

St Philip & St James Church, Chatham
King George Road
Walderslade
Chatham
Kent
ME5 0TZ

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

UK registered charity No.1130600

For the year ended 31 December 2019

The Parochial Church Council of the Ecclesiastical Parish of St Philip and St James, Chatham

Registered Charity number: 1130600

Annual Report January to December 2019

Objectives and activities

Aims and objectives

The primary object of the PCC is the promotion of the Gospel of our Lord Jesus Christ according to the doctrines and practices of the Church of England. The PCC is to co-operate with the minister in promoting to the parish the whole mission of the Church, pastoral, evangelistic, social and ecumenical.

The church has a vision which at this time is three-fold:

- To engage with a renewed or charismatic way of life – including Sunday worship.
- To connect with our local community (principally our geographic parish) with the intention of long term mission and discipleship.
- To become a church which resources other churches.

Church life

In 2019 the pattern of Sunday services remained largely stable with a main service at 10am and a service at 5pm except, new for 2019, on the last Sunday of the month, when Songs of Praise occurs at 4pm. Sunday morning services regularly include children's activities, and the monthly "Songs of Praise" service which is particularly popular amongst the older congregants. Midweek meetings include home groups (fortnightly), a bible study group for men (fortnightly) and prayer meetings (various across the parish). There are regular evening meals out for mutual friendship and support amongst the men and women (separately). Communion Service on Tuesday lunchtimes remains an attractive offer to a number of people who stay for lunch (Breakaway). In addition, a team of pastoral visitors support the work of the clergy by regularly visiting a number of church members who are house-bound and/or sick, some of these visits are to take communion at home.

Meetings and services of wider public benefit include our Breakaway community lunch. The community choir "Walderslade Sings!" which launched in 2017 continues to grow in popularity drawing members from the local community, some of whom also come to church services. "Kidz Klub" also continued as a fortnightly event aimed at primary school children in the local community. Sessions include games, craft, songs and bible stories with a reach of more than 60 children this year. "Cafe and Tots" on a Monday morning is well liked and supported by the local community. We continue to run coffee and drop in mornings at "the Net", a community facility in the parish, and a foodbank distribution point in partnership with Medway Foodbank. Occasional activities of public benefit include a special meal and party on Christmas Day for all who wish to join, a holiday club for older people (under the auspices of the local ecumenical group "Glad to be Grey") and also a holiday club for around 50 primary school children run in co-operation and conjunction with other local churches in the *Churches Together in Walderslade* network. The church takes assemblies in three of the local schools on a weekly basis. The church also hosted a number of events to bless the local community including a Pancake Day party and a not-a-halloween event.

There are two annual camping and caravanning opportunities for members to grow in relationship with each other and with God:- A trip to the New Wine summer conference in Somerset, and a more informal gathering over a weekend in May.

We also support various activities locally (e.g. communion in the local hospice) and internationally via a wide range of missionary links.

Public Benefit

On the pages of this report, the PCC has profiled regular aspects of church life, meetings and services of wider public benefit, special events, occasional offices and grants given. In so doing the PCC sees itself as meeting the criteria of “Public Benefit” for registered charities through the activities listed. The Trustees are aware of the supplementary guidance on charities for the advancement of religion.

One off events

The church continues to offer annual services of great interest and benefit to the local community. In November 2019 we hosted a Memorial Service for all those who had lost a loved one in the previous year in partnership with Medway funeral directors. In December, as part of our Christmas celebrations, we offered a crib service for children and parents, as well as a carol service which were very well attended by the community at large, partly due to the participation of Walderslade Sings! The women of St Philip & St James also had a Ladies Away Day in June which was well subscribed and greatly appreciated by those who attended, which included a few visitors from other churches.

We offer baptism and thanksgiving services to local families and church members. Most of these happen in the Sunday morning service and draw an average of fifty visitors per family.

