

Annual Report and Accounts

for the Parochial Church Council of
St John the Evangelist, Milborne Port
with
Milborne Wick Mission Church

For the year ended

31st December 2023

**ANNUAL REPORT OF THE PAROCHIAL CHURCH COUNCIL OF ST JOHN THE
EVANGELIST MILBORNE PORT WITH MILBORNE WICK MISSION CHURCH
FOR THE YEAR ENDING 31 DECEMBER 2023**

The Priest in Charge: The Rev. Rona Stuart-Bourne (Chair)	
Churchwardens: Mrs Nicola Edwards (and Benefice Safeguarding Representative) Mrs Jacqueline Hall	
Reader: Mrs Pat Elliott Vergers: Mr Ronnie Goodman and Mrs June Goodman Secretary: Mrs Susan Wales (secretary) Electoral Roll Officer: Mr Graham Sharpless	
Elected Members: Mrs Elaine-Ennis Bunt Mr Harold Clarke Mrs Mary Clothier Mr David Grant Mrs Louisa Hughes Mr Trevor John Mr David Johnson Mrs Linda Mumford Mr Richard Redman	 elected 2021 (resigned 2023) Deanery Synod (ex-officio) elected 2023 elected 2022 (resigned 2024) elected 2023 elected 2023 elected 2023 elected 2023 Deanery Synod (ex-officio) elected 2022
Co-opted Member: Mrs Amanda Mackintosh	 Representing Milborne Wick
Principal and Registered Office: St John the Evangelist, Bathwell Lane, Milborne Port, SHERBORNE, Dorset DT9 5AN	
Independent Examiner: Alison Cooper, Charlton Accountancy, The Office, Middle Farm, Charlton Horethorne, SHERBORNE, Dorset DT9 4NL	
Primary Bankers: NatWest Bank PLC, Hendford, YEOVIL, Somerset	
Secondary Bankers: Fees Account: Lloyds Bank; Deposit account: CCLA CBF CofE Deposit Fund; General Account: Co-operative Bank	

ANNUAL REPORT OF THE PAROCHIAL CHURCH COUNCIL OF ST JOHN THE EVANGELIST MILBORNE PORT WITH MILBORNE WICK MISSION CHURCH FOR THE YEAR ENDING 31 DECEMBER 2023

1 Aims and Purposes

Following the suspension of the right of presentation St John the Evangelist with Milborne Wick Parochial Church Council (PCC) has the responsibility of cooperating with the Priest in Charge, when in post, in promoting the whole mission of the Church pastoral, evangelistic, social and ecumenical. The Reverend Rona Stuart-Bourne was inducted as Priest-in Charge on 29th November 2022.

We are responsible for the upkeep of St John's Church, St John's Cottage, Church House and Milborne Wick Mission Church. The responsibility for the day to day running of Church House has been delegated to the Church House Management Committee. The Receipts and Payment accounts for Church House are not incorporated into this report and have been separately independently examined and are reported to the Charity Commissioners under Charity Number 1060785.

St. John's cottage is no longer occupied by our Vergers who have moved into alternative accommodation in Milborne Port. It is now rented out to private tenants via a management company.

1.1 Objectives and Activities

St John the Evangelist Milborne Port with Milborne Wick Mission Church are part of a benefice including St Peter's, Goathill and St Peter and St Paul, Charlton Horethorne with St Mary Magdalene, Stowell.

Our vision for the Benefice is that we are united:-

- in bringing the light of Christ to our communities
- in reaching out to those who feel excluded
- in caring for the lonely and distressed
- in encouraging those of all ages who want to grow in their faith.

We do all this, safe in the knowledge that the love of God surrounds us all. The Christian community here in Milborne Port and Milborne Wick is dedicated to worshipping God and responding to God's story by serving our communities. In practical terms this means paying our share of costs to the diocese, supporting charitable work, maintaining the upkeep of our buildings and using all of our resources to support the local community.

