

**Agenda for Annual meeting 2019-2020 on Sunday ? after Mass at approx. 11.00am
in the Church Room**

Welcome by the Chairman

Approval of Minutes of 2018 -2019

Matters arising

Apologies

Attendance

Election of Officers

Churchwardens

PCC members

Sidesmen

Election of Deanery Synod Representatives not required this year

Reports (Any Questions)

PCC report

Church Magazine Report

100 Club Report

Social Committee report

Electoral Roll report

Finance report

Choir report –no report issued

Fabric report

Servers report

Deanery Synod Report

Chairman's report

AOB

**MINUTES OF ANNUAL PAROCHIAL CHURCH MEETING SUNDAY 28TH APRIL 2019 HELD
AFTER MORNING SERVICE AT 11.30AM IN CHURCH**

The Chairman Fr. Colin Sanderson welcomed all to the meeting.

Apologies Charles and Lorna Linsell,

Attendance 21 parishioners attended the meeting

Minutes The minutes of the Annual meeting held on April 8th 2018 had previously been circulated to PCC members and were attached to the package of reports which had been distributed to parishioners prior to the Annual meeting. It was proposed by Peter Chandler and seconded by Don Newling that they be accepted as a true record of the meeting. All were in favour.

Matters Arising None.

Election of Officers

Churchwardens Mr Peter Chandler and Mr Albert Crew were nominated to be re-elected as church wardens. It was proposed by Peter Bedson and seconded by Pat Page that they be re-elected. All were in favour.

PCC members The Following people had been nominated, proposed and seconded to become members of the PCC. Lyndon Murgatroyd, Sue Murgatroyd, Don Newling, Pat Page, Roy Page, Peter Bedson, Elizabeth Madders, Sylvia Chandler, Celia Crew, Patrick Andrew and Barbara Andrew.

The rules allow us to have 6 PCC members for electoral roll numbers up to 50 and 3 members for any number up to 100. In addition members can be co-opted to serve for twelve months (up to one fifth of the total number of PCC members).

Last year it was agreed that we would elect members annually. Thus all the above 11 nominated candidates are eligible to join the PCC and it was suggested that they be elected en bloc. This was proposed by Mark Thomas and seconded by Maureen Fozard. All agreed

Sides people Peter & Elaine Bedson, Lyndon & Sue Murgatroyd, Pat & Roy Page, Don & Ro Newling, Hilda Leake, Sylvia Chandler, Grace Beer. It was proposed by Mike Muston & seconded by Ken Hill that they be elected en bloc. All were in favour.

Deanery Synod representatives were elected in 2017.

Reports 2018 2019. All the reports from the relevant people had been received and circulated and the secretary asked the meeting if they had any comments on any of them. There was one question on the finances which was answered by the treasurer Mark Thomas.

The secretary then stated that he had not provided a report on the church magazine which was read out. He had also prepared a report on the 100 club which he also read out. Both these reports will be added to the final document which will be archived.

Reports covering 2019-2020

PCC Report

Since the last Annual Meeting we have had 5 PCC meetings, the last of them held on the 10th March 2020. The main issues discussed during this period were the dangers of falling plaster in parts of the church which has been rectified, and replacing the church noticeboard. A faculty had to be raised but the cost of the faculty would have been £300, approx. two thirds of the cost of the noticeboard. We were informed that the rules would change in April 2020 and it would only be necessary to get the approval of the archdeacon. So it was decided to postpone replacement until April 2020.

As a result of the Coronavirus pandemic we have been unable to hold our annual meeting or have any further PCC meetings. There was a conference call held in July involving Fr Colin, Roy Page, Mark Thomas and Lyndon Murgatroyd to discuss the safe opening of the church which the Government was now allowing. As a result of this meeting, St James Church opened for Sunday service only on July 12th.

The Bishop of Chester has extended the deadline for holding annual church meetings to October 31st 2020.

As it is currently not possible to propose and second on paper individuals for the PCC, Sides people, Church wardens and Deanery Synod Representatives, the individuals currently holding positions have been asked if they would be prepared to stand for the following year. More details can be found under the election of the individual groups.

Lyndon Murgatroyd

Church Magazine Report 2019-2020. The church magazine has been printed monthly by Congleton Museum until March 2020, when as a result of the coronavirus pandemic the museum closed. Since that time the magazine has been produced monthly, and all those people who take the magazine and are on line have received it by email. Those not on line, have received the magazine printed and delivered by the editor.

We had the loss of one advertiser the Alexandra Hotel, but this was replaced with a local builder, so the magazine so far, has continued to be self-supporting.

Congleton Museum is hoping to re-open in September but whether the museum will be able to print the magazine is debatable. I would like to express my thanks to Pat and Roy Page who have kindly collected, named and delivered the magazines to church until of course lockdown hit us.

