

**ST FRANCIS CHURCH, SALISBURY**

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

**for the year ended 31 December 2019**

**Charity Number 1130133**

**ST FRANCIS CHURCH, SALISBURY (1130133)**  
**ANNUAL REPORT AND FINANCIAL STATEMENTS**

<b>CONTENTS</b>	<b>Page</b>
Trustees and professional advisers	1
Trustees Annual report	2
Independent Examiner's Report to the trustees of St Francis Church Salisbury	6
<b><i>Financial Statements:</i></b>	
Statement of Financial Activities	8
Balance Sheet	9
Notes to the Financial Statements	10-16

## ST FRANCIS CHURCH, SALISBURY (1130133)

### ANNUAL REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 DECEMBER 2019

#### ADMINISTRATIVE INFORMATION-(Admin Information should be top of trustees report)

##### Church Details

St Francis Church is an Anglican Church in the Diocese of Salisbury. The church building is situated in the northern part of the city, at the junction of Castle Road and Beatrice Road.

Correspondence to the Church, the PCC or its officers can be addressed to:

The Parish Office  
St Francis Church  
Beatrice Road  
Salisbury, SP1 3PN

##### Structure and Management

The PCC is a corporate body established by the Church of England and operates under the Parochial Church Council Powers Measure. The PCC registered with the Charity Commission during 2009; our Registration Number is 1130133. The appointment of members of the PCC is governed by and set out in the Church Representation Rules.

Churchwardens at St Francis had traditionally been elected to serve a two-year term. A decision was made in 2007 to increase the normal term to three years. Churchwardens attend training days to make them aware of the responsibilities that they have as Churchwardens, and that the PCC has overall. When necessary and appropriate, individual members of the PCC attend courses to learn about specific issues and to report back to the PCC.

The PCC meets regularly on alternate months; in the intervening months a Standing Committee, (consisting of the PCC Chair, the Curate, Secretary, Treasurer, Operations Manager, Churchwardens and Vice-Chair) meets. Reports from Deanery and General Synods, Churches Together, our link missionaries, the Juba School in Sudan and PCC Committees are regularly received by the PCC. The PCC has appointed sub-committees and task forces for special responsibilities and tasks, as follows:

	<i>Responsibilities</i>
Building & Grounds Committee	To deal with issues relating to the fabric of the church building and grounds
Mission Committee	To monitor and review all our mission work, and to advise on annual giving
Other taskforces are formed as and when they are needed for special events and for the appointment of staff	

##### PCC membership

The following people served on the Parochial Church Council (PCC) during 2019 and consequently formed the Board of Trustees of the PCC during the period:

<b><i>Incumbent</i></b>	Reverend Canon Jean de Garis	Chair of the PCC ( <i>from May 2019</i> )
<b><i>Curate</i></b>	Reverend Matthew Levinsohn	( <i>from July 2017</i> )
<b><i>Churchwardens</i></b>	Caroline Ferguson	( <i>re-elected April 2016</i> )
	Olwen Brockway	( <i>re-elected April 2016</i> )
<b><i>Officers</i></b>	Colin Reed	Secretary ( <i>until May 2018</i> ) then Vice Chair ( <i>from May 2018</i> )
	Jean Filtness	Secretary ( <i>after May 2018</i> )
	Mark Venables	Treasurer ( <i>from April 2019</i> )

## ST FRANCIS CHURCH, SALISBURY (1130133)

### ANNUAL REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 DECEMBER 2019

<b>General Synod Member</b>	Keith Leslie	<i>(re-elected April 2017)</i>
<b>Deanery Synod Representatives</b>	Susan Carey	<i>(re-elected April 2017)</i>
	Sally Reed	<i>(re-elected April 2017)</i>
	John Squire	<i>(re-elected April 2017)</i>
<b>Elected Members</b>	Michelle Boucher	<i>(re-elected April 2017)</i>
	David Heydon	<i>(elected April 2017)</i>
	Colin Reed	<i>(elected April 2017)</i>
	Bill Wilson	<i>(re-elected April 2017)</i>
	Toby Ferguson	<i>elected 2019 for 2 years</i>
	Aysha Musson	<i>elected 2018 for 3 years</i>
	Anita Thorne	<i>elected 2018 for 3 years</i>
	Brian Webb	<i>elected 2018 for 3 years</i>
	Sarah Alford	<i>elected 2019 for 3 years</i>
	Jean Filtness	<i>elected 2019 for 3 years</i>
<b>Ex-Officio Members</b>	Chris Taylor	<i>elected 2019 for 3 years</i>
	Mark Venables	<i>elected 2019 for 3 years</i>
	Rev Sarah Wood-Roe	<i>Priest at St Lawrence, Stratford-sub-Castle</i>
	William Burditt	<i>Hope Community Leader</i>
	Sophie Burditt	<i>Hope Community Leader</i>

