

Trustees' Annual Report for the Parochial Church Council of St Mary's Church, Olveston with Aust

Aim and purposes

St Mary's Parochial Church Council (PCC) has the responsibility of cooperating with the incumbent, the Reverend Philip Rowe, in promoting in the ecclesiastical parish, the whole mission of the Church, pastoral, evangelistic, social and ecumenical.

The primary objective of all PCCs is the promotion of the Gospel of our Lord Jesus Christ. Previously we have defined this by adopting the Diocesan Vision Statement of 'Creating a community of wholeness, with Christ at the centre'. During the course of this year we have decided to implement this with the Diocesan Mission Statement of Creating Connections with God, each other and our community.

St Mary's mission statement is to provide stimulating and challenging worship, to assist each other to grow in faith in Christ, and to show His love in the Parish and beyond.

Objectives and activities

The PCC is committed to enabling as many people as possible to worship at our church and to become part of our parish community at Olveston. The PCC through the Worship Committee maintains an overview of worship throughout the parish and makes suggestions on how our services can involve the many groups that live within our parish. Our services and worship put faith into practice through prayer and scripture, music and sacrament.

When planning our activities for the year, we have considered the Charity Commission's guidance on public benefit and, in particular, the supplementary guidance on charities for the advancement of religion. In particular, we try to enable ordinary people to live out their faith as part of our parish community through:

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

To facilitate this work it is important that we maintain the fabric of St Mary's Church.

In relation to missionary and outreach work, it is PCC policy to organise a major outward giving appeal biennially to show Christ's love, by working in partnership with Christian organisations, to provide basic practical help to the marginalised or very poor in society, at home and overseas. In addition, it is also PCC policy to support financially a range of other causes and charities each year, through funds donated or via fundraising events.

Under the guidance and authority of the PCC our primary role is step back and take a broader long view of our Mission, including our goals, and to encourage their implementation once they have been decided by the PCC. For 2016 the PCC decided that St Mary's should focus on these three areas:

- Integrating those born after 1960, within the congregation that attends regular Sunday worship at St Mary's
- Providing a forum for discussing ethical/current issues
- Bringing our annual report in line with current requirements of the Church of England and Charity Commission

Achievements and performance

Although there were many successes in 2016, there were two unexpected events which meant that progress in some areas has been slower than we would have hoped.

Firstly, the Diocese produced proposals for a reconfiguration of the parishes within the Severnside group of churches, with St Mary's Olveston and St John's Aust moving from a grouping with the Almondsbury and Compton Greenfield parishes to a North Severnside grouping with Alveston, Elberton and Littleton parishes. After much prayerful consideration, this proposal was supported by PCC. The implication of this was that a new priest was required for the North Severnside Group of parishes. A considerable amount of time and effort of the Standing Committee was therefore devoted to the production of a parish profile and obtaining agreement with the other four parishes on the key requirements of the post in terms of skills and experience.

Secondly, in August there was the sad and untimely death of our focal minister Rev Roly Bain. Roly was at the heart of things both spiritual and social at St Mary's and was instrumental in creating connections between church and the local community.

Worship and prayer

As a village church, we endeavour to offer a range of services from the very traditional ones such as the 1662 Book of Common Prayer evening service, held on the 4th Sunday of each month, to Holy Communion and less formal ones such as the Toy Service in December, where we had Reach Up, Reach Out Puppet group again. We have been able to maintain three services each Sunday at St Mary's with the only exception being for the main festival services where it was decided not to hold an evening service. At the beginning of the year the attendance at the 8am Holy Communion service had become very low and there was discussion as to whether it should continue. However, the decision was taken to continue and there is a small number of loyal worshippers each week. Attendances at our three Sunday services remain consistently high (93 on an average Sunday in 2016), especially at 10am, whilst Evensong never drops below 12 attendees.

At St John's Aust, services are held on the second and fourth Sundays of the month, currently at 5:30pm, but changing to 10:00am from April 2017 onwards. The services are attended by a small but devoted congregation of parishioners (10 on an average Sunday).

The music in our church is well led by our musical director, Dr David Shaw. There are choral services once a week where the choir enhances worship with a variety of music from different traditions

Back to Front is a monthly, afternoon, Sunday service, designed to offer a more 'modern' style of sung worship, with an extended time for prayer and group discussions. Over time we have found that this service is particularly helpful for families with young children who would otherwise have to choose between the main 10am morning service and whether or not their child(ren) can play football or rugby. By attending Back to Front, they get to do both! Another benefit has been to bring together Olveston and Tockington residents who worship elsewhere but who want to meet together with their neighbours too.

Our average about 20 people attend each service - a good mixture of children, parents and older members of St Mary's congregation. We have Bible-based activities for the children, and often stream talks over the internet from leading Christian teachers such as Bill Hybels. We also try and ensure that times of prayer is group-led, and we find time to pray as a congregation as well as in twos and threes.

We do not have a sufficient number of regular attendees for us to consider making Back to Front a weekly service, or to be able to have regular musicians leading worship. Therefore we are talking to other Severnside churches about whether there is scope for further collaboration with them. That will be a focus for 2017-18

All are welcome to attend our regular services. At present at St Mary's there are 198 parishioners on the Church Electoral Roll, 58 of whom are not resident within the parish. 15 names were added during the year and 5 were removed either through death or because they moved away from the parish. At St John's there are currently 10 parishioners on the Church Electoral Roll.

Sadly, Breakfast Club, which met in the school hall and served young families and children finished last July. In November, there was a wonderful service held in church to thank God and the leaders for all that they had done over the years. By the testimonies that were given, it was very apparent that it had been a great way to teach young people and their families about the Christian message in a relevant and fun way. Indeed, we had a wonderful Confirmation Service in the spring led by the Bishop of Bristol, Mike Hill, where three boys, who had all attended Breakfast Club, decided to be confirmed.

Unfortunately, for the reasons given above we have not made as much progress as we would have hoped in 2016 in addressing the issue of integrating those born after 1960 within our congregation. In particular, we decided not to investigate providing an onsite meeting room in which a Sunday School/Breakfast Club could be held during the 10am service. The fact that we are happily growing old together remains our greatest challenge.

The big festivals of Christmas and Easter, plus Mothering Sunday, Harvest and Remembrance drew in very large congregations, with quite a few children as well. However, some of the Christmas services were less well attended than usual and the Worship committee is investigating this. The uniform organisations joined us to parade on Mothering Sunday and Remembrance Day, which also meant that many of their families came too.

St Mary's is a place to which many people come to celebrate and thank God at the milestones in their life. We celebrated ?? Baptisms in 2016, some during the ten o'clock service and some at twelve noon. Many have their children baptised, but are not regular church members so we are planning to hold a Godparent's service in 2017 to try and encourage some of them to return. There were fewer weddings at St Mary's (6) in 2016, but also 1 at St John's. Sadly, it has been a year when we have held many funerals (27).

We have maintained a good link with Olveston School who came in once a term for their school collective worship, as well as to celebrate special occasions. Our vicar, Philip Rowe went into school to take collective worship, weekly. In addition, we went into school at the end of term 6 and organised Prayer Space over two days for the children. The school choir has sung in church at Harvest and Tockington Manor School came to the Toy Service where their choir also sang. They held their Christmas Service at St Mary's.

The Worship Committee also tried to ensure that there were opportunities for people to deepen their faith and prayer life. A morning prayer group continued to meet four times a week to start the church day in prayer. Several small groups met regularly to study the Bible, pray and discuss things relevant for today. The prayer chain has been used on a number of occasions.

As far as the provision of a forum for discussing ethical/current issues is concerned, we ran a successful series of talks on sexuality in 2016, whilst the Chat Group continued to meet on a regular basis.

Deanery Synod

One member of the PCC sit on the deanery synod. This provides the PCC with an important link between the parish and the wider structures of the church. We are entitled to three representatives and are actively encouraging volunteers to come forward.

The Church Building

St Mary's Olveston church is open and heated daily for private prayer from 0830am until dusk. On Sundays, Mondays, Fridays, Saturdays it is open later for Services, Film Club, Choir practice, Quizzes, Concerts and fund-raising events for outward giving.

A new low pressure protection system was fitted to the main boiler to meet current building Regulations by Aquatonics £3,700.

A new smaller altar for the Nave sanctuary has been made by Simon Hiscox £1,080 and was consecrated by Bishop Mike of Bristol on March 7th 2016. New and modified frontals for the seasons have been beautifully made by Joyce Prothero.

Better North storage arrangements and re-furbishment of the lamp arches were carried out by Andy Philips and Friends of St Mary's.

The regular cleaning team led by Sandy Shaw kept the church interior gleaming

Energy saving projects included complete replacement of the 6 external floodlights with new LED versions, all uniform colour, also internal chandelier lights were replaced with LEDs that reduced power consumption by 90%. Additional power-points were installed under the tower for 'back to front' services and concerts. Mark Norvill £3,500.

The chancel curtains were re-hung £374 to ensure overlap on closure and separation of the meeting room.

No specific Health & Safety issues have arisen. Disability access is under regular review. A new lightweight ramp for access to the chancel was acquired with assistance from Jackie Cavanagh.

Chris Smart is now leader of our graveyard team of volunteers who keep this quiet space in excellent condition. Chris has been doing safety training with the machines used in the churchyard.

