



Sidmouth Parish Church
St Giles & St Nicholas

FINANCIAL STATEMENTS
of the Parochial Church Council
for the year ended 31 December 2016

Incumbent:

The Rev Canon Dr Philip Bourne
Team Rector
The Rectory
Glen Road
Sidmouth EX10 8RW

Banker:

Barclays Bank PLC
Exeter Group of Branches
40 High Street
Sidmouth EX10 8EB

Independent Examiners:

Easterbrook Eaton Limited
Chartered Accountants
Old Fore Street
Sidmouth EX10 8LS

Registered Charity Number:

1128390

SIDMOUTH PARISH CHURCH
ST GILES & ST NICHOLAS
TRUSTEES REPORT
FOR THE YEAR ENDED 31 DECEMBER 2016

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FOR THE YEAR ENDED 31 DECEMBER 2016

SIDMOUTH PARISH CHURCH

St. Giles & St. Nicholas

Registered Charity No. 1128390

Team Rector: The Rev Canon Dr Philip Bourne

ANNUAL REPORT FOR 2016

St. Giles and St. Nicholas is the Parish Church of Sidmouth and is part of the Sid Valley Mission Community within the Deanery of Ottery and the Diocese of Exeter.

Vision

To help people discover God by following Jesus Christ under the guidance of the Holy Spirit through worship, discipleship, outreach, care and stewardship

Objectives

- **WORSHIP**

Drawing all people closer to God through a variety of forms of worship and prayer that welcome and include everyone

- **DISCIPLESHIP**

Encouraging and enabling Christian growth through opportunities for fellowship and learning

- **OUTREACH**

Adapting to meet the changing needs of the church and the wider community

- **CARE**

Applying our Christian faith and using our resources, individually and together, for the care of the congregation, the wider community and all God's world

- **STEWARDSHIP**

Responding to a generous God through generous giving of our time, talents and money

Statement of Public Benefit

The Parish Church welcomes everyone to its regular weekly worship and is the traditional place of baptisms, weddings and funerals of many townspeople. It also serves the community through pastoral care activities, through special services for particular groups or organisations and by acting as host for a variety of civic occasions and public social events. The church is used for a wide range of community events including concerts, plays, lectures and exhibitions. Such activities demonstrate the public benefit of the Parish Church to the town and compliance with the principles and legal requirements of the Charity Commissioners in their guidance.

Electoral Roll Membership 238 (April 2016)

Participant number 230 (April 2016)

Management

The day-to-day management of the church is the responsibility of the Rector in consultation, where appropriate, with the churchwardens.

The Parochial Church Council (PCC)

This body corporate has the responsibility of co-operating with the incumbent, in promoting the whole mission and ministry of the Church, in all its aspects of worship, discipleship, outreach, care and stewardship, within the context of the Sid Valley Mission Community and in co-operation with other Christian Churches. It also has responsibility for the maintenance of the Parish Church building. PCC members are Trustees under the Charities Act 2005.

Membership

Members of the PCC are either *ex-officio* or elected (with co-options as necessary) by the Annual Parochial Church Meeting (APCM) in accordance with the Church Representation Rules. Elections are for three years after which a one year break is required.

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During 2016 the following have served as officers and members of the PCC:-

Incumbent

Rev'd Canon Dr Philip Bourne

Principal Officers

Mr Gerry Shattock	Churchwarden and Lay Vice-Chairman (until June)
Dr Brian Golding	Churchwarden (Lay vice chairman from June)
Mrs Pauline Wade	Churchwarden (from June)
Mrs Stephanie Holman	Secretary (co-opted until May)
Mr Douglas Goodall	Treasurer

Deanery Synod Representatives (elected 2014 for 3 years; 4 places)

Mrs Betty Harvey	
Dr Jennie Golding	
Mrs Elizabeth Cunliffe	
Mr Malcolm Steward	(member of finance committee)

Elected members and year of election (3-year term of office and 12 places)

