

TRUSTEES ANNUAL REPORT AND FINANCIAL STATEMENTS

of the Parochial Church Council of

SAINT ANDREW'S CHURCH, WEST TARRING

Registered Charity No. 1130723

For the year ended 31st December 2016

CONTENTS

Page No.

2-5	Annual Report
6	Financial Review
7	Statement of Financial Activities
8	Balance Sheet
9 - 10	Summary of Funds
11 - 13	Analysis of Income & Expenditure
14 - 18	Notes
19	Report of Independent Examiner

Parochial Church Council of S. Andrew, West Tarring

Church Road, Worthing. West Tarring Rectory, Glebe Road, Worthing

Annual Report 2016 Administrative information

The parish is a charity registered with the Charity Commission. Number 1130723.
The following served as members of the Parochial Church Council

Priest in Charge

(from 12th July 2015 to 14th February 2016)
(from 14th February 2016)

Fr Keith Richards
Fr Mark Lyon

Associate Rector

(from 17th July 2015 to 14th February 2016)

Fr Mark Lyon

Hon. Assistant Curate.

(Until his retirement in November 2016)

Fr Gordon Spencer

Readers.

Mr Peter Atkins
Miss Kay Griffiths
Mrs Brenda McCurdie

Wardens. Mrs Jane Wells & Mr Graham Hill

Deanery Synod Representatives:

Brenda McCurdie, John Hubbard, Margaret Ronney, Hazel Whittaker, Elizabeth Grafton.

Diocesan Synod Representative: Harry Worsley

Elected members: Kathy Shuttleworth (Treasurer), Margaret Sturmey (Secretary), Robert Leng, Michael Harbut, Paul Halstead, Susan Gillard, Frances Spencer, Steven Stripp, Colin Mulholland and Richard Renson.

Coopted Members: Fr Gordon was co-opted on to the PCC following his retirement.

Structure, governance and management

Membership of the PCC is determined under the Church representation rules and consists of certain ex-officio members (the Incumbent, the Assistant Curate, Readers and representatives on Deanery and Diocesan Synods), members of the congregation on the Church electoral role (elected at the Annual Parochial Church Meeting) and appropriate co-opted members.

Objectives and activities

The primary objective of S. Andrew's PCC is the promotion of the Gospel of our Lord Jesus Christ, according to the doctrines and practices of the Church of England. The PCC has the responsibility of co-operating with the Priest-in-Charge in promoting in the parish the whole mission of the Church: pastoral, evangelistic, social and ecumenical. Volunteers play a significant part in all activities of the parish, especially in youth work, fund-raising and administration. Donations are made annually to local and national charities. Special collections occur at certain services, such as Remembrance Sunday and Christmas Christingle service.

Review of the year

Fr Mark Lyon took over from Fr Keith Richards when he was Licenced by the Archdeacon of Chichester (Fr Douglas McKittrick) in February 2016. There are currently 371 Parishioners on the Electoral Role. The full PCC met five times throughout the year following a standard agenda and any sundry items. There is a clear structure to PCC Meetings now, with PCC members allocated to Sub Committees where additional members of the congregation with talents in that specific area are co-opted on. The Chair of the Sub Committee reports back to the PCC, the report being circulated in advance to enable questions to be submitted.

Sub Committees are: Finance (chaired by Kathy Shuttleworth), Buildings (chaired by Graham Hill), Mission and Renewal (chaired by Fr Mark Lyon), Social & Fundraising (chaired by Sue Worsley).

The Standing Committee who has full executive authority in between PCC Meetings met several times when a particular need arose.

In the past year we have appointed a new Inspecting Architect in Mr Julian Vallis, who over the summer carried out a well overdue Quinquennial Survey. This showed the overall condition of the Fabric of the Church building was in a good state of repair, with any recommendations now completed.

