

St Mary's Church, Puddletown



Annual Report and Financial Statements of the Parochial Church Council for the year ended 31st December 2019

Vicar: The Revd Sarah Hillman,
The Vicarage, Puddletown, Dorchester

Banks: **CAF Bank Ltd**, 25 Kings Hill Avenue,
Kings Hill, West Malling, Kent, ME19 4JQ
The CBF Church of England Funds,
London, EC2V 6DZ

**Independent
Examiner:** Mr G Taylor, 23 Whitehill, Puddletown, DT2 8SB

St Mary's Church, Puddletown
Annual Report for APCM 2020

Background

St Mary's Church, Puddletown, is part of a Benefice which also includes Tolpuddle and Milborne St Andrew with Dewlish.

The vicarage for the Benefice is situated in Puddletown, opposite the church.

A monthly magazine is produced which now covers the whole Benefice.

The Benefice has 4 churches, St Mary's at Puddletown, St John's at Tolpuddle, St Andrew's at Milborne and All Saints' at Dewlish. The Churchwardens regularly hold joint meetings.

The PCCs of the Benefice agreed that payment of the Benefice expenses would be split in 2019 as follows: Puddletown 45% Milborne 26%, Dewlish 9% and Tolpuddle 20%; this reflects the number of people in the May count for each church. A benefice account has been set up for this and is administered by the Benefice Administrator. Puddletown now pays a regular sum into the Benefice Account for the first 9 months of the year with the expectation that profits from the Benefice Fête will cover the rest of the year.

Membership

Members of the PCC are either ex officio or elected by the Annual Parochial Church Meeting for a three-year term, a proportion being elected each year. During the year the following served as members of the PCC:

Vicar: The Revd Sarah Hillman

Church Wardens: Vacancy
Vacancy

Representatives on the Deanery Synod:

Mr David Jeffreys
Mrs Jean Jeffreys

Elected Members:

1 year, to APCM 2020

2 years, to APCM 2021

Mrs Pam Fleetwood
Mrs Pat Sparks
Mrs Emma Hughes

3 years, to APCM 2022

Mrs Dawn Loveless
Cynthia Metcalfe
Mr Peter Bishop
Mr Rod Hughes

There are 2 vacancies

The Church Electoral Roll

Report to Annual Parochial Church Meeting

This year a new electoral role has been prepared after 6 years.

During the past twelve months 1 name has been added & 13 names have been taken off, 2 have died, 2 have gone into a home, 4 have moved away, 5 have not renewed.

The certified number on the Roll as at the date of the Annual Parochial Church Meeting 2019 was 52.

This figure will be certified to the diocese and deanery following this meeting. Also revised lists have been put up in the church and church room.

Please will anyone aware of address changes of existing members let me or the churchwardens know as soon as possible.

Pat Sparks
Church Electoral Roll Officer

Vicar's Report

The Revd Sarah Hillman will make a verbal report to the meeting.

Churchwarden's Report

There were no churchwardens to give a report.

Secretary's Report

There were 6 PCC meetings this year, which comprise of combined business and Mission & Worship, plus the APCM in March.

Emma Hughes

Deanery Report

See attached report.
David and Jean Jeffreys represented the PCC at Deanery meetings during 2019.

Financial Review of the Year

Following the success of the new 'Parish Giving Scheme' where parishioners donate through a Direct Debit Scheme, to church funds, it has meant the 'Tax reclaim' comes through monthly and so for 2019 we ended up in the black by £4.5 k over all accounts, and those who have index linked their giving

will mean the scheme will hopefully keep up with inflation. This allowed us to pay our share of £24,248 from the general account.

Also, we need to thank the events team who have again contributed to the overall efficient running of our church by way of fundraising. Our church room also makes a big contribution to the accounts by way of lettings and weekly 'Pop In' coffee mornings. Our lunch club also swells the funds every month and by arrangement with the team we were able to present to the 'Play Park Scheme' a donation of £1.5k. Other donations chosen by the PCC throughout the year totalled £833.

Our two big projects for this year and onwards have been to raise £10k for repairs to the Tower Bells and this stands at around £4.5k approx. with promises of further donations to come. We also must raise money to start work on our graveyard extension in the middle graveyard. Next year we are due our 'Quinquennial' inspection and we expect quite a list of maintenance work to be needed for the fabric of the church. All these projects will be costly and some of the work can be carried out by volunteers when the work allows it, so any help or donations, would be gratefully received.

I am looking to hand over my role as treasurer from 2021 and so will be looking to mentor any possible successor.

Robert Todd (Treasurer)

Schools' Reports – see attached

Church Room

The Church Room has a lot of regular bookings and is quite an asset to the Parish.

Adrian Bonner our caretaker works hard to keep it in order. David Jeffreys also continues to be the booking clerk and overseer, although the room is busy David would be happy to hear from anyone who would like to book the room there are spaces available.