1.2 Achievements and Performance

In 2023 our congregation continued to pull together and to be both cohesive and inclusive. We hope that visitors and new members always receive a warm welcome. Numbers attending our regular services have generally grown which is very much against the national trend.

Please see the accompanying booklets for additional information on the activities of the sub-committees of the PCC and our various groups with all they have achieved this year.

1.3 Worship and Prayer

The church of St John the Evangelist in Milborne Port is the largest in a Benefice of five churches in three parishes. Our average weekly attendance is:

- Sunday 10:30 service - 64;
- Wednesday mid-week communion - 11.

For details of Festival Attendances, please see the accompanying booklet.

Occasional Offices during the year:

Marriages -7

Baptisms -10

Funerals in church - 7

Festival Attendances at Milborne Wick Mission Church were:

Easter Sunday 32; No Harvest Festival (Supper instead); Christmas 32.

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FOR THE YEAR ENDING 31 DECEMBER 2023**

2 Church fabric maintenance

Much of the year has been centred around waiting for the results of the Quinquennial survey which was carried out in May 23 by Tomas Griffin following the retirement of John Beauchamp. The report has recently arrived and no action has been taken as yet.

In the New Year 2023 the refurbishment of the Parish office was completed. There is now an area for Rona to have private conversations with people and a desk for an administrator.

Meanwhile the ongoing water problems have continued after heavy rain. Toby Pitt of West Country Tiling has been promising to come for nearly 2 years despite regular prompting. Apparently there has been a problem obtaining the appropriate scaffolding. They will replace the 2 missing slates from the nave roof and investigate the cause of leaks in the crossing, vice turret and north aisle roof.

After an exceptionally cold spell last Christmas, Jim Brooks Electrical was asked to quote for additional power circuits to enable us to run several more fan heaters both to the Lady chapel and to the Gethsemane chapel to prevent our faithful Morning Prayer and Mid-week communion worshippers from freezing when the boiler is not on.

Meanwhile a new infra-red heating solution was launched by Herschel's of Bristol and recommended by the Diocese. They have since been to quote for installation but this solution comes at great cost. Unfortunately these heaters will require a major upgrade of the electrical circuits so any decisions have been put on hold until the PCC has decided on the way forward.

Many thanks to Tony Thorp who has carried out a thorough assessment of our sound equipment after increased crackling and periodic cut-outs. The good news is most of it is perfectly OK and very little new equipment is required. Recently the frequency at which the radio microphones operate has been changed resulting in a great improvement in the quality and reliability of amplification.

There was a change in tenants in St John's cottage during the year but generally this arrangement is working satisfactorily.

Routine maintenance has continued as usual with the servicing of the roof alarm, boiler and fire extinguishers. The organ is overdue for a clean and tune but we are awaiting a visit from Michael Farley.

The churchyard continues to be ably maintained by The Grasshoppers. The growing season for 2023 was different compared with the previous year, and the "no mow/minimum mow" experiment produced different results. This regime will be continued throughout 2024, and it is hoped that the number of invertebrates will continue to flourish, providing a food source for the bats and swifts that proliferate the churchyard.

Jacquie Hall

3 Community outreach and pastoral care

A children's trail and activity was held on Easter Eve, and a Crib Service on Christmas Eve. The magazine continues to be published monthly and has been an excellent resource for the community to gather and distribute information. A successful fete was held in July including a summer raffle.

The annual village Christmas Light "switch on" was held in church for the first time at the end of November, and saw many hundreds of people in the church building and its environs.

Links with the local primary schools have continued, with the Open The Book initiative starting. Rev. Stuart-Bourne regularly takes assembly in both schools in the Benefice.

3.1 Charities

Please see the accompanying booklet for all the charities we have supported this year.