Church Attendance

As at April 2019 there were 164 (April 2018: 192) people on the Church Electoral Roll (approximately 40% of whom are resident in the parish). This is a net decrease of 28 (14.5%) since 2018 although it does include the transfer of members to the church plant (St John’s Chatham) that was launched on 1 January 2018 with 12 adults from this congregation that were on the electoral roll at the launch, and thus remained so until ineligible six months later. The 2019 roll was also formed as a complete revision of the roll, so every person had to actively re-sign up.

The average weekly (Sunday and midweek) attendance counted during October 2019 was 131 adults (2018:125) and children 15 (2018:13). However total reach at the end of 2019 was 204. In 2019 the count was influenced by the necessary inclusion of one of the Sundays of local school half term holidays within October. These numbers reflect reach (different people attending) as distinct to attendances on any particular Sunday (ie some people came more than once but any repeat visits are not counted).

Occasional offices

In 2019, St Philip and St James Church conducted 15 (2018:11) baptisms, and there were no (2018: 0) adults who reaffirmed their baptismal vows. There was also one (2018:0) service of thanksgiving for the birth of a child. There was a confirmation service in September 2018 at St Paul’s with All Saints, Chatham at which four church members (2018:0) were confirmed. During the course of the year, we conducted one (2018:2) weddings in church and 15 (2018: 30) funerals of which 3 (2018:5) were in the church building. We also enabled two young people to receive communion for the first time (2018:0), and acknowledged two more who had first communion elsewhere initially.

Fabric, equipment, ministry and other expenditure related issues

The PCC attended to a number of fabric issues during 2019, relating to the church building and church hall as well as other issues relating to the mission of the church. Key fabric issues attended to during the year included:

1. Successfully found a more secure way of enabling the Pre-school children to play outdoors.
2. Electrical inspection and consequent works.
3. Minor fabric and other expenditure.

Grants

The church is presently committed to giving away 10% of income to mission work in areas outside of the parish. The bulk of the money currently goes to particular missionaries who have historic links with the church, and thus were sent out by the church in some way.

The Mission allocation for 2019 was agreed and donations to each of CMS (Pat Blanchard in Chile), CMS (Eric & Rhena Clouston – India), SIM (Ruth Guinness – Malawi), and Helper (Andy Blake – Tanzania). Smaller amounts were sent to each of David and Robin Stearns (Uganda), Face to Face trust (Kevin Moore in Norfolk), Ubaku Boys home, Rwanda (Rebecca and Evode Usabyamahoro); Paul Jhass for his missional work in India.

Financial Review

2019 has been a year of consolidation after the planting of St John's Chatham congregation at the start of 2018. The stewardship campaign of 2018 and continued conversion of unplanned giving to planned and Gift Aided giving has born results with overall giving from the congregation rising by about £6000 in 2019 (4.4% rise). Church hall lettings income has increased 10% in 2019 but statutory fees, mainly from funerals have reduced by 35% mainly due to rising use of Life Celebrants, and latterly direct to cremation funeral arrangements. In 2020 the majority of this income will be reclaimed by the Diocesan Board of Finance separately to the parish share contribution. Sundry income also declined, leaving the overall unrestricted income as a similar total in 2018 (£148,444) and 2019 (£148,500)

In terms of costs, stipend payments and associated costs of housing, parish offer, and heating and lighting are relatively inflexible within a year. The PCC was content to offer a 2.67% increase in parish share (effectively in line with inflation). Giving to missionaries was boosted beyond the initial 10% of voluntary income by a soup lunch which was well attended. Overall, costs in the year associated with the unrestricted fund increased marginally by 1% despite a significant water leak which at year end was largely paid off; this was offset by a much smaller depreciation charge in 2019 after the end of depreciating the upgrade to the sound system in the church (approx 2015).

The PCC employed a part time Church Operations Officer and a part time children and families worker (until retirement at 31 March 2019). The children and families worker was funded largely from giving by congregation members in 2019. The PCC is committed to continuing investment in enabling local residents to discover and respond to the love of God.