Over the past year we have engaged fully with the Diocesan Strategy, and as part of this the Year of Mercy and currently the Year of the Bible. We had a joint pilgrimage with S. Symphorian's and S. John the Divine to the Door of Mercy in March 2016 and a further smaller Mother's Union pilgrimage to the Door of Mercy in Arundel Cathedral at Corpus Christi. We used the Diocesan Open Door's Lent Course as our material for Lenten Study.

With the new sub-committee structure to the PCC, it has meant that a small group of PCC Members have been able to dedicate a good amount of time to the aspect of

Mission & Renewal in the life of our Parish. Over the past year we have been reviewing and critiquing every aspect in the life of our parish and seeing ways in which we can be engaging afresh to those in our parish. Having now reviewed we are in the process of seeking someone from outside to come and help us in planning our next stage forward.

As part of the ongoing desire of the PCC to see the use of our Church Building used in a variety of ways and contexts, we were the Polling Station for the May elections in and the European Referendum June in 2016. The Church has continued to welcome and embrace the wider community for the occasional offices of Baptisms, Weddings and Funerals. The numbers of each Baptisms and Weddings have remained constant with previous years, with a big increase of Funerals over the past year. As part of our mission to these 'Occasional Offices', a team of Bereavement Visitors were established and organized by our Parish Reader, Brenda McCurdie visited the relatives of those who had died and for whose funeral a member of the parish clergy had conducted the service. They were all invited to our regular All Soul's Eucharist and refreshments after which proved to be a great help to those who attended. The Mother's Union assisted Fr Mark in the Baptism process and still maintains a link with some of the families. We have begun a process of looking at ways in which we can maintain a link with those who have been married in Church.

In September, nine of our young people received their Communion for the first time after following the 'I Believe' course. This, coupled with the Old Palace being out of action since the summer of 2016, has allowed for the Sunday Adventurers to join the congregation at Communion on Sunday mornings. They now feel very much part of the wider life of the community. In addition, coffee is now always served in Church after the Parish Eucharist and this has greatly affected the numbers who continue to stay behind and share the fellowship with one another.

Christmas continued to see the Church being used by the local community, with the three schools, Oak Grove, Durrington High and Palatine all holding their annual Carol Services at the end of term. The Christmas services were still very well supported by the local community and are a major aspect of our mission to wider life of the community. The Crib service was a particular area of growth, which saw at least an increase of 100 people from the previous year.

S. Andrew's has maintained its strong ecumenical links in their "Churches Together in Worthing" Grouping, of the West Worthing Baptist Church, Emmanuel United Reformed Church and S. John the Divine, West Worthing sister Anglican Church. The clergy meet regularly for lunch and discuss wider community issues and co-working.

S. Andrew's has furthered its new grouping with S. Symphorian's, Durrington by attending special services and inviting them to our Patronal Festival at the end of November. Fr Mark and Fr Ben continue to cover for each other as and when necessary and celebrate the Daily Offices together at least twice each week. The

discussions with the Diocese and with Bishop Martin as to how we can look to serve the adjoining communities (including S. Richard's Maybridge) for the common good and the wider mission of Christ in this area are ongoing and nearing completion. We hope to be in a position to know more in the coming months.

In the March of 2016 the Parish employed Leah Barrs as our Parish Administrator, who has been a great asset to the Parish and in helping Fr Mark with the administration. Mr Jon Rawles, the Director of Music left at Christmas to take up a new position and we look forward to welcoming Mr Michael Winter as our new Director of Music in May 2017.

Safeguarding

The parish takes its responsibility for the Safeguarding of Children and Vulnerable Adults very seriously. The Parish adopts (as standard practice) the Chichester Diocesan Safeguarding Policy, and ensures all those who require DBS (Disclosure and Baring Service) checks to be carried out in line with that policy. Those requiring training are also sent on Diocesan run courses.

Financial Review

Incoming resources

During 2016 the total expenditure from the General Fund exceeded the total income by £21,093 but this was reduced by appreciation in the value of investments of £13088 resulting in a deficit of £10406. Although the planned giving total was only £246 less than the previous year, weekly collections were £2900 less. There was a legacy of £5000.


