

Parish of Tolleshunt Knights with Tiptree

**Financial Statements
of the
Parochial Church Council**

for the year ended 31 December 2019

Members of the PCC during the year

Incumbent:

Rev'd Anne-Marie Renshaw

Associate Priest

Rev'd Christine Gorringe

Churchwardens:

Mr C Eastbrook (to 7 April 2019)

Mr I Calvert

Mr M Puttick (from 7 April 2019)

Other Members

Elected to APCM 7 April 2019

Mrs W Borgartz
Mr P Green
Mr M Puttick
Mr R Reynolds
Mr M Sergeant
Mrs P Swindle
Mrs P Vigar
Mrs A Weston

Elected from APCM 7 April 2019

Mr C Eastbrook
Mr P Green
Mrs S Gunson
Mr R Reynolds
Mr M Sergeant
Mrs P Vigar
Mrs A Weston
Mr E Wilson (Co-opted May 2019)

Deanery Synod Members

Mr M Borgartz

Mr M Borgartz
Mrs W Borgartz
Mrs P Swindle

Ex Officio Members

Dr H Toms - Reader

Dr H Toms - Reader

The attached financial statements were approved and signed by the PCC on 4 March 2020

Charity number: 1154944

Parish of Tolleshunt Knights with Tiptree

**Financial Statements
Of the
Parochial Church Council**

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For a report on the proceedings of the PCC and other Church activities please see the separate report booklet

**Parish of Tolleshunt Knights with Tiptree
Annual Report
Year ended 31 December 2019**

Administrative Information

St. Luke's Church is situated in the parish of Tolleshunt Knights with Tiptree and is part of the Witham Deanery in the Diocese of Chelmsford within the Church of England. The correspondence address is c/o The Rectory, Rectory Road, Tiptree, Essex.

The Parochial Church Council (PCC) is registered as a charity with the Charity Commission. The charity number is 1154944.

Structure, governance and management

The method of appointment of PCC members is set out in the Church Representation Rules. All Church members are encouraged to register on the Electoral Roll and stand for election to the PCC. Members of the PCC are either ex officio or elected at the Annual Parish Meeting. Members may be Co-opted to fill casual vacancies. The PCC members who have served from 1 January 2019 to the date of this report are shown on the front cover of this report. PCC members serve a 3 year term and one third are elected each year. Deanery Synod members are elected for 3 years. Clergy, readers and churchwardens are ex officio members.

Teams

In addition to the main PCC, there are also teams established by the PCC to look at certain matters and report back to the main PCC meeting.

Standing Committee

This is the only committee required by law. It has power to transact business of the PCC between its meetings, subject to any directions given by the Council.

Fabric Team

This team has responsibility for all aspects of the maintenance and upkeep of the Church Fabric.

Worship and Discipleship Team

This team meets to review all aspects of our worship.

Friends of St Luke's

This team has been formed to launch a Friends Group to provide resources and support to the parish by way of social & fundraising events involving the wider community.

Youth Work Team

This team coordinates our outreach to young people within the churches of Tiptree and the wider community.

Stewardship and Finance Team

This team receives regular financial updates, reviews income and expenditure and coordinates the PCC's stewardship scheme.

Objectives and activities

St. Luke's PCC has the responsibility of co-operating with the incumbent, in promoting in the ecclesiastical parish of Tolleshunt Knights with Tiptree the whole mission of the Church, pastoral, evangelistic, social and ecumenical. It also has maintenance responsibilities for St. Luke's Church, the Churchyard and Church extension, Tiptree together with graveyard at Tolleshunt Knights. The PCC is committed to enabling as many people as possible to worship at our church and to become part of our parish community. We have good links with our fellow churches in the village and with the local schools. Our extension is in regular use by both church groups and other groups from the wider community.

Parish of Tolleshunt Knights with Tiptree
Annual Report
Year ended 31 December 2019 – continued

Achievements and performance

Church attendance

All are welcome to attend our regular services. As of March 2020 there are 113 parishioners on the Church Electoral Roll, 5 of whom are not resident within the parish. A complete revision of the electoral roll took place in 2019. The average weekly attendance at Sunday services including children is approximately 65. The total number attending church over Christmas 2019 was 575. In addition 778 adults and children attended their school Christmas services in the church. As well as our regular services, we enable our community to celebrate and thank God at the milestones of the journey through life. We also host services for our village schools at Christmas and Easter and at other times throughout the year.