Mr Stuart Hockey	(2013, finance committee, retired at APCM)
Mrs Mary Hockey	(2013, retired at APCM)
Mr Martyn Daldorph	(2013, retired at APCM)
Mr Peter Moss	(2013, retired at APCM)
Mrs Carolyn Croft	(2014, deputy churchwarden, reader, safeguarding officer)
Mr Douglas Goodall	(2014, treasurer)
Mr Brian Rees	(2015, deputy churchwarden)
Mr Michael Robertson	(2015)
Mrs Anne Bailey	(2015)
Dr Peter Byrd	(2015, reader)
Mr John Sermon	(2016, elected at APCM, finance committee)
Mrs Stephanie Holman	(2016, elected at APCM)
Mr David Harrison	(2016, finance committee)
Ms Kay Wood	(2016)
Mr Paul Matthews	(2016)

Ex officio members who do not normally attend

Dr Frank Eul	(Chairman of the DAC)
Rev'd Roger Trumper	(Team Vicar, retired during year)
Rev'd Susie Williams	(Team Vicar)

The PCC met six times during the year, one of which was a brief meeting after the APCM in April to appoint officers.

The PCC operates through two committees and five Mission Action Plan (MAP) working groups. The latter address the five ministry areas reported on below.

Standing Committee

This committee is chaired by the rector, or the lay vice-chair in his absence, and is the only committee required by law. It has power to transact the business of the PCC between its meetings, subject to any directions given by the Council. Its membership consists of the principal officers of the PCC and the incumbent. The deputy churchwardens are co-opted from the PCC membership. This committee meets regularly, midway between PCC meetings, to consider long term planning and strategy for the ministry and mission of the parish, to provide guidance and assistance to the PCC in all matters relating to the spiritual and material wellbeing of the Parish Church and its parishioners, and to set the agenda for PCC meetings. The standing committee met six times.

Finance Committee

This committee is chaired by the Lay Vice Chairman and its membership consists of the incumbent and principal officers of the PCC, together with three other members of the PCC: Mr David Harrison, Mr John Sermon and Mr Malcolm Steward. Mrs Carolyn Croft and Mr Brian Rees, as deputy churchwardens, were co-opted. The committee is accountable to the PCC for all matters

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relating to budgeting and finance. This includes the preparation and review of financial policy in accordance with the priorities set by the PCC. The committee presents an annual budget for PCC approval, and monitors performance against the income and expenditure targets set. The committee delegates to the Treasurer the financial management and commitments of the church and is extremely grateful to him for his hard work. The committee ensures the statutory examination of accounts for presentation to the PCC in preparation for the Annual Parochial Church Meeting. The committee also has responsibility for monitoring expenditure on works of fabric repair in line with the requirements of the Quinquennial Report.

Data Protection: The PCC is exempt from notification under the Act. Information about people on the Electoral Roll or who give money through Gift Aid is held on the church database. It will be kept no longer than necessary and will not be disclosed to others except to those third parties as required for church accounts and records purposes.

Health & Safety: The PCC Health and Safety policy was agreed by the PCC. Monitoring of the benches continued through the year and instruction on safe procedures is given to anyone moving them for the first time. A Fire Safety policy, including a list of required actions, was agreed by the PCC. Posting of fire notices and training of welcomers was carried out and a practice evacuation is planned.

Safeguarding: The guidance of the Bishops Council was adhered to wherever possible during the year. A safeguarding policy was agreed in accordance with diocesan guidance in 2015 and was fully adhered to during 2016. The safeguarding officer continued to manage the process of obtaining DBS checks on those visiting vulnerable people and to oversee other aspects of the Safeguarding policy.

Licensing: Mr Martyn Daldorph provided performance returns to the Performing Rights Society through the year and administered the licences for serving of alcohol at concerts etc. He also maintains the copyright licences for hymns and recorded music.