### AIM AND PURPOSE

The Parochial Church Council (PCC) of St Francis Church is responsible for co-operating with the Vicar, in promoting the whole mission of the church, pastoral, evangelistic, social and ecumenical, in the ecclesiastical parish. It is also responsible for the maintenance of the parish church and the adjacent church hall.

### OBJECTIVES AND ACTIVITIES

The primary objective of the PCC is the proclamation of the Gospel of our Lord Jesus Christ according to the doctrine and practices of the Church of England. St Francis PCC tries to achieve this by co-operating with and supporting our Vicar in promoting the mission of the church to the whole parish.

The Standing Committee (which sets the agenda for meetings of the PCC) is very conscious that it is easy for the PCC to become too involved with building maintenance and other routine matters. While the responsibility for looking after our physical assets must not be ignored, the PCC does try to keep a sensible balance and to devote time to discussing the future work of the church in the parish and our role in the wider community.

## **ST FRANCIS CHURCH, SALISBURY (1130133)**

### **ANNUAL REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 DECEMBER 2019**

#### **REVIEW OF THE YEAR (ACHIEVEMENTS AND PERFORMANCE)**

##### **Church Activities**

St Francis maintains a pattern of varied Services. These are:

09.30	Holy Communion - sung	1 <sup>st</sup> , 2 <sup>nd</sup> , 4 <sup>th</sup> and 5 <sup>th</sup> Sundays
09.30	Morning Worship	3 <sup>rd</sup> Sundays
11.00	Informal Worship	Every Sunday (the format varies, and includes Informal Worship, Informal Holy Communion, All Age Worship, All Age Worship with Communion, and All Age Worship with our Uniformed Groups.
19.30	Praise and Prayer	From Sept. 2019, evening worship / teaching at least once a month.

We maintain a small choir which supports the worship for Morning Prayer and sung Holy Communion, while a music group of mainly younger members supports the Informal Worship and All Age services.

In addition to the services in church, we take Communion to the house-bound and to some of the many residential homes in our parish, and there is a Messy Church once a month at Old Sarum.

We have 158 people on our Electoral Roll, and the average church attendance last year was around 190 each Sunday for the 9.30 and 11.00 services combined the same as last year. (Note that some people attend both services).

##### **Clergy**

The Church was in a vacancy following the departure of Rev Paul Taylor. However, the parish was extremely ably led by the two Church Wardens and Rev Matt Levinsohn the Curate. Indeed, in many ways, it proved to be a year of growth both numerically and spiritually. There was a specific focus on developing the life of prayer within the church as well as seeking to share faith effectively outside the walls of the building. Sunday teaching included an exploration of the grand narrative sweep of the Old Testament with chronological from Genesis – Malachi.

The Rev Canon Jean de Garis was licenced as Vicar in May 2019 by Andrew Rumsey the Bishop of Ramsbury. Jean, his wife Susan, and four adult children were warmly welcomed. The focus in the latter half of the year was on developing "Holy Habits" – the behaviours, activities, and values of the early church. This was based on the book "Holy Habits" by Andrew Roberts which emerges from the first Christian Community in Acts 2.42-49. After Christmas, there was an exploration of the seven "I am" sayings in John's Gospel through Lent 2020.

##### **Church Staff**

In addition to clergy, at the end of the year, the Church had five part-time paid staff members – Katie Ollivierre working with Children and Young Families, Jane Franchi as Operations Manager, Rory Malone as Worship Pastor and Home Group Co-Ordinator, and Charlie Davies our caretaker. In September 2019, we welcomed Paul Cable as Youth Pastor. This followed the departure of Dan Inglis in August, pursuing a career in teaching. In addition, Rachel Levinsohn co-ordinated and led Prayer Ministry within the church in a voluntary capacity.

