

Report of the PCC and
Financial Statements for the Year Ended 31st December 2015
for
St Peters Church PCC

Beak Kemmenoe
Chartered Accountants
1-3 Manor Road
Chatham
Kent
ME4 6AE

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for the year ended 31st December 2015

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St Peters Church PCC

Reference and Administrative Details
for the Year Ended 31st December 2015

PCC

Members of the PCC are as follows:

Vicar...Rev.Phil Goodey (from 15/10/15)

Assisant Minister...Rev. Yvonne Salmon

Wardens...Tony Avar

Margaret Greig (Chairperson)

Elected Members:

Katy Abson

Richard Atkinson (Treasurer and Deanery Synod Rep.)

Chris Attwood (Deanery Synod Rep)

Stuart Carley (until APCM 22/04/15)

Michael Coltham

Ann Flitton

Barry Knott

Belinda Knowler

Alan McIntyre

Anne Norris (Deanery Synod Rep)

Sonia Nunn

Mark Price

Danny Watson (from APCM 22/04/15)

Secretary : Derek Gouldsworthy.

PRINCIPAL ADDRESS

The Church Office
The Vicarage
Church Hill, Boughton Monchelsea
Maidstone
Kent
ME17 4BU

REGISTERED CHARITY NUMBER 1136147

INDEPENDENT EXAMINER

Beak Kemmenoe
Chartered Accountants
1-3 Manor Road
Chatham
Kent
ME4 6AE

Report of the PCC
for the year ended 31st December 2015

The PCC present their report with the financial statements of the charity for the year ended 31st December 2015. The PCC have adopted the provisions of the Statement of Recommended Practice (FRSSE) 'Accounting and Reporting by Charities' issued in January 2015 together with the Church Accounting Regulations 2006 (the Regulations) and Section 145 of the Charities Act 2011 (the 2011 Act).

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The charity is controlled by its governing document.

Recruitment and appointment of new PCC

The method of appointment of PCC members is set out in the Church Representation Rules. All church attendees are encouraged to register on the Electoral Roll and stand for election to the PCC.

Induction and training of new PCC

All new members of the PCC are properly mentored by a serving member and handed a leaflet setting out their duties and responsibilities.

Organisational structure

The Chairman of the PCC will normally be a church warden and will be formally elected. The Vicar, Assistant Minister and church wardens are automatically members. All other members of the PCC are elected.

Risk management

The PCC have a duty to identify and review the risks to which the charity is exposed and to ensure appropriate controls are in place to provide reasonable assurance against fraud and error.

OBJECTIVES AND ACTIVITIES

Objectives and aims

The PCC has the responsibility of co-operating with the Vicar and Assistant Minister in promoting in the ecclesiastical parish the whole mission of the Church. It also has responsibilities to maintain the Church building and Churchyard.

Significant activities

When planning activities, the Vicar, Assistant Minister and the PCC consider the Commission's guidance on public benefit and, in particular, the specific guidance on charities for the advancement of religion.

The PCC is committed to enabling as many people as possible to worship at the church and to become part of our parish community. The services reflect this through prayer, Bible readings, worship and sacrament.

Grantmaking

The PCC continues to make institutional grants at their discretion.

Public benefit

The PCC is continuing to reach out to those within the community and offering help, especially of a pastoral nature. This is achieved through:

- Worship and prayer, learning about the bible and developing a knowledge and trust in Jesus.
- Provision of pastoral care for people living in the parish.
- Missionary and outreach work.

Volunteers

Members of the PCC act in a voluntary capacity and very much rely on the assistance of people outside of Council. It has not been possible to quantify the value volunteers.

ACHIEVEMENT AND PERFORMANCE

Charitable activities

Income from charitable activities has shown a significant increase of £10,665.

Report of the PCC
for the year ended 31st December 2015

ACHIEVEMENT AND PERFORMANCE

Fundraising activities

Income generated from fundraising activities has fallen sharply over the last 2-3 years by £26,172.

The PCC offer a range of services during the course of each month, from the traditional Anglican service to meet the needs of as many people as possible. There is also a meeting every Sunday at the village hall which is aimed at non Christians.

There were 221 people on the Electoral Roll. Average attendance was 133 at both services.

A plot of land has been donated to the Church to extend the Churchyard. Work progressed during the year and is nearing completion.

Three members of the PCC sit on the Deanery Synod. This provides a link with the wider structures of the church.

The church is a member of Churches Together in Maidstone.

FUTURE DEVELOPMENTS

Work in the Churchyard should be completed in 2016 and it is planned to be consecrated in June.

Further fundraising will continue in respect of roof repairs.

