

Charity number 1133089

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST. MARY THE
VIRGIN, TWICKENHAM**

**TRUSTEES' REPORT
AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED
31 DECEMBER 2016**

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF
ST MARY THE VIRGIN, TWICKENHAM
TRUSTEES' REPORT FOR THE YEAR ENDED 31 DECEMBER 2016**

The Trustees of the **Parochial Church Council of the Ecclesiastical Parish of St Mary The Virgin, Twickenham** (the "Charity" and the "PCC") present their report on the proceedings of the Parochial Church Council and the activities of the Parish generally together with the Financial Statements for the financial year ended 31 December 2016.

REFERENCE AND ADMINISTRATIVE DETAILS

The Church of St Mary The Virgin is situated close to the river in the old part of Twickenham, it is part of the Diocese of London within the Church of England. The Parish includes a relatively small number of residential properties, and thus, many of those on the Electoral Roll live outside the Parish. Its correspondence address is:

The Parish Office, St Mary's Church Hall, Church Street, Twickenham, Middlesex TW1 3NJ.
Telephone: 0208 744 2693 Website: www.stmarytwick.org.uk

The Parochial Church Council is a charity registered with the Charity Commission, number 1133089, with effect from 3 December 2009.

The members of the PCC are listed below:

<i>Incumbent</i>	The Rev'd Jeffery Hopkin Williams		
<i>Assistant Priest</i>	The Rev'd Piotr Ashwin-Siejkowski		
<i>Church Wardens</i>	Katherine Cox	Judy Britton	
<i>Deanery Synod Representatives</i>	Sophy Fisher	Lesley Prior	Diana Wells
	Kevin Foley	Giacomo Bendetto (until APCM 16)	
<i>Elected Members</i>	Tony Dempsey	Peter Jenkins	Richard Mellor
	Margaret Mence	Simon Shelly	Audrey Thomas
	Charlotte West	Elizabeth Wilkinson	Barbara Williams
	Charity Witts		
Elected APCM 16	Betty Miller	Emily Taylor	Sarah Waller
Retired APCM 16	Doug Goodman	Elizabeth Harrison	Rachel Logan
	Robert Newbery	Michael Sheridan	
<i>Co-opted members</i>	Maurice Austin	Adrian Mumford	

All members served throughout the year unless indicated to the contrary.

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF
ST MARY THE VIRGIN, TWICKENHAM
TRUSTEES' REPORT FOR THE YEAR ENDED 31 DECEMBER 2016 - continued**

STRUCTURE, GOVERNANCE AND MANAGEMENT

Status & History

The PCC was a charity excepted from registration with the Charity Commission until December 2009 when it was formally registered with the Charity Commission.

The Trustees' Report incorporates the recommendations of the Charities SORP to report on the resources entrusted to it and the activities it undertakes. The Church is also required to follow the law for charities and comply with the Charities Act 2011 and the associated Regulations, including the Church Accounting Regulations 2006.

Organisational Structure

Members of the PCC are Trustees of the Charity, and are either ex-officio or elected in accordance with the Church Representation Rules. All church attendees are encouraged to register on the Electoral Roll and stand for election to the PCC.

Members of the PCC and its Committees meet regularly and otherwise keep in touch through informal discussions and email.

Methods of Recruitment, Appointment, Election, Induction & Training of Trustees

Members of the PCC are elected for a three year term by the Annual Parish Council Meeting ('APCM') and can serve two consecutive three year terms, a total of six years, before having to stand down for a minimum of a year. Members can be co-opted annually to the PCC. Members are elected as Officers and Wardens and appointed as PCC representatives on the Standing Committee.

All Members are invited to attend training, both as Trustees and in their capacity of their individual appointments.

Committees

The PCC operates through a number of committees and groups reflecting the vision of the PCC. They meet on a regular basis and make recommendations to the full PCC. The committees are made up of members of the PCC and interested members of the congregation. The committees comprise:-

Buildings	Finance & Stewardship
Children & Young People	Reordering
Social & Communications	Music Group
Ecumenical Relations	Standing Committee
ECO Group	

In addition to the above, the work of the PCC is supported by:

The Visiting Team - under the direction of the Vicar, to manage visiting and home communion.

The Choir

The Cleaning group

Flower Arrangers

Bell Ringers

St. Mary's Group

Mothers' Union

Ad-hoc Committees and Working Parties formed from time to time for specific short-term purposes.

