

Annual Report of the Priest-in-charge and Parochial Church Council (2019)

of St Peter's Church, Frogwell

Aim and Purposes

St Peter's Parochial Church Council (PCC) and the Priest-in-charge, Reverend Andrew Martin Gubbins, share the responsibility of promoting the whole mission of the church: pastoral, evangelistic, social and ecumenical in the ecclesiastical parish of St Peter's, Frogwell. We are committed to enabling as many people as possible to 'journey together to share the Christian faith and the love of God with all'. We are committed to keep in step with the Spirit in our worship, activities and future plans. The PCC is also specifically responsible for the maintenance of St Peter's Church and Church Centre.

Objectives

Any person is welcome to worship at our church and to become part of the St Peter's community. Our site brings people together for Christian worship, education and fellowship from diverse Christian cultures, including liberal, evangelical, sacramental and charismatic traditions or none.

Led by the priest-in-charge, church wardens, and leadership team, the PCC maintain an overview of life at St Peter's Church so to better serve our wider community. Acts of worship express our faith with prayer and scripture, music, sacrament, preaching and interaction. In the rest of our Church's activity we seek to enable ordinary people to live out their faith as part of our Christian community through:

- Worship, prayer; and discipleship for children and adults;
- Partnerships with a C of E Academy, hirers, churches, charities & people of goodwill
- Pastoral care for people of church and parish.
- Mission and outreach work.
- Stewardship of St Peter's physical, financial & human resources, especially the Church Centre.

Achievements in 2019

- 'St Peter's FoodBox' added new stores (Lidl & Aldi) to many other donations to help more than 20 families with a weekly drop-in, and gained a town-wide award in July.
- A lay-led team delivers Kingfishers Messy Church each month for up to 50 children & adults.
- Pastoral Support for many individuals and families affected by illness and other challenges.
- Prompting discipleship through 5 baptisms, a confirmand, new contacts and worshippers.
- Supporting governance of St Peter's Academy: thriving with it's full cohort in reception.
- Positive partnerships with all hirers & users of Church & Centre, including three concerts.
- Continuing generosity from our congregations allied with closer management of funds.
- Continuing commitment to many charities, especially WellBoring & Christian Aid this year.

Activity in 2019

Worship and prayer

In 2019, St Peter's offered a range of services on a weekly, monthly and seasonal basis to inspire and encourage our community. For example:

- a service of Holy Communion with sermon and hymns on Wednesdays at 10am offered a welcome community for 30-40 people at a time;
- at 8am Sunday Communion a said service for a further 5-8 people;

- on Sundays a 9.30am Parish Communion, except for an all-age form of worship monthly on the 3rd Sunday of each month.

Anyone is welcome to attend any services. In 2019 there were 126 parishioners on the Church Electoral Roll, 80% of whom are resident within the parish. However at a time when PCC aspirations were to grow the congregation, seeing average Sunday attendance decline to between 45-65 adults and occasional children/young people is a growing cause for concern. Weekly numbers of worshipping adults remain around 100, increasing again for festivals and special occasions such as Christingle, baptisms and harvest. Each month Kingfisher Messy Church invites families to play, create, worship and eat together on the 2nd Saturday: 4-5.30pm.

As well as our regular services, we enable our community to celebrate and thank God at the milestones of their journey through life. Through baptism we thank God for the gift of new life in the Christian faith. In weddings, vows are exchanged with God's blessing. Through funeral services, friends and family express grief and give thanks for a life which we commend to God. We rejoice in keeping our church open to our community for private prayer and community use.

Ministry

Ministry at St Peter's follows recommended diocesan priorities for 2016/2019 prayer, invitation, accessible services, faith courses and discipleship groups. This year we have extended take-up through Messy Church and links with St Peter's FoodBox.

The combining of lay and ordained leadership matters at St Peter's in pastoral care, missional initiatives such as Messy Church and in maintaining services with or without a clergy presence.

LIGHT (monthly worship led by an ecumenical team for people with special needs) has Revd Alice Kemp as its co-ordinating minister. New people are welcome, any one interested in volunteering should speak with Alice, Andrew or Sharon.