Resources expended

General running expenses were kept at an acceptable level and the Parish Ministry Contribution was met in full. Expenses this year for the first time included the salary of the Parish Administrator.

Overview and outlook

The finances of the parish continue to be in a sound state. However the PCC have agreed to arrange for a Stewardship campaign for the second half of 2017.

Signed on behalf of the PCC



.....

The Revd Mark Lyon
Chairman

Date 2/4/2017.....

Statement of Financial Activities

	Unrestricted funds	Designated funds	Restricted funds	Endowment funds	Total funds	Prior year total funds
Income and endowments from:						
Donations and legacies	£18,345	£482	£195	—	£19,023	£29,695
Income from charitable activities	£56,855	£1,023	£505	—	£58,382	£79,130
Other trading activities	£3,295	£14,426	—	—	£17,721	£27,084
Investments	£22,225	£20,473	£4,173	—	£46,871	£41,808
Other income	£10,631	£1,815	—	—	£12,446	£30,931
Total income	£111,352	£38,219	£4,873	—	£154,443	£208,649
Expenditure on:						
Raising funds	—	£299	—	—	£299	£882
Expenditure on charitable activities	£132,445	£64,134	£4,336	—	£200,915	£249,398
Other expenditure	£2,400	—	—	—	£2,400	£1,600
Total expenditure	£134,845	£64,432	£4,336	—	£203,614	£251,880
Gains / losses on investment assets	£13,088	£8,618	£14,313	—	£36,019	£3,783
Net income / (expenditure) resources before transfer	(£10,406)	(£17,596)	£14,850	—	(£13,152)	(£39,448)
Transfers						
Gross transfers between funds - in	£8,030	£1,910	£727	—	£10,667	£31,336
Gross transfers between funds - out	(£2,637)	(£3,974)	(£4,056)	—	(£10,667)	(£31,336)
Other recognised gains / losses						
Net movement in funds	(£5,013)	(£19,659)	£11,521	—	(£13,152)	(£39,448)
Total funds brought forward	£154,319	£617,783	£162,503	—	£934,605	£974,053
Total funds carried forward	£149,305	£598,124	£174,024	—	£921,453	£934,605

Balance sheet

	Total funds	Prior year funds
Fixed assets		
Heritage assets	£478,429	£478,429
Investments	£360,509	£324,490
	£838,938	£802,919
Current assets		
Stocks and work in progress	£300	£395
Debtors	£10,772	£6,167
Cash at bank and in hand	£76,908	£129,083
	£87,980	£135,645
Liabilities		
Creditors: Amounts falling due in one year	£5,466	£3,959
	£5,466	£3,959
Net current assets less current liabilities	£82,515	£131,686
Total assets less current liabilities	£921,453	£934,605
Total net assets less liabilities	£921,453	£934,605
Represented by		
Unrestricted		
General fund	£149,305	£154,319
Designated		
Belfry	£1,603	£1,610
Old Palace	£8,239	£20,372
Pat Baker Events Fund	£22,779	£23,587
Printing	£3,507	£3,507
Sunday Adventurers	£749	£284
Tower Repairs	£3,752	£3,752
Youth Work Projects	£45,492	£42,624
Bookstall	£1,566	£1,306
Capital Reserve Fund	£445,000	£445,000
Church Repairs	£59,210	£61,500
Coppendale Bequest	—	£8,295
Livewire	£320	£320
Minor improvements	£3,925	£3,925
Music Fund	£1,053	£772
Church Notice Board	£930	£930
Restricted		
Church Maintenance	£163,896	£153,492
Flowers	£1,203	£156
Hymn Books	£264	£264
Longmans Tombs & Windows	£2,492	£2,492
Organ Repair	£5,755	£5,475
Parish Office	£413	£413
Richard Axtell Memorial Fund	—	£210
Sound System	—	—
Funds of the church	£921,453	£934,605

Approved by the Parochial Church Council on 2nd April 2017 and signed on its behalf by:

The Revd. Mark Lyon: Priest in Charge

Kathleen Shuttleworth: Hon. Treasurer



The notes on pages 10-14 form an integral part of these accounts.