Review of the Year

The following is a report of the proceedings of the PCC during the year. Other reports on aspects of worship at St. Luke's are in a separate booklet.

"During 2019/20 the PCC met six times. PCC membership was as follows:

- *Anne-Marie Renshaw (Chair)*
- *Christine Gorringe (Associate Priest until February 2020)*
- *Ian Calvert (Churchwarden)*
- *Mike Puttick (Churchwarden)*
- *Harold Toms*
- *Clive Eastbrook (Assistant Churchwarden)*
- *Martin Sergeant*
- *Penni Vigar*
- *Pauline Swindle (Deanery Synod)*
- *Paul Green*
- *Alison Weston*
- *Richard Reynolds*
- *Sheila Gunson*
- *Eric Wilson (co-opted for 1 year in May 2019)*
- *Martin Borgartz (Deanery Synod & Treasurer)*
- *Wendy Borgartz (Deanery Synod & Secretary)*

There was 1 vacancy.

The PCC has complied with the duty under Section 5 of the Safeguarding and Clergy Discipline Measure 2016 to have due regard to the House of Bishops' guidance on safeguarding children and vulnerable adults.

In May 2019 members were appointed to each of the PCC teams and other appointments were ratified. It was agreed the need for the Transforming Presence team had changed and the remit of the Worship team could be broadened to cover it. The PCC received the annual safeguarding report and agreed to update all our posters and guidelines and ensure a copy of the policy is available in the office. Progress on the new lease at Tolleshunt Knights to Tiptree Scouts was reviewed and confirmed all the amendments agreed by the PCC were now in the draft lease. Eric Wilson was unanimously co-opted onto the PCC. The PCC agreed to support Isingpop as a joint event between St Luke's school and Tolleshunt D'Arcy school in July and discussed the arrangements for Thy Kingdom Come 2019 and the confirmation service on 25 September. The financial position was reviewed. A new CCTV system had been purchased, we have had a break in at the office but with nothing taken, the boiler house roof repairs were now complete as were works to fencing and lighting and fire exit signage in the extension. A poster was agreed for use in enforcing the Churchyard Regulations.

Parish of Tolleshunt Knights with Tiptree
Annual Report
Year ended 31 December 2019– continued

At the July meeting it was reported that items contravening the Churchyard Regulations had been removed and PCC agreed to amend the sign to remove dates and leave it up permanently. The Diocese has updated its vision, so the PCC considered whether it was time to revisit ours. PCC discussed our position against the Diocesan priorities of discipleship (proactively nurturing the people we have and helping new Christians grow in the faith), reimagining ministry (encouraging everyone to play a part in the ministry of the church), accountability (reporting what we are doing), sharing the good news, serving & growing. The PCC agreed we needed to think more about what our vision is for the next three years. PCC considered early feedback on the Praise and Worship Service on 30 June, which was mostly positive, although not everyone liked it but not everybody will. The prayer space for Thy Kingdom Come 2019 was reviewed, there was very positive feedback from the school, agreed to skip it in 2020 as the time slot is half term. The PCC agreed to support the proposal to host the Key to Life resource at St Luke's school in February 2020, a mobile classroom to run an interactive lesson about Jesus. The PCC also agreed to a request to place a Christmas tree in the churchyard for the Christmas Fayre and to replace the broken outside Christmas lights and approved a new CCTV policy. The new lease to Tiptree Scouts of the land at Tolleshunt Knights was now finalised and the PCC discussed marketing of the piece of land in Simpsons Lane to potential buyers, following advice from the Diocesan Registrar. The PCC also agreed to support the planned VE day event on 8-10 May 2020 with fundraising shared between St Luke's and Farleigh Hospice.

In September the PCC agreed to give discretion to the Rector to waive the PCC fee for weddings either partially or wholly for low income couples and to appoint Richard Reynolds as Foundation Governor at St Luke's school. The PCC received an update on the Young People's House Group and agreed to work with the URC to offer an Alpha Course as this had been requested by some of the adult confirmation candidates. PCC considered the financial position in detail and agreed to order new white and green chasubles, as the white one was in poor condition and the green one is very heavy and very long. The floor at the West End was examined as it is somewhat uneven, with very old and cracked tiles, and the PCC agreed to obtain any necessary faculty if the work could not be done as a final phase of the earlier re-ordering and to seek grant funding. The quinquennial electrical test has been undertaken. Extension of the Church Extension was discussed and the PCC agreed to go ahead with phase 1 to build the shell and make it watertight to provide proper disabled access doors, more toilets, a bigger kitchen and a storage area.