##### **Church Fabric**

The church and wider community have continued to benefit from the Beatrice Room opened in May 2017. This has been used for a wide variety of activities. As identified in earlier years, the problem with the main roof of the church continued with an increasing number of leaks. An appeal for gifts and loans from the congregation, and subsequently the diocese, led to the new roof being installed from November 2019 and completed in January 2020. There are significant loans to be repaid, but the work has been completed on time and within budget.

## **ST FRANCIS CHURCH, SALISBURY (1130133)**

### **ANNUAL REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 DECEMBER 2019**

#### **REVIEW OF THE YEAR (ACHIEVEMENTS AND PERFORMANCE)**

##### **Hope Church**

In 2019 the church focussed on “a year of sharing our faith”, including training opportunities for our community and activities designed to encourage discussion of why we believe.

The Missional Hope Community under Will and Sophie Burditt’s leadership was well-engaged with the people on the two new housing estates of Old Sarum and Longhedge. The next natural phase in its development, after much research, discussion and prayer, was to invite members of St Francis Church to commit themselves to forming a new Sunday worshipping community in the Old Sarum Community Centre. In November 2019 an invitation was given to the whole church to consider prayerfully whether they were being called into this new emerging church. 30 adults and 20 children committed themselves to this exciting adventure of faith. In January 2020, these members were commissioned and sent out from St Francis to start a new phase in being the people of God amongst the new housing as “Hope Church”. This reflected the fact they were going to be meeting every Sunday for shared worship in addition to being a dispersed community.

The dominant theological image is to be both Salt (mixed into the wider community) and Light (illuminating the world as a gathered church). There is still much scope for growth and consolidation, but this has been a very positive development. Hope Church has its own identity and membership yet remains part of the parish and responsibility of the Vicar and PCC of St Francis Church. All church members – both Hope Church and St Francis – are equally called to be active in sharing their faith.

#### **PLANS FOR FUTURE PERIODS**

##### **COVID-19 IN 2020**

The unwelcome arrival of the world pandemic has changed nearly everything for nearly everyone. The church has had to adapt swiftly to a mixture of “live” and “virtual” worship and discipleship using technology that was new to many. The Church has cared for its members and the wider community through a huge number of phone calls, YouTube services, and practical acts of assistance (including food bag deliveries to up to 25 families per week). Three members of staff were furloughed under the government job retention scheme in 2020.

Coming out of the “lockdown” phase, we are continue to meet the challenges of a rapidly changing world. We are working creatively and flexibly to find the most effective ways to share faith and make disciples whilst developing new COVID-19 safe ways of working and adopting appropriate health and safety protocols.

#### **REVIEW OF FINANCIAL ACTIVITIES AND AFFAIRS**

Our accounts for the year are subject to Independent Examination; The PCC's Independent Examiners are Moore (South) LLP

The PCC maintains a current account with the CAF Bank Ltd and a deposit account with the Monmouth Building Society. The total cash in the church’s bank accounts is £150,840 (2018: £139,394).

Total receipts on the general fund were £225,361 (2018: £157,260) and are detailed in the financial statements, and £239,064 (2018: £145,979) was spent to provide the Christian Ministry from St Francis, including our contribution to the Diocesan costs (our ‘Share’) which covers stipends, housing and pensions for the clergy.

The church also received £157,424 this year for the roof repair fund which incurred costs of £129,715 during the year. The roof repair was part funded by two different loans amounting to £102,000; £50,000 was a diocesan loan repayable in 5 years and £52,000 was through interest free loans provided by congregation members.

The net result for the year on the General Fund was a surplus of £11,578 (2018: surplus £11,280).

**ST FRANCIS CHURCH, SALISBURY (1130133)**

**ANNUAL REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 DECEMBER 2019**

**REVIEW OF FINANCIAL ACTIVITIES AND AFFAIRS (CONTINUED)**

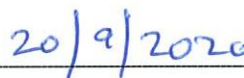
The PCC considers that it should maintain sufficient reserves to cover half of a year's expected general expenditure, which would be about £73,000. At the year end, after the application of general fund surplus as above, the Reserve Fund stood at the required £73,000. The PCC will review the reserves policy during the coming year.

On behalf of St Francis PCC:

Date:



Reverend Canon Jean de Garis, Vicar and PCC Chairman



## **ST FRANCIS CHURCH, SALISBURY (1130133)**

### **INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF ST FRANCIS CHURCH, SALISBURY, PAROCHIAL CHURCH COUNCIL**

I report on the accounts of the PCC of St Francis Church, Salisbury (charity number 1130133) for the year ended 31 December 2019 which comprise Statement of Financial Activities of all funds, the Balance Sheet and the related note, which can be found on pages 8 – 16 of this document.

