

# **Parish Church of St Mary Kippington, Sevenoaks**

***Registered Charity No. 1130183***

## **Annual Report and Accounts of the Parochial Church Council for the year ended 31st December 2019**

### **Vicar:**

The Reverend Canon David Kitley  
The Vicarage  
Kippington Road  
Sevenoaks  
Kent

### **Associate Vicar:**

Reverend Lynette Leithead

### **Bankers:**

NatWest Bank plc	Santander plc
High Street	Bootle
Sevenoaks	Liverpool

Independent Examiner: Philip K Wood MA(Oxon), FCA, MCT

**[www.stmaryssevenoaks.org](http://www.stmaryssevenoaks.org)**

## St Mary's Church, Kippington, Sevenoaks

### PCC Report for 2019

#### THE PAROCHIAL CHURCH COUNCIL

St Mary's PCC has the responsibility of 'co-operating with the Vicar, who was until January 12th 2020 the Reverend Canon David Kitley, assisted by the Associate Vicar, the Reverend Lynette Leithead and the Churchwardens, Sally Munro and Sue Morrow, in promoting in the ecclesiastical parish the whole mission of the Church: pastoral, evangelistic, social and ecumenical.' It also has maintenance responsibilities for the Church and the Parish Centre at Kippington Road, Sevenoaks.

#### MEMBERSHIP

Members of the PCC are either ex officio or elected by the Annual Parochial Church Meeting (APCM) in accordance with the Church Representation Rules. During the year, the following served as members of the PCC:

Vicar:	The Reverend Canon David Kitley, Chair
Associate Vicar:	The Reverend Lynette Leithead
Church Wardens:	Sally Munro Brenda Ross (until April 2019) Sue Morrow (from September 2019)
Representatives on the Deanery Synod: (Three year term)	Stephen Day (from April 2017) (Vice-Chair of PCC) Joan Taylor (from April 2017)
Elected Members: (Three year term)	Elaine Brewer (from April 2017) Katherine Lang (from April 2017) Charles Medd (from April 2018) Jenny Gyte (from April 2018) Lucy Fry (to April 2019) Caireen Surgeoner (to April 2019) Lorna Arduino (from April 2019) Keith Evans (from April 2019)
Co-opted Members: (One year term)	Graham Roper, Centre Manager Chris Saunders, Treasurer Caroline Howe, Secretary (to May 2019) Jeb Hogg, Secretary (from May 2019)

With the retirement of the Rev Canon David Kitley on January 12<sup>th</sup> 2020, Mr Stephen Day has assumed the role of Acting Chair.

## COMMITTEES

The PCC operates through a number of committees which meet regularly and submit reports and recommendations to the full PCC.

### Standing Committee:

This is the only committee required by law. It has power to transact the business of the PCC between its meetings, subject to any directions given by the Council. Members of this committee are the Vicar and Associate Vicar, the Churchwardens, Vice-Chair of PCC, Centre Manager, PCC Secretary and PCC Treasurer.

### Fabric Committee:

Considers all matters relating to the care and maintenance of church buildings and advises the PCC on necessary repairs, obtaining estimates as appropriate.

### Finance Committee:

This oversees the general financial dimension of the work of St Mary's by monitoring income and expenditure, budgeting, reviewing the annual report and financial statements and maintaining appropriate financial controls.

### Charities Committee:

Promotes the work of charities and mission agencies in the Parish and recommends donations to registered charities, according to the policies set by the PCC. More information on charitable donations is set out within the Accounts and in the Charitable Giving paragraphs, below.

### Mission and Ministry (M&Ms):

The Mission and Ministry Group meets throughout the year to help the Church realise its vision as a bridge between God and the community.

### Youth Committee:

This group no longer meets as a formal committee; those involved in any aspect of our youth work, including those on the crèche rota, meet for breakfast, discussion and prayer during the year.

### Kippington Lunch Club Committee:

The Committee's mission statement is to provide the opportunity for an ecumenical group of all ages to meet together in friendship and fellowship, welcoming newcomers to the area. The committee provides lunches with a speaker and outings.

## **ELECTORAL ROLL AND CHURCH ATTENDANCE**

As at 31 March 2020, there are 135 parishioners on the Church Electoral Roll, 54 (40%) of whom are resident in the Parish and 81 (60%) of whom are non-resident. During the year eleven have been added and three removed. Each March it is usual to appeal to the congregation for new members to join the Electoral Roll, so this increase has occurred despite the closure of the church buildings in March 2020 making such an appeal impossible. The average weekly attendance, counted during October, was 92 adults.

## **REVIEW OF THE YEAR**

### **The PCC**

The full PCC met on six occasions during the year and all meetings were well attended.

At each meeting the PCC received reports from the Treasurer on the state of the finances and from the Churchwardens / Fabric Committee concerning the maintenance of the buildings and other matters. There were also regular reports on safeguarding issues. At each meeting the Vicar gave the PCC news relating to his diocesan role as Advisor for Overseas Links.

Integral to the PCC's discussions were the various risks and opportunities faced during the year, including most notably safeguarding, maintenance as above and the forthcoming interregnum, following the announcement of the retirement of the Reverend Canon David Kitley.

When planning our activities for the year we have considered the Charity Commission's guidance on public benefit and, in particular, the supplementary guidance for charities on the advancement of religion. We try to enable ordinary people to live out their faith as part of our parish community.

One further topic, however, dominated our discussions in 2019: the proposal from the Diocese to form a Team Ministry involving St Mary's Kippington, St Mary's Riverhead with Dunton Green, and St Luke's, Eardley Road, all in Sevenoaks. The various types of joint ministry were described and there were combined meetings with the PCCs of the three churches. The pattern which emerged was that there would be a Team Ministry with a full time Team Rector at St Mary's, Kippington, a full time Team Vicar at St Mary's, Riverhead and a part time (0.5) Team Vicar at St Luke's. Each parish would retain its own PCC and finances, with the expectation that in due course there would be a joint council with representatives of all three parishes meeting occasionally.

The PCC feels that the new West Sevenoaks Team Ministry offers many opportunities for collaborative ministry and witness to the gospel in Sevenoaks and District. It is our hope and prayer that the whole congregation will be committed to making a success of this new form of ministry.

At his last meeting in November 2019 the PCC paid tribute to David Kitley who had chaired our PCC meetings and Standing Committee meetings for the ten years of his ministry with us. Our congratulations, of course, were tinged with a considerable degree of sadness as we would shortly be saying goodbye to a much-loved and caring pastor and friend.

## **Charitable Giving**

The PCC aims to donate 10% of unrestricted income as its tithe to local and other charities, selected by the Charities Committee, in accordance with its policies and objectives. Recipients of those donations are set out in Note 15 to the Financial Statements. In addition, the PCC designates a number of Sunday collections to go to specific charities and these Agency collections and other giving are also set out in the Note.