Lyndon Murgatroyd

The 100 Club report 2019-2020 The monthly lottery draw at church continued until and including March 2020, when as a result of the coronavirus pandemic, all churches were closed indefinitely.

The draws for April –August 2020 (5 months), were drawn at 3 Firbeck Close Congleton in the presence of two members and one non-member.

The total amount of prize money from May 2019-March 2020 was £1045. One person kindly donated their prize money to the church, so the total amount for St James Church was £1140

As the annual meeting has been postponed until October 31st at the latest, a further £450 prize money has been distributed. (April-August 2020), and as one winner donated their prize to the church, a further £540 will go to the church.

Lyndon Murgatroyd

Social Committee Report 2019-2020

As usual 2019 was a busy year socially.

2019 was the first year that we did not have our usual Christmas Fair at New Life church. It was decided that the effort was no longer worth the reward, plus the ages of the helpers also made the day unviable. The decision was also made that we would no longer sell bric-a-brac or books.

Four Coffee mornings were held culminating in our Christmas Coffee Morning where a total of £754 was raised, which included the money raised for the Raffle

Our usual meals were also popular with Shrove Tuesday being cooked in house, and Harvest Supper being catered for. In addition we enjoyed meals out at the Egerton Arms and the Legs of Man for Christmas lunch.

On the Music front we enjoyed Sung Evensong presented by the wonderful Knutsford Deanery Choir, and a recital by our own Organist Denis Cartwright. Our thanks go to both our marvelous church organists; the aforementioned Denis and also David Johnson. They both decidedly add to the worship by their marvelous music.

In August, the Garden Party at the Murgatroyd's morphed into Afternoon Tea on the Lawn. Luckily the weather was good!

We also enjoyed our Tea and Cake afternoons, hosted by various members of the congregation.

2020 started off well with tea and cakes and Shrove Tuesday Supper, but has now ground to a halt due to the present Covid situation.

My thanks go to all who help with all these events, especially my Social Team; I could not do it without you.

Sue Murgatroyd

Electoral Roll Report 2019-2020

There were 63 names on the revised list in 2019. Sadly two of our members have died this year, which brought the number down to 61. Since then, one more form has been returned so there are now 62 names on the list.

Pat Page

Finance Report 2019-2020

Treasurer's report

The accounts for year ending 2019 have been fully audited and approved by the PCC. They are attached at the end of this package of reports.

The year-end bank and deposit balances are as follows:

	Current Account Statement balance at 31/12/19	9,979.66
	General Fund Deposit Account	1,304.96
	Total Available at 31/12/19	11,284.62

Within the balances above the following restricted amounts as at 31/12/19 are recorded:

	Flower Fund	212.86
	Appeal Fund	2,178.42
	Amount Available net of Restricted Funds	8,893.34

Appeal Fund

The main and very successful fundraising drive was in 2018, however in 2019 a further donation of £30 was received and £96.92 was raised at an Organ Recital generously given Denis Cartwright. During the year we paid for the path surfacing £1,250 and some internal replastering £570

Summary

It can be hard to see a true picture of our finances in any one year as a result of the income and expenditure for our very successful appeals for projects and grants. In the recent past boilers, electrical wiring and the church path have all involved generous fund-raising and then expenditure which spans multiple years. The result of this is that it is hard to see the underlying (without these projects and grants) surplus or deficit in any one year on our audited accounts. As a result, I have produced an income and expenditure statement below which removes the project / grant income and expenditure and compares 2018 and 2019. This also has some comments to explain the year on year variances.

So having removed Project / Grant income and expenditure we did make a very small surplus in 2019 of £56.90, down from a 2018 surplus of £679.50 It is of course good news that we cover our costs each year. However, the trend is less encouraging, and it is inevitable that costs will continue to rise and will have to include one off maintenance and repairs as these things occur. Planned giving is our main source of income and shows the opposite trend of slowly declining, not I hasten to say as a result of any lack of generosity in giving, but as the numbers in our congregation fall. We made payments of £30,000 to the Diocese in 2019, this fell short of our quota which was £36,286

2020 Financial Year

Whilst it is not the subject of this report, global events in 2020 are having a profound impact on our finances which have been the subject of a separate report issued to our congregation this month.

Mark Thomas

Fabric Report 2019-2020

This year has seen routine maintenance of roof slates, cleaning of gutters and removal of fallen plaster in the upper ceiling area as directed in the 5yr. Quinquennial Architect's inspection. Due to the Corona virus outbreak the heating system has not been serviced and the lightening conductor has not been checked; other items of the report are ongoing. Once again we must thank Peter Chandler for his continued efforts in completing so many tasks that go unnoticed.

Albert Crew

Servers Report 2019-2020

Many thanks go to all the servers who have assisted at our Sunday and midweek services throughout the year. Sadly due to the Corona virus outbreak all our worship was abruptly

brought to a close during March 2020, which meant that the whole Easter season went uncelebrated leaving a feeling of great loss to us all.