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF
ST MARY THE VIRGIN, TWICKENHAM
TRUSTEES' REPORT FOR THE YEAR ENDED 31 DECEMBER 2016 - continued**

Risk Management

The Trustees have reviewed the activities of the church to identify and assess the major risks facing the charity. Having assessed the major risks to which the charity is exposed, the Trustees believe that by monitoring reserve levels, by ensuring controls exist over key financial systems, and by examining the operational risks faced by the charity, they have established effective systems to mitigate those risks.

In line with the requirements for Trustees to undertake a risk assessment exercise and report on the same in their annual report, the Trustees have looked at the risks the charity currently faces, identifying three main areas where risks may arise:

- Management and governance
- Financial
- Laws, regulations, external and environmental

Management and governance looks at the risk of the charity suffering from a lack of direction, at the skills and training of its members, staff and volunteers, and the good use of its resources.

Financial risks include those arising as a result of poor budgetary control, inappropriate spending, poor investment advice and poor accounting.

Laws, regulations, external and environment look at the effects of government policies, the consequences of non-compliance with the laws and regulations and poor risk assessment.

Trustees' Responsibilities in the Preparation of Financial Statements

The Trustees are responsible for preparing the Trustees' report and the financial statements in accordance with the applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice). The law applicable to charities in England and Wales and the Church Accounting Regulations 2006 require the PCC to prepare a Trustees report and 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 of the charity for that period. In preparing the financial statements, the Trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the applicable charities SORP;
- make judgments and accounting estimates that are reasonable and prudent;
- state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the church will continue to operate.

The Trustees are responsible for keeping accounting records which disclose with reasonable accuracy at any time the financial position of the PCC and to enable it to ensure that the financial statements comply with the Church Accounting Regulations 2006, the Charities Act 2011 and the applicable Charity (Accounts and Reports) Regulations. They are also responsible for safeguarding the assets of the charity and taking reasonable steps for the prevention and detection of fraud and other irregularities.

Independent Examiner

Ms Kerry Gallagher, FCA of RSM UK Tax and Accounting Limited has indicated her willingness to continue to undertake the independent examination of the financial statements.

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF
ST MARY THE VIRGIN, TWICKENHAM
TRUSTEES' REPORT FOR THE YEAR ENDED 31 DECEMBER 2016 - continued**

OBJECTIVES AND ACTIVITIES

Charitable Objectives

St Mary's, Twickenham PCC has the responsibility of co-operating with the Incumbent in promoting in the ecclesiastical parish the whole mission of the Church, pastoral, evangelistic, social and ecumenical. The PCC also has responsibility for all parish finances and its management and control.

Charitable Activities

In pursuance of its overall charitable objectives, the charity continues to provide the church premises of St Mary The Virgin, Twickenham and the premises of the Parish Office to enable the Incumbent and the PCC to pursue the charitable objectives.

Indicators, Milestones & Benchmarks

The PCC views the continuing growth of the Electoral Roll, the attendance of the weekly congregation at the church, the amount of funding it is possible for the church to give to the Diocese of London and its charitable giving programme, and the contribution to the provision, maintenance and upgrading of its building and facilities as the key measure of its performance.

Public Benefit

The Trustees have taken the Charity Commission's general guidance on public benefit (contained within the recently revised guidance publication "Charities and Public Benefits") into consideration in preparing their statements on public benefit contained within this Trustees' annual report.

Trustees' Assessment of Public Benefit, Benefits & Beneficiaries

In accordance with its charitable objectives, the PCC continues to advance ecumenical relations by supporting and maintaining the church facilities; the charity's principal beneficiaries are therefore the congregation and parishioners of the church, although in addition all the recipients of the designated charities and the local community outreach programme derive some benefit from the work of the charity.

In monitoring the progress of the charity in terms of delivery of public benefit, the Trustees measure and gather evidence on parishioners' stated needs, attendance at church and funding contributions to the Diocese of London and designated charities. On that basis the Trustees consider the charity continues to fulfil its charitable objectives for public benefit.

Grant and Donation Making Policy

The Church organises a Charitable Giving Programme for organisations nominated by parishioners and approved by the PCC. In addition, events and activities are organised from which donations are raised for designated charities.

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF
ST MARY THE VIRGIN, TWICKENHAM
TRUSTEES' REPORT FOR THE YEAR ENDED 31 DECEMBER 2016 - continued**

ACHIEVEMENTS AND PERFORMANCE

Church attendance

There are 370 (362 - 2015) names on the Electoral Roll of whom 295 (288 - 2015) live outside the Parish. Average weekly Sunday attendance counted during 2016 was 229 (209 - 2015).