Fund movement by type

		Opening	Incoming	Outgoing	Transfers	Gains/losses	Closing
Belfry - Belfry							
Designated		£1,610	£320	£326	—	—	£1,603
Sub-total for Belfry		£1,610	£320	£326	—	—	£1,603
Books - Bookstall							
Designated		£1,306	£558	£299	—	—	£1,566
Sub-total for Books		£1,306	£558	£299	—	—	£1,566
CapReserve - Capital Reserve Fund							
Designated		£445,000	—	—	—	—	£445,000
Sub-total for CapReserve		£445,000	—	—	—	—	£445,000
ChMaint - Church Maintenance							
Restricted		£153,492	£4,173	£4,026	(£4,056)	£14,313	£163,896
Sub-total for ChMaint		£153,492	£4,173	£4,026	(£4,056)	£14,313	£163,896
ChRepairs - Church Repairs							
Designated		£61,500	£3,471	£11,856	—	£6,095	£59,210
Sub-total for ChRepairs		£61,500	£3,471	£11,856	—	£6,095	£59,210
Coppendale - Coppendale Bequest							
Designated		£8,295	—	£8,295	—	—	—
Sub-total for Coppendale		£8,295	—	£8,295	—	—	—
Flowers - Flowers							
Restricted		£156	£320	—	£727	—	£1,203
Sub-total for Flowers		£156	£320	—	£727	—	£1,203
Hymns - Hymn Books							
Restricted		£264	—	—	—	—	£264
Sub-total for Hymns		£264	—	—	—	—	£264
Livewire - Livewire							
Designated		£320	—	—	—	—	£320
Sub-total for Livewire		£320	—	—	—	—	£320
Longmans - Longmans Tombs & Win							
Restricted		£2,492	—	—	—	—	£2,492
Sub-total for Longmans		£2,492	—	—	—	—	£2,492
MinImps - Minor improvements							
Designated		£3,925	—	—	—	—	£3,925
Sub-total for MinImps		£3,925	—	—	—	—	£3,925
Music - Music Fund							
Designated		£772	£45	£264	£500	—	£1,053
Sub-total for Music		£772	£45	£264	£500	—	£1,053
NoticeBd - Church Notice Board							
Designated		£930	—	—	—	—	£930
Sub-total for NoticeBd		£930	—	—	—	—	£930
OPalace - Old Palace							
Designated		£20,372	£24,992	£34,261	(£2,864)	—	£8,239
Sub-total for OPalace		£20,372	£24,992	£34,261	(£2,864)	—	£8,239
OrganRep - Organ Repair							
Restricted		£5,475	£280	—	—	—	£5,755
Sub-total for OrganRep		£5,475	£280	—	—	—	£5,755
PBEvents - Pat Baker Events Fun							
Designated		£23,587	£986	£4,318	—	£2,523	£22,779
Sub-total for PBEvents		£23,587	£986	£4,318	—	£2,523	£22,779
ParOffice - Parish Office							
Restricted		£413	—	—	—	—	£413
Sub-total for ParOffice		£413	—	—	—	—	£413
Print - Printing							
Designated		£3,507	—	—	—	—	£3,507
Sub-total for Print		£3,507	—	—	—	—	£3,507
RAxtellFd - Richard Axtell Memor							
Restricted		£210	£100	£310	—	—	—
Sub-total for RAxtellFd		£210	£100	£310	—	—	—
SAdventure - Sunday Adventurers							