At the November meeting, it was reported that the Diocese have been doing an exercise to check for historic abuse cases not reported in the past, we have checked with current and previous safeguarding representatives and churchwardens and nothing has been identified. PCC agreed to hold a Vision Day in 2020 and discussed the fund set up by John to support people training for lay or ordained ministry with grants, which will be a restricted fund in the church accounts, Finance team to discuss the proposals further and bring them back to PCC. The appointment of the TYPO youth worker was reported and the early work being done by him. The financial position was reported and also the monies received as a donation on the closure of Oasis. The PCC agreed to apply for a faculty to repair the church floor at the west end and the side aisle and agreed to accept the highest offer received on the sale of land at Simpsons Lane.

In January the PCC noted changes in the new Church Representation Rules and the impact of them on the APCM. The PCC agreed to purchase a new laptop for the office and agreed to have a further joint PCC meeting after the various APCMs to discuss options for Christmas Day and Easter 2021. The Vision Day will be on 11 July 2020 for anybody in the congregation to come. Help is needed with the fete on the Saturday of the VE Day anniversary weekend and the PCC agreed in principle to have a big draw at the event. It was agreed to go ahead with the work on the floor at the west end in 2020 as it is becoming a trip hazard, but we need to raise money for the work, so a 'Buy a tile' initiative was agreed.

Parish of Tolleshunt Knights with Tiptree
Annual Report
Year ended 31 December 2019 – continued

In March the PCC made plans for the APCM and received updates on the sale of land at Simpsons Lane, the plans for the floor at the west end and considered proposals for new hedging and trees and repairs to the memorial wall and removal of flower-beds either side of the entrance gate. The accounts for 2019 were discussed and approved.

Wendy Borgartz, PCC Secretary

Financial review

Our total income on all funds during the year was £160,380 compared to £108,838 in 2018. This year we received no legacies. Grant income comprised £16,698 received from Colchester Borough Council in respect of the expenditure on extending the Church Extension, a grant of £16,789 from The Enover Community Trust towards the cost of repairs to the boiler house roof and a grant from The Listed Places of Worship Scheme in respect of the VAT element on the drainage work and window repairs. We also received a generous donation of £21,000 from the Oasis Bookshop on its closure earlier in the year. We also had to make two insurance claims, one in respect of the theft of two trimmers, and one in respect of lead theft.

Our total expenditure for the year was £138,811 (2018: £118,691). General fund expenditure was £120,544 (2018 £108,337). Our contribution to the Diocese towards the costs of providing the stipends and housing for the clergy and providing the support and infrastructure of the Diocese of £56,156 (2018: £52,754) was paid in full.

The expenses of the team administrator and other direct costs are recharged to the other team parishes in proportion to their Parish share. At the end of the year £1,794 (2018 £1,071) was still owing.

The net result for the year is an excess of receipts over payments in total of £21,569 over all funds of which unrestricted funds showed an excess of receipts over payments of £17,910. The total of unrestricted general funds carried forward is £128,023. This includes £89,403 in funds designated by the PCC and £38,620 in the general fund.

Reserves policy

It is the policy of the PCC to maintain a balance on unrestricted funds (if possible) which equates to approximately 6 months unrestricted payments to cover emergency situations which may arise from time to time. The balance of £128,023, which includes designated funds meets this target. Available undesignated funds of £38,620 does not meet this target.

Volunteers

We would like to thank all the volunteers who work so hard to make our church the vibrant community it is, and who work behind the scenes to maintain the fabric of the church, provide administrative support and do all the unseen jobs that need to be done.

Approved by the PCC on 4 March 2020 and signed on their behalf.