In May the PCC supported Christian Aid Week and were delighted to be able to send £2,394.00 to Christian Aid.

## **Safeguarding of Children and Vulnerable Adults**

The PCC confirms that it has complied with the duty under Section 5 of the Safeguarding and Clergy Discipline Measure 2016 (duty to have regard to House of Bishops' guidance on safeguarding children and vulnerable adults).

2019 was a busy year for those involved in safeguarding in the Church of England. The Diocese sent each Parish a safeguarding audit for completion. This was a useful exercise. In addition, mandatory training was introduced at various levels for all those involved with children and vulnerable people. More detail on both these areas is in the Safeguarding Report prepared by Wendy Pritchard and issued as a separate document in the APCM papers. We are thankful for Wendy's quiet devotion to ensuring that all the policies set out in the Diocese of Rochester Safeguarding Handbook are in place.

## **Work with Children and Teenagers**

The Crèche, Sunday Club and Youth Group meet each Sunday morning during the 10.30am service in the Parish Centre except on Family Service Sundays. Numbers vary, largely due to sporting activities and homework pressures. There has been a recent increase in children attending Sunday Club with a number of new families.

Kippington Young Group (KYG) also meets on a Sunday evening (6.00-8.00pm), usually monthly, for barbeques, bowling, film night, pancakes, etc. These events are run for Church family young people and any friends they wish to bring. We are grateful to Cathie Kitley, Mark Coxon and their team for their work with KYG.

Children's craft afternoons take place during the year to create gifts for special occasions such as Mothering Sunday and Christmas; these are open to any children wishing to come. They are social occasions for both the children taking part and their parents and carers who are invited to join in and chat over tea and cake.

We are grateful to Jean Day, Cathie Kitley, Katherine Lang and the team of volunteers who help with our children and youth groups. Please speak to one of the leaders if you would like to know more.

St Mary's 'Monkeys' also continues to be very popular and busy. This weekly children's playgroup is run by church volunteers on Wednesday mornings. 'Monkeys' has now been running for more than nine years with up to 40 adults and 60 children meeting at the Centre every week. We are grateful to all the volunteers without whom this activity would not be possible.

### **Life in the Church: The Secretary's Reflections**

We have had a busy and happy year within the church, encompassing a great deal of change.

In May the Lunch Club reconvened after their winter break and visited Leonardslee Gardens.

St. Mary's Church, Kippington celebrated its birthday in mid-June. As a church we hosted a memorable Flower Festival and were delighted to have Hazel Ross and Elektra to perform on the Saturday of the festival. On the Sunday of our birthday weekend we welcomed Revd Simon Braid of Hildenborough to preach. Simon has recently been appointed Priest in Charge of Hever, Four Elms and Markbeech.

We were delighted to welcome Richard and Katherine Howlett (daughter of former vicar, Revd John Lowe) back to St. Mary's in August to celebrate their Silver Wedding.

In September the Youth Group got back together after its summer break at a pool party with a bouncy castle and marshmallows.

Lisa Cornell, our former Evangelist, was ordained priest at Rochester Cathedral and many of our church family were there to support and celebrate with her. She is now a Curate in Yalding Parish.

Our October Harvest giving was to the Diocese of Kondoia in Tanzania. In October, the Parish organised its fourth visit to 'The Oasts', a residential centre in Sussex. For the second time the Revd Tim Stilwell and his wife Jo led the study sessions throughout the weekend.

Early in November we held our annual Evening of Commemoration and Thanksgiving for the memory of loved ones. We also celebrated Remembrance Sunday, the Kippington Youth Group had a film night and we had the opportunity to make Christmas puddings at the Andersons'.

In December as we prepared for Christmas we had our Children's Christmas Craft Afternoon, the Riverhead Christmas Tree Festival, Carol Singing at Sevenoaks Station and our much loved Nativity Service.

We have much to be thankful for, much to reflect on and much to be excited about in our future as part of this church. God's presence here is almost tangible and I look forward to a year of expectation and promise as we move forward with Jesus, in faith.

## **The Fabric of the Church**

A significant development this year has been the formation of an independent Fabric Committee, chaired by Keith Evans. Keith reports directly to the PCC. The most important work carried out during the year was the replacement of lead where the church tower meets the roof. This has cured the leaks that had been discovered. A 'Smart Water' liquid and theft application was made to new and existing lead work on the church roof and tower. In addition the church emergency lighting was checked and certified together with the lightning protection system. Keith has prepared a detailed Fabric Committee Report which is issued as a separate document in the APCM papers.

## **The Parish Centre**

The Parish Centre continued to attract a high volume of users, both group and individual and we are grateful that we can provide this community resource. We are indebted to Graham Roper our Centre Manager who gives up so much of his time to run the Centre.

## **Other Parish Matters**

Jenny Gyte took on the role of Pastoral Care Coordinator. This is a role that was and is much needed and we are grateful to Jenny for taking this on.

## **FINANCIAL REVIEW**

### **Overview**

Overall reserves have risen by just over £5,000 compared with 2018. Unrestricted funds are up by over £3,000 and restricted funds by almost £2,000.

Planned Giving increased by more than £5,300 during the year following a stewardship appeal in the Spring. Other collections (excluding those for specific charities) were virtually unchanged. One-off unrestricted donations and legacies were down by £20,215, but in 2018 there were four large and very generous donations and legacies amounting to £22,000 which should be taken into account in any comparison.

With Gift Aid and other income taken into account, voluntary unrestricted income was some £17,800 lower than in 2018.

Centre rentals produced £30,907 and incurred direct costs of £20,143; this compares with £25,898 and £17,465 in 2018. In line with the PCC's policy, the positive contribution will be used to meet the Church's wider objectives.

The value of our Charifund units grew by £9,168 during the year, more than wiping out the fall of £8,470 in 2018. They also yielded dividend income of £3,215.

Overall, taking into account movements on restricted funds, our Net Current Assets – what we had less what we owed – stood at £108,380, an increase of £4,347. This is without taking account of the changes to fixed assets and investments.

With this improvement in net current assets, notwithstanding the reduction in unrestricted income, the PCC was able in December 2019 to allow the Diocesan Offer balancing payment of £6,700 to go ahead. This payment is allowed for in the expenditure figures in this Report. The leaflet “How St Mary’s Works”, produced at the end of 2016, stated an aim to meet all our regular outgoings from regular income (i.e. planned giving plus lettings of the Parish Centre). During 2019 we achieved this with a little to spare – so we must give thanks to God for His provision.