Following receipt of a faculty from Bristol Diocese and positive consultations with S. Gloucs. Conservation officer a Memorial Wall has been built in the churchyard to commemorate burial of cremated remains. It has 32 natural sawn Forrest of Dean stones in a zig-zag formation on land that could not be used for traditional burials. The wall has a mound at the North end with a native tree planted that will be fitted with a semi-circular seat. Total cost £16,000 by Messrs David Ashwell and Richard Holdsworth. This cost will be recovered using guidance approved by PCC from families using the wall for commemoration of burial of ashes. Consecration expected 12th March 2017 by Lee Rayfield, Bishop of Swindon.

Pastoral care

Pastoral care is focused on those in the parish suffering ill health, bereavement or other problems, and includes in particular parishioners who are unable to attend church due to illness or age. Care is provided and co-ordinated by two groups, the Pastoral Support Team and the Ecumenical Care Group, both led by Debbie Harries and Trevor Cook. The Pastoral Support Team generally concentrates on the provision of one-to-one visits and practical support, and at the end of 2016 there were 24 people on the list, shared between nine committee members. The Ecumenical Care Group (comprising 8 members from St Mary's and 3 from the Methodist Churches) sends cards and delivers small potted plants to the sick, bereaved and housebound at Christmas and Easter, and also sends cards to individuals at other times of the year as and when the need arises. At Christmas 2016 60 persons received cards and/or presents. The Pastoral Care Team has no budget, whereas the Ecumenical Care Group receives annual grants from St Mary's and Olveston and Tockington Methodist Churches for the funding of cards and gifts.

Mission and evangelism

2016 started on a high note as 4 members of the congregation, went to officially open the building in Gautampuri, built and fitted by the last biennial Appeal. The amazing generosity of our villages has touched the lives of many people in a slum in far off Delhi where it is in use as a health centre, school, meeting place and Church. It was a great privilege to see how God is working in these areas.

In recent years St Mary's has learnt to be a more generous church, guided by the late Rev Roly Bain. In accordance with PCC policy another biennial appeal was launched in 2016, to raise £16,000 to support two projects, one for a 'Home' cause and one for an 'Away' cause. The 'Home' cause is the 'Springs of Hope' night shelter in Bristol, which provides emergency temporary accommodation within a warm friendly environment for women with complex needs. The 'Away' cause is to build a solar pump to supply drinking quality water to the Sachibondu Mission Health Centre in remote rural North West Zambia.

In addition, in 2016 a total of slightly under £6,000 was donated to 13 other charitable causes. These are listed within supplementary Note 3 to the Annual Accounts.

In October, Rev Wilson Kitara from our Ugandan Deanery link stayed in the village for a few days and spoke at our Sunday services. Also in October we were pleased to welcome Emma Dipper from Release International as speaker at our morning and evening services. The church also supports the North West Bristol Foodbank through regular food collection.

We continue to engage with our local community by running a weekly Coffee Shop in our local store, Movies in church twice a month plus weekly for children during school holidays, and 4 quizzes a year also in church. These have proved to be an opportunity to network, share church news and draw people of all ages into our church family.

More recently we have held services outside the church building, to be a witness to the local community, and in 2016 these included an annual Open Air Service and Rogation walk, plus a Walk of Witness on Good Friday and Dawn Eucharist on Easter morning.

Ecumenical relationships

There have been opportunities for us to worship with, and meet up with other Christians in the community. The church is a member of the Severnside Group of Churches which embraces Anglican, Methodist and Evangelical churches. At the start of 2016, we joined with Olveston and Tockington Methodist Churches for a service of Christian Unity, and as usual there was a joint Good Friday service and we shared worship at carol services at both St Mary's and Olveston Methodist Church. Lent groups were organised across the local area and the Severnside Songs of Praise was held in Almondsbury this year. The Care Group is also a shared activity with our Methodist friends.

Financial review

St John's Aust

Total income in 2016 was £8,057, of which £6,530 was unrestricted. This includes £637 in income tax recovered on income received under the Gift Aid scheme and £88 in top-ups recovered under the Small Cash Donations scheme. Total expenditure was £7,321, of which £5,907 was unrestricted.

Unrestricted (general purposes) income was over £700 higher than in 2015, with increases of over £800 (50%) in Gift Aid giving, over £600 in donations and £500 in parochial fees. These were offset to some extent by reductions of £1,000 in income from fundraising activities (the Summer Fete having been affected by atrocious weather) and almost £200 in alms giving.

There was an overall increase of almost £200 in general purposes expenditure, with both church running costs and outward giving from general funds each being around £100 higher than in 2015. The increase in church running costs was associated largely with actions taken to address issues arising from a review of the church's insurance policy in 2016.

In 2016 a restricted Graveyard Fund was established to provide funds towards the costs of the regular maintenance of the churchyard. Restricted donations of over £1,200 were received in 2016 into this fund, mainly from families and relatives of loved ones buried in the churchyard. A number of these donations were made on a recurring basis and hence will continue into future years. The amount received in 2016 slightly exceeded the expenditure (unrestricted) incurred on churchyard maintenance (£1,120).

General purposes income exceeded expenditure by some £600. This, together with the churchyard expenditure being met by the Graveyard Fund meant that the general purposes balance at the end of 2016 was over £1,700 higher than at the end of 2015.

As far as other restricted funds are concerned, the only income received in the year was in the form of interest. The only significant item of restricted expenditure in 2016, was the purchase of a sound system for the church at a cost of £980, the cost being met from within the Music Fund.

St Mary's Olveston

Total income in 2016 was £214,081, of which £137,114 was unrestricted. This includes £15,708 in income tax recovered on income received under the Gift Aid scheme and £1,512 in top-ups recovered under the Small Cash Donations scheme. Total expenditure was £157,202, of which £126,864 was unrestricted.

Unrestricted general purposes income was £103,550 in 2016, an increase of some £8,500 compared with 2015. The latter was due largely to increases of almost £2,000 (3.6%) in planned tax efficient giving, almost £5,500 in donations (including £3,000 in memory of Rev Roly Bain) and over £2,000 in parochial fees.

Unrestricted general purposes expenditure was £105,837 which is around £1,000 lower than in 2015, with reductions in ministry costs (associated with the sad and untimely death of Rev Roly Bain) being matched by increases in church running expenses, in particular churchyard maintenance expenses.

Although general purposes expenditure exceeded income by £2,300, income was supplemented by restricted income of just under £7,000 given for funding specific items of unrestricted expenditure (mainly ministry expenses and clergy honorarium) and £4,000 transferred from the Friends of St Mary's. As a consequence, the general purposes fund balance at the end of the year was over £7,000 higher than at the end of 2015.

As far as restricted income is concerned, in 2016 St Mary's received a legacy of almost £61,000 from the estate of Mrs Kathleen Hawkins for the maintenance of the fabric of the church building. The Fabric Fund also benefited by £8,000 (specifically for repair work required to the church roof and tower) received from the Summer Ball Committee. Just over £25,000 was spent from the Fabric Fund in 2016. This included the implementation of two projects planned in 2015 viz. the building of a Memorial Wall (£15,000) to ensure optimum use of the limited amount of space now available within the graveyard, and the provision of a new altar (£1,100) funded from a legacy from the estate of Miss Olive. Additionally, £3,700 was spent on a heating system upgrade and £3,600 on new tower lighting.

Reserves policy

It is PCC policy to maintain (if possible) a balance on unrestricted general purposes funds (free reserves) equating to approximately 6 months' unrestricted general purposes payments, to cover emergency situations that may arise from time to time.

St John's Aust

At 31 December 2016 the general purposes fund balance for St John's Aust was £11,571, equating to approximately 2 years of general purposes expenditure, comfortably exceeding the reserves policy target.

As far as restricted funds are concerned, there are balances of £5,151 in the re-ordering fund, £5,127 in the music fund and £2,082 in the roof fund.

Although the current financial position is sound both in terms of general reserves and restricted funds, there are some significant financial challenges in 2017 and beyond which are highlighted in the section below.

It is now DCC policy to invest the short-term investment fund balances with the CCLA Church of England Deposit Fund.

St Mary's Olveston

At 31 December 2016 the general purposes fund balance for St Mary's Olveston was £40,570, equating to approximately 4.5 months of general purposes expenditure, some £12,000 below the PCC target.

The Church Fabric Fund is the main restricted fund held by St Mary's. At 31st December 2016 there was a balance of £76,927, due largely to the substantial legacy received in 2016 (see above).

Although general reserves are at a reasonable level at present and the Fabric Fund has on the face of it a healthy balance, there are financial challenges facing the parish in 2017 and beyond. These are highlighted in the section below.

It is PCC policy to invest the short-term investment fund balances with the CCLA Church of England Deposit Fund.

Funds held as custodian trustees on behalf of others

St Mary's holds funds on behalf of the Severnside Group of churches relating to the employment of a youth worker. The post has remained vacant since 2013, pending further consideration of the feasibility of such a post by the Severnside Group of churches. At 31st December 2016 there was a balance of £2,539 within the fund.

Plans and Challenges for 2017 and Beyond

As we look ahead, there are a lot of things to give thanks for and there are also challenges ahead to pray and work towards. When we get a new vicar, we will become part of North Severnside group of churches and be working more closely with St Helen's, Alveston. We have begun looking at the diocesan strategy, Creating Connections and this is something that will be taken forward into 2017, initially by making it our Lent focus. Also, we need to look at ways of bringing people of all ages into our fellowship and sharing the love of Jesus with them.

The PCC has decided that for 2017/2018 we will focus on the three recommended Diocesan priorities of Making Disciples, Growing Leaders and Engaging Younger Generations. We are planning to meet during April or May to decide some specific actions.

