

The Parochial Church Council of Burntwood

Trustees Annual Report and Financial Statements for the year ended 31 December 2025

Registered charity no: 1217129

The Parochial Church Council of Burntwood

Trustees' Annual Report for the year ended 31st December 2025

Registered Charity Number: 1217129

Objectives and Activities

The Parochial Church Council of Burntwood (the PCC) has the responsibility of co-operating with the incumbent in promoting in the ecclesiastical parish, the whole mission of the Church, pastoral, evangelical, social and ecumenical. The PCC is also spiritually responsible for the maintenance of the church.

The PCC is committed to enabling as many people as possible to worship at our church and to become part of our parish community at Burntwood. The PCC maintains an overview of worship throughout the parish and makes suggestions on how our services can involve the many groups that live within our parish. Our services and worship put faith into practice through prayer, scripture, music and sacrament. Also, through nonsacramental activities of hospitality and fellowship we aim to reach non churched members of the community.

Public Benefit

The trustees of the PCC are aware of the Charity Commission's guidance on public benefit in The Advancement of Religion for the Public Benefit and have had regard to it in their administration of the Charity. The trustees believe that, by promoting the work of the Church of England in the Ecclesiastical Parish of Burntwood, it helps to promote the whole mission of the Church (pastoral, evangelistic, social and ecumenical) more effectively, within the Ecclesiastical Parish, and that in doing so it provides a benefit to the public by:

Providing facilities for public worship, pastoral care and spiritual, moral and intellectual development, both for its members and for anyone who wishes to benefit from what the Church offers; and

Promoting Christian values and service by members of the Church in and to their communities, to the benefit of individuals and the wider society.

Celebrating the untold hours given by volunteers to clean the church and provide support at social events and various fund-raising opportunities.

Achievements and Performance

The church along with Hammerwich have The Rev Steve Morgan in post 0.5FT for a third year now and we have seen a small growth in the congregation and has encouraged all and made several home visits.

- Confirmation service lead by Bishop Timothy and an evening of pray and reflection with Bishop Timothy
- A success in achieving Dementia targets leading to Bishop's certificate for 2024-2025
- performance of fundraising activities – 3 events were organised and included, a very successful Cream Tea and May and November Fayre which has raised approx. £3230 for church funds.
- Listening and Care –CAMEO café has continued for all to have a chat and a drink has remained popular with 30 plus attending. Maintained our support of local community by parish letter and Home Communion visits.
- Little Angels and Toddler group continues to be viable, with 20 babies and toddlers attending.
- The Art café continues Saturday afternoon integrating with the toddlers group operating alongside it.
- Worship Group – met on an ad hoc basis to maintain services and update as necessary.
- Deanery Synod – continued to look at review of diocese and is refocusing its efforts in 2025
- Church Fabric various minor repairs to chairs and replaced light fitting in Vestry, kettle, Gutters cleaned and hedgerows cut.
- Purchase of a refurbished piano for £1650, with £500 from choir fund and congregation donations covering the cost.
- Mission and Evangelism maintained, have a regular Facebook page on a Sunday with the reading of the day and a small prayer. Also engaged with a Lent course and Advent course, with the vicar leading.

Financial Review

Net Total Assets - £15,695(2024 £9215)

Net movement- £6,479(2024 (£8657)) Unrestricted £6,325 and restricted £154

- Total receipts for 2025 on unrestricted funds was £51,229 of which £30,392 was unrestricted voluntary donations, a further 2 elements of £7,086 was from Gift Aid and £1,150+ donations towards piano purchase and Insurance claim for roof repair 2024 £1,570.
- The planned giving has remained constant even with losing some valued members of our congregation. But know will fall in 2026 by £30 to £50 per month.
- voluntary plate giving has had a small decrease

- In 2025 we spent £44,749 from unrestricted funds of which our contribution to Parish share and Quarterly fees was £27,698.
- The sum that the churches in the deanery must find is shared between the churches according to a formula and fortunately, we will have paid our full share. We were paying most of the share by direct debit and topping up from Gift Aid, this direct debit is £1,500/month and some extra through fund raising and paying fees quarterly. Our Parish share has paid been paid for this year.
- £557 was collected for charities during the year for the Leprosy Mission, Christian Aid, the Children's Society. and St. Giles Hospice.
- Utilities - we are aware of a sharp rise is expected and we have changed to a slightly cheaper supplier -Pozitive for gas and YUenergy for the electricity this coming year.
- Designated and Restricted funds were maintained.
- The net result for the year is an excess of income over expenditure of £6,479 on unrestricted funds. However, monies are now £1,132 on the current account and a reserve account of £14,532
- We still need to be prudent with our expenditure and look at encouraging further giving and are pleased some funds were a result of our Giving page on our website and [achurchnearyou](#) website. and via a card reader which was donated to the church.