At the beginning of the year free reserves were £52,508. At 31st December 2015 free reserves were £57,131. At the beginning of the year restricted funds were £6,441 and at the end of the year were £8,523. Included in free reserves are fixed assets at net book value of £13,176. The PCC is aware of the ongoing need to maintain the fabric of the church and this has led to Council to be prudent regarding its free reserves policy.

STATEMENT OF PCC RESPONSIBILITIES

The PCC are responsible for preparing the Report of the PCC and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities in England and Wales, the Charities Act 2011, Charity (Accounts and Reports) Regulations 2008 and the provisions of the trust deed requires the PCC to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources, including the income and expenditure, of the charity for that period. In preparing those financial statements, the PCC are required to

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charity SORP;
- make judgements and estimates that are reasonable and prudent;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

The PCC are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and to enable them to ensure that the financial statements comply with the Charities Act 2011, the Charity (Accounts and Reports) Regulations 2008 and the provisions of the trust deed. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Approved by order of the board of PCC on 18.4.16 and signed on its behalf by:

X M. Greig X
PCC



I report on the accounts for the year ended 31st December 2015 set out on pages five to twelve.

Respective responsibilities of PCC and examiner

The charity's PCC are responsible for the preparation of the accounts. The charity's PCC 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 required.

It is my responsibility to:

- examine the accounts under Section 145 of the 2011 Act
- to follow the procedures laid down in the General Directions given by the Charity Commission (under Section 145(5)(b) of the 2011 Act); and
- to state whether particular matters have come to my attention.

Basis of the 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 PCC 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 statements 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 2011 Act; and
 - to prepare accounts which accord with the accounting records and to 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.

Ronald Price FCA
Beak Kemmenoe
Chartered Accountants
1-3 Manor Road
Chatham
Kent
ME4 6AE

Date:

Statement of Financial Activities
for the year ended 31st December 2015

		Unrestricted fund	Restricted fund	Total	2015 funds	Total	2014 funds
	Notes	£	£		£		£
INCOMING RESOURCES							
Incoming resources from generated funds							
Voluntary income	2	114,743	2,082		116,825		115,061
Activities for generating funds	3	17,737	-		17,737		27,527
Incoming resources from charitable activities							
Charitable activities	4	16,162	-		16,162		5,497
Other incoming resources		<u>27</u>	<u>-</u>		<u>27</u>		<u>1,083</u>
Total incoming resources		148,669	2,082		150,751		149,168
RESOURCES EXPENDED							
Costs of generating funds							
Fundraising trading: cost of goods sold and other costs	5	8,529	-		8,529		16,712
Charitable activities	6	135,517	-		135,517		137,959
Charitable activities		-	-		-		504
Governance costs		<u>-</u>	<u>-</u>		<u>-</u>		<u>-</u>
Total resources expended		144,046	-		144,046		155,175
NET INCOMING/(OUTGOING) RESOURCES							
		4,623	2,082		6,705		(6,007)
RECONCILIATION OF FUNDS							
Total funds brought forward		52,508	6,441		58,949		64,956
TOTAL FUNDS CARRIED FORWARD		<u>57,131</u>	<u>8,523</u>		<u>65,654</u>		<u>58,949</u>

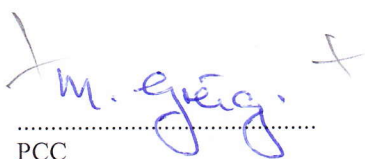
The notes form part of these financial statements

St Peters Church PCC

Balance Sheet
At 31st December 2015

		Unrestricted fund £	Restricted fund £	Total 2015 funds £	Total 2014 funds £
Notes					
FIXED ASSETS					
Tangible assets	10	13,176	-	13,176	15,337
CURRENT ASSETS					
Prepayments and accrued income		188	-	188	-
Cash at bank		<u>44,267</u>	<u>8,523</u>	<u>52,790</u>	<u>44,112</u>
		44,455	8,523	52,978	44,112
CREDITORS					
Amounts falling due within one year	11	(500)	-	(500)	(500)
NET CURRENT ASSETS					
		<u>43,955</u>	<u>8,523</u>	<u>52,478</u>	<u>43,612</u>
TOTAL ASSETS LESS CURRENT LIABILITIES					
		<u>57,131</u>	<u>8,523</u>	<u>65,654</u>	<u>58,949</u>
NET ASSETS					
		<u><u>57,131</u></u>	<u><u>8,523</u></u>	<u><u>65,654</u></u>	<u><u>58,949</u></u>
FUNDS					
	12				
Unrestricted funds				57,131	52,508
Restricted funds				<u>8,523</u>	<u>6,441</u>
TOTAL FUNDS					
				<u><u>65,654</u></u>	<u><u>58,949</u></u>

The financial statements were approved by the Board of PCC on18.4.16..... and were signed on its behalf by:


.....
PCC



The notes form part of these financial statements

1. ACCOUNTING POLICIES

Accounting convention

The financial statements have been prepared under the historical cost convention, and in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008), the Charities Act 2011 and the requirements of the Statement of Recommended Practice, Accounting and Reporting by Charities.