REVIEW OF THE YEAR

Worship: The regular pattern of services consisted of 8am Holy Communion, 10am Choral Eucharist and 6pm Evensong on Sundays, 10am Holy Communion on Tuesdays and 11am Holy Communion on Thursdays. Evensong was dropped on some Sundays to enable attendance at joint services etc. Following a proposal from the Worship MAP group, Evensong was replaced by an alternative liturgy (healing service, songs of praise or Celtic worship) on the 4th Sunday in the latter part of the year. Average Sunday attendance during the year (excluding festival services) was 172 adults and 2 children. We are grateful to retired clergy and our Readers, Mrs Carolyn Croft and Dr Peter Byrd, for taking services when the rector is absent. Home communion was taken to housebound parishioners and those in care homes by Dr Jennie Golding, Dr Graham Watson, Mrs Evelyn Sachdeva, Mrs Carolyn Croft, Rev'd Annita Denny, Mrs Fay Wilson-Rudd and the rector. During the year 21 baptisms, 5 weddings and 20 funerals were held in the church.

We held many special services throughout the year, including Ash Wednesday services, evening services of Compline with a talk on Wednesday evenings in Lent, a full programme of services in Holy Week, Ascension Day, the Festival Songs of Praise service during Folk Week, a series of short meditations on "food for the soul" as part of the Sidmouth Food Festival, Remembrance Sunday services, an Education Sunday service led by the primary school, the Tree of Light Hospiscare Service for those who have been bereaved during the year and a full programme of Christmas services including the very popular Service of Lessons and Carols. The Church also hosted Carol Services for Sidmouth Primary School, Sidmouth College, the Royal British Legion and the East Devon District Council. A highlight of November was a confirmation service led by the Bishop of Exeter at which 6??? Members were confirmed or received into the Church of England. Attendance at the major festivals was 339 on Easter Day and 704 on Christmas Eve/Christmas Day. Over 1600 people attended one or more of the special services during Advent.

The worship MAP group identified the existing furniture in the chancel as a barrier to use of this area for worship and an outline proposal for reordering this part of the church to give it the flexibility we already have in the nave, was accepted by the PCC. It is hoped to bring forward a more detailed plan for approval in 2017.

The music provided by our Director of Music, Mr Robert Millington, and the choir are a central part of worship at the main Sunday 10am service and are much appreciated. We are grateful to the Rev'd James Lovatt for his assistance at the organ console, especially in Lent and Advent. The musical contributions to the great festivals require a lot of preparation and we thank those who join the extended choir on these occasions. Repairs were carried out to bellows on the organ during the year and a replacement for the portable chancel organ was obtained.

The Children and Young People's group continued to develop children's ministries with the help of the mission community youth worker Kirsty Hammond. The experimental half-hour "teatime@theparish" services of stories and singing followed by tea on Sunday afternoons, was held occasionally through the year. The youth choir continued with a very small but enthusiastic group on Sunday afternoons under the direction of Mr Robert Millington.

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We are grateful to Mrs Elizabeth Cunliffe for preparing the rota of intercessors and to those members of the congregation who prepare intercessions for the weekly 10am Eucharist. Two new members joined the rota this year. We also thank Mr Stuart Hockey for drawing up reading rotas for the three Sunday services and to all those who read the lessons. We are blessed with a faithful team of servers who have provided the weekly ministry at the altar under the direction of Mrs Claudia Harvey. Our Welcoming Teams play a key role in welcoming worshippers to the Church for services. Thanks go to Mrs Alison Watkins and Dr Richard Croft, who co-ordinate this work, and to all those who have carried out this role throughout the year. We are grateful to those who control the sound system during services under the guidance of Mr Brian Rees.

The bells continued to ring for the great festivals of the year as well as to call worshippers to regular Sunday morning worship, and the team continues to flourish. The Tower welcomed a number of visiting ringers from all over the country. We are grateful to Mrs Anne Bailey for leading the ringers as tower captain.

