The Parochial Church Council of the Ecclesiastical Parish of Cartmel

Registration number: 1130275

Annual Report and Financial Statements

31 December 2019



The Parochial Church Council of the Ecclesiastical Parish of Cartmel Contents

Reference and Administrative Details	1
Trustees' report	2
Trustees' responsibilities	3
Independent examiner's report	4
Statement of financial activities	5
Balance sheet	6
Notes to the financial statements	7

The Parochial Church Council of the Ecclesiastical Parish of Cartmel Reference and Administrative Details

Charity name

The Parochial Church Council of the Ecclesiastical Parish of

Cartmel

Charity registration number

1130275

Principal office

The Rivelin Lindale

GRANGE OVER SANDS

LA11 6LJ

Registered office

The Rivelin Lindale

GRANGE OVER SANDS

LA11 6LJ

Trustees

N Devenish

Chairman

Dr R Baxter

D Hugget

B Cockshott

(deceased 20/11/2019)

J Iveson D Wallace J Johnson J Finch E J Lucas

M Iveson

(resigned 23/04/2019)

S McCleery D Vaughan

D Knight

(resigned 23/04/2019)

P Foulerton M Booth

D Maguire

(appointed 22/01/2019)

H Bailey

(appointed 23/04/2019)

J Bertlin

(appointed 23/04/2019)

V Richardson (appointed 10/05/2019)

Accountant

Dodd & Co Limited FIFTEEN Rosehill

Montgomery Way Rosehill Estate CARLISLE CA1 2RW

The Parochial Church Council of the Ecclesiastical Parish of Cartmel Trustees' Annual Report for the Year Ended 31 December 2019

Structure, Governance and Management

Governing Document

The Charity's governing document is the Parochial Church Council Powers Measure (1956) and the Church Representation Rules.

Appointment of Trustees, and Organisational and Decision Making Policy

The Trustees, who meet formally on several occasions during the year, administer the affairs of the Charity. Newly appointed Trustees are given induction training when first appointed and all Trustees are offered ongoing training, as appropriate.

Risk Policy

The Trustees have assessed the major risks to which the Charity is exposed, in particular those relating to the operations and finances of the Church, and are satisfied that systems are in place to mitigate our exposure to the major risks.

Achievements and Performance

Again, 2019 has proved to be a mixed year, but one in which the PCC has sustained its ability to make good progress with non-routine maintenance projects.

This year considerable efforts have been directed towards making our wonderful new space start to pay its way. One or two small events were eventually succeeded by a financially beneficial 4 month exhibition of high quality bespoke furniture, produced by local skilled artisans in the employ of 'The Rusland Movement', a local business. There was financial reward too for a second year from the Advent Festival 'Windows of the World which really brought the space to life. The Marshal Players mounted their Autumn production of' She Stoops to Conquer' in front of the screen just using the west end space for hospitality. They are still adjusting to the challenge of presenting drama in this building, but they have identified difficulties and addressed them, and in 2020 hope to see a reversal of the losses incurred in 2019.

The lighting in the Sanctuary was the subject of attention in the earlier part of the year with notable improvements in both visual and functional effect. More work is still needed. The second half of the year saw the focus shift to the west end, where two new boilers were installed with a consequent dramatic effect on the general warmth of the building. The costs for both projects have been supported in full by the Cartmel Priory Trust Fund to which we are most grateful.

We are fortunate to enjoy the support of the Cartmel Priory Shop which has again provided a substantial donation to PCC funds. The year started slowly, but Christmas sales approached the frenetic! We are also fortunate in the support we reliably receive from 'The Friends of Cartmel Priory' and the 'Cartmel Priory Trust' for Priory projects. We are reliant otherwise on our fund raising activities, Priory weddings, an occasional bequest/gift, plate collections, visitor donations and the commitment of regular congregation members to forms of planned giving. If we are to reverse the trend towards reducing our net assets, it is imperative for next year that those who regard themselves as 'belonging to the Priory' take ownership of the overwhelming need to increase the return in any of these categories by increasing their stewardship.

Financial Review

The net assets of the PCC have decreased by £11,238 this year.