Cornerstone Project

Disappointing replies this past year from potential funders, and planning authorities under the Chancellor of the Diocese, have meant that little progress has been made on a re-envisioned Cornerstone Project in either our worship space or the Church Hall/kitchen. Thanks to Mr Nigel Fuller for numerous updates and funding correspondence, which have left the PCC ready to pursue development of the kitchen when the economic environment improves for building grants. A PCC task group continues to monitor our options with regard to the overwhelming challenges of concrete cancer.

Partnerships and Centre Users

The Tom Metcalfe Centre (Mon-Wed) continues to provide day-care services for adults with special needs from the Church Hall. Lord's Mead Pre-School continues to thrive. Both have close links with St Peter's via festival celebrations in church and collective worship.

Our hirers include the Chippenham Male Voice Choir, CLOGs, Bridge, WWT, Ladies Guild, Deanery & Diocese, as well as parents & toddlers, Guides, Brownies, Rangers, Trefoil Guild and exercise groups.

Mission and pastoral initiatives include: all-age coffee mornings, 'Oasis' (supporting people living with bereavement), events organised by our Social Group including our community fetes.

Distinctively Christian community service continues through nomination of foundation trustees on the Local Board of St Peter's Academy, whilst the Priest-in-charge completed 4 years as a director of its parent organisation DBAT and offered collective worship fortnightly to the Academy, termly to Frogwell, and occasionally to other primary schools in and beyond the parish.

Pastoral care

Some members of our parish would like to attend church, but are unable to due to sickness or age. The lay pastoral team has responded unstintingly to all who are sick. We have also taken out home communions. Ferfoot NH welcomed St Peter's monthly Songs of Praise.

Key groups facilitate excellent pastoral support: particularly St Peter's Pastoral Team, but also Friendship Lunch, Oasis, Ladies Guild, men's activity over meals, coffee and walking; study groups and the Choir.

2019 was challenging to us in the distress of so much illness, hospitalization and bereavement deeply affecting dearly loved family and friends. We have marked the passing of Honor Truman, Peggy Walker, Reg Baker, John Baker, Andrew Godfrey, Richard Hawker, Bobby Gore, Rachel Vince, Peggy Clarke, and Norman Harbott with great sadness, as well as hosting funerals for members of our wider community too. Prior to this year's delayed APCM we have experienced the added distress of losing: John Webb, Alan Scotford and John Gingell. Our prayers and love go out to all their loved ones.

Mission

Helping those in need is a demonstration of our faith. As well as responding directly to need, particularly through our own FoodBox every Tuesday and throughout the holidays this year, we support many charities: SAT-7, Leprosy Mission, Christian Aid, Children's Society, Send-a-Cow, Doorway, Food Bank, Street Pastors, Sightsavers, Samaritan's Purse (Shoebox Campaign) & Embrace the Middle East and Wiltshire Historic Churches Trust.

Ecumenical Relationships

The church is a member of Chippenham Churches Together, participating in shared worship for the Week of Prayer for Christian Unity, Palm Sunday, the Good Friday Walk of Witness and Christian Aid Week, and especially last year: the World Day of Prayer (led by women on the first Friday of March). Little did we know how precious all our fellowship activity was prior to the lockdown necessary for much of 2020.

Volunteers

It would be invidious to highlight particular volunteers, but we thank all who have worked so hard to make our church the lively and vibrant community that it is through each group, and as generous individuals, all keeping church running smoothly, compassionately and generously to those in need. We appreciate all the administrators, rota members, cleaners, flower-ladies, sacristy/servers, the PA team, (or the team of P.A.s,) welcomers, music & arts, treasury, and other unnamed contributions that are nonetheless so very valuable.

Charitable Status

The PCC takes note of the Charity Commission's guidance on public benefit and, in particular, the supplementary guidance on charities for the advancement of religion in setting the framework of its public accountability, and in particular this annual report.

Financial Review

Summary:

It is unnecessary to look any further than the headline figures of Total Expenditure and Total Income to gain a clear impression of St. Peter's finances in 2019.