Thanks are once again due to Zoë Anderson, Planned Giving Administrator, who has ably managed the Planned Giving Scheme and who has continued to make monthly claims on HMRC for Gift Aid which has enabled us to receive the funds within a week or so of the end of each month.

## **2019 Financial Summary**

**Income:** Total receipts for the year were £175,849 for both Unrestricted and Restricted funds. Of this £107,457 came from Planned and Gift-Aided giving, together with the associated income tax relief and other voluntary giving.

Giving through the Collection ‘Plate’ and yellow Gift Aid Envelopes (excluding agency collections for charities) fell by 5% during the year. In fact until Christmas the shortfall had been almost 10%, so we were in part rescued by the Christmas collections.

Three new planned givers joined in the year, bringing the total to 71. There are still a number of regular, faithful givers who are not part of the Scheme. Total planned giving has – thanks to the generosity of these planned givers – increased by almost 8% during the year.

The Parish Centre had a very successful year, with a number of regular clients joining us. Fees were up by almost 20% to over £30,000.

**Expenditure:** Total expenditure amounted to £179,779 (including £8,277 for depreciation), a reduction of just under £7,000 on the previous year. This included £8,324 for work on the Church roof (in 2018 we spent £28,521 on major repairs).

Unrestricted costs were down £17,068 at £154,498, again because a large part of the major repairs in 2018 was taken from unrestricted funds. The main increases in costs this year were from the Diocesan Offer and Parish Centre running costs (£2,375 and £2,678 respectively; the Parish Centre running costs have to be considered alongside a £5,000 increase in fee income).

The balance in the Diocesan Repair Fund for the Church of £4,805 was used to make part payment of the roofing costs. This fund will be replenished at the rate of £4,000 per annum (in ten monthly instalments) to meet the remaining requirements of the 2018 Church Quinquennial report. The balance of the Diocesan Repair Fund for the Centre stood at £8,554 at the end of 2019, which is considered more than adequate to cover the requirements of the 2018 Centre Quinquennial report; for the second year, therefore, no further transfers will be made into this Fund.



### **Charitable Giving**

Charitable Giving is set out in Note 15. Giving included within our accounts was largely unchanged at £20,130. The PCC's tithing commitment is split between the Tithing Fund and the Vicar's Discretionary Fund and in 2019 expenditure was £13,461. Any amounts unspent are normally carried forward to be spent in the following year. Our accounts do not include agency collections for third parties. If these are added our total giving amounted to £24,749, around 5% lower than 2018.

### **Reserves policy**

The Finance Committee sets a budget each year that has the objective of breakeven or better and aims to retain levels of unrestricted reserves sufficient to meet foreseeable expenditures outside of the norm, and restricted and designated reserves sufficient for known and expected capital and maintenance expenditures allowing for future years' contributions where appropriate.

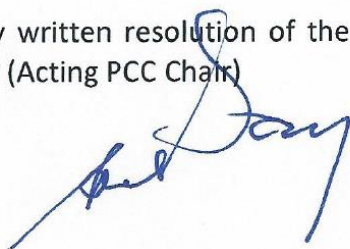
## **EXTRAORDINARY EVENTS POST YEAR END**

In March 2020 the Church was advised that catering and social gatherings were to be suspended and, shortly afterwards, services themselves, as a result of the threat to health posed by the coronavirus, Covid 19. The PCC's response to this extraordinary disruption of the activities of this parish, as of every other parish, continues to evolve.

Inevitably, there will be financial impacts both in giving and in Centre income, which will require the budget for 2020 to be redrawn and to be continually reviewed in the course of 2020.

Note 16 to the Accounts sets out the PCC's conclusions on going concern.

Approved by written resolution of the PCC on 30 April, 2020 and signed on their behalf by Mr Stephen Day (Acting PCC Chair)



**Parish Church of St Mary  
Kippington, Sevenoaks**

***Registered Charity No. 1130183***

**Accounts for the year ended  
31st December 2019**

## **INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES**

I report to the Trustees on my examination of the accounts of The Parochial Church Council of the Ecclesiastical Parish of St Mary, Kippington, Registered Charity 1130183 ("the Trust") for the year ended 31 December 2019, set out on pages 12 to 23.

### **Responsibilities and basis of report**

As PCC members, and therefore the Charity's Trustees, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

I report in respect of my examination of the Trust'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 Act.

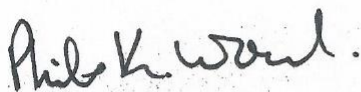
### **Independent examiner's statement**

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination which give me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

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.

Signed:



Philip K Wood, MA(Oxon), FCA, MCT  
4 Middlings Wood,  
Kippington Road  
Sevenoaks  
Kent, TN13 2LF

30 April, 2020

PARISH CHURCH OF ST MARY, KIPPINGTON

STATEMENT OF FINANCIAL ACTIVITIES  
For the year ended 31 December 2019

	Note	Unrestricted General Fund £	Unrestricted Designated Funds £	Restricted Funds £	Total 2019 £	Total 2018 £
<b>INCOMING RESOURCES</b>						
Voluntary income	2(a)	107,456.78	496.45	14,952.03	122,905.26	134,375.99
Activities for generating funds	2(b)	254.84	373.00	995.24	1,623.08	250.00
Income from investments	2(c)	3,545.51	272.32	105.77	3,923.60	3,648.74
Income from Church activities	2(d)	36,682.00	-	-	36,682.00	32,173.50
Other incoming resources	2(e)	490.00	-	10,224.67	10,714.67	14,518.37
		<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
<b>TOTAL INCOMING RESOURCES</b>		<b>148,429.13</b>	<b>1,141.77</b>	<b>26,277.71</b>	<b>175,848.61</b>	<b>184,966.60</b>
		<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
<b>RESOURCES EXPENDED</b>						
Cost of generating voluntary income	3(a)	-186.26	-	-	-186.26	-234.38
Church activities	3(b)	-127,508.20	-26,803.61	-25,280.64	-179,592.45	-186,377.23
		<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
<b>TOTAL RESOURCES EXPENDED</b>		<b>-127,694.46</b>	<b>-26,803.61</b>	<b>-25,280.64</b>	<b>-179,778.71</b>	<b>-186,611.61</b>
		<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
<b>NET INCOMING/OUTGOING RESOURCES</b>		<b>20,734.67</b>	<b>-25,661.84</b>	<b>997.07</b>	<b>-3,930.10</b>	<b>-1,645.01</b>
<b>TRANSFERS BETWEEN FUNDS</b>						
Gross transfers between funds - in		240.11	17,810.00	905.86	18,955.97	29,089.40
Gross transfers between funds - out		-16,971.95	-1,984.02	-	-18,955.97	-29,089.40
<b>GAINS AND LOSSES ON INVESTMENTS</b>						
Unrealised	5	9,168.21	-	-	9,168.21	-8,470.50
		<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
<b>NET MOVEMENT IN FUNDS</b>		<b>13,171.04</b>	<b>-9,835.86</b>	<b>1,902.93</b>	<b>5,238.11</b>	<b>-10,115.51</b>
<b>BALANCES BROUGHT FORWARD</b>		<b>88,735.60</b>	<b>537,398.98</b>	<b>27,161.76</b>	<b>653,296.34</b>	<b>663,411.85</b>
		<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
<b>BALANCES CARRIED FORWARD</b>		<b>101,906.64</b>	<b>527,563.12</b>	<b>29,064.69</b>	<b>658,534.45</b>	<b>653,296.34</b>
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**PARISH CHURCH OF ST MARY, KIPPINGTON**