At the year end, the Charity had free reserves of £60,713, this is considered to be an appropriate level of reserves.

Approved by the Trustees on 16/07/2020 and signed on their behalf by:

The Reverend Nick Devenish, Trustee

The Parochial Church Council of the Ecclesiastical Parish of Cartmel Trustees' Responsibilities in relation to the Financial Statements

The trustees are responsible for preparing the Trustees' Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities in England and Wales requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources of the charity for that period. In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

The trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act 2011, the Charity (Accounts and Reports) Regulations 2008 and the provisions of the trust deed. They are responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Independent Examiner's Report to the Trustees of The Parochial Church Council of the Ecclesiastical Parish of Cartmel

I report on the accounts of the Trust for the year ended 31 December 2019, which are set out on pages 5 to 12.

Your attention is to drawn to the fact that the Charity has prepared the financial statements in accordance with Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) in preference to the Accounting and Reporting by Charities: Statement of Recommended Practice issued on 1 April 2005 which is referred to in the extant regulations but has since been withdrawn.

We understand that this has been done in order for the accounts to provide a true and fair view in accordance with the Generally Accepted Accounting Practice effective for reporting periods beginning on or after 1 January 2015.

Respective responsibilities of trustees and examiner

The trustees are responsible for the preparation of the accounts. The trustees consider that an audit is not required for this year undersection 144(2) of the Charities Act 2011(the 2011 Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts undersection 145 of the 2011 Act;
- follow the procedures laid down in the General Directions given by the Charity Commission undersection 145 (5) (b) of the 2011 Act; and
- state whether particular matters have come to my attention.

Basis of independent examiner's report

My examination was carried out in accordance with the General Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as 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 Act; and
 - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 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.

Martin S Ward FCA
Dodd & Co Limited
Chartered Accountants
FIFTEEN Rosehill
Montgomery Way
Rosehill Estate
CARLISLE

Date: 16/07/2020

CA1 2RW

PAROCHIAL CHURCH COUNCIL OF CARTMEL, CUMBRIA STATEMENT OF FINANCIAL ACTIVITIES For the year ended 31 December 2019

,	Note	Unrestricted funds £	Restricted funds £	TOTAL I 2019 £	FUNDS 2018 £
INCOME FROM:					
Donations and legacies	2(a)	114,787	80,876	195,663	227,097
Charitable activities	2(b)	2,212	×=	2,212	2,367
Other income	2(c)	11,033	% =	11,033	18,074
Investments	2(d)	517	-	517	460
TOTAL		128,549	80,876	209,425	247,998
EXPENDITURE ON:					
Raising funds	3(a)	663	-	663	1,099
Charitable activities	3(b)	123,878	82,304	206,182	260,296
Other expenses	3(c)	15,410	(F	15,410	11,129
TOTAL		139,951	82,304	222,255	272,524
Gain / (Loss) on investment assets:		1,592	-	1,592	(130)
NET INCOME/(EXPENDITURE)		(9,810)	(1,428)	(11,238)	(24,656)
BALANCES B/FWD 1 JANUARY		98,390	34,098	132,488	157,144
BALANCES C/FWD 31 DECEMBER		88,580	32,670	121,250	132,488

The notes on pages 7-12 form part of the accounts.

PAROCHIAL CHURCH COUNCIL OF CARTMEL, CUMBRIA **BALANCE SHEET** At 31 December 2019

		Note	2019	2018
			£	£
FIXED ASS	ETS			
	Tangible	5 (a)	17,764	27,233
	nvestment	5 (a) 5 (b)	10,102	8,510
	nvestment in subsidiary	5 (c)	10,102	0,510
,	Tivestifient in Subsidiary	J (U)		
			27,867	35,744
CURRENT	ASSETS			
	Debtors	7	52,014	61,813
(Cash at bank and in hand		50,646	46,526
			100.000	100 220
LIABILITIES	•		102,660	108,339
LIABILITIES	•			
	Creditors - amounts falling due in one year	8	9,277	11,595
	oroantoro amounto raming ado in one year		- 1	
1	Net current assets / (liabilities)		93,383	96,744
			101 050	100 100
TOTAL NE	T ASSETS		121,250	132,488
PARISH FU	INDC			
PARISH FU	NDS			
	Unrestricted	10	88,580	98,390
	Restricted	10	32,670	34,098
			121,250	132,488
			No. of the second secon	Locality of the second of the second

Approved by the Parochial Church Council on 16/07/2020 and signed on their behalf by:

N Devenish

Trustee

R Baxter Trustee

The notes on pages 7-12 form part of the accounts.

