

PAROCHIAL CHURCH COUNCIL

ST JOHN THE BAPTIST

FINCHINGFIELD

FINANCIAL STATEMENTS

31 DECEMBER 2017

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PAROCHIAL CHURCH COUNCIL OF ST JOHN THE BAPTIST, FINCHINGFIELD

ANNUAL FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 DECEMBER 2017

LEGAL & ADMINISTRATIVE INFORMATION

Chairman	Rev'd Colin Wilson	
Members	Edwin Collar	Church Warden
	Paul Brewer	
	Doug West	Treasurer
	Sheila Collar	
	Jackie Jacobs	
	Jasmin Linsell-Clark	Appointed 25 April 2017
	Richard Webb	
	Julie Webb	
	Maureen Gouldsmith	Resigned 25 April 2017
Address	St John The Baptist Church Hill Finchingfield Braintree Essex	
Secretary	Sheila Collar	
Independent Examiner	Ian Chapman FFA FFTA Rochester House 275 Baddow Road Chelmsford Essex CM2 7QA	
Bankers	Barclays PO Box 3692 Witham CM8 2AT	

PAROCHIAL CHURCH COUNCIL OF ST JOHN THE BAPTIST, FINCHINGFIELD

INCUMBENT'S REPORT

FOR THE YEAR ENDED 31 DECEMBER 2017

Church Attendance

The average number of communicants at services of Holy Communion on Sundays was 17 (2016:19). There are 38 parishioners on the Church Electoral Roll, of whom 16 are not resident in the Parish.

Objectives and Achievements

St John the Baptist, Finchingfield PCC has the responsibility of co-operating with the incumbent in promoting in the ecclesiastical parish the whole mission of the Church, pastoral, evangelistic, social and ecumenical.

The aims and objectives of St John the Baptist Church, Finchingfield and members of the Christian community there include:

- Regular public worship
- Provision of accessible public sacred space for prayer and reflection
- The promotion and teaching of Christianity
- Engagement with the local community
- Provision of pastoral care and support
- Support of other charities at home and abroad.

Review of Financial Position

The Statement of Financial Activities for the year ended 31 December 2017 is set out on page 5, and the Balance Sheet on page 6. These show a deficit of Unrestricted Funds, in the year under review of £6,204 and a surplus of Unrestricted Funds at Balance Sheet date of £16,289 (2016 surplus £22,493).

Total unrestricted income for year was £31,124 as detailed in the following statements. Of that amount, £7,123 was received from Planned Giving, service collections and donations, and tax recovered under the Gift Aid scheme. The PCC benefits from a legacy from the late Cyril Weller; it has unrestricted use of the income generated, this year amounting to £18,588 (2016 £15,304).

Risk Management

The PCC reviews its activities regularly in order to identify and manage potential risks. Financial and physical risks are mitigated by appropriate controls and, where available and appropriate, by procuring insurance cover. As the income of the PCC stems from a range of sources including planned personal giving from church members, in addition to income derived from investments, the risk of significant loss of income is considered to be relatively minor.

Reserves Policy

It is the PCC's policy to maintain a balance on unrestricted funds (wherever possible) which covers approximately three months' unrestricted payments, to meet emergency situations that may arise. The balance of unrestricted funds at 31st December 2017 met this target.



Rev'd Colin Wilson
Chair, St. John the Baptist, Finchingfield
Parochial Church Council

Date: 12 June 2018

PAROCHIAL CHURCH COUNCIL OF ST JOHN THE BAPTIST, FINCHINGFIELD

TREASURER'S REPORT

FOR THE YEAR ENDED 31 DECEMBER 2017

There has been a reduction in income in 2017 compared to the previous year. This has been caused mainly by a significant decrease in income derived from wedding and funeral fees, which has only been partially mitigated by an increase in investment income.

Whilst there have been no major works this year expenditure has increased as there has been a need to spend funds on a range of necessary improvements relating to lightning protection, increased security and storage facilities.

2018 is likely to present financial challenges as the 5 yearly review of the Church has identified a number of essential maintenance items.