A big thank you for their hard work.

Jean Jeffreys

Health & Safety

We continue to use the PCC-approved Health & Safety Policy.

Safeguarding

No incidents have been reported. Cynthia Metcalfe is now our Safeguarding Officer.

Churchyard

At the start of the new church year the churchyard is keeping all our volunteers busy, at this time of the year the grass grows much too quickly but they do a sterling job in keeping it in order. This year we haven't managed to get a day where we ask all those available to come in and help, but in 2020 maybe that will happen.

We still need to employ someone to remove part of the wall so that we can start to clear the new ground at the back of the old school. Maybe this will happen over the summer.

A big thank you to Hazel Barrett and George Palmer for all their hard work.

Jean Jeffreys

Fundraising Activities

The Events Committee is now chaired by Lizzie Peckover and she and the 12 members organised a full programme of events to involve and entertain the local community, to raise funds for the running and upkeep of the church, repairs to the bells, and to make donations to charity.

The monthly Village lunches, run by volunteers from the church and village, are well attended and appreciated. A cheque for £100 from the Christmas lunch was sent to St Mary's Middle School.

Pop-in coffee mornings attract a regular number on Thursdays in the church room. There is a short communion service on the third Thursday in each month.

The Briantspuddle Singers held a concert in the Church on 6 April and made a donation, organising it themselves.

The Dorset Rock Choir and Clapper Chaos gave a well-attended concert in the church on 18 May, followed by refreshments in the churchyard.

A "Jurassic Coast" Flower Festival was staged in St Mary's Church on 15/16 June, using the church room for refreshments with stalls outside. The church tower was open. Songs of Praise was held on Sunday evening.

Emma Hughes masterminded the Benefice Family Fun day and Dog Show at the new venue of the sports field at Milborne St Andrew on a very hot August Bank Holiday Monday. We ran the tombola and a "human fruit machine", a bar and BBQ, tearoom and ice cream.

Walkers and cyclists joined in "Ride & Stride" run by the Dorset Historic Churches' Trust in September, with our group visiting Wareham.

The Purbeck Village Choir gave a short concert in the church on the morning of 28 September and we served coffee in the church room.

We had a stall at the CLIP coffee mornings in October.

A Christmas wreath workshop provided wreaths to sell at the Christmas Fair and coffee morning held on 7 December.

Diana Wilson wished to stand down as secretary and members have taken on her responsibilities, with Lizzie Peckover as Chair and minutes secretary. Caroline Wood-Homer retired from the committee.

Diana Wilson

Fabric

The Quinquennial Inspection was carried out in June by the new church architect Daniel Cantrell of Crickmay Stark in Dorchester. The Report was received in December, and the following are some of his comments on the state of the building and churchyard.

It was noted that since the 2014 Inspection, the PCC had followed the recommendations to install a new heating system and to re-order the Chancel and North Chapel, now called the Chancel Aisle. While plans had been drawn up to renew the drainage on the north side of the church, and to repoint the walls of the church on that side, it is thought that this was never carried out and no Faculty had been applied for. The architect commented, however, that much of the regular maintenance of the walls, roof and rainwater goods had fallen behind over the last few years, and that this is what the PCC should now focus on, including the considerable work needed on the boundary walls of the churchyard, which he suggests should be tackled on a rolling contract of a section per year. The most urgent matter is to clear the downpipes and gullies on the north side, as there appears to be some blockage. Volunteers will attempt to do this.

The Faculty and Planning Permission for the extension of the Middle Churchyard into the new ground acquired when the school moved had come very close to expiring, but energetic last-minute efforts and considerable help from the new Archdeacon of Sherborne, the Venerable Penny Sayer, should mean that the opening in the wall can be created in time for this to constitute 'a substantial beginning' as required for the Planning Permission before expiry. (February 2020, this has now been done)

'List B' permission from the architect was applied for in April, to repair the south side of the altar rail and its hinged gate but has not yet been received owing to some organisational difficulties in the DAC Secretary's Office. (January 2020, permission has been received)

There is work to be done to the bells which will be covered in the Tower report. The bellringers, along with the PCC, are working hard to raise the necessary funds, and will be applying for grants.

The Rural Dean, in carrying out the Archdeacon's Visitation in March, stressed the need for a new and more formal Log Book to be maintained for the record of all alterations, additions and repairs to, and events affecting, the church, Church Room and churchyards, and also a Church Property Register (Terrier and Inventory) listing all lands appertaining to the church and all articles appertaining to the church, and it is recommended that everything should be photographed and the prints stored with the Register. We are complying with this requirement.