Rev'd A L Renshaw
Chairman
4 March 2020

PARISH OF TOLLESHUNT KNIGHTS WITH TIPTREE
FINANCIAL STATEMENT FOR THE YEAR ENDED 31 DECEMBER 2019

Receipts & Payments Account		Restricted funds (note 4)	Friend's of St. Luke's	unrestricted funds	TOTAL FUNDS	
	Note	£	£	£	2019 £	2018 £
Receipts						
<i>Voluntary income</i>	2(a)	18,067.00	647.00	93,484.15	112,198.15	58,599.71
<i>Church activities</i>	2(b)	-	-	7,815.90	7,815.90	10,329.00
<i>Activities for generating funds</i>	2(c)	-	3,212.16	24,165.52	27,377.68	29,308.35
<i>Income from investments</i>	2(d)	-	-	589.33	589.33	586.65
<i>Other incoming resources</i>	2(e)	-	-	12,399.33	12,399.33	10,013.90
Total receipts		<u>18,067.00</u>	<u>3,859.16</u>	<u>138,454.23</u>	<u>160,380.39</u>	<u>108,837.61</u>
Payments						
<i>Church activities</i>	3(a)	17,214.00	-	120,543.69	137,757.69	118,211.91
<i>Cost of generating funds</i>	3(b)	-	1,053.33	-	1,053.33	479.08
Total payments		<u>17,214.00</u>	<u>1,053.33</u>	<u>120,543.69</u>	<u>138,811.02</u>	<u>118,690.99</u>
Excess of receipts over payments / (payments over receipts)		853.00	2,805.83	17,910.54	21,569.37	(9,853.38)
Cash and bank current/deposit accounts at 1 January 2019		<u>2,146.88</u>	<u>(15,146.79)</u>	<u>110,112.71</u>	<u>97,112.80</u>	<u>106,966.18</u>
Cash and bank current/deposit accounts at 31 December 2019		<u><u>2,999.88</u></u>	<u><u>(12,340.96)</u></u>	<u><u>128,023.25</u></u>	<u><u>118,682.17</u></u>	<u><u>97,112.80</u></u>
2018						
Receipts		£	£	£	2018 £	2017 £
<i>Voluntary income</i>		590.00	672.00	57,337.71	58,599.71	72,752.36
<i>Church activities</i>		-	-	10,329.00	10,329.00	12,964.00
<i>Activities for generating funds</i>		-	3,178.11	26,130.24	29,308.35	24,768.82
<i>Income from investments</i>		-	-	586.65	586.65	492.83
<i>Other incoming resources</i>		-	-	10,013.90	10,013.90	9,347.22
Total receipts		<u>590.00</u>	<u>3,850.11</u>	<u>104,397.50</u>	<u>108,837.61</u>	<u>120,325.23</u>
Payments						
<i>Church activities</i>		9,875.00	-	108,336.91	118,211.91	181,574.93
<i>Cost of generating funds</i>		-	479.08	-	479.08	968.60
Total payments		<u>9,875.00</u>	<u>479.08</u>	<u>108,336.91</u>	<u>118,690.99</u>	<u>182,543.53</u>
Excess of receipts over		(9,285.00)	3,371.03	(3,939.41)	(9,853.38)	(62,218.30)
Transfer		(1,140.00)		1,140.00	-	-
Cash and bank current/deposit accounts at 1 January 2018		<u>12,571.88</u>	<u>(18,517.82)</u>	<u>112,912.12</u>	<u>106,966.18</u>	<u>169,184.48</u>
Cash and bank current/deposit accounts at 31 December 2018		<u><u>2,146.88</u></u>	<u><u>(15,146.79)</u></u>	<u><u>110,112.71</u></u>	<u><u>97,112.80</u></u>	<u><u>106,966.18</u></u>

PARISH OF TOLLESHUNT KNIGHTS WITH TIPTREE
STATEMENT OF ASSETS AND LIABILITIES
As at 31 December 2019

	General Fund £	Restricted Funds £	Friend's of St. Luke's £	Third Parties £	Totals	
					2019 £	2018 £
Monetary assets						
Cash in hand	875.00		-		875.00	1,036.05
Cash at bank						
- Current account	61,436.03	2,999.88	(12,340.96)	720.41	52,815.36	42,712.12
- No 2 current account	11,301.40				11,301.40	-
- 60 Day Notice Account	50,000.00				50,000.00	50,000.00
- Organ Fund High Interest Account	4.30				4.30	4.30
- Spooner Legacy High Interest Account	1,404.59				1,404.59	1,399.44
- Remembrance Account	3,001.93				3,001.93	2,856.93
Total of cash and bank	128,023.25	2,999.88	(12,340.96)	720.41	119,402.58	98,008.84
2018	110,112.71	2,146.88	(15,146.79)	896.04		98,008.84

Church furnishings are included in the Inventory and vested in the wardens on special trust.

Debtors

The following costs included in expenses were due for reimbursement from other parishes in the team.

Clergy expenses and administrator costs	1,794.10	1,070.68
Loan to Inworth PCC	-	3,050.00

Liabilities

The following expenses which were incurred in 2019 were paid in 2020.

