

# THE PAROCHIAL CHURCH COUNCIL OF LEIGH-ON-MENDIP with DOWNHEAD



## ANNUAL REPORT & FINANCIAL STATEMENTS

FOR THE YEAR ENDING

31 DECEMBER 2024

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**Priest in Charge:**

Vacancy  
Nunney Rectory  
Nunney  
Frome  
BA11 4LZ

**Bankers:**

TSB Bank Plc  
25 Cheap Street  
Frome  
Somerset  
BA11 1BW

National Westminster Bank Plc  
7 High Street  
Wells  
Somerset  
BA5 2AD

**Investments:**

CCLA  
PO Box 12892  
Dunmow  
Essex  
CM6 9DL

**Independent Examiner:**

Natalie Froud BMus MA ACMA CGMA FFA FIPA  
FISM  
R E Froud & Associates Ltd  
61 Robins Lane  
Frome, Somerset  
BA11 3ET

**Architect:**

Mark Taylor MA (Bld Cons) AABC RIBA  
Mark Taylor Chartered Architect  
The Warren  
Stoke Road  
North Curry, Somerset  
TA3 6HN



## **ST GILES CHURCH, LEIGH-ON-MENDIP and ALL SAINTS, DOWNHEAD**

### **Annual Report of the Parochial Church Council for the year ending 31 December 2024**

#### **Aims and Purposes**

St Giles Church, Leigh-on-Mendip with All Saints, Downhead Parochial Church Council (PCC) has the responsibility of co-operating with the incumbent, when one is appointed, in promoting in the ecclesiastical parish, the whole mission of the church, pastoral, evangelistic, social and ecumenical. This includes the care of two church buildings.

#### **Objectives and Activities**

The PCC is committed to enabling as many people as possible to worship at either St Giles' or All Saints and to become part of our parish community. The PCC maintains an overview of worship throughout the parish and makes suggestions on how services can involve the groups that live within our parish. Our services and worship put faith into practice through prayer and scripture, music and sacrament. To facilitate this work, it is important that we maintain the fabric of St Giles' and All Saints.

### **ACHIEVEMENTS AND PERFORMANCE**

#### **Worship and Prayer**

There were 40 parishioners on the Electoral Rolls as at the end of 2024, 29 from Leigh on Mendip and 11 from Downhead. The statistics for Mission Count for 2024 gave the number of people in the worshipping community as 10 for St Giles' and 2 for All Saints.

During 2024, St Giles held an 11.00 a.m. Family Communion service on the first Sunday and a 9.30am BCP Communion Service at 9.30 a.m. on the fourth Sunday of each month. All Saints held one Evensong service each month at 6.00 p.m. on the third Sunday. Both churches were on the rotation for the fifth Sunday combined service which is shared with Stoke St Michael and the churches of the Postlebury Group

During the year there were no baptisms at either church. There was one wedding at Leigh on Mendip and none at Downhead. There was one funeral and one memorial service at Leigh on Mendip and none at Downhead. One service was conducted at a Crematorium on behalf of a parishioner. There was one burial of ashes in St Giles churchyard, one in the Leigh on Mendip cemetery on behalf of parishioners but none at Downhead.

Revd Anthony Dickson retired in June 2024. His final service was held at Nunney on 26th May, followed by a lunch in Nunney Village Hall.

#### **Pastoral Care**

Following Anthony Dickson's retirement the parish office has been temporarily relocated. All enquiries relating to pastoral care and occasional offices (baptisms, weddings and funerals) are now directed to Claire, the Benefice Administrator (07404 824355, [postleburysecretary@gmail.com](mailto:postleburysecretary@gmail.com)) or to the churchwardens. The Revd Graham Witts (01373 812367, 11 Bellfield, Leigh on Mendip) is another point of contact.

### **Mission and Evangelism**

Helping those in need is a demonstration of faith and we once again supported the Royal British Legion with a parade of veterans and a service of Remembrance in November, beginning outside the Memorial Hall and moving into St Giles Church.