Ursula Pomeroy

The Friends of Puddletown Church

A small but loyal group continues to support the fabric of the church through subscriptions. While most of this fund is saved up for major projects, this year The Friends have paid for the additional lighting at the corner of the church tower and in the lantern arch, a sum of £632, and have also offered £1,500 towards the cost of repairing the bells. At the AGM in July, Janet Nassim was appointed Secretary and she has subsequently written articles for the Parish Magazine promoting The Friends and encouraging new – particularly non-churchgoing – members. Jon Callan was the speaker at the AGM, giving us a lively talk on the design and creation of

stained glass. Jon was for 10 years the DAC's stained-glass expert and so has huge knowledge of church glass in Dorset.

Ursula Pomeroy

Magazine

The Magazine Working Group team remains the same as the previous year and the magazine is managing to break even. The advertising rates and cover price have not risen this year.

Jan O'Mara and Clare Campbell are managing the subscriptions and the distributors. This year they had a team of 20 Puddletown distributors delivering to 187 subscribers each month. In Tolpuddle a team of 8 deliver to a further 95. A further 10 are taken for sale in Dewlish and Miborne. There are also 6 postal subscribers. We also put 41 for sale in the shop and church. One copy is sent to the History Centre in Dorchester.

We currently have approximately 340 magazines delivered each month, with 858 of the December issue printed.

The quantity sold in the church and shop varies from month to month.

This December a copy was delivered to every house in Puddletown and Tolpuddle.

Jan and Clare arranged an afternoon tea social event in April to thank everyone involved in helping with the magazine and also for delivering surgery newsletters to each house in the two villages, three times per year.

Emma Hughes

Junior Church

Although we no longer hold a regular Sunday service activity for children, we still put on special activities in the new open area in the church for visiting children at baptisms, Harvest and Easter.

Messy Church continues throughout the Benefice monthly on a rotational basis, with a core team from across the benefice.

Emma Hughes

Hand Bells

This was our sixth year of playing the handbells at St Mary's.

We now ring up to 28 bells, with 4 of us ringing 4-in-hand.

By the end of the year we lost our three new members, leaving us with a team of five ringers.

During the summer we played with an accordion group at Upwey, and over Christmas we played at Dorset County Hospital.

Due to a staff shortage at the Pre-School, four of us visited them instead of playing at the church just before Christmas.

We meet on a Monday evening in the Church Room from 7-9pm for practice.

Emma Hughes

Flower Team

The Flower team has 16 regular members, and we have been kept very busy as usual, The Flower Festival "The Jurassic Coast" was a great success, the team do come up with some clever and imaginative ideas, and it's so encouraging when we hear such lovely comments.

The AGM was held on 23rd February where the Flower Festival was discussed.

It was brought to our attention that, when the team decorate the Church for a Wedding the Donation of £75 goes to the Church fund, we wonder if this could be donated towards the Flower Fund instead?

Nearly all Flowers that are put in the Church come out of the arrangers own personal cost, and this can be perhaps up to £20!

Ursula Pomeroy buys the Oasis at no cost to the Church.

Heather Mears

Bells

The clock and clock room are in good order and the clock is wound weekly by Robert Mears or Robin Mears.

The bells, bell frame and ropes are in good order, nothing causing any great concern, although we are hoping to have the headstock replaced on the 5th and 6th bell, and new clappers throughout.

The Ringing Room could still benefit from a coat of lime wash and a bit of plastering, we have again recycled some carpet for the floor in the belfry.

Ringing practice is from 6pm to 7.30pm on Thursday evenings. We currently have 5 learners at Puddletown and 4 more regularly join us from Hilton. It is not unusual for there to be 16 ringers in attendance on a Thursday evening.

We regularly ring for the 3rd Sunday service each month, as well as special occasions such as baptisms, Easter, Harvest, Remembrance, Christmas and New Year.

Most of our learners are now working their way to the "Learning the Ropes" Level 3 certificate (Introduction to Change Ringing).

We continue to welcome teams of visiting bell ringers from around the country whilst ringers from other towers in the area continue to help us out when needed for weddings, and other special services.

Emma Hughes for Robin Mears, Tower Captain

THANKS

Puddletown Church continues to be supported by a great number of people who give generously of their time and talents, along with those who contribute financially.

We would like to thank Bob Todd for all his hard work as Treasurer and to Emma Hughes, our benefice administrator and PCC secretary.

Thanks, too, to Heather Mears and the flower team for all their beautiful displays, the excellent catering team for their delicious meals and cakes, the churchyard maintenance team who keep our grounds looking so well and the church cleaning team ably led by Jan O'Mara.

Also, an appreciation for the hard work of the Events Committee and to The Friends of Puddletown Church.