Organists fees	524.25	549.25
Church Extension Extension	24,002.03	-
Clergy expenses	322.52	172.68
	24,848.80	721.93

Assets

Investments and funds held by the Diocese:

Capital and income accounts:

Rev R S N Lees Fund:

Capital and Income reinvested:

63.76 shares held - value at 31 December 2019 1,222.22

Rose West Legacy

Capital: 150 shares - value at 31 December 2019

2,875.37	2,422.28
4,097.59	2,422.28

The value for Rev R S N Lees shares at 31 December 2018 was not available

The financial statements were approved by the PCC on 4 March 2020 and signed on their behalf:

Revd A L Renshaw
PCC Chairman

M D Borgartz
Treasurer

Restricted Funds

The restricted funds shown in note 4 and their restrictions are:

Tawell Legacy

This fund represents a legacy left to the Rector and Churchwardens of St. Luke's by the late Mrs P E Tawell for the maintenance of the Church and graveyard with the wish that the graves and gravestones of herself and her family are kept in good order.

Organ Fund

This fund represents donations given for maintenance of the organ.

Hymn Books

This fund represents monies raised towards the replacement of the hymn book used in services.

Ministry Fund

This fund represents monies arising from the retirement of J Leaworthy and which are to be used to provide grants for those undertaking further study for ministry.

Other

This represents sundry small restricted fund balances held from time to time.

1 ACCOUNTING POLICIES

The financial statements of the PCC have been prepared in accordance with the Church Accounting Regulations 2006 using the Receipts & Payments basis.

Funds

General funds represent the funds of the PCC that are not subject to any special restriction regarding their use and are available for application on the general purposes of the PCC. These include funds designated for a particular purpose by the PCC.

Where money has been received which has restrictions on how it may be spent, this is identified as a restricted fund and the reasons for the restriction noted. The bank balances in respect of these funds are shown separately.

The accounts include monetary transactions, assets and liabilities for which the PCC can be held responsible. 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.

Subject to the above, receipts and payments include income as received and expenditure when irrevocably paid.

Statement of Assets and Liabilities

The following assets are recognised but not necessarily 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 disposal.
- Land and buildings held on behalf of the PCC.
- Other fixtures, fittings and office equipment where the PCC is free to dispose of such assets without faculty and where the original cost exceeded £1000.

The following assets are recognised and a monetary value given as part of the description in the Statement of Assets and Liabilities:

- Amounts owing to The PCC.
- Legacies where formal notification of entitlement and amount has been received at 31 December by the PCC.
- Investments held beneficially by the PCC.

Closing bank balances as shown in the receipts and payments account.

The following liabilities are recognised in the Statement of Assets and Liabilities

- Any loans or overdrafts advanced to the PCC
- Creditors for goods and services where the supply has been received at 31 December.

Legacies

The PCC regards all legacies left to St Luke's Church as a gift to be gratefully received and wisely used. When a legacy is given for a specific purpose the PCC are required to use the legacy for this purpose. Where no restriction is placed on a legacy the money will be put into a designated fund within the General Fund of the PCC accounts to be used for a specific purpose or purposes. This purpose will be decided by the PCC following recommendations from the Finance and Stewardship Team or the Standing Committee.

- 2 The expenses paid to clergy may include a small immaterial proportion, which relates to their function as PCC members. PCC members receive reimbursement of certain legitimate expenses incurred. No PCC member receives any payment as a direct result of their being on the PCC. C Eastbrook (deputy churchwarden) receives fees from the PCC in respect of his duties as organist. The fees are set independently by the PCC in line with recommended fees from the Royal School of Church Music.

PARISH OF TOLLESHUNT KNIGHTS WITH TIPTREE
NOTES TO THE FINANCIAL STATEMENTS - continued
For the year ended 31 December 2019