The flower arrangers have provided some beautiful decoration to the church through the year, which is very much appreciated by all those who worship in or visit the church. We are grateful to Mrs Ann Eul and Mrs Jill Jeffrey for arranging the rotas and to all those who have contributed.

Discipleship: Our aim is for every church member to belong to a small group that meets for Christian fellowship, reflection, teaching and/or prayer during the week. The following groups met regularly through the year:

- Monday morning group that meets in the vestry for silent prayer, led by Rev'd James Lovatt.
- Fortnightly House Group for prayer, bible study & discussion held at Mr & Mrs Shattock's home on Friday evenings, led by Mr Gerry Shattock.
- Fortnightly House Group for prayer, bible study & discussion held at Mrs Ann Langford's home on Monday afternoons, led by Mr Andrew and Mrs Joy Peers.
- Twice monthly House Group for prayer, bible study & discussion held at Mrs Savage's home on Monday evenings, led by Dr Brian Golding.

Other regular opportunities for fellowship and reflection are "Women Relax" and the Sidmouth Men's forum.

Three courses were run during the year, each with two parallel sessions on Monday afternoons and evenings. Typical attendance was 30 people across the two sessions. A six week course was run in Lent, from The Pilgrim course, on the topic of Creeds. In October, a five week course on "Difficult Questions" was run to discuss the Sunday morning sermons on topics requested by members of the congregation. Then in Advent, a course was run on "O Come, O Come Emmanuel". We are grateful to Preb. David Moss and Dr Peter Byrd, for leading the first two, and to the Rector for the last one.

Fellowship and Outreach: The church continued to be open to visitors every day from about 8am to 6pm and we are very grateful to Mr John Lambert for opening and closing the church.

The Social and Fundraising Team, under the chairmanship of Mrs Stephanie Holman, planned and co-ordinated a wide range of social and fund raising activities. We are very grateful for their contribution to church life through these activities. In the early part of the year, opportunities for fellowship included a quiz & pudding night in January, the making of Mothering Sunday posies in March and the church spring clean in April. After Easter, Veronica Wood opened her garden to visitors; then we worked together at the Spring Fair in May and enjoyed a newcomers lunch in June. During Folk Festival Week we again offered hospitality to many visitors and hosted concerts by Tapestry, Greensand Ridge, Fayreplay and Reg Meuross & Friends. At the beginning of September we held a successful St Giles' Fair. Several hundred people came and visited the church that day. October kicked off with our harvest supper, then a team from the church took part in the Rotary Swimathon at the Sidmouth pool, raising money for the Admiral Nurse appeal and the Town Band. Autumn events included our Autumn Clean and the Sidmouth Science Festival during which the church hosted two evening lectures during the week and was busy with families and young people trying out fun science experiments on the Saturday. On Advent Sunday our usual visit to the Cathedral for the Advent Carol Service took place. We celebrated St Nicholas' Festivities coinciding with the town's Late Night Shopping evening, the church buzzing with people, drawn by children from our Church school singing carols and visiting the stalls and refreshments set out in church. Finally, in mid-December the church hosted the town for a public meeting on proposed hospital bed closures.

The use of the church for concerts has continued to grow through the year and they have become a much appreciated feature of our church life, raising both funds and the profile of the church as a community space. We are very grateful to the organizing group of Mr Martyn & Mrs Sue Daldorph and Mr Bob & Mrs Merrill Millington and also to those who provide refreshments for these events. In July, the Sidmouth Concert Society moved its home and its Bosendorfer grand piano to the church, and three excellent professional concerts were held during the autumn.

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Fairtrade coffee and tea with biscuits continued to be provided after the main 10am Sunday service by a team coordinated by Mrs Gwyrie Mossop and then by Mrs Joan Maynard. This provides an important opportunity to share fellowship, especially with our many visitors and new members of the congregation. The quality of the coffee was enhanced during the year with the purchase of filter coffee makers.