Total Expenditure of £114,590 against Total Income of £104,250 resulted in a deficit of just over £10,000. Clearly this is not sustainable in the medium to long term and it is important that action be taken to reverse the situation by whatever means are possible.

We were fortunate to receive a bequest of £5,000 from the estate of the late Honor Truman at the beginning of the year which considerably eased the pressure on the finances.

In order to understand the underlying reasons for the deficit it is necessary to look at the main components of our income and expenditure and how they fared in 2019.

Income: Voluntary Giving was down by 7%, and Hall/Room Lettings down by 5.5%. The reduction in Voluntary Giving is a cause of major concern and partly caused by fewer donors on the electoral roll. There were some debiting anomalies and late receipts which explain the shortfall in Letting Fees.

Expenditure: Whilst Parish Share increased by 2.8%, which was broadly in line with inflation, it is the increase of 42% in the "All Other Expenditure" heading which requires further comment. Within this heading, the main reasons for the increase are "Cornerstone" professional fees of over £5,000, a significant uplift in computer software and photocopying costs, and a £2,000 increase in Repairs & Maintenance. Further detailed analysis of these headline figures and the smaller items also showing large uplift will no doubt be considered by the Premises Committee as the year progresses.

Fabric Fund: The cash-flow difficulties caused by the increasing deficit necessitated a £2,500 loan from the Fabric Fund which could not be repaid by the year-end. It was also impossible to transfer the usual year-end 5% of Hall/Room Letting Fees (£1,642) to the Fabric Fund. (See Note 1(iii) on page 5). It is hoped that as 2020 progresses it will be possible to repay and transfer the full £4,142. The timing of this repayment may have to wait until the HMRC Gift Aid rebate is received after 5 April, and will depend entirely upon how income and expenditure compare in the New Year.

The Fabric Fund declined by 20% over the course of the year, and would have shown an even more marked decline but for the Honor Truman bequest, (£4,500 of which was transferred to the Fabric Fund awaiting the PCC decision as to appropriate usage).

Net Assets: It is important to highlight the very significant proportion (90%) of our net assets of £32,978 which are in "Restricted" or "Designated" Funds (notably Cornerstone, LIGHT service, "Foodbox" and Fabric Fund) which can only be used for their designated purpose.

Conclusion: A difficult year where lack of liquid funds to pay on-going bills was a constant factor. It may be considered vital to address the issues within our control and thereby to increase our income and contain our expenditure in whatever practical ways possible.

My thanks are due for the extensive contribution of Ivan Hurcum and Chris Gough to the Finance Team, and especially Ivan for weekly banking and in his role as Freewill Offering Secretary in compilation of our annual Gift-Aid reclaim from HMRC.

Structure, governance and management

The Parochial Church Council is a corporate body established by the Church of England. The PCC operates under the Parochial Church Council Powers Measure. The PCC is a Registered Charity. The method of appointment of PCC members is set out in the Church Representation Rules. At St Peter's the membership of the PCC consists of the clergy, churchwardens, any licensed lay minister, deanery synod representatives and members elected by those members of the congregation who are on the electoral roll of the church. All the baptised who attend services at St Peter's are encouraged to register on our Electoral Roll and are welcome to stand for election to the PCC.

PCC members are responsible for making decisions on all matters of general concern and importance to the church and parish. New members receive initial briefing and support as to the workings of the PCC.

Officers of the PCC included only 1 church warden latterly, treasurer, and parish secretary and they are ably assisted by other members of a Leadership Team, that in addition to clergy, can consist of assistant wardens or other nominees of the PCC each year..

Given its wide responsibilities, the PCC has various ways of dealing with particular aspects of parish life. Groups address worship, safeguarding, Cornerstone, finance, premises, outreach and pastoral issues, all responsible to the PCC and reporting back to it as necessary.

Links

The Priest-in-charge participates in Diocesan and Deanery life as well as Chippenham Churches Together. The Priest in charge provides the PCC's link as Ex-officio Governor for St Peter's C of E Academy. .

Deanery Synod

Up to three representatives can sit on the Deanery Synod. This provides the PCC with an important link between the parish and the wider structures of the church where the focus has been on mission, especially 3 diocesan priorities: discipleship, leadership and young people.