	Restricted Funds (note 4) £	Friend's of St. Luke's £	Unrestricted funds £	TOTAL FUNDS	
2 Receipts				2019 £	2018 £
2(a) Voluntary income					
Planned giving:					
Income tax recoverable on Gift Aid			9,916.20	9,916.20	4,733.57
Stewardship			37,739.40	37,739.40	34,454.12
Collections (open plate) at all services			3,109.01	3,109.01	4,073.63
Special collections			518.23	518.23	478.59
Donations for leaving gifts			408.00	408.00	-
Votive candles			534.13	534.13	279.68
Wall safe - cards			72.59	72.59	1.90
Grants	16,789.00		18,118.84	34,907.84	10,635.62
Subscriptions		372.00		372.00	372.00
Donations, appeals etc.	1,278.00	275.00	23,067.75	24,620.75	3,570.60
	<u>18,067.00</u>	<u>647.00</u>	<u>93,484.15</u>	<u>112,198.15</u>	<u>58,599.71</u>
2(b) Church activities					
Fees			6,773.00	6,773.00	8,216.00
Memorial plaques			355.00	355.00	1,505.00
Heating charges			460.00	460.00	500.00
Open Door income			227.90	227.90	108.00
	<u>-</u>	<u>-</u>	<u>7,815.90</u>	<u>7,815.90</u>	<u>10,329.00</u>
2(c) Activities for generating funds					
Fund raising events:					
Auction sale			-	-	1,148.10
Concerts/plays etc		1,426.00	-	1,426.00	467.66
Refreshments at events		464.45		464.45	493.56
Christmas Fayre		176.90		176.90	-
Christmas Tree Festival/Bazaar		577.83		577.83	594.59
History weekend		326.48		326.48	-
Pudding evening			120.50	120.50	278.00
Tabletop sale				-	257.20
Quiz night		240.50	-	240.50	117.00
Bookstall			-	-	2.95
Extension fees			19,881.45	19,881.45	21,165.60
Church hire			1,868.00	1,868.00	1,359.50
Rent			950.00	950.00	1,635.00
Printing income			954.61	954.61	1,332.53
Messy Church			130.96	130.96	86.66
Sponsorship		-		-	100.00
Advertising Income			260.00	260.00	270.00
	<u>-</u>	<u>3,212.16</u>	<u>24,165.52</u>	<u>27,377.68</u>	<u>29,308.35</u>
2(d) Income from investments					
Dividends receivable			83.57	83.57	81.53
Interest received			505.76	505.76	505.12
	<u>-</u>	<u>-</u>	<u>589.33</u>	<u>589.33</u>	<u>586.65</u>
2(e) Other incoming resources					
Team refunds			6,206.28	6,206.28	4,877.34
Miscellaneous income			6,193.05	6,193.05	5,136.56
	<u>-</u>	<u>-</u>	<u>12,399.33</u>	<u>12,399.33</u>	<u>10,013.90</u>
Total Receipts	<u>18,067.00</u>	<u>3,859.16</u>	<u>138,454.23</u>	<u>160,380.39</u>	<u>108,837.61</u>

PARISH OF TOLLESHUNT KNIGHTS WITH TIPTREE
NOTES TO THE FINANCIAL STATEMENTS - continued
For the year ended 31 December 2019

	Restricted Funds (note 4) £	Friend's of St. Luke's £	Unrestricted funds £	TOTAL FUNDS	
3 Payments				2019 £	2018 £
3(a) Church Activities					
Diocesan family purse			56,156.00	56,156.00	52,754.00
<i>Clergy expenses:</i>					
Rector travel			722.00	722.00	927.40
Curate travel			1,302.60	1,302.60	792.45
Rector telephone			385.54	385.54	419.68
Curate telephone			430.70	430.70	224.00
Entertainment			0.80	0.80	-
<i>Church expenses:</i>					
Heat, light, water and insurance			3,834.70	3,834.70	4,276.39
Maintenance & equipment	16,789.00		5,081.38	21,870.38	5,831.92
Altar services	200.00		2,053.54	2,253.54	572.62
Music, choir and organists			2,949.82	2,949.82	2,880.10
Upkeep of churchyard - general	50.00		890.02	940.02	3,206.13
Upkeep of churchyard - Tolleshunt Knights				-	200.00
Church Extension Extension			13,407.57	13,407.57	-
<i>Extension expenses:</i>					
Heat, light, water and insurance			5,075.01	5,075.01	5,203.68
Maintenance			4,242.38	4,242.38	832.56
Cleaning wages			2,928.13	2,928.13	2,745.49
Cleaning materials			1,140.16	1,140.16	1,039.49
Equipment	95.00		1,316.79	1,411.79	192.00
Telephone			736.33	736.33	730.28
Sunday School & youth			100.00	100.00	100.00
Christmas tree	80.00		-	80.00	80.00
Professional fees			2,318.90	2,318.90	3,230.00
Miscellaneous expenses			2,358.89	2,358.89	2,037.98
Books and publications			401.93	401.93	439.24
<i>Missionary and charitable giving:</i>					
Church overseas					
- Bishop's Lent Appeal			-	-	146.15
Relief and development agencies					
- Indonesia Tsunami Appeal (Special collection)			-	-	50.00
Home missions and other Church societies and organisations					
- Kelvedon & Feering (MOF grant)				-	2,500.00
- TYPO			-	-	14,765.00
- Essex Clergy Charity			185.10	185.10	-
- Rectors discretionary fund			292.00	292.00	-
- Children's Society (Christingle collection)			106.62	106.62	67.00
Secular charities					
- Little Haven Children's Hospice			216.51	216.51	250.59
<i>Church management and administration</i>					
Administrator costs			8,076.74	8,076.74	7,841.38
Postage, stationery and printing			3,142.57	3,142.57	2,862.82
Deanery dues			35.00	35.00	15.00
Gifts			445.96	445.96	9.06
Training costs			-	-	45.00
Memorial plaques			210.00	210.00	929.50
Other telephone expenses			-	-	15.00
	<u>17,214.00</u>	<u>-</u>	<u>120,543.69</u>	<u>137,757.69</u>	<u>118,211.91</u>
3(b) Costs of generating funds					
FoSL event costs		1,053.33		1,053.33	479.08
	<u>-</u>	<u>1,053.33</u>	<u>-</u>	<u>1,053.33</u>	<u>479.08</u>
Total payments	<u>17,214.00</u>	<u>1,053.33</u>	<u>120,543.69</u>	<u>138,811.02</u>	<u>118,690.99</u>

