

# The Rectorial Benefice of Eglwysilan and Caerphilly



St Ilan St Martin St Peter & St Cenydd St Andrew St Catherine

[www.parishofcaerphilly.org.uk](http://www.parishofcaerphilly.org.uk)

Registered Charity Number 1131172

## The Rectorial Benefice of Eglwysilan and Caerphilly PCC

## AKA The Benefice of Eglwysilan and Caerphilly, the Benefice of E&C

### PAROCHIAL CHURCH COUNCIL TRUSTEE REPORT AND FINANCIAL STATEMENTS

### FOR THE YEAR ENDED 31 DECEMBER 2019

The Benefice is situated in - Caerphilly **and the Aber Valley**

Within the **Area Deanery of - Merthyr Tydfil and Caerphilly**

Within the **Archdeaconry of Morganwg**

Which is part of the **Diocese of Llandaff** within **the Church in Wales**

The dedication of the Church(es) in the Benefice and location(s) is/are

- St Ilan's Church, Eglwysilan,
- St Martin's Church, St Martins Road, Caerphilly
- St Peter and St Cenydd Church, Senghenydd (now closed)
- St Catherine's Church, Mill Road Caerphilly
- St Andrew's church, Troed-y-Bryn, Penyrheol, Caerphilly

Key Names and addresses for the Benefice:

- Incumbent(s) - Rev. Mark Greenaway-Robbins, The Rectory, Rectory Close Caerphilly CF83 1EQ
- Principal office - The Rectory, Rectory Close, Caerphilly CF83 1EQ
- Independent Examiner - Mr Roger Clyne, Plymouth Chambers, 23 Bartlett Street, Caerphilly
- Banker(s) - National Westminster Bank, 31 Cardiff Road, Caerphilly
- Architect - Amanda Needham, Volute Architects Ltd., 22 Merton Green, Caerwent, NP26 5AT
- 

### The names of the persons who served as PCC members and Trustees during the financial year are:

- Clergy – during the year it was:-
  - Revd Mark Greenaway-Robbins (Rector),
  - Mthr Pauline Smith (Team Vicar)
  - Revd Edward Le Brun Powell (Curate) from 20/1/19
  - Revd Andrew Highway (NSM)
- Church Wardens – AKA Benefice Wardens - Deryn McAndrew, and Amanda Thomas
- Paid staff – Benefice Administrator – Nerys Beckett – from May 2019
- Sub Wardens –
  - St Martin's – Andy Hall (to Vestry), Duncan McAndrew (from Vestry) and Mike Charnell-White
  - St Catherine's - None
  - St Andrew's - Angela Anderson, Margaret Ware
  - Eglwysilan - None after Vestry
- Readers – None
- Elected Officers
  - Secretary – Lesley Owens (to 1/5/19), Nerys Beckett (from 1/5/19), and Deputy, Pat Chucas

# The Rectorial Benefice of Eglwysilan and Caerphilly



St Ilan St Martin St Peter & St Cenydd St Andrew St Catherine

[www.parishofcaerphilly.org.uk](http://www.parishofcaerphilly.org.uk)

Registered Charity Number 1131172

- Treasurer – Deryn McAndrew, and Deputy, Mary Duggan
- Gift Aid Secretary – Peter Jones
- Other PCC
  - St Martin's – John Child, Clive Evans
  - St Catherine's – Janice Roberts, Lynne Weston, Daphne Holdsworth and Alan Dixon
  - St Andrew's – Gwyneth Smart and Laurie Brown
  - Eglwysilan – Ron Lewis, Peter and Julia Rawlins (to vestry), Lesley Owens (to Vestry)
- Co-opted members - Mary Duggan, Peter Jones, and Pat Chucas.

The PCC met 7 times during the year (average attendance of 16.4).

## **Subsidiary Groups**

This year has again seen ongoing development of the Ministry Area Leadership Team (MALT) – now consisting of the Rector, all full-time clergy and the Benefice Wardens, plus (from 1/5/19) the new Benefice Administrator. Other people involved in pastoral and administration matters are invited periodically to participate. They continue to meet weekly to review urgent matters requiring action, including pastoral matters and general administration related to the Ministry Area and the PCC meetings.

The PCC operates through groups that have delegated authority to perform specific tasks, and which report to the PCC at agreed intervals – see "structure and governance" below:-

### **Parish Share**

There are no arrears of parish share or quota due to the Diocesan Board of Finance.

### **Treasurer's Report – Financial review - Deryn McAndrew, Benefice treasurer**

*A report on the financial activities of the Parochial Church Council, including the ways in which the activities of the parish have been funded and the funding proposals for the future*

These financial statements have been prepared in accordance with the Statement of Recommended Practice for Charities (SORP FRS102), as amended in February 2016 with Update bulletin 1, and effective from 1/1/16. This benefice is defined as a "smaller charity", because income does not exceed £500,000.

The PCC policy on reserves is to hold 2 months' worth of operating costs and a prudent amount to address any serious building issues that may arise as an emergency - hence aiming to hold £60k unrestricted funds. The year-end value of this fund £59,895, which is £105 below target. The PCC has recognized the need to focus on raising more funds for this unrestricted fund in 2020.