Reserves Policy

The PCC continued its cash reserves policy whereby the unrestricted funds not committed or invested in tangible fixed assets (roughly "the free reserves") held aims to be between one and two months of the resources expended. The reserves are regularly reviewed by the treasurer and discussed at the PCC from time to time. In the event of a significant drop in funding, the PCC would consider how the funding can be replaced or activities changed, and may arrange for an

appeal to be made to the congregation. At the end of December 2019, the free reserves amounted to £85,638 (2018: £80,457). This sum represents just over seven months of expenditure and exceeds the range outlined above.

The conditions existing at the end of Q1 2020 (ie the Corona Virus 2019 lockdown) will have a detrimental effect on the church finances as congregation members are furloughed or lose income and ability to give. Also hall hire income is paused during the lockdown, and cash collections are uncertain as to whether they will be set aside at home and brought to the church building eventually – clearly little income from visitors is to be expected during the season of only on-line services.

Despite all these challenges, the Trustees consider that they are confident that they are a Going Concern especially with the free reserves level outlined above.

Structure, governance and management

Structure

The PCC is a corporate body established by the Church of England. The PCC operates under the Parochial Church Council Powers Measure. The PCC was registered on 17 July 2009 under registered charity number 1130600. The appointment of PCC members is governed by and set out in the *Church Representation Rules* (2017, now 2020, London: Church House Publishing).

Committees

The full PCC met ten times in 2019 (not August or December) and three times in 2020 before signing off this report. Sub-committees met on an occasional basis between PCC meetings and recommendations or proposals were received and discussed by the full PCC. The PCC in 2019 had the following sub-committees, which met on an occasional basis between full meetings of the PCC. Standing Committee is the only committee required by law.

Fabric Committee:

During 2019 fabric issues were dealt with by the Churchwardens in consultation with the PCC.

Missionary Committee:

The Committee attends to matters relating to the church's support of the work of mission largely overseas and also in this country, outside the parish. It is responsible for making recommendations to the PCC for the allocation of the Mission budget.

Standing Committee:

This committee meets on an occasional basis to transact any urgent business of the PCC between its meetings, subject to any directions given by the Council.

Youth committee:

The Committee meets on an occasional basis to address issues concerning children and youth activities.

Risk Management

In its ongoing programme of risk management, the PCC has documented financial procedures (covering handling of cash, authorising expenditure, approving and paying for items of expenditure), procedures for handling disturbances at services (although not needed to be acted on during the year) and a fire risk assessment. In regard to safeguarding both children and vulnerable adults, the PCC follows the Diocese of Rochester's Safeguarding procedures and policies. Thus, the PCC 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). The PCC has also identified the risk of claims arising from historic debt advice and has appropriate insurance against that situation.

Reference and administrative information

Background

St Philip and St James' Parochial Church Council (PCC) has the responsibility of co-operating with the incumbent in promoting in the ecclesiastical parish the whole mission of the Church, pastoral, evangelistic, social and ecumenical. It also has maintenance responsibilities for the Church Centre Complex of St Philip and St James, King George Road, Chatham.

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:

Incumbent and Chair: The Rev'd Martyn Saunders
Assistant clergy: The Rev'd Adele Barker (until Nov 22nd 2019)
Reader: Rose Robinson
Churchwardens: Diane Hatcher (until May 8th 2019)
Tandy Sinclair (from May 8th 2019)
Winston Archibald

Members of Rochester Diocesan Synod:

Julie Campbell
Guy Gallico

Representatives to Rochester Deanery Synod:

Joe Franqueira
Tracy Read
Tanya Terry (from 30th April 2019)

Elected and co-opted members of the PCC:

Chris Banister (until 30 th April 2019)	Jim Knight (from 30 th April 2019)
Melanie Banister (30 th April to 17 th Sept 2019)	Steve Killick
John Crook	John Lawrence (until 30 th April 2019)
Heather Drew	Cheryl Philips
Beth Franqueira	Luke Saunders (from 30 th April 2019)
Steve Fouch	Chris Sims
Rita Holding (co-opted 15 Jan 2019, treasurer from 19 Feb 2019, elected 30 th April 2019)	Tanya Terry (vice chair)(until 30 th April 2019)

In attendance as PCC secretary, Mrs Mary Burling.