Review of the year

The full PCC met 5 times in the year with an average attendance of 68%. The sub-committees of the PCC met throughout the year and reported regularly to the PCC.

A new PCC was introduced after the APCM on 24 April 2016. The PCC and its sub-groups work towards the Vision of St. Mary's, namely:

- Nurture our children and young people with a sense of God;
- Encourage deeper relationships between each other and with God;
- Help make God more real for the people of this area; and
- Use our buildings more effectively to promote the life and mission of the Church.

Many more people are turning to St Mary's, particularly young couples and families. The groups are aware of the need to find ways of meeting what they are looking for.

Work with the children and young people actively continues in Church and at St Mary's Primary school.

The Summer Fayre was held in June 2016 raising money for the Church's use.

The Charitable Giving programme has followed the revised principles from 2013 to focus the giving to a broader range of charitable beneficiaries. The amount being set aside into a designated fund each year for distribution in the following year is determined by a formula being 50% value of net fete income plus value of Christmas collections plus value of charity day retiring collections.

Other social events through the year brought people across the congregation together.

Deanery and Diocesan Synod matters were reported at PCC meetings throughout the year.

FINANCIAL REVIEW

A detailed breakdown of the financial activities of the PCC is contained in the financial statements attached in this report. The activities and highlights of the year are summarised below.

There was an overall surplus for the year broken down between funds as follows:

<i>Fund</i>	<i>2016</i>	<i>2015</i>	<i>Variance</i>
	£	£	£
Unrestricted	46,523	(5,253)	51,776
Restricted	19,489	22,513	(3,024)
Endowed (before unrealised gains)	103	184	(81)
Total	<u>66,115</u>	<u>17,444</u>	<u>48,671</u>

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF
ST MARY THE VIRGIN, TWICKENHAM
TRUSTEES' REPORT FOR THE YEAR ENDED 31 DECEMBER 2016 - continued**

The restricted fund surplus includes further monies raised for reordering (£18,000) and £1,500 from a funeral retiring collection given for fabric upkeep. The reordering fund now stands at £45,076.

In 2015 the PCC recognised that the church's planned expenditure would not be covered by its income. Urgent steps were taken to appeal to the congregation for more financial support through planned giving. Expenditure, particularly on planned maintenance, was tightly restricted or put on hold. A small deficit (£5,000) was reported for that year. This year the unrestricted fund is in a stronger position because of the congregation's increased financial support and the continuing restriction on expenditure. The surplus of £46,000 is very welcome. Comparing year on year (2015 v 2016) the surplus is represented by:

	£
Increase in congregation's financial support	16,000
Increase in collections and donations	10,000
Increase in hall & church letting	7,500
Reduced contribution to Common Fund	20,000
Reduced Overhead expenditure	4,900
Reduction in fete and fee income	(8,000)
Exceptional repairs to parish room	(7,000)
Hire of CCTV Screens positioned in the Galleries at Christmas	(2,400)
Release of prior year creditors no longer required	5,000
	<u>46,000</u>

As a number of these items are one-off in their nature, the budget for 2017 anticipates a much smaller surplus.

The much needed programme of repairs to the fabric of the church, about £35,000 in total, was deferred again until the outcome of the appeal for financial support had been quantified. It had to be further deferred because of unexpected repairs being required to the Parish Room (£7,000) and the flood damage to the Sacristy. For a long while we were uncertain as to how much of the cost of the flood damage (£21,000) would be met by insurance and how much by St Mary's. As this work was only finished in December and most of its cost met by insurance, it was too late to start the planned works to the fabric this year.

The PCC has therefore created a capital project reserve fund for £25,000 from the surplus for 2016 to allow many of the deferred works to be undertaken without further delay. Not all of it will happen in 2017. The PCC can make this decision knowing that it already has funds to pay for much of it. The budget for 2017 anticipates a further amount of £10,000 being allocated for the balance of the repairs.

The PCC had always anticipated that the planned cleaning and overhaul of organ marking its 20th anniversary of installation would take place sometime in 2018 or 2019. The estimated cost of this is in the region of £25,000. Recognising that this is too large a sum to be funded from any one year alone and that no funds to date had yet been set aside for this purpose, the PCC has allocated part of the surplus for 2016 to a new fund set up to meet this cost. Further sums will need to be set aside in subsequent years to fully provide for the work. The PCC has very recently been informed, following an inspection by the Organ Builders that this work does not now need to be scheduled until around 2025. Although this gives a longer period over which the balance can be reserved it does not remove the need for a fund being established now. A reduced allocation of £10,000 (originally £15,000) has therefore been made.

