

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF SHEFFIELD ST MATTHEW

Reports & Accounts

Financial Year Ending 31/12/2025

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Legal & Administrative Details

Charity Name: THE PAROCHIAL CHURCH COUNCIL OF THE
ECCLESIASTICAL PARISH OF SHEFFIELD ST MATTHEW

Charity Number: 1197801

Charity Address: The Parish Office
St Matthew's House
8 Backfields
S1 4HJ

Trustees:

- Carol Dawson Taylor
- Caroline Mary Fisher
- Dr Richard William Staveley Dawidek
- Dr Stuart David Barfield
- Father Alan Watson
- Holly Fleur Featherstone
- Ian James Burgess
- Michaela Suckling
- Minerva Faddoul
- Stephen Geoffrey Linskill
- The Reverend Canon Grant Lambert Naylor

Key Management
Personnel:

- Canon Grant Naylor - Vicar/Chair of PCC
- Dr Stuart Barfield - Churchwarden
- Stephen Linskill - Churchwarden
- Holly Featherstone - Secretary
- Dr Richard Dawidek - Treasurer
- Carol Taylor - Safeguarding Officer

Name & Address of
Primary Banker: Lloyds Bank,
1 High Street,
Sheffield,
South Yorkshire,
S1 2GA

Independent
Examiner: Kingfisher Accountants

Patrick Tobin Business Park,
Bolton Rd,
Wath upon Dearne,
Rotherham
S63 7LL

Trustees Report

Objects of the charity

The Purposes of the charity are set out in The Parochial Church Councils (Powers) Measure 1956 as amended and the Church Representation Rules (contained in Schedule 3 to the Synodical Government Measure 1969 as amended).

The primary object of the Parochial Church Council (PCC) of the Ecclesiastical Parish of St Matthew Carver Street is the promotion of the Gospel of Our Lord Jesus Christ according to the doctrines and practices of the Church of England.

St Matthew's PCC. has the responsibility of co-operating with the incumbent of the parish, in promoting the ecclesiastical parish, and the whole mission of the Church – pastoral, evangelistic, social and ecumenical.

The PCC is the Sole Member of St Matthew's House Ltd, a charity and company limited by guarantee, which trades as The Art House.

The PCC is responsible for the maintenance of the fabric of the church building; St Matthews, Carver Street, Sheffield is a Grade II listed building recognised as being of particular architectural and historic significance.

Summary of the charity's main activities and achievements

To further the above objects and vision, the charity's main activities and achievements were as follows:

The Trustees lead the charity in promoting in the ecclesiastical parish the whole mission of the Church.

Vicars report and all other relevant reports (Deputy Churchwarden, Statistics for Mission, Churchwardens report, PN Report, Director of Music Report) accompany this report.

In planning the activities, the trustees have applied the guidance on public benefit issued by the Charity Commission.

Structure, Governance and Management

The charity is constituted as set out in The Parochial Church Councils (Powers) Measure 1956 as amended and the Church Representation Rules (contained in Schedule 3 to the Synodical Government Measure 1969 as amended).

The trustee body is made up of three ex-officio officers: The Vicar, and two Churchwardens who are members by virtue of their office. Two Deanery Synod Officers are also ex-officio members by virtue of their election as a member of General Synod. The other members are elected annually at the Annual Parochial Church Meeting (APCM). Since the AGM 2016, regular members are elected annually.

Financial Review

See 'Treasurers Report'

Funds in Deficit

The Pilgrimage fund once again shows a deficit at £(173) at year end, which relates to variance in money taken in due to supporting places. To this end, I will use the Richard Buckley fund to clear the deficit in 2026, as with last year, as this falls within its remit.

Investments Policy

N/A

Reserves Policy

The charity aims to hold a minimum of £18,000 (which is approximately 3 months of expenditure) as unrestricted cash or investment in the designated Legacy fund, so that the charity could continue to operate should income and / or expenditure vary adversely. This figure is to increase by 4% per year (adjusted on the 1st of January each year), starting from 2024 until further notice.