#### **Respective responsibilities of Trustees and Examiner**

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144 of the Charities Act 2011 ("the Charities Act") and that an independent examination is needed. The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of ACCA

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 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 a 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 which gives me reasonable cause to believe that in any material respect the requirements:

- 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 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.

Robert MacDonald FCCA  
Moore (South) LLP  
Chartered Accountants  
33 The Clarendon Centre  
Salisbury Business Park  
Dairy Meadow Lane  
Salisbury  
SP1 2TJ



(This page left deliberately blank)

**ST FRANCIS CHURCH, SALISBURY (1130133)**

**STATEMENT OF FINANCIAL ACTIVITIES  
1 JANUARY 2019 TO 31 DECEMBER 2019**

	Unrestricted (£)	Endowment (£)	Restricted (£)	Total This year (£)	Last year (£)
<b><i>Incoming resources</i></b>					
Incoming resources from generated funds					
Voluntary income	196,473	-	44,798	241,271	215,060
Activities for generating funds	984	-	-	984	1,208
Investment income	-	-	-	-	90
Incoming resources from charitable activities	26,578	-	11,524	38,102	35,010
Other Incoming resources	1,326	-	102,000	103,326	1,840
Other voluntary Incoming resources	-	-	-	-	8
<b>Total income</b>	<b>225,361</b>	<b>-</b>	<b>158,322</b>	<b>383,683</b>	<b>253,216</b>
<b><i>Resources used</i></b>					
Charitable GIVING	20,118	-	-	20,118	27,109
Activities directly related to church work	195,955	-	2,497	198,452	178,605
Church Hall	11,140	-	-	11,140	11,517
Church management and administration	11,181	-	129,715	140,896	11,937
<b>Total expenditure</b>	<b>239,064</b>	<b>-</b>	<b>132,212</b>	<b>372,105</b>	<b>229,168</b>
<b>Net income / (expenditure) resources before transfer</b>	<b>(13,703)</b>	<b>-</b>	<b>25,281</b>	<b>11,578</b>	<b>24,048</b>
<b><i>Transfers</i></b>					
Gross transfers between funds - in	-	-	-	-	-
Gross transfers between funds - out	-	-	-	-	-
<b><i>Other recognised gains / losses</i></b>					
<b>Net movement in funds</b>	<b>(13,703)</b>	<b>-</b>	<b>25,281</b>	<b>11,578</b>	<b>24,048</b>
<b><i>Reconciliation of funds</i></b>					
<b>Total funds brought forward</b>	<b>124,676</b>	<b>-</b>	<b>791</b>	<b>125,467</b>	<b>101,419</b>
<b>Total funds carried forward</b>	<b>110,973</b>	<b>-</b>	<b>26,072</b>	<b>137,045</b>	<b>125,467</b>

# ST FRANCIS CHURCH, SALISBURY (1130133)

## BALANCE SHEET

	31 DECEMBER 2019	31 DECEMBER 2018
<b>Fixed assets</b>		
Tangible assets (see note 3)	3,479	5,682
	<u>3,479</u>	<u>5,682</u>
<b>Current assets</b>		
Debtors (see note 5)	14,387	17,093
Cash at bank and in hand	150,840	139,394
	<u>165,227</u>	<u>156,487</u>
<b>Liabilities</b>		
Creditors: Amounts falling due in one year (see note 6)	(31,661)	(36,702)
<b>Net current assets less current liabilities</b>	<u>133,566</u>	<u>119,785</u>
<b>Total assets less current liabilities</b>	<u>137,045</u>	<u>125,467</u>
<b>Total net assets less liabilities</b>	<u>137,045</u>	<u>125,467</u>
<b>Represented by:</b>		
<b>Unrestricted</b>		
Unrestricted - General fund	26,072	11,376
<b>Designated</b>		
Designated - Vicarage Repair Fund	1,921	1,921
Designated - Staffing Fund	(15,370)	19,268
Designated - Flower Fund	589	628
Designated - Teddy Bears Fund	1,936	1,360
Designated - Vicar's Computer Fund	-	(43)
Designated - Reserves	73,000	63,546
Designated - Old Sarum Mission	(3,286)	(1,229)
Designated - Fabric Fund	41,499	40,850
Designated - Church Extension Fund	(16,217)	(13,000)
<b>Restricted</b>		
Restricted – Roof repair fund	28,319	609
Restricted – Soul Survivor fund	(1,418)	181
<b>Funds of the church</b>	<u>137,045</u>	<u>125,467</u>