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF
ST MARY THE VIRGIN, TWICKENHAM
TRUSTEES' REPORT FOR THE YEAR ENDED 31 DECEMBER 2016 - continued**

An enormous thank you is given to our congregation for making this possible. At the end of 2016 we have around 200 families signed up to one of our committed giving programmes. We have over 400 families on our parish list and/or electoral roll. Though some will give through the plate or via our recently launched "text giving" option, the burden of the financing still falls on the minority rather than majority. Joining a Committed Giving scheme allows the PCC to plan its work in an orderly way rather than in a famine and feast scenario.

The balance sheet is in a strong position and our unrestricted reserves are sufficient to meet our stated policy for their use.

Just under £1,000 was spent in the year on fixed assets – a new computer for the Vicar. The cost of this is depreciated over 4 years in line with our stated policy.

Debtors are higher than in 2015. They includes £7,500 to be recovered from the insurers in regards the Sacristy flood. The increased financial support from the congregation is reflected in an increase in the amount of gift aid tax to be recovered for 2016 (£29,000 plus £2000 for reordering). Our creditors are lower than in 2015.

Funds at the bank increased by £56,000 to £174,000. As this includes restricted and endowed fund monies of £59,000, the unrestricted share is £115,000 compared to £80,000 in 2015. The increase of £35,000 can be reconciled to the reported unrestricted surplus as follows:

	£
Capital expenditure	820
Increased debtors and tax	17,005
Reduction in creditors	(4,874)
Increased funds in bank	34,965
	<u>47,916</u>
Reported surplus	46,523
Non-cash movement - depreciation	1,393
	<u>47,916</u>

RESERVES

The PCC has reviewed its policy on Reserves.

The PCC's overall policy is to hold in its unrestricted general fund the equivalent of 40% of the defined annual Unrestricted Resources Expenditure, which based on the results for 2016, amounts to £73,000 (2015 £83,000). At the Balance Sheet date, the General Fund stood at £86,374 (2015 £85,225).

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF
ST MARY THE VIRGIN, TWICKENHAM
TRUSTEES' REPORT FOR THE YEAR ENDED 31 DECEMBER 2016 – continued**

It also holds, in an unrestricted but designated funds comprising:

- Ministry and Youth Fund, £15,000 – this is set aside to enable it to underwrite the costs of additional clergy support for the Parish and for supplementing and developing its youth work without the expense being an immediate concern to the Parish, thus giving the PCC time to introduce new fund raising initiatives to meet the future ongoing costs.
- Charitable Giving Fund, £7,019 – to fund the 2017 charitable giving programme in accordance with the policy set by the PCC in 2013.
- Church Hall Fund, £3,500 – as a contingency for exceptional expenditure not foreseen in the annual budget.
- Capital Project Fund, £25,000 - created from this year's unrestricted surplus.
- Organ Fund, £10,000 - created from this year's unrestricted surplus.

The PCC does not have any uncommitted reserves at the balance sheet date.

The church's funds are invested as cash with the CBF Church of England Deposit Fund and with Barclays Bank Plc. Investment performance is dictated by prevailing market interest rates.

PLANS FOR FUTURE PERIODS

The Trustees do not anticipate any significant change to the charity or its activities expressed in its Vision over the next year to April 2018. It is their intention to continue to meet the following objectives, for which budgetary estimates have been planned:

- Nurture our children and young people with a sense of God, with the appointment of Assistant Clergy experienced in developing Youth activities.
- Encourage deeper relationships between parishioners, by promoting more Groups with a greater level of participation and learning programmes.
- Help make God more real for the people of the Parish, with greater Outreach activity and assisting a designated Homelessness program in the local area.
- Use the buildings more effectively to promote the life and mission of the Church, by engaging and extending plans in the Reordering for more effective use of and improvement of the space available, to further the three objectives stated above.

The Trustees Report was approved by the Parochial Church Council on 13 March 2017 and signed on its behalf by:

Rev'd R. J. Hopkin Williams, Chair

M Austin, Hon. Treasurer

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL
PARISH OF ST. MARY THE VIRGIN, TWICKENHAM**

I report on the accounts of The Parochial Church Council of the Ecclesiastical Parish of St. Mary The Virgin, Twickenham for the year ended 31 December 2016, which are set out on pages 10 to 19.

Respective responsibilities of trustees and examiner

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(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to:

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

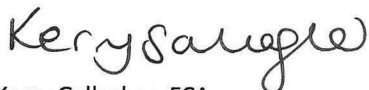
Basis of independent examiner's report

My examination was carried out in accordance with the general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a "true and fair view" and the report is limited to those matters set out in the 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 2011 Act; and
 - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Acthave 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.