Leadership of the MAP outreach group was taken over by Mrs Kay Wood. Plans to introduce a "Welcome" display of material on the church, its purpose, what it believes and how to get involved, were further developed. A design has been sketched and quotes are being obtained.

Pastoral Care: The Pastoral Care Team has continued to lead the pastoral ministry of the church, together with the rector. Mrs Veronica Wood retired from the leadership during the year and Mrs Heather Knight joined Mrs Margaret Moss as co-leaders.

Our two confidential prayer chains, one by telephone and one by email, run by Mrs Heather Knight and Dr Jennie Golding, continued to provide a rapid response to requests for prayer. An illuminated prayer tree was placed in the Lady Chapel and has been heavily used, especially by visitors.

Many people come to the church for the occasional services of baptism, marriage and for funerals. We are very grateful to those church members who are present at these services to welcome and guide our visitors.

Stewardship: A large proportion of church members belong to one of the planned giving schemes and tax is recovered on most of these donations through the Gift Aid scheme. Take up of the Parish Giving Scheme has increased through the year, now having 30 members. Participation in all forms of stewardship was encouraged in the Stewardship Sunday presentation given by the Treasurer on our patronal festival of St Giles. The Stewardship MAP group planned the Lent and Advent Appeals. The Lent appeal was for twinning of our new toilets, while the Advent appeal was split between the Save the Children appeal for child refugees and the Sid Valley Admiral Nurse fund. Our link with Eggbuckland parish on the outskirts of Plymouth has been maintained at a low level.

Communication: Our monthly magazine, the Crossing, was edited by Mr David Wade and distributed by Mrs Erica Connolly during the year, providing a mix of information on future events, pictures of recent ones and articles of general interest. The weekly bulletin continued to provide information on Sunday services and on the week's activities. The church directory continued a great success. The online church diary was regularly updated and has become more important as the number of community activities in the church has grown. Events are also advertised on notice boards at the back of the church, on A-boards outside the entrances and on boards around the town. Whenever possible, events are publicised in the town's "What's On" for visitors and in the Herald newspaper. The new mission community web site was completed under the oversight of our administrator Mrs Paula Mills: see <http://www.sidvalley.org.uk/welcome.htm>.

Fabric Mr Jeff Bailey is our fabric advisor, while Mr Brian Rees has responsibility for the sound and lighting systems. We are very grateful to Mrs Dint Mullins who has continued to organise a rota of cleaners to look after the interior of the church. Two successful working days were held, in which a wider group of parishioners helped with the bigger cleaning jobs. Bagwells Ltd continued to carry out routine maintenance of the church fabric including items of preventative maintenance recommended in the 2012 quinquennial.

Building of the toilets extension was completed early in the year and they were opened by the Archdeacon of Exeter on Palm Sunday. Both the sympathetic stonework of the exterior and the clean, modern finish internally have been positively commented on.

Inspection of the west window (the Queen's Window) in early 2016 showed that renewal of the stonework was urgent as previous repairs had failed and there were substantial gaps between the glass and the stone. This work was therefore combined with that planned earlier for repointing exterior stonework and repairing/renewing the stone of several of the south aisle windows. The total cost was just over £100,000 of which nearly £70,000 was for the west window alone. The Keith Owen Fund generously provided another grant of £20,000 and this was added to by several smaller grants, together with donations from church and town people. We are grateful to Mr Philip Hughes for his work in securing the grants. Work started in July and was nearly complete at the end of the year.

Other works completed during the year were the addition of a new plaque in memory of Garnett Oldrey to the war memorial at the west entrance, disposal of the vergers' stall, installation of a plaque in memory of Reginald Lane, sometime churchwarden and historian of the church, and replacement of the wall safe.

Inspection of the south aisle roof following the very wet winter of 2013 -14 showed that replacement of the roof covering was urgent. Despite this, our resubmitted case for a grant under the government funded roof repair scheme was again unsuccessful. Fortunately, the weather has been less severe this year and so the delay has not proved critical. Given the failure to attract a major

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grant, the proposed work will be reviewed in early 2017 to judge whether a less costly scheme could be both effective and affordable.