Safeguarding Report

Safeguarding and Inclusion is informing every aspect of our ministry at St Peter's as we try to have 'due regard' to the House of Bishops' guidance. Information of who to contact in case of a Safeguarding Concern, or for advice about procedures and good practice in the parish and the diocese is published in the foyer of the Church. In 2019 St Peter's Church had 2 Parish Safeguarding Officer's: Mrs Bev Webb (Vulnerable Adults) who is also on the PCC, and Dr Helen Karjelainen (Children and Young People), as well as a DBS Validator (Mrs Caroline Masters).

St Peter's PCC has agreed policy guidance for parish safeguarding, safer recruitment, and response to safeguarding concerns or signs of domestic abuse. The PCC has adopted the national statement of the House of Bishops 'Promoting a Safer Church; safeguarding policy statement' in our parish safeguarding policy.

St Peter's PCC last completed a safeguarding audit in 2019.

We do have outstanding actions to pursue: especially the setting up of an annual cycle to ensure the quality of safeguarding practice going forward. This would include attention to future implementation of good practice for safer recruitment, risk assessments and hire agreements.

Administrative Information

PCC members who served at any time from 1 January – 31 December 2019:

Ex-Officio members:	
Priest in charge:	Reverend Andrew Gubbins (Chairperson)
Church wardens:	Mr. Chris Gough (Vice Chair) until 16.5.19 Mr. Robin Wildblood
Deanery Synod representatives:	Mr. Paul Godwin Mr. Robin Wildblood
Elected members:	Mrs. Daphne Brindle Mrs Sue Burt from 28.4.19 Mrs Deborah Cruse from 28.4.19 Mrs. Vivienne Fuller Ms. Sharon Hawker-Baddeley (Secretary) Mr Robert Hobbs from 28.4.19 Mr. Ivan Hurcum Mrs. Caroline Masters Mr. John Sumbler Mr. David Turnbull (Treasurer)
Former Charity Trustees who served during the financial year.	Mrs. Bev Webb Mr Chris Gough until 16.5.19 Mrs Jane Brown until 28.4.19



St. Peter's Church

LORD'S MEAD, CHIPPENHAM, SN14 0LL

Journeying together to share our Christian faith and the love of God with all.

FINANCIAL STATEMENTS

Year ended 31 DECEMBER 2019

CHARITY NUMBER 1131473

St. Peter's Church, Chippenham
Financial Statements for the Year Ended 31 December 2019

Reference and Administrative Information

Charity name:		St. Peter's Church Chippenham
Charity number:		1131473
Principal office address:		St. Peter's Church Lord's Mead Chippenham Wiltshire SN14 0LL
Charity trustees at date of approval:	Ex-Officio members: Priest in charge: Church warden: Deanery Synod representatives: Elected members: Co-opted members:	Reverend Andrew Gubbins (Chairperson) Mr. Robin Wildblood Mr. Paul Godwin Mr. Robin Wildblood Mrs. Daphne Brindle Mrs. Jane Brown Mrs. Sue Burt Mrs Deborah Cruse Mrs. Vivienne Fuller Mr. Rob Hobbs Ms. Sharon Hawker-Baddeley (Secretary) Mr. Ivan Hurcum Mrs. Caroline Masters Mr. John Sumbler Mr. David Turnbull (Treasurer and Vice Chairperson) Mrs. Bev Webb None
Former charity trustees who served during the financial year:		Mrs. Jane Brown

St. Peter's Church, Chippenham

Financial Statements for the Year Ended 31 December 2019

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David Turnbull
Treasurer

St. Peter's Church, Chippenham
Financial Statements for the Year Ended 31 December 2019