The notes on pages 8-16 form part of these accounts

Approved by the Trustees and signed on their behalf by:

Date: 20/09/2020



Reverend Canon Jean de Garis, Vicar and PCC Chairman



Mr Mark Venables, Treasurer

## ST FRANCIS CHURCH, SALISBURY (1130133)

### NOTES TO THE ACCOUNTS

#### 1 ACCOUNTING POLICIES

##### Charity Information

Charity name: The Parochial Church Council of the Ecclesiastical Parish of St Francis, Salisbury  
Charity number: 1130133

##### Accounting convention

The accounts (financial statements) have been prepared under the historic cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant notes to these accounts. The financial statements have been prepared in accordance with the Statement of Recommended Practice: Accounting and reporting by Charities preparing their accounts in accordance with the Financial Reporting Standards applicable in the UK and Republic of Ireland (FRS 102) issued on 16 July 2014 and the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102) and the Charities Act 2011.

In preparing the accounts, the trustees have considered whether in applying the accounting policies required by FRS 102 and the Charities SORP FRS 102 a restatement of comparative items was needed. No restatements were required.

##### 1a Funds

The accounts include all the funds for which the PCC is legally responsible.

**Restricted funds** are funds which are to be used in accordance with specific restrictions imposed by the donor. **Unrestricted funds** include funds which the trustees are free to use for any purpose in furtherance of the charitable objectives of the PCC. Unrestricted funds include **designated funds** where the trustees, at their discretion, have created a fund for a specific purpose.

The General Fund is an unrestricted fund, and most other funds are designated funds, with the exception of restricted funds set up in 2018 for funds raised for the forthcoming roof repair and a fund for amounts raised to support the Soul Survivor event attendance for our young people.

##### 1b Income Recognition

All income is recognised once the PCC has entitlement to the income, it is probable that the income will be received and the amount of income receivable can be measured reliably.

Donations are recognised when the PCC has been notified in writing of both the amount and the settlement date.

The PCC has received no legacy gifts in this accounting period.

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the PCC, which is normally on notification of interest paid or payable by the bank involved.

##### 1c Expenditure Recognition

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the PCC to that expenditure, it is probable that settlement will be required and the amount of the obligation can be measured reliably.

All expenditure is accounted for on an accrual basis. All expenses are allocated or apportioned to the applicable expenditure headings.

## ST FRANCIS CHURCH, SALISBURY (1130133)

### NOTES TO THE ACCOUNTS

Irrecoverable VAT is charged against the category of resources expended for which it was incurred.

#### 1d Statement of Assets and Liabilities

An inventory of all fixtures, fittings and equipment is kept and reviewed each year.

The following assets are recognised but not valued in the Statement of Assets and Liabilities:

- Movable church furnishings held by the churchwardens on special trust for the PCC and which require a faculty for their disposal, and
- Other fixtures, fittings and office equipment which the PCC is free to dispose of without a faculty

#### 1e Pensions

Employees of the PCC are enrolled in one of two pension schemes – see note 8 for details

#### 1f Going Concern

At the time of the Trustees approving the financial statements, the trustees have a reasonable expectation that there are adequate resources to continue in operational existence for the foreseeable future, therefore, the trustees continue to adopt the going concern basis.

#### 1g Tangible Fixed Assets

Assets are capitalised at a value over £3,000 which have a useful life of a number of years. Fixtures, fittings and equipment are initially measured at cost and subsequently measured at cost or valuation, net of depreciation and any impairment losses.

Depreciation is recognised so as to write off the cost or valuation of the assets less their residual values over their useful lives on the following basis:

Fixtures, fittings and equipment – 4 to 10 years straight line

#### 1h Interest free loans

Interest free loans were generously provided by a number of households in the congregation to assist with cashflow management for the annexe building project.