Involvement with the St. Francis and St. Chad Chapter of the Guild of Servants of the Sanctuary, continued up until the close down and we enjoyed several meetings where we shared fellowship, from which is derived a great deal of satisfaction. St James hosted the AGM in January followed by wine and cheese, and we were looking forward to welcoming them again in May but sadly this could not happen.

I would like to think that normal service will return at some time in the future, but I think this is a long way away.

Albert Crew

Deanery Synod Report 2019-2020

The Synod Meetings of 2019 and 2020 were held on June 13th October 16th and February 6th 2020. Presentations were made by the new Dean of Chester Cathedral the very Rev'd Tim Stratford, who talked about his Role and relationships with cathedral administrators. At the October meeting which was held at St James' two new incumbents in the deanery each gave a precis of their lives before ordination as their introduction to the synod. In February 2020 we heard from the past rural dean David Page on his return from a sabbatical during which he had developed a paper on the theme of Family Centred Funerals. Sadly there has been no activity since this meeting due to the Covid19 pandemic. 2020 is the year of synod elections and PCCs must elect their nominees.

Albert Crew

Chairman's Report will be read out at the meeting.

ACCOUNT SHEETS FOLLOW

158 Holmes Chapel Road,
Somerford,
Congleton,
Cheshire.
CW12 4QB
2nd March 2020

Mr Mark Thomas

St James Church Accounts

I have audited the accounts for the year 2019 and found them to be in good order except for the below:

Receipt Sheet

1. The date is incorrect on lines 17 & 18, should be 24/03/2019.

Check Cash Available

2. Item for "Organ Recital inc CAF" line 57: receipt sheet states £86.92, not £96.92.
3. Item for 2018 Appeal Fund : This figure is twice the amount shown on the Receipt sheet. However, the totals are correct as given on the receipt sheet.

Flower Fund

4. The £15 stated for 21/4/2019 does not appear on this sheet.


The above comments are do not appear to affect the overall accounts as presented, therefore I enclose the signed sheets.

Yours sincerely,



Chris Trevers

ST JAMES THE GREAT CONGLETON. STATEMENT OF INCOME AND EXPENDITURE 31/12/2019

Income	2018	2019
Planned Giving	25,419.29	23,798.07
Gift Aid Envelopes	3,098.90	1,865.65
Other Collections	1,001.39	1,349.70
Fetes, Bazaars	2,775.84	2,407.65
Donations / Sundry Vol income	463.14	1,381.56
Fees Paid to PCC	545.00	564.00
Remembrance Candles	157.46	183.92
Gift Aid Return	6,004.59	7,478.07
Transfer from High Interest Account/Roof Fund	0.00	0.00
Extraordinary Income	478.34	0.00
Flower Festival Fund	0.00	0.00
General Flower Fund	131.00	30.00
100 Club	1,235.00	1,140.00
Gift Aided Sacramental Candles	52.00	103.00
Non Gift Aided Sacramental Candles	3.00	-
Parish Magazine	361.05	393.95
Magazine Wall box	11.00	-
Restricted Income	1,038.53	1,188.55
Grants	2,000.00	0.00
Boiler / Lighting Fund	2,000.00	-
Path Fund / General Appeal Fund	4,880.00	226.92
TOTAL	51,655.53	42,111.04
Expenses		
The Ministry	3,042.91	2,893.56
Heating, Light, Water	2,126.81	2,557.72
Insurance	2,310.39	2,364.36
Minor Repairs	2,253.79	312.50
Upkeep of Services	858.48	946.36
Salaries	0.00	0.00
Sunday School	0.00	0.00
Choir	0.00	0.00
Other Parish Expenses	911.72	795.12
Payments to Diocese	28,800.00	30,000.00
Charities	301.03	604.00
Fetes and Bazaars	255.00	207.65
Flower Fund	50.00	150.00
Candles	0.00	0.00
Parish Magazine	315.50	323.95
Payments from restricted income	870.40	672.00
Boiler / Lighting Fund	18,106.00	-
Path Fund / General Appeal Fund	3,208.00	1,820.00
TOTAL	63,410.03	43,647.22
Surplus/(Deficit)	(11,754.50)	(1,536.18)
Bank Balance b/f from previous year	23,270.34	11,515.84
BANK A/C FUNDS AVAILABLE	11,515.84	9,979.66
DEPOSIT ACCOUNT BALANCE	1,295.22	1,304.96
TOTAL YEAR END FUNDS AVAILABLE	12,811.06	11,284.62
AUDITED BY :  DATE : 2/3/2020		