As mentioned in the Finance Review above, both St Mary's and St John's have challenges to face over the next few years.

St John's

- Maintaining current levels of income from regular giving and fundraising remains a significant challenge for a small parish
- A major concern is the potential medium/long term work requirements identified in the September 2014 quinquennial inspection report, as the potential costs involved would far exceed the funds currently available.

St Mary's

- The uncertainty associated with the changes in arrangements for ministry on Severnside together with the age profile of our congregation and regular givers.
- A new church architect, Marcus Chantrey of Benjamin & Beauchamp of Wedmore was appointed and confirmed by Bristol DAC. He carried out a detailed Quinquennial survey on September 9th 2016. Approximately £85,000 would need to be spent on the church exterior over the next 5 years, £18,000 on short term roof and rain-water goods replacements, £45,000 medium term on other external repairs and £20,000 on restoration of the church tower and pinnacles.
- In 2017 achieving our Springs of Hope appeal target of £16,000

Volunteers

We would like to thank all the volunteers who work so hard to make our church the lively and vibrant community it is. PCC is especially grateful to the many people who have stepped up to taking on new responsibilities after the sad death of Rev Roly Bain, coupled with the uncertainties surrounding of who will be our Parish Priest in the future.

Structure, governance and management

The Parochial Church Council is a corporate body established by the Church of England. The PCC operates under the Parochial Church Council Powers Measure. The PCC is a Registered Charity.

The method of appointment of PCC members is set out in the Church Representation Rules. At St Mary's the membership of the PCC consists of the incumbent (our vicar), churchwardens, the reader and members

elected by those members of the congregation who are on the electoral roll of the church. All those who attend our services / members of the congregation are encouraged to register on the Electoral Roll and stand for election to the PCC.

The PCC members are responsible for making decisions on all matters of general concern and importance to the parish including deciding on how the funds of the PCC are to be spent. New members receive initial training into the workings of the PCC.

The full PCC met six times during the year with an average level of attendance of 80%. Given its wide responsibilities the PCC has a number of committees each dealing with a particular aspect of parish life. These committees, which include worship, mission and outreach and fabric and finance, are all responsible to the PCC and report back to it regularly with minutes of their decisions being received by the full PCC and discussed as necessary.

Administrative information

St Mary's Church is situated in Olveston. It is part of the Diocese of Bristol within the Church of England. The correspondence address is The PCC Secretary, 16 Ley Lane, Olveston BS35 4DG. Registered charity number 1134397 .

PCC members who have served at any time from 1 January 2016 until the date this report was approved are:

Ex Officio members:

Incumbent: The Reverend Philip Rowe (Chairman)

Wardens: Mrs Sue Farr
 Mr Martin Gibson

Elected members: Mr David Shaw
 Mr Trevor Anderson
 Rev David Bone
 Mrs Lesley Clarke (Lay Chair)
 Rev Helen Webb
 Mr Trevor Cook
 Mrs Stephanie Fairhead
 Dr David Prothero
 Mrs Pat Thirkettle
 Rev Ann Lloyd
 Rev Ann Parker
 Mrs Debbie Harries
 Miss Amy Fowler
 Dr Christopher Schwitzer
 Dr Michael Wright
 Mrs Janet McBride
 Mrs Gail Lowe
 Mrs Fiona Macaskill
 Mrs Jackie Cavanagh
 Mr Paul Harrod

Approved by the PCC on 1 March 2013 and signed on their behalf by the Reverend Philip Rowe (PCC Chairman)

Annual Accounts and Financial Review 2016

1. Introduction

The purpose of this report is to present the following for PCC approval:

- The Annual Accounts for 2016 for St Mary the Virgin Olveston with Aust
- The Financial Review for 2016

2. Annual Accounts 2016

2.1. Basis of Preparation

The Annual Accounts for 2016 for St Mary the Virgin Olveston with Aust are presented in Appendix 1.

The accounts have been prepared on an accruals basis, in accordance with the Church Accounting Regulations 2006 together with the Statement of Recommended Practice for accounting and reporting by charities (SORP) (FRSSE) 2015, issued in May 2014.

The accounts for St John's, Aust have been included in order to meet the Diocesan requirement to produce an integrated set of accounts for Olveston with Aust.

A separate set of accounts for Aust alone was produced and approved by Aust DCC at its meeting on 28 February 2017 for inclusion within the integrated set of accounts.

Although PCC is required to approve the integrated set of accounts, it is recognised that PCC members will be more familiar with the Olveston accounts, and as a consequence a separate set of accounts for Olveston alone is provided in Appendix 2, for information only.

The accounts comprise the following:

- A Balance Sheet (page 1) showing the assets, liabilities and funds
- A Statement of Financial Activities (SOFA) (page 2) for the year showing all income received and all expenditure incurred
- Notes to the accounts, explaining the accounting policies adopted (Note 1) and more detailed breakdowns of the information contained in the accounting statements referred to above (Notes 2 – 11)

2.2. Independent Examination

An initial meeting with the Independent Examiner was held on Friday 24 February 2017 to review the draft annual accounts for 2016.

The main focus of attention was on the overall presentation and interpretation of the accounts. It did not involve a detailed audit of the accounts. This will be undertaken following approval of the accounts by PCC.

The following summarises the feedback from the Independent Examiner following the initial meeting:

- He was happy with the accounting methodology adopted, the way the accounts were presented and the level detail provided in the supporting notes.
- In his view our financial position is generally sound at present, with in particular our unrestricted general fund balances showing increases on the previous year (over £7,000 for St Mary's and over £1,500 for St John's). He also noted the receipt of a substantial legacy for the Fabric Fund at St Mary's.
- He was pleased to hear that the vast majority of the income tax recoverable for 2016 under the Gift Aid scheme had actually been received.
- He was pleased that the following issues he highlighted last year had been, or were in the process of being, addressed:

- We have now opened a new current account for St Mary's with CAF Bank. This supports the dual authorisation of payments made online, thus enabling the vast majority of payments to be made in this way.
- The number of bank accounts for St John's has been reduced from 6 to 2, one current and one savings.
- Progress was being made regarding the production of a Trustees' Annual Report which follows more closely the best practice recommendations set out in the Church of England publication "PCC Accountability: The Charities Act 2011 and the PCC". I shared with him the Model Trustees' report we were planning to adopt and he was generally happy with this, subject to the inclusion of a section setting out our key plans and challenges for 2017. He looks forward to seeing this report (at least in draft form) as part of his detailed scrutiny of the annual accounts.
- He advised that at the PCC meeting on 13 March the PCC should be asked to approve the accounts for audit with the proviso that should any minor issues be picked up as part of the detailed scrutiny then the Chair of Finance should be authorised to approve the changes.

3. Financial Review 2016

The Financial Review for 2016 is presented at Appendix 3. It summarises the financial position for both St Mary's and St John's, based on the 2016 accounts, whilst also highlighting some key financial challenges for both churches in 2017 and beyond.

4. Recommendation

PCC is asked to:

- Note the comments of the Independent Examiner (**Section 2 above**) regarding the Annual Accounts and Annual Report for 2016.
- Approve the 2016 accounts for St Mary the Virgin Olveston with Aust (**Appendix 1**), for sign-off by the independent examiner, prior to their presentation at the Annual Parish meeting on 30th April.
- Approve the Financial Review for 2016 (**Appendix 3**) as the basis for inclusion in the Trustees' Annual Report to be presented to the Annual Parish meeting.

David Prothero, 10th March 2017

Treasurer, St Mary the Virgin Olveston, with Aust

PAROCHIAL CHURCH COUNCIL of St MARY the VIRGIN, OLVESTON with AUST
Registered Charity Number: 1134397

BALANCE SHEET as at 31 DECEMBER 2016

	Note	2016 £	2015 £
FIXED ASSETS			
Investment Assets (Endowment)	4	67,966	67,436
		<u>67,966</u>	<u>67,436</u>
CURRENT ASSETS			
Debtors	6	8,115	15,063
Short Term Deposits	8	158,547	106,329
Cash at Bank	9	37,593	18,683
		<u>204,254</u>	<u>140,075</u>
CURRENT LIABILITIES			
Amounts falling due within one year	7	12,815	5,956
NET CURRENT ASSETS			
		191,439	134,119
TOTAL NET ASSETS			
		<u>259,405</u>	<u>201,555</u>
FUNDS			
Unrestricted	5	96,220	87,001
Restricted	5	95,219	47,118
Endowment	5	67,966	67,436
		<u>259,405</u>	<u>201,555</u>

Approved by the Parochial Church Council on the 13th day of March 2017
and signed on its behalf by Mrs Lesley Clarke (PCC Chair).