The main sources of income (64%) are "direct giving" from our congregations, and associated tax refunds, which has shown a small increase this year from the previous year. It still covers the cost of the Diocesan quota, and the expenses of our clerics, but further sources of income are required to meet both the running costs of the buildings, and any required repairs or enhancements. This comes in several forms: –

- Occasional donations from individuals and local organizations
- Small regular repeating initiatives, such as sale of diaries, weekly coffee mornings/clubs, monthly car wash, monthly 100 club and lunchtime recitals.
- "One-off events", such as fetes, large concerts, and the annual Gift Day appeal,
- Grants for specific projects being undertaken – this year, for example, the Listed Places of Worship scheme, Heritage Lottery, and from local community councils etc.
- Detail of events/grants/donations all those over £500 are reported to the PCC annually



# The Rectorial Benefice of Eglwysilan and Caerphilly



**St Ilan St Martin St Peter & St Cenydd St Andrew St Catherine**

[www.parishofcaerphilly.org.uk](http://www.parishofcaerphilly.org.uk)

Registered Charity Number 1131172

The policy of the Benefice is that major works to the churches are resourced through restricted fundraising, and by seeking grant funding. The year-end position on all the restricted and designated funds held by the Benefice is shown in detail in Note 9 of the financial statements. It will be noted that:-

- Although there have been large amounts expended during the year, this has been balanced by income, so that the net end position is positive.
- Some funds which should by rights be classified as "restricted" are now re-titled as "unrestricted" (namely the churchyards and the "Missions" funds) because they are always "over-expended" in the year so having them in the unrestricted fund makes control of that fund easier through the year.
- Details of individual expenditure amounts over £1000 are reported to the PCC 6 monthly.

The "Benefice Mission Action Fund" is the only "designated fund", and is used to manage several small areas of mission in the Benefice. These include the Night Shelter, Messy Church, Archives office etc. Each of these is expected to be self-sustaining - e.g. to acquire income to cover the running costs of these ventures - either by donations or grants. This is working very well. The financial statement of this fund looks odd, but this is because of a large transfer into a separate (restricted) fund for the admin officer who was appointed in May 2019, and expenditure on the design of a new interment area in the churchyard.

A strategic review began towards the end of 2019. This includes:-

- A stewardship campaign which was run to try to increase direct giving and gift aid, in order to address the shortfall in unrestricted income
- The need for new sources of income to cover the cost of the admin officer after the 2.5 years of grant funding runs out
- The need to manage "restricted funds" better so that the PCC is empowered to decide on the most urgent areas for spend on our buildings
- Increasing fundraising to address the increase in the diocesan quota in 2020 and ongoing. This is by far the biggest element of annual expenditure at 49% of total expenditure.

Monthly financial reporting to the PCC and CAT meetings has continued this year with spreadsheets automatically extracted from the SAGE system, which is used to record all financial activity. This gives each church family a view of its maintenance and running cost (unrestricted account), separated from its restricted savings accounts, and encourages the practice of budgetary control, using "last year's figures" as a measure of relative position through the year.

As ever, team working is the key to success, and the benefice treasury team includes Mary Duggan on book-keeping, Lesley Owens on checking the allocation of payments before input, and Andy Hall checking expenses and supporting the automated monthly reporting from SAGE. We continue our close links with the diocese for advice and guidance. My very grateful thanks go to them and to all our advisors, including our auditor and the teams of people in each church who count and bank the money, and produce banking analyses and bank statements for input to SAGE. Many thanks to all for a job very well and faithfully done.



# The Rectorial Benefice of Eglwysilan and Caerphilly



St Ilan St Martin St Peter & St Cenydd St Andrew St Catherine

[www.parishofcaerphilly.org.uk](http://www.parishofcaerphilly.org.uk)

Registered Charity Number 1131172

## **Public Benefit**

The Trustees have been made aware of the charity commission guidance on public benefit.

## **Structure, Governance and Management**

The **governing document** is the constitution of the Church in Wales which is available online at .....

<http://www.churchinwales.org.uk/structure/representative-body/publications/downloads/the-constitution/>

The Trustees are appointed according to the rules in the constitution, each for a term of one year. They include the whole team of full-time clergy, two benefice wardens, four members from each church, and a few co-opted members – all having equal voting rights. One churchwarden is appointed by the Rector, and the other warden and PCC members are appointed by nomination and then (if necessary) by vote. The constitution allows for the option of sub-wardens being appointed for the individual churches, but in 2018, they were appointed for two of the churches only. During 2019, this was reviewed and the PCC agreed that this “mixed model” was not effective – so from the Vestry meeting in 2020, either all churches will have sub-wardens or none.

All members of the electoral roll are able to stand for appointments, to nominate candidates, and to vote in the elections, which are held in the Annual Vestry meeting each year. The electoral roll is updated once a year, and made available for checking by the congregation for at least 2 weeks before being accepted at the Annual Vestry meeting.

The Benefice was created in January 2015 by combining the previous parishes of Eglwysilan and Caerphilly. The Trustees are listed above, and they make up the Parochial Church Council (PCC), which is the body with legal responsibility for the running of the charity.