STATEMENT OF FINANCIAL ACTIVITIES

	Unrestricted Fund £	Unrestricted Designated Fund £	Restricted Funds (Note 9) £	Total 2019 £	Total 2018 £
INCOME AND ENDOWMENTS FROM:					
Donations and Legacies					
Regular giving					
Receipts from donors					
Planned giving	31,857	-	-	31,857	34,368
Collections other than planned giving	4,828	-	-	4,828	5,976
Income tax recovered	8,881	-	-	8,881	8,565
Grants	-	-	-	-	-
	45,566	-	-	45,566	48,909
Other Donations and Legacies (note 2)	10,381	-	-	10,381	5,384
Income from Charitable Activities (note 3)	6,840	-	-	6,840	8,167
Other Trading Activities Note 4)	41,297	-	-	41,297	39,254
Income from Investments (note 5)	-	25	141	166	126
TOTAL INCOME AND ENDOWMENTS	104,084	25	141	104,250	101,840
EXPENDITURE ON:					
Expenditure on Charitable Activities (note 6)	3,905	-	-	3,905	3,419
Parish Share	66,600	-	-	66,600	64,800
Other Expenditure (note 7)	42,573	-	1,512	44,085	30,947
Write back of prior year cheques not banked (note 8)	-	-	-	-	-
TOTAL EXPENDITURE	113,078	-	1,512	114,590	99,166
Net income/(expenditure)	(8,994)	25	(1,371)	(10,340)	2,674
Transfers between funds	6,477	(2,484)	(3,541)	452	496
Net movement in funds	(2,517)	(2,459)	(4,912)	(9,888)	3,170
Add back net movement in unrepresented cheques (note 8)	1,880	-	-	1,880	(3,850)
Cash at bank and in hand 1 st Jan	5,971	12,354	23,590	41,915	42,595
Cash at bank and in hand 31 st Dec	5,334	9,895	18,678	33,907	41,915

The attached notes on pages 5 to 10 form part of these financial statements.

St. Peter's Church, Chippenham
Financial Statements for the Year Ended 31 December 2019

STATEMENT OF FINANCIAL POSITION

	Unrestricted Fund	Unrestricted Designated Fund	Restricted Funds (Note 9)	Total 2019	Total 2018
	£	£	£	£	£
Cash Funds					
HSBC current account	3,755	-	1,579	5,334	5,971
HSBC Fabric Fund	-	9,895	-	9,895	12,354
CBF Cornerstone Fund	-	-	18,383	18,383	23,050
Cash floats	-	-	295	295	540
Total Assets	3,755	9,895	20,257	33,907	41,915
Liabilities					
Unpresented cheques at year end (note 8)	929	-	-	929	76
	929	-	-	929	76
Net Assets	2,826	9,895	20,257	32,978	41,839

The attached notes on pages 5 to 10 form part of these financial statements.

Approved by the PCC on 26 March 2020 and signed on their behalf by Reverend Andrew Gubbins (PCC Chairman) and Mr David Turnbull (PCC Treasurer)

Reverend Andrew Gubbins

David Turnbull

St. Peter's Church, Chippenham

Financial Statements for the Year Ended 31 December 2019

1. Notes

- (i) The financial statements of the PCC have been prepared in accordance with the Church Accounting Regulations 2006 and the Charities Act 2011. These financial statements have also applied the guidance from the new Charities SORP (FRS102) that is effective for all year ends from 31 December 2015 onwards and replaces the Charities Statement of Recommended Practice (SORP 2005).
- (ii) These financial statements are prepared using the receipts and payments basis and as such exclude income earned during the financial year that have not been received as at 31 December as well as amounts owing from obligations entered into during the financial year for which payments have not been raised.
- (iii) The funds specified on page 4 represent all the funds of the PCC including those which are subject to special restrictions regarding their use.

The St. Peter's Fabric Fund has been designated by the PCC as monies to be used towards the development of the fabric of the church. The PCC has agreed a policy to commit the PCC to transfer 5% of annual letting income to the Fabric Fund with a further review in September of each year to agree whether a top up payment can be made from any surplus generated from unrestricted funds.

The PCC is committed to maintaining a sustainable reserve to cover any future requirements relating to the development of the fabric of the church.

- (iv) Assets recognised but not valued in the Statement of Assets and Liabilities include:
 - Moveable church furnishings held by the Church Wardens on special trust for the PCC and which require a faculty for disposal.
 - Other fixtures, fittings and office equipment of which the PCC is free to dispose of without faculty and where the original cost exceeded £1,000.
- (v) In addition to the funds specified on page 4, there is a "Stent" deposit account used solely at the discretion of the Vicar and Church Wardens. The PCC has no control over these funds and is not directly accountable for them. This is a 'connected charity' to St. Peter's Church and is outside the scope of these financial statements.
- (vi) Expenses paid to clergy may include a small immaterial proportion that relates to their function as PCC members. No other payments were made to PCC members.