We continue to be active in claiming Gift Aid tax repayments through the HMRC Scheme.

A handwritten signature in black ink, consisting of a large, stylized loop on the left and a smaller, more legible signature on the right.

Douglas West
Honorary Treasurer, St. John the Baptist
Finchingfield Parochial Church Council

Date: 12 June 2018

PAROCHIAL CHURCH COUNCIL OF ST JOHN THE BAPTIST, FINCHINGFIELD

**ANNUAL FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2017**

INDEPENDENT EXAMINER'S REPORT

I report on the financial statements of the Parochial Church Council of St John the Baptist, Finchingfield, Essex.

This report is made solely to the Parochial Church Council, as a body, in accordance with Part 4 of the Charities (Accounts and Reports) Regulations 2008. My work has been undertaken so that I may state to the Parochial Church Council those matters I am required to state to them in this report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the Parochial Church Council for this report or for the opinions I have formed.

Responsibilities and basis of report:

As the charity's trustees you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 (the 2011 Act).

I report in respect of my examination of the charity's accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

Independent examiner's statement:

I have completed my examination. I can confirm that no matters have come to my attention in connection with my examination giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the charity as required by section 130 of the 2011 Act, or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008.

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


Ian Chapman FFA FFTA
Independent Examiner

Date: 12 June 2018

PAROCHIAL CHURCH COUNCIL OF ST JOHN THE BAPTIST, FINCHINGFIELD

**STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 DECEMBER 2017**

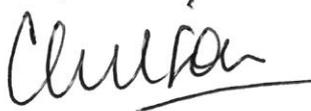
	Notes	Unrestricted Funds £	Restricted Funds £	Endowment Funds £	TOTAL FUNDS 2017 £	TOTAL FUNDS 2016 £
Incoming resources						
Voluntary income	2a	7,123	2,567	0	9,690	15,545
Activities for generating funds	2b	2,958	0	0	2,958	1,661
Income from investments	2c	18,588	2	1,566	20,156	16,649
Church activities	2d	2,455	0	0	2,455	9,010
Other incoming resources	2e	0	0	0	0	0
Total incoming resources		31,124	2,569	1,566	35,259	42,865
Resources expended						
Fund-raising trading costs	3a	1,112	0	0	1,112	1,045
Church activities	3b	35,541	3,556	0	39,097	27,584
Governance Costs	3c	675	0	0	675	675
Total resources expended		37,328	3,556	0	40,884	29,304
Net incoming/(outgoing) resources		(6,204)	(987)	1,566	(5,625)	13,561
Gains/(losses) on investment assets	5			56,452	56,452	56,857
Net movement in funds		(6,204)	(987)	58,018	50,827	70,418
Total funds brought forward at 1 January 2017		22,493	12,075	592,453	627,021	556,603
Total funds carried forward at 31 December 2017		16,289	11,088	650,471	677,848	627,021

PAROCHIAL CHURCH COUNCIL OF ST JOHN THE BAPTIST, FINCHINGFIELD

BALANCE SHEET AT 31 DECEMBER 2017

	Notes	2016	2015
		£	£
Investments	5	648,173	591,412
Total fixed assets		<u>648,173</u>	<u>591,412</u>
Current assets			
Debtors	7	1,195	1,896
Short term deposits		0	0
Cash at bank and in hand		<u>29,251</u>	<u>35,741</u>
		30,446	37,637
Creditors: amounts falling due within one year	8	<u>(771)</u>	<u>(2,028)</u>
Net current assets		29,675	35,609
Total assets less current liabilities		<u>677,848</u>	<u>627,021</u>
Creditors: amounts falling due after one year	8	0	0
NET ASSETS		<u>677,848</u>	<u>627,021</u>
Funds			
Funds	6		
Endowment funds	9	650,471	592,453
Restricted funds	9	11,088	12,075
Unrestricted funds	9	16,289	22,493
TOTAL FUNDS		<u>677,848</u>	<u>627,021</u>

Approved by the Parochial Church Council on 12 June 2018 and signed on its behalf



The Rev'd Colin Wilson
Chairman

The accompanying notes form a part of these financial statements.