2020 Report for APCMs from Puddletown First School

Puddletown First School continues to work hard to serve our community. We are currently using the Diocese Church School Inspection Framework to review our school vision statement. This is more than a 'tick box' exercise for us as it is an important statement that sets the direction for all that we do here at Puddletown First. Our existing statement '*Inspiring learners to be the best they can be*' came from our desire to communicate that we are all learners; children, staff, parents and that we all have infinite capacity for improvement no matter how good or otherwise we are. We worked hard to develop a growth mindset in which challenge and mistakes are seen as valuable elements of effective learning. We believe that this is well established in our school, something that Ofsted picked up on when it commented that '*(the school) have been effective in establishing a strong culture for learning.*' Whilst this will continue we believe we are ready to take the next steps in moving the school forward. Therefore, in the Summer Term staff and governors spent time looking at what the next steps might be and how this can be communicated. Resulting in the new draft vision statement;

**'We care enough to try our best in all we do because we are wonderfully made:
made to love,
made to flourish,
made to be unique'**

They are like trees that grow beside a stream, that bear fruit at the right time, and whose leaves do not dry up. They succeed in everything they do.

Psalm 1 verse 3

This we believe encapsulates a vision in which all connected at Puddletown First are prepared to focus on the big things and the little things to lead to success in all its many forms – being really *bothered* enough to care about doing your best in everything.

Whilst we have begun to communicate some of this in our collective worship with a consistent message that success is the outcome of effort with the intention to be just a bit better each day we aim to share this more widely for the rest of the academic year. We need to share it with the children and parents to gather their views, we need to be able to present it to our children in such a way that even our youngest can understand it and talk about it. We also would like to share it with the church community to gather their views and I will be in touch to do so. But in the meantime if you have any views on the draft statement I would really welcome them, please get in touch either by phone or through the email below.

We need to be certain that the whole community can share, support and articulate our vision and all are working to secure the best for the children in our community.

Once again our curriculum outcomes for 2018/19 were positive;

- The number of children achieving a good level of development in the reception class was above National outcomes, this represented outstanding progress from their on entry profile.
- The number of children achieving the identified level in phonics (reading) in Y1 was above the National Outcome.
- Our children's attainment at the end of Y2 was also above the National Outcome.
- The children moving on to Middle School were reported as settling really quickly and doing well.

As ever our links with St Mary's Church and our Church School status are very important to us. 'Open the Book' continues to be a huge success, it remains by far the children's favourite collective worship, which I try not to take personally! We are really grateful to the team for all the work they put into planning and delivering the worships and to Sarah for her support. We are continuing to use our collective worship to promote and help our children understand our core values of acceptance, responsibility, justice and forgiveness. Our 'Shining Light' worship and awards are used to celebrate children who have particularly shown these values and have been 'Shining Lights' in the school in the same way that Jesus is the Light of the World.

The areas for focus across this academic year within our development plan are;

- **Teaching and learning;** this year we have introduced a scheme called 'Trick Box' this is a set of lessons in which the children are taught to actively manage their emotions, feelings and well being. It is a whole school approach that also has an element for parental engagement through a set of structured courses that I and another member of staff will offer to parents over the course of the year.
We have also carefully reviewed our behaviour policy (which can be seen on our website) to ensure that it is appropriate for our children and fits with an ethos of care and support rather than control.
- **Curriculum and Subject leadership;** In September a new Ofsted framework was introduced this has far less emphasis on pupil data than in the past and far more focus on curriculum design, intent, implementation and impact. This means that schools are required to be able to articulate and demonstrate a broad curriculum that is well designed. We are in a strong position for this but do need to provide time and structure for staff to audit and monitor the curriculum (attached is an example of our end of year expectations for children in Key 1 (years 1 & 2) and Key Stage 2 (Years 3 & 4) in Geography. We have done these for all subjects if you were interested!
- **English;** in English we are continuing to work on writing with a remaining focus on spelling and boy's attainment. Within GTAT this is a shared priority and we have undertaken some joint training
- **Outdoor and Active learning;** this remains a focus for us, we are having a new reflection trail being built and will be adding some outdoor role play facility
- **SIAMS;** As a church school we are subject to a 5 yearly Diocesan inspection called a SIAMS (Statutory Inspection of Anglican and Methodist Schools). The framework for this has been changed and as a consequence we need to ensure that we are aware of and able to respond to the new criteria. A key part of this is articulating our school vision.

All of this will be worked on this year with much progress already being made on it.

We value the support of our church and the prayers that you offer. If you have any particular thoughts or observations about the school I can be easily contacted at head@puddletownfirst.dorset.sch.uk

Dan Hunwick
Headteacher Puddletown First School
Jan 2020

DORCHESTER DEANERY SYNOD

Deanery Synod Members Report for Annual Church Meetings 2020

The Synod met on two occasions during 2019

The first meeting was held in May and was held at Kingston Maurward College. The main topic was Safeguarding. Heather Bland, the Diocesan Safeguarding adviser, gave a Powerpoint presentation on the need for all PCCs to have a Safeguarding Policy. Salisbury has produced a guide for PCCs and Church Wardens entitled *Towards a Safer Church*. Further information and contact details may be obtained by means of the Salisbury Diocesan Website using this link: <https://www.salisbury.anglican.org/parishes/safeguarding>. This link also enables PCC Members to connect and register for the required training.. Further training will be required for CWs and other roles.