Designated		£284	£588	£422	£300	—	£749
Sub-total for SAdventure		£284	£588	£422	£300	—	£749
Sound - Sound System							
Restricted		—	—	—	—	—	—
Sub-total for Sound		—	—	—	—	—	—
TowerRep - Tower Repairs							
Designated		£3,752	—	—	—	—	£3,752
Sub-total for TowerRep		£3,752	—	—	—	—	£3,752
Youthwork - Youth Work Projects							
Designated		£42,624	£7,258	£4,390	—	—	£45,492
Sub-total for Youthwork		£42,624	£7,258	£4,390	—	—	£45,492
General - General fund							
Unrestricted		£154,319	£111,352	£134,845	£5,393	£13,088	£149,305
Sub-total for General		£154,319	£111,352	£134,845	£5,393	£13,088	£149,305
Grand total		£934,605	£154,443	£203,614	—	£36,019	£921,453

Analysis of income and expenditure

Donations and legacies

	Unrestricted	Designated	Restricted	Endowment	Total	
					This year	Last year
Gift Aid - Bank	£2,801	—	—	—	£2,801	—
Gift Aid - Envelopes	£6,959	—	—	—	£6,959	—
Regular gift days	£1,110	—	—	—	£1,110	£822
Giving through church boxes	£157	—	—	—	£157	—
Donations appeals etc	£1,918	£482	£195	—	£2,596	£4,183
Legacies	£5,000	—	—	—	£5,000	£24,691
Other funds generated	£400	—	—	—	£400	—
Total	£18,345	£482	£195	—	£19,023	£29,695

Income from charitable activities

	Unrestricted	Designated	Restricted	Endowment	Total	
					This year	Last year
Other planned giving	£24,181	—	—	—	£24,181	£38,400
Parish Giving Scheme	£4,213	—	—	—	£4,213	—
Loose plate collections	£12,125	£188	—	—	£12,313	£15,213
Tax recoverable on Gift Aid	£9,216	—	—	—	£9,216	£13,129
Fees for weddings and funerals	£7,120	£365	£505	—	£7,990	£11,975
Church hall lettings - objectives	—	£470	—	—	£470	£414
Total	£56,855	£1,023	£505	—	£58,382	£79,130

Other trading activities

	Unrestricted	Designated	Restricted	Endowment	Total	
					This year	Last year
Tarring Market	£151	£3,994	—	—	£4,145	£4,954
Social Activities	£1,680	—	—	—	£1,680	£834
Bookstall sales - fund raising	—	£558	—	—	£558	£426
Church hall lettings - fund raising	—	£9,874	—	—	£9,874	£18,132
Magazine income - advertising	£319	—	—	—	£319	£1,410
Parish magazine sales	£1,146	—	—	—	£1,146	£1,328
Total	£3,295	£14,426	—	—	£17,721	£27,084

Investments

	Unrestricted	Designated	Restricted	Endowment	Total	
					This year	Last year
Dividends	£3,815	£2,763	£4,173	—	£10,751	£11,695
Bank and building society interest	£528	—	—	—	£528	£439
Rent from lands or buildings	£17,882	£17,709	—	—	£35,591	£29,674
Total	£22,225	£20,473	£4,173	—	£46,871	£41,808

Other income

					Total	
	Unrestricted	Designated	Restricted	Endowment	This year	Last year
Recurring grants	£3,926	—	—	—	£3,926	£4,362
Rummage sales etc	—	—	—	—	—	£33
VAT Refund	—	£1,694	—	—	£1,694	£12,521
EDF & British Gas refunds	—	—	—	—	—	£2,217
Repairs refunded	£33	£121	—	—	£154	£1,322
Insurance claims	£6,672	—	—	—	£6,672	£8,706
Collected for gifts	—	—	—	—	—	£1,769
Total	£10,631	£1,815	—	—	£12,446	£30,931
INCOME TOTAL	£111,352	£38,219	£4,873	—	£154,443	£208,649

Raising funds

					Total	
	Unrestricted	Designated	Restricted	Endowment	This year	Last year
Costs of fetes & other events	—	—	—	—	—	£500
Bookstall costs	—	£299	—	—	£299	£382
Total	—	£299	—	—	£299	£882