St James the Great Congleton. Accounts for the Year Ending 31st December 2019 AD

2010	2011	2012	2013	2014	2015	2016	2017	2018	Receipts	2019
20,870.20	21,126.00	21,722.86	19,328.25	18,621.92	19,730.39	22,844.75	24,583.91	25,419.29	Planned Giving	23,798.07
1,610.50	1,856.10	2,680.40	2,266.46	3,185.95	2,309.00	2,412.00	2,084.50	3,098.90	Gift Aid Envelopes	1,865.65
1,933.20	1,979.55	1,152.90	1,829.66	1,349.98	1,882.67	1,094.66	1,591.29	1,001.39	Other Collections	1,349.70
2,755.71	3,316.07	2,781.86	2,799.84	2,527.96	2,953.57	3,536.95	3,214.62	2,775.84	Fetes, Bazaars	2,407.65
3,722.37	1,850.44	3,409.14	2,216.24	143.59	366.00	120.85	552.65	463.14	Donations / Sundry Vol income	1,381.56
2,046.01	248.90	619.00	2,243.50	876.00	865.00	1,025.50	910.00	545.00	Fees Paid to PCC	564.00
0.00	0.00	0.00	0.00	0.00	0.00	41.55	45.20	157.46	Remembrance Candles	183.92
5,096.45	5,063.12	3,505.71	5,311.39	4,288.74	4,666.42	5,219.46	6,889.00	6,004.59	Gift Aid Return	7,478.07
0.00	2,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	Transfer from High Interest Account/Room Fund	0.00
3,989.71	1,249.47	170.26	62.74	805.54	406.64	129.00	489.37	478.34	Extraordinary Income	0.00
0.00	0.00	683.90	3,686.36	0.00	0.00	0.00	0.00	0.00	Flower Festival Fund	0.00
0.00	0.00	125.09	90.35	121.96	52.97	4.24	22.00	131.00	General Flower Fund	30.00
0.00	0.00	932.50	1,272.50	1,165.00	1,145.00	1,170.00	1,135.00	1,235.00	100 Club	1,140.00
0.00	0.00	202.17	235.42	103.00	229.91	112.86	99.21	52.00	Gift Aided Sacramental Candles	103.00
0.00	0.00	0.00	0.00	0.00	0.00	51.00	35.00	3.00	Non Gift Aided Sacramental Candles	-
279.75	261.62	132.45	134.31	41.80	89.35	345.05	358.60	361.05	Parish Magazine	393.95
0.34	0.34	0.34	0.34	0.34	0.09	19.23	21.36	11.00	Magazine Wall box	-
3,529.73	2,078.98	1,997.60	736.40	1,469.56	1,478.71	415.61	1,464.23	1,038.53	Restricted Income	1,188.55
900.00	350.00	0.00	500.00	500.00	0.00	6,500.00	0.00	2,000.00	Grants	0.00
0.00	0.00	0.00	0.00	0.00	4,374.00	17,139.65	5,794.78	2,000.00	Boiler / Lighting Fund	-
0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	4,880.00	Path Fund / General Appeal Fund	226.92
46,733.97	41,380.59	40,116.18	42,713.76	35,201.34	40,549.72	62,182.36	49,290.72	51,655.53	TOTAL	42,111.04

									Payments	
1,148.43	2,856.13	2,964.05	3,083.80	3,085.36	3,125.81	2,637.47	2,761.46	3,042.91	The Ministry	2,893.56
3,553.92	3,096.34	2,745.26	2,014.92	2,268.57	1,721.91	2,393.26	1,628.25	2,126.81	Heating, Light, Water	2,557.72
2,860.51	2,948.81	3,883.50	4,400.79	4,249.08	3,544.79	2,636.99	2,079.91	2,310.39	Insurance	2,364.36
434.59	1,444.03	135.61	707.57	2,761.46	5,412.14	660.00	687.34	2,253.79	Minor Repairs	312.50
519.09	834.68	540.71	539.24	670.72	592.99	515.16	678.09	858.48	Upkeep of Services	946.36
0.00	0.00	0.00	262.60	0.00	0.00	0.00	0.00	0.00	Salaries	0.00
78.28	111.79	50.57	0.00	0.00	0.00	0.00	0.00	0.00	Sunday School	0.00
81.00	83.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	Choir	0.00
5,967.21	1,650.19	2,500.91	2,067.50	2,042.03	1,408.27	951.37	656.27	911.72	Other Parish Expenses	795.12
30,930.54	27,644.36	21,510.00	20,384.00	25,550.00	25,918.00	25,930.20	26,460.00	28,800.00	Payments to Diocese	30,000.00
1,602.40	386.67	169.50	1,414.50	260.00	272.00	121.00	928.60	301.03	Charities	604.00
0.00	0.00	0.00	1,908.89	0.00	0.00	220.00	574.00	255.00	Fetes and Bazaars	207.65
0.00	0.00	0.00	152.13	113.76	0.00	0.00	0.00	50.00	Flower Fund	150.00
0.00	0.00	0.00	275.11	120.40	110.15	51.20	15.04	0.00	Candles	0.00
69.00	34.50	18.75	18.75	18.75	0.00	254.77	350.67	315.50	Parish Magazine	323.95
3,154.15	1,759.06	2,047.45	1,120.70	1,161.87	550.84	1,070.00	771.55	870.40	Payments from restricted income	672.00
0.00	0.00	0.00	0.00	0.00	0.00	18,650.58	0.00	18,106.00	Boiler / Lighting Fund	-
0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	3,208.00	Path Fund / General Appeal Fund	1,820.00
50,399.12	42,849.56	36,566.31	38,350.50	42,302.00	42,656.90	56,092.00	37,591.18	63,410.03	TOTAL	43,647.22
(3,665.15)	(1,468.97)	3,549.87	4,363.26	(7,100.66)	(2,107.18)	6,090.36	11,699.54	(11,754.50)	Surplus/(Deficit)	(1,536.18)