Reserves Policy

It is PCC policy to try to maintain a balance on free reserves (net current assets) which equates to at least three months running costs. This is equivalent to £11,187. It is held to smooth out fluctuations in cash flow and to meet emergencies. The balance of the free reserves at the year-end has increased to £13,991 which is slightly above target. It is pleasing Christ Church have managed to address it over the year.

Risk Management

The Church Wardens carry out regular Health and Safety Reviews and regularly inspect premises for potential hazards. We have safeguarding policies in place for child protection and for work with vulnerable adults, including rigorous DBS checking of staff and volunteers. Our insurances are reviewed annually to ensure adequate cover. An informal review of any new risks which may impact the work of the Church in the Parish is ongoing.

Safeguarding

The PCC believe they have fulfilled their 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). And prominently display information online and in the porch.

Fundraising

The PCC takes its fundraising responsibilities seriously and is very grateful to all donors – whether regular or occasional – for their support of the church and church events.

These

being our Cream Tea, Christmas Fayre and May Fayre. Plus, a possible musical evening. PCC supporters are never taken for granted. The PCC take full responsibility for fundraising and do not use commercial organisations or professional fundraisers. All money raised is either by donations, fundraising events, special appeals, or legacies for which the PCC are most grateful.

Volunteers

The members of the PCC would like to thank all the volunteers who work so hard to make our Church a lively and vibrant community. Our especial thanks go to our church wardens, Judith, and Mike, who have worked so tirelessly on our behalf and Hayley, who has helped us all with the variety of administrative work they do.

Review of the Year

A year ending full of joy as we now have our established Interim minister in place for the last year. We have a regular pray and gospel reading on our Facebook group page every Sunday and gets picked up by over 100 people. We have had our two fayres and the cream tea, to celebrate and add to our church funds

Opportunity to hold a Dementia service and explaining. Dementia issues with an amazing puppet display. This led to us being awarded the Bishop's Certificate for 2025 2026 Dementia Friendly Church. Helped out with the Friends of Prince's Park Remembrance service and Christmas concert and as normal our concerts by Fulfen and Highfields schools.

Future Plans

Diocese review.

Reviewing patterns of worship

Carry out works as needed and expanding links with schools and community.

Structure, Governance and Management

The PCC is a Body Corporate established by the Church of England (PCC Powers Measure 1956, and the Church Representation Rules 2006) and is a Charity registered with the Charity Commission, number 1217129. The PCC is governed by the Parochial Church Council Powers Measure (1956) as amended that came into effect on 2nd January 1957, and the Church Representation Rules.

The method of appointment of the PCC members is set out in the Church Representation Rules. The Council comprises the Incumbent, the Churchwardens, a representative of the Readers, those elected to the Deanery Synod, and other members who are elected at the Annual Parochial Church Meeting, by those on the Electoral Roll. The PCC members receive training from courses run by the Diocese. Members of the congregation are always urged to join the Electoral Roll, and to stand for election to the PCC.

The PCC members are responsible for making decisions on all matters of general concern and importance in the parish, and for all financial matters. The PCC meet 4/5 times a year. Given its responsibilities, the PCC has sub committees, each dealing with specific aspects of

parish life. This year including Worship and Social events. Each reports back to the PCC with reports of their meetings.

- *We do have an induction booklet for PCC members and the diocese run further training to supplement this.*

Related Parties

There were no related parties either employed or offered contracts for work on the Church.

Donations from Related Parties

Donations from related parties during the year totalled NIL in 2025 and 2024.

Remuneration paid to Trustees

There were no trustees employed by the PCC during the year.

Expenses paid to Trustees

One trustee was reimbursed a total of £472 [2024 £543] for travel during the year.