Following exploratory trials, a scheme to replace the current Halogen lighting with LEDs was approved by the PCC on the basis that the reduced maintenance and energy usage would recover the cost within four years. The scheme would also reduce the carbon footprint of the church, in line with its stewardship responsibilities. During installation it was found that the transformers also need replacing, so the work was rescheduled for early 2017.

Church Cottage was vacated in July and inspection showed that rising damp was a major problem. Following competitive quotes, work on damp-proofing was commenced in October and completed at the end of the year.

Finance Total expenditure for the year was £304,500 of which £114,000 was for capital repairs and £107,000 was our contribution to the Common Fund for the provision of national and diocesan resources, our clergy and support to those in poorer parts of the diocese. In 2016 we were able to budget and pay our full assessment. The level of planned giving increased during the year to £109,000, including recovered tax. Donations and grants towards the fabric repairs accounted for £90,000, including VAT recoveries. The church was blessed with several substantial bequests, which covered the outstanding costs of the work on the fabric and provided a starting sum for future repairs to the south aisle roof. Expenditure was higher than previously on heating, due to the introduction of continuous heating on a low thermostat setting during winter. This mode of operation is now generally recommended and provides a more reliable temperature for services. There was also substantial expenditure on printing new service booklets for festival Sundays and special seasons. The remuneration of our joint Mission Community youth worker was reviewed with the diocese during the year and an increased amount was agreed which will be reflected in the 2017 accounts.

We are very grateful to Mr Douglas Goodall for administration of our finances during the year, and to Mr Philip Hughes for his assistance with the accounts. The Treasurer and the PCC are grateful to Miss Fay Wilson-Rudd and her team, who recorded collections, to Dr Bill Janes who administered the envelope scheme, to Mr Glyn Lewis who reclaimed Income Tax from the Inland Revenue, and to our Parish Administrator, Mrs Paula Mills.

The PCC reserves policy is to maintain £33,500 of unrestricted funds, sufficient to cover essential expenditure for three months. This policy was adhered to in 2016.

At its July meeting, the PCC agreed that the church should accept an invitation to become a "Christian Aid Emergency Church". This means providing a "rapid response" to early notification of an emergency appeal. The concept was tested early in the autumn when Hurricane Matthew devastated Haiti. Despite the appeal coming the same week as the close of our Harvest appeal for Christian Aid development funding, a sum of £1000 was sent to Christian Aid just two weeks after the announcement of the appeal, followed by an additional sum a few weeks later.

The church made the following donations in 2016:

Christian Aid malaria appeal ¹	£2,000
Gateway Appeal ¹	£2,020
Toilet Twinning	£1,136
Memory Café / Admiral Nurse Appeal	£167
Christian Aid Week	£353
Hope & Homes for Children	£412
Christian Aid Harvest appeal	£600
Christian Aid Haiti cyclone appeal	£1,321
Sidmouth Hospiscare	£314
Afghan Action	£140
Royal British Legion	£304
Bibles for primary school leavers	£500
Save the Children child refugee appeal ²	£1557
Admiral Nurse appeal ²	£1557

¹ Proceeds of Christmas collections 2015, not paid until 2016.

² Proceeds of Christmas collections 2016, not paid until 2017.

Many members also contributed to the Samaritan's Purse Christmas Boxes scheme.

Administration & Archives Mrs Paula Mills continued as Parish Administrator, working from the Church Vestry. We are very grateful to Paula for her efficiency especially in preparing the weekly bulletin and special service sheets, and in recording the

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TRUSTEES REPORT

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collections and expenses. Dr Brian Golding looks after the historical records of the church, most of which are deposited at the Devon Record Office, and publishes the church guides. In November he gave a talk on the history of the Queen's Window.