The structure of the Benefice reporting to the PCC is as follows:-

- The **Ministry Area Leadership Team** (including Rector, clergy team, paid staff and Benefice Wardens) meet weekly to oversee Pastoral, Liturgical and all administrative matters in the benefice, and to liaise with Diocesan and Church in Wales officers to obtain assistance and guidance as required to take new initiatives forward. They also facilitate preparation of proposals to the PCC.
- **Church Action Teams (CATs)** are established for each church family. These teams oversee the care of their assigned buildings and inventory, local fundraising to support their churches, and implementation of agreed procedures in their areas of responsibility. They make proposals to the PCC for major work, and any major spend.
- There is a set of **working groups** covering key areas of legal responsibility such as Health and Safety, Disability, Governance, Stewardship, Protection of Vulnerable people, Churchyard, etc. etc. All these typically include representatives from each of the four church families. They all report to the PCC as required – normally in the form of a summary report developed by the Benefice Wardens in consultation with the groups themselves.
- This year the **“task and finish”** groups established in 2017 have continued to report regularly to the PCC with the purpose of progressing key elements of the “Mission Action Plan (MAP)” for forward strategic development of the Ministry Area, namely:-
  - Evangelism – initially focussing on “Holy Baptism”, in 2019 moved on with two more initiatives – a new (post confirmation) Youth group and “Ponder on a pint” for informal discussions on faith issues.
  - Communication – initially focussing on the requirements of a new Benefice web site for both internal and external communication. This will be energetically progressed in 2020
  - Physical resources – coordination of all major building work highlighted by the Quinquennial and other inspections, as well as projects established to take forward strategic decisions about future use of the buildings.

**Meetings** were held to drive forward the business of the benefice, namely:-

- The normal business schedule of PCC meeting – meeting 7 times in 2019 with an average attendance of 16.4 people (out of a potential 24).



# The Rectorial Benefice of Eglwysilan and Caerphilly



St Ilan St Martin St Peter & St Cenydd St Andrew St Catherine

[www.parishofcaerphilly.org.uk](http://www.parishofcaerphilly.org.uk)

Registered Charity Number 1131172

- Weekly MALT meetings
- Church Action Team meetings – each meeting a similar number of times to the PCC through the year – attendances normally good.
- Pre-vestry and Vestry meetings resulting in the appointment of the PCC and CATs for 2019/20.
- Working group meetings as required, albeit most of them operate informally by e-mail. The main areas of activity this year were -
  - The magazine meeting is the most regular as we discuss the content of each monthly publication.
  - The planning group, which liaises across the four church families, keeping track of all bookings and activities to avoid clashes of dates. Details included in the "Benefice Planner" are: - special services, study groups, meetings, weddings, and external bookings of the churches, as well as social and fundraising events (see more details below).
  - The "Green teams" did further work on the gardens in St Martin's and St Andrew's, and entered their gardens into "Wales in Bloom", RHS "It's your neighbourhood", and Green Flag awards. They were both rewarded with certificates of achievement. They also promote recycling and wildlife activities.
  - The safeguarding team has been progressing with getting up to date with DBS checks.
- Task and finish group meetings as required to progress the MAP initiatives – meetings held as required to take forward the purposes outlined above.

This has been a year of change, as ever:-

- Changes in the clergy team – we welcomed Fr Edward as curate to create a fully-staffed clergy team. In this very busy benefice, we are grateful to the retired clergy who live locally and who continue to help us with services as required, and also to our apprentice cleric, Ceri Holloway, who has given much support, as limited by the requirements of her training in St Padarn's.
- Changes in existing lay ministry – the pastoral visiting team, the worship leaders, the reading assistance team and the Open doors ambassadors have continued through 2019
- The MALT has continued to further develop a set of tools to assist in planning pastoral care and deployment of clergy – this now includes the "Pastoral planner", the "Liturgy planner" the "Holiday Planner", the "Clergy Deployment Rota" and the new "Team planner", as well as the Benefice planner of events both social and liturgical – no small task...



# The Rectorial Benefice of Eglwysilan and Caerphilly



St Ilan St Martin St Peter & St Cenydd St Andrew St Catherine

[www.parishofcaerphilly.org.uk](http://www.parishofcaerphilly.org.uk)

Registered Charity Number 1131172

## **Objectives and Activities**

The declared purposes in our charity registration are:-

### **1 The provision of regular public worship**

Services given on a regular basis were as follows:-

#### **St Martins**

- Daily – Morning prayer at 8.30
- Sunday 8.30am - Holy Eucharist.
- Sunday 10.30am - 1st Sunday "All-Age", 2nd "Welcome and Worship", 3rd through 5th Sung Eucharist and Junior church.
- Sunday 6pm - United Parish Service - Eucharist on 2nd Sunday, Evensong on every other week, choral evensong on last week.
- Tuesday 10.30am and Thursday 9am - Holy Eucharist.

#### **St Catherine's**

- Sunday 9.30am 1st Sunday "All-Age", 3rd Sunday "Welcome and Worship", all other Sung Mass.
- Tuesday 7.00pm Mass.

#### **St Andrew's**

- Sunday 11am 1st Sunday "All-Age", 4th "Welcome and Worship", all others Sung Eucharist and Sunday School.
- Wednesday 7pm - Holy Eucharist.

#### **Eglwysilan**

- Sunday 10am- 1st Sunday "Welcome and Worship", others all Sung Eucharist.

Compline and Healing services are offered every month – alternating between St Andrew's and St Catherine's. Weddings, Baptism and Funerals are offered to all parishioners, in all churches, under the rules set out by the Church in Wales. Holy Baptism is no longer required before Holy Matrimony, but Godparents at Holy Baptism must themselves be baptized. Numbers in 2019 were:-

- Funerals - 105 including interments and funerals held in the chapels of rest.
- Weddings - 23, including blessings and renewal of vows.
- Baptisms – 28

Special services are held to mark Saints days, the various seasons of the church, and other appropriate occasions – see "Highlights" below.

### **2 Sacred space for personal prayer and contemplation**

This is provided for quiet private prayer and contemplation in each church with side chapels and votive stands with candles and prayer cards/books.