Kerry Gallagher, FCA

ON BEHALF OF RSM UK TAX AND ACCOUNTING LIMITED
Chartered Accountants
Davidson House
Forbury Square
Reading
Berkshire
RG1 3EU

27 March 2017

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF
ST. MARY THE VIRGIN, TWICKENHAM
STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 DECEMBER 2016**

	Note	Unrestricted Funds £	Restricted Funds £	Endowment Funds £	TOTAL FUNDS	
					2016 £	2015** £
Income and Endowments						
Voluntary income	2a	193,184	15,364	-	208,548	179,591
Activities for generating funds	2b	12,562	6,203	-	18,765	25,145
Income from investments	2c	220	2	103	325	410
Income from Church activities	2d	52,453	-	-	52,453	49,240
TOTAL INCOME		258,419	21,569	103	280,091	254,386
Expenditure						
Fund Raising costs	3a	3,856	-	-	3,856	3,933
Church Activities	3b	208,040	2,080	-	210,120	233,009
TOTAL EXPENDITURE		211,896	2,080	-	213,976	236,942
NET INCOME/(EXPENDITURE) BEFORE UNREALISED GAINS ON INVESTMENTS		46,523	19,489	103	66,115	17,444
Unrealised gain on revaluation of investments		-	-	522	522	33
NET MOVEMENT IN FUNDS		46,523	19,489	625	66,637	17,477
Reconciliation of Funds:						
BALANCES BROUGHT FORWARD		100,370	29,223	15,870	145,463	127,986
BALANCES CARRIED FORWARD		146,893	48,712	16,495	212,100	145,463

The notes on pages 13 to 19 form part of these accounts.

** an analysis for 2015 is given on the next page.

These unaudited financial statements have been subjected to independent examination - see report on page 9

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF
ST. MARY THE VIRGIN, TWICKENHAM
STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 DECEMBER 2015**

	Note	Unrestricted Funds £	Restricted Funds £	Endowment Funds £	TOTAL FUNDS	
					2015	2014
					£	£
Income and Endowments						
Voluntary income	2a	159,485	20,106	-	179,591	242,162
Activities for generating funds	2b	14,828	10,317	-	25,145	15,140
Income from investments	2c	226	-	184	410	482
Income from Church activities	2d	49,240	-	-	49,240	58,143
TOTAL INCOME		223,779	30,423	184	254,386	315,927
Expenditure						
Fund Raising costs	3a	3,933	-	-	3,933	8,843
Church Activities	3b	225,099	7,910	-	233,009	320,300
TOTAL EXPENDITURE		229,032	7,910	-	236,942	329,143
NET INCOME/(EXPENDITURE) BEFORE UNREALISED GAINS ON INVESTMENTS		(5,253)	22,513	184	17,444	(13,216)
Unrealised gain on revaluation of investments		-	-	33	33	233
NET MOVEMENT IN FUNDS		(5,253)	22,513	217	17,477	(12,983)
Reconciliation of Funds:						
BALANCES BROUGHT FORWARD		105,623	6,710	15,653	127,986	140,969
BALANCES CARRIED FORWARD		100,370	29,223	15,870	145,463	127,986

The notes on pages 13 to 19 form part of these accounts.

These unaudited financial statements have been subjected to independent examination - see report on page 9

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF
ST. MARY THE VIRGIN, TWICKENHAM
BALANCE SHEET AS AT 31 DECEMBER 2016**

	Note	2016	2015
		£	£
FIXED ASSETS			
Office equipment	7	7,502	8,075
Investments	8	5,174	4,652
CURRENT ASSETS			
Debtors	9	49,214	33,323
Cash at bank on short term deposit and in hand	10	<u>174,183</u>	<u>118,356</u>
		223,397	151,679
LIABILITIES			
Creditors - amounts falling due in one year	11	<u>(23,973)</u>	<u>(18,943)</u>
NET CURRENT ASSETS		199,424	132,736
TOTAL NET ASSETS	12	<u><u>212,100</u></u>	<u><u>145,463</u></u>
PARISH FUNDS			
Unrestricted	12, 13a	146,893	100,370
Restricted	12, 13b	48,712	29,223
Endowment	12, 13c	16,495	15,870
		<u><u>212,100</u></u>	<u><u>145,463</u></u>

Approved by the Parochial Church Council on 13 March 2017
and signed on its behalf by:

Rev'd R. J. Hopkin Williams, Chair

M Austin, Hon Treasurer



The notes on pages 13 to 19 form part of these accounts.