Revd Sandra Tebbutt introduced the work and mission of The Bible Society

The treasurer reported that there had been no income or expenditure in the past year.

Revd Dominic Doble reported that the Divorce Care Group had concluded that there was limited interest in our deanery and felt that it should be recommended for consideration by the Poole and North Bournemouth deanery.

The second meeting took place in October and was held at St Mary's Church, Cerne Abbas where there was also an exhibition about the sale of the village by the Pitt-Rivers family.

Synod was addressed by Ven. Penny Sayer, the Archdeacon of Sherborne who outlined some of her history and her current concerns, such as recruiting new clergy for Dorchester. She concluded by answering members' questions. Asked about Faculties and AD's Permissions she said that in this diocese everything goes through the Diocesan Advisory Committee in the first instance but she is always willing to respond to Church Wardens' questions or problems via email: adsherborne@salisbury.anglican.org

The main topic was 'Renewing Hope for a Rural Ministry' introduced by the Revd. Canon Richard Hancock, TSSF who is the Rural Field Office for the Dorset Archdeaconry, using a PowerPoint presentation. He was assisted by Sarah Keen who is Programme Manager, Rural Hope. The RFO for the Sherborne Archdeaconry is Alice Farnhill who was not able to be present on this occasion. Contacts: Alice Farnhill, RFO for Sherborne: RFOSherborne@salisbury.anglican.org Telephone: 07726 211498 or Sarah Keen, Programme Manager, Rural Hope: sarah.keen@salisbury.anglican.org Telephone 01722 411922.

Dorchester Deanery now has its own webpage: <https://dorchesterdeanerysynod.org.uk> where all may view the minutes of each meeting and other items of interest. Members of the new synod which runs for three years from June 2020 will be elected at the APCMs.

St Mary's Church Puddletown

Accounts

31 December 2019



Chartered Accountants and Business Advisers

01305 848779

www.taylorsaccountants.co.uk



St Mary's Church Puddletown

Independent Examiner's Report to the members/trustees of St Mary's Church Puddletown

I report on the accounts for the year ended 31st December 2018 which are set out on pages 2 to 8

Respective responsibilities of the Trustees and Independent Examiner

As trustees of the charity, the members of the PCC are responsible for the preparation of the accounts. They consider that an audit is not required for this year under section 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 under section 145 of the 2011 Act;
- follow the procedures laid down in the General Directions given by the Charity Commissioners section 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 next statement.

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 2011 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.



Grant Taylor FCA
Chartered Accountant

14 July 2020

23 Whitehill

Puddletown
Dorset
DT2 8SB

St Mary's Church Puddletown
Financial statements
for the year ended 31 December 2019

Statement of Financial Activities

		Unrestricted Funds £	Designated Funds £	Restricted Funds £	2019 Total Funds £	2018 Total Funds £
	Note					
Incoming resources	7					
Donations and legacies		24,062	-	7,402	31,464	33,032
Charitable activities		8,536	-	-	8,536	12,567
Other trading activities		12,031	-	-	12,031	12,821
Investments		200	-	-	200	126
		<u>44,829</u>	<u>-</u>	<u>7,402</u>	<u>52,231</u>	<u>58,546</u>
Resources expended	8					
Raising funds		449	-	-	449	-
Charitable Activities		46,002	-	1,350	47,352	51,652
		<u>46,451</u>	<u>-</u>	<u>1,350</u>	<u>47,801</u>	<u>51,652</u>
NET INCOME / (EXPENDITURE)		<u>(1,622)</u>	<u>-</u>	<u>6,052</u>	<u>4,430</u>	<u>6,894</u>
TOTAL FUNDS BROUGHT FORWARD 1st January 2019	10	<u>35,904</u>	<u>66,388</u>	<u>7,379</u>	<u>109,671</u>	<u>134,083</u>
TOTAL FUNDS CARRIED FORWARD 31st December 2019	10	<u>34,282</u>	<u>66,388</u>	<u>13,431</u>	<u>114,101</u>	<u>140,977</u>

St Mary's Church Puddletown
Balance Sheet
as at 31 December 2019

	Notes	2019 £	2018 £
Current assets			
General account	36,993	35,033	
CCLA deposit account	25,309	25,120	
Fabric account	-	-	
Fabric Account 2	37,807	37,283	
Transfers control	-	-	
Friends account	8,225	6,042	
Magazine account	5,768	6,193	
	<u>114,102</u>	<u>109,671</u>	
Net current assets		114,101	109,671
Loans due after one year		-	-
Net assets		<u>114,101</u>	<u>109,671</u>
Parish Funds	10		
Unrestricted funds		34,282	35,904
Designated funds		66,388	66,388
Restricted funds		13,431	7,379
		<u>114,101</u>	<u>109,671</u>

The attached notes form part of these financial statements.