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The notes on pages 3 to 10 form part of these accounts

STATEMENT of FINANCIAL ACTIVITIES as at 31 DECEMBER 2016

		Unrestricted Funds £	Restricted Funds £	Endowment Funds £	TOTAL FUNDS	
					2016 £	2015 £
INCOMING RESOURCES	Note					
Voluntary Income - Regular Giving	2a	77,483	6,259	0	83,742	80,136
Voluntary Income - Donations	2b	7,547	8,440	0	15,987	26,036
Income from Church Activities	2c	14,532	0	0	14,532	13,084
Gross Income from Events & Activities	2d	43,063	1,671	0	44,734	49,478
Other income	2e	0	61,300	0	61,300	500
Income from Investments	2f	393	259	566	1,218	1,230
TOTAL INCOMING RESOURCES		143,018	77,928	566	221,512	170,465
RESOURCES USED						
Charitable Giving - from service collections	3a	0	1,992	0	1,992	1,618
Charitable Giving - donations	3a	1,314	3,335	0	4,649	27,133
Ministry	3b1	70,955	0	0	70,955	76,492
Church Running Expenses	3b2	29,171	150	0	29,321	25,261
Church Admin	3c	4,830	0	0	4,830	4,269
Other Expenditure	3d3	26,300	26,275	0	52,575	29,523
TOTAL RESOURCES USED		132,570	31,752	0	164,322	164,295
NET INCOMING RESOURCES BEFORE TRANSFERS		10,448	46,177	566	57,190	6,169
TRANSFERS BETWEEN FUNDS		-1,358	1,925	-566	0	0
GAINS & LOSSES on INVESTMENTS (Unrealised)						
M&G Charibond Units		130			130	-129
CBF Investment Fund Shares				529	529	124
NET MOVEMENT in FUNDS		9,219	48,101	529	57,850	6,165
BALANCES BROUGHT FORWARD AT 1 January 2016 (2015)		87,001	47,118	67,436	201,555	195,390
BALANCES CARRIED FORWARD AT 31 DECEMBER 2016 (2015)		96,220	95,219	67,966	259,405	201,555

The notes on pages 3 to 10 form part of these accounts

Notes on Financial Activities as at 31 December 2016

1) Accounting Policies

a) Basis of Preparation

Financial statements have been prepared in accordance with the Church Accounting Regulations 2006 together with the Statement of Recommended Practice for accounting and reporting by charities SORP (FRSSE) 2015, issued in May 2014. The financial statements include all transactions, assets and liabilities for which the PCC is responsible in law.

b) Incoming resources

Income is recognised when the PCC is legally entitled to the income. Planned giving, collections and donations are recognised when received. Tax recoverable on Gift Aid donations is recognised as soon as the amounts are claimable, as are top-up payments under the Small Donations Scheme. Recoveries of VAT under the Listed Places of Worship Grant Scheme are offset against the related expenditure, when the payments have been received. Grants and legacies are accounted for when the PCC is notified of its legal entitlement and the amount due is quantifiable. Interest on investments is accounted for as it accrues.

c) Resources used

i) Charitable Grants and Donations (Outward Giving)

Grants and donations based on income received for specific charities are treated as restricted funds and the liability for payment is recognised when the amounts are received. Grants and donations made from unrestricted funds are recognised when determined by the PCC.

ii) Church Fabric

Significant projects related to the fabric of the church are funded from a specific restricted fund established for this purpose. Expenditure is generally recognised when it is incurred.

iii) All Other Expenditure

All other expenditure is generally recognised when it is incurred.

d) Funds

General purposes funds represent the funds of the PCC that are not subject to any restrictions regarding their use and are available for application on the general purposes of the PCC.

Funds designated for a particular purpose by the PCC are also unrestricted and details of the funds held are provided in note 5.

Restricted funds are those funds that must be spent on restricted purposes and details of the funds held and restrictions are provided in note 5.

Endowment funds, where the capital must be retained, are explained in note 5.

e) Reserves Policy

It is PCC policy to maintain (if possible) a balance on unrestricted general purposes funds, which equates to approximately 6 months' unrestricted general purposes payments for both St Mary's Church and St John's Church, to cover emergency situations that may arise from time to time.

f) Fixed assets

i) Tangible

Consecrated and beneficed property of any kind is excluded from the financial statements by s.96(2)(a) of the Charities Act 1993.

Movable church furnishings held by the vicar and churchwardens on special trust for the PCC and which require a faculty for disposal are accounted for as 'inalienable' property and are not required to be accounted for in the PCC's accounts.

All other tangible fixed assets have fully depreciated.

ii) Investments

Investments are valued at market value at 31 December. Unrealised gains and losses represent the difference between the market value at the beginning and end of the financial year.

NOTES on FINANCIAL ACTIVITIES as at 31 DECEMBER 2016

2 INCOMING RESOURCES	Unrestricted Funds £	Restricted Funds £	Endowment Funds £	TOTAL FUNDS 2016 £	2015 £
2a Voluntary Income - Regular Giving					
Planned Giving					
Gift Aid income	54,242	3,089		57,331	54,540
Gift Aid Income - tax recoveries	13,562	772		14,334	13,642
Non Gift Aid income	4,005	600		4,605	4,391
Alms	3,575	1,485		5,060	5,391
Small cash donations scheme recoveries	1,287	313		1,600	1,304
Wall Safe/Alms Box	812			812	868
	77,483	6,259	0	83,742	80,136
2b Voluntary Income - Donations					
Donations	6,868	5,725		12,593	8,744
Donations Church Fabric Fund (Olvoston)		120		120	421
Donations Music Fund (Aust)				0	6,572
Donations - Springs of Hope (Olvoston)		1,960		1,960	0
Donations - Bridge to G (Olvoston)				0	7,371
Donations - tax recoveries	679	315		994	1,374
Donations Springs of Hope - tax recoveries		290		290	0
Donations Bridge to G - tax recoveries				0	1,521
Donations Fabric Fund - tax recoveries		30		30	33
	7,547	8,440	0	15,987	26,036
2c Income from Church Activities					
Choir (Olvoston)	717			717	840
Coffee Shop (Olvoston)	959			959	992
Monday Movies (Olvoston)	3,528			3,528	4,735
Monday Movies - tax recoveries	359			359	518
Miscellaneous	225			225	144
Parochial Fees	8,744			8,744	5,855
	14,532	0	0	14,532	13,084
2d Income from Events & Activities					
FOSM (Olvoston)	9,868			9,868	9,868
Summer Ball (Olvoston)	22,338			22,338	21,059
Sevenside Youth Worker (Olvoston)		27		27	0
Fundraising - Unrestricted	10,764			10,764	11,771
Fundraising - Springs of Hope (Olvoston)		175		175	0
Fundraising - Bridge to G (Olvoston)				0	3,487
Fundraising - other restricted		1,224		1,224	2,934
Fundraising - tax recoveries	94			94	3
Fundraising - Springs of Hope tax recoveries		5		5	0
Fundraising - Bridge to G tax recoveries				0	209
Fundraising - other restricted tax recoveries		240		240	147
	43,063	1,671	0	44,734	49,478
2e Other Income (Legacies etc)					
Legacies (Olvoston)	0	61,300		61,300	500
	0	61,300	0	61,300	500
2f Income from Investments					
CBF CoE FWT Inc A/c (1001D) (Olvoston)	16			16	15
CBF CoE Reserve a/c (1002D) (Olvoston)	274			274	292
CBF CoE Cap Res Dep A/c (1003D) (Olvoston)		220		220	128
CBF CoE FWT End Fund (1285D) (Olvoston)			267	267	316
CBF CoE Inv Fund Shares (1170S) (Olvoston)			300	300	354
M&G Charibond Income Units (Olvoston)	86			86	122
CAF Gold Account (Aust)	0			0	2
CBF CoE Deposit Fund (Aust)	16	37			0
NatWest Business Reserve A/c (Aust)		2		2	2
	393	259	566	1,218	1,230
TOTAL INCOMING RESOURCES	143,018	77,928	566	221,512	170,465

NOTES on FINANCIAL ACTIVITIES as at 31 DECEMBER 2016

3 RESOURCES USED	Unrestricted Funds £	Restricted Funds £	Endowment Funds £	TOTAL FUNDS 2016 £	2015 £
3a Charitable Grants and Donations (details next page)					
Service Collections		1,992		1,992	1,618
Donations - Bridge to Gautampuri				0	21,522
Donations	1,314	3,335		4,649	5,611
	1,314	5,327	0	6,641	28,751
3b1 Ministry					
Clergy expenses - parochial	12,229			12,229	17,126
Clergy stipend - parochial	4,584			4,584	6,708
Clergy fees/exp - Visiting	280			280	89
Parish Share	53,862			53,862	52,568
	70,955	0	0	70,955	76,492
3b2 Church Running Exp					
Altar Supplies	432			432	292
Bank Charges (Olvoston)	10			10	0
Bibles (Olvoston)	211			211	184
Choir (Olvoston)	1,101			1,101	1,068
Churchyard	3,792			3,792	1,191
Cleaning	920			920	715
Clock (Aust)	0			0	163
Flowers (Olvoston)	200			200	0
Insurance	4,770			4,770	4,860
Marriage Preparation Fees	120			120	120
Miscellaneous	1,720			1,720	2,129
Organist (Olvoston)	3,735			3,735	3,744
Repairs and Maintenance	1,436	150		1,586	881
Utilities	6,205			6,205	6,146
Verger (Olvoston)	4,520			4,520	3,768
	29,171	150	0	29,321	25,261
3c Church Admin					
External printing	291			291	1,058
Photocopier	457			457	492
Print and Stat consumables	237			237	320
Salary & exp - PA	3,575			3,575	2,216
Other Benefice Office costs	0			0	85
Telephone and Broadband	270			270	98
	4,830	0	0	4,830	4,269
3d3 Other Expenditure					
Bookstall (Olvoston)	771			771	941
Church Fabric (Olvoston)		25,235		25,235	4,153
Church Fabric (Aust)		0		0	635
Coffee Shop (Olvoston)	253			253	147
Event costs (non Fund R)	463			463	237
Fund Raising costs (Unrest)	3,154			3,154	2,763
Fund Raising costs (Bridge to G)				0	11
Restricted event payments		35		35	51
FOSM (Olvoston)	5,206			5,206	5,206
Music Costs (Aust)		980		980	576
Summer Ball (Olvoston)	13,646			13,646	11,820
Lent (Olvoston)	60			60	440
Monday Movies (Olvoston)	827			827	992
New Equipment	1,310			1,310	1,084
Subs and Donations	611	25		636	468
	26,300	26,275	0	52,575	29,523
TOTAL RESOURCES USED	132,570	31,752	0	164,322	164,295