These unaudited financial statements have been subjected to independent examination - see report on page 9

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF
ST. MARY THE VIRGIN, TWICKENHAM
NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2016**

1 ACCOUNTING POLICIES

The financial statements have been prepared in accordance with the Charities Act 2011, the Church Accounting Regulations 2006 and Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard 102. The PCC is a public benefit entity within the meaning of FRS 102.

The PCC has adopted FRS 102 and the applicable Charities SORP for the first time in this set of financial statements. The date of transition to this new financial reporting framework was 1 January 2015 and the financial statements for the year ended 31 December 2015 were the last prepared under the previous financial reporting framework. There were no material adjustments on adoption of FRS 102 that had an effect on the PCC's net assets or total charity funds, and therefore, no reconciliation of opening funds is needed to be presented in these financial statements.

The financial statements have been prepared under the historical cost convention except for investment assets shown at market value. The financial statements include all transactions, assets and liabilities for which the PCC is responsible in law. They do not include the accounts of church groups that owe their main affiliation to another body, nor those that are informal gatherings of church members.

Funds

Unrestricted funds are funds which can be used for the ordinary business of the PCC. It includes funds designated by the PCC for a particular purpose, as indicated by its name.

Restricted funds represent funds subject to specific restrictions as to their purpose. These funds may only be used for the purposes implied in the title of each restricted fund. Any balance remaining unspent at the end of each year must be carried forward as a balance on that fund. Where restricted funds are not invested separately from other types of funds held by the PCC, interest is apportioned between funds based on the individual balance held.

Endowed funds comprise funds where the income generated by the fund can be used for the upkeep of fabric and services. The capital of the fund cannot be expended.

Going Concern

There are no material uncertainties regarding the going concern status of the PCC.

Income recognition

Planned giving, collections and donations are recognised when received. Tax refunds are recognised when the incoming resource to which they relate is received.

Grants and legacies to the PCC are accounted for as soon as the PCC is legally entitled to the amount due provided its value can be determined with reasonable certainty.

Funds raised by the fete and similar events are accounted for gross.

Rental income from the letting of church and hall premises is recognised when the rental is due.

Dividends and interest are accounted for when receivable.

These unaudited financial statements have been subjected to independent examination - see report on page 9

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF
ST. MARY THE VIRGIN, TWICKENHAM
NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2016**

1 ACCOUNTING POLICIES – continued

Gains and losses on investments

Realised gains or losses are recognised when investments are sold.

Unrealised gains or losses are accounted for on the revaluation of investments at the balance sheet date.

Expenditure recognition

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure and the obligation will result in an outflow of funds that can be measured reliably.

Expenditure is accounted for on an accruals basis which will include VAT where applicable as this cannot be recovered.

Grants and donations are accounted for when paid over, or when awarded, if that creates a binding obligation on the PCC.

The parish contribution to the diocesan common fund is accounted for when paid.

Support costs are allocated to the relevant activity cost category. As the amount of parish salary and office costs attributable to "fund raising costs" is negligible in value, however measured, the costs are allocated to "church activities".

Fixed Assets

Consecrated land and buildings and moveable church furnishings

Consecrated and beneficed property is excluded from the accounts.

Moveable church furnishings held by the vicar and churchwardens on special trust for the PCC, and which require a faculty for disposal, are inalienable property listed in the church inventory (which can be inspected at any reasonable time). No value is placed on such items.

Expenditure incurred during the year on consecrated or benefice buildings and moveable church furnishings, whether maintenance or improvement, is written off as expenditure in the Statement of Financial Activities and separately disclosed.

Other fixtures, fittings and office equipment

Equipment costing in excess of £750 is capitalised and depreciated over its estimated economic life. Expenditure on assets costing less than £750 is treated as an expense of the year. Depreciation is provided at the following rates:

Equipment	10% per annum
Computers	25% per annum

Investments

Investments are valued at market value at the balance sheet date.