### **3 Pastoral work, including visiting the sick and bereaved –**

Pastoral visiting and home communions, plus hospital visiting and bereavement counselling, is offered by the clergy and three teams of lay ministers. Eucharist services are held in three care homes on a regular basis, and in several others at key times such as Easter and Christmas.

### **4 Teaching of Christianity through sermons, small groups and assemblies in local schools**

Study groups are offered - during the year we held regular weekly Bible Study, a Lent course, a prayer group, and four Days of prayer. We ran confirmation classes, and six children and eight adults were confirmed by the Bishop of Llandaff at St Martin's. Several Local Schools are visited regularly for assemblies, where schools are willing to accept this service, and several schools hold occasional assemblies, and carol services/concerts in our churches.



# The Rectorial Benefice of Eglwysilan and Caerphilly



St Ilan St Martin St Peter & St Cenydd St Andrew St Catherine

[www.parishofcaerphilly.org.uk](http://www.parishofcaerphilly.org.uk)

Registered Charity Number 1131172

## 5 **Promoting the mission of the Church in Wales in aiding community cohesions through provision of activities for older people, children and other specific groups**

- The Food Co-op has been running since late 2013, offering low cost high quality fruit and vegetables plus a meal and fellowship to people of all ages - the elderly and young mothers in particular. Food vouchers are accepted.
- The Night shelter resumed in 2019 and continue in 2020. This initiative was originally started by Caerphilly County Borough council to offer a warm bed and evening meal/breakfast to homeless people referred through social services. It now continues as a separate charity.
- St Teilo Café, Cup'n'Chat, Lunchtime concerts, craft and hobbies clubs and "Knit and natter" all provide opportunities for meeting other people, over a "cup of tea" - popular with older people in particular.
- St Martin's now has an "Open church" - keeping the church open, attended by a rota of volunteers from 10am to 12noon every day of the week to serve people wanting to "pop in" for prayer or a cup of tea and someone to talk to.
- St Ilan's church continues to be open all day, unattended through the year - the visitors book provides a testament to the use made of this.
- The Contact the Elderly charity started in one of our churches in 2015 - giving a tea-time treat to older people suffering from isolation through age/ infirmity. This proved a huge success and continues to run twice a year
- For Children, we have Junior Church continuing weekly on Sundays during morning services in St Martin's and St Andrews. Local schools hold carol concerts at Christmas in our churches, and we attend several care homes, to take carols out to the community. Some of our members belong to Club 707, which is an ecumenical initiative working in local schools, and some also to Street pastors, helping on the streets on Saturday evenings.
- The "Children's corner" in each of St Martin's and St Catherine's for small children to play with toys during church services has proved very popular - not only with the young families now attending regularly, but also with visitors at baptisms, weddings and funerals.
- The Benefice Choir sings monthly at united services, at occasional special services (e.g. Saints days), and at fundraising concerts, now including junior members as appropriate.
- The Family Orchestra in St Martin's has continued to perform on special occasions, working together with the junior church and Benefice choir.
- Community use of buildings. We host meetings of Rainbows, Brownies and Guides, Scouts, Cubs and Beavers, Aikido, Yoga, Dance classes, fitness dance, slimming world, Toddlers group, etc. Our intent going forward is to increase this usage of our buildings within the limitations of available space and services.
- Another community service we offer is to provide access to our parish registers, archives and records for local history/family history purposes.
- A new activity started in 2019 has been the "recycling centre", where plastic and other materials are collected at the back of St Martin's, for ongoing distribution - to various local charities and to "terra-cycling" and other such country-wide initiatives - doing our bit to "Save the planet"
- The St Martin's re-ordering to provide community space in the rear of the church was started in November 2011, with one of the key triggers being the demise of the Parish Hall. In 2017, this was split into two parts:-
  - "SMART community centre development". This remains "on the back burner" through 2019, although the display screens purchased in 2018 have been of enormous help in splitting up different areas of activity.
  - "St Martin's Worship Area development" - this consists of work that was included in the original re-ordering plan, but that was relevant to the worship area rather than the community area - this to be funded from a legacy received in late 2016. Progress on this in 2019 consisted of a re-vamp of sacristy and chancel - uncovering the Victorian tiles in the sanctuary and replacing the carpet in the sanctuary and choir stalls.



# The Rectorial Benefice of Eglwysilan and Caerphilly



St Ilan St Martin St Peter & St Cenydd St Andrew St Catherine

[www.parishofcaerphilly.org.uk](http://www.parishofcaerphilly.org.uk)

Registered Charity Number 1131172

## Gifts, donations, grants and legacies

These have included (only those £500 and over listed):-

### Donations/gifts

07/11/2019	CY DONATIONS	500.00
30/12/2019	DONATION FOR ARCHIVES OFFICE	500.00
22/01/2019	GLENDA	500.00
16/07/2019	Wedding thanks gift	500.00
19/03/2019	FOR EXTERNAL REPAIRS	500.00
16/07/2019	ST M's EXTERNAL REPAIRS	500.00
20/08/2019	ST M's EXTERNAL REPAIRS	500.00
07/11/2019	ST M's EXTERNAL REPAIRS	500.00
18/12/2019	DON FOR CHURCH DOOR ST Ilan	500.00
07/11/2019	ST ILANS LYCHGATE	500.00
30/04/2019	GOOD FRIDAY CONCERT	510.00
25/06/2019	Memorial	561.63
30/05/2019	ST M's EXTERNAL REPAIRS	750.00
29/03/2019	DONATION TO ADMIN OFFICER COST	1000.00
02/09/2019	ST M's FABRIC	1000.00
16/09/2019	Churchyard development	1000.00