NOTES on FINANCIAL ACTIVITIES as at 31 DECEMBER 2016

3 RESOURCES USED

	Unrestricted Funds	Restricted Funds		TOTAL	
	£	Service Collections £	Donations £	2016 £	2015 £
3a Charitable Grants and Donations					
St Mary's, Olveston					
AFRINSPIRE (Uganda Project)	0	0	214	214	0
Bishop's Ordination Fund	0	154	0	154	0
BUST (Thornbury Inner Wheel carol service)	0	459	0	459	0
Children's Society - Christingle	0	437	0	437	524
Children's Society - Street Collection	0	0	94	94	0
Christian Aid (Hunger Lunch)	0	0	271	271	1,439
Community of the Sisters of the Church (Lent)	0	0	812	812	144
Community of the Sisters of the Church (Harvest)	0	0	182	182	0
Gautampuri Children (Shoes)	0	0	577	577	0
Release International	0	0	223	223	0
Royal British Legion	0	683	0	683	781
RNLI	0	0	224	224	0
Salvation Army (Easton) - Concert	0	0	381	381	719
Salvation Army (Easton) - Choir Collection	0	0	160	160	243
St Peter's Hospice (from Summer Ball)	874	0	0	874	183
United Society Partners in the Gospel	0	0	196	196	0
Alzheimer's Society	0	0	0	0	151
Brain Tumour Support (Thornbury Inner Wheel c	0	0	0	0	313
Bridge Trust (Gautampuri)	0	0	0	0	21,522
Children's Hospice South West	0	0	0	0	183
Children's Society - other events	0	0	0	0	283
Great Western Air Ambulance	0	0	0	0	424
Headway (from Summer Ball)	0	0	0	0	800
Nepal Earthquake Appeal (DEC)	0	0	0	0	500
Nepal Thalassaemia Society	0	0	0	0	193
	874	1,733	3,335	5,942	28,401
St John's, Aust					
Aust Village Hall Committee	100	0	0	100	0
Royal British Legion	0	259	0	259	50
Severn Princess Restoration Group	200	0	0	200	0
Tearfund for Syria	140	0	0	140	100
Great Western Air Ambulance	0	0	0	0	200
	440	259	0	699	350
Total	1,314	1,992	3,335	6,641	28,751

NOTES on FINANCIAL ACTIVITIES as at 31 DECEMBER 2016

	Unrestricted Funds						Restricted Funds								Endow't Funds	TOTAL FUNDS	
	General Purposes		Designated Funds				Olveston				Aust					2016	2015
	Olveston	Aust	Pitts' Fund	Choir	Summer Ball	FOSM	Fabric	Out Giv'g	Youth Worker	Springs of Hope	Re-ord	Music	Roof	Graveyard			
	£	£	£	£	£	£	£	£	£	£	£	£	£	£		£	£
4 FIXED ASSETS																	
Investment Assets (Endowment)															0	0	58,179
FWT Endowment Fund (1285D)															67,966	67,966	9,258
FWT Inv Fund Shares (1170S)																0	0
Tangible Fixed Assets															67,966	67,966	67,436
	0	0	0	0	0	0	0	0	0	0	0	0	0	0			
5 ANALYSIS of NET ASSETS by FUND																	
Fixed Assets	0	0	0	0	0	0	0	0	0	0	0	0	0	0	67,966	67,966	67,436
Current Assets	47,795	11,848	38,794	188	443	4,653	81,227	1,121	2,539	3,176	5,151	5,127	2,082	109	0	204,254	140,075
Current Liabilities	-7,225	-278	0	0	0	0	-4,300	-1,013	0	0	0	0	0	0	0	-12,815	-5,956
Fund Balance	40,570	11,571	38,794	188	443	4,653	76,927	108	2,539	3,176	5,151	5,127	2,082	109	67,966	259,405	201,555

Designated Funds (All St Mary's)

Pitts' Fund	This fund was established in 2013 and relates to a legacy received from the late Mrs Carmen Pitts. It is used for purposes to be agreed by PCC, when a specific need arises.
Choir Fund:	This fund was established to provide funds to meet costs incurred by St Mary's Church Choir.
Summer Ball:	This fund was established to support fundraising by the Summer Ball organising committee.
Friends of St Mary's:	This fund was established in 1994 to support fundraising by the Friends of St Mary's.

Restricted Funds

St Mary's

Fabric Fund:	This fund was established in 2011 to provide funds for St Mary's Church fabric projects.
Outward Giving:	
Sevenside Youth Worker:	This fund was established to support fundraising for a variety of specific causes or charities, excluding major biennial outward giving appeals. Money received is via donations or fundraising events.
Springs of Hope Appeal:	This fund was established in 2013 and is managed on behalf of the Sevenside Churches Group. Its purpose is to provide funds for the appointment of a Sevenside Youth Worker.
	This fund was established in 2016 to support fundraising (a) to contribute to the completion and fitting out of a 'Drop in Centre' at the Night Shelter in Bristol and (b) to enable the building of a solar pump to supply drinking water to a Health Centre in Zambia.

St John's

Re-ordering Fund:	This fund was established to provide funds for the St John's Church re-ordering project.
Music Fund:	This fund was established originally to provide funds specifically for the St John's Church organ, but has now been re-designated to provide funds to support the appreciation of music requirements both within the church and more generally within the local community.
Roof Fund:	This fund was established to provide funds for the repair of St John's Church roof following the theft of lead.
Graveyard Fund:	This fund was established in 2016 to provide funds specifically for the regular maintenance of the churchyard at St John's.

Endowment Fund (St Mary's)

Fred White Trust	The endowment fund represents the investment made by the PCC of the bequest from the late Fred White. Under the terms of the trust the capital cannot be used by PCC, but the income from the investments can be used for the general purposes of the church and churchyard at the discretion of the PCC.
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NOTES on FINANCIAL ACTIVITIES as at 31 DECEMBER 2016

	Unrestricted Funds £	Restricted Funds £	Endowment Funds £	TOTAL FUNDS	
				2016 £	2015 £
6 DEBTORS					
Income Tax Recoverable	3,928	703	0	4,630	13,419
Small cash donations scheme recoveries	973	313	0	1,286	992
Other debtors	167	146	0	313	0
VAT reclaimed	166	1,428	0	1,594	543
Other debtors	137	155	0	292	109
	5,371	2,744	0	8,115	15,063
7 LIABILITIES					
Amounts falling due within one year	7,502	5,313	0	12,815	5,956
	7,502	5,313	0	12,815	5,956
8 SHORT TERM DEPOSITS					
With CBF at CCLA:					
CBF CoE FWT Inc A/c (1001D)	0	3,792	0	3,792	3,210
CBF CoE Reserve a/c (1002D)	64,917	0	0	64,917	56,644
CBF CoE Cap Res Dep A/c (1003D)	0	69,041	0	69,041	26,321
M&G Investment Fund	2,420	0	0	2,420	2,291
CBF CoE Dep Account (Aust)	6,016	12,359	0	18,375	0
CAF Gold Account (Aust)	0	0	0	0	973
CafCash Account (Aust)	0	0	0	0	4,964
NatWest Bus Res A/c (Aust Re-ordering)	0	0	0	0	5,111
NatWest Bus Res A/c (Aust Music)	0	0	0	0	6,815
	73,354	85,193	0	158,547	106,329
9 CASH at BANK					
NatWest Current Account - (Olvoston)	4,006	10,118	0	14,124	6,967
CAF Bank Current Account (Olvoston)	10,489	2,503	0	12,992	0
NatWest Current Account - General (Aust)	5,218	-26	0	5,192	5,472
NatWest Current Account - Roof (Aust)	0	0	0	0	1,056
Choir a/c	188	0	0	188	572
Summer Ball a/c	443	0	0	443	625
Friends of St Mary's a/c	4,653	0	0	4,653	3,991
	24,998	12,595	0	37,593	18,683

PAROCHIAL CHURCH COUNCIL of St MARY the VIRGIN, OLVESTON with AUST
Registered Charity Number: 1134397

NOTES on FINANCIAL ACTIVITIES as at 31 DECEMBER 2016

10 RECONCILIATION OF MOVEMENT IN FUNDS

	Unrestricted Funds							Restricted Funds								Endow't Funds	TOTAL FUNDS			
	General Purposes		Designated Funds (Olvoston)					Olvoston					Aust				2016	2015		
	Olvoston	Aust	F White Trust Inc	Pitts' Fund	Choir	Summer Ball	FOSM	Fabric	Out Giv'g	Youth Worker	Springs of Hope	Other Restricted Income *	Re-ord	Music	Roof				Graveyard **	Restricted Outward Giving
	£	£	£	£	£	£	£	£	£	£	£	£	£	£	£				£	£
BALANCES BROUGHT FORWARD AT 1 JANUARY 2016 (2015)	33,190	9,828	0	38,794	572	625	3,991	30,829	300	2,513	0	0	5,136	6,240	2,100	0	0	67,436	201,555	195,390
INCOME	103,550	6,530	16	0	717	22,338	9,868	61,670	4,911	27	3,076	6,718	15	17	7	1,229	259	566	221,512	170,465
EXPENDITURE	105,837	5,907	0	0	1,101	14,520	5,206	25,235	5,103	0	0	0	0	1,130	25	0	259	0	164,322	164,295
GAINS & LOSSES on INVESTMENTS (Unrealised)	130	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	529	659	-4
TRANSFERS BETWEEN FUNDS	9,538	1,120	-16	0	0	-8,000	-4,000	9,662	0	0	100	-6,718	0	0	0	-1,120	0	-566	0	0
BALANCES CARRIED FORWARD AT 31 DECEMBER 2016 (2015)	40,570	11,571	0	38,794	188	443	4,653	76,927	108	2,539	3,176	0	5,151	5,127	2,082	109	0	67,966	259,405	201,555