Expenditure on charitable activities

					Total	
	Unrestricted	Designated	Restricted	Endowment	This year	Last year
Giving - relief and development agencies	—	—	—	—	—	£1,066
Secular charities	£1,325	£238	—	—	£1,563	£2,865
Clergy Costs	£178	—	—	—	£178	£1,611
Clergy Fees	—	—	—	—	—	£1,567
Fees due to Diocese	—	—	—	—	—	£652
Ministry parish share etc	£70,900	—	—	—	£70,900	£69,844
Assistant staff costs	—	£3,278	—	—	£3,278	£277
Salary of parish administrator	£5,115	—	—	—	£5,115	—
Working expenses of incumbent	£3,112	—	—	—	£3,112	£1,315
Council tax	£1,955	—	—	—	£1,955	—
Parsonage house expenses	£473	—	—	—	£473	£3,770
Water rates - vicarage	£299	—	—	—	£299	—
Youth & Children's work	—	£2,660	—	—	£2,660	£1,463
Church office - telephone	£585	—	—	—	£585	—
Organ / piano tuning	£1,032	—	—	—	£1,032	£634
Organists, Choir, Excelsis Singers & Mus	£9,501	£1,304	£310	—	£11,115	£10,011
Church maintenance	£6,508	£10,399	£4,026	—	£20,933	£76,262
Cleaning	£160	—	—	—	£160	£96
Upkeep of services	£1,683	—	—	—	£1,683	£3,136
Social Activities	£1,412	—	—	—	£1,412	£4,677
Administration	£3,585	—	—	—	£3,585	£2,998
Printing	£2,881	—	—	—	£2,881	£2,153
Church running - heating and lighting	£4,644	£2,094	—	—	£6,738	£7,529
Miscellaneous	£1,438	—	—	—	£1,438	£111
Magazine expenses	£1,068	—	—	—	£1,068	£1,334
Hall running - utilities & insurance	—	£7,242	—	—	£7,242	£8,636
Hall running - maintenance	—	£21,922	—	—	£21,922	£20,264
Hall running - cleaning	—	£622	—	—	£622	£1,712
Hall running - miscellaneous	—	£275	—	—	£275	£304
Hall running - rent of cottage	—	£4,200	—	—	£4,200	£4,200
Storm damage repairs	£6,922	—	—	—	£6,922	£8,040
Other PCC property upkeep	£6,119	£1,915	—	—	£8,034	£11,130
New building Church	£1,127	£7,985	—	—	£9,112	—
Gifts	£423	—	—	—	£423	£1,742
Total	£132,445	£64,134	£4,336	—	£200,915	£249,398

Other expenditure

		Total				
	Unrestricted	Designated	Restricted	Endowment	This year	Last year
Governance costs examination/audit fee	£2,400	—	—	—	£2,400	£1,600
Total	£2,400	—	—	—	£2,400	£1,600
<hr/>						
EXPENDITURE TOTAL	£134,845	£64,432	£4,336	—	£203,614	£251,880
<hr/>						
GRAND TOTAL	(£23,494)	(£26,214)	£537	—	(£49,171)	(£43,231)
<hr/>						

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2016**

1. Accounting Policies

a) Accounting convention

The financial statements have been prepared in accordance with the Church Accounting Regulations 2006, in accordance with applicable accounting standards and the current (2015) Statement of Recommended Practice, Accounting and Reporting by Charities SORP (FRS102).

The financial statements have been prepared under the historical cost convention as modified by the inclusion of investments at market value and the revaluation of fixed assets. 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 affiliation to another body, nor those which are informal gatherings of church members.

b) Funds accounting

Funds held by the PCC are:

Unrestricted funds – general funds which can be used for any PCC ordinary purposes

Designated funds – monies set aside by the PCC out of unrestricted funds for specific future purposes or projects.