**BALANCE SHEET AS AT 31 DECEMBER 2019**

	<b>Note</b>	<b>2019 £</b>	<b>2018 £</b>
<b>FIXED ASSETS</b>			
Tangible fixed assets	4	485,840.58	494,118.08
<b>INVESTMENTS</b>			
Securities	5	64,335.13	55,166.92
<b>CURRENT ASSETS</b>			
Debtors & Prepayments	6	3,688.12	7,440.28
CBF Church of England Deposit Fund		46,359.07	46,013.19
Balances with Diocesan Repair Funds	9	8,553.96	10,271.50
Cash at Bank and in hand		57,331.85	48,441.80
		<hr/>	<hr/>
		115,933.00	112,166.77
<b>LIABILITIES: AMOUNTS FALLING DUE WITHIN ONE YEAR</b>			
	7	-7,574.26	-8,155.43
		<hr/>	<hr/>
<b>NET CURRENT ASSETS</b>		108,358.74	104,011.34
<b>NET ASSETS</b>		<hr/>	<hr/>
		658,534.45	653,296.34
<b>FUNDS</b>			
	8,9,10		
<b>UNRESTRICTED - GENERAL FUND</b>		101,906.64	88,735.60
<b>UNRESTRICTED - DESIGNATED FUNDS</b>			
Property Fund (Centre)		483,208.08	490,608.08
Development Fund (Centre)		34,576.79	34,576.79
Diocesan Repair Funds		8,553.96	10,271.50
Vicar's Discretionary Fund		724.29	1,175.00
Flower Fund		500.00	767.61
		<hr/>	<hr/>
		527,563.12	537,398.98
<b>RESTRICTED FUNDS</b>			
Centre Appeal Fund		14,176.56	14,070.79
Development Fund (Church)		11,594.49	8,299.51
Endowment Fund		1,513.85	1,513.85
Lunch Club Fund		914.15	-3.71
Christmas Tree Fund		633.06	3,005.00
Charities Fund		232.58	276.32
		<hr/>	<hr/>
		29,064.69	27,161.76
		<hr/>	<hr/>
<b>TOTAL FUNDS</b>		<hr/>	<hr/>
		658,534.45	653,296.34

# PARISH CHURCH OF ST MARY, KIPPINGTON

## MOVEMENT OF FUNDS IN 2019

	Balance brought forward £	Incoming Resources £	Outgoing Resources £	Transfers £	Gains and Losses £	Balance carried forward £
<b>Unrestricted - General Fund</b>	88,735.60	148,429.13	-127,694.46	-16,731.84	9,168.21	101,906.64
<b>Unrestricted - Designated Funds</b>						
Property Fund (Centre)	490,608.08	-	-7,400.00	-	-	483,208.08
Development Fund (Centre)	34,576.79	240.11	-	-240.11	-	34,576.79
Diocesan Repair Funds	10,271.50	32.21	-4,805.84	3,056.09	-	8,553.96
Vicar's Discretionary Fund	1,175.00	-	-1,260.71	810.00	-	724.29
Flower Fund	767.61	869.45	-1,137.06	-	-	500.00
Tithing	-	-	-12,200.00	12,200.00	-	-
Sub-totals	<u>537,398.98</u>	<u>1,141.77</u>	<u>-26,803.61</u>	<u>15,825.98</u>	<u>-</u>	<u>527,563.12</u>
<b>Restricted Funds</b>						
Centre Appeal Fund	14,070.79	105.77	-	-	-	14,176.56
Development Fund (Church)	8,299.51	8,171.16	-4,876.18	-	-	11,594.49
Endowment Fund	1,513.85	-	-	-	-	1,513.85
Lunch Club Fund	-3.71	3,241.00	-3,229.00	905.86	-	914.15
Christmas Tree Fund	3,005.00	-	-2,371.94	-	-	633.06
Charities Fund	276.32	6,629.53	-6,673.27	-	-	232.58
Staff Leaving Fund	-	2,730.00	-2,730.00	-	-	-
Parish Retreats Fund	-	5,400.25	-5,400.25	-	-	-
Sub-totals	<u>27,161.76</u>	<u>26,277.71</u>	<u>-25,280.64</u>	<u>905.86</u>	<u>-</u>	<u>29,064.69</u>
<b>Total Funds</b>	<u><b>653,296.34</b></u>	<u><b>175,848.61</b></u>	<u><b>-179,778.71</b></u>	<u><b>-</b></u>	<u><b>9,168.21</b></u>	<u><b>658,534.45</b></u>

Approved by the Parochial Church Council on 30 April 2020

Signature of Mr Stephen Day (Acting Chair)

Signature of Christopher Saunders (Treasurer)

The notes on pages 15 to 23 form part of these accounts.

**NOTES TO THE FINANCIAL ACCOUNTS**  
**For the year ended 31 December 2019**

**NOTE 1 - ACCOUNTING POLICIES**

The financial statements have been prepared in accordance with the United Kingdom Financial Reporting Standards (UK GAAP) including the Charities SORP (FRS102).

The financial statements have been prepared under the historical cost convention except for the valuation of investment assets, which are shown at market value.

The PCC considers that there are no material uncertainties about St Mary, Kippington's ability to continue as a going concern.

The financial statements include all transactions, assets and liabilities for which the PCC is responsible in law. They do not include the financial statements of church groups that owe their main affiliation to another body, nor those that are informal gatherings of church members.

**Funds**

Unrestricted funds represent the funds of the PCC that are not subject to any restrictions regarding their use and are available for the general purposes of the PCC. Designated funds may be set aside by the PCC out of unrestricted funds for specific purposes. They remain unrestricted.

Restricted funds are those funds that must be spent on restricted purposes. Details of these funds and the restrictions are provided in note 10.

**Incoming Resources**

**Voluntary income**

Collections and planned giving are recognised when received by or on behalf of the PCC.