Contact Details

Correspondence may be addressed to: PCC Chair, St Philip and St James' Church, King George Road, Chatham, Kent ME5 0TZ.

Bank: CAF Bank Ltd, 25 Kings Hill Ave, Kings Hill, West Malling, Kent ME19 4TA

Independent examiner:

Mr David R Ralph, FCIE, 50 Southwood Rd, Rustall, Tunbridge Wells TN4 8SP

Approved by the PCC on 17 March 2020 and signed on their behalf by



Rev'd Martyn Saunders (PCC Chair)

PAROCHIAL CHURCH COUNCIL OF ST. PHILIP & ST. JAMES, CHATHAM

STATEMENT OF FINANCIAL ACTIVITIES
For the year ended 31 December 2019

	Note	Unrestricted Funds £	Designated Funds £	Restricted Funds £	TOTAL 2019 £	Unrestricted Funds £	Designated Funds £	Restricted Funds £	TOTAL 2018 £
INCOMING RESOURCES									
<i>Income from donations</i>	2a	134,514	3,024	13,502	151,040	125,152	4,210	11,568	140,930
<i>Income from other trading activities</i>	2b	8,524	625	380	9,528	11,961	-	12,089	24,050
<i>Investment income</i>	2c	72	13	18	103	-	7	-	7
<i>Charitable activities</i>	2d	5,389	1,351	-	6,740	11,331	-	7,130	18,461
<i>Other incoming resources</i>	2e	-	-	-	-	-	-	-	-
TOTAL INCOMING RESOURCES		148,500	5,012	13,900	167,412	148,444	4,217	30,787	183,448
RESOURCES USED									
<i>Expenditure on charitable activities</i>	3	143,752	3,957	12,075	159,784	140,910	3,264	39,747	173,295
TOTAL RESOURCES EXPENDED		143,752	3,957	12,075	159,784	140,910	3,264	39,747	173,295
NET INCOMING / (OUTGOING) RESOURCES		4,747	1,055	1,826	7,628		250 200		10,154
GAINS AND LOSSES ON INVESTMENTS									
Realised		-	-	-	-	-	-	-	-
Unrealised		-	-	-	-	-	-	-	-
GROSS TRANSFERS		-	-	-	-				-
NET MOVEMENT IN FUNDS		4,747	1,055	1,826	7,628	7,534	953	(8,960)	10,154
BALANCES BROUGHT FORWARD AT 1 JANUARY		80,457	5,613	3,627	89,698	72,823	4,660	12,187	89,670
BALANCES BF AT 1 JANUARY -represented		80,457	8,012	1,228	89,697				
Transfer of funds		434	(634)	200	-	100	-	400	500
BALANCES CARRIED FORWARD AT 31 DECEMBER		85,638	8,433	3,254	97,325	80,457	5,613	3,627	100,324

PAROCHIAL CHURCH COUNCIL OF ST. PHILIP & ST. JAMES, CHATHAM


BALANCE SHEET AS AT 31 DECEMBER 2019

	Note	2019 £	2018 £
FIXED ASSETS			
Tangible	5	1,092	1,638
CURRENT ASSETS			
Debtors	6	2,731	23,544
Repair Funds		5,176	3,348
Bank Accounts		88,576	64,620
Cash		80	41
		96,564	91,553
LIABILITIES:			
Creditors - Amounts Falling Due Within One Year	7	(330)	(3,493)
NET CURRENT ASSETS		96,234	88,060
TOTAL ASSETS less CURRENT LIABILITIES		97,326	89,698
Creditors - Amounts Falling Due After One Year			
TOTAL NET ASSETS		97,326	89,698
FUNDS			
Unrestricted		85,638	80,457
Designated Repair funds	8	5,176	3,347
Designated Barnabas fund	8	542	291
Designated Breakaway fund	8	835	541
Designated Young Peoples fund	8	1,535	1,535
Designated Senior Persons fund	8	-	-
Other Designated Funds	8	345	2,300
Restricted fund - Bereavement Group	9	310	310
Restricted fund - GLOW	9	33	231
Restricted fund - Good News Club	9	378	301
Restricted fund - Walderslade Sings!	9	1,652	966
Restricted fund -Childrens & Family Worker	9	881	(580)
		97,326	89,700