Interest free loans have not been discounted as this is not required for Public Benefit Entities under FRS102

### 2 DONATIONS

	2019 (£)	2018 (£)
<b>Church Overseas</b>		
Child of Hope	10,000	8,000
C.M.S (Argentina project)	3,600	3,300
Diocesan Fund for the Sudan	1,400	1,300
MAF	1,600	1,500
	<u>16,600</u>	<u>14,150</u>

# ST FRANCIS CHURCH, SALISBURY (1130133)

## NOTES TO THE ACCOUNTS

### 2 DONATIONS (continued)

#### Home Missions, Church Societies and Organisations

Bridge Project	3,095	4,000
Conference Bursaries	-	441
Street Pastors	1,300	1,150
The Bible Society	250	250
New Wine Trust	543	362
Trussell Trust	750	750
Salisbury Trust for the Homeless	200	200
Wiltshire Historical Churches Trust	330	-
Alabare	250	250
C.M.S (Hull project)	-	5,000
	<u>6,718</u>	<u>12,403</u>

#### Other Donations

CTIS	-	100
Salisbury Women's Refuge	500	450
Clergy discretionary fund	-	6
	<u>500</u>	<u>556</u>

The donations to Child of Hope relate to the church's tithe of annexe project income.

### 3 OTHER ASSETS

Solar panels were installed on the south aisle roof in November 2011 and appear at cost (£12,750). They are being depreciated over 10 years starting in 2012.

A photocopier was purchased during 2012 for £4,315. This is being depreciated on a straight line basis over 4 years and the value is now zero.

New projectors for the church were purchased during 2017 at a cost of £3,714 and are being depreciated on a straight line basis over 4 years.

		Fixtures, fittings and equipment (£)	Total (£)
COST	Brought forward at 1 January 2019	20,779	20,779
	Additions in year	-	-
	Carried forward at 31 December 2019	<u>20,779</u>	<u>20,779</u>
DEPRECIATION	Brought forward at 1 January 2019	15,097	15,097
	Charge for year (straight line basis)	2,203	2,203
	Carried forward at 31 December 2019	<u>17,300</u>	<u>17,300</u>
NET BOOK VALUE	At 31 December 2019	<u>3,479</u>	<u>3,479</u>
	At 31 December 2018	<u>5,682</u>	<u>5,682</u>

# ST FRANCIS CHURCH, SALISBURY (1130133)

## NOTES TO THE ACCOUNTS

### 4 CHURCH HALL

The Church Hall, which was built on church land in 1957, is of a specialist nature and the PCC considers that it is not appropriate to apply a modern value to the property.

### 5 DEBTORS

	2019 (£)	2018 (£)
Gift Aid Tax Recoverable	14,046	8,448
Ladybirds Rent	-	1,749
Guide rent	341	200
Other donations and income	-	6,696
	<u>14,387</u>	<u>17,093</u>

### 6 CREDITORS

	2019 (£)	2018 (£)
PAYE	-	1,173
Independent examination fee	-	750
Others	8,661	8,779
Interest free loan	23,000	26,000
	<u>31,661</u>	<u>36,702</u>

## ST FRANCIS CHURCH, SALISBURY (1130133)

### 7 PENSIONS

St Francis PCC participates in the Pension Builder Scheme section of Church Workers Pension Fund for three members of its lay staff; other eligible lay staff are enrolled in the Government's NEST pension scheme.

The Pension Builder Scheme is administered by the Church of England Pensions Board, which holds the assets of the schemes separately from those of the Employer and the other participating employers.

The Church Workers Pension Fund has a section known as the Defined Benefits Scheme, a deferred annuity section known as Pension Builder Classic and a cash balance section known as Pension Builder 2014.

#### **Pension Builder Scheme**

The Pension Builder Scheme of the Church Workers Pension Fund is made up of two sections, Pension Builder Classic and Pension Builder 2014, both of which are classed as defined benefit schemes.

Pension Builder Classic provides a pension for members for payment from retirement, accumulated from contributions paid and converted into a deferred annuity during employment based on terms set and reviewed by the Church of England Pensions Board from time to time. Discretionary increases may also be added, depending on investment returns and other factors.

Pension Builder 2014 is a cash balance scheme that provides a lump sum that members use to provide benefits at retirement. Pension contributions are recorded in an account for each member. This account may have bonuses added by the Board before retirement. The bonuses depend on investment experience and other factors. There is no requirement for the Board to grant any bonuses. The account, plus any bonuses declared, is payable from members' Normal Pension Age.