* This represents income received as a contribution towards the funding of a specific activity within the general running costs of the church, where the total expenditure for the activity exceeds the income received on a restricted basis. The expenditure for the activity would normally be met from general purpose funds and is therefore categorised as "unrestricted" within the accounts, and any restricted income received in these circumstances is shown as being transferred to the general purposes fund. The income received in this way in 2015 was specifically to fund the following:

St Mary's, Olveston	£
Clergy honorarium and other clergy expenses	6,450
Other church running expenditure	<u>268</u>
	<u>6,718</u>

** This represents income received as a contribution towards the costs of the regular maintenance of the churchyard at St John's, Aust. These costs form part of the general running costs of the church and as such would normally be funded from the church's general income. The amount transferred to the general fund equates to the expenditure on the churchyard in 2016, with the balance of £109 being carried forward as a contribution to the churchyard maintenance costs for 2017.

NOTES on FINANCIAL ACTIVITIES as at 31 DECEMBER 2016

11 RECONCILIATION OF BALANCES BROUGHT FORWARD AT 1 JANUARY 2016 (2015)

	Unrestricted Funds £	Restricted Funds £	Endowment Funds £	TOTAL FUNDS	
				2015 £	2014 £
BALANCES CARRIED FORWARD AT 31 DECEMBER 2015 (2014) IN 2015 ACCOUNTS	87,163	48,062	67,436	202,661	195,922
ADJUSTMENTS					
St Mary's, Olveston					
Debtors' adjustments					
VAT recoveries	57	58		115	76
Other				0	70
Liabilities' adjustments	-286			-286	-266
St John's, Aust					
Debtors' adjustments					
Income tax recoveries	1	0		1	0
Small cash donation scheme top-ups	-4			-4	0
Other	71			71	165
Liabilities' adjustments		-1,002		-1,002	-576
BALANCES BROUGHT FORWARD AT 1 JANUARY 2016 (2015) IN 2016 ACCOUNTS	87,001	47,118	67,436	201,555	195,390

PAROCHIAL CHURCH COUNCIL of St MARY the VIRGIN, OLVESTON

BALANCE SHEET as at 31 DECEMBER 2016

	Note	2016 £	2015 £
FIXED ASSETS			
Investment Assets (Endowment)	4	67,966	67,436
		<u>67,966</u>	<u>67,436</u>
CURRENT ASSETS			
Debtors	6	7,366	14,670
Short Term Deposits	8	140,171	88,465
Cash at Bank	9	32,400	12,155
		<u>179,938</u>	<u>115,290</u>
CURRENT LIABILITIES			
Amounts falling due within one year	7	12,538	4,475
NET CURRENT ASSETS		167,400	110,815
TOTAL NET ASSETS		<u>235,366</u>	<u>178,252</u>
FUNDS			
Unrestricted	5	84,649	77,173
Restricted	5	82,751	33,643
Endowment	5	67,966	67,436
		<u>235,366</u>	<u>178,252</u>

Approved by the Parochial Church Council on the 13th day of March 2017
and signed on its behalf by Mrs Lesley Clarke (PCC Chair).

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The notes on pages 3 to 10 form part of these accounts

STATEMENT of FINANCIAL ACTIVITIES as at 31 DECEMBER 2016

		Unrestricted Funds £	Restricted Funds £	Endowment Funds £	TOTAL FUNDS	
					2016 £	2015 £
INCOMING RESOURCES	Note					
Voluntary Income - Regular Giving	2a	74,582	5854	0	80,436	77,899
Voluntary Income - Donations	2b	6,349	7356	0	13,705	18,544
Income from Church Activities	2c	13,758	0	0	13,758	12,839
Gross Income from Events & Activities	2d	41,424	1671	0	43,095	46,734
Other income	2e	0	61300	0	61,300	500
Income from Investments	2f	376	220	566	1,162	1,226
TOTAL INCOMING RESOURCES		136,488	76401	566	213,456	157,743
RESOURCES USED						
Charitable Giving - from service collections	3a	0	1733	0	1,733	1,618
Charitable Giving - donations	3a	874	3335	0	4,209	26,783
Ministry	3b1	70,128	0	0	70,128	75,665
Church Running Expenses	3b2	24,531	0	0	24,531	20,698
Church Admin	3c	4,830	0	0	4,830	4,269
Other Expenditure	3d3	26,300	25270	0	51,570	28,288
TOTAL RESOURCES USED		126,663	30338	0	157,001	157,320
NET INCOMING RESOURCES BEFORE TRANSFERS		9,825	46064	566	56,455	423
TRANSFERS BETWEEN FUNDS		-2,478	3045	-566	0	0
GAINS & LOSSES on INVESTMENTS (Unrealised)						
M&G Charibond Units		130			130	-129
CBF Investment Fund Shares				529	529	124
NET MOVEMENT in FUNDS		7,476	49108	529	57,114	418
BALANCES BROUGHT FORWARD AT 1 January 2016 (2015)		77,173	33643	67,436	178,252	177,833
BALANCES CARRIED FORWARD AT 31 DECEMBER 2016 (2015)		84,649	82751	67,966	235,366	178,252

The notes on pages 3 to 10 form part of these accounts

Notes on Financial Activities as at 31 December 2016

1) Accounting Policies

a) Basis of Preparation

Financial statements have been prepared in accordance with the Church Accounting Regulations 2006 together with the Statement of Recommended Practice for accounting and reporting by charities SORP (FRSSE) 2015, issued in May 2014. The financial statements include all transactions, assets and liabilities for which the PCC is responsible in law.

b) Incoming resources

Income is recognised when the PCC is legally entitled to the income. Planned giving, collections and donations are recognised when received. Tax recoverable on Gift Aid donations is recognised as soon as the amounts are claimable, as are top-up payments under the Small Donations Scheme. Recoveries of VAT under the Listed Places of Worship Grant Scheme are offset against the related expenditure, when the payments have been received. Grants and legacies are accounted for when the PCC is notified of its legal entitlement and the amount due is quantifiable. Interest on investments is accounted for as it accrues.

c) Resources used

i) Charitable Grants and Donations (Outward Giving)

Grants and donations based on income received for specific charities are treated as restricted funds and the liability for payment is recognised when the amounts are received. Grants and donations made from unrestricted funds are recognised when determined by the PCC.

ii) Church Fabric

Significant projects related to the fabric of the church are funded from a specific restricted fund established for this purpose. Expenditure is generally recognised when it is incurred.

iii) All Other Expenditure

All other expenditure is generally recognised when it is incurred.

d) Funds

General purposes funds represent the funds of the PCC that are not subject to any restrictions regarding their use and are available for application on the general purposes of the PCC.

Funds designated for a particular purpose by the PCC are also unrestricted and details of the funds held are provided in note 5.

Restricted funds are those funds that must be spent on restricted purposes and details of the funds held and restrictions are provided in note 5.

Endowment funds, where the capital must be retained, are explained in note 5.

e) Reserves Policy

It is PCC policy to maintain (if possible) a balance on unrestricted general purposes funds, which equates to approximately 6 months' unrestricted general purposes payments, to cover emergency situations that may arise from time to time.

f) Fixed assets

i) Tangible

Consecrated and beneficed property of any kind is excluded from the financial statements by s.96(2)(a) of the Charities Act 1993.

Movable church furnishings held by the vicar and churchwardens on special trust for the PCC and which require a faculty for disposal are accounted for as 'inalienable' property and are not required to be accounted for in the PCC's accounts.

All other tangible fixed assets have fully depreciated.

ii) Investments

Investments are valued at market value at 31 December. Unrealised gains and losses represent the difference between the market value at the beginning and end of the financial year.