Approved by the PCC on

2020

Signature



Rev Martyn Saunders
Chairman

Signature



Rita Holding
PCC Treasurer

PAROCHIAL CHURCH COUNCIL OF ST. PHILIP & ST. JAMES, CHATHAM

NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 December 2019

1 ACCOUNTING POLICIES

The financial statements have been prepared in accordance with the Church Accounting Regulations 2006 together with applicable accounting standards and the Charities Statement of Recommended Practice 2015 and Financial Reporting Standard (FRS) 102.

The financial statements have been prepared under the historical cost convention except for the valuation of investment assets, which would be shown at market value. The financial statements include all transactions, assets and liabilities for which the PCC is responsible in law. They do not include the accounts of church groups that owe their main affiliation to another body, nor those that are informal gatherings of church members.

a Funds

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 (b) donations or grants received for a specific object or invited by the PCC for a specific object. The funds may only be expended on the specific object for which they were given. Any balance remaining unspent at the end of the year must be carried forward as a balance on that fund. The PCC does not usually invest separately for each fund. Where there is no separate investment, interest, where material, is apportioned to individual funds on an average balance basis.

Designated funds represent amounts from donations where the PCC has some discretion over their use within specified boundaries or set aside from general funds by the PCC and allocated for specific purposes.

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

b Incoming Resources

Planned Giving, collections and donations are recognised when received. Tax refunds are recognised when the incoming resource to which they relate is received. Grants and legacies are accounted for when the PCC is legally entitled to the amounts due. Dividends would be accounted for when receivable, interest is accrued. All other income is recognised when it is receivable. All incoming resources are accounted for gross.

c. Resources Expended

Grants and donations are accounted for when paid over, or when awarded, if that award creates a binding obligation on the PCC. The parish offer to the diocese is accounted for when due. Amounts received specifically for mission are dealt with as restricted funds. All other expenditure is generally recognised when it is incurred and is accounted for gross.

d Fixed Assets

Consecrated and beneficed property is not included in the accounts in accordance with section 10 (2) of the Charities Act 2011.

Movable church furnishings held by the Vicar and Churchwardens on special trust for the PCC, and which require a faculty for disposal, are accounted as inalienable property, listed in the churches' inventory, which can be inspected (at any reasonable time). For anything acquired prior to 2000 there is insufficient cost information available and therefore such assets are not valued in the financial statements.

Fixed Assets are depreciated to reflect their diminution of value over their estimated economic lifetime, as follows:

Office equipment and computers: 3-5 years. Fixtures and fittings: 10 years. Individual items of equipment with a purchase price of £1,000 or less are written off when the asset is acquired.

PAROCHIAL CHURCH COUNCIL OF ST. PHILIP & ST. JAMES, CHATHAM

NOTES TO THE FINANCIAL STATEMENTS (Continued)