St. Peter's Church, Chippenham
Financial Statements for the Year Ended 31 December 2019

2. Other donations and legacies

	2019	2018
	£	£
Bequests (The late Honor Truman)	5,000	-
Various donors for Cornerstone Fund	676	480
Fund-raising Committee (Rest. Fund C)	1,157	1,604
Sunday Coffee Fund (Rest. Fund D)	333	258
Wednesday Coffee Fund (Rest. Fund E)	250	656
Friendship Club (restricted Fund F)	250	50
Anon donor to Pastoral Committee	10	-
LIGHT service (Restricted Fund H)	905	450
Chippenham Lions for "Foodbox"	250	1,340
Chippenham Bridge Club for "Foodbox"	20	
Anonymous donors for "Foodbox"	142	
CLOGS (for "Save The Children")	200	300
Tai Chi Group (for Defibrillator Fund)	200	
Wed Coffee Fund (for Defibrillator Fund)	255	
Anonymous (for Defibrillator Fund)	595	
Ecclesiastical Insurance promotion	130	
Other donations	8	
	10,381	5,384

3. Income from Charitable Activities

	2019	2018
	£	£
Fundraising for general purposes		
Summer fete	1,151	1,350
Christmas fair	1,304	1,706
Male voice choir concert	194	419
Gospel Street production (from Oct 2018)	218	856
Peoples String Foundation concert	-	460
Funeral collections for St. Peter's Church	180	-
	3,047	5,344
Fundraising for specific purposes		
Children's Society	117	309
Olive Branch (from Wed Coffee Fund)	83	
Sightsavers	164	62
Send a Cow	355	314
Doorway (Sleepover sponsorship)	-	650
Funeral donations for charities	1,708	619
Leprosy Mission	0	50
Presentations to clergy	-	-
Lee Abbey Retreat	967	-
Wiltshire Historic Churches	0	65
Embrace the Middle East	99	-
Christian Aid	90	72
Well Boring	210	-
	3,793	2,823
	6,840	8,167

St. Peter's Church, Chippenham
Financial Statements for the Year Ended 31 December 2019

4. Other trading activities

	2019	2018
	£	£
Tom Metcalfe Centre rent	13,166	9,515
Lord's Mead Playgroup rent	12,600	14,948
Other hall lettings	7,069	10,281
Sheldon Road rental income	1,378	1,437
Wedding fees	264	346
Funeral fees	2,570	2,266
"Peter Post" sales	0	62
Sale of books	167	109
Miscellaneous sales etc	87	24
Insurance claims	3,953	266
Photocopying	43	-
	41,297	39,254

5. Income from investments

	Unrestricted Designated Funds £	Restricted Funds £	2019 £	2018 £
Interest on Cornerstone Fund	-	141	141	113
Interest on Fabric Fund	25	-	25	13
	25	141	166	126

6. Expenditure on charitable activities

	2019	2018
	£	£
Send a Cow	355	314
Sightsavers	275	12
Children's Society	426	-
Olive Branch Counselling	120	120
Chippenham Street Pastors	120	120
Christian Aid	90	72
Embrace the Middle East	254	-
Well-Boring	210	-
Olive Branch (from Wed. Coffee Fund)	83	-
Funeral donations to charity	1,912	416
Deanery Synod subscription	60	60
	3,905	3,419

St. Peter's Church, Chippenham
Financial Statements for the Year Ended 31 December 2019