At the year end, the charity held unrestricted cash of £7,807.20 and the Legacy fund has a total of £84,639.49

Responsibilities of Trustees under charity law

The trustees are responsible for preparing the trustees' 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 trustees 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, including income and expenditure, for the financial year. In preparing these financial statements, the trustees are required to:

1. select suitable accounting policies and apply them consistently;
2. observe the methods and principles in the Charities SORP;
3. make judgements 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 trustees are 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.

Signature

This report was approved by the trustees, and is signed on their behalf by:

Name. DR RICHARD DAWIDEK

A handwritten signature in black ink, appearing to read "RWS Dawidek". The signature is written in a cursive style with a prominent horizontal stroke at the bottom.

Signature

Date 27TH MARCH 2026

Statement of Financial Activities

	Unrestricted	Restricted	Total	Prior Year
Incoming Resources				
Donations & Legacies	176,395	74,287	250,682	196,588
Charitable Activities	1,376	0	1,376	1,013
Investments	13,187	0	13,187	7,202
Trading Activities	3,584	44	3,628	6,481
Other	16,533	7,257	23,790	17,918
Total incoming resources	211,075	81,588	292,663	229,201
Resources Used				
Charitable Activities	203,197	52,086	255,283	203,502
Raising Funds	0	0	0	0
Governance Costs	360	0	360	500
Support	0	0	0	0
Other	0	0	0	0
Total resources used	203,557	52,086	255,643	204,002
Net Incoming / Outgoing Resources (before transfers)	7,518	29,502	37,020	25,200
Fund Transfers In	1,387	940	2,327	8,591
Fund Transfers Out	540	1,787	2,327	8,591
Net Incoming / Outgoing Resources (before gains/losses)	8,365	28,655	37,020	25,200
Investment Gains (or Losses)	-1,000	0	-1,000	4,117
Net Incoming / Outgoing Resources (before Asset Revaluation)	7,365	28,655	36,020	29,317
Asset Revaluation	0	0	0	0
Net Movement of Funds	7,365	28,655	36,020	29,317
Total Funds Brought Forward	395,236	12,925	408,161	378,844
Total Funds Carried Forward	402,601	41,580	444,181	408,161
Represented By				
General (Unrestricted)	7,807	0	7,807	30,003
Legacy (Designated)	84,639	0	84,639	85,639
Mission (Designated) (Designated)	21	0	21	421
Parish Nursing (Restricted)	0	36,823	36,823	7,898
Pilgrimage (Restricted)	0	-173	-173	-130
Richard Buckley Fund (Restricted)	0	1,801	1,801	2,201
Regenerate (Designated)	296,334	0	296,334	268,461
Specific Donations (Designated)	890	0	890	948
Student Ministry (Restricted)	0	2,949	2,949	2,636
VDF Vicars Discretionary Fund (Designated)	2,148	0	2,148	2,157
Scriptorium (Designated)	6,485	0	6,485	906
Children's Ministry (Designated)	4,277	0	4,277	6,701
Agency Collections (Restricted)	0	180	180	320
Flowers (Restricted)	0	0	0	0

Statement of Financial Position

	Unrestricted	Restricted	Total	Prior Year
Current Assets				
Cash	301,909	38,556	340,465	317,982
Accounts Receivable	17,476	227	17,703	18,524
Prepayments	375	2,996	3,371	3,156
Total	319,760	41,778	361,539	339,662
Non-Current Assets				
Fixed Assets	0	0	0	0
Investments	84,639	0	84,639	85,639
Total	84,639	0	84,639	85,639
Current Liabilities				
Accounts Payable	1,799	198	1,997	15,413
Deferred Income	0	0	0	1,728
Total	1,799	198	1,997	17,140
Non-Current Liabilities				
Long Term Loan / Mortgage	0	0	0	0
Total	0	0	0	0
Net Current Assets	317,962	41,580	359,542	322,522
Total Net Assets (Assets Minus Liabilities)	402,601	41,580	444,181	408,161
Represented By				
General (Unrestricted)	7,807	0	7,807	30,003
Legacy (Designated)	84,639	0	84,639	85,639
Mission (Designated) (Designated)	21	0	21	421
Parish Nursing (Restricted)	0	36,823	36,823	7,898
Pilgrimage (Restricted)	0	-173	-173	-130
Richard Buckley Fund (Restricted)	0	1,801	1,801	2,201
Regenerate (Designated)	296,334	0	296,334	268,461
Specific Donations (Designated)	890	0	890	948
Student Ministry (Restricted)	0	2,949	2,949	2,636
VDF Vicars Discretionary Fund (Designated)	2,148	0	2,148	2,157
Scriptorium (Designated)	6,485	0	6,485	906
Children's Ministry (Designated)	4,277	0	4,277	6,701
Agency Collections (Restricted)	0	180	180	320
Flowers (Restricted)	0	0	0	0

