

St Peter and Holy Cross, Wherwell

**Annual Report
and
Financial Statements
of the
Parochial Church Council**

For the year ended 31st December 2018

Bank:

NatWest
Bridge Street
Andover

Treasurer:

David Etchells
Oldmalt House
Wherwell SP11 7JS

Independent Examiner:

Mr. Joe Brennan
Southcroft
Wherwell SP11 7JS

St Peter and Holy Cross - Wherwell

Financial Statements for the year ended 31 December 2018

General Fund receipts and payments account

		2018		2017	
Receipts		£	£	£	£
<u>Incoming</u>	Planned Giving	10,843		9,584	
<u>Resources from</u>	Collections and other Giving	3,340		6,645	
<u>Donors</u>	Income Tax recovered	3,426		5,127	
			17,609		21,356
<u>Other</u>	Wherwell Parish Council	750		750	
<u>Voluntary</u>	Receipt from Chilbolton Joint A/c	1,000		1,000	
	Legacy received	0		0	
	Remembrance Day collection	0		483	
	Other donations	1,488		1,753	
			3,238		3,986
<u>Fundraising</u>	Fete (Net of Float)	6,320		6,116	
	Fete Donations	1,085		0	
	Auction of Promises	7,649		0	
	Fund Raising Other	132		1,871	
	Christmas Fayre (Net of Float)	1,690		2,060	
			16,876		10,047
<u>Income from</u>	Income	95		72	
<u>Investments</u>	Fees	1,188		1,427	
<u>and Trading</u>	Sundry receipts	19		164	
			1,302		1,663
<u>Receipts from</u>	VAT Recovery		1,556		
<u>Other sources</u>					
Total receipts			40,581		37,052
Payments					
<u>Grants</u>	Charitable Donations	600		1,741	
			600		1,741
<u>Activities</u>	Diocesan quota	18,189		17,668	
<u>relating</u>	Clergy expenses	1,265		1,483	
<u>directly to the</u>	Cost of services & other admin	1,434		1,069	
<u>work of the</u>	Maintenance of Churchyard	1,935		2,391	
<u>church</u>	Car Park Transfer Legal Costs	825		1,800	
	Building				
	General Maintenance	624		9,466	
	Cleaning	720		675	
	Insurance	2,713		2,981	
	Electricity & Water	1,713		902	
			29,418		38,435
<u>Church</u>	Allocated share of benefice costs	4,732		4,065	
<u>management</u>	Sundries	839		511	
<u>and</u>			5,571		4,576
<u>administration</u>					
<u>Fundraising</u>	Fete costs	571		544	
	Christmas Fayre	247		332	
	Auction of promises	537		0	
	Church Booklets	676		0	
	Other Costs			151	
			2,031		1,027
<u>Financing</u>	Littleton Loan Repayment		500		500
Total payments			38,120		46,279
Excess of receipts over payments			2,461		-9,227
General Fund b/f			5,903		15,130
General Fund c/f			8,364		5,903

St Peter and Holy Cross - Wherwell

Financial Statements for the year ended 31 December 2018

Designated Fund: Gordon-Creed Fund

	2018 £	2017 £
Receipts:		
Donation from Mr and Mrs Gordon Creed	10,000	
Gift Aid in respect of donations received	2,500	
Payments:	0	
Excess of receipts over payments	<u>12,500</u>	
Funds b/f	0	0
Funds c/f	<u>12,500</u>	<u>0</u>

The Gordon-Creed Fund was set up in 2018 and results from a kind donation of £10,000 from Mr & Mrs Gordon Creed most recently of Freelands. As no conditions have been attached to the donation perse it has been set up as a Designated Fund as the PCC, with the agreement of Mr & Mrs Gordon Creed, have decided that the monies will go towards the refurbishment of the Vestry.

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Financial Statements for the year ended 31 December 2018

Restricted Fund: Church Building Fund

	2018 £	2017 £
Receipts:		
<u>Building Project - other local initiatives</u>		
Donations in response to fundraising campaign	0	0
Other donations from individuals	0	0
Gift Aid in respect of donations received	0	0
<u>Other receipts</u>		
Ecclesiastical Insurance		8,735
VAT Recovery	249	
Total receipts	249	8,735
Payments:		
<u>Building work</u>		
Clock service platform - safety enhancement		1,492
Churchyard Perimeter Wall Repair - Rebuilding		9,135
Vestry Design Work - Radley House	1,093	
Total payments	1,093	10,627
Excess of receipts over payments	-844	-1,892
Funds b/f	4,261	6,153
Funds c/f	3,417	4,261

The Church Building Fund contains funds which may only be used to enhance, maintain or repair the fabric of the church building. During the year expenditure has been restricted to Architectural design work for the proposed refurbishment of the vestry.

The funds raised and costs incurred during the year have been recognised within the fund.