### Grants

26/06/2019	DCMS SCHEME for St Martin's	636.01
26/06/2019	DCMS SCHEME for ST Ilan	1117.03
29/04/2019	LDBOF FOR ADMIN OFFICER	20000.00

### Legacies

07/05/2019	MORGAN DONATION ST Martin's	1000.00
27/02/2019	IN MEM JOAN DAVIES ST Catherine's	500.00
07/05/2019	MORGAN DONATION ST Catherine's	1000.00

Prepared by Deryn McAndrew - Benefice- Warden

Approved by the PCC on 5/3/2020, and signed on their behalf by the Rector:-

Name: MARK GREENHAWAY-ROSSING Signature: M. Greenaway-Rossing

Date:- 22/04/20.



The Rectorial Benefice of Eglwysilan and Caerphilly PCC

aka The Benefice of Eglwysilan and Caerphilly, The Benefice of E&C



Registered Charity Number 1131172

**PAROCHIAL CHURCH COUNCIL FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 DECEMBER 2019**

Areas which are not included in the parish accounts:-

- The Bellringers are members of the Bellringers Association in the Monmouth Diocese, and so their accounts are not part of the benefice accounts
- The Mother's Union is part of the world-wide association, so not included in the benefice accounts
- Similarly, GirlGuiding, Scouting, and other such church-related organizations are part of other organizations, and they contribute to the benefice with donations at Gift Day.

APPROVED by the Parochial Church Council (date): 05/03/2020

and signed on its behalf

by (name)

F.R. M.  
GREENAWAY-ROBBINS

(signature)

M. G. - Robb



**PAGE DELIBERATELY LEFT BLANK**



## THE BENEFICE OF EGLWYSILAN AND CAERPHILLY

### INDEPENDENT EXAMINERS REPORT TO THE MEMBERS OF THE PAROCHIAL CHURCH COUNCIL

I report on the Financial Statements of the Benefice of Eglwysilan and Caerphilly:-  
for the year ended 31 December **2019** which are set out on pages 4 to 10

#### Respective responsibilities of Parochial Church Council and 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. The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of the institute of chartered accountants in England and Wales

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 report:

My examination was carried out in accordance with 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 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 Charities Act; and
  - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities Act

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.

#### Independent Examiner:

Signature:

Name:

Qualification:

Address:

Date: 17 April 2020  
Geoffrey R. G. G. G.  
CHARTERED ACCOUNTANT  
23 BARTWELL STREET  
CAERPHILLY  
CF83 1JL



<b>BENEFICE OF EGLWYSILAN &amp; CAERPHILLY</b>					
<b>Statement of Financial Activities Benefice - to end December 2019 with accruals</b>					
	<b>Unrestricted Funds £</b>	<b>Restricted Funds £</b>	<b>Designated Funds £</b>	<b>Total £</b>	<b>Total last year</b>
<b>Incoming resources</b>					
DIRECT GIVING	93245			93245	93176
DONATIONS	1942	16841	-9	18774	13601
FOR MISSION	5697			5697	8691
TAX REFUNDS	21068	1305	175	22548	21512
LEGACY GIFTS RECEIVED		2500		2500	0
GRANTS RECEIVABLE	821	21753	300	22874	17094
MONEY RAISING	10936	15480	1656	28073	28355
FEES FOR SERVICES	27914			27914	20435
INVESTMENT INCOME	487	5582		6069	1169
REVALUATION OF ASSETS- CinW		5040		5040	
OTHER - PROPERTY & MISC	13965	3630	70	17664	21037
<b>Total incoming resources</b>	<b>176075</b>	<b>72131</b>	<b>2192</b>	<b>250398</b>	<b>225071</b>
last year	173413	51068	590	225071	
<b>Resources expended</b>					
PARISH SHARE	89626			89626	94159
PAROCHIAL EXPENSES OF CLERICS	16442		192	16634	8582
OTHER SUPPORT FOR MINISTRY	825	14083		14909	3531
MAINTENANCE OF SERVICES	4676		75	4751	4432
GENERAL PARISH EXPENSES	12828	4266	1281	18376	18533
MAINTENANCE OF CHURCHES (INC CY)	37846	340	477	38663	33276
MAINTENANCE OF HALLS/PROPERTY	8846		230	9076	7815
EXCEPTIONAL EXPENDITURE	5231	36733	1740	43704	37029
MISSIONS - WORLD & HOME	7912	2923		10835	10547
COST OF MONEY RAISING					920
<b>Total resources expended</b>	<b>184232</b>	<b>58346</b>	<b>3995</b>	<b>246574</b>	<b>218824</b>
last year	175087	42860	878	218824	
<b>Net of incoming/outgoing resources before transfers</b>	<b>-8157</b>	<b>13785</b>	<b>-1803</b>	<b>3824</b>	
<b>Internal funds Transfers</b>					
Xfer for central benefice churches		0		0	
Xfer RB to churchyard	982	-982			
xfer for Night shelter etc.	4067	-2923	-1144	0	
Xfer for admin		9605	-9605	0	
Xfer for junior churches		-124.2	124.2	0	
Xfer for gardens	285.97	-285.97		0	
Craft club		-1428.65	1428.65	0	
<b>Net increase/decrease of funds</b>	<b>-2822</b>	<b>17646</b>	<b>-10999</b>	<b>3824</b>	
				3824	
<b>Fund balances b/f at 1st January</b>	<b>62717</b>	<b>211704</b>	<b>52252</b>	<b>326673</b>	
check				326673	
<b>Fund balances c/fwd</b>	<b>59895</b>	<b>229350</b>	<b>41253</b>	<b>330497</b>	
	Policy £60k			330497	
	<b>-105</b>	<b>deficit</b>			