Signature

These accounts have been approved by the trustees, and are signed on their behalf by:

Name DR RICHARD DAWIDEK

A handwritten signature in black ink, appearing to read "RWS Dawidek". The signature is written in a cursive style with a prominent underline.

Signature

Date 27TH MARCH 2026

Notes - Accounting Policies

Basis of Preparation

These financial statements have been prepared in accordance with the "Statement of Recommended Practice: 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) ("the Charities SORP"), with the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland ("FRS 102") and with the Charities Act 2011. The charity meets the definition of a public benefit entity as set out in FRS 102.

The principles adopted in the preparation of the financial statements are set out in the accounting policies below.

Going Concern

The Trustees consider The Parochial Church Council of the Ecclesiastical Parish of Sheffield St Matthew a going concern at the date for approving the accounts. There are no material uncertainties that the charity can continue as a going concern for the next year.

Key Risks & Uncertainties

The charity is exposed to various risks, including operational, financial and reputational risks. The trustees review the charity's activities regularly to identify significant risks and, where possible, they take appropriate measures to mitigate those risks.

Fund Accounting

Unrestricted income funds comprise those funds which the trustees are free to use for any purpose in furtherance of the charitable objects. Unrestricted funds include designated funds where the trustees, at their discretion, have set aside resources for a specific purpose. Restricted funds are funds which are to be used in accordance with specific restrictions imposed by the donor or the term of specific appeal. Further explanation of the nature and purpose of each fund is included in the notes to the accounts.

Incoming Resources

All incoming resources are recognised once the charity has entitlement to the resources, it is probable that the resources will be received, and the monetary value of incoming resources can be measured with sufficient reliability.

All voluntary income from members of the charity is recognised as donations and are included in full, with associated Gift Aid receivable in the Statement of Financial Activities.

Grants where entitlement is not conditional on the delivery of specific performance by the charity are recognised when the charity becomes unconditionally entitled to the grant.

Income resources from charitable trading activities such as the letting of the building are accounted for when invoices are drawn up (as at the point of entitlement).

Volunteer time, the value of voluntary support for the work of the charity, is not included in the accounts but is described in the Trustees Annual Report.

Investment Income is included in the accounts when receivable.

Resources Expended

Expenditure is recognised on an accrual basis as a liability is incurred. Liabilities are recognised where it is more likely than not that there is a legal or constructive obligation committing the charity to pay out the resources and the amount of the obligation can be measured with reasonable certainty.

Governance Costs

Governance costs include costs associated with the independent examination of the financial statements, compliance with constitutional and statutory requirements and any other expenditure incurred on the strategic management of the charity. Governance costs are shown within 'Analysis of Expenditure' note.

Liability Recognition

Liabilities are recognised as soon as there is a legal or constructive obligation committing the charity to pay out resources.

Pensions

The PCC pays contributions to staff pensions through a defined contributions Workplace Pension Scheme hosted by the National Employment Service Trust (NEST). Contributions are charged to the statement of Financial Activities as they become payable in accordance with the rules of the scheme.

Operating Leases

N/A

Taxation

The charity is exempt from tax on its charitable activities.

Judgements and Key Sources of Estimation

The trustees do not consider that there are any material sources of estimation or uncertainty at the balance sheet date that could result in a material adjustment to the carrying values of assets and liabilities in the next reporting period.