**ANNUAL REPORT OF THE PAROCHIAL CHURCH COUNCIL OF ST JOHN THE
EVANGELIST MILBORNE PORT WITH MILBORNE WICK MISSION CHURCH
FOR THE YEAR ENDING 31 DECEMBER 2023**

4 2022 Financial Review

4.1 Treasurer's Report

Paul Springett from Charlton Horethorne, having been Treasurer of St Peter and St Pauls for 12 years and Stowell for 2 years, assumed the role of Treasurer for St John's at the 2023 APCM. After much research, he identified ExpensePlus, a software package designed for charities and churches and run by accountants who only deal with Churches, Charities and Charity Commission, particularly focusing on fund management within the church's accounts. This proved to be a total game changer and provided the opportunity to reduce the number of bank accounts and all the inherent work that comes with that. It saves a huge amount of time and allows other church workers to input data, be it the weekly collections, the expenses, dealing with petty cash, thus reducing the time and stress on the treasurer. It keeps a much tighter eye on the gift aid, which results in a better income stream. The accounts for year ending 31st December 2023, show a surplus of £8916 of receipts over payments over all the various funds and with restricted Legacies and Charitable activities surplus being £3044, making an end of year surplus to be £11960. It is worth noting that the general fund which is St John's day to day working account, that after all the donations have gone in and all the bills are paid only made a surplus of £73.39

Moving forward for 2024, it will be important to consider the much higher Parish Share request, being over £44,000, the results of the Quinquennial inspection and the on-going high costs for electricity and gas. The income from the very generous donations that are made by parishioners throughout the year will barely pay for the parish share for the coming year. Therefore, the continued fundraising effort must continue.

The team here at St John's work tirelessly to raise funds, keep the church looking wonderful and keep a great sense of community under the spiritual guidance of Rev. Rona.

With God's help, let us hope for good things for the future.

Best wishes to you all, Paul.

4.2 Reserves Policy

The PCC maintains its policy to keep a balance of undesignated unrestricted funds which equates to at least the annual Parish Share which is due to be payable to the Diocesan Board of Finance.

4.3 Administrative information

The correspondence address is Church House, Bathwell Lane, Milborne Port, Sherborne DT9 5AN

The churches are part of the benefice comprising also of Goathill and Charlton Horethorne with Stowell in the Deanery of Bruton and Cary and the Diocese of Bath and Wells

Members of the PCC are either ex officio or elected at the Annual Parochial Church Meeting in accordance with the Church Representation Rules. The PCC members are responsible for making decisions on all matters of general concern and importance to the parish including deciding how funds are to be spent.

Parochial Church Council members who have served at any time during 2023 are detailed on page 2.

Approved by the Parochial Church Council on 12th March 2024.

Hereby signed on their behalf by the Reverend Rona Stuart-Bourne (PCC chairman) following independent examination.

ST JOHN THE EVANGELIST MILBORNE PORT

FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2023

Independent Examiner's Report to the PCC of St John the Evangelist, Milborne Port

I have independently examined the accounts of the PCC of ST John the Evangelist Milborne Port for the year ended 31 December 2023, as set out in the Financial Statements.

Respective responsibilities of the PCC and the examiner

As members of the PCC you are responsible for the preparation of the financial statements; you consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to

- examine the accounts under section 145 of the 2011 Act;
- follow the procedures laid down in the General Directions given by the Charity Commissioners section 145(5)(b) of the 2011 Act; and
- state whether particular matters have come to my attention.

Basis of this report

My examination was carried out in accordance with the General Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the PCC and a comparison of the accounts with those records. It also includes considering any unusual items or disclosures in financial statements and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in a full audit, and consequently I do not express an audit opinion on the accounts.

Independent examiner's statement

In connection with my examination, no matter has come to my attention:

1 which gives me reasonable cause to believe that in any material respect the requirements

- to keep accounting records in accordance with section 130 of the 2011 Act; or
- to prepare financial statements, which accord with these accounting records.