St Peter and Holy Cross - Wherwell

Financial Statements for the year ended 31 December 2018

Reconciliation of movements in funds

	2018 £	2017 £
Excess of receipts over payments:		
General Fund	2,461	-9,227
Church Building Fund	-844	-1,892
Gordon-Greed Fund	12,500	
Total increase in funds	<u>14,117</u>	<u>-11,119</u>
Cash b/f	10,164	21,283
Cash c/f	<u><u>24,281</u></u>	<u><u>10,164</u></u>

Statement of Assets and Liabilities as at 31 December 2018

	2018 £	2017 £
Monetary Assets		
Bank current account	24,581	10,155
CAF deposit account	0	9
Less unrepresented cheques	-300	
Total cash	<u><u>24,281</u></u>	<u><u>10,164</u></u>

Analysis of monetary assets between funds:

General Fund	8,364	5,903
Designated Fund: Gordon-Creed Fund	12,500	0
Restricted Fund: Church Building Fund	3,417	4,261
	<u><u>24,281</u></u>	<u><u>10,164</u></u>

Monetary Liabilities

Loan From Littleton PCC*	<u><u>500</u></u>	<u><u>1,000</u></u>
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*Interest free and repayable over four years

Donations

During the year, the following donations were made:

	2018 £	2017 £
Chilbolton Pre-School	300	0
Origin Training Project	300	0
Andover Disabled Riding	0	250
Children's Society	0	228
British Legion	0	483
Countess of Brecknock Hospice	0	780
	<u><u>600</u></u>	<u><u>1,741</u></u>

These Financial Statements were approved by the Parochial Church Council of Wherwell on

Anna Lipa

Chairman

Wherwell PCC

Financial Review year ended 31st December 2018

Summary

The General Fund had a surplus of £2,461 due mainly to the biennial Auction of Promises held in April. Further detail is provided in the General Fund Section below.

There was a small deficit of £844 on the Building Fund resulting from costs incurred in design work on the proposed refurbishment of the Vestry. Further detail is provided in the Building Fund review below.

A new feature in the Accounts this year is the creation of a Designated Fund. This is to accommodate a generous donation from the Gordon-Creed Family. While the decision on how to use these funds has been left to the PCC, the family has asked that they are consulted before any money is spent. Further detail is provided in the Designated Fund review below.

At the end of the year the monetary assets of the PCC stood at £24,281 as against £10,164 at the beginning of the year. Additionally there remained a monetary liability, now reduced to £500, being the balance outstanding on a loan from Littleton PCC, commented on later in this report.

As in previous years the Accounts are prepared on a Receipts and Payments basis rather than an Accruals basis.

General Fund

Incoming resources from donors was worrying down by 17.5%. While the number of regular donors remained static, with little progress being made to attract new donors, the fall in income is in the main due to significant decline in collections and other givings, down 50% on 2017, although only a lesser decline of 29% over the average for the last five years. But this is nevertheless a worrying trend that needs to be redressed. The number of persons taking advantage of the Parish Giving Scheme (PGS) increased by one only, to seven persons on its register. This helps the cash flow because the related tax benefit is immediately paid over. We will continue seek out new regular givers in 2019 and increase the numbers using the PGS.

The Annual Fete and the Christmas Fayre again resulted in valuable contributions enhanced this year by the introduction of a new endeavour, namely a request for donations specifically to support the Fete, which produced an additional £1,356, inclusive of Gift Aid benefits. The church was the venue for five weddings, up one on last year, which with baptisms and funerals resulted in fee income being maintained at £1,188.

However, as in previous year's it was the very popular Bi-Annual Auction of Promises, held in April, that again produced an excellent result with bid income at £7,649, up 4% on the previous Auction held in 2016.

With no legacies, total receipts were 9% up on last year.

Costs, other than the Common Mission contributions were, where possible, rigorously controlled. The Common Mission contribution, which this year represented 48% of the overall costs, was up 2.9% on last year which now seems to be levelling off after several years of well above inflation increases year on year.

One cost to be noted was £676 spent on a revised and updated booklet on the church and its history. This was last updated over twenty years ago and was in need of revision. The new booklet, with a stock of 400, is normally placed at the back of the church is on sale at £3.50 and has been well received.

Under the PCC Charitable Donations policy we made two donations to local organisations during the year being The Chilbolton Pre-School and The Origin Training Project both receiving £300.

As previously agreed we paid the third tranche of £500 of the loan from Littleton PCC during the year leaving £500 outstanding. This liability is noted in the Statement of Assets and Liabilities of the Published Accounts.

At the end of the year the monetary assets within the General Fund stood at an increased level of £8,364 as against £5,903 at the beginning of the year.