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St Mary's Church Puddletown
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 Statement of Recommended Practice for Charities (SORP) and applicable accounting standards (FRSSE). The financial statements have been prepared under the historical cost convention. 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.

2 Description of Funds

Restricted funds comprise of two elements :-

- a) income from trusts or endowments which may be expended only on those restricted objects provided in the terms of the trust or bequest
- 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 each 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 is apportioned to individual funds on an average balance basis.

Unrestricted funds are income funds which are to be spent on the PCC's general purpose.

3 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 are accounted for when receivable, interest is accrued. All other income is recognised when it is receivable. All incoming resources are accounted for gross.

4 Resources Expended

Grants and donations are accounted for when paid over, or when awarded, if that award creates a binding or constructive obligation on the PCC. The diocesan parish share 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.

5 Fixed Assets

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

St Mary's Church Puddletown
Financial statements
for the year ended 31 December 2019

Notes to the Financial Statements

	Unrestricted Funds £	Designated Funds £	Restricted Funds £	2019 Total Funds £	2018 Total Funds £
6 Income and Endowments from:					
a) Donations and legacies					
Voluntary income and receipts					
Tax efficient planned giving	15,875	-	-	15,875	15,261
Other planned giving	-	-	3,093	3,093	3,701
Collections at services	3,166	-	-	3,166	3,590
All other giving and voluntary receipts including special appeals	2,096	-	4,309	6,405	5,411
Gift aid recovered	2,925	-	-	2,925	6,798
Grants - note 14	-	-	-	-	1,000
	<u>24,062</u>	<u>-</u>	<u>7,402</u>	<u>31,464</u>	<u>35,761</u>
b) Charitable Activities					
Church Activities					
Statutory fees (retained by PCC)	2,902	-	-	2,902	2,632
Fundraising activities	5,634	-	-	5,634	7,206
	<u>8,536</u>	<u>-</u>	<u>-</u>	<u>8,536</u>	<u>9,838</u>
c) Other Trading Activities					
Church hall hire	4,911	-	-	4,911	4,839
Parish magazine	7,120	-	-	7,120	7,982
Sale of staging	-	-	-	-	-
	<u>12,031</u>	<u>-</u>	<u>-</u>	<u>12,031</u>	<u>12,821</u>
d) Investments					
Bank interest	200	-	-	200	126
	<u>200</u>	<u>-</u>	<u>-</u>	<u>200</u>	<u>126</u>
TOTAL INCOMING RESOURCES	<u>44,829</u>	<u>-</u>	<u>7,402</u>	<u>52,231</u>	<u>58,546</u>

St Mary's Church Puddletown
Financial statements
for the year ended 31 December 2019

7 Expenditure on:

	Unrestricted Funds £	Designated Funds £	Restricted Funds £	2019 Total Funds £	2018 Total Funds £
a) Raising funds					
Fundraising	449	-	-	449	-
	<u>449</u>	<u>-</u>	<u>-</u>	<u>449</u>	<u>-</u>
b) Charitable Activities					
Church Activities					
Mission giving and donations	733	-	-	733	3,645
Diocesan Parish share	25,479	-	-	25,479	24,248
	<u>26,212</u>	<u>-</u>	<u>-</u>	<u>26,212</u>	<u>27,893</u>
Church Expenses					
Church running expenses	4,611	-	-	4,611	7,939
Church utility bills	2,955	-	-	2,955	2,848
Benefice expenses	2,491	-	-	2,491	1,626
Wages and honorarium	1,255	-	-	1,255	-
Administration costs, printing and postage	-	-	-	-	501
Professional fees	200	-	-	200	1,736
	<u>11,512</u>	<u>-</u>	<u>-</u>	<u>11,512</u>	<u>14,650</u>
Costs of trading					
Parish magazine costs	7,339	-	-	7,339	7,251
Church room costs	819	-	-	819	1,015
Bank charges	120	-	60	180	180
	<u>8,278</u>	<u>-</u>	<u>60</u>	<u>8,338</u>	<u>8,446</u>
Major Capital Expenditure					
Major repairs to the church	-	-	1,290	1,290	663
	<u>-</u>	<u>-</u>	<u>1,290</u>	<u>1,290</u>	<u>663</u>
	<u>46,002</u>	<u>-</u>	<u>1,350</u>	<u>47,352</u>	<u>51,652</u>
TOTAL RESOURCES EXPENDED	<u>46,451</u>	<u>-</u>	<u>1,350</u>	<u>47,801</u>	<u>51,652</u>

8 PCC Costs

There were no transactions made in respect of PCC members, no PCC member received remuneration, benefit or reimbursement of travelling or other expenses.