7. Other expenditure

	2019 £	2018 £
Clergy Expenses		
Expenses	1,587	1,305
Visiting preachers	168	740
Presentations to clergy	-	-
	<u>1,755</u>	<u>2,045</u>
Benefice fees	951	900
Church Maintenance and Running Expenses		
Survey fees	5,491	-
Electricity	2,108	2,705
Gas	2,075	1,668
Water rates	84	90
Insurance	1,884	1,833
Grass cutting	705	705
Repairs and maintenance	4,916	3,061
Imperial Cleaning Services	9,519	9,177
Refuse collection	677	301
Lightning conductor check	60	54
Boiler servicing	-	-
Fire extinguishers	357	420
Fire alarm service	-	-
	<u>27,876</u>	<u>20,014</u>
Church Management and Administration		
New Photocopier (using burst pipe claim sum)	2,832	-
Photocopier costs	1,225	1,058
Conference expenses inc Lee Abbey retreat	1,114	267
Postage	46	14
Stationery	251	10
Computer and software	1,012	287
Telephone	622	637
	<u>7,102</u>	<u>2,273</u>
Support costs		
Copyright fees	316	304
Organ and Piano tuning	293	60
Purchases for use in services	132	461
Organist fees	240	120
Verger fees	200	120
Flower expenses	48	84
"The Pound": Harp Concert: Fund-Raising (C)	366	
"The Pound": Booking fee (from 2018)	400	
Pastoral Committee expenses	474	138
LIGHT service (H) expenses	728	495
Foodbox (I) expenses	418	574
Youth Church expenses	237	-
Kingfishers (Messy Church) expenses	191	294
Equipment purchases	304	1,148
Transfer to CBF Cornerstone Fund	676	480
	<u>5,023</u>	<u>4,278</u>
Transfer to CBF Stent fund (Sheldon Rd rent)	1,378	1,437
	<u>44,085</u>	<u>30,947</u>

St. Peter's Church, Chippenham
Financial Statements for the Year Ended 31 December 2019

8. Unpresented cheques

Unpresented cheques and cash as at 31 December 2018	£ (951)
Write back prior year cheques raised but never banked by payee	-
2018 cheques and cash presented during 2019	951
2019 payments raised by cheque not banked by payee at year end	
Chippenham Deanery (1 st Aid course)	45
CDTFTDS TMC transport)	60
Mrs D Brindle (Pastoral Care Expenses)	8
St Peter's Academy (Gas bill)	294
J Sumbler (Messy Church Expenses)	83
Children's Society	68
Children's Society	50
Embrace the Middle East	99
Sightsavers	222
Cash & Cheques received 31/12/2019 unbanked	0
Total	929
 Net movement in unpresented cheques during 2019	 1,880
Unpresented cheques and unbanked as at 31 December 2019	929

St. Peter's Church, Chippenham

Financial Statements for the Year Ended 31 December 2019

9. Restricted Funds

Restricted Funds year-ended 31/12/2019

	<u>A</u> <u>Cornerstone</u> <u>Fund</u>	<u>B</u> <u>Flower</u> <u>Fund</u>	<u>C</u> <u>Fund</u> <u>Raising</u> <u>Cttee</u>	<u>D</u> <u>Sunday</u> <u>Coffee</u> <u>Fund</u>	<u>E</u> <u>Wed</u> <u>Coffee</u> <u>Fund</u>	<u>F</u> <u>F'dship</u> <u>Club</u>	<u>G</u> <u>Pastoral</u> <u>Cttee</u>	<u>H</u> <u>LIGHT</u> <u>Service</u>	<u>I</u> <u>Food-</u> <u>box</u>	<u>Totals</u>
Balance at 1/1/2019										
HSBC current account	£0	£0	£0	£0	£0	£0	£0	£336	£766	£1,102
CBF deposit account	£23,050	£0	£0	£0	£0	£0	£0	£0	£0	£23,050
Cash floats	£0	£65	£0	£20	£115	£341	£0	£0	£0	£541
	<u>£23,050</u>	<u>£65</u>	<u>£0</u>	<u>£20</u>	<u>£115</u>	<u>£341</u>	<u>£0</u>	<u>£336</u>	<u>£766</u>	£24,693
Donations	£333	£107	£0	£357	£0	£0	£0	£905	£412	£2,114
Other Voluntary Receipts	£350	£0	£1,157	£0	£647	£811	£0	£0	£0	£2,965
Interest received	£141	£0	£0	£0	£0	£0	£0	£0	£0	£141
Expenses	£0	-£137	-£366	-£47	-£77	-£738	£0	-£728	-£418	-£2,511
Transfers from/to unrestricted funds	-£5,491	£0	-£791	-£310	-£583	-£75	£0	£106	£0	-£7,144
Total movements in year	<u>-£4,667</u>	<u>-£30</u>	<u>£0</u>	<u>£0</u>	<u>-£13</u>	<u>-£2</u>	<u>£0</u>	<u>£283</u>	<u>-£6</u>	-£4,435
Balance at 31/12/2019										
HSBC current account	£0	£0	£0	£0	£0	£200	£0	£619	£760	£1,579
CBF deposit account	£18,383	£0	£0	£0	£0	£0	£0	£0	£0	£18,383
Cash floats	£0	£35	£0	£20	£101	£139	£0	£0	£0	£295
Total Restricted Funds	<u>£18,383</u>	<u>£35</u>	<u>£0</u>	<u>£20</u>	<u>£101</u>	<u>£339</u>	<u>£0</u>	<u>£619</u>	<u>£760</u>	£20,257