1. Accounting policies

Statement of compliance

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

Basis of preparation

The charity meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy

Fund accounting policy

Unrestricted income funds are general funds that are available for use at the trustees' discretion in futherance of the objectives of the charity.

Restricted funds are those donated for use in a particular area or for specific purposes, the use of which is restricted to that area or purpose.

Going concern

These financial statements have been prepared on a going concern basis.

Income

Donations are recognised where there is entitlement, receipt is probable and the amount can be measured with sufficient reliability.

Where services are provided to the charity as a donation that would normally be purchased from our suppliers, this contribution is included in the financial statements at an estimate based on the value of the contribution to the charity where this can be quantified.

The value of services provided by volunteers is not incoporated into these financial statements. Further details of the contribution made by volunteers can be found in the Trustee's Annual Report.

Income from tax reclaims are included in the statement of financial activities at the same time as the gift to which they relate.

Income derived from events is recognised as earned (that is, as the related goods or services are provided).

Investment income is recognised on a receivable basis.

Income from charitable activities includes income recognised as earned (as the related goods or services are provided) under contract.

Expenditure

Liabilities are recognised as soon as there is a legal or constructive obligation committing the charity to the expenditure. All expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs to the category.

Raising funds expenditure compromise the costs associated with attracting voluntary income and the costs of trading for fundraising purposes.

Charitable activities expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

Support costs

Support costs include central functions and have been allocated to activity cost categories on a basis consistent with the use of resources, for example, allocating property costs by floor areas, or per capita, staff costs by the time spent and other costs by their usage.

Fixed assets

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

Individual assets costing £1,000 or more are initially recorded at cost.

Depreciation

Depreciation is provided on tangible fixed assets so as to write off the cost or valuation, less any estimated residual value, over their expected useful economic life as follows:

Fixtures, fittings and equipment

4 years straight line basis

Cash and Cash Equivalents

Cash and cash equivalents comprise cash on hand and call deposits, and other short-term highly liquid investments that are readily convertible to a known amount of cash and are subject to an insignificant risk of change in value.

Investments

Fixed asset investments are included at fair value at the balance sheet date.

Realised gains and losses on investments are calculated as the difference between sales proceeds and their fair value at the start of the year, or their subsequent cost, and are charged or credited to the statement of the financial activities in the period of disposal.

Unrealised gains and losses represent the movement in fair values during the year and are credited or charged to the statement of financial activities based on the fair value at the year end.

2. INCOME FROM:

Unrestricted funds	Restricted funds	TOTAL FUNDS 2019 £	TOTAL FUNDS 2018 £
20,446	1.	20,446	20,950
13,434	80,876	94,310	120,599
13,650	i - i	13,650	21,281
1,000	-	1,000	-
4,210	120	4,210	2,151
25,483	(=)	25,483	25,976
6,967	-	6,967	6,392
5,904	-	5,904	5,584
13,708	1 -	13,708	13,490
9,985	-	9,985	10,674
114,787	80,876	195,663	227,097
	funds £ 20,446 13,434 13,650 1,000 4,210 25,483 6,967 5,904 13,708 9,985	funds funds £ £ 20,446 - 13,434 80,876 13,650 - 1,000 - 4,210 - 25,483 - 6,967 - 5,904 - 13,708 - 9,985 -	Unrestricted funds Restricted funds FUNDS £ £ £ 20,446 - 20,446 13,434 80,876 94,310 13,650 - 13,650 1,000 - 1,000 4,210 - 4,210 25,483 - 25,483 6,967 - 6,967 5,904 - 5,904 13,708 - 13,708 9,985 - 9,985

Of the £227,097 received in 2018, £119,254 of donations were restricted and £107,843 were unrestricted.