Gift Aid is recognised at the same time as the underlying gift.

Grants and legacies to the PCC are accounted for as soon as the PCC is notified of its legal entitlement and the amount due is measurable and its ultimate receipt is considered probable.

Funds raised by fetes, garden parties and similar events are accounted for gross.

**Other income**

Rental income from the letting of the Parish Centre is recognised in the period the facility is used.

**Income from investments**

Dividends are accounted for when due and payable.

Interest entitlements are accounted for as they accrue.

Income from assets within a fund that is not an endowment is credited to the respective fund.

**Gains and losses on investments**

Unrealised gains or losses are recognised on revaluation of investments each year end.

Realised gains or losses are recognised when investments are sold.

**Resources used**

**Grants**

Grants and donations for charitable purposes are accounted for when paid. The PCC has a policy of aspiring to make grants which, including amounts set aside for the Vicar's Discretionary Fund, amount to 10% of budgeted unrestricted income. The Charities Committee recommends for approval by the PCC the charities to which grants are to be made and the amounts for each.

Specific collections for outside charities and staff leaving are included within income and expenditure and treated as liabilities until paid over. Amounts made payable direct to the recipient and not the PCC are not included within income and expenditure. Details of charitable giving that has not passed through income and expenditure are included in Note 15.

**Activities directly relating to the work of the Church**

The diocesan 'Offer' is accounted for when due. Any 'Offer' unpaid at 31 December is provided for in these financial statements as an operational (though not a legal) liability and shown as a creditor in the balance sheet.

**Fixed Assets**

**Consecrated property and movable church furnishings**

Consecrated and beneficed property is excluded from the financial statements by section 10(2)(a) of the Charities Act 2011.

Movable church furnishings, acquired prior to 2000, held by the vicar and churchwardens on special trust for the PCC and which require a faculty for disposal are accounted for as inalienable property unless consecrated and are given no value.

All expenditure incurred in the year on consecrated or beneficed buildings or on the repair of movable church furnishings acquired before 1 January 2000 is written off.

**Other land and buildings**

Up until December 2017 the Parish Centre (built in 2004) was valued at cost with no provision for depreciation. From 2018 the PCC agreed to provide depreciation of £7,400 per annum based on an estimated remaining useful life of 68 years. Any expenditure on maintenance or minor improvement is written off as incurred.

**Other fixtures, fittings and office equipment**

Equipment used within the church premises is normally depreciated on a straight-line basis over 4 years, commencing the year after acquisition. Individual items of equipment with a purchase price of £1,000 or less are written off when the asset is acquired.

**Investments**

Investments are included at market value..

**Current assets**

Amounts owing in respect of fees, rents or other income are shown as debtors less provision for any amounts considered uncollectable.

**NOTES TO THE FINANCIAL STATEMENTS (continued)**  
**For the year ended 31 December 2019**

**2 INCOMING RESOURCES**

	<b>Unrestricted General Fund £</b>	<b>Unrestricted Designated Funds £</b>	<b>Restricted Funds £</b>	<b>Total 2019 £</b>	<b>Total 2018 £</b>
2(a) <i>Voluntary income</i>					
Planned Giving	69,239.00	-	-	69,239.00	63,934.00
Collections	14,669.33	-	5,269.62	19,938.95	18,204.88
Donations	3,905.28	496.45	7,495.00	11,896.73	22,545.33
Income Tax Recoverable	19,643.17	-	2,187.41	21,830.58	22,691.78
Legacies	-	-	-	-	7,000.00
	<u>107,456.78</u>	<u>496.45</u>	<u>14,952.03</u>	<u>122,905.26</u>	<u>134,375.99</u>
2(b) <i>Activities for generating funds</i>					
Fund raising events	254.84	373.00	995.24	1,623.08	250.00
	<u>254.84</u>	<u>373.00</u>	<u>995.24</u>	<u>1,623.08</u>	<u>250.00</u>
2(c) <i>Income from investments</i>					
Dividends and interest	3,545.51	272.32	105.77	3,923.60	3,648.74
	<u>3,545.51</u>	<u>272.32</u>	<u>105.77</u>	<u>3,923.60</u>	<u>3,648.74</u>
2(d) <i>Income from Church activities</i>					
Centre income	30,907.00	-	-	30,907.00	25,898.50
Fees	5,775.00	-	-	5,775.00	6,275.00
	<u>36,682.00</u>	<u>-</u>	<u>-</u>	<u>36,682.00</u>	<u>32,173.50</u>
2(e) <i>Other incoming resources</i>					
Lunch Club	-	-	3,241.00	3,241.00	2,741.00
Other social events	-	-	5,400.25	5,400.25	5,141.63
Listed Places of Worship grants	150.00	-	1,583.42	1,733.42	5,118.34
Sundry income	340.00	-	-	340.00	439.00
Insurance claims	-	-	-	-	1,078.40
	<u>490.00</u>	<u>-</u>	<u>10,224.67</u>	<u>10,714.67</u>	<u>14,518.37</u>
<b>TOTAL INCOMING RESOURCES</b>	<u>148,429.13</u>	<u>1,141.77</u>	<u>26,277.71</u>	<u>175,848.61</u>	<u>184,966.60</u>



**NOTES TO THE FINANCIAL STATEMENTS (continued)**  
**For the year ended 31 December 2019**

<b>3</b>	<b>RESOURCES EXPENDED</b>	<b>Unrestricted General Fund £</b>	<b>Unrestricted Designated Funds £</b>	<b>Restricted Funds £</b>	<b>Total 2019 £</b>	<b>Total 2018 £</b>
3(a)	<i>Cost of generating voluntary income</i>					
	Planned giving costs	186.26	-	-	186.26	234.38
		<u>186.26</u>	<u>-</u>	<u>-</u>	<u>186.26</u>	<u>234.38</u>
3(b)	<i>Church activities</i>					
	Diocesan 'Offer'	69,100.00	-	-	69,100.00	66,725.00
	Church - Running Costs & Maintenance	20,369.89	21.06	2,740.94	23,131.89	21,432.65
	Parish Centre - Running Costs & Maintenance	20,143.42	-	-	20,143.42	17,464.93
	Charitable Giving (Note 15)	40.00	13,460.71	6,629.53	20,130.24	20,047.41
	Church - Major Repairs	-	4,805.84	3,518.70	8,324.54	28,520.72
	Depreciation	877.50	7,400.00	-	8,277.50	7,400.00
	Social activities	1,931.69	1,116.00	988.48	4,036.17	478.29
	Parish Retreat	-	-	5,400.25	5,400.25	4,660.04
	Ministry: Clergy expenses	1,206.27	-	-	1,206.27	2,115.23
	Ministry: Vicarage	3,823.43	-	-	3,823.43	3,598.87
	Ministry: staff leaving gift (accrual)	-	-	2,730.00	2,730.00	-
	Organ and Choir (Note 13)	4,495.33	-	-	4,495.33	4,274.65
	Administration	4,070.40	-	-	4,070.40	4,592.65
	Lunch Club	-	-	3,229.00	3,229.00	2,744.71
	Services	660.37	-	-	660.37	513.09
	Mission	639.71	-	-	639.71	924.14
	Youth and Sunday club	150.19	-	43.74	193.93	154.85
	Other expenses	-	-	-	-	730.00
		<u>127,508.20</u>	<u>26,803.61</u>	<u>25,280.64</u>	<u>179,592.45</u>	<u>186,377.23</u>
	<b>TOTAL RESOURCES EXPENDED</b>	<u><b>127,694.46</b></u>	<u><b>26,803.61</b></u>	<u><b>25,280.64</b></u>	<u><b>179,778.71</b></u>	<u><b>186,611.61</b></u>