PAROCHIAL CHURCH COUNCIL OF ST JOHN THE BAPTIST, FINCHINGFIELD

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2017

1. Accounting policies

Basis of preparation of accounts

The financial statements have been prepared in accordance with the Church Accounting Regulations 2008 together with applicable accounting standards 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) and Charities Act 2011.

The financial statements have been prepared under the historical cost convention as modified by the inclusion of investments at market value and the revaluation of fixed assets. The financial statements include all transactions, assets and liabilities for which the PCC is responsible in law. They do not include the accounts of church groups that owe their affiliation to another body, nor those which are informal gatherings of church members.

b Funds accounting

Funds held by the PCC are:

Unrestricted funds - general funds which can be used for PCC ordinary purposes

Designated funds - monies set aside by the PCC out of unrestricted funds for specific future purposes or projects.

Restricted funds - a) income from trusts or endowments which may be expended only on those restricted objects provided in the terms of the trust or bequest; b) donations or grants received for a specific object or invited by the PCC for a specific object. The funds may only be expended on the specific object for which they were given. Any balance remaining unspent at the end of the year is carried forward as a balance on that fund.

Endowment funds - funds the capital of which must be maintained; only income arising from the investment of the endowment may be used, either as restricted or unrestricted funds, depending on the purpose set out in the terms of the original endowment

c Incoming resources

All incoming resources are accounted for gross.

Voluntary Income

Collections are recognised when received.

Planned giving receivable is recognised only when received.

Income tax recoverable on Gift Aid donations is recognised when the income is recognised.

Grants and legacies are recognised when the PCC is legally entitled to the amount due.

Income from investments

Dividends are accounted for when due and payable. Interest entitlements are accounted for as they accrue.

All other income

All other income is recognised when it is receivable.

PAROCHIAL CHURCH COUNCIL OF ST JOHN THE BAPTIST, FINCHINGFIELD

NOTES TO THE FINANCIAL STATEMENTS (continued)
FOR THE YEAR ENDED 31 DECEMBER 2017

Gains and losses on investments

Realised gains are recognised when the investments are sold.

Unrealised gains and losses are accounted for on revaluation on 31 December.

d Resources used

Resources expended are accounted for on an accruals basis and are accounted for gross.

Grants

Grants and donations are accounted for when paid over, or when awarded where the award creates a binding obligation on the PCC.

Church Activities

The diocesan parish contribution is accounted for when paid. Any parish contribution unpaid at 31 December is provided for in these accounts as an operational (though not a legal) liability and is shown as a creditor in the balance sheet.

e Fixed Assets

Tangible fixed assets

Consecrated and beneficed property, i.e. Heritage Assets, of any kind is excluded from the accounts by the Charities Act 2011.

Movable church furnishing held by the Vicar and Churchwardens on special trust for the PCC and which require a faculty for disposal, are accounted as inalienable property unless consecrated. They are listed in the church's inventory which can be inspected.

All expenditure on consecrated or beneficed buildings and individual items costing under £1,000 are written off in the year they were incurred.

Depreciation

Depreciation is calculated to write down the cost of tangible fixed assets, excluding freehold properties, over their expected useful lives. The rates generally applicable are:

Fixtures and fittings	25% straight line
Computer equipment	30% straight line

No depreciation is provided on freehold property as it is the PCC's policy to maintain these assets in a continual state of sound repair. The useful economic life of these assets is so long and residual values so high that any depreciation would not be material. These assets will be subject to annual impairment reviews. Provision will be made if there has been any permanent diminution in value.

Investments

Investments are stated at market value at the balance sheet date.

f Current Assets

Amounts owing to the PCC at 31 December in respect of fees, rents or other income are shown as debtors less provision for amounts that may prove uncollectable.

Short-term deposits include cash held on deposit either with the CBF Church of England Funds, or at the bank.