Audited by



Dated

02/03/2020

Summary of Accounts

Receipts :

Planned Giving	23,798.07
Gift Aid Envelopes	1,865.65
Other Collections	1,349.70
Extra Ordinary income	0.00
Fetes, Bazaars etc	2,407.65
100 Club	1,140.00
Parish Magazine	393.95
Sundry Voluntary income	1,381.56
General Flower Fund	30.00
Fees to PCC	564.00
Diocesan & Other Grants	0.00
Remebrance Candle Box	183.92
Gift Aid Return	7,478.07
Inter A/C Transfers	0.00
2018 Appeal Fund	453.84
Spare 1	0.00
Spare 2	0.00
Sacramental Candle	103.00
Restricted Income	1,188.55
TOTAL	42,111.04

Payments :

Ministry	2,893.56
Heat, Light, Water	2,557.72
Insurance	2,364.36
Minor Repairs, Organ etc	312.50
Upkeep of Services	946.36
Oher Salaries	0.00
Sunday School	0.00
Choir	0.00
Parish Magazine	323.95
Other Parish Expenses	795.12
Payments to the Diocese	30,000.00
Payments to Charities	604.00
Fetes and Bazaars	207.65
Flower Fund	150.00
Votive Candles	0.00
2018 Appeal Fund	1,820.00
Spare 1	0.00
Spare 2	0.00
Payments from Restricted Recpts	672.00
TOTAL	43,647.22
SURPLUS / DEFICIT	-1,536.18

Reconciliations to Bank Account

1. 2018 Year End Adjustments

Bank Balance per 24/12/18 Bank Statement	13,596.69
Add Credit in Accounts not posted to Bank	415.60
Less Cheque 1210 not presented to Bank	-25.00
Less Cheque 1211 not presented to Bank	-71.45
Less Dec DDR to Diocese in 2018 A/Cs	-2,400.00
End 2018 Balance per our Accounts	11,515.84

2. Monthly Reconciliation to Bank Statement

Bank Bal at 24/12/18 adjusted above	11,515.84
Add 2019 YTD Receipts from Accounts	42,111.04
Less 2019 YTD Payments from Accounts	-43,647.22
Add Payments not included in Bank Statements	

N/A	0.00	
N/A	0.00	0.00
Less Credits not included in Bank Statements		
N/A	0.00	
N/a	0.00	0.00

Reconciliation to End Month Bank Statement	9,979.66
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Balance Based on Bank Statements

Bank Balance 24/12/18	13,596.69
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Bank Credits During 2019

Jan	2,944.78
Feb	2,736.87
Mar	3,409.70
Apr	3,124.55
May	9,879.82
Jun	2,387.10
Jul	3,261.59
Aug	2,868.88
Sep	2,672.49
Oct	2,749.68
Nov	2,450.40
Dec	4,040.78

TOTAL CREDITS 2019	42,526.64
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Bank Debits During 2019

Jan	-3,283.76
Feb	-7,205.76
Mar	-3,407.42
Apr	-3,643.56
May	-978.97
Jun	-5,993.68
Jul	-653.22
Aug	-5,662.49
Sep	-3,921.61
Oct	-834.80
Nov	-6,001.66
Dec	-4,556.74

TOTAL DEBITS 2019	-46,143.67
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BANK BALANCE BASED ON ABOVE	9,979.66
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Audited By *Greaves*

Dated 02/03/20

ST JAMES THE GREAT CONGLETON

Vicar
116 Holmes Chapel Road Congleton CW12 4NX



31st January 2020

Mr Chris Trevers
158 Holmes Chapel Road
Somerford
Congleton
CW12 4QB

Dear Mr Trevers,

ST JAMES CONGLETON – AUDIT OF 2019 ACCOUNTS

Thank you for agreeing to once again audit the Church Accounts. I enclose:

- A CD-ROM containing the Excel workbook used to record the 2019 Receipts and Payments, reconcile monthly to the Bank Statement, document the deposit account balance, create the year end financial statements and track various restricted funds.
- Cheque and paying in Books used in 2019
- Bank Statements
- Weekly Cashier sheets
- Receipts
- Utility Bills
- Diocesan Parish share and other direct debit advices
- The year end financial statement sheets to be signed off if all is confirmed as in order

I am aware of one missing receipt re cheque 2749 £20.00 debited to the account on 15/11/19 which despite chasing has not been received.