Restricted Funds – a) income from trusts or endowments which may be expended only on those restricted objects provided in the terms of the trust or bequest; b) donations or grants received for a specific object or invited by the PCC for a specific object. The funds may only be expended on the specific object for which they were given. Any balance remaining unspent at the end of the year is carried forward as balance on that fund.

c) Incoming resources

All incoming resources are accounted for gross.

Voluntary Income

Collections are recognised when received.

Planned giving receivable is recognised only when received.

Income tax recoverable on Gift Aid donations is recognised when the income is recognised.

Grants and legacies are recognised when the PCC is legally entitled to the amount due.

Income from investments

Dividends are accounted for when due and payable. Interest entitlements are accounted for as they accrue.

All other income

All other income is recognised when it is receivable.

Gains and losses on investments

Realised gains or losses are recognised when the investments are sold.

Unrealised gains and losses are accounted for on revaluation on 31 December.

d) Resources used

Resources expended are accounted for on an accruals basis and are accounted for gross.

Grants and donations

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

Church activities

The diocesan parish contribution is accounted for when paid. Any parish contribution unpaid at 31 December would be provided for in these accounts as an operational (though not a legal) liability and would be shown as a creditor in the balance sheet.

**NOTES TO THE FINANCIAL STATEMENTS (Continued)
FOR THE YEAR ENDED 31 DECEMBER 2016**

e) Fixed Assets

Tangible Fixed Assets

Consecrated and beneficed property of any kind is excluded from the accounts by s. 10(2) of the Charities Act 2011.

Movable church furnishings held by the Rector and Churchwardens on special trust for the PCC and which require a faculty for disposal, are accounted as inalienable property unless consecrated. They are listed in the church's inventory which can be inspected but are not included in the accounts.

All expenditure on consecrated or beneficed buildings and individual items costing under £2000 is written off in the year it was incurred.

Depreciation

No depreciation is provided on properties as it is the PCC's policy to maintain these assets in a continual state of sound repair. The useful economic life of these assets is so long and residual values so high that any depreciation would not be material. These assets will be subject to annual impairment reviews. Provision will be made if there has been any permanent diminution in value.

Investments

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

f) Current Assets

Amounts owing to the PCC at 31 December in respect of fees, rents or other income are shown as debtors less provision for amounts that may prove uncollectible.

**NOTES TO THE FINANCIAL STATEMENTS (continued)
FOR THE YEAR ENDED 31 DECEMBER 2016**

2. Tangible Fixed Assets

	At 31.12.16	At 31.12.15
£	£	
Properties		
Freehold House - 24 Upton Road – at PCC valuation	180,000	180,000
Freehold House - 17 Church Way – at PCC valuation	130,000	130,000
Leasehold Flat – 15 Ravenswood Court:		
at cost in 2008	162,442	162,442
Lease extension costs in 2010	<u>5,987</u>	<u>5,987</u>
	<u>£478,429</u>	<u>£478,429</u>

The Parochial Church Council also owns the freehold of the Old Palace and the adjacent school room in Glebe Road, West Tarring, but as it is anticipated that this property would never be sold, no valuation has ever been made.

The occupation of the properties is as follows:

24 Upton Road is let at the market rate.

17 Church Way was let to the Musical Director. The rental income up to 31st March 2016 has been credited to Youth Work Projects Fund.

The flat at 15 Ravenswood Court is opposite the Church and was acquired for future possible occupation by a member of the staff. It is currently let at the market rate and from 1st April 2016 this income has been credited to the Youth Work Projects Fund.

3. Investments

	2016	2015
	£	£
CBF Investment Funds:		
Market value 1 January	324,490	297,706
Addition during the year	-	<u>22,732</u>
	324,490	320,438
Appreciation in value in year	<u>36,019</u>	<u>3,783</u>
Market value 31 December	<u>£360,509</u>	<u>£324,490</u>

4. Capital Reserve Fund (Unrestricted)

Balance at 1 st January and 31 st December	<u>£445,000</u>	<u>£445,000</u>
--	-----------------	-----------------

5. Trust Funds

The Parochial Church Council receives grant income from a number of Trust Funds.