The parish magazine is distributed monthly and is available on the village websites. The magazine keeps parishioners informed of the important matters affecting the Church together with information on the services for the month ahead.

### **Fund Raising**

Fundraising was limited due to the small size of the PCC. The main fundraising event at St Giles was the Harvest Supper (assisted by FOLC), which made a profit of £570. All Saints Harvest Supper made a profit of £620 this year.

## **FINANCIAL REVIEW**

Total receipts of ordinary unrestricted funds were £12,466, of which £5,396 was from unrestricted planned voluntary donations and £1,597 received from HMRC Charities as Gift Aid on unrestricted donations in 2023, including cash donations of £20 and under received from church collections. A further £146 of Gift Aid was reclaimed on restricted donations of £584 received in 2023. £1,970 was received during the year from the Friends of Leigh Church, who continue to support the running costs of the community facilities in St Giles church and for which we are very grateful. We would also like to thank Downhead Parish for its increased grant of £700 towards the upkeep of All Saints churchyard.

At the end of the year the number of people giving regularly by standing order to support the work of the churches decreased slightly from 17 to 16 but the income from these donations has increased from £5,911 to £5,980 which is greatly appreciated as we try to cover our regular outgoings during these challenging times.

£13,533 was spent on our regular outgoings from unrestricted funds, including the Diocesan Parish Share of £6,916 which was paid in full and largely provides the stipends and housing for the clergy. The sum that the churches have to find is allocated according to a formula that is based mainly on the number of regular worshippers in each parish and in 2024 the amount paid to the Diocese amounted to just over £629 per regular worshipper. The Diocese of Bath and Wells are replacing the existing Parish Share system with a new Benefice Share in 2025 which will cover the cost of providing the stipend and housing for the clergy employed in the Benefice (estimated at £56,507 per post) together with a proportion of the cost of curates, ordinands, archdeacons and support services in the Diocese. The suggested allocation for our parish in 2025 is £8,008 which is an increase of 15.4% from the amount requested in 2024 and equates to £667 for each regular worshipper.

The net result for the year ending 31 December 2024 was a deficit of receipts over payments of £1,067 in unrestricted funds, consisting of a small profit of £711 for St Giles, Leigh on Mendip and a deficit of £1,810 for All Saints, Downhead. The balances of unrestricted funds carried forward were £9,742 for St Giles and £2,159 for All Saints, totalling £11,901.

There are also restricted funds of £5,847 for St Giles and £1,522 for All Saints, totalling £7,369, to be used for the upkeep of the church buildings.

## **Reserves Policy**

It is the PCC's policy to maintain a balance of unrestricted funds which equates to at least three months' general running expenses in order to smooth out fluctuations in cash flow and to meet emergencies.

At the end of 2024 this amounts to £2,907 for St Giles' church and £999 for All Saints church and the unrestricted funds carried forward to next year for both churches are well in excess of these figures.

It is our policy to invest the short-term investment fund balances with the CCLA Church of England Deposit Fund.

## **VOLUNTEERS**

There are many Volunteers who support both the fabric and the functioning of the church.

**Ecclesiastical** – These are the sidesmen, readers, servers, cleaners, flower arrangers and administrators. These are essential to support the church services. They are key supporters to the church's mission; their numbers are few, more are needed and would be welcomed in any role.

**Friends of Leigh Church** – FOLC have continued actively developing during the year and a close, collaborative relationship between FOLC and the PCC is maintained. FOLC's primary purpose has continued as fundraising for repairs and improvements to the fabric of the church and for development of the community use of the building. grant funded heritage aspects of the church continue to be well received and the searchable records ever popular. The café was operated as a self-service regime and was the venue for coffee mornings and cream teas during the year. FOLC held a Christmas Fair in the Memorial Hall and a Christmas Tree festival in the church in early December.

**The Delivery Team** – The Delivery Team, formed mainly from FOLC and PCC Volunteers again had little activity other than some coordination tasks during 2024.