(b) Charitable activities

Fundraising:

Coffee/social activities	95	-	95	118
Guided tours	2,117	12	2,117	2,249
	2,212	-	2.212	2.367

Of the £2,367 received in 2018, £nil related to restricted funds and £2,367 related to unrestricted funds.

(c) Other income

Fees	3,764	-	3,764	6,507
Concerts	7,169	-	7,169	9,606
Parish Magazine	100	-	100	309
Misc income		-	-	1,652
	11,033	-	11,033	18,074

Of the £18,074 received in 2018, £nil related to restricted funds and £18,074 related to unrestricted funds.

(d) Investments

(=)				
Dividends and interest	517	-	517	460
	517	-	517	460

Of the £460 received in 2018, £nil related to restricted funds and £460 related to unrestricted funds.

A CONTRACT OF THE PROPERTY OF				
TOTAL INCOMING RESOURCES	128,549	80.876	209.425	247.998

			TOTAL	TOTAL
3. EXPENDITURE ON :	Unrestricted	Restricted	FUNDS	FUNDS
	funds	funds	2019	2018
	£	£	£	£
(a) Raising funds				
Gift aid envelopes & stationery	146	-	146	500
Donorpoint	517	-	517	599
ette, discovettos Massacovo aste	663	-	663	1,099

Of the £1,099 expenditure in 2018, all related to unrestricted funds.

(b) Charitable activities				
Missionary and charitable giving				
Overseas	600	-	600	2,550
UK missions & church societies	100	-	100	2,215
Secular local charities	1,100	-	1,100	1,430
Tithing overstated in 2018	(2,443)	-	(2,443)	5
Ministry: Diocesan Parish Offering	60,000	(-	60,000	53,088
Other ministry costs	2,230	·	2,230	1,774
Clergy & secretarial	7,111	N=	7,111	12,851
Caretaker salary/exps/PAYE/NI	5,907	-	5,907	6,599
Church running & routine maintenance	4,829	-	4,829	9,207
Non-routine maintenance		80,876	80,876	122,228
Churchyard upkeep	2,156	-	2,156	2,310
Heat/light/water costs	10,497	-	10,497	9,858
Insurance	7,087	-	7,087	6,821
Organ costs	266	=	266	696
Publicity/website	-	426	426	1,318
Organist fees	5,695	=	5,695	4,982
Upkeep of services	631	ě	631	1,248
Wedding and funeral expenses	568		568	3,655
Sundry costs	910	_	910	2,401
Bank charges	168	=	168	164
Education & training	445	-	445	(=)
Printing, stationery & postage	3,669	-	3,669	3,117
Parish magazine	3,094	-	3,094	2,560
Concerts	9,257	-	9,257	8,751
Restricted Fund costs	-,	1,002	1,002	473
Tiostriotod i drid dodio	123,878	82,304	206,182	260,296
-				

Of the £260,296 expenditure on charitable activities in 2018, £121,107 was charged to restricted funds and £139,189 was charged to unrestricted funds.

(c) Other expenses				
Accountancy fees	5,941	-	5,941	3,366
Depreciation	9,469	-	9,469	7,763
B opi oblation	15,410	/	15,410	11,129

Of the £11,129 other expenditure in 2018, all related to unrestricted funds.

TOTAL RESOURCES EXPENDED	139,951	82,304	222,255	272,524
	The state of the s	STATE OF THE STATE		

4a. STAFF COSTS	2019	2018
	£	£
Wages and salaries	5,758	6,509
Social security costs	-	- 10
Pension costs	149	90
	5,907	6,599
No employee received emoluments of more than £60,000 during the year (2018 - No. 0)		
The average number of persons employed by the charity during the year was as follows:		
	2019	2018
	No.	No.
Charitable activities	2	2

4b. PAYMENTS TO PCC MEMBERS

Expenses of £2,565 were paid to trustees in the year. There no other payments to any PCC member, persons connected to them or related parties.