Notes:

Restricted Funds in St. Peter's are set out above. All the figures have been provided and confirmed by the designated organisers of the respective funds.

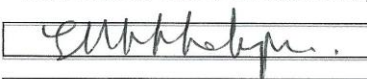
- A. Cornerstone Fund:** This Central Board of Finance account comprises various donations and fund-raising activities specifically for the "Cornerstone Project". Also received a £350 Roper grant. Professional fees incurred are now paid from this account.
- B. Flower Fund:** Cash transactions only.
- C. Fund-raising committee:** Cash transactions only: various events organised, including Tradewinds Summer Barbecue. Donations made to Church funds.
- D. Sunday Coffee Fund:** Cash transactions only. Donations to Church funds less expenses.
- E. Wednesday Coffee Fund:** Cash transactions only. Donations received for refreshments and "Daphne's Cards". Subsequent donations made to church funds (£250), Defibrillator Fund (£250) and "Olive Branch" (£82.75).
- F. Friendship Club:** Cash transactions only. Self-funded by members of the congregation for various social events. £50 donated to Church funds and £25 to MIND.
- G. Pastoral Committee:** Administered via HSBC current account. A restricted fund because of occasional specific donations received (£10 in 2019), far exceeded by the fully justified expenses incurred (£474 in 2019).
- H. LIGHT service:** Administered via HSBC current account. Donations received fund the expenses incurred for transport for the disabled.
- I. Foodbox:** Donations from Chippenham Borough Lands £250 and anonymous donors £162.

In addition, at the year-end, there was £1,050 in The Defibrillator Fund awaiting action.

Independent Examiner's Report to the Trustees of St. Peter's Church,
Chippenham, Parochial Church Council



Independent Examiner's Report on the Accounts

Section A		Independent Examiner's Report	
Report to the trustees/members of	Charity Name ST. PETER'S CHURCH, LORDS MEAD, CHIPPENHAM, WILTSHIRE, SN14 0LL		
On accounts for the year ended	3 1 1 2 1 9	Charity no (if any)	1 1 3 1 4 7 3
Set out on pages	1 - 10 (remember to include the page numbers of additional sheets)		
Respective responsibilities of trustees and examiner	<p>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. It is my responsibility to:</p> <ul style="list-style-type: none"> • 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 statement	<p>My examination was carried out in accordance with 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 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.</p>		
Independent examiner's statement	<p>In connection with my examination, no matter has come to my attention (other than that disclosed below*):</p> <p>(1) which gives me reasonable cause to believe that in, any material respect, the requirements:</p> <ul style="list-style-type: none"> • to keep accounting records in accordance with section 130 of the Charities Act; • to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities Act have not been met; or <p>(2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.</p> <p>* Please delete the words in the brackets if they do not apply.</p>		
Signed			Date 10/03/2020
Name	EDWIN MARTIN HELPS		
Relevant professional qualification(s) or body (if any)	CHARTERED INSTITUTE OF PUBLIC FINANCE AND ACCOUNTANCY		
Address	3, PEW HILL CHIPPENHAM WILTSHIRE, SN15 1DH		