Designated Fund

A new feature in the Accounts this year is the creation of a Designated Fund. This is to accommodate a generous donation of £10,000 from the Gordon-Creed Family. While the decision on how to use these funds has been left to the PCC, the family has asked that they are consulted before any money is spent. These funds were gift-aided, so a further £2,500 of Income Tax was also recovered.

The current proposal is that the Funds will be used to contribute to the refurbishment of the Vestry.

Building Fund

The only income was from VAT recovered for work undertaken last year. Costs related to architectural design work on the proposed refurbishment of the Vestry. Overall there was a small deficit of £844 on the Building Fund.

At the end of the year the monetary assets within the Building Fund stood at £3,417 as against £4,261 at the beginning of the year.

Outlook for 2018

General Fund

With no biennial Auction of Promises this coming year, there must be increased effort to attract new regular donors and try to reverse the downward trend of collections. At a minimum we want to increase our planned givers contributions by a minimum of £1,500 p.a. In addition we will again look to raise money through specific donations for the Fete and research innovative ways of raising further funds. This will be a challenging year.

One fund raising idea to be pursued is to set up a St Peter & Holy Cross Friends (SPHCF), based on the St Catherine's concept at Littleton within the Downs Benefice. This idea focuses on people within the community who, while not necessarily church goers, see the Church as an important part of our community that therefore should be supported.

There will also be a focus on trying to put in place a strategy for legacies.

We will also continue to increase donor participation in the Parish Giving Scheme which will benefit cash flows and reduce the administrative effort.

Costs will continue to be carefully controlled. It should be noted, that for the first time, the Diocesan Common Mission contribution of £18,225 will represent in excess of 50% of our overall costs.

The best we can hope for this coming year, is to minimise excess of costs over receipts to as small a deficit as possible with our budget projecting a deficit of around £2,000

Building Fund

The focus in 2019 will be on progressing the Vestry refurbishment project. As already noted the Gordon-Creed donation has been allocated to this project and as necessary we will seek further grants to cover the shortfall.



DJ Etchells
Wherwell PCC Treasurer.

9th February 2019

St Peter and Holy Cross - Wherwell

Accounting policies

The financial statements of the PCC have been prepared in accordance with the Church Accounting Regulations 2016 using the Receipts and Payments basis.

Funds

General funds represent the funds of the PCC that are not subject to any special restrictions regarding their use and are available for application to the general purposes of the PCC. These include funds designated for a particular purpose by the PCC.

The accounts include monetary transactions, assets and liabilities for which the PCC can be held responsible. They do not include the accounts of other Church groups that owe an affiliation to another body, nor those that are informal gatherings of Church members.

Subject to the above, receipts and payments include income as received and expenditure when irrevocably paid.

Restricted funds are funds subject to specific trusts (for example, by a letter from the donor at the time of the gift, or by the terms of public appeal), which can only be used for the purposes set out in this trust.

Designated funds are funds set aside by the PCC from its unrestricted funds for a particular project.

Statement of Assets and Liabilities

The following assets are recognised but not valued in the Statement of Assets and Liabilities:

- Moveable church furnishings
- Land and buildings
- Other fixtures and fittings
- Amounts owing from the Inland Revenue where a formal claim has been made.
- Any other amounts owing to the PCC including church hall lettings and insurance claims.
- Legacies where formal notification of entitlement and amount had been received at 31 December by the PCC.
- Investments held beneficially by the PCC.

Closing bank balances are shown in the receipts and payments account.

The following liabilities are recognised in the Statement of Assets and Liabilities:

- Any loans or overdrafts advanced by the PCC
- Any arrears of Diocesan Quota or Parish Share.
- Creditors for goods or services where the supply has been received and invoiced by December 31.

Independent Examiner's Report

To the PCC of St Peter and Holy Cross, Wherwell

This report on the accounts of the PCC for the year ended 31 December 2018, which are set out on pages 1 to 4, is in respect of an examination carried out in accordance with the Church Accounting Regulations 2016 ('the Regulations') and s.43 of the Charities Act 2011 ('the Act').

Respective responsibilities of the PCC and the examiner

As members of the PCC you are responsible for the preparation of the accounts; you consider that the audit requirement of the Regulations section 43(2) of the Act does not apply. It is my responsibility to issue this report on those accounts in accordance with the terms of the Regulations.

Basis of this report

My examination was carried out in accordance with the General Directions given by the Charity Commission under section 43(7)(b) of the Act and to be found in the Church guidance, 2006 edition. That 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 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 an audit, and consequently I do not express an audit opinion on the view given by the accounts.


Independent examiners report

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

(1) Which gives me any reasonable cause to believe that in any material respect the requirements:

- To keep accounting records in accordance with section 41 of the Act; and
- To prepare accounts which accord with the accounting records and comply with the requirements of the Act and the Regulations 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.


FZA 1148205

Mr. Joe Brennan

Southcroft

Wherwell

SP11 7JS

Date: 10th February 2019