PAROCHIAL CHURCH COUNCIL OF ST JOHN THE BAPTIST, FINCHINGFIELD

NOTES TO THE FINANCIAL STATEMENTS (continued)
FOR THE YEAR ENDED 31 DECEMBER 2017

2. Incoming resources

	Unrestricted Funds £	Restricted Funds £	Endowment Funds £	TOTAL FUNDS 2017 £	TOTAL FUNDS 2016 £
a Voluntary income					
Planned giving	1,125			1,125	1,200
Collections at all services	2,896	372		3,268	6,253
Gift days	0	0		0	0
Sundry donations and appeals	1,407	528		1,935	4,523
Income tax and VAT recoverable	1,195			1,195	1,919
Grants		1,667		1,667	1,650
Legacies	500			500	0
	<u>7,123</u>	<u>2,567</u>	<u>0</u>	<u>9,690</u>	<u>15,545</u>
b Activities for generating funds					
Fetes, bazaars and other fund-raising events	2,438			2,438	1,018
Bookstall	520			520	643
	<u>2,958</u>	<u>0</u>	<u>0</u>	<u>2,958</u>	<u>1,661</u>
c Investment income					
Dividends and interest	18,588	2	1,566	20,156	16,649
	<u>18,588</u>	<u>2</u>	<u>1,566</u>	<u>20,156</u>	<u>16,649</u>
d Income from Church Activities					
Fees from weddings, funerals etc	2,455			2,455	9,010
	<u>2,455</u>	<u>0</u>	<u>0</u>	<u>2,455</u>	<u>9,010</u>
e Other incoming resources					
Sales of furniture	0			0	0
Insurance Claim	0			0	0
	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Total incoming resources	<u>31,124</u>	<u>2,569</u>	<u>1,566</u>	<u>35,259</u>	<u>42,865</u>

PAROCHIAL CHURCH COUNCIL OF ST JOHN THE BAPTIST, FINCHINGFIELD

NOTES TO THE FINANCIAL STATEMENTS (continued)
FOR THE YEAR ENDED 31 DECEMBER 2017

3. Resources expended

	Unrestricted Funds £	Restricted Funds £	Endowment Funds £	TOTAL FUNDS 2017 £	TOTAL FUNDS 2016 £
a Fund-raising trading costs					
Fete costs	893			893	913
Bookstall	219			219	132
	<u>1,112</u>	<u>0</u>	<u>0</u>	<u>1,112</u>	<u>1,045</u>
b Church Activities					
Historic Churches Trust				0	0
Royal British Legion				0	0
Friends of Essex Churches	200			200	200
The Children's Society		435		435	302
Grenfell Tower donation	1,000			1,000	0
Fairleigh Hospice	331			331	0
	<u>1,531</u>	<u>435</u>	<u>0</u>	<u>1,966</u>	<u>502</u>
<i>Ministry costs:</i>					
diocesan parish share	10,834			10,834	12,217
other clergy costs	0			0	126
Church running expenses	115			115	818
Church maintenance	18,905	1,345		20,250	9,299
Upkeep of services	2,321	109		2,430	1,688
Upkeep of churchyard	1,835	1,667		3,502	2,934
Depreciation				0	0
	<u>35,541</u>	<u>3,556</u>	<u>0</u>	<u>39,097</u>	<u>27,584</u>
c Governance costs					
Independent examination fee	675			675	675
	<u>675</u>	<u>0</u>	<u>0</u>	<u>675</u>	<u>675</u>
Total resources expended	<u>37,328</u>	<u>3,556</u>	<u>0</u>	<u>40,884</u>	<u>29,304</u>

PAROCHIAL CHURCH COUNCIL OF ST JOHN THE BAPTIST, FINCHINGFIELD

NOTES TO THE FINANCIAL STATEMENTS (continued)
FOR THE YEAR ENDED 31 DECEMBER 2017

4 Staff costs

	2017	2016
	£	£
a Wages and salaries	<u>3,300</u>	<u>3,300</u>

During the year the PCC employed on a part-time basis an organist, two gardeners and a caretaker, but no payment was large enough to attract social security costs.

b Payments to PCC members

Mr P Brewer was paid £1,200 during the year for churchyard maintenance. Mr R Webb was paid £900 as organist and choirmaster. There were no other disclosable transactions in respect of PCC members, nor persons closely connected to them, nor other related parties.