# Benefice of Eglwysilan and Caerphilly

## BALANCE SHEET AT 31ST DECEMBER 2019

	Notes	Unrestricted Funds £	Designated Funds £	Restricted Funds £	Endowment Funds £	This Year Total £	Last Year Total £
<b>Fixed assets</b>							
Tangible assets	7	0.00				0.00	0.00
Investments - CinW	8			44984.74		44984.74	50686.03
Investments - Bond				153209.34		153209.34	151018.00
<b>Total of Fixed Assets</b>		0.00	0.00	198194.08	0.00	198194.08	201704.03
<b>Current assets</b>							
Debtors and stocks		6263.34	100.00	250.00		6613.34	6379.00
short-term investments						0.00	0.00
Bank Balance		58541.67	41629.43	148091.53		248262.68	242772.35
		64805.01	41729.43	148341.53	0.00	254876.02	249151.35
					check	254875.97	
<b>Current Liabilities</b>							
Creditors: short term		4909.73	476.90	720.00		6106.63	7716.32
Bank account							
<b>Net Current Assets</b>		59895.28	41252.53	147621.53	0.00	248769.39	241435.03
					check	248769.34	
<b>Total assets less current liabilities</b>		59895.28	41252.53	345815.61	0.00	446963.47	443139.06
					check	446963.42	
<b>LESS.....</b>							
Creditors falling due after one year				116466.00		116466.00	116466.00
N.B. BUT provision for repayment of the loan has been made within the re-ordering restricted fund							
							326673.06
<b>TOTAL NET ASSETS</b>		59895.28	41252.53	229349.61	0.00	330497.47	
					check	330497.42	
<b>Capital funds</b>							0.00
Permanent endowments						0.00	0.00
Expendable endowments						0.00	
<b>Income funds</b>							
Restricted	9			229349.61		229349.61	211703.98
Unrestricted Ordinary	9	59895.28				59895.28	62717.40
Designated	9		41252.53			41252.53	52251.68
<b>TOTAL FUNDS</b>		59895.28	41252.53	229349.61	0.00	330497.42	326673.08
					check	330,497	

APPROVED by the Parochial Church Council

05/03/2020

and signed on its behalf by

Rev'd Mark Greenaway-Robbins (Rector)

(Signature)

M. Greenaway-Robbins



**Benefice of Eglwysilan and Caerphilly**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**YEAR ENDED 31 DECEMBER**

**2019**

**1. Accounting policies**

The Financial Statements have been prepared in accordance with applicable United Kingdom accounting standards, the "Statement of Recommended Practice" (SORP FRS102) issued by the Charity Commissioners and the Church in Wales Accounting Regulations. The historical cost convention is used except for the valuation of certain fixed assets, whose valuation basis is detailed in note 1a below. The accruals basis of accounting has been adopted. The principal accounting policies are applied consistently.

**a. Fixed assets**

**Freehold property:** Churches, Churchyards and Vicarages are vested in the Representative Body of the Church in Wales; such property forms no part of the assets of the Parish. Moveable Church contents require a faculty for disposal so are considered to be inalienable property and are not valued, nor recognised on the Balance Sheet. Expenditure incurred on Churches (including contents), Churchyards and Vicarages is written off when incurred.

Other freehold land and buildings are held in trust for the Parish by either the Representative Body, or the Llandaff Diocesan Board of Finance

The basis for valuation of other freehold land and buildings is :

Church Halls are stated at	<b>section 7 below</b>
Other freehold property at	<b>section 7 below</b>

No provision for depreciation of land and buildings is made.

Routine additions and replacements to Church Hall contents are charged to current expenditure.

**Equipment;** stated at **note 7** , is written off by depreciation over Five years.

**Investment assets:** are stated at mid-market values on the balance sheet date.

**b. Funds**

**Endowments funds:** are funds the capital of which must be maintained; only income arising from investment of the endowment may be used either as restricted or unrestricted funds depending upon the purpose for which the endowment was established.

**Restricted funds:** represent a) income from trusts or endowments which may be expended only on those restricted objects provided in the terms of the trust or bequest, and by 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 each year must be carried forward as a balance on that fund.

**Unrestricted funds:** are general funds which can be used for PCC ordinary purposes.

**Designated Funds:** are sums set aside out of General Funds for specific designated purposes. They can be transferred back to unrestricted funds at any time.

**c. Incoming resources** are all accounted for gross

Planned giving, collections and donations are recognised when received.

Indirect giving: Tax refunds are recognised as soon as the amounts are claimable.

Grants and Legacies are accounted for when the PCC is legally entitled to the amounts due.

Investment income: Dividends are accounted for when receivable; interest and tax recoverable are accrued. Where the PCC has not invested separately for each fund interest is apportioned to individual funds on an average balance basis.

All other income is generally recognised when it is receivable.

**d. Outgoing resources**

Quota is paid regularly and is included in expenditure for the year to which it relates.

Unrestricted fund grants (including donations to missions) are recognised when determined by the PCC.