NOTES TO THE FINANCIAL STATEMENTS - continued
For the year ended 31 December 2019

4 Restricted funds

	Tawell Legacy £	Organ Fund £	Ministry fund £	Other £	Hymn Books £	Enovert Community Trust £	TOTAL FUNDS	
							2019 £	2018 £
Restricted Funds Receipts								
<i>Voluntary income</i>								
Grants						16,789.00	16,789.00	-
Donations, appeals etc.		95.00	458.00	725.00			1,278.00	590.00
	-	95.00	458.00	725.00	-	16,789.00	18,067.00	590.00
Total Receipts	-	95.00	458.00	725.00	-	16,789.00	18,067.00	590.00
Restricted Funds Payments								
<i>Church activities</i>								
Church expenses:								
Maintenance & equipment						16,789.00	16,789.00	295.00
TYPO							-	7,000.00
New chasubles				200.00			200.00	-
Water boiler				95.00			95.00	-
Mower repairs				50.00			50.00	-
Kelvedon & Feering							-	2,500.00
Christmas tree				80.00			80.00	80.00
	-	-	-	425.00	-	16,789.00	17,214.00	9,875.00
Total payments	-	-	-	425.00	-	16,789.00	17,214.00	9,875.00
Excess of receipts over payments/(payments over receipts)	-	95.00	458.00	300.00	-	-	853.00	(9,285.00)
Transfer from MOF grant towards administration							-	(1,140.00)
Cash and bank accounts at 1 January 2018	825.00	947.00		178.78	196.10	-	2,146.88	12,571.88
Cash and bank accounts at 31 December 2018	825.00	1,042.00	458.00	478.78	196.10	-	2,999.88	2,146.88
Tolleshunt Knights cemetery				40.00				
Brownie Murray re Choir				300.00				
Sanctuary robes				138.78				
				478.78				

PARISH OF TOLLESHUNT KNIGHTS WITH TIPTREE
NOTES TO THE FINANCIAL STATEMENTS - continued
For the year ended 31 December 2019