2 to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Priest-in-Charge

Mona Street-Borome

25-3-24

Church Warden

N. Edwards

25-3-24

ALC

CHARLTONS ACCOUNTANCY LTD
The Offices, Middle Farm
Charlton Horethorne
Sherborne
Dorset, DT9 4NL

11/3/2024

P. Springett
Treasurer

13/03/2024

St John the Evangelist Milborne Port
With Milborne Wick Mission Church
Balance sheet as at 31 December 2023

	2023 £	2022 £
Fixed Assets		
<i>(2022 Insurance value)</i>		
St Johns Cottage	317,859.00	317,859.00
Church House	704,496.00	704,496.00
	<u>1,022,355.00</u>	<u>1,022,355.00</u>
Investments		
CBF Investment Fund	44,475.93	40,621.00
COIF Investment Fund (St Johns Cottage)	9,610.01	8,540.00
	<u>54,085.94</u>	<u>49,161.00</u>
Cash Funds		
Benefice Ac M'brne Port Benefice 60-24-37 17474051	1,576.97	6,287.08
Deposit Account CCLA D601130001D	174,362.77	98,100.39
PCC of M'brne Port Current Ac 60-24-37 68700067	10,776.82	87,988.83
PCC of Milborne Port Fees Account 30-98-97 56582	2,827.17	6,959.67
PCC of St John the Evangelist Church Milborne Port	21,199.78	-
PCC Petty Cash	24.05	160.01
SumUp	687.00	-
	<u>211,454.56</u>	<u>199,495.98</u>
Total assets	<u><u>1,287,895.50</u></u>	<u><u>1,271,011.98</u></u>
 Balance brought forward	 1,271,011.98	
 Surplus of Income of Expenses	 11,958.58	
Revaluation of Investments	<u>4,924.94</u>	
	<u><u>1,287,895.50</u></u>	

Priest-in-Charge
 Anna Stuart-Bowme
 25-3-24

Church Warden
 N. Funnell
 25-3-24

St John the Evangelist Milborne Port
With Milborne Wick Mission Church
INCOME & EXPENSES FOR THE YEAR ENDING 31 DECEMBER 2023

	<u>Unrestricted</u>	<u>Restricted</u>	<u>TOTAL</u>
	£	£	£
INCOME			
Bank Interest	828.08	77.05	905.13
Collections at Services	10,331.01	-	10,331.01
Cottage Rental	5,624.00	-	5,624.00
Donations	40,870.10	3,492.48	44,362.58
Fundraising	4,595.02	415.00	5,010.02
Grants	750.00	-	750.00
Income Tax Reclaimed	8,117.36	-	8,117.36
Other Income	631.20	-	631.20
Verger Fees from Fees Fund	195.00	-	195.00
Wedding Fees	54.00	-	54.00
Gift Aid		634.26	634.26
Restoration		4,012.90	4,012.90
Donations		101.75	101.75
Gift aid reclaimed		8.25	8.25
Invoice repayments		25.50	25.50
Charity and Mission Gifts		800.20	800.20
Funeral Fees		4,163.00	4,163.00
Wedding Fees		4,585.00	4,585.00
Other income	6,349.42	-	6,349.42
	<u>78,345.19</u>	<u>18,315.39</u>	<u>96,660.58</u>
TOTAL EXPENDITURE			
Bank Charges	109.80	-	109.80
Church Running Costs	3,358.83	-	3,358.83
Churchyard Maintenance	470.95	-	470.95
DBF Fees	40,243.00	-	40,243.00
Donations	4,903.18	-	4,903.18
Fundraising Costs	1,440.07	-	1,440.07
Insurance	3,321.48	-	3,321.48
Music Costs	4,020.00	-	4,020.00
Retired Clergy Payments	742.60	-	742.60
Salaries and Wages	8,105.40	-	8,105.40
St Johns Expenses	431.29	-	431.29
Sum UP fees	0.67	-	0.67
Utilities	4,775.11	-	4,775.11
Expenses		14.87	14.87
Bell Maintenance		156.00	156.00
Benefice Expense		6,573.73	6,573.73
Church Flowers		202.80	202.80
Gifts of money		1,375.74	1,375.74
Insurance		158.89	158.89
Charity and Mission Gifts		621.59	621.59
Choir Fees		120.00	120.00
DBF Fees		1,613.00	1,613.00
Milborne Port Bellringers		600.00	600.00
Organist		1,020.00	1,020.00
Retired Clergy Payments		323.00	323.00
	<u>71,922.38</u>	<u>12,779.62</u>	<u>84,702.00</u>
Balance at 31/12/22	78,737.73	120,758.25	199,495.98
Surplus of income over expenses	6,422.81	5,535.77	11,958.58
Balance at 31/12/23			211,454.56