Amounts received specifically for missions are dealt with as restricted funds and the liability for payment is recognised when the amounts are received.

All other expenditure is generally recognised when it is incurred.

Page 6

**Benefice of Eglwysilan and Caerphilly**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**YEAR ENDED 31 DECEMBER**

(continued)

**2019**

<b>This Year</b>	<b>Last Year</b>
<b>£</b>	<b>£</b>

**2. Fees for Financial Statements examination/audit**

Independent examiners fees for reporting on the Financial statements

<b>1140</b>	<b>1122</b>
-------------	-------------

Audit fees

<b>0</b>	<b>0</b>
----------	----------

Other fees paid to independent examiner or auditor

<b>0</b>	<b>0</b>
----------	----------

**3. Paid employees**

Gross wages and salaries (8 months)

<b>13300</b>	<b>0</b>
--------------	----------

Employer's national insurance costs

<b>0</b>	<b>0</b>
----------	----------

Pension contributions

<b>552</b>	<b>0</b>
------------	----------

Total staff costs

<b>13852</b>	<b>0</b>
--------------	----------

Average number of employees in the year

<b>1</b>	<b>0</b>
----------	----------

**4. Payments to PCC members**

Expenses paid to PCC members (other than clergy)

<b>0</b>	<b>0</b>
----------	----------

Number of PCC members paid expenses

<b>0</b>	<b>0</b>
----------	----------

Some insignificant clergy expenses may relate to their duties as PCC members.

PCC members receiving other benefits: none

<b>0</b>	<b>0</b>
----------	----------



## 5 Grants

### A Payments to missions:

See Charity List attached

Payments made

Collections (£5142) fully expended

### C Other grants paid

Total Missions

Unrestricted £	Designated £	Restricted £	Total £	
10835		2923	13758	10547
10835	0	2923	13758	10547
			0	
0	0	0	0	0
10835	0	2923	13758	10547

Page 7

## Benefice of Eglwysilan and Caerphilly NOTES TO THE FINANCIAL STATEMENTS YEAR ENDED 31 DECEMBER

(continued)

This Year

Last Year

2019

£

£

## 6. Analysis of resources

### incoming and expended

### A Analysis of Special Fundraising Events

Fundraising events

less cost of fundraising

### B ANALYSIS OF CHURCHYARDS

Income received through specified donations

plus churchyard fees

plus drawdown from endowment fund

plus transfers in for garden work

less remedial work on trees and paths

less expenditure on Grass cutting and refuse

Now treated as part of unrestricted fund

### C Legacies

St Martins

St Catherine's

St Andrew's

D N.B. In the spirit of a request made by one member, their "planned giving" is restricted to St Catherine's maintenance and running costs. This has been fully expended in the year, hence not shown as a separate restricted fund.

Unrestricted £	Designated £	Restricted £	This Year £	Last Year £
10936	1656	15480	28073	28355
0		0	0	-920
10936	1656	15480	28073	27435
9382			9382	6124
982			982	0
286			286	0
-4795			-4795	0
-10053			-10053	-8991
			0	0
-4197	0	0	-4197	-2867
		2500	1000	0
			1500	0
			0	0
0	0	2500	2500	0

Page 8

## Benefice of Eglwysilan and Caerphilly NOTES TO THE FINANCIAL STATEMENTS YEAR ENDED 31 DECEMBER

(continued)

This Year

Last Year

2019

£

£

## 7. Tangible fixed assets

Cost or valuation:

Balance 1st January

Additions during year

Disposals during year

Balance 31December

Major equipment (such as photocopier) is leased

Accumulated  
depreciation

Balance 1st January

On disposals

Charge for the year

Balance 31December

Net book value 31December

Freehold property

£

Equipment

£

0

0

0

0

0

0

0

0

0

0

0

0

0

0

0

0

0

0

0

0

Freehold property descriptions:

No value has been included in respect of the Parish Hall. It has been sold to CCBC, and we await information on how much of that value will be assigned to the parish from the Board of Finance

Similarly - nothing has been included for St Catherine's church hall, because it is held by the RB under a trust. The nature of the trust - whether parochial or provincial is being examined



The two clergy houses are held by the RB in trust.

Clos Cae'r Wen was purchased using the money from the sale of Bartlett Street to give the parish 50% of the beneficial interest.

We have 100% of the beneficial interest in St Andrew's house

#### 8. Fixed asset investments

Market value at 1st January		50685	51924
Additions during year - none		701	0
Disposals (values received)	-14132	-11442	0
Net gains/(losses) on revaluation and disposal		5040	-1239
Market Value at 31st December		44984	50685

Fixed asset investment descriptions:

The investments represent shareholdings held by the Representative Body of the Church in Wales, on behalf of St Martin's and St Catherine's Churches, and the Eglwysilan Churchyard.