St Mary's Church Puddletown
Financial statements
for the year ended 31 December 2019

9 Funds Reconciliation

	Reserves as as 1 January 2019 £	Incoming resources £	Resources expended £	Reserves as at 31 December 2019 £
Unrestricted Funds:				
General fund	35,904	44,829	(46,451)	34,282
Designated funds:				
Church Fabric Fund	43,750	-	-	43,750
Emergency reserve	14,386	-	-	14,386
Future Ministry fund	8,252	-	-	8,252
	66,388	-	-	66,388
Restricted funds:				
Church Fabric Fund	6,350	7,402	(1,350)	12,402
Family Ministry	1,029	-	-	1,029
	7,379	7,402	(1,350)	13,431
TOTAL FUNDS	109,671	52,231	(47,801)	114,101

10 SOFA Comparative - 2018

Statement of Financial Activities	Unrestricted Funds £	Designated Funds £	Restricted Funds £	2018 Total Funds £
Incoming resources				
Donations and legacies	28,257	-	4,775	33,032
Charitable activities	9,838	-	2,729	12,567
Other trading activities	12,821	-	-	12,821
Investments	126	-	-	126
	51,042	-	7,504	58,546
Resources expended		-		
Charitable Activities	48,566	-	3,086	51,652
Other	-	-	-	-
	48,566	-	3,086	51,652
NET INCOME / (EXPENDITURE)	2,476	-	4,418	6,894
TOTAL FUNDS BROUGHT FORWARD 1st January 2018	25,532	66,388	3,078	94,998
TOTAL FUNDS CARRIED FORWARD 31st December 2018	28,008	66,388	7,496	101,892

St Mary's Church Puddletown
Financial statements
for the year ended 31 December 2019

- 11 The income for the magazine includes payments in advance for advertising and subscriptions up to 31 July 2020, which is used to finance magazine production costs in this period. The balance of the magazine bank account at 31 December 2019 is £5,768, which represents this income received in advance.

12 Grants and donations received

The major income grants and donations received in the year are as follows:

Restricted fund:

Tower donation	2,000
Tower donation	1,000
£	3,000

13 Donations made:

The major expenditure donations made in the year are as follows:

General fund:

No individual donations in excess of £200 were made in the year

	-
£	-

St Mary's Church Puddletown

Accounts

31 December 2019



Chartered Accountants and Business Advisers

01305 848779

www.taylorsaccountants.co.uk



St Mary's Church Puddletown

Independent Examiner's Report to the members/trustees of St Mary's Church Puddletown

I report on the accounts for the year ended 31st December 2018 which are set out on pages 2 to 8

Respective responsibilities of the Trustees and Independent Examiner

As trustees of the charity, the members of the PCC are responsible for the preparation of the accounts. They consider that an audit is not required for this year under section 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 under section 145 of the 2011 Act;
- follow the procedures laid down in the General Directions given by the Charity Commissioners section 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 next statement.

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 2011 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.



Grant Taylor FCA
Chartered Accountant

14 July 2020

23 Whitehill

Puddletown
Dorset
DT2 8SB

St Mary's Church Puddletown
Financial statements
for the year ended 31 December 2019

Statement of Financial Activities

		Unrestricted Funds £	Designated Funds £	Restricted Funds £	2019 Total Funds £	2018 Total Funds £
	Note					
Incoming resources	7					
Donations and legacies		24,062	-	7,402	31,464	33,032
Charitable activities		8,536	-	-	8,536	12,567
Other trading activities		12,031	-	-	12,031	12,821
Investments		200	-	-	200	126
		<u>44,829</u>	<u>-</u>	<u>7,402</u>	<u>52,231</u>	<u>58,546</u>
Resources expended	8					
Raising funds		449	-	-	449	-
Charitable Activities		46,002	-	1,350	47,352	51,652
		<u>46,451</u>	<u>-</u>	<u>1,350</u>	<u>47,801</u>	<u>51,652</u>
NET INCOME / (EXPENDITURE)		<u>(1,622)</u>	<u>-</u>	<u>6,052</u>	<u>4,430</u>	<u>6,894</u>
TOTAL FUNDS BROUGHT FORWARD 1st January 2019	10	<u>35,904</u>	<u>66,388</u>	<u>7,379</u>	<u>109,671</u>	<u>134,083</u>
TOTAL FUNDS CARRIED FORWARD 31st December 2019	10	<u>34,282</u>	<u>66,388</u>	<u>13,431</u>	<u>114,101</u>	<u>140,977</u>

St Mary's Church Puddletown
Balance Sheet
as at 31 December 2019

	Notes	2019 £	2018 £
Current assets			
General account	36,993	35,033	
CCLA deposit account	25,309	25,120	
Fabric account	-	-	
Fabric Account 2	37,807	37,283	
Transfers control	-	-	
Friends account	8,225	6,042	
Magazine account	5,768	6,193	
	<u>114,102</u>	<u>109,671</u>	
Net current assets		114,101	109,671
Loans due after one year		-	-
Net assets		<u>114,101</u>	<u>109,671</u>
Parish Funds	10		
Unrestricted funds		34,282	35,904
Designated funds		66,388	66,388
Restricted funds		13,431	7,379
		<u>114,101</u>	<u>109,671</u>

The attached notes form part of these financial statements.