Incoming resources

All incoming resources are included on the Statement of Financial Activities when the charity is legally entitled to the income and the amount can be quantified with reasonable accuracy.

Resources expended

Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

Allocation and apportionment of costs

Tangible fixed assets

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

Taxation

The charity is exempt from tax on its charitable activities.

Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the PCC.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

Hire purchase and leasing commitments

Rentals paid under operating leases are charged to the Statement of Financial Activities on a straight line basis over the period of the lease.

Notes to the Financial Statements - continued
for the year ended 31st December 2015**2. VOLUNTARY INCOME**

	2015	2014
	£	£
Gifts	18,125	19,820
Donations	3,200	-
Planned giving	72,619	76,493
Legacies	100	-
Grants	6,950	215
Collections	<u>15,831</u>	<u>18,533</u>
	<u>116,825</u>	<u>115,061</u>

Grants received, included in the above, are as follows:

	2015	2014
	£	£
Other grants	<u>6,950</u>	<u>215</u>

3. ACTIVITIES FOR GENERATING FUNDS

	2015	2014
	£	£
Fundraising events	12,592	22,991
Magazines	4,821	4,518
Sundry	<u>324</u>	<u>18</u>
	<u>17,737</u>	<u>27,527</u>

4. INCOMING RESOURCES FROM CHARITABLE ACTIVITIES

	2015	2014
	£	£
Fees	<u>16,162</u>	<u>5,497</u>

5. FUNDRAISING TRADING: COST OF GOODS SOLD AND OTHER COSTS

	2015	2014
	£	£
Fund raising costs	2,149	6,981
Fund raising hall hire	4,524	7,711
Support costs	<u>1,856</u>	<u>2,020</u>
	<u>8,529</u>	<u>16,712</u>

Notes to the Financial Statements - continued
for the year ended 31st December 2015**6. CHARITABLE ACTIVITIES COSTS**

	Direct costs	Grant funding of activities (See note 7)	Support costs (See note 8)	Totals
	£	£	£	£
Charitable activities	<u>127,556</u>	<u>4,248</u>	<u>3,713</u>	<u>135,517</u>

7. GRANTS PAYABLE

	2015	2014
	£	£
Charitable activities	<u>4,248</u>	<u>17,936</u>

The total grants paid to institutions during the year was as follows:

	2015	2014
	£	£
Christain Aid	600	-
Anthony Nolan Trust	-	126
Christian Viewpoint	50	50
Friends of Kent Churches	10	10
St. Peters-Ghana	-	240
RBL- Poppy Appeal	514	584
Childrens Society	209	-
Water Aid	332	104
Ghurka Welfare Trust	343	-
Demelza Hospice	55	4,863
Friends of St. Peters	222	5
Heart of Kent Hospice	-	306
International Needs	640	500
Angel Tree Project	50	-
Churches & Schools Together	1,000	-
J Rees- Larcombe	123	-
Mind	-	398
VSO	-	108
Oxfam	-	120
Blackthorn Trust	-	440
A21 Campaign	-	4,000
Children in Need	-	2,613
Canterbury Diocese	-	157
CAST	-	712
Maidstone Churches	100	100
Valerie Taylor Trust	-	2,500
	<u>4,248</u>	<u>17,936</u>

Notes to the Financial Statements - continued
for the year ended 31st December 2015**8. SUPPORT COSTS**

	Management £
Fundraising trading: cost of goods sold and other costs	1,856
Charitable activities	<u>3,713</u>
	<u><u>5,569</u></u>

Activity	Basis of allocation
Management	On the basis of costs incurred
Finance	On the basis of costs incurred

Support costs, included in the above, are as follows:

Management			2015	2014
	Fundraising trading: cost of goods sold and other costs	Charitable activities	Total activities	Total activities
	£	£	£	£
Telephone	458	917	1,375	1,533
Postage and stationery	494	987	1,481	978
Independent examiners fees	184	368	552	504
Depreciation of tangible and heritage assets	<u>720</u>	<u>1,441</u>	<u>2,161</u>	<u>2,537</u>
	<u><u>1,856</u></u>	<u><u>3,713</u></u>	<u><u>5,569</u></u>	<u><u>5,552</u></u>

9. PCC' REMUNERATION AND BENEFITS

There were no PCC' remuneration or other benefits for the year ended 31st December 2015 nor for the year ended 31st December 2014.