**NOTES TO THE FINANCIAL STATEMENTS (continued)**  
**For the year ended 31 December 2019**

**4 FIXED ASSETS FOR USE BY THE PCC**

		<b>Freehold land and buildings £</b>	<b>Centre Equipment £</b>	<b>Total £</b>
<b>COST</b>	At 1.1.2019	498,008.08	3,510.00	501,518.08
	Additions	-	-	-
	Disposals	-	-	-
	At 31.12.2019	<u>498,008.08</u>	<u>3,510.00</u>	<u>501,518.08</u>
<b>DEPRECIATION</b>	At 1.1.2019	7,400.00	-	7,400.00
	Charge for year	7,400.00	877.50	8,277.50
	Disposals	-	-	-
	At 31.12.2019	<u>14,800.00</u>	<u>877.50</u>	<u>15,677.50</u>
<b>NET BOOK VALUE</b>	At 1.1.2019	<u>490,608.08</u>	<u>3,510.00</u>	<u>494,118.08</u>
	At 31.12.2019	<u>483,208.08</u>	<u>2,632.50</u>	<u>485,840.58</u>

Freehold land and buildings comprise the Parish Centre. Cost is deemed to be the cost of construction in 2004. Depreciation of £7,400 per annum has been provided since 1 January 2018.

Insurance cover for Buildings and Contents has been renewed and for 2020 is £12,040,000 for the Church and £2,800,000 for the Parish Centre.

The next Quinquennial Inspections on both the Church and on the Parish centre are scheduled for 2023.

Centre equipment is depreciated over 4 years commencing the year after acquisition.

**5 INVESTMENTS**

		<b>Charifund Units £</b>
Cost:	At 31.12.2019	4,716.22
	At 31.12.2018	4,716.22
Market Value:	At 31.12.2019	64,335.13
	At 31.12.2018	55,166.92
Income in year:	To 31.12.2019	3,215.42
	To 31.12.2018	3,060.47

Investments comprise units held in The Equities Investment Fund for Charities ("Charifund"), a registered charity and an authorised unit trust and a non-UCITS retail scheme authorised by the Financial Conduct Authority.

**6 DEBTORS & PREPAYMENTS**

	<b>2019 £</b>	<b>2018 £</b>
HMRC	2,390.86	2,326.54
Share of New Beacon December collection held on our behalf	501.26	517.67
Deposit paid for Oast Houses weekend in following year	400.00	350.00
Centre letting fees due	396.00	-
Listed places of Worship Grant Scheme	-	4,246.07
	<u>3,688.12</u>	<u>7,440.28</u>

**7 LIABILITIES: AMOUNTS FALLING DUE WITHIN ONE YEAR**

	<b>Unrestricted £</b>	<b>Restricted £</b>	<b>2019 £</b>	<b>2018 £</b>
Creditors for goods and services	3,036.26	2,657.00	5,693.26	2,081.81
Centre letting fees paid in advance	1,881.00	-	1,881.00	2,215.00
Creditors for Church major repairs	-	-	-	3,858.62
	<u>4,917.26</u>	<u>2,657.00</u>	<u>7,574.26</u>	<u>8,155.43</u>

**NOTES TO THE FINANCIAL STATEMENTS (continued)**  
**For the year ended 31 December 2019**

**8 ANALYSIS OF NET ASSETS BY FUND**

	Unrestricted £	Restricted £	Total Funds 2019 £	Total Funds 2018 £
Fixed assets	485,840.58	-	485,840.58	490,608.08
Investments	64,335.13	-	64,335.13	55,166.92
CBF deposits	32,182.51	14,176.56	46,359.07	46,013.19
Other net current assets (allocated)	47,111.54	14,888.13	61,999.67	61,508.15
<b>FUND BALANCE</b>	<b>629,469.76</b>	<b>29,064.69</b>	<b>658,534.45</b>	<b>653,296.34</b>

£64,335.13 of the General Fund is held in Wider Range investments under the provisions of the Trustee Investments Act 1961

**9 UNRESTRICTED DESIGNATED FUNDS**

**CENTRE DEVELOPMENT FUND**

	2019 £	2018 £
Transfers - in	-	25.00
Transfers - out	-240.11	-20.00
Interest added	240.11	-
Movements during year	-	5.00
Balance at 1 January	34,576.79	34,571.79
Balance at 31 December	34,576.79	34,576.79

The Centre Development Fund was established prior to the PCC adopting a depreciation policy for the Parish Centre in 2018 (see note 4). Interest from the related deposit with the CBF Church of England Deposit Fund has been credited to the fund in 2019.

**DIOCESAN REPAIR FUNDS**

	Church £	Centre £	2019 £	2018 £
Transfers - in	4,800.00	-	4,800.00	2,948.00
Disbursements	-4,805.84	-	-4,805.84	-
Transfers - out	-	-1,743.91	-1,743.91	-10,458.13
Interest added	5.84	26.37	32.21	57.88
Movements during year	-0.00	-1,717.54	-1,717.54	-7,452.25
Balance at 1 January	-	10,271.50	10,271.50	17,723.75
Balance at 31 December	-0.00	8,553.96	8,553.96	10,271.50

Diocesan Repair Funds are matched by interest-bearing deposits held with the Diocese. They are used for repairs including the funding of works recommended from the Quinquennial Inspections of the Church and of the Parish Centre.

The next Quinquennial Inspections on both the Church and on the Parish Centre are scheduled for 2023.

The Repair Funds were used in 2019 to pay for part of the cost of major repairs to lead around the Church tower and for guttering in the Parish Centre.