I look forward to hearing from you. My contact details are set out below.

Yours sincerely

Mark Thomas
Treasurer

Treasurer: Mark Thomas, 5 Bosley View, Congleton, Cheshire. CW12 3TU
Telephone: 07540 781909
Email: mark.nicola.thomas@gmail.com

158 Holmes Chapel Road,
Somerford,
Congleton,
Cheshire.
CW12 4QB
2nd March 2020

Mr Mark Thomas

St James Church Accounts

I have audited the accounts for the year 2019 and found them to be in good order except for the below:

Receipt Sheet

1. The date is incorrect on lines 17 & 18, should be 24/03/2019.

Check Cash Available

2. Item for "Organ Recital inc CAF" line 57: receipt sheet states £86.92, not £96.92.
3. Item for 2018 Appeal Fund : This figure is twice the amount shown on the Receipt sheet. However, the totals are correct as given on the receipt sheet.

Flower Fund

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Yours sincerely,



Chris Trevers

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Gift Aid Envelopes	3,098.90	1,865.65
Other Collections	1,001.39	1,349.70
Fetes, Bazaars	2,775.84	2,407.65
Donations / Sundry Vol income	463.14	1,381.56
Fees Paid to PCC	545.00	564.00
Remembrance Candles	157.46	183.92
Gift Aid Return	6,004.59	7,478.07
Transfer from High Interest Account/Room Fund	0.00	0.00
Extraordinary Income	478.34	0.00
Flower Festival Fund	0.00	0.00
General Flower Fund	131.00	30.00
100 Club	1,235.00	1,140.00
Gift Aided Sacramental Candles	52.00	103.00
Non Gift Aided Sacramental Candles	3.00	-
Parish Magazine	361.05	393.95
Magazine Wall box	11.00	-
Restricted Income	1,038.53	1,188.55
Grants	2,000.00	0.00
Boiler / Lighting Fund	2,000.00	-
Path Fund / General Appeal Fund	4,880.00	226.92
TOTAL	51,655.53	42,111.04
Expenses		
The Ministry	3,042.91	2,893.56
Heating, Light, Water	2,126.81	2,557.72
Insurance	2,310.39	2,364.36
Minor Repairs	2,253.79	312.50
Upkeep of Services	858.48	946.36
Salaries	0.00	0.00
Sunday School	0.00	0.00
Choir	0.00	0.00
Other Parish Expenses	911.72	795.12
Payments to Diocese	28,800.00	30,000.00
Charities	301.03	604.00
Fetes and Bazaars	255.00	207.65
Flower Fund	50.00	150.00
Candles	0.00	0.00
Parish Magazine	315.50	323.95
Payments from restricted income	870.40	672.00
Boiler / Lighting Fund	18,106.00	-
Path Fund / General Appeal Fund	3,208.00	1,820.00
TOTAL	63,410.03	43,647.22
Surplus/(Deficit)	(11,754.50)	(1,536.18)
Bank Balance b/f from previous year	23,270.34	11,515.84
BANK A/C FUNDS AVAILABLE	11,515.84	9,979.66
DEPOSIT ACCOUNT BALANCE	1,295.22	1,304.96
TOTAL YEAR END FUNDS AVAILABLE	12,811.06	11,284.62
AUDITED BY :	<i>[Signature]</i>	DATE : 2/3/2020

