Rules.

The PCC is registered as a charity with the Charity Commission, Registered Number NNN, under the name of '[NAME]'. Its registered objects are 'Promoting in the ecclesiastical parish the whole mission of the Church'.

PCC members who have served at any time since 1 January YYYY until the date of approval of this report are:

Ex-Officio Members

Incumbent: The Reverend A B, Vicar (Chair)

Churchwardens: A B

Representatives on
the Deanery Synod: A B
 A B

Elected Members:

- A B
- A B
- A B
- A B
- A B
- A B
- A B
- A B
- A B
- A B
- A B
- A B

PCC Officers

Treasurer: A B

PCC Secretary: A B

Structure, governance and management

The method of appointment of PCC members is set out in the Church Representation Rules. The membership of the PCC consists of the Vicar, churchwardens, Deanery Synod representatives and members elected by members of the congregation who are on the electoral roll. All those who regularly attend our services are encouraged to register on the Electoral Roll and stand for election to the PCC.

The PCC members are responsible for making decisions on all matters of general concern and importance to the parish, including deciding on how the funds of the PCC are to be spent.

The full PCC held NNN Ordinary Meetings during the year.

Aim and purposes

The primary objective of the Parochial Church Council (PCC) is the promotion of the Gospel of Jesus Christ according to the doctrines and practices of the Church of England. The PCC has the responsibility of co-operating with the Vicar, the Reverend NNN MMM, in promoting in the ecclesiastical parish the whole mission of the Church, pastoral, evangelistic, social and ecumenical. The PCC is also specifically responsible for the care and maintenance of the churches of [CHURCHES].

Objectives and Activities

The PCC is committed to enabling as many people as possible to worship at our churches and to become part of the parish community in [PARISH]. The PCC maintains an overview of worship throughout the parish and makes suggestions on how our services can involve the many groups in our parish. Our services and worship put faith into practice through prayer and scripture, music and sacrament.

When planning activities for the year we have considered the Charity Commission's guidance on public benefit and, in particular, the specific guidance on charities for the advancement of religion. In particular, we try to equip ordinary people to live out their Christian faith in the parish community and beyond, through:

- Worship and prayer; learning about the Gospel; and developing their knowledge and trust in God – Father, Son and Holy Spirit.
- Provision of pastoral care for people living in the parish and beyond.
- Missional and outreach work in the parish and beyond.

To facilitate this work, it is important that we maintain the fabric of the two churches. During YYYY, some of the work highlighted in the YYYY quinquennial surveys were carried out at both churches.

Major Building Works

[SHORT PARAGRAPHS ABOUT MAJOR WORKS]

Electoral Roll

At the APCM in YYYY, there were NN entries on the roll (MM resident, XX non-resident).

Worship and Prayer

Average attendance on ordinary Sundays during YYYY was NN adults and MM children (under 16). This matches the [LAST YEAR] figures.

The Sunday School continued to meet during 10.30am services at [CHURCH]. This continues to prove popular with parents and children, and is a key area for growth. Online streaming of services continued throughout YYYY, and will be an ongoing part of the ministry of the church.

The midweek service of Morning Prayer continued in YYYY, this regularly attracts around NN people.

Deanery Synod

During the year one member of the PCC, as well as the vicar (Rural Dean), sat on [DEANERY] Deanery Synod. This provides the PCC with an important link between the parish and the wider structures of the Church of England.

Celebrating life events

As well as our regular services, we help our community to celebrate and thank God at the milestones of the journey through life. In YYYY, N children were baptized in the parish. During the year, there were M marriages in our churches. In YYYY we conducted X funerals in our churches.

Pastoral Care

The prayer chain, comprising a number of committed parishioners, responds to requests from those in need. The pastoral team meets regularly to consider and act upon the needs of those requiring help.

Lay members and the Vicar make visits to the sick, bereaved and others needing pastoral support. Holy Communion is distributed by those authorised to sick and housebound parishioners in their homes.

Social and community events

[SHORT PARAGRAPHS ABOUT KEY EVENTS]

Mission and Outreach

[SHORT PARAGRAPHS ABOUT KEY EVENTS]

Communication

We continue to update the website regularly, and to use social media to publicise events and services.

During the week, there are emails sent to those on our contact database. The main email (usually sent on Fridays) is an update email containing news and notices for the week, as well as links to our online services. Other emails are sent as required.

Church Family

We remain thankful to the many members of the church family who work so hard to make our church the welcoming, lively and vibrant community it is. In particular we want to thank our churchwardens and members of the PCC for their tireless work and their valuable contribution to our mission and ministry.

Safeguarding

We have continued the process of reviewing our policies and have ensured that the PCC complies with the duty under section 5 of the Safeguarding and Clergy Discipline Measure 2016 (duty to have due regard to House of Bishops' guidance on safeguarding children and vulnerable adults).

Financial Review

Financial Review					
The results for each type of fund and its constituents are shown in Note NN on page MM. In summary:					
	Unrestricted General Fund	Unrestricted Designated Funds	Restricted Funds	Restricted Endowment Fund	Total of all Funds
	£	£	£	£	£
Balances at 1 January YYYY					
Net income/(expenditure)					
Transfers between funds					
Gains/(losses) on sale of investments					
Increase/(decrease) in value of investments					
Balances at 31 December YYYY					
The overall result is a net increase in funds of £NN,NNN consisting of an excess of income over expenditure of £MM,MMM and realised and unrealised gains on investment assets of £XX,XXX.					
The PCC has total control over the use of those funds which are unrestricted apart from a Special Designated General Fund, balance £NN,NNN ([LAST YEAR]: £MM,MMM), where the greater part is the underlying investment (value £AA,AAA ([LAST YEAR]: £BB,BBB)) held by the diocese in its capacity as custodian trustee whose consent is required for sale in whole or part.					
The PCC's policy for freely available cash reserves for the General Fund is that they should equate with not less than 3 months of normal annual expenditure, ie. approximately £CC,CCC. At 31 December YYYY these stand at c.£CDD,DDD.					
The PCC is grateful to the many volunteers and the local community for their support of the work of the church in the parish.					

Statement of Responsibilities of the Members of the Parochial Church Council

The PCC is responsible for preparing the Annual Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Charity law requires the PCC to prepare financial statements for each financial year which give a true and fair view of the state of the affairs of the charity as at the balance sheet date and of its incoming resources and application of resources for the financial year. In preparing these financial statements, the PCC are required to:

1. select suitable accounting policies and apply them consistently;
2. observe the methods and principles in the Charities SORP;
3. make judgments and estimates that are reasonable and prudent;
4. state whether the applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
5. prepare the financial statements on a going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The PCC is responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act 2011 and the Charity (Accounts and Reports) Regulations 2008. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Approved by the PCC on *DDth MMM YYYY* and signed on their behalf by

Revd *NNN MMM* – Vicar

AAA BBB – Churchwarden

Independent Examiner's Report to the Trustees of the Parochial Church Council of PARISH

I report to the members of the PCC (who are the charity's Trustees) on my examination of the accounts of the Charity for the year ended 31 December 2024 which are set out on pages 11 to 19 and which have been prepared on the basis of the accounting policies set out on pages 13 and 14.

Respective Responsibilities of Trustees and Examiner

As members of the PCC, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

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

Independent examiner's statement

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

1. Accounting records were not kept in respect of the Charity as required by Section 130 of the Act; or
2. The accounts do not accord with those records; or
3. The accounts 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 accounts to be reached.

DD MMM YYYY

INSERT FINANCE DETAILS HERE.