Reference and Administrative details

The Church is situated in Church Road, Burntwood, WS7 9EA and is part of the Deanery of Lichfield, in the Diocese of Lichfield. The correspondence address is the Christ Church, Church Road, Burntwood. WS7 9EA.

Our website address is: christchurchburntwood.org.uk

PCC members who have served from 1st January 2025 until the date this report was approved were:

Ex Officio Members

- | | |
|-----------------------------|--|
| The Incumbent | Rev. Stephen Morgan |
| Reader | Julie Street-Anderson |
| Churchwardens | Judith Rogers (Vice Chair)
Mike Holmes (Treasurer) |
| Deanery Synod Rep(s) | Chris Brown |
| Elected Members | Mary Jarvis
Irene Holmes
Maggie Brown
Dorothy Latimer
Lisa Gillespie |

Names and addresses of advisors

- | | |
|----------------------|---|
| Bank | NatWest Bank
200 High Street, Walsall WS1 1ER |
| Independent Examiner | Lichfield Diocesan Board of Finance
St Mary's House, The Close, Lichfield WS13 7LD |

Approved by the PCC on 7th April 2026 and signed on its behalf by:

S.Morgan	J.Rogers
The Revd Stephen Morgan (Chairperson)	Judith Rogers (Churchwarden)

Independent Examiner’s report to the trustees/members of The PCC of Burntwood

Registered charity number: 1217129

I report on the accounts for the year ended 31st December 2025 which are set out on the following pages.

Respective responsibilities of the Trustees and Independent Examiner

The charity’s trustees are responsible for the preparation of the accounts. The charity’s trustees consider that an audit is not required for this year under Section 144 of the Charities Act 2011 (the Charities Act) and that an independent examination is needed.

It is my responsibility

- to examine the accounts under section 145 of the Charities Act,
- to follow the procedures laid down in the General Directions given by the Charity Commission (under section 145(5)(b) of the Charities 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 the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an 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 statement below.

Independent Examiner's Statement

In connection with my examination, no material matters have come to my attention which gives me cause to believe that in any material respect:

- accounting records were not kept in accordance with section 130 of the Charities Act or
- the accounts do not accord with the with the accounting records

I have come across no other matters in connection with the examination to which attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Signed:

Date:

Lichfield Diocesan Board of Finance
St Mary’s House, The Close, Lichfield WS13 7LD

The PCC of Burntwood
Financial Statements for the year ended 31 December 2025

Statement of Financial Activities for the year ended 31 December 2025

	Unrestricted funds	Designated funds	Restricted funds	Endowment funds	Total funds	Prior year total funds
Receipts						
Donations and legacies	41,965	-	-	-	41,965	43,924
Income from charitable activities	7,356	-	154	-	7,510	4,654
Other trading activities	17	-	-	-	17	3
Investments	166	-	-	-	166	168
Other income	1,570	-	-	-	1,570	-
Total income	51,075	-	154	-	51,229	48,749
Payments						
Raising funds	-	-	-	-	-	-
Expenditure on charitable activities	44,749	-	-	-	44,749	57,406
Other expenditure	-	-	-	-	-	-
Total expenditure	44,749	-	-	-	44,749	57,406
Net income / (expenditure) resources before transfer	6,325	-	154	-	6,479	(8,657)
Transfers						
Gross transfers between funds - in	500	-	-	-	500	-
Gross transfers between funds - out	-	(500)	-	-	(500)	-
Other recognised gains / losses						
Gains/losses on investment assets	-	-	-	-	-	-
Gains on revaluation, fixed assets, charity's own use	-	-	-	-	-	-
Net movement in funds	6,825	(500)	154	-	6,479	(8,657)
Reconciliation of funds						
Total funds brought forward	7,166	1,887	162	-	9,215	17,872
Total funds carried forward	13,991	1,387	316	-	15,695	9,215
Represented by						
Unrestricted						
General fund	13,991	-	-	-	13,991	7,166
Designated						
Choir	-	227	-	-	227	727
Legacy Fund	-	1,045	-	-	1,045	1,045
Mission & Ministry	-	115	-	-	115	115
Restricted						
200th Anniversary Celebration	-	-	-	-	-	-
Agency collection	-	-	316	-	316	162
Friends of Christ Church	-	-	-	-	-	-
Endowment						
Endowment	-	-	-	-	-	-