For the year ended 31 December 2019

2. INCOMING RESOURCES

	Unrestricted Funds £	Designated Funds £	Restricted Funds £	TOTAL 2019 £	Unrestricted Funds £	Designated Funds £	Restricted Funds £	TOTAL 2018 £
a. <i>Income from donations</i>								
Regular Giving	103,765		11,727	115,492	95,224	2,560	7,599	105,383
Church Collections	3,518	2,408	87	6,012	8,579	1,650	200	10,429
Income Tax Recovered	25,427		603	26,029	21,349		369	21,718
Grants Received	-			-			3,400	3,400
Legacies	-			-				-
Sundry Donations	1,805	616	1,086	3,507				-
	134,514	3,024	13,502	151,040	125,152	4,210	11,568	140,930
b. <i>Income from other trading activities</i>								
Church hall lettings etc	8,423	-	-	8,423	7,635			7,635
Fund raising events	20	625	12	657	3,110		12,067	15,177
Other fundraising	81		368	449	1,216		22	1,238
	8,524	625	380	9,528	11,961	-	12,089	24,050
c. <i>Investment Income</i>								
Dividends and interest	72	13	18	103	-	7	-	7
d. <i>Charitable Activities</i>								
Sundry income	306	-	-	306				-
Fees - Weddings & Funerals	4,882	-	-	4,882	7,533			7,533
Youth activity fees	10	-	-	10	-			-
Other activities income	191	1,351	-	1,542	3,798		7,130	10,928
	5,389	1,351	-	6,740	11,331	-	7,130	18,461
e. <i>Other incoming resources</i>								
Insurance claims	-	-	-	-	-	-	-	-
TOTAL INCOMING RESOURCES	148,500	5,012	13,900	167,412	148,444	4,217	30,787	183,448

PAROCHIAL CHURCH COUNCIL OF ST. PHILIP & ST. JAMES, CHATHAM

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

3. RESOURCES EXPENDED

	Note	Unrestricted Funds £	Designated Funds £	Restricted Funds £	TOTAL 2019 £	Unrestricted Funds £	Designated Funds £	Restricted Funds £	TOTAL 2018 £
a. <i>Expenditure on Charitable Activities</i>									
Missionary and charitable giving:				1,092.00					
Church overseas:									
- missionary societies		12,832	1,118		13,950	12,700			12,700
- relief and development agencies		-	359		359	91			91
Home missions		1,750	350	2,050	4,150	1,413	300	(200)	1,513
UK Organisations		100			100	294			294
		14,682	1,827	2,050	18,559	14,498	300	(200)	14,598
Contributions to Diocese		70,862			70,862	68,970		-	68,970
Clergy Costs									
Clergy expenses		6,559			6,559	3,337		-	3,337
Clergy Housing costs		4,063			4,063	4,009		-	2,000
Church administrator	4	8,590			8,590	8,667		-	50
		19,212	-	-	19,212	84,983	-	-	74,357
Church Activity Costs									
Good News Club					-			11,946	11,946
Youth & Childrens Work		2,035		5,005	7,040	3,780	148	17,431	21,359
Worship Expenses		3,682			3,682	2,713			2,713
Web Site & Publicity		975		328	1,303	1,263			1,263
Outreach & Training Events		1,082	313	295	1,689	4,620	107	8,858	13,585
Other Church Activity costs		2,231	1,621	3,776	7,628	2,355	399	1,651	4,405
		10,005	1,933	9,404	21,343	14,731	654	39,886	55,271
Church Building Costs									
Church Insurance		1,984			1,984	1,800			1,800
Utilities		7,785			7,785	4,770			4,770
Cleaning	4	3,177			3,177	4,394			4,394
Maintenance		8,893			8,893	4,122	(273)		3,849
Building Repairs					-	323			323
Furnishing, equipment (not Capitalised)		1,217		481	1,697	642			642
Depreciation		546			546	4,727			4,727
		23,602	-	481	24,083	20,778	(273)	-	20,505
Other Costs									
Subscriptions					-	380			380
Telephone/internet		907			907	845			845
Photocopier		2,877			2,877	754			754
Printing, Post and Stationery		280			280	300			300
Sundry expenditure		970	137	78	1,186	1,707	2,524		4,231
Independent Examiner's fee		294			294	350			350
Bookkeeping costs		-			-	1,525			1,525
Bank charges		60	60	62	182	60	60	60	180
		5,389	197	140	5,726	5,921	2,584	60	8,565
TOTAL RESOURCES USED		143,752	3,957	12,075	159,784	140,910	3,264	39,747	173,295

PAROCHIAL CHURCH COUNCIL OF ST. PHILIP & ST. JAMES, CHATHAM

NOTES TO THE FINANCIAL STATEMENTS (Continued)

For the year ended 31 December 2019

4	STAFF COSTS	2019 £	2018 £
	Wages and salaries:		
	Church Operating Officer	1,092	8,667
	Children & Families Worker (Restricted Fund)	4,671	19,994
		<u>5,763</u>	<u>28,661</u>

During the year the PCC employed a Church Operations Officer, and a Childrens & Families Worker (until 31 March 2019). One PCC member received reimbursement of expenses (Rose Robinson) or remuneration, though an immaterial portion of the expenses paid to the clergy may be related to services to the PCC.