The Capital of these Trust Funds is not available to the Parochial Church Council. The market value of these Trust Funds at 31st December 2016 was £116,498 (2015 £108,388).

6. Legacies

During the year a legacy totalling £5000 was received and credited to the General Fund.

**NOTES TO THE FINANCIAL STATEMENTS (continued)
FOR THE YEAR ENDED 31 DECEMBER 2016**

7. Analysis of net assets by fund type.

	Unrestricted Funds	Restricted Funds	Total	2015
	£	£	£	£
Fixed Assets for church use	478,429	-	478,429	478,429
Investments as Fixed Assets	217,255	143,254	360,509	324,490
Current Assets	57,766	30,214	87,980	135,644
Current Liabilities	(5,466)	-	(5,466)	(3,959)
	<u>£747,984</u>	<u>£173,468</u>	<u>£921,452</u>	<u>£934,604</u>

8. Debtors

	2016	2015
	£	£
Income Tax Recoverable	5,037	2,617
Other Debtors	5,735	3,549
	<u>£10,772</u>	<u>£6,166</u>

9. Creditors: amounts falling due within one year

	2016	2015
	£	£
Accruals for utilities	1164	-
Church Repairs	907	871
Other creditors	3,395	3,088
	<u>£5,466</u>	<u>£3,959</u>

10. Special and retiring collections

The special and retiring collections for particular purposes were as follows:

	2016	2015
	£	£
Worthing Churches Homeless Project	202	253
St Barnabas Hospice (Chestnut Tree)	-	323
St Barnabas Hospice	-	330
Royal National Lifeboat Institution	-	47
Children's Society	207	179
DEC	-	665
	<u>£409</u>	<u>£1,797</u>

These collections are not included elsewhere in these accounts.

11. Donations from the General Fund (p 8)

S. Andrew's School	500	925
Guild Care	-	800
Alzheimer's Society	-	800
Chichester Diocese	-	416
Ferring Country Centre	825	-
Church Urban Fund	-	70
Guild Care	-	70
Corporation of Sons of the Clergy	-	70
Additional Curates Society	-	70
S. Luke's Health Care	-	70
Chichester Diocesan Association for Family Support Work	-	70
	<u>£1,325</u>	<u>£3,361</u>

**NOTES TO THE FINANCIAL STATEMENTS (continued)
FOR THE YEAR ENDED 31 DECEMBER 2016**

- 12.** During the year the following amounts were collected in the parish on behalf of the societies and organisations named below:

	2016	2015
	£	£
Christian Aid	437	187
Church Mission Society	230	164
Mothers' Union	1,448	616
The Leprosy Mission	663	470
USPG	230	164
The Children's Society	2106	3,411
Worthing Churches Homeless Projects	341	115
	<u>£5,455</u>	<u>£5,127</u>

These amounts are not included elsewhere in these accounts.

- 13.** Payments to PCC members.

Mr Gordon Spencer, Chartered Accountant, was paid £2,400 during the year for his professional services rendered in connection with the preparation of the Financial Statements for the year ended 31st December 2015.

Independent Examiner's Report to the members of the PCC of Saint Andrew's Church, West Tarring.

I report on the accounts of the PCC for the year ended 31st December 2016, which are set out on pages 6 to 18.

Respective responsibilities of the PCC and the examiner

As members of the PCC you are responsible for the preparation of the accounts; you consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 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 Commissioners section 145(5)(b) of the 2011 Act, and state whether particular matters have come to my attention.

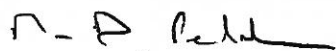
Basis of this report

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 PCC and a comparison of the accounts with those records. It also includes considering 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 I do not express an audit opinion on the view given by the accounts.

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



Matthew Pedder F.C.A.
Independent Examiner & Chartered Accountant
The Martlet Partnership LLP
E1 Yeoman Gate
Yeoman Way
Worthing
BN13 3QZ

Date 20th April 2017