St James the Great Congleton. Accounts for the Year Ending 31st December 2019 AD

2010	2011	2012	2013	2014	2015	2016	2017	2018	Receipts	2019
20,870.20	21,126.00	21,722.86	19,328.25	18,621.92	19,730.39	22,844.75	24,583.91	25,419.29	Planned Giving	23,798.07
1,610.50	1,856.10	2,680.40	2,266.46	3,185.95	2,309.00	2,412.00	2,084.50	3,098.90	Gift Aid Envelopes	1,865.65
1,933.20	1,979.55	1,152.90	1,829.66	1,349.98	1,882.67	1,094.66	1,591.29	1,001.39	Other Collections	1,349.70
2,755.71	3,316.07	2,781.86	2,799.84	2,527.96	2,953.57	3,536.95	3,214.62	2,775.84	Fetes, Bazaars	2,407.65
3,722.37	1,850.44	3,409.14	2,216.24	143.59	366.00	120.85	552.65	463.14	Donations / Sundry Vol income	1,381.56
2,046.01	248.90	619.00	2,243.50	876.00	865.00	1,025.50	910.00	545.00	Fees Paid to PCC	564.00
0.00	0.00	0.00	0.00	0.00	0.00	41.55	45.20	157.46	Remembrance Candles	183.92
5,096.45	5,063.12	3,505.71	5,311.39	4,288.74	4,666.42	5,219.46	6,889.00	6,004.59	Gift Aid Return	7,478.07
0.00	2,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	Transfer from High Interest Account/Room Fund	0.00
3,989.71	1,249.47	170.26	62.74	805.54	406.64	129.00	489.37	478.34	Extraordinary Income	0.00
0.00	0.00	683.90	3,686.36	0.00	0.00	0.00	0.00	0.00	Flower Festival Fund	0.00
0.00	0.00	125.09	90.35	121.96	52.97	4.24	22.00	131.00	General Flower Fund	30.00
0.00	0.00	932.50	1,272.50	1,165.00	1,145.00	1,170.00	1,135.00	1,235.00	100 Club	1,140.00
0.00	0.00	202.17	235.42	103.00	229.91	112.86	99.21	52.00	Gift Aided Sacramental Candles	103.00
0.00	0.00	0.00	0.00	0.00	0.00	51.00	35.00	3.00	Non Gift Aided Sacramental Candles	-
279.75	261.62	132.45	134.31	41.80	89.35	345.05	358.60	361.05	Parish Magazine	393.95
0.34	0.34	0.34	0.34	0.34	0.09	19.23	21.36	11.00	Magazine Wall box	-
3,529.73	2,078.98	1,997.60	736.40	1,469.56	1,478.71	415.61	1,464.23	1,038.53	Restricted Income	1,188.55
900.00	350.00	0.00	500.00	500.00	0.00	6,500.00	0.00	2,000.00	Grants	0.00
0.00	0.00	0.00	0.00	0.00	4,374.00	17,139.65	5,794.78	2,000.00	Boiler / Lighting Fund	-
0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	4,880.00	Path Fund / General Appeal Fund	226.92
46,733.97	41,380.59	40,116.18	42,713.76	35,201.34	40,549.72	62,182.36	49,290.72	51,655.53	TOTAL	42,111.04

									Payments	
1,148.43	2,856.13	2,964.05	3,083.80	3,085.36	3,125.81	2,637.47	2,761.46	3,042.91	The Ministry	2,893.56
3,553.92	3,096.34	2,745.26	2,014.92	2,268.57	1,721.91	2,393.26	1,628.25	2,126.81	Heating, Light, Water	2,557.72
2,860.51	2,948.81	3,883.50	4,400.79	4,249.08	3,544.79	2,636.99	2,079.91	2,310.39	Insurance	2,364.36
434.59	1,444.03	135.61	707.57	2,761.46	5,412.14	660.00	687.34	2,253.79	Minor Repairs	312.50
519.09	834.68	540.71	539.24	670.72	592.99	515.16	678.09	858.48	Upkeep of Services	946.36
0.00	0.00	0.00	262.60	0.00	0.00	0.00	0.00	0.00	Salaries	0.00
78.28	111.79	50.57	0.00	0.00	0.00	0.00	0.00	0.00	Sunday School	0.00
81.00	83.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	Choir	0.00
5,967.21	1,650.19	2,500.91	2,067.50	2,042.03	1,408.27	951.37	656.27	911.72	Other Parish Expenses	795.12
30,930.54	27,644.36	21,510.00	20,384.00	25,550.00	25,918.00	25,930.20	26,460.00	28,800.00	Payments to Diocese	30,000.00
1,602.40	386.67	169.50	1,414.50	260.00	272.00	121.00	928.60	301.03	Charities	604.00
0.00	0.00	0.00	1,908.89	0.00	0.00	220.00	574.00	255.00	Fetes and Bazaars	207.65
0.00	0.00	0.00	152.13	113.76	0.00	0.00	0.00	50.00	Flower Fund	150.00
0.00	0.00	0.00	275.11	120.40	110.15	51.20	15.04	0.00	Candles	0.00
69.00	34.50	18.75	18.75	18.75	0.00	254.77	350.67	315.50	Parish Magazine	323.95
3,154.15	1,759.06	2,047.45	1,120.70	1,161.87	550.84	1,070.00	771.55	870.40	Payments from restricted income	672.00
0.00	0.00	0.00	0.00	0.00	0.00	18,650.58	0.00	18,106.00	Boiler / Lighting Fund	-
0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	3,208.00	Path Fund / General Appeal Fund	1,820.00
50,399.12	42,849.56	36,566.31	38,350.50	42,302.00	42,656.90	56,092.00	37,591.18	63,410.03	TOTAL	43,647.22
(3,665.15)	(1,468.97)	3,549.87	4,363.26	(7,100.66)	(2,107.18)	6,090.36	11,699.54	(11,754.50)	Surplus/(Deficit)	(1,536.18)