The PCC operates a Money Purchase Pension Scheme for eligible employees. The cost to the PCC of contributions to the scheme in the year was £63.06 (included above).

5	FIXED ASSETS	Equipment £	Total £
	<i>Cost</i>		
	Brought Forward	25,088	25,088
	Additions	-	-
	Disposals	-	-
	Carried Forward	<u>25,088</u>	<u>25,088</u>
	<i>Depreciation</i>		
	Brought Forward	23,450	23,450
	Charge for the year	546	546
	Disposals	-	-
	Carried Forward	<u>23,996</u>	<u>23,996</u>
	Net Book Value 31st December 2019	<u>1,092</u>	<u>1,092</u>
	Net Book Value 1st January 2019	<u>1,638</u>	<u>1,638</u>

Addition in 2018 is of a PC for church use, depreciation over 3 years on a straight line basis

6	DEBTORS	2019 £	2018 £
	Gift Aid recoverable	2,731	21,917
	Other debtors	-	117
	Tax Refund due from 2017	-	1,510
		<u>-</u>	<u>23,544</u>
7	LIABILITIES: AMOUNTS FALLING DUE WITHIN ONE YEAR	2019 £	2018 £
	Creditors	330	
	Accruals and deferred income		3,493
		<u>330</u>	<u>3,493</u>

The PCC has a 5 year contract on its photocopier, taken out in June 2017, with an ongoing liability of £99/quarter until the end of the contract.

PAROCHIAL CHURCH COUNCIL OF ST. PHILIP & ST. JAMES, CHATHAM

NOTES TO THE FINANCIAL STATEMENTS (Continued)

For the year ended 31 December 2019

8 MOVEMENT IN DESIGNATED FUNDS

	Repair Fund	Barnabas Fund	Breakaway Fund	Young Peoples Fund	Senior Persons Fund	Sundry Funds
	£	£	£	£	£	£
Incoming Resources						
Income from donations		1,019				616
Income from activities			3,364			
Transfers from General Funds	1,816					
Transfers from Other Funds						
Interest received	13					
	<u>1,829</u>	<u>1,019</u>	<u>3,364</u>	<u>-</u>	<u>-</u>	<u>616</u>
Resources Used						
Expenditure for designated purpose		768	900			571
Activity costs			1,718			
Administration costs						
Transfers to General Funds			250			2,000
Transfers to Other Funds			200			
	<u>0</u>	<u>768</u>	<u>3,068</u>	<u>-</u>	<u>-</u>	<u>2,571</u>
Net Incoming/(Outgoing) Resources	1,829	251	296	-	-	(1,955)
Balance brought forward at 1st January	3,347	291	539	1,535	-	2,300
Balance Carried forward	<u>5,176</u>	<u>542</u>	<u>835</u>	<u>1,535</u>	<u>-</u>	<u>345</u>

Repair Fund - The PCC sets aside funds to provide for the future repair of the church/hall and the curate's residence at 3A Kit Hill Avenue. All the funds utilised in the year were in respect of repairs to the Church building. Funds are held by the Diocese of Rochester on behalf of the PCC.

Breakaway Fund - A separately administered fund which raises funds to supplement the Church's giving to external organisations.

Barnabas fund - holds donations and profits from general fund raising for the support of the mission activities of current and former Church members.

Young peoples Fund - derived from specific donations and allocated by the PCC to provide additional resources for the work of the Church with young people.

Sundry Funds reflects other funds received for a specific purpose and their application.