NOTES on FINANCIAL ACTIVITIES as at 31 DECEMBER 2016

2 INCOMING RESOURCES	Unrestricted Funds £	Restricted Funds £	Endowment Funds £	TOTAL FUNDS 2016 £	2015 £
2a Voluntary Income - Regular Giving					
Planned Giving					
Gift Aid income	52,222	2,924		55,145	53,187
Gift Aid Income - tax recoveries	13,057	731		13,788	13,303
Non Gift Aid income	4,005	600		4,605	4,391
Alms	3,247	1,327		4,574	4,900
Small cash donations scheme recoveries	1,239	273		1,512	1,250
Wall Safe	812			812	868
	74,582	5,854	0	80,436	77,899
2b Voluntary Income - Donations					
Donations	5,683	4,695		10,377	7,824
Donations Church Fabric Fund		120		120	421
Donations - Springs of Hope		1,960		1,960	0
Donations - Bridge to G				0	7,371
Donations - tax recoveries	666	261		927	1,374
Donations Springs of Hope - tax recoveries		290		290	0
Donations Bridge to G - tax recoveries				0	1,521
Donations Fabric Fund - tax recoveries		30		30	33
	6,349	7,356	0	13,705	18,544
2c Income from Church Activities					
Choir	717			717	840
Coffee Shop	959			959	992
Monday Movies	3,528			3,528	4,735
Monday Movies - tax recoveries	359			359	518
Miscellaneous	225			225	144
Parochial Fees	7,970			7,970	5,610
	13,758	0	0	13,758	12,839
2d Income from Events & Activities					
FOSM	9,868			9,868	9,868
Summer Ball	22,338			22,338	21,059
Sevenside Youth Worker		27		27	0
Fundraising - Unrestricted	9,150			9,150	9,028
Fundraising - Springs of Hope		175		175	0
Fundraising - Bridge to G				0	3,487
Fundraising - other restricted		1,224		1,224	2,934
Fundraising - tax recoveries	69			69	3
Fundraising - Springs of Hope tax recoveries		5		5	0
Fundraising - Bridge to G tax recoveries				0	209
Fundraising - other restricted tax recoveries		240		240	147
	41,424	1,671	0	43,095	46,734
2e Other Income (Legacies etc)					
Legacies		61,300		61,300	500
	0	61,300	0	61,300	500
2f Income from Investments					
CBF CoE FWT Inc A/c (1001D)	16			16	15
CBF CoE Reserve a/c (1002D)	274			274	292
CBF CoE Cap Res Dep A/c (1003D)		220		220	128
CBF CoE FWT End Fund (1285D)			267	267	316
CBF CoE Inv Fund Shares (1170S)			300	300	354
M&G Charibond Income Units	86			86	122
	376	220	566	1,162	1,226
TOTAL INCOMING RESOURCES	136,488	76,401	566	213,456	157,743

NOTES on FINANCIAL ACTIVITIES as at 31 DECEMBER 2016

3 RESOURCES USED	Unrestricted	Restricted	Endowment	TOTAL FUNDS	
	Funds	Funds	Funds	2016	2015
	£	£	£	£	£
3a Charitable Grants and Donations (details next page)					
Service Collections		1,733		1,733	1,618
Donations - Bridge to Gautampuri				0	21,522
Donations	874	3,335		4,209	5,261
	874	5,068	0	5,942	28,401
3b1 Ministry					
Clergy expenses - parochial	12,229			12,229	17,126
Clergy stipend - parochial	4,584			4,584	6,708
Clergy fees/exp - Visiting	280			280	89
Parish Share	53,035			53,035	51,741
	70,128	0	0	70,128	75,665
3b2 Church Running Exp					
Altar Supplies	404			404	292
Bank Charges	10			10	0
Bibles	211			211	184
Choir	1,101			1,101	1,068
Churchyard	2,672			2,672	46
Cleaning	295			295	115
Flowers	200			200	0
Insurance	2,901			2,901	3,024
Marriage Preparation Fees	100			100	120
Miscellaneous	1,720			1,720	2,070
Organist	3,735			3,735	3,744
Repairs and Maintenance	1,258			1,258	881.28
Utilities	5,405			5,405	5,386
Verger	4,520			4,520	3,768
	24,531	0	0	24,531	20,698
3c Church Admin					
External printing	291			291	1,058
Photocopier	457			457	492
Print and Stat consumables	237			237	320
Salary & exp - PA	3,575			3,575	2,216
Other Benefice Office costs	0			0	85
Telephone and Broadband	270			270	98
	4,830	0	0	4,830	4,269
3d3 Other Expenditure					
Bookstall	771			771	941
Church Fabric		25,235		25,235	4,153
Coffee Shop	253			253	147
Event costs (non F'raising)	463			463	237
Fundraising costs (Unrest)	3,154			3,154	2,763
Fundraising costs (Bridge to G)				0	11
Restricted event payments		35		35	51
FOSM	5,206			5,206	5,206
Summer Ball	13,646			13,646	11,820
Lent	60			60	440
Monday Movies	827			827	992
New Equipment	1,310			1,310	1,084
Subs and Donations	611			611	443
	26,300	25,270	0	51,570	28,288
TOTAL RESOURCES USED					
	126,663	30,338	0	157,001	157,320

PAROCHIAL CHURCH COUNCIL of St MARY the VIRGIN, OLVESTON

NOTES on FINANCIAL ACTIVITIES as at 31 DECEMBER 2016

3 RESOURCES USED	Unrestricted Funds	Restricted Funds		TOTAL	
	£	Service Collections £	Donations £	2016 £	2015 £
3a Charitable Grants and Donations					
AFRINSPIRE (Uganda Project)			214	214	0
Bishop's Ordination Fund		154		154	0
BUST (Thornbury Inner Wheel carol service)		459		459	0
Children's Society - Christingle		437		437	524
Children's Society - Street Collection			94	94	0
Christian Aid (Hunger Lunch)			271	271	1,439
Community of the Sisters of the Church (Lent)			812	812	144
Community of the Sisters of the Church (Harvest)			182	182	0
Gautampuri Children (Shoes)			577	577	0
Release International			223	223	0
Royal British Legion		683		683	781
RNLI			224	224	0
Salvation Army (Easton) - Concert			381	381	719
Salvation Army (Easton) - Choir Collection			160	160	243
St Peter's Hospice (from Summer Ball)	874			874	183
United Society Partners in the Gospel			196	196	0
Alzheimer's Society				0	151
Brain Tumour Support (Thornbury Inner Wheel carol service)				0	313
Bridge Trust (Gautampuri)				0	21,522
Children's Hospice South West				0	183
Children's Society - other events				0	283
Great Western Air Ambulance				0	424
Headway (from Summer Ball)				0	800
Nepal Earthquake Appeal (DEC)				0	500
Nepal Thalassaemia Society				0	193
	874	1,733	3,335	5,942	28,401

NOTES on FINANCIAL ACTIVITIES as at 31 DECEMBER 2016

	Unrestricted Funds					Restricted Funds				Endow't Funds	TOTAL FUNDS	
General Purposes						Fabric	Out Giv'g	Youth Worker	Springs of Hope		2016	2015
	Pitts' Fund	Choir	Summer Ball	FOSM								
£	£	£	£	£	£	£	£	£	£	£	£	£
4 FIXED ASSETS												
Investment Assets (Endowment)												
FWT Endowment Fund (1285D)											0	58,179
FWT Inv Fund Shares (1170S)										67,966	67,966	9,258
Tangible Fixed Assets											0	0
	0	0	0	0	0	0	0	0	0	67,966	67,966	67,436
5 ANALYSIS of NET ASSETS by FUND												
Fixed Assets	0	0	0	0	0	0	0	0	0	67,966	67,966	67,436
Current Assets	47,795	38,794	188	443	4,653	81,227	1,121	2,539	3,176	0	179,938	115,290
Current Liabilities	-7,225	0	0	0	0	-4,300	-1,013	0	0	0	-12,538	-4,475
Fund Balance	40,570	38,794	188	443	4,653	76,927	108	2,539	3,176	67,966	235,366	178,252

Designated Funds

Pitts' Fund	This fund was established in 2013 and relates to a legacy received from the late Mrs Carmen Pitts. It is used for purposes to be agreed by PCC, when a specific need arises.
Choir Fund:	This fund was established to provide funds to meet costs incurred by St Mary's Church Choir.
Summer Ball:	This fund was established to support fundraising by the Summer Ball organising committee.
Friends of St Mary's:	This fund was established in 1994 to support fundraising by the Friends of St Mary's.

Restricted Funds

Fabric Fund:	This fund was established in 2011 to provide funds for St Mary's Church fabric projects.
Outward Giving:	This fund was established to support fundraising for a variety of specific causes or charities, excluding major biennial outward giving appeals. Money received is via donations or fundraising events.
Sevenside Youth Worker:	This fund was established in 2013 and is managed on behalf of the Sevenside Churches Group. Its purpose is to provide funds for the appointment of a Sevenside Youth Worker.
Springs of Hope Appeal:	This fund was established in 2016 to support fundraising (a) to contribute to the completion and fitting out of a 'Drop in Centre' at the Night Shelter in Bristol and (b) to enable the building of a solar pump to supply drinking water to a Health Centre in Zambia.