**Other Volunteers** – There are other Volunteers who take on tasks simply for the reward of helping; they are the gold dust of our support. They are very valuable, they rarely get mentioned, they know who they are, and as always, we thank them. A significant achievement was the spring clean of church and churchyard where many helped with a wide variety of tasks.

## **STRUCTURE, GOVERNANCE AND MANAGEMENT**

The PCC is a body corporate (PCC Powers Measure 1956, Church Representation Rules 2006) and a charity excepted from registration with the Charity Commission

The method of appointment of PCC members is set out in the Church representation Rules. The PCC consists of the incumbent (our Vicar), churchwardens and members elected by those members of the congregation who are on the electoral roll of the church. All those who attend services/members of the congregation 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 PCC met 8 times during the year, including the APCM. All PCC meetings were held at St Giles, as was the APCM.

### **Administrative Information**

St Giles' Church is situated in Church Walk, Leigh Street, Leigh-on-Mendip. All Saints Church is situated in Park Lane, Downhead. The correspondence address for both churches is currently 11 Bellfield, Leigh on Mendip, Radstock Somerset BA3 5QH The churches are part of the Frome Deanery which is in the Diocese of Bath and Wells within the Church of England.

St Giles churchyard is closed with maintenance formally transferred to Mendip District Council (Now Somerset Council). The adjacent cemetery to the north of the church is owned and operated by Leigh on Mendip Parish Council. The PCC are grateful to the Parish Council who provide grass cutting of the closed churchyard.

All Saints churchyard is open and maintained by contractors as directed by the PCC and is supported by a grant from the Downhead Parish Meeting towards the running costs.

PCC members who have served from 1 January 2024 until the date of this report was approved are as follows:

Incumbent	Rev Anthony Dickson    Chairman, until his retirement in June 24	
Church Wardens	Mr Stephen Britten Ms Paula Freeland	
Electoral Roll Officer	Mrs Mary Witts	
Elected Members	Mrs Margaret Loten Mrs Mary Witts  Mrs Kate Drinkwater Mr David Mattick Mr Chris Ingrem	PCC Treasurer Secretary and Deanery Synod representative Deanery Synod representative Vice Chair

The PCC's Safeguarding Officer, Mrs Justine North is a member of Stoke St Michael PCC

Approved by the PCC on 25 March 2025 and signed on its behalf by



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(Vice Chair of PCC)

# **PAROCHIAL CHURCH COUNCIL OF LEIGH ON MENDIP WITH DOWNHEAD**

## **Independent Examiner's Report to the Trustees of PAROCHIAL CHURCH COUNCIL OF LEIGH ON MENDIP WITH DOWNHEAD**

**Year ended 31 December 2024**

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I report on the financial statements for the year ended 31 December 2024, which comprise the statement of financial activities (including receipts and payments account), statement of assets and liabilities, and the related notes.

### **Respective responsibilities of Trustees and Independent Examiner**

The trustees are responsible for the preparation of the financial statements.

The trustees 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.

Having satisfied myself that the charity is not subject to audit under company law and is eligible for independent examination, it is my responsibility to:

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

### **Basis of independent examiner's statement**

My examination was carried out in accordance with the General Directions given by the Charity Commission.

An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records.

It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from 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 no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the next statement.

# PAROCHIAL CHURCH COUNCIL OF LEIGH ON MENDIP WITH DOWNHEAD

## Independent Examiner's Report to the Trustees of PAROCHIAL CHURCH COUNCIL OF LEIGH ON MENDIP WITH DOWNHEAD *(continued)*

**Year ended 31 December 2024**

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### **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 accounts which accord with these accounting records have not been met; or