The Sid Valley Mission Community The parish is part of the Sid Valley Mission Community (SVMC), comprising the parishes of Sidmouth St Giles & St Nicholas, Sidmouth All Saints, St Mary and St Peter Salcombe Regis, St Francis Woolbrook and St Giles Sidbury with St Peter Sidford. We ran a summer holiday club at All Saints Church led by Mrs Kirsty Hammond; we offered a day for couples preparing for marriage; and distributed Easter and Christmas cards throughout the Sid Valley. The Mission Community (MC) Council comprises the clergy, readers and churchwardens of each parish and has met bi-monthly. Work has been undertaken on a new SVMC Mission Action Plan and on seeking more effective ways of working together. The Mission Community oversees and supports the Food Bank, which has received an increasing number of referrals, and the Gateway service, which helps homeless people in the valley.

Ecumenical Activities Members of the parish church joined with other churches at the Roman Catholic Church hall to celebrate Shrove Tuesday with ecumenical pancakes. The Sidmouth churches jointly organised a service to mark the Week of Prayer for Christian Unity and held frugal lunches during Lent. On Good Friday the churches took part in the National Walk of Witness, starting from St Theresa's Hall and ending at the sea front. On Easter Day, an early service on the sea front drew a good crowd and was followed by the first communion of Easter in the Parish Church. Pentecost was celebrated with kite flying, organized by the Roman Catholic Church on Peak Hill. At the end of the year, a St Luke's tide joint healing service was held at the Primley Road URC.

Friends of Sidmouth Parish Church. The Friends took over sales of church guides and cards during the year and also added sales of Christian books. They now provide an attractive ministry to those who wish to purchase Christian materials in the church as well as raising funds through these activities and their coffee mornings to support the church fabric.



Philip Bourne (*Rector on behalf of the PCC*)



Pauline Wade (*Churchwarden*)



Brian Golding (*Churchwarden*)

February 2017

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SIDMOUTH PARISH CHURCH St. GILES & St. NICHOLAS

Statement of Trustees' Responsibilities

The accounts (financial statements) have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) and the Charities Act 2011 and UK Generally Accepted Practice as it applies from 1 January 2015.

Trustees' Responsibilities in Relation to the Financial Statements

The trustees are responsible for preparing the Trustees' Annual Report and the financial statements in accordance with the United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice) and applicable law and regulations.

The law applicable to charities requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources of the charity for that period. In preparing these financial statements, the trustees are required to:

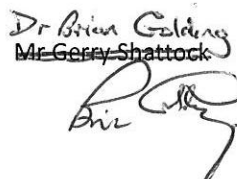
- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards have been followed, subject to any material departures disclosed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

The trustees are responsible for keeping accounting records which disclose with reasonable accuracy the financial position of the charity and enable them to ascertain to ensure that the financial statements comply with the Charities Act 2011, the Charity accounting SORP FRS102 and the requirements of their governing documentation. The trustees are responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Approved by the trustees of the Charity on and signed on its behalf by:



Rev'd Canon Dr Philip Bourne



Date: 18/3/17

**INDEPENDENT EXAMINER'S REPORT TO THE PAROCHIAL CHURCH COUNCIL OF
SIDMOUTH PARISH CHURCH ST. GILES & ST. NICHOLAS**

This report on the accounts of the PCC for the year ended 31 December 2016 which are set out on pages 1 to 20, is in respect of an examination carried out in accordance with the Church Accounting Regulations 2006 ("the Regulations") and the Charities Act 2011 ("the Act").

Respective responsibilities of trustees and examiner

The Charity's trustees are responsible for the preparation of the accounts. The Charity's trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed. The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of ICAEW.