These unaudited financial statements have been subjected to independent examination - see report on page 9

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF
ST. MARY THE VIRGIN, TWICKENHAM
NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2016**

2 INCOME AND ENDOWMENTS	Unrestricted Funds £	Restricted Funds £	Endowment Funds £	TOTAL FUNDS	
				2016 £	2015 £
2a Voluntary income					
Planned giving					
Gift Aid donations	101,702	-	-	101,702	82,158
Income Tax recoverable	27,801	-	-	27,801	26,022
Other planned giving	12,138	-	-	12,138	17,228
Collections	30,397	3,038	-	33,435	24,433
Donations, Grants	14,209	9,844	-	24,053	26,380
Income Tax recoverable	-	2,482	-	2,482	3,370
Legacies	2,000	-	-	2,000	-
Other	4,937	-	-	4,937	-
	193,184	15,364	-	208,548	179,591
2b Activities for generating funds					
Fund raising activities -					
Fete and other fund raising events	12,562	6,203	-	18,765	25,145
	12,562	6,203	-	18,765	25,145
2c Income from investments					
Dividends & interest	220	2	103	325	410
	220	2	103	325	410
2d Income from Church activities					
Church & hall lettings	44,824	-	-	44,824	37,316
Fees	7,629	-	-	7,629	11,924
	52,453	-	-	52,453	49,240
TOTAL INCOME	258,419	21,569	103	280,091	254,386

These unaudited financial statements have been subjected to independent examination - see report on page 9

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF
ST. MARY THE VIRGIN, TWICKENHAM
NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2016**

3 EXPENDITURE	Unrestricted Funds £	Restricted Funds £	Endowment Funds £	TOTAL FUNDS	
				2016 £	2015 £
3a Fund Raising costs					
Fete and other fund raising events	3,601	-	-	3,601	3,741
Stewardship costs	255	-	-	255	192
Reordering	-	-	-	-	-
	3,856	-	-	3,856	3,933
3b Church Activities					
Missionary & charitable giving					
Overseas:					
Missionary societies	950	-	-	950	800
Relief & development agencies	1,350	-	-	1,350	1,650
Home Missions & other church societies	550	1,740	-	2,290	2,550
Secular organisations	3,768	-	-	3,768	1,775
Ministry:					
Assigned fees	2,166	-	-	2,166	3,646
Contribution to Common Fund	85,000	-	-	85,000	105,000
Assistant Clergy housing & Ministry	23,335	-	-	23,335	23,783
Clergy expenses	2,485	-	-	2,485	2,685
Church:					
Property running expenses	8,715	-	-	8,715	9,508
Repairs & maintenance	11,796	-	-	11,796	10,150
Reordering	-	340	-	340	7,910
Upkeep of services	4,809	-	-	4,809	2,602
Upkeep of churchyard	6,880	-	-	6,880	9,367
Sunday school expenses	692	-	-	692	1,340
Lay assistants, including choir	6,061	-	-	6,061	6,040
Church hall running costs	18,923	-	-	18,923	12,020
Parish Office salary costs	16,052	-	-	16,052	16,807
Parish Office costs	9,980	-	-	9,980	10,938
Depreciation	1,393	-	-	1,393	1,188
Governance costs					
- Independent Examiner's fees	3,135	-	-	3,135	3,250
	208,040	2,080	-	210,120	233,009
TOTAL EXPENDITURE	211,896	2,080	-	213,976	236,942

These unaudited financial statements have been subjected to independent examination - see report on page 9

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF
ST. MARY THE VIRGIN, TWICKENHAM
NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2016**

	2016 £	2015 £
4 Staff costs - unrestricted funds		
Wages & salaries	25,848	26,335
Social Security costs	-	101
	<u>25,848</u>	<u>26,436</u>
Average monthly number of employees - administration	<u>3</u>	<u>3</u>

The members of the PCC make up the senior management team and include all, and only, key management personnel of the PCC for the current or previous year. No member of the PCC received any remuneration or other benefit of employment during the current or previous year other than noted in note 5 below.

5 Transactions with members of the PCC

Clergy expenses reimbursed to the Incumbent and Assistant Priest totalled £2,685 (2015 £2,485).

A Mumford, who is a co-opted member of the PCC was paid salary and expenses totalling £3,739 in the year (2015 £3,342) in his capacity as Church Organist.

Landmark Architecture Ltd was re-imbused £1,038 (2015 £3,600) for expenses it incurred on behalf of the Church. Landmark is owned by R Mellor, a member of the PCC. He was reimbursed £2,400 (2015 nil) for expenses paid personally on behalf of the Church.

During the year a computer costing £820 was purchased from Goodman Jones LLP who acquired it at the same price from an unconnected supplier. At the time, M Austin was a partner with a beneficial interest in the LLP. He was reimbursed £110 (2015 £4,458) for expenses paid personally on behalf of the Church. Nothing is owed to him or Goodman Jones LLP at the end of the year (2015 - £1,907 to M Austin only).