Audited by



Dated

02/03/2020

Summary of Accounts

Receipts :

Planned Giving	23,798.07
Gift Aid Envelopes	1,865.65
Other Collections	1,349.70
Extra Ordinary income	0.00
Fetes, Bazaars etc	2,407.65
100 Club	1,140.00
Parish Magazine	393.95
Sundry Voluntary income	1,381.56
General Flower Fund	30.00
Fees to PCC	564.00
Diocesan & Other Grants	0.00
Remebrance Candle Box	183.92
Gift Aid Return	7,478.07
Inter A/C Transfers	0.00
2018 Appeal Fund	453.84
Spare 1	0.00
Spare 2	0.00
Sacramental Candle	103.00
Restricted Income	1,188.55
TOTAL	42,111.04

Payments :

Ministry	2,893.56
Heat, Light, Water	2,557.72
Insurance	2,364.36
Minor Repairs, Organ etc	312.50
Upkeep of Services	946.36
Oher Salaries	0.00
Sunday School	0.00
Choir	0.00
Parish Magazine	323.95
Other Parish Expenses	795.12
Payments to the Diocese	30,000.00
Payments to Charities	604.00
Fetes and Bazaars	207.65
Flower Fund	150.00
Votive Candles	0.00
2018 Appeal Fund	1,820.00
Spare 1	0.00
Spare 2	0.00
Payments from Restricted Recpts	672.00
TOTAL	43,647.22
SURPLUS / DEFICIT	-1,536.18

Reconciliations to Bank Account

1. 2018 Year End Adjustments

Bank Balance per 24/12/18 Bank Statement	13,596.69
Add Credit in Accounts not posted to Bank	415.60
Less Cheque 1210 not presented to Bank	-25.00
Less Cheque 1211 not presented to Bank	-71.45
Less Dec DDR to Diocese in 2018 A/Cs	-2,400.00
End 2018 Balance per our Accounts	11,515.84

2. Monthly Reconciliation to Bank Statement

Bank Bal at 24/12/18 adjusted above	11,515.84
Add 2019 YTD Receipts from Accounts	42,111.04
Less 2019 YTD Payments from Accounts	-43,647.22
Add Payments not included in Bank Statements	

N/A	0.00	
N/A	0.00	0.00
Less Credits not included in Bank Statements		
N/A	0.00	
N/a	0.00	0.00

Reconciliation to End Month Bank Statement	9,979.66
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Balance Based on Bank Statements

Bank Balance 24/12/18	13,596.69
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Bank Credits During 2019

Jan	2,944.78
Feb	2,736.87
Mar	3,409.70
Apr	3,124.55
May	9,879.82
Jun	2,387.10
Jul	3,261.59
Aug	2,868.88
Sep	2,672.49
Oct	2,749.68
Nov	2,450.40
Dec	4,040.78

TOTAL CREDITS 2019	42,526.64
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Bank Debits During 2019

Jan	-3,283.76
Feb	-7,205.76
Mar	-3,407.42
Apr	-3,643.56
May	-978.97
Jun	-5,993.68
Jul	-653.22
Aug	-5,662.49
Sep	-3,921.61
Oct	-834.80
Nov	-6,001.66
Dec	-4,556.74

TOTAL DEBITS 2019	-46,143.67
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BANK BALANCE BASED ON ABOVE	9,979.66
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Audited By *Greaves*

Dated 02/03/20

ST JAMES THE GREAT CONGLETON

Vicar
116 Holmes Chapel Road Congleton CW12 4NX



31st January 2020

Mr Chris Trevers
158 Holmes Chapel Road
Somerford
Congleton
CW12 4QB

Dear Mr Trevers,

ST JAMES CONGLETON – AUDIT OF 2019 ACCOUNTS

Thank you for agreeing to once again audit the Church Accounts. I enclose:

- A CD-ROM containing the Excel workbook used to record the 2019 Receipts and Payments, reconcile monthly to the Bank Statement, document the deposit account balance, create the year end financial statements and track various restricted funds.
- Cheque and paying in Books used in 2019
- Bank Statements
- Weekly Cashier sheets
- Receipts
- Utility Bills
- Diocesan Parish share and other direct debit advices
- The year end financial statement sheets to be signed off if all is confirmed as in order

I am aware of one missing receipt re cheque 2749 £20.00 debited to the account on 15/11/19 which despite chasing has not been received.

I look forward to hearing from you. My contact details are set out below.

Yours sincerely

Mark Thomas
Treasurer

Treasurer: Mark Thomas, 5 Bosley View, Congleton, Cheshire. CW12 3TU
Telephone: 07540 781909
Email: mark.nicola.thomas@gmail.com