**FLOWER FUND**

	2019 £	2018 £
Income	869.45	-
Disbursements	-1,137.06	-44.90
Movements during year	-267.61	-44.90
Balance at 1 January	767.61	812.51
Balance at 31 December	500.00	767.61

The Flower Fund is used for specific Church events which involve flower displays. In 2019 it was used for a Flower Festival in Church in June, part of the Sevenoaks Festival.

The net cost of the Flower Festival was underwritten by donations, so as to maintain a balance of £500.00 in the Flower Fund.

**TITHING AND VICAR'S DISCRETIONARY FUNDS**

The movements on these funds are set out in the summary schedule on page 4. Details of the disbursements are included in Note 15.

**NOTES TO THE FINANCIAL STATEMENTS (continued)**  
**For the year ended 31 December 2019**

**10 RESTRICTED FUNDS**

Restricted funds comprise monies given for a particular purpose, or with specific restrictions, through collections, donations, events, etc.,.

**CENTRE APPEAL FUND**

	<b>2019</b>	<b>2018</b>
	<b>£</b>	<b>£</b>
Balance at 1 January	14,070.79	14,001.21
Interest	<u>105.77</u>	<u>69.58</u>
Balance at 31 December	<u><u>14,176.56</u></u>	<u><u>14,070.79</u></u>

The Centre Appeal Fund relates to the redevelopment of the Parish Centre that was completed in 2004. The Fund may be utilised for on-going maintenance and new equipment for the Centre.

**DEVELOPMENT FUND (CHURCH)**

	<b>2019</b>	<b>2018</b>
	<b>£</b>	<b>£</b>
Donations	4,665.00	1,477.55
Listed Places of Worship grants	1,583.42	771.38
Income from events	995.24	250.00
Tax recoverable on Gift Aid	927.50	37.50
Disbursements	<u>-4,876.18</u>	<u>-4,628.30</u>
Movements during year	3,294.98	-2,091.87
Balance at 1 January	<u>8,299.51</u>	<u>10,391.38</u>
Balance at 31 December	<u><u>11,594.49</u></u>	<u><u>8,299.51</u></u>

The Church Development Fund was used during 2019 to provide a new wheelchair for the Church and in part (together with the balance of the Diocesan Church Repair Fund) to cover the cost of work on the Church roof. A sum of £6.76 was also credited to the fund, being the surplus earned on the Flower Festival concert which was part of the Sevenoaks Festival. Other income came from plant sales, the annual Friends of Kent Churches Bike Ride, and from donations made specifically for the roof repair work.

**ENDOWMENT FUND**

	<b>2019</b>	<b>2018</b>
	<b>£</b>	<b>£</b>
Balance at 1 January	<u>1,513.85</u>	<u>1,513.85</u>
Balance at 31 December	<u><u>1,513.85</u></u>	<u><u>1,513.85</u></u>

This Fund originated from an Endowment in the name of a Mrs Milne. Use of the interest was not restricted but the fund is to be held in perpetuity.

**LUNCH CLUB FUND**

	<b>2019</b>	<b>2018</b>
	<b>£</b>	<b>£</b>
Receipts from Members	3,241.00	2,741.00
Expenditure	-3,229.00	-2,744.71
Transfers in	<u>905.86</u>	<u>-</u>
Movements during year	917.86	-3.71
Balance at 1 January	<u>-3.71</u>	<u>-</u>
Balance at 31 December	<u><u>914.15</u></u>	<u><u>-3.71</u></u>

In 2018 the General Fund included £905.86 of Lunch Club funds. This was transferred to the Lunch Club restricted fund in 2019.

**NOTES TO THE FINANCIAL STATEMENTS (continued)****For the year ended 31 December 2019****CHRISTMAS TREE FUND**

	<b>2019</b>	<b>2018</b>
	<b>£</b>	<b>£</b>
Disbursements	-2,371.94	-
Balance at 1 January	<u>3,005.00</u>	<u>3,005.00</u>
Balance at 31 December	<u>633.06</u>	<u>3,005.00</u>

The Fund results from the residual assets of the Kippington Road Association that were donated to St Mary with the proviso that they be used for the preservation/maintenance of the 'Christmas Tree' and its lighting.

The majority of the Fund was spent on replacement of the lights on the Christmas Tree in 2019.

**CHARITIES FUND**

	<b>2019</b>	<b>2018</b>
	<b>£</b>	<b>£</b>
Collections	5,269.62	3,630.68
Donations	100.00	1,700.00
Tax recoverable on Gift Aid	1,259.91	975.42
Income from events	-	181.50
Disbursements (Note 15)	-6,629.53	-6,487.60
Youth work	<u>-43.74</u>	<u>-61.27</u>
Movements during year	-43.74	-61.27
Balance at 1 January	<u>276.32</u>	<u>337.59</u>
Balance at 31 December	<u>232.58</u>	<u>276.32</u>

Donations for charitable causes are normally passed on in the year received; donations for other restricted purposes of the PCC may be accumulated. Details of giving to third parties are set out in Note 15.

**STAFF LEAVING FUND**

	<b>2019</b>	<b>2018</b>
	<b>£</b>	<b>£</b>
Donations	2,730.00	1,570.00
Expenditure	<u>-2,730.00</u>	<u>-1,570.00</u>
Balance at 31 December and 1 January	<u>-</u>	<u>-</u>

Donations to the Staff Leaving Fund in 2019 were for a gift for Rev Canon David and Mrs Cathie Kitley for their retirement in 2020. £43 was spent in 2019. The balance of £2,657 was included in creditors at the year end and paid in 2020 together with further donations. In 2018 the fund was used to support our evangelist Lisa Cornell who left following ordination to serve as a Curate in Yalding.

**PARISH RETREATS FUND**

	<b>2019</b>	<b>2018</b>
	<b>£</b>	<b>£</b>
Income for accommodation	5,090.25	-
Income from donations	310.00	-
Expenditure	<u>-5,400.25</u>	<u>-</u>
Balance at 31 December	<u>-</u>	<u>-</u>

The Parish Retreats fund was established in 2019 to handle income and expenditure associated specifically with the Parish Retreat weekends which have been held annually and for which another is planned in September 2020. Prior to this, the retreat funds were treated as unrestricted.

**11 PAYMENTS TO PCC MEMBERS**

None of the PCC members, or persons closely related to them, have been paid any remuneration or received any benefits from the PCC except as noted below.

In addition to his remuneration paid by the Diocese, the Incumbent Priest and Chair of the PCC, Rev. Canon David Kitley, received a gift valued at £42 for his ruby wedding anniversary. A collection for his leaving gift was undertaken and paid over in 2020 as detailed in Note 10 (Staff Leaving Fund). He received £703.87 for expenses incurred in performing his duties. Expenses of £502.40 were also paid to Rev Lynette Leithead in respect of her role as Associate Vicar.