Other than disclosed above, there were no related party transactions in the current or previous year.

6 Appropriations and transfers between funds

		2016		2015	
		Unrestricted £	Restricted £	Unrestricted £	Restricted £
From:	General fund	(52,109)	-	(6,645)	-
	Charity Funds	(6,645)	-	(7,426)	-
To:	Charitable Giving	7,109	-	6,645	-
	General fund	6,645	-	7,426	-
	Capital project	25,000	-	-	-
	Organ fund	10,000	-	-	-
	Ministry & Youth	10,000	-	-	-
		<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>

7 Office equipment - Unrestricted fund

		2016 £	2015 £
Cost	Balance brought forward	10,451	10,451
	Additions in year	820	-
	Balance carried forward	<u>11,271</u>	<u>10,451</u>
Depreciation	Balance brought forward	(2,376)	(1,188)
	Charge for year	(1,393)	(1,188)
	Balance carried forward	<u>(3,769)</u>	<u>(2,376)</u>
	Net Book value carried forward	<u>7,502</u>	<u>8,075</u>

These unaudited financial statements have been subjected to independent examination - see report on page 9

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF
ST. MARY THE VIRGIN, TWICKENHAM
NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2016**

8 Investments - Endowed fund

	2016	2015
	£	£
Market value of investments brought forward	4,652	4,619
Uplift in market value in year	522	33
	<u>5,174</u>	<u>4,652</u>

It has not been possible to ascertain the historical cost of the listed investments which comprise the remaining original 346 shares (2015: 346) in the CBF's Investment Fund valued at £14.9543 per share at 31st December 2016 (2015: £13.4478).

9 Debtors

	Unrestricted Funds £	Restricted Funds £	Endowment Funds £	2016 £
Income tax recoverable	28,809	2,256	-	31,065
Other debtors	18,149	-	-	18,149
	<u>46,958</u>	<u>2,256</u>	<u>-</u>	<u>49,214</u>
				2015 £
Income tax recoverable	24,500	3,370	-	27,870
Other debtors	5,453	-	-	5,453
	<u>29,953</u>	<u>3,370</u>	<u>-</u>	<u>33,323</u>

**10 Cash at bank on short term deposit
and in hand**

	2016 £
	<u>115,150</u>
	<u>47,712</u>
	<u>11,321</u>
	<u>174,183</u>
	2015 £
	<u>80,185</u>
	<u>26,953</u>
	<u>11,218</u>
	<u>118,356</u>

11 Creditors - amounts falling due in one year

	2016 £
Other creditors	22,717
	1,256
	-
	<u>22,717</u>
	<u>1,256</u>
	<u>-</u>
	<u>23,973</u>
	2015 £
Other creditors	17,843
	1,100
	-
	<u>17,843</u>
	<u>1,100</u>
	<u>-</u>
	<u>18,943</u>

These unaudited financial statements have been subjected to independent examination - see report on page 9

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF
ST. MARY THE VIRGIN, TWICKENHAM
NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2016**

12 Analysis of net assets by fund

	Unrestricted Funds	Restricted Funds	Endowment Funds	2016 £
Fixed assets	7,502	-	5,174	12,676
Current assets	162,108	49,968	11,321	223,397
Current liabilities	(22,717)	(1,256)	-	(23,973)
	146,893	48,712	16,495	212,100

				2015 £
<i>Fixed assets</i>	8,075	-	4,652	12,727
<i>Current assets</i>	110,138	30,323	11,218	151,679
<i>Current liabilities</i>	(17,843)	(1,100)	-	(18,943)
	100,370	29,223	15,870	145,463

13 Analysis of funds

	2016 £	2015 £
13a The unrestricted funds comprise:		
Designated funds:		
Ministry & Youth	15,000	5,000
Charitable Giving	7,019	6,645
Church Hall	3,500	3,500
Capital Project	25,000	-
Organ Fund	10,000	-
	60,519	15,145
Undesignated funds:		
General	86,374	85,225
	146,893	100,370

13b The restricted funds comprise:

Bells	300	300
Cemeteries	26	26
Garden of remembrance	317	317
Reordering fund	45,076	27,111
Vicar & Church Wardens	1,469	1,469
Fabric	1,524	-
	48,712	29,223

13c The endowment funds comprise:

Baker Legacy	4,562	4,562
Ellen Young Bequest	9,814	9,189
Gaskell Benefaction	1,595	1,595
Julie Fell Memorial Fund	524	524
	16,495	15,870
Total funds	212,100	145,463

These unaudited financial statements have been subjected to independent examination - see report on page 9