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



Natalie Froud BMus MA ACMA CGMA FFA FIPA FISM MSWW

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# PAROCHIAL CHURCH COUNCIL OF LEIGH ON MENDIP WITH DOWNHEAD

## Receipts and Payments Account

31 December 2024

	Note	Unrestricted Funds	Designated Funds	Restricted Funds	TOTAL 2024	TOTAL 2023
<b>Receipts</b>						
Voluntary income	2 (a)	9,522	-	2,246	11,768	11,715
Activities for generating funds	2 (b)	1,367	-	-	1,367	1,509
Investment income	2 (c)	867	-	-	867	518
Church activities	2 (d)	711	-	-	711	990
Other incoming resources		-	-	-	-	-
Total receipts		<u>12,466</u>	<u>-</u>	<u>2,246</u>	<u>14,712</u>	<u>14,732</u>
<b>Payments</b>						
Church Activities	3	13,356	-	2,278	15,634	15,153
Costs of generating funds		<u>177</u>	<u>-</u>	<u>-</u>	<u>177</u>	<u>249</u>
Total Payments		<u>13,533</u>	<u>-</u>	<u>2,278</u>	<u>15,811</u>	<u>15,402</u>
<b>Surplus/(Deficit) of receipts over payments</b>		<b>(1,067)</b>		<b>(32)</b>	<b>(1,099)</b>	<b>(670)</b>
Cash at bank and in hand at 1 January	4	12,968	-	7,401	20,369	21,039
Cash at bank and in hand at 31 December	4	<u>11,901</u>	<u>-</u>	<u>7,369</u>	<u>19,270</u>	<u>20,369</u>



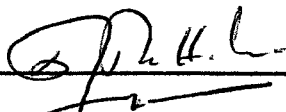
# PAROCHIAL CHURCH COUNCIL OF LEIGH ON MENDIP WITH DOWNHEAD

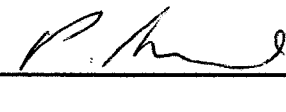
## Statement of Assets and Liabilities

Year ended 31 December 2024

	Note	Unrestricted Funds £	Restricted Funds £	Total 2024 £	Total 2023 £
<b>Current Assets:</b>					
Short term deposits - CBF:					
St Giles, Leigh on Mendip		7,541	5,000	12,541	12,143
All Saints, Downhead		1,037	1,400	2,437	3,992
Cash at bank and in hand:					
St Giles, Leigh on Mendip		2,201	847	3,047	2,735
All Saints, Downhead		1,121	122	1,244	1,499
		11,901	7,369	19,270	20,369
<b>Current Liabilities</b>					
None		-	-	-	-
<b>Net Current Assets</b>		<b>11,901</b>	<b>7,369</b>	<b>19,270</b>	<b>20,369</b>
<b>Represented by parish funds:</b>					
			<b>2024</b>		<b>2023</b>
Unrestricted:	4		11,901		12,968
Restricted:	4		7,369		7,401
			<b>19,270</b>		<b>20,369</b>

Approved by the Parochial Church Council on 4 February 2025 and signed on its behalf by:

  
Vice-Chairman

  
Churchwarden

# PAROCHIAL CHURCH COUNCIL OF LEIGH ON MENDIP WITH DOWNHEAD

## Notes to the Financial Statements

Year ended 31 December 2024

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### 1. Accounting policies

#### **Basis of financial statements**

The financial statements have been prepared under the Church Accounting Regulations 2006 using the receipts and payments basis this year.

Last year's accounts contained some adjustments for the previous year's accounting method which has resulted in some year-on-year variation in the amount of gift aid recovered and governance costs.

#### **Fund accounting**

Unrestricted funds are income funds which are to be spent on the PCC's general purposes.

Designated funds are general funds set aside by the PCC for use in the future. Project funds are designated for particular projects for administration purposes only. Designated funds remain unrestricted and the PCC will move any surplus to other general funds.

Restricted funds comprise of donations or grants for a specific PCC activity intended by the donor as listed in section 4 of these notes.