5 Investments

Market value 1 January 2017	£ 591,412
Disposals at carrying value	0
Purchases at cost	309
Net gains and revaluation	56,452
Market value 31 December 2017	<u>648,173</u>

6 Analysis of Net assets by fund

	Unrestricted Funds £	Restricted Funds £	Endowment Funds £	Total Funds 2017 £
Investment fixed assets			648,173	648,173
Current assets	19,358	11,088	0	30,446
Current liabilities	(771)			(771)
Long term liabilities	0			0
	<u>18,587</u>	<u>11,088</u>	<u>648,173</u>	<u>677,848</u>

PAROCHIAL CHURCH COUNCIL OF ST JOHN THE BAPTIST, FINCHINGFIELD

NOTES TO THE FINANCIAL STATEMENTS (continued)
FOR THE YEAR ENDED 31 DECEMBER 2017

7 Debtors

	2017	2016
	£	£
Income tax recoverable	1,195	1,896
	<u>1,195</u>	<u>1,896</u>

8 Creditors: amounts falling due within one year

	2017	2016
	£	£
Accruals for utilities and other costs	675	675
Suckling Fund loan	96	1,353
Other creditors	0	0
	<u>771</u>	<u>2,028</u>

Creditors: amounts falling due after more than one year

	2017	2016
	£	£
Suckling Fund loan	0	0
	<u>0</u>	<u>0</u>

PAROCHIAL CHURCH COUNCIL OF ST JOHN THE BAPTIST, FINCHINGFIELD

NOTES TO THE FINANCIAL STATEMENTS (continued)
FOR THE YEAR ENDED 31 DECEMBER 2017

9. Statement of funds

	Bal b/fwd 1 Jan 2017	Income	Expenditure	Transfers, other gains and losses	Bal c/fwd 31 Dec 2017
	£	£	£	£	£
Unrestricted Fund					
General Fund	22,493	31,124	(37,328)	0	16,289
	<u>22,493</u>	<u>31,124</u>	<u>(37,328)</u>	<u>0</u>	<u>16,289</u>
Restricted Fund					
Restoration Fund	3,776	197	0	0	3,973
Organ & Music Fund	5,333	119	(1,454)	0	3,998
Bell Fund	2,531	409	0	0	2,940
Other	435	177	(435)	0	177
	<u>12,075</u>	<u>902</u>	<u>(1,889)</u>	<u>0</u>	<u>11,088</u>
Endowment Fund					
Tithe Chancel Fund	8,630	310	0	785	9,725
Suckling Fund	41,184	1,257	0	3,172	45,613
Weller Trust	542,639	0	0	52,495	595,134
	<u>592,453</u>	<u>1,567</u>	<u>0</u>	<u>56,452</u>	<u>650,472</u>
Total funds	<u>627,021</u>	<u>33,593</u>	<u>(39,217)</u>	<u>56,452</u>	<u>677,849</u>

The Bell Fund belongs to the Finchingfield Bellringers but is held in the Parochial Church Council accounts.

Other restricted Income & Expenditure includes Parish Council grants towards upkeep of Clock and Churchyard, and collections and donations for specific charities.

The terms of the Suckling bequest are that the Church of St John the Baptist can benefit from the interest but cannot avail itself of the capital fund. £30,000 was borrowed in 2001 and 2003. The intention was to commence repayments in 2004 but were suspended due increases in the Parish Share. A first repayment of £12,000 was made in 2010. Another repayment was made during 2013. Investment income is withheld from the PCC and reduces the loan until repayment is complete.

The Weller Trust was established in 2008 with a generous legacy from the late Cyril Weller. The terms of the bequest are that the Church can benefit from the interest but cannot avail itself of the capital.