Page 9

### Benefice of Eglwysilan and Caerphilly

#### NOTES TO THE FINANCIAL STATEMENTS

(continued)

YEAR ENDED 31 DECEMBER

2019

9. Funds: (Permanent endowment = P; Expendable endowment = E; Restricted = R, Designated = D)

A NAME	TYPE	PURPOSE	Balance 1st Jan. £	Incoming Resources £	Outgoing Resources £	Transfers and loans £	Balance 31st Dec. £
<b>Movements on major funds</b>							
<b>Permanent endowments</b>							
St Ilan's Churchyard investment (see Note 3 below)	2		12170.83	2014.45		-982.00	13203.28
<b>Total</b>			<b>12170.83</b>	<b>2014.45</b>		<b>-982.00</b>	<b>13203.28</b>
<b>Other RB investments</b>							
St Catherine's RB investments	18		27523.71	4543.68		-13150	18917.39
St M's reordering RB investments	12		10991.51	1872.55			12864.06
<b>Total</b>			<b>38515.22</b>	<b>6416.24</b>		<b>-13150.00</b>	<b>31781.46</b>
<b>Restricted funds</b>							
St Martins	5		11998.75	14989.82	-6105.18	-20883.39	0.00
St Catherine's	7		1721.15	3608.34	-14410.41	9080.92	0.00
St Andrew's	9		19149.76	2214.33	-1415.26	-19948.83	0.00
ST M Re-ordering (see Note 1)	12		111536.70	4134.46	-4811.05	3500.00	114360.11
ST Ilan	17		16216.27	3376.84	-9216.22	-10376.89	0.00
Benefice Churches Fund	18		0.00	5296.05	-2330.28	49858.57	52824.34
Benefice admin fund	20		395.00	21250.00	-14202.39	9605.00	17047.61
Food Coop	21		0.00	6573.18	-3598.45	-2842.53	132.20
<b>Total -inc RB</b>			<b>211703.68</b>	<b>69873.71</b>	<b>-56089.24</b>	<b>3860.85</b>	<b>229349.00</b>
			211703.98				229349.61
<b>Designated funds</b>							
Parish Mission fund	13		52251.68	2191.97	-3995.37	-9195.75	41252.53
<b>Total</b>			<b>52251.68</b>	<b>2191.97</b>	<b>-3995.37</b>	<b>-9195.75</b>	<b>41252.53</b>
						check	41252.53
<b>Unrestricted funds</b>							
Benefice	1		62717.40	164766.65	-161495.24	0.00	65988.81
Churchyards	2		0.00	9382.35	-14847.70	1267.97	-4197.38
Missions (charity)	3		0.00	4868.75	-10831.83	4066.93	-1896.15
<b>Total</b>			<b>62717.40</b>	<b>179017.75</b>	<b>-187174.77</b>	<b>5334.90</b>	<b>59895.28</b>
check				total funds start of year	326673	total eoy	330497
						check	59895

Note 1. This includes the Margaret Gatehouse legacy and the fixed term bonds

Note 3. This is included in the "restricted" column on the SOFA

#### 10. Material Items

All items of expenditure over £1000 are declared to the PCC on a six monthly basis

Material items of income (Over £500) have been prepared also for the PCC

Page 10

## Charity payments made in 2019

Details		Calculation of percentage of unrestricted income (Tithe)	
a'bishops fund for children	45.14		
Bishops training fund	208.41		
Barth Syndrome Trust - 1100835 - Easterbrook family charity	100.00	<b>Giving through the year - "In kind" Giving</b>	
Caerphilly Food bank	40.00	Mary's Meals (overseas) - 112 back packs in 2019 at £20 each	2240.00
Caerphilly Night Shelter	1143.60	Trussel Trust - weekly donations in all three churches, plus the harvest collection - about £15 by 52 weeks at ST M's, about £400 for the year at ST A's, and about £300 from ST C's	2780.00
Caerphilly Street pastors - 1127204 (DD)	300.00	lent lunches and street collections for Christian Aid	1480.00
CALM	313.00	Baby clothes for Uganda - 200 at £1 each	200.00
CAP Risca	300.00	Fruit and veg at Harvest	250.00
dementia uk	202.00	Plus blankets - 35 in 2019, valued at £30 each	1050.00
diabetes uk	100.00	Refugees and asylum seekers 24 bags	120.00
Dogs trust	10.50	Llamau - clothers/towels and bedding - 8 bags	40.00
LATCH - from Food coop	756.31	<b>TOTAL</b>	<b>8160.00</b>
macmillan - sept and oct	392.30		
Mission to seafarers (sea sunday)	60.00	<b>PLUS.....</b>	
muscular dystrophy	292.56	CONCERTS or services without charge is a form of "in kind" giving	
Riley's charity	100.00	Service for ST David's hospice (add'n to Light up a life)	100.00
salvation army	56.50	ST M's school and juniors concert	200.00
St david's foundation	168.44	Aber Valley drogheda concert	100.00
The Sheiling school in Thornbury - the hatch camphill community - Elliot family charity	100.00	masonic service	100.00
Tree festival	400.00	Caerphilly Ladies concert (for Marie Curie)	100.00
Valley Daffodils	167.56	Cwrt Rawlin (2 days)	200.00
Barnabus	464.54	Side by side	100.00
Christian Aid	486.70	St M's school assemblies - 3mornings	300.00
cyclone appeal	153.00	Contact the elderly - 2 events	100.00
church missionary - DD	600.00	<b>Total</b>	<b>1300.00</b>
Compassion - 1077216	300.00		
compassion - 1077216 - food coop	756.31	<b>GRAND (NOTIONAL) TOTAL</b>	<b>20110.13</b>
gaza hospital	96.02	Unrestricted income (n/inc other property, which is self-sustaining)	162111
Open doors charity	1088.93	<b>percentage (Tithe)</b>	<b>12.41%</b>
world vision - 285908 - Food coop	756.31		
World Vision - 285908 - ST A's	418.40		
World vision - 285908 - ST C's	273.60		
<b>TOTAL in CASH</b>	<b>10650.13</b>	<b>SOFA - net amount paid out</b>	<b>5139</b>