5 General Fund

		2019	2018
		£	£
The general fund is made up of the following:			
- General fund	5(a)	38,620.21	19,788.47
Funds designated by the PCC			
- Spooner legacy	5(b)	1,185.40	1,185.40
- Tabner legacy	5(d)	2,812.94	2,812.94
- Remembrance fund	5(c)	3,001.93	2,856.93
- Organ fund	5(e)	25,000.00	25,000.00
- Everitt legacy	5(f)	36,905.49	36,905.49
- Wilkinson legacy	5(g)	500.00	500.00
- East Legacy	5(h)	500.00	500.00
- Sorrell Legacy	5(i)	1,000.00	1,000.00
- Taylor Legacy	5(j)	17,301.66	17,301.66
- Butler Legacy	5(k)	1,195.62	2,261.82
		<u>128,023.25</u>	<u>110,112.71</u>
a) <i>General fund</i>			
Balance brought forward		19,788.47	16,163.38
Excess of receipts over payments/(payments over receipts) for year		17,910.54	(3,939.41)
Transfer (to)/from Everitt Legacy		-	-
Transfer from restricted funds re administration		-	1,140.00
Transfer from/(to) Taylor Legacy		-	7,000.00
Transfer (to)/from Remembrance fund		(145.00)	(575.50)
Transfer (to) Butler Legacy		1,066.20	-
Balance carried forward		<u>38,620.21</u>	<u>19,788.47</u>
b) <i>Spooner legacy</i>			
Balance brought forward		1,185.40	1,185.40
Transfer from/(to) general fund		-	-
Balance carried forward		<u>1,185.40</u>	<u>1,185.40</u>
c) <i>Remembrance fund</i>			
Balance brought forward		2,856.93	2,281.43
Transfer from/(to) general fund		145.00	575.50
Balance carried forward		<u>3,001.93</u>	<u>2,856.93</u>
d) <i>Tabner Legacy</i>			
Balance brought forward		2,812.94	2,812.94
Transfer from/(to) general fund		-	-
Balance carried forward		<u>2,812.94</u>	<u>2,812.94</u>
e) <i>Organ Fund</i>			
Balance brought forward		25,000.00	25,000.00
Transfer (to)/from Taylor Legacy		-	-
Balance carried forward		<u>25,000.00</u>	<u>25,000.00</u>
f) <i>Everitt Legacy</i>			
Balance brought forward		36,905.49	36,905.49
Transfer (to)/from general fund		-	-
Balance carried forward		<u>36,905.49</u>	<u>36,905.49</u>

PARISH OF TOLLESHUNT KNIGHTS WITH TIPTREE
NOTES TO THE FINANCIAL STATEMENTS - continued
For the year ended 31 December 2019

5 General Fund (continued)

	2019	2018
	£	£
g) <i>Wilkinson Legacy</i>		
Balance brought forward	500.00	500.00
Transfer (to)/from general fund	-	-
Balance carried forward	<u>500.00</u>	<u>500.00</u>
h) <i>East Legacy</i>		
Balance brought forward	500.00	500.00
Transfer (to)/from general fund	-	-
Balance carried forward	<u>500.00</u>	<u>500.00</u>
i) <i>Sorrell Legacy</i>		
Balance brought forward	1,000.00	1,000.00
Transfer (to)/from general fund	-	-
Balance carried forward	<u>1,000.00</u>	<u>1,000.00</u>
j) <i>Taylor Legacy</i>		
Balance brought forward	17,301.66	24,301.66
TYPO - Youth worker		(7,000.00)
Upgrade sound system/projection system	-	-
Balance carried forward	<u>17,301.66</u>	<u>17,301.66</u>
k) <i>Butler Legacy</i>		
Amount received	2,261.82	2,261.82
New chasubles	(1,066.20)	-
Balance carried forward	<u>1,195.62</u>	<u>2,261.82</u>

6 Amounts held on behalf of third parties

	2019	2018
	£	£
- Mothers and toddlers	186.45	(30.92)
- Mens Supper Club	388.96	388.96
- Christmas Alone	65.00	65.00
- Key deposits	80.00	80.00
- Diocese of Chelmsford	-	393.00
	<u>720.41</u>	<u>896.04</u>

7 Restricted income

The PCC receives certain income on the understanding that it is used towards the maintenance of the Churchyard and in the case of legacies the graves of the legatees. These amounts during the year were:

	2019	2018
	£	£
Income from investments held on behalf of the PCC by the Central Board of Finance from the following:		
Rose West Legacy	83.57	81.53
Grant from The Commonwealth Graves Commission	<u>30.00</u>	<u>30.00</u>

**Independent Examiner's Report
to the PCC of the Parish of Tolleshunt Knights with Tiptree**

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

Respective responsibilities of the PCC and examiner

The members of the PCC are responsible for the preparation of the financial statements. The PCC members consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the Charities Act) and that an independent examination is required.

It is my responsibility to:

- Examine the accounts under section 145 of the Charities Act;
- To follow 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 statement

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 PCC and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts and seeking explanations from 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 financial statements 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 material matters have come to my attention which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts do not accord with the accounting records

I have come across no other matters in connection with the examination to which attention should be drawn in order to enable a proper understanding of the accounts to be reached.

J Wyncoll ACA
Willow House
110 Maldon Road
Tiptree
29 March 2020