-

St Mary's Church Puddletown
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 Statement of Recommended Practice for Charities (SORP) and applicable accounting standards (FRSSE). The financial statements have been prepared under the historical cost convention. 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.

2 Description of Funds

Restricted funds comprise of two elements :-

- a) income from trusts or endowments which may be expended only on those restricted objects provided in the terms of the trust or bequest
- 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 each 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 is apportioned to individual funds on an average balance basis.

Unrestricted funds are income funds which are to be spent on the PCC's general purpose.

3 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 are accounted for when receivable, interest is accrued. All other income is recognised when it is receivable. All incoming resources are accounted for gross.

4 Resources Expended

Grants and donations are accounted for when paid over, or when awarded, if that award creates a binding or constructive obligation on the PCC. The diocesan parish share 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.

5 Fixed Assets

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

St Mary's Church Puddletown
Financial statements
for the year ended 31 December 2019

Notes to the Financial Statements

	Unrestricted Funds £	Designated Funds £	Restricted Funds £	2019 Total Funds £	2018 Total Funds £
6 Income and Endowments from:					
a) Donations and legacies					
Voluntary income and receipts					
Tax efficient planned giving	15,875	-	-	15,875	15,261
Other planned giving	-	-	3,093	3,093	3,701
Collections at services	3,166	-	-	3,166	3,590
All other giving and voluntary receipts including special appeals	2,096	-	4,309	6,405	5,411
Gift aid recovered	2,925	-	-	2,925	6,798
Grants - note 14	-	-	-	-	1,000
	<u>24,062</u>	<u>-</u>	<u>7,402</u>	<u>31,464</u>	<u>35,761</u>
b) Charitable Activities					
Church Activities					
Statutory fees (retained by PCC)	2,902	-	-	2,902	2,632
Fundraising activities	5,634	-	-	5,634	7,206
	<u>8,536</u>	<u>-</u>	<u>-</u>	<u>8,536</u>	<u>9,838</u>
c) Other Trading Activities					
Church hall hire	4,911	-	-	4,911	4,839
Parish magazine	7,120	-	-	7,120	7,982
Sale of staging	-	-	-	-	-
	<u>12,031</u>	<u>-</u>	<u>-</u>	<u>12,031</u>	<u>12,821</u>
d) Investments					
Bank interest	200	-	-	200	126
	<u>200</u>	<u>-</u>	<u>-</u>	<u>200</u>	<u>126</u>
TOTAL INCOMING RESOURCES	<u>44,829</u>	<u>-</u>	<u>7,402</u>	<u>52,231</u>	<u>58,546</u>

St Mary's Church Puddletown
Financial statements
for the year ended 31 December 2019

7 Expenditure on:

	Unrestricted Funds £	Designated Funds £	Restricted Funds £	2019 Total Funds £	2018 Total Funds £
a) Raising funds					
Fundraising	449	-	-	449	-
	<u>449</u>	<u>-</u>	<u>-</u>	<u>449</u>	<u>-</u>
b) Charitable Activities					
Church Activities					
Mission giving and donations	733	-	-	733	3,645
Diocesan Parish share	25,479	-	-	25,479	24,248
	<u>26,212</u>	<u>-</u>	<u>-</u>	<u>26,212</u>	<u>27,893</u>
Church Expenses				-	
Church running expenses	4,611	-	-	4,611	7,939
Church utility bills	2,955	-	-	2,955	2,848
Benefice expenses	2,491	-	-	2,491	1,626
Wages and honorarium	1,255	-	-	1,255	-
Administration costs, printing and postage	-	-	-	-	501
Professional fees	200	-	-	200	1,736
	<u>11,512</u>	<u>-</u>	<u>-</u>	<u>11,512</u>	<u>14,650</u>
Costs of trading				-	
Parish magazine costs	7,339	-	-	7,339	7,251
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Bank charges	120	-	60	180	180
	<u>8,278</u>	<u>-</u>	<u>60</u>	<u>8,338</u>	<u>8,446</u>
Major Capital Expenditure					
Major repairs to the church	-	-	1,290	1,290	663
	<u>-</u>	<u>-</u>	<u>1,290</u>	<u>1,290</u>	<u>663</u>
	<u>46,002</u>	<u>-</u>	<u>1,350</u>	<u>47,352</u>	<u>51,652</u>
TOTAL RESOURCES EXPENDED	<u>46,451</u>	<u>-</u>	<u>1,350</u>	<u>47,801</u>	<u>51,652</u>

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St Mary's Church Puddletown
Financial statements
for the year ended 31 December 2019

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St Mary's Church Puddletown
Financial statements
for the year ended 31 December 2019

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The major expenditure donations made in the year are as follows:

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	-
£	-