The PCC of Burntwood
Financial Statements for the year ended 31 December 2025

Statement of Assets and Liabilities - 2025

Class and nominal code	General	Designated	Restricted	Endowment	Total	Last year
Current Asset - Cash At Bank And In Hand						
Bank current account	(7,823)	9,330	(376)	-	1,132	452
Bank deposit account	21,783	(7,943)	692	-	14,532	9,133
Cash in hand	31	-	-	-	31	31
Total	13,991	1,387	316	-	15,695	9,615
Liability - Agency Accounts						
Agency collections	-	-	-	-	-	400
Total	-	-	-	-	-	400
Net total assets	13,991	1,387	316	-	15,695	9,215
Represented by						
General (Unrestricted)	13,991	-	-	-	13,991	7,166
Designated - CH	-	227	-	-	227	727
Designated - Legacy fund	-	1,045	-	-	1,045	1,045
Designated - MM	-	115	-	-	115	115
Restricted - None	-	-	316	-	316	162
Total	13,991	1,387	316	-	15,695	9,215

Statement of Assets and Liabilities – 2024

Class and nominal code	General	Designated	Restricted	Endowment	Total	Last year
Current Asset - Cash At Bank And In Hand						
Bank current account	(9,248)	9,830	(130)	-	452	1,016
Bank deposit account	16,384	(7,943)	692	-	9,133	16,926
Cash in hand	31	-	-	-	31	31
Total	7,166	1,887	562	-	9,615	17,972
Liability - Agency Accounts						
Agency collections	-	-	400	-	400	100
Total	-	-	400	-	400	100
Net total assets	7,166	1,887	162	-	9,215	17,872

The PCC of Burntwood
Financial Statements for the year ended 31 December 2025

Fund movement summary – 2025

Fund	Opening	Incoming	Outgoing	Transfers	Gains/Losses	Journals	Closing
CH							
Designated	727	-	-	(500)	-	-	227
Sub-totals	727	-	-	(500)	-	-	227
Legacy fund							
Designated	1,045	-	-	-	-	-	1,045
Sub-totals	1,045	-	-	-	-	-	1,045
MM							
Designated	115	-	-	-	-	-	115
Sub-totals	115	-	-	-	-	-	115
General							
Unrestricted	7,166	51,075	44,749	500	-	-	13,991
Sub-totals	7,166	51,075	44,749	500	-	-	13,991
None							
Restricted	162	154	-	-	-	-	316
Sub-totals	162	154	-	-	-	-	316
Totals	9,215	51,229	44,749	-	-	-	15,695

Fund movement summary – 2024

Fund	Opening	Incoming	Outgoing	Transfers	Gains/Losses	Journals	Closing
CH							
Designated	727	-	-	-	-	-	727
Sub-totals	727	-	-	-	-	-	727
Legacy fund							
Designated	1,045	-	-	-	-	-	1,045
Sub-totals	1,045	-	-	-	-	-	1,045
MM							
Designated	115	-	-	-	-	-	115
Sub-totals	115	-	-	-	-	-	115
General							
Unrestricted	15,985	48,587	57,406	-	-	-	7,166
Sub-totals	15,985	48,587	57,406	-	-	-	7,166
None							
Restricted	-	162	-	-	-	-	162
Sub-totals	-	162	-	-	-	-	162
Totals	17,872	48,749	57,406	-	-	-	9,215

The PCC of Burntwood
Financial Statements for the year ended 31 December 2025

Analysis of income and expenditure

	Unrestricted	Designated	Restricted	Endowment	Total	
					This year	Last year
RECEIPTS						
Donations and legacies						
Gift Aid - Bank	19,558	-	-	-	19,558	18,935
Gift Aid - Envelopes	2,506	-	-	-	2,506	2,784
Loose plate collections	9,630	-	-	-	9,630	9,945
Giving through church boxes	413	-	-	-	413	405
One-off Gift Aid gifts	165	-	-	-	165	200
Donations appeals etc	1,976	-	-	-	1,976	2,618
Tax recoverable on Gift Aid	7,086	-	-	-	7,086	7,299
Other funds generated	631	-	-	-	631	1,738
Donations and legacies Totals	41,965	-	-	-	41,965	43,924
Income from charitable activities						
Fees for weddings and funerals	7,356	-	154	-	7,510	4,654
Income from charitable activities Totals	7,356	-	154	-	7,510	4,654
Other trading activities						
Bookstall sales - fund raising	17	-	-	-	17	3
Other trading activities Totals	17	-	-	-	17	3
Investments						
Dividends	30	-	-	-	30	29
Bank and building society interest	136	-	-	-	136	139
Investments Totals	166	-	-	-	166	168
Other income						
Insurance claims	1,570	-	-	-	1,570	-
Other income Totals	1,570	-	-	-	1,570	-
Receipts Grand totals	51,075	-	154	-	51,229	48,749