CHARITY COMMISSION
FOR ENGLAND AND WALES

PCC of St John the Evangelist Millmead

Receipts and payments accounts

CC16a

For the period
from

01/01/2023

To

31/12/2023

Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
A1 Receipts					
Donations and Legacies	53,693	1,459	-	55,152	-
Charitable Activities	7,975	665	-	8,640	-
Investments	1,215	-	-	1,215	-
Trading Activities	5,819	-	-	5,819	-
Other	12,134	13,698	-	25,832	-
	-	-	-	-	-
	-	-	-	-	-
Sub total (Gross income for AR)	80,836	15,822	-	96,658	-
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	80,836	15,822	-	96,658	-
A3 Payments					
Charitable Activities	4,939	3,842	-	8,781	-
Raising Funds	1,440	14	-	1,454	-
Other Activities	1,633	2,390	-	4,023	-
Support	63,908	6,532	-	70,440	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total	71,920	12,778	-	84,698	-
A4 Asset and investment purchases, (see table)					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	71,920	12,778	-	84,698	-
Net of receipts/(payments)	8,916	3,044	-	11,960	-
A5 Transfers between funds					
	-	-	-	-	-
A6 Cash funds last year end					
	-	-	-	-	-
Cash funds this year end	8,916	3,044	-	11,960	-

Section B Statement of assets and liabilities at the end of the period

B1 Cash funds

	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
Bank accounts	31,975	4,403	-
Deposit Account CCLA	-	174,362	-
	-	-	-
Total cash funds	31,975	178,765	-

(agree balances with receipts and payments account(s))

B2 Other monetary assets

Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
	-	-	-
	-	-	-
	-	-	-
	-	-	-
	-	-	-
	-	-	-

B3 Investment assets

Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
MP Cott. Investment fund	CBF	-	9,610
		-	-
		-	-
		-	-
		-	-

B4 Assets retained for the charity's own use

Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
Church House		-	670,163
St John's Cottage		-	302,368
		-	-
		-	-
		-	-
		-	-
		-	-
		-	-

B5 Liabilities

Details	Fund to which liability relates	Amount due (optional)	When due (optional)
		-	
		-	
		-	
		-	
		-	

Signed by one or two trustees on behalf of all the trustees

Sign N₂

Signature	Print Name	Date of approval

St John the Evangelist Milborne Port
With Milborne Wick Mission Church
INCOME & EXPENSES FOR THE YEAR ENDING 31 DECEMBER 2023
ANALYSIS OF RESTRICTED FUNDS

	Restoration Fund	Bell Tower	Legacies	Special Gifts	Flower Fund	Bequests	Benefice Expense Fund	Food Share	BC19b BC19C	Charity & Mission	Fees Fund	TOTAL
INCOME	£	£	£	£	£	£	£	£	£	£	£	£
Bank Interest							77.05	750.00				77.05
Donations				2,492.50	249.98			415.00				3,492.48
Fundraising												415.00
Gift Aid	265.00											634.26
Restoration	4,012.90				67.42					301.84		4,012.90
Donations		101.75										101.75
Gift aid reclaimed		8.25										8.25
Invoice repayments							25.50					25.50
Charity and Mission Gifts									800.20			800.20
Funeral Fees												4,163.00
Wedding Fees												4,163.00
Other Income												4,585.00
	4,277.90	110.00		2,492.50	317.40		102.55	1,165.00		1,102.04	8,748.00	18,315.39