Notes - Analysis of Income & Expenditure

Analysis of Income

Current Year

	Unrestricted	Restricted	Total
Incoming Resources			
Donations & Legacies			
Donations	99,809	5,508	105,316
Gift Aid	24,910	1,245	26,155
Grants	51,677	67,534	119,211
Charitable Activities			
Event Income	1,376	0	1,376
Investments			
Bank Interest	13,187	0	13,187
Trading Activities			
Rental Income	200	0	200
Sales	3,384	44	3,428
Other			
Other Income	16,533	7,257	23,790
Total incoming resources	211,075	81,588	292,663

Prior Year

	Unrestricted	Restricted	Total
Incoming Resources			
Donations & Legacies			
Donations	107,931	7,885	115,815
Gift Aid	27,232	1,281	28,513
Grants	18,323	33,937	52,260
Charitable Activities			
Event Income	863	150	1,013
Investments			
Bank Interest	7,202	0	7,202
Trading Activities			
Rental Income	606	0	606
Sales	5,875	0	5,875
Other			
Other Income	9,232	8,686	17,918
Total incoming resources	177,263	51,939	229,201

Analysis of Expenditure

Current Year

	Unrestricted	Restricted	Total
Resources Used			
Charitable Activities			
Activities	15,284	14,008	29,292
Admin	10,309	595	10,904
Advertising	1,034	65	1,098
Bank Charges	0	0	0
Depreciation	0	0	0
Event Costs	603	1,658	2,261
Gifts Given	4,096	1,716	5,812
Other Expenditure	28,723	409	29,132
Premises	88,710	0	88,710
Staff Costs	54,439	33,636	88,075
Governance Costs			
Governance Costs	360	0	360
Total resources used	203,557	52,086	255,643

Prior Year

	Unrestricted	Restricted	Total
Resources Used			
Charitable Activities			
Activities	24,988	14,781	39,769
Admin	10,823	0	10,823
Advertising	882	43	926
Bank Charges	0	0	0
Depreciation	0	0	0
Event Costs	865	1,674	2,539
Gifts Given	3,381	1,373	4,754
Other Expenditure	28,862	65	28,927
Premises	33,894	0	33,894
Staff Costs	28,993	52,877	81,870
Governance Costs			
Governance Costs	500	0	500
Total resources used	133,188	70,813	204,002

Notes - Analysis of Net Assets Between Funds

Current Year

	Unrestricted	Restricted	Total
Current Assets	319,760	41,778	361,539
Non-Current Assets	84,639	0	84,639
Current Liabilities	1,799	198	1,997
Non-Current Liabilities	0	0	0
Total Net Assets (Assets Minus Liabilities)	402,601	41,580	444,181

Prior Year

	Unrestricted	Restricted	Total
Current Assets	326,736	12,926	339,662
Non-Current Assets	85,639	0	85,639
Current Liabilities	17,139	1	17,140
Non-Current Liabilities	0	0	0
Total Net Assets (Assets Minus Liabilities)	395,236	12,925	408,161

Notes - Other

Volunteers

The charity benefits greatly from the voluntary contributions of time and money. Please refer to the reports for further detail about volunteer contributions in the organisation.

Independent Examination Fees

Fees payable to the independent examiner for independent examination were £300+VAT

Staff Costs

The total staff costs and employee benefits for the reporting period are analysed as follows: Gross wages and salaries: £ 58,948.66, Employers NI costs £ 4,392.95, Employers Pension costs £ 2,790.81 (prior year Gross wages and salaries: £ 57,921.27 Employers NI costs £ 3,028.86, Employers Pension costs: £ 3,770.54).

The average number of employees during the year was 6 The average number of employees during the prior year was 6

No employees received salaries at a rate of more than £60,000 per annum.

Key Management Personnel

The charity considers its key management personnel to be the chair of the PCC and the Churchwardens, who did not receive remuneration or employee benefits from the charity in this financial year.

Trustee Remuneration

During the year, 2 trustees received remuneration. The remuneration paid during the year was for the employees' role within the charity and not for their role as a trustee.