There is no sub-division of assets between employers in each section of the Pension Builder Scheme. The scheme is considered to be a multi-employer scheme as described in Section 28 of FRS 102 as it is not possible to attribute the Pension Builder Scheme's assets and liabilities to specific employers. This means that contributions are accounted for as if the Scheme were a defined contribution scheme. The pensions costs charged to the SoFA in the year are contributions payable (2019: £3,785, 2018: £3,003)

For the Pension Builder Classic section, the valuation revealed a deficit of £14.2m on the ongoing assumptions used. At the most recent annual review, the Board chose not to grant a discretionary bonus, which will have acted to improve the funding position. There is no requirement for deficit payments at the current time. For the Pension Builder 2014 section, the valuation revealed a surplus of £1.8m on the ongoing assumptions used. There is no requirement for deficit payments at the current time.

The legal structure of the scheme is such that if another employer fails, St Francis PCC could become responsible for paying a share of that employer's pension liabilities.



## ST FRANCIS CHURCH, SALISBURY (1130133)

### 8 RELATED PARTY TRANSACTIONS

All Trustees give freely of their time and expertise without any form of remuneration or other benefit in cash or kind, and have claimed no expenses.

Any work done by families or associates of Trustees is paid for at market rates against invoices.

One Trustee, Mrs Kris Smith (resigned in April 2019), is also a trustee of the Ladybirds Preschool. Ladybirds uses a room in the church hall, for which they pay rental income to the PCC. In 2019 the rental income was £8,267 (2018: £7,055).

Donations were made to the following organisations with links to the following trustees:

£3,095 to the Bridge Youth Project – Alexander Ewing (resigned in April 2019) is among the key management personnel

£1,300 to Salisbury Street Pastors – Keith Leslie is a trustee

£750 to The Trussell Trust – Claire Leeper (resigned in April 2019) is among the key management personnel

£500 to Salisbury Women's Refuge – Colin Reed is a trustee

Decisions about donations made are proposed by a mission committee and approved by the PCC as a whole.

### 9 STAFF COSTS

	2019 (£)	2018 (£)
Salaries and wages	82,418	68,764
Social security costs	2,251	696
Pension costs (defined contribution scheme)	3,785	3,003
Other employee benefits	-	195
	<u>88,454</u>	<u>72,658</u>

No employee received remuneration amounting to £60,000 or more during either year.

The average number of persons employed by the charity during the year was 5 (2018: 5).

### 10 FUND MOVEMENT SUMMARY

FUND	AT 1 JANUARY 2019	INCOMING RESOURCES	OUTGOING RESOURCES	TRANSFERS	GAINS AND LOSSES	AT 31 DECEMBER 2019
<b>Unrestricted</b>						
General fund	-	187,433	161,361	-	-	26,072
<b>Designated</b>						
Staffing fund	19,268	21,649	56,287	-	-	(15,370)
Old Sarum Mission fund	-	-	3,286	-	-	(3,286)
Fabric fund	41,499	-	-	-	-	41,499
Church Extension fund	(13,000)	15,703	18,920	-	-	(16,217)
Vicarage Repair fund	1,921	-	-	-	-	1,921
Flower fund	628	-	39	-	-	589
Teddy Bears fund	1,360	576	-	-	-	1,936
Reserves	73,000	-	-	-	-	73,000
<b>Restricted</b>						
Roof repair fund	610	157,424	129,715	-	-	28,319
Soul Survivor	181	898	2,497	-	-	(1,418)

**ST FRANCIS CHURCH, SALISBURY (1130133)**

**NOTES TO THE ACCOUNTS**

**DESIGNATED FUND PURPOSES**

Staffing fund	Previously Children's and Family Worker fund. To support staff posts at the church engaged in work with youth, children or worship
Old Sarum Mission fund	To support the work at the residential area of Old Sarum, now within the parish boundaries of St Francis.
Fabric fund	For repairs and upkeep of the church site and its buildings
Church Extension fund	For the building of an annex to the church along the Beatrice Road side
Vicarage Repair fund	For repairs and upkeep of the vicarage
Flower fund	For flowers and floristry equipment used at the church site
Teddy Bears fund	For the Teddy Bears parent and child group
Vicar's Computer fund	For repairs to or replacement of the vicar's computer and associated equipment
Reserves	General reserves

**RESTRICTED FUND PURPOSES**

Roof repair fund	For the repair of the roof at St Francis Church, Salisbury
Soul Survivor fund	For the costs of the Soul Survivor event for young people