EXPENDITURE												
Expenses	14.87											14.87
Bell Maintenance		156.00										156.00
Benefice Expense						6,573.73						6,573.73
Church Flowers					202.80							202.80
Gifts of money												1,375.74
Insurance												158.89
Charity and Mission Gifts										621.59		621.59
Choir Fees											120.00	120.00
DBF Fees											1,613.00	1,613.00
Milborne Port Bellringers											600.00	600.00
Organist											1,020.00	1,020.00
Retired Clergy Payments											323.00	323.00
	14.87	156.00		-	202.80	6,573.73		1,534.63		621.59	3,676.00	12,779.62

Balance at 31/12/22	53,423.65	1,846.66	353.78	5,749.53	487.34	51,422.57	7,037.08	369.63	68.01			120,758.25
Movement	4,263.03	- 46.00		2,492.50	114.60	- 6,471.18	- 369.63		480.45	5,072.00		5,535.77
Transfers	4,462.96				8,750.00	4,719.66			721.00			
Balance at 31/12/23	62,149.64	1,800.66	353.78	8,242.03	601.94	60,172.57	5,286.56	-	68.01	1,201.45	5,072.00	126,294.02

St Johns the Evangelist

Statement of Financial Activities

Financial Year 2022

Incoming Resources									
Donations & Legacies									
Charitable Activities	53,693.61	1,459.19	0.00		55,152.80	0.00			
Investments	7,975.24	665.00	0.00		8,640.24	0.00			
Trading Activities	908.58	0.00	0.00		908.58	0.00			
Other	5,819.00	0.00	0.00		5,819.00	0.00			
Total incoming resources	12,119.43	13,699.19	0.00		25,818.63	0.00			
	80,530.56	15,822.89	0.00		96,353.45	0.00			
Resources Used									
Charitable Activities									
Raising Funds	4,939.66	3,842.06	0.00		8,781.74	0.00			
Other Activities	1,440.74	14.87	0.00		1,455.61	0.00			
Support	1,033.00	2,390.50	0.00		4,023.50	0.00			
Total resources used	63,908.96	6,857.15	0.00		70,766.11	0.00			
	71,922.38	13,104.58	0.00		85,026.96	0.00			
Fund Transfers In									
Fund Transfers Out	8,965.00	10,118.62	0.00		19,083.62	0.00			
	19,868.62	215.00	0.00		19,083.62	0.00			
Total Funds Brought Forward	135,911.83	63,584.15	0.00		199,495.98	0.00			
Represented By									
General (Unrestricted)	60,159.50	0.00	0.00		60,159.50	0.00			
Restoration Fund (Restricted)	0.00	62,149.64	0.00		62,149.64	0.00			
Bell Tower (Restricted)	0.00	1,800.66	0.00		1,800.66	0.00			
Legacies (Restricted)	0.00	353.78	0.00		353.78	0.00			
Flower Fund (Restricted)	0.00	601.94	0.00		601.94	0.00			
Benecke expense Fund (Restricted)	0.00	4,960.60	0.00		4,960.60	0.00			
Special Gifts (Designated)	8,242.03	0.00	0.00		8,242.03	0.00			
Bequests (Designated)	60,172.57	0.00	0.00		60,172.57	0.00			
Food Share (Restricted)	0.00	0.00	0.00		0.00	0.00			
BC198 BC19C (Restricted)	0.00	68.01	0.00		68.01	0.00			
Charity and Mission (Restricted)	0.00	1,199.45	0.00		1,199.45	0.00			
Fees Fund (Restricted)	0.00	5,072.00	0.00		5,072.00	0.00			
St John's Cottage Investment Fund (Restricted)	0.00	0.00	0.00		0.00	0.00			
CBF (Unrestricted)	6,042.29	0.00	0.00		6,042.29	0.00			

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