The total remuneration paid during the year is as follows: Holly Fleur Featherstone: £ 3,331.57; Minerva Faddoul: £11,904.94 (amounts from the prior year were: Holly Fleur Featherstone, £2,374.96; Michaela Suckling, £18,207.35; Minerva Faddoul, £3,328.00)

Trustee Expenses

During the year the 8 trustees incurred out-of-pocket expenses totalling £21,028.76. (prior year 9 trustees incurred out-of-pocket expenses totalling £21,462.19).

All expenses were incurred for the day-to-day running of the charity's activities.

Trustee Donations

During the year the total aggregated donations made to the charity by the trustees was £23,851.58. There were no conditions attached to the donations. (total aggregate donations from prior year were £19,367.98)

Investments

	Unrestricted	Restricted	Total	Prior Year
Market Value Brought Forward	85,639	0	85,639	81,522
Additions	1,603	0	1,603	27,268
Disposals	2,602	0	2,602	23,151
Gains (losses)	-1,000	0	-1,000	4,117
Market Value Carried Forward	84,639	0	84,639	85,639

Debtors

Accounts Receivable

Description	Amount
Donations	1,111
Gift Aid	5,646
Grants	5,000
Insurance Reimbursement (2023)	658
Interest Receivable	4,040
Other Income	1,248
Total	17,703

Prepayments

Description	Amount
Other	375
Parish Nurse Stall Rental Prepayment	2,296
Walsingham 2026 Deposits	700
Total	3,371

Creditors

Accounts Payable

Description	Amount
Diocesan Fees	247
Expense Claims	134
Governance (Independent Examiner)	360
Salaries, Tax and Pensions	452
Utilities	804
Total	1,997

Deferred Income

Description	Amount
Total	0

Analysis of Charitable Funds

Current Year

Fund Name	Opening Balance	Income	Expenditure	Fund Transfers	Investment Gains (or Losses)	Closing Balance
Unrestricted						
General (Unrestricted)	30,003	104,373	127,415	847	0	7,807
Total	30,003	104,373	127,415	847	0	7,807
Designated						
Legacy (Designated)	85,639	0	0	0	-1,000	84,639
Mission (Designated) (Designated)	421	0	400	0	0	21
Regenerate (Designated)	268,461	83,965	56,092	0	0	296,334
Specific Donations (Designated)	948	350	408	0	0	890
VDF Vicars Discretionary Fund (Designated)	2,157	790	800	0	0	2,148
Scriptorium (Designated)	906	8,792	3,213	0	0	6,485
Children's Ministry (Designated)	6,701	12,805	15,229	0	0	4,277
Total	365,233	106,702	76,142	0	-1,000	394,794
Unrestricted Total	395,236	211,075	203,557	847	-1,000	402,601
Restricted						
Parish Nursing (Restricted)	7,898	72,234	41,922	-1,387	0	36,823
Pilgrimage (Restricted)	-130	7,401	8,384	940	0	-173
Richard Buckley Fund (Restricted)	2,201	0	0	-400	0	1,801
Student Ministry (Restricted)	2,636	1,580	1,267	0	0	2,949
Agency Collections (Restricted)	320	373	513	0	0	180
Flowers (Restricted)	0	0	0	0	0	0
Total	12,925	81,588	52,086	-847	0	41,580
Restricted Total	12,925	81,588	52,086	-847	0	41,580
TOTAL	408,161	292,663	255,643	0	-1,000	444,181

Prior Year

Fund Name	Opening Balance	Income	Expenditure	Fund Transfers	Investment Gains (or Losses)	Closing Balance
Unrestricted						
General (Unrestricted)	32,202	101,600	103,083	-716	0	30,003
Total	32,202	101,600	103,083	-716	0	30,003
Designated						
Legacy (Designated)	59,261	0	0	0	26,378	85,639
Mission (Designated) (Designated)	2,253	0	1,832	0	0	421
Regenerate (Designated)	228,300	56,345	16,058	-125	0	268,461