PCC' expenses

There were no PCC' expenses paid for the year ended 31st December 2015 nor for the year ended 31st December 2014.

Notes to the Financial Statements - continued
for the year ended 31st December 2015**10. TANGIBLE FIXED ASSETS**

	Fixtures and fittings £	Motor vehicles £	Computer equipment £	Totals £
COST				
At 1st January 2015 and 31st December 2015	<u>57,982</u>	<u>4,500</u>	<u>3,342</u>	<u>65,824</u>
DEPRECIATION				
At 1st January 2015	42,886	4,321	3,280	50,487
Charge for year	<u>2,113</u>	<u>36</u>	<u>12</u>	<u>2,161</u>
At 31st December 2015	<u>44,999</u>	<u>4,357</u>	<u>3,292</u>	<u>52,648</u>
NET BOOK VALUE				
At 31st December 2015	<u>12,983</u>	<u>143</u>	<u>50</u>	<u>13,176</u>
At 31st December 2014	<u>15,096</u>	<u>179</u>	<u>62</u>	<u>15,337</u>

11. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2015 £	2014 £
Other creditors	<u>500</u>	<u>500</u>

12. MOVEMENT IN FUNDS

	At 1.1.15 £	Net movement in funds £	At 31.12.15 £
Unrestricted funds			
General fund	52,508	4,623	57,131
Restricted funds			
Roof fund	6,441	2,082	8,523
TOTAL FUNDS	<u>58,949</u>	<u>6,705</u>	<u>65,654</u>

Notes to the Financial Statements - continued
for the year ended 31st December 2015

12. MOVEMENT IN FUNDS - continued

Net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	148,669	(144,046)	4,623
Restricted funds			
Roof fund	2,082	-	2,082
	<hr/>	<hr/>	<hr/>
TOTAL FUNDS	<u>150,751</u>	<u>(144,046)</u>	<u>6,705</u>

Detailed Statement of Financial Activities
for the year ended 31st December 2015

	2015 £	2014 £
INCOMING RESOURCES		
Voluntary income		
Gifts	18,125	19,820
Donations	3,200	-
Planned giving	72,619	76,493
Legacies	100	-
Grants	6,950	215
Collections	<u>15,831</u>	<u>18,533</u>
	116,825	115,061
Activities for generating funds		
Fundraising events	12,592	22,991
Magazines	4,821	4,518
Sundry	<u>324</u>	<u>18</u>
	17,737	27,527
Incoming resources from charitable activities		
Fees	16,162	5,497
Other incoming resources		
Gain on sale of tangible fixed assets	-	1,062
Interest	<u>27</u>	<u>21</u>
	<u>27</u>	<u>1,083</u>
Total incoming resources	150,751	149,168
RESOURCES EXPENDED		
Fundraising trading: cost of goods sold and other costs		
Fund raising costs	2,149	6,981
Fund raising hall hire	<u>4,524</u>	<u>7,711</u>
	6,673	14,692
Charitable activities		
Youth work	5,152	2,537
Books and periodicals	502	499
Equipment	3,570	4,118
Insurance	5,122	4,586
Light and heat	2,880	4,340
Upkeep	12,692	14,045
Conferences and courses	1,263	132
Carried forward	<u>31,181</u>	<u>30,257</u>

This page does not form part of the statutory financial statements

St Peters Church PCC

Detailed Statement of Financial Activities
for the year ended 31st December 2015

	2015 £	2014 £
Charitable activities		
Brought forward	31,181	30,257
Gifts	6,125	1,838
Salaries	3,475	2,230
Parish share	74,284	72,261
Church services	8,440	3,049
Clergy expenses	-	207
Organ	368	964
Sundry expenses	2,430	737
Motor expenses	1,253	5,452
Grants to institutions	<u>4,248</u>	<u>17,936</u>
	131,804	134,931
Support costs		
Management		
Telephone	1,375	1,533
Postage and stationery	1,481	978
Independent examiners fees	552	504
Fixtures and fittings	2,113	2,457
Motor vehicles	36	60
Computer equipment	<u>12</u>	<u>20</u>
	<u>5,569</u>	<u>5,552</u>
Total resources expended	144,046	155,175
	<hr/>	<hr/>
Net income/(expenditure)	<u><u>6,705</u></u>	<u><u>(6,007)</u></u>

This page does not form part of the statutory financial statements