9 MOVEMENT IN RESTRICTED FUNDS

	Bereave- ment Group	GLOW	Children & Families Worker	Good News	Walders- lade Sings!
	£	£	£	£	£
Incoming Resources					
Income from donations		646	6,368	77	
Grants					
Income from activities					6,809
Transfers from other funds			200		
		<u>646</u>	<u>6,568</u>	<u>77</u>	<u>6,809</u>
Resources Used					
Activity costs		845	1,437		6,123
Ministry costs to Families & Children			3,670		
	<u>-</u>	<u>845</u>	<u>5,107</u>	<u>-</u>	<u>6,123</u>
Net Incoming/(Outgoing) Resources	-	(199)	1,461	77	686
Balance brought forward at 1st January	310	231	(580)	301	966
Balance Carried forward	<u>310</u>	<u>33</u>	<u>881</u>	<u>378</u>	<u>1,652</u>

The Bereavement Group funds the provision of a bereavement support group at the Net community centre.

GLOW is a Ladies group - funding an annual away day (teaching and activities) for ladies & girls.

The Children & Families Worker fund comprises specific donations for the funding of a targeted ministry in that area.

Good News is a funding group providing an annual holiday for pensioners from the Church and their associates.

PAROCHIAL CHURCH COUNCIL OF ST. PHILIP & ST. JAMES, CHATHAM

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

10 ANALYSIS OF TOTAL NET ASSETS BY FUND

		Unrestricted Funds £	Restricted Funds £	Total £
Fixed Assets	Unrestricted Non designated funds	1,092	-	1,092
Current Assets	Bereavement Group		310	310
	GLOW		33	33
	Children & Family worker fund		881	881
	Good News		378	378
	Walderslade Sings!		1,652	1,652
	Designated Diocesan Repair funds	5,176		5,176
	Designated Barnabas fund	542		542
	Designated Breakaway fund	835		835
	Designated Young Peoples fund	1,535		1,535
	Designated Senior Persons fund	-		-
	Sundry Designated Fund	345		345
	Unrestricted funds	84,546		250
Current Liabilities - falling due in one year				200
	Children & Families			-
	Walderslade Sings!		-	-
	Designated Breakaway fund		-	-
	Unrestricted Non designated funds			-
Fund balance		94,072	3,254	13,230

11 Related Party Transactions

Members of the clergy are reimbursed for various expenses incurred to fulfil their role as well as goods and services incurred on behalf of the Church. Working expenses paid in the year totalled:

	£
The Rev'd Martyn Saunders (Incumbent & Chair)	1,467
The Rev'd Adele Barker (assistant curate)	1,400

From time to time other members of the PCC incurred expenses on behalf of the Church for which they were reimbursed on an arms length basis.

In addition various members of the Parochial Church Council made voluntary donations to the Church in the year. All donations were made on an arms length basis and no donor received any direct benefit as a result.

12 Additional Information

The services of the Vicar, Martyn Saunders, are fully funded by the Diocese of Rochester, the Church's supervising body to which the Parochial Church Council makes a contribution as a Parish Contribution. The services of the Assistant Curate, Adele Barker, are fully funded by the Diocese of Rochester, excluding working expenses claimed as detailed in note 11.

Independent Examiner's Report to the PCC of the Ecclesiastical Parish of St Philip & St James Chatham

This report on the financial statements of the PCC for the year ended 31st December 2019, which are set out on pages 1 to 13, is in respect of an examination carried out in accordance with the Church Accounting Regulations 2006 ("the Regulations") and s.145 of the Charities Act 2011 ("the Act").

Respective responsibilities of PCC members (Trustees) and examiner

As the members of the PCC you 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. Where the charity's gross income exceeded £250,000 that I am qualified to undertake the examination by being a qualified Fellow of the Association of Charity Independent Examiners.

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 and the Church Guidance 2006 issued by the Finance Division of the Archbishops' Council. An examination includes a review of the accounting records kept by the PCC 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.

D R Ralph

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13 May 2020