5. FIXED ASSETS FOR USE BY THE PCC

		Equipment
(a) Tangible		£
ACTUAL/DEEMED COST	At 1 January 2019	42,357
	Additions	
	At 31 December 2019	42,357
DEPRECIATION	At 1 January 2019	15,124
	Charge for year	9,469
	At 31 December 2019	24,593
NET BOOK VALUE	At 31 December 2019	17,764
	At 31 December 2018	27,233
(b) Investments		£
Fair value	1 January 2019	8,510
Revaluation	on gain	1,592
Fair value	31 December 2019	10,102

(c) Investment in subsidiary

The charity holds more than 20% of the share capital of the following company:

Subsidiary undertakings Cartmel Priory Shop Limited	Country of incorporation United Kingdom	Principal activity Priory shop	Class Ordinary	% 100
		Capital & reserves	Profit/(loss) for the period	
		£	3	

6. OPERATING LEASE COMMITMENTS

W	Other	Other		
Future minimum lease payments	2019 £	2018 £		
Not later than one year	1,170	2,130		
Later than one year and not later than five years				
Total	1,170	2,130		

7. DEBTORS	2019	2018
1. BEBTOTO	£	£
Trade debtors	4,619	<u> </u>
Due from Cartmel Priory Shop Ltd	47,395	61,813
Due nom Guitmer Holy Grop Lie	52,014	61,813
	2019	2018
8. CREDITORS	£	£
Amounts falling due in one year		10 100
Trade creditors	7,305	10,400
Accruals	1,972	1,195
The state of the s	9,277	11,595

9. FUND DETAILS

Restricted funds

	Balance at 1 January 2019 £	Incoming resources £	Resources expended £	Transfers £	Total restricted £
Refurb & development	1,400	80,876	(80,876)		1,400
Misc restricted	4,939	<u>=</u>	=	-	4,939
Vigarage fund	230	=	-	Η.	230
Flower fund	3,005	9.1	(1,002)	-	2,003
Young parishioners	14,711	-	=	2	14,711
Publicity & website	9,813	-	(426)	ē	9,387
	34,098	80,876	(82,304)	-	32,670

Comparative restricted funds	Balance at 1 January 2018 £	Incoming resources £	Resources expended £	Transfers £	Total restricted £
Refurb & development	1,400	118,019	(118,019)	-	1,400
Misc restricted	7,554	1	(2,615)	-	4,939
Vigarage fund	230	3 - 3	-	-	230
Flower fund	2,243	1,235	(473)	-	3,005
Young parishioners	14,711	(7)	=	-	14,711
Publicity & website	20,253	*	=	(10,440)	9,813
	46,391	119,254	(121,107)	(10,440)	34,098

Refurb & Development - this fund is used to pay for any major refurbishments to the Priory.

Misc restricted - this fund contains donations made for specific repairs to the Priory.

Vicarage fund - this fund relates to maintenance of the vicarage.

Flower fund - this fund is for the provision of flowers within the Priory.

Young parishioners - this fund is to be used for the promotion of young parishioners.

Publicity & website - this fund is used to pay for the promotion of the Priory.

10. NET ASSETS BY FUND

	Restricted funds	Unrestricted funds	Total funds
Fixed Assets		27,867	27,867
Current Assets	32,670	69,990	102,660
Creditors due within one year	-	(9,277)	(9,277)
	32,670	88,580	121,250

11. CARTMEL PRIORY CHURCH SHOP LTD

From 6 January 2016 Cartmel Priory Church Shop Ltd was set up as a wholly owned trading subsidiary of the PCC of Cartmel.

Comparative net assets by fund	Restricted funds	Unrestricted funds	Total funds
Fixed Assets Current Assets	34,098	35,744 74,241	35,744 108,339
Creditors due within one year	7	(11,595)	(11,595)
	34,098	98,390	132,488

11. RELATED PARTY TRANSACTIONS

During the year a donation of £13,650 (2018 £21,281) was received from Cartmel Priory Church Shop Ltd and recharges totalling £8,649 (2018 £8,508) were made to the company from the charity.