Specific Donations (Designated)	-2,138	1,575	964	2,475	0	948
VDF Vicars Discretionary Fund (Designated)	2,974	1,428	2,244	0	0	2,157
Scriptorium (Designated)	0	5,518	4,612	0	0	906
Children's Ministry (Designated)	0	11,000	4,299	0	0	6,701
Mission Development Fund (Designated)	19,243	-172	83	0	-18,988	0
Reserves (Designated)	3,317	-30	14	0	-3,273	0
Total	313,209	75,663	30,105	2,350	4,117	365,233
Unrestricted Total	345,411	177,263	133,188	1,634	4,117	395,236
Restricted						
Parish Nursing (Restricted)	29,927	40,662	60,307	-2,384	0	7,898
Pilgrimage (Restricted)	-819	8,836	8,178	30	0	-130
Richard Buckley Fund (Restricted)	2,901	0	700	0	0	2,201
Student Ministry (Restricted)	1,591	1,708	662	0	0	2,636
Agency Collections (Restricted)	0	333	13	0	0	320
Building Capacity Grant (Restricted)	0	0	0	0	0	0
Flowers (Restricted)	-167	400	953	720	0	0
Total	33,434	51,939	70,813	-1,634	0	12,925
Restricted Total	33,434	51,939	70,813	-1,634	0	12,925
TOTAL	378,844	229,201	204,002	0	4,117	408,161

Fund Transfers

Description	From	To	Amount
Balance cleared for supported pilgrimages in 2024 as per PCC in Feb	Richard Buckley Fund	Pilgrimage	130
Supported place Pilgrimage 25	Richard Buckley Fund	Pilgrimage	270
Pilgrimage places Fr + driver	General	Pilgrimage	540
Employer Allowance returned by EP to PN for Dev Worker and Organist	Parish Nursing	General	1,387

Fund Descriptions

Name	Description
General	Fund for day-to-day activities
Legacy	Funds from Legacies given to St Matthews for the operation of the church. For investment and reserve
Mission (Designated)	A fund for mission and evangelism in the parish
Parish Nursing	The Parish Nursing Ministries UK project at St Matthews Carver Street - outreach, health advice and interventions, support and first aid
Pilgrimage	Activities relating to Pilgrimages (Walsingham, National, Northern etc)
Richard Buckley Fund	Legacy donation to support parishioners to attend Walsingham pilgrimages (and a new dishwasher which has already been purchased!)

Regenerate	The St Matthews Carver Street REGENERATE initiative - raising £776,000 for building a parish fit for mission in the 21st century
Specific Donations	Recording income and expenditure towards specific purposes
Student Ministry	Supports mission and evangelism for students - events, assistance for parish activities etc
VDF Vicars Discretionary Fund	Supports Charitable Work and discretionary charitable assistance within the parish
Scriptorium	Fund for financial movement for Scriptorium activities
Children's Ministry	Fund for children's ministry at St Matthews, started in 2024
Agency Collections	Collecting funds for externals, usually ACS
Flowers	Restricted fund for flowers

Transactions to Related Parties

There were no transactions related parties during the accounting period.

Prior Period Adjustment

There were no prior year adjustments.

Other

Against the General fund of the accounts there is an asset of £ 10,899 relating to a debt owed by St Matthews House. This is not currently recorded as an asset in the accounts but remains payable on request.

Debt owed on 01/01/2025 £ 10,899 Repayments in year: nil Debt owed on 31/12/2025 £ 10,899

27th March 2026

St Matthews Church PCC Sheffield

Dear Sirs

Re: Limited Assurance Engagement for the year ended 31 December 2025

This letter confirms that an independent review of the accounting records maintained by St Matthews Church and a comparison of the Financial Statements presented with those records has been undertaken. It also includes consideration of any unusual items or disclosures in the Financial Statements, seeking any explanation of such matters along with the accompanying notes and information provided. A treasurer's report has been provided highlighting the movements in funds with an explanation provided for each one.

The procedures undertaken do not provide all of the evidence that would be required under an audit, and consequently I do not express an opinion on the truth and fairness of the Financial Statements.

In connection with my examination, no issues have come to my attention and therefore conclude that the accounting records and therefore Financial Statements have been prepared in accordance with the requirements of St Matthews Church.

Yours faithfully



Michelle Griffiths MAAT AATQB

Director