

Parish of St James, Sutton
Treasurer's Annual Report for 2019

I will be happy to discuss this Report with anyone who wishes to raise matters on the Accounts, and of course to answer any questions that may arise.

In 2019 there was an overall deficit of £17,656.

Income (including investment income): £90,185. Expenditure (including non annual expenses) £107,841

However, if we exclude the non annual expenditure, which was substantial in 2019, due to the commencement of the extension, there was an overall surplus of £7,729. (In 2018 the surplus was £774)

I do not propose to comment in detail on every figure in the Accounts, but the following will, I hope, be helpful:

Pages 1 to 2 (the Church Account)

1. The totals we received from Standing Order giving, weekly envelopes and plate collections, has been steady over the last few years (2015 = £49,000: 2016 = just over £48,500, 2017 = £47,000 and 2018 = £49,520) however, in 2019 this source of income fell to £41,144.

In memoriam donations have, however risen, and the sale of the vicarage £20,000, helped the overall figure for these income sources to increase by £13,620.

We have also benefited from a legacy of £25,000 and the release of the £20,000 due to us from Chester following the sale of Sutton vicarage.

2. Wedding, Funeral and monument fees have increased slightly from last year.
3. Insurance premiums for the Church and Hall have remained similar to last year.
4. Churchyard. Overall expenditure has remained similar to last year.

I would like to thank all the churchyard volunteers who help minimise these costs and play a huge part in keeping our grounds well maintained.

5. There are no outstanding applications or unpaid approved grants at the date of this report, although a loan was agreed with Wildboardclough to enable them to make improvements to the fabric of their Church.
6. As in the past, we have made several donations to outside charities. The PCC felt that the amount should be calculated on the same basis as previously, and there were some changes to the Charities which received donations.

Page 3 (Hall and Choir Accounts)

The members of the committee are to be to be congratulated and thanked for all they do. They have maximized the use of the hall, monitored cleaning standards and have continued to keep the mice at bay! (Although they may now have relocated to the Church!)

From my point of view they have reversed the expectation of a deficit following the departure of pre-school and have closed the year with a surplus of £1,427.

Pages 4 (Reserves)

The Reserves Account shows the effect of the increase or decrease of the value of our investments. This year there was a substantial increase, £43,834 whereas last year our investments fell by £3,568.46. In previous years our investments had also been positive: £17,332 (2017); £24,347 (2016); £3,161 (2015) and £12,557 (2014). The variations in the last 5 years' figures show how much the value of the investments can fluctuate.

We are in uncertain times, and the future value of the investments is of course outside our control, and we just have to live with this uncertainty.

The investments continue to be professionally managed by the management team at CCLA who provide the same service to many Dioceses (including Chester) as well as numerous other charities.

The PCC has set aside funds for reserves categories 1 to 5 on the same basis as last year, leaving unallocated reserves as before, namely £33,333. To do this a transfer of funds (£9,156) from Category 2 Reserves (Findlow 2) was made.

Page 5 (Summary of Funds and Activities)

This is more commonly called the Balance Sheet, and provides a snapshot of our position on the accounting date, 31 December 2019. It is substantially in the same format as last year and reflects all the financial transactions during the year.

Pages 6 - 8 (Notes to the Accounts)

The Notes are I believe largely self-explanatory. I have once again excluded Notes 1 to 4, as they are not currently required. I do however recommend that everyone looks at Note 5, and in particular Note 5.H relating to Reserves.

Page 9 – Short Version of the Accounts.

Although, following Tim's example, I have provided this Short Version of the Accounts I do not consider it to be anything like an adequate substitute for the Accounts themselves. Although it is accurate as far as it goes, there is a great deal missing, and it does not present a complete view of our finances.

Page 10 – Church Account – List of Major Items

Page 11 – Balance Sheet

The Balance Sheet gives an overall view of the accounts.

Careful financial management will continue to be needed if we are to balance our expenditure and income.

This year has seen some exciting “vision” projects begin, namely the long awaited extension to the Church to include more accessible toilet facilities and a kitchen. The PCC will no doubt be considering other ways of using our reserves and any surplus income that may arise each year to ensure our Church flourishes and continues to be an integral part of the community it serves.

There are six further points which I would like to add in concluding this report:

1. I have been very fortunate to have a Deputy Treasurer, Ruth Easterbrook, who has kept me on track and ensured all aspects of the job have been completed.
2. Gwen Newman has continued to count up all cash including the weekly collections, and take this money to the bank. Gwen also administers the Envelope Scheme and the Gift Day envelopes both of which enable Ruth and I to claim Gift Aid. Many thanks to Gwen. Her contribution is greatly appreciated and has made our job more achievable.
3. Pam Herring has collected and banked all the money from the Hall lettings etc and provided us with detailed records so that we can transfer the data to the Church Cashbook.
4. Mr Alan Dinnis is to be thanked for waiving his fee for his services as sexton. This generosity has helped the Church main account.
5. The Church Wardens for their support and encouragement and in particular to Audrey who wrote out the organist and visiting clergy slips for the year which ensured timely payments could be made.
6. We have been fortunate that Bob Sinclair-Smith, who first acted as Independent Examiner in relation to the 2014 Accounts, has agreed to act again. Many thanks to Bob for continuing to do this.

Janet Mott

Hon Treasurer

April 2020

Parish of St. James, Sutton

BALANCE SHEET as at

31 December 2019

Current Assets

Balance at Natwest Bank

Balance of the C B F Investment Account Deposit Account

14511.85 CBF Church of England Investment Fund Income Shares

Balance of Petty Cash in Safe on Balance Sheet Date

Funds

General Unrestricted Funds

Choir Fund

Youth Club (dormant)

Trustees (Patrons) of St James

Unrestricted Funds	Restricted Funds	Total	2018
30,437.92	0.00	30,437.92	28,955
156,150.87	11,992.13	168,143.00	155,057
278,179.10	0.00	278,179.10	234,345
240.00	0.00	240.00	240
465,007.89	11,992.13	477,000.02	418,597
465,007.89	1,910.98	466,918.87	410,396
0.00	6,858.66	6,858.66	4,979
0.00	521.29	521.29	521
	2,701.20	2,701.20	2,701
465,007.89	11,992.13	477,000.02	418,597

Approved by the Parochial Church Council on

March 2020 and signed on its behalf by:

Rev - J. Harries

Rev Dr John E Harries - Vicar

J.H. Mott

Janet Mott - Hon Treasurer


Basis of independent examiner's statement

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.

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 Charities Act; and
 - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities 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.

Signed:  **Name:** ROBERT SINCLAIR SMITH

Date: 28 March. 2019

Relevant professional qualification(s) or body (if any):

Address:

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