PAYMENTS

Expenditure on charitable activities

Giving to missionary societies	420	-	-	-	420	405
Secular charities	137	-	-	-	137	-
Ministry parish share etc	27,698	-	-	-	27,698	24,688
Assistant staff costs	400	-	-	-	400	250
Salary of parish administrator	3,888	-	-	-	3,888	3,744
Working expenses of incumbent	472	-	-	-	472	543
Other Clergy Expenses	40	-	-	-	40	-
Vicar's telephone	620	-	-	-	620	508
Church running - insurance	2,062	-	-	-	2,062	2,025
Church office - telephone	788	-	-	-	788	719
Organ / piano tuning	1,650	-	-	-	1,650	-
Church maintenance	493	-	-	-	493	8,242
Upkeep of services	852	-	-	-	852	601
Upkeep of churchyard	560	-	-	-	560	550
Administration	404	-	-	-	404	535
Church running - electric	784	-	-	-	784	3,944
Church running - gas	3,198	-	-	-	3,198	2,581
Church running - water	283	-	-	-	283	253

Governance costs examination/audit fee	-	-	-	-	-	175
Church major repairs - installation	-	-	-	-	-	7,644
Expenditure on charitable activities Totals	44,749	-	-	-	44,749	57,406
Payments Grand totals	44,749	-	-	-	44,749	57,406

Staff Costs

During the year the PCC employed an administrator, part-time and no payments attracted social security payments (2024 £3,888; 2024 £3,744). There were no employee benefits to key management personnel in the previous or current year and no payments into the NEST pension which payroll uses.

Fixed Assets

Fixed Asset Investments

The PCC own shares held in the COIF Investment Fund (Income units) managed by CCLA. The shares are held in Mrs Homers Endowment Fund and the income from this fund can be used for general church purposes and is mandated quarterly to the current bank account. At 31st December 2025 it was valued at £1,019 (2024: £1,071)

Debtors

The PCC does not have any debtors at 31.12.2025.

Liabilities

	2025 £	2024 £
<i>Unrestricted</i>	nil	nil
<i>Restricted (Agency)</i>		
Diocesan Statutory Fees	-	
Wedding Deposits	-	400
Funeral Verger		
Other agency		
Total agency	-	400
Total liabilities	-	400

The PCC of Burntwood
Financial Statements for the year ended 31 December 2025

Comparative - Statement of Financial Activities for the year ended 31 December 2024

	Unrestricted funds	Designated funds	Restricted funds	Endowment funds	Total funds	Prior year total funds
Receipts						
Donations and legacies	43,763	-	162	-	43,924	45,854
Income from charitable activities	4,654	-	-	-	4,654	6,498
Other trading activities	3	-	-	-	3	8
Investments	168	-	-	-	168	155
Other income	-	-	-	-	-	-
Total income	48,587	-	162	-	48,749	52,516
Payments						
Raising funds	-	-	-	-	-	-
Expenditure on charitable activities	57,406	-	-	-	57,406	45,706
Other expenditure	-	-	-	-	-	-
Total expenditure	57,406	-	-	-	57,406	45,706
Net income / (expenditure) resources before transfer	(8,819)	-	162	-	(8,657)	6,810
Transfers						
Gross transfers between funds - in	-	-	-	-	-	2,457
Gross transfers between funds - out	-	-	-	-	-	(2,457)
Other recognised gains / losses						
Gains/losses on investment assets	-	-	-	-	-	-
Gains on revaluation, fixed assets, charity's own use	-	-	-	-	-	-
Net movement in funds	(8,819)	-	162	-	(8,657)	6,810
Reconciliation of funds						
Total funds brought forward	15,985	1,887	-	-	17,872	11,062
Total funds carried forward	7,166	1,887	162	-	9,215	17,872