Endowment Fund (St Mary's)

Fred White Trust	The endowment fund represents the investment made by the PCC of the bequest from the late Fred White. Under the terms of the trust the capital cannot be used by PCC, but the income from the investments can be used for the general purposes of the church and churchyard at the discretion of the PCC.
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NOTES on FINANCIAL ACTIVITIES as at 31 DECEMBER 2016

	Unrestricted Funds £	Restricted Funds £	Endowment Funds £	TOTAL FUNDS	
				2016 £	2015 £
6 DEBTORS					
Income Tax Recoverable	3,385	607	0	3,993	13,080
Small cash donations scheme recoveri	927	273	0	1,200	938
Prepayments and Accrued Interest	167	146	0	313	0
VAT	166	1,428	0	1,594	543
Other debtors	112	155	0	267	109
	4,757	2,610	0	7,366	14,670
7 LIABILITIES					
Amounts falling due within one year	7,225	5,313	0	12,538	4,475
Amounts falling due after one year	0	0	0	0	0
	7,225	5,313	0	12,538	4,475
8 SHORT TERM DEPOSITS					
With CBF at CCLA:					
CBF CoE FWT Inc A/c (1001D)	0	3,792	0	3,792	3,210
CBF CoE Reserve a/c (1002D)	64,917	0	0	64,917	56,644
CBF CoE Cap Res Dep A/c (1003D)	0	69,041	0	69,041	26,321
M&G Investment Fund	2,420	0	0	2,420	2,291
	67,338	72,834	0	140,171	88,465
9 CASH at BANK					
NatWest Current Account	4,006	10,118	0	14,124	6,967
CAF Bank Current Account	10,489	2,503	0	12,992	0
Choir a/c	188	0	0	188	572
Summer Ball a/c	443	0	0	443	625
Friends of St Mary's a/c	4,653	0	0	4,653	3,991
	19,780	12,621	0	32,400	12,155

PAROCHIAL CHURCH COUNCIL of St MARY the VIRGIN, OLVESTON

NOTES on FINANCIAL ACTIVITIES as at 31 DECEMBER 2016

10 RECONCILIATION OF MOVEMENT IN FUNDS

	Unrestricted Funds						Restricted Funds					Endow't Funds	TOTAL FUNDS	
	General Purposes	Designated Funds					Fabric	Out Giv'g	Youth Worker	Springs of Hope	*Other Restricted Income		2016	2015
		F White Trust Inc	Pitts' Fund	Choir	Summer Ball	FOSM								
	£	£	£	£	£	£	£	£			£	£	£	£
BALANCES BROUGHT FORWARD AT 1 JANUARY 2016 (2015)	33,190	0	38,794	572	625	3,991	30,829	300	2,513	0	0	67,436	178,252	177,833
INCOME	103,550	16	0	717	22,338	9,868	61,670	4,911	27	3,076	6,718	566	213,456	157,743
EXPENDITURE	105,837	0	0	1,101	14,520	5,206	25,235	5,103	0	0	0	0	157,001	157,320
GAINS & LOSSES on INVESTMENTS (Unrealised)	130											529	659	-4
TRANSFERS BETWEEN FUNDS	9,538	-16	0	0	-8,000	-4,000	9,662	0	0	100	-6,718	-566	0	0
BALANCES CARRIED FORWARD AT 31 DECEMBER 2016 (2015)	40,570	0	38,794	188	443	4,653	76,927	108	2,539	3,176	0	67,966	235,366	178,252

* This mainly represents income received as a contribution towards the funding of a specific activity within the general running costs of the church, where the total expenditure for the activity exceeds the income received on a restricted basis. The expenditure for the activity would normally be met from general purpose funds and is therefore categorised as "unrestricted" within the accounts, and any restricted income received in these circumstances is shown as being transferred to the general purposes fund. The income received in this way in 2016 was specifically to fund the following:

	£
St Mary's, Olveston	
Clergy honorarium and other clergy expenses	6,450
Other church running expenditure	268
	<u>6,718</u>

NOTES on FINANCIAL ACTIVITIES as at 31 DECEMBER 2016**11 RECONCILIATION OF BALANCES BROUGHT FORWARD AT 1 JANUARY 2016 (2015)**

	Unrestricted Funds £	Restricted Funds £	Endowment Funds £	TOTAL FUNDS	
				2015 £	2014 £
BALANCES CARRIED FORWARD AT 31 DECEMBER 2015 (2014) IN 2015 ACCOUNTS	77,402	33,585	67,436	178,423	177,953
ADJUSTMENTS					
Debtors' adjustments					
VAT recoveries	57	58		115	76
Other				0	70
Liabilities' adjustments	-286			-286	-266
BALANCES BROUGHT FORWARD AT 1 JANUARY 2016 (2015) IN 2016 ACCOUNTS	77,173	33,643	67,436	178,252	177,833

St Mary the Virgin, Olveston, with Aust

Financial Review 2016**Financial review****St John's Aust**

Total income in 2016 was £8,057, of which £6,530 was unrestricted. This includes £637 in income tax recovered on income received under the Gift Aid scheme and £88 in top-ups recovered under the Small Cash Donations scheme. Total expenditure was £7,321, of which £5,907 was unrestricted.

Unrestricted (general purposes) income was over £700 higher than in 2015, with increases of over £800 (50%) in Gift Aid giving, over £600 in donations and £500 in parochial fees. These were offset to some extent by reductions of £1,000 in income from fundraising activities (the Summer Fete having been affected by atrocious weather) and almost £200 in alms giving.

There was an overall increase of almost £200 in general purposes expenditure, with both church running costs and outward giving from general funds each being around £100 higher than in 2015. The increase in church running costs was associated largely with actions taken to address issues arising from a review of the church's insurance policy in 2016.

In 2016 a restricted Graveyard Fund was established to provide funds towards the costs of the regular maintenance of the churchyard. Restricted donations of over £1,200 were received in 2016 into this fund, mainly from families and relatives of loved ones buried in the churchyard. A number of these donations were made on a recurring basis and hence will continue into future years. The amount received in 2016 slightly exceeded the expenditure (unrestricted) incurred on churchyard maintenance (£1,120).

General purposes income exceeded expenditure by some £600. This, together with the churchyard expenditure being met by the Graveyard Fund meant that the general purposes balance at the end of 2016 was over £1,700 higher than at the end of 2015.

As far as other restricted funds are concerned, the only income received in the year was in the form of interest. The only significant item of restricted expenditure in 2016, was the purchase of a sound system for the church at a cost of £980, the cost being met from within the Music Fund.

St Mary's Olveston

Total income in 2016 was £213,456, of which £136,488 was unrestricted. This includes £15,708 in income tax recovered on income received under the Gift Aid scheme and £1,512 in top-ups recovered under the Small Cash Donations scheme. Total expenditure was £157,001, of which £126,663 was unrestricted.

Unrestricted general purposes income was £103,550 in 2016, an increase of some £8,500 compared with 2015. The latter was due largely to increases of almost £2,000 (3.6%) in planned tax efficient giving, almost £5,500 in donations (including £3,000 in memory of Rev Roly Bain) and over £2,000 in parochial fees.

Unrestricted general purposes expenditure was £105,837 which is around £1,000 lower than in 2015, with reductions in ministry costs (associated with the sad and untimely death of Rev Roly Bain) being matched by increases in church running expenses, in particular churchyard maintenance expenses.

Although general purposes expenditure exceeded income by £2,300, income was supplemented by restricted income of just under £7,000 given for funding specific items of unrestricted expenditure (mainly ministry expenses and clergy honorarium) and £4,000 transferred from the Friends of St Mary's. As a consequence, the general purposes fund balance at the end of the year was over £7,000 higher than at the end of 2015.

As far as restricted income is concerned, in 2016 St Mary's received a legacy of almost £61,000 from the estate of Mrs Kathleen Hawkins for the maintenance of the fabric of the church building. The Fabric Fund also benefited by £8,000 (specifically for repair work required to the church roof and tower) received from the Summer Ball Committee. Just over £25,000 was spent from the Fabric Fund in 2016. This included the implementation of two projects planned in 2015 viz. the building of a Memorial Wall (£15,000) to ensure optimum use of the limited amount of space now available within the graveyard, and the provision of a new altar (£1,100) funded from a legacy from the estate of Miss Olive. Additionally, £4,500 was spent on a heating system upgrade and £4,000 on new tower lighting.

Outward giving in 2016 was slightly under £6,000, with 13 causes benefiting. In accordance with PCC policy, a new biennial appeal (Springs of Hope) was launched towards the end of 2016, with just over £3,000 having been raised by 31st December.

Reserves policy

It is PCC policy to maintain (if possible) a balance on unrestricted general purposes funds (free reserves) equating to approximately 6 months' unrestricted general purposes payments, to cover emergency situations that may arise from time to time.

St John's Aust

At 31 December 2016 the general purposes fund balance for St John's Aust was £11,571, equating to approximately 2 years of general purposes expenditure, comfortably exceeding the reserves policy target. This represents a sound position as far as present needs are concerned, but maintaining current levels of income from regular giving and fundraising remains a significant challenge for a small parish.

As far as restricted funds are concerned, there are balances of over £5,000 in both the music and re-ordering funds and just over £2,000 remaining in the Roof Fund. However, a major concern is the potential medium/long term work requirements identified in the September 2014 quinquennial inspection report, as the potential costs involved would far exceed the funds currently available.

It is now DCC policy to invest the short-term investment fund balances with the CCLA Church of England Deposit Fund.

St Mary's Olveston

At 31 December 2016 the general purposes fund balance for St Mary's Olveston was £40,570, equating to approximately 4.5 months of general purposes expenditure, some £12,000 below the PCC target. Although this represents a reasonable position as far as present needs are concerned, it should be recognized that St Mary's faces a number of significant challenges over the next few years relating in particular to the changes in arrangements for ministry on Severnside and the age profile of our congregation and regular givers.

The Church Fabric Fund is the main restricted fund held by St Mary's. At 31st December 2016 there was a balance of almost £77,000, due largely to the substantial legacy received in 2016 (see above). However, a new detailed Quinquennial Inspection Report produced in 2016 identified major works required to the Church roof and tower in the short- medium term. The exact costs are still being quantified, but will be substantial.

It is PCC policy to invest the short-term investment fund balances with the CCLA Church of England Deposit Fund.

Funds held as custodian trustees on behalf of others

St Mary's holds funds on behalf of the Severnside Group of churches relating to the employment of a youth worker. The post has remained vacant since 2013, pending further consideration of the feasibility of such a post by the Severnside Group of churches. At 31st December 2016 there was a balance of £2,539 within the fund.