# PAROCHIAL CHURCH COUNCIL OF LEIGH ON MENDIP WITH DOWNHEAD

## Notes to the Financial Statements *(continued)*

Year ended 31 December 2024

### 2. Receipts

	Unrestricted Funds	Restricted Funds	<b>TOTAL 2024</b>	Unrestricted Funds	Restricted Funds	<b>TOTAL 2023</b>
<b>a) Voluntary income</b>						
Planned giving	5,396	584	5,980	5,327	584	5,911
Collections at services	1,372	-	1,372	1,099	-	1,099
Sundry donations	1,157	816	1,973	1,645	777	2,422
Gift Aid recovered	1,597	146	1,743	1,637	146	1,783
Legacies received	-	-	-	-	-	-
Grants	-	700	700	-	500	500
	<b>9,522</b>	<b>2,246</b>	<b>11,768</b>	<b>9,708</b>	<b>2,007</b>	<b>11,715</b>
<b>b) Activities for generating funds</b>						
LOM Summer Fair	-	-	-	-	-	-
Somerset Churches Ride & Stride	-	-	-	103	-	103
LOM Harvest Suppers	747	-	747	781	-	781
All Saints Harvest Sales	620	-	620	625	-	625
	<b>1,367</b>	<b>-</b>	<b>1,367</b>	<b>1,509</b>	<b>-</b>	<b>1,509</b>
<b>c) Investment income</b>						
Bank and CBF interest	867	-	867	518	-	518
	<b>867</b>	<b>-</b>	<b>867</b>	<b>518</b>	<b>-</b>	<b>518</b>
<b>d) Church activities</b>						
Fees for weddings and funerals	711	-	711	990	-	990
	<b>711</b>	<b>-</b>	<b>711</b>	<b>990</b>	<b>-</b>	<b>990</b>
<b>TOTAL INCOME</b>	<b>12,466</b>	<b>2,246</b>	<b>14,712</b>	<b>12,725</b>	<b>2,007</b>	<b>14,732</b>

# PAROCHIAL CHURCH COUNCIL OF LEIGH ON MENDIP WITH DOWNHEAD

## Notes to the Financial Statements *(continued)*

Year ended 31 December 2024

### 3. Payments

	Unrestricted Funds	Designated Funds	Restricted Funds	TOTAL 2024	Unrestricted Funds	Designated Funds	Restricted Funds	TOTAL 2023
<b>Church Activities</b>								
Mission Giving and donations:				-				-
St Luke's Hospital	10	-	-	10	10	-	-	10
	10	-	-	10	10	-	-	10
Diocesan Parish Share	6,916	-	-	6,916	6,014	-	-	6,014
Clergy costs	184	-	-	184	285	-	-	285
Church running costs	3,043	-	2,278	5,321	2,502	-	2,077	4,579
Church utility bills	1,499	-	-	1,499	1,227	-	-	1,227
Major repairs to church building	-	-	-	-	650	-	900	1,550
New building work	-	-	-	-	-	-	-	-
Governance costs	198	-	-	198	198	-	-	198
Costs to other parishes (Salaries/office costs)	1,505	-	-	1,505	1,290	-	-	1,290
	13,356	-	2,278	15,634	12,166	-	2,977	15,143
<b>TOTAL</b>	13,356	-	2,278	15,634	12,176	-	2,977	15,153

# PAROCHIAL CHURCH COUNCIL OF LEIGH ON MENDIP WITH DOWNHEAD

## Notes to the Financial Statements *(continued)*

Year ended 31 December 2024

### 4. Funds

The movement in designated and restricted funds during the year were:

<b>Unrestricted funds</b>	Bal b/f	Income	Expenditure	Transfers	Bal c/f
General	12,968	12,466	13,533	-	11,901
<b>Designated funds - St Giles</b>					
NONE	-	-	-	-	-
<b>Restricted funds</b>					
St Giles, LoM - Fabric Fund	718	1,296	1,415	-	599
St Giles, LoM - Major Repairs	5,248	-	-	-	5,248
All Saints, Downhead	1,436	950	863	-	1,522
	7,401	2,246	2,278	-	7,369
<b>Total Funds</b>	<b>20,369</b>	<b>14,712</b>	<b>15,811</b>	<b>-</b>	<b>19,270</b>

- a) The restricted funds in the St Giles Church Fabric Fund and those for All Saints, Downhead relate to planned giving pledges, donations and legacies restricted to the upkeep of the church and are used for general running expenses, routine repairs and maintenance.