The PCC has had a longstanding relationship with Knole Garden Services which is a related party to PCC member and Church Warden Sue Morrow. Payments and accruals in respect of Knole Garden Services in the period since Sue was appointed to the PCC in September 2019 amounted to £495.00.

**12 DONATIONS FROM PCC MEMBERS**

During 2019 a total of £25,903.68 was donated by members of the PCC and related parties, through the Planned Giving Scheme and / or through one-off gifts, while they served as members of the PCC. This disclosure does not include any unidentified cash or anonymous donations which may have been received. The equivalent figure for 2018 was £26,171.04.

**NOTES TO THE FINANCIAL STATEMENTS (continued)**

**For the year ended 31 December 2019**

**13 ORGAN & CHOIR**

	<b>2019</b>	<b>2018</b>
	<b>£</b>	<b>£</b>
Organist's retainer (including temporary cover)	2,870.00	2,800.00
Maintenance & repair of organ and pianos	1,472.45	1,230.05
Church music and RSCM subscription	152.88	244.60
<b>TOTAL</b>	<b>4,495.33</b>	<b>4,274.65</b>

**14 PARISH CENTRE**

	<b>2019</b>	<b>2018</b>
	<b>£</b>	<b>£</b>
Receipts from lettings etc	30,907.00	25,898.50
Full running costs & maintenance	-20,143.42	-17,464.93
<b>Net contribution from Parish Centre operations to overheads</b>	<b>10,763.58</b>	<b>8,433.57</b>

These figures are included in the overall net movement in funds shown in the Statement of Financial Activities.

**15 MISSIONARY AND CHARITABLE GIVING**

Missionary and charitable giving may be summarised as follows:

	<b>Total</b>	<b>Total</b>
	<b>2019</b>	<b>2018</b>
	<b>£</b>	<b>£</b>
General Fund	40.00	55.00
Vicar's Discretionary Fund (Unrestricted)	1,260.71	824.81
Tithing Fund (Unrestricted)	12,200.00	12,675.00
Charities Fund (Restricted)	6,629.53	6,487.60
<b>Giving recorded within expenditure</b>	<b>20,130.24</b>	<b>20,042.41</b>
Agency collections not included within expenditure	4,619.22	6,145.75
<b>Total Giving</b>	<b>24,749.46</b>	<b>26,188.16</b>

**Giving from the General Fund**

Friends of Rochester Cathedral	20.00	20.00
Friends of Kent Churches	10.00	10.00
Sevenoaks Deanery	10.00	10.00
Churches Together Sevenoaks District	-	15.00
	<b>40.00</b>	<b>55.00</b>

**Vicar's Discretionary Fund**

This Fund is set aside for discretionary expenditure by the Vicar (Associate Vicar during the 2020 interregnum).

**Giving from the Tithing Fund**

Sevenoaks Counselling	1,500.00	1,500.00
New Diocese of Buhiga, Burundi	1,000.00	1,000.00
West Kent Debt Advice	800.00	700.00
CMS	700.00	700.00
Mission Aviation Fellowship	700.00	700.00
Demelza House	600.00	600.00
Hospice in the Weald	600.00	600.00
Medecins sans Frontieres	600.00	600.00
British Red Cross	600.00	600.00
Open Doors	600.00	-
Mpwapwa, Tanzania	500.00	575.00
Bridge Trust	500.00	500.00
Rochester Poverty & Hope Appeal	500.00	500.00
Kenward Trust	500.00	500.00
Bible Society	500.00	500.00
Domestic Abuse Volunteer Support Services	500.00	500.00
Church Army	400.00	400.00
Scotts Project	400.00	400.00
Sevenoaks Churches Group Social Concern	300.00	300.00
Scripture Union	300.00	300.00
Sevenoaks Firefighters	100.00	-
Burrswood Hospital	-	500.00
Water Aid	-	500.00
Kondoa Diocese for Training	-	200.00
	<b>12,200.00</b>	<b>12,675.00</b>

**NOTES TO THE FINANCIAL STATEMENTS (continued)**  
**For the year ended 31 December 2019**

PCC member Mr Graham Roper is a trustee of the charity West Kent Debt Advice.

The PCC has agreed, subject to annual review, to support Sevenoaks Counselling to the extent of £1,500 per annum for a period of five years to 2021. PCC member Mr Stephen Day is a trustee of this charity.

	<b>Total 2019 £</b>	<b>Total 2018 £</b>
<b><u>Giving from the Charities Fund</u></b>		
Rochester DBF (Mpwapwa, Tanzania)	1,950.88	-
Gt Lakes Outreach re Bp Evariste, Burundi	1,525.00	-
Rochester DBF (Harare, Zimbabwe)	1,333.75	-
Alice's Arc (Nativity Service)	1,167.09	-
Kent College Canterbury (re Tanzania)	552.81	-
Sponsorship for charitable activity	100.00	675.00
Defibrillator for Parish Centre	-	1,194.00
Hospice In The Weald	-	284.48
Bridges for Communities	-	450.26
Overseas Links	-	2,746.15
Childrens Society	-	226.87
Save The Children (Nativity service)	-	898.34
Combat Stress	-	12.50
	<b><u>6,629.53</u></b>	<b><u>6,487.60</u></b>

Giving from restricted funds represent funds collected for outside charities that have passed through the PCC's accounts and that have resulted from collections, fund raising events and other donations. The amounts include Gift Aid where appropriate.

The total Alice's Arc collection was £1,767.09. Part was treated as an Agency collection (see below).

**Agency collections**

Church Mission Society	1,628.50	1,172.70
Combat Stress	1,084.00	864.80
Childrens Society (Mothering Sunday)	970.72	-
Alice's Arc (Nativity Service)	600.00	-
Tearfund	336.00	-
Open Doors	-	2,861.55
NSPCC	-	881.70
Other cheques made payable direct to charities	-	365.00
	<b><u>4,619.22</u></b>	<b><u>6,145.75</u></b>

Agency collections are those where the amounts are paid direct to the charities concerned and are not included within expenditure. The figures do not include Gift Aid that the charities concerned can claim directly themselves.

**16 NON ADJUSTING POST BALANCE SHEET EVENT - GOING CONCERN**

The PCC has considered the coronavirus situation affecting the UK and, following guidance from the Church of England, has suspended services and other activities. Similarly, clubs and societies that use our Centre will be taking decisions not to meet. Inevitably this will affect our income as a church and whilst some items of expenditure may also reduce, we would expect there to be a risk of a deficit in 2020. The PCC has considered the likely impacts, insofar as it can on current information, and taken the decision that the Parish continues to be a going concern and that the 2019 financial statements are not affected by these events.