It is my responsibility to:

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

Basis of independent examiner's report

My examination was carried out in accordance with the General Directions given by the Charity Commission and in the Church guidance, 2006 edition. An examination includes a review of the accounting records kept by the pcc and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and the seeking of explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and, consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

Independent examiner's statement

In connection with my examination, no matter has come to my attention:

(1) which gives me a reasonable cause to believe that in any material respect the requirements:

- to keep accounting records in accordance with section 130 of the Charities Act 2011; and
- to prepare accounts which accord with the accounting records, comply with the accounting requirements of the 2011 Act

have not been met; or

(2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



Mr A G Coombe ACA BA MAAT

Easterbrook Eaton Limited, Chartered Accountants, Cosmopolitan House, Old Fore Street, Sidmouth, EX10 8LS

Date 20th March 2017



SIDMOUTH PARISH CHURCH
ST. GILES & ST. NICHOLAS
YEAR ENDED 31 DECEMBER 2016

Statement of Financial Activities

	Unrestricted Fund	Restricted Fund/s	Endowed Fund/s	Total Funds 2016	Total Funds 2015	Notes
	£	£	£	£	£	
Income and endowments from:						
Donations and legacies	218,488	53,472	-	271,960	194,864	
Charitable activities	3,749	-	-	3,749	4,907	
Other trading activities	23,862	1,170	-	25,032	148,868	
Investments	2,265	96	2,861	5,222	5,275	
Other receipts	704	-	-	704	754	
Total income	249,068	54,738	2,861	306,667	354,668	2
Expenditure on:						
Raising funds	1,661	-	-	1,661	2,670	
Charitable activities	241,520	58,443	2,861	302,824	354,483	
Other trading activities	-	-	-	-	-	
Other expenditure	-	-	-	-	-	
Total expenditure	243,181	58,443	2,861	304,485	357,153	3
Net gains (or losses) on investments	3	16	8,973	8,992	(2,936)	
Net income or (net expenditure)	5,890	(3,689)	8,973	11,174	(5,421)	
Transfers between funds	(5,367)	5,367	-	-	-	7
	523	1,678	8,973	11,174	(5,421)	
Other recognised gains/(losses):						
Gains/(losses) on revaluation of fixed assets	-	-	-	-	-	
Other gains/(losses)	-	-	-	-	-	
<i>Reconciliation of funds:</i>						
Net movement in funds	523	1,678	8,973	11,174	(5,421)	
Total funds brought forward	325,630	(4,268)	55,259	376,621	382,042	
Total funds carried forward	326,153	(2,590)	64,232	387,795	376,621	

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Balance Sheet

	Total Funds 2016	Total Funds 2015	Notes
	£	£	
Tangible assets	300,500	300,500	
Endowed investments	64,601	55,609	
Total fixed assets	365,101	356,109	8
Debtors	20,318	10,115	10
Subsidiary Accounts	5,587	3,294	12
Cash at bank and in hand	124,856	186,142	14
Total current assets	150,761	199,551	
Creditors: Amounts falling due within one year	(128,067)	(179,039)	11
Net current assets or (liabilities)	22,694	20,512	
Total assets less current liabilities	387,795	376,621	9
Creditors: Amounts falling due after more than one year	-	-	
Provisions for liabilities	-	-	
Total net assets or (liabilities)	387,795	376,621	
The funds of the charity:			
Endowment funds	64,232	55,259	
Restricted income funds	(2,590)	(4,268)	
Unrestricted funds	275,653	275,130	
Revaluation reserve	50,500	50,500	
Total unrestricted funds	326,153	325,630	
Total charity funds	387,795	376,621	13

This Annual Financial Report, for the year ended 31st December 2016, including the notes following, was

Approved by the PCC and signed on its behalf by

PJ Bourne, Rector

Date *March 19th 2017*

SIDMOUTH PARISH CHURCH
ST. GILES & ST. NICHOLAS
YEAR ENDED 31 DECEMBER 2016

Notes to the financial report

1 Accounting policies

a Accounting convention

The financial statements have been prepared under 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 (FRS 102).

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

b Going concern

The accounts have been prepared on a going concern basis.

c Charitable Status

The church is a registered charity 1128390 and is therefore exempt from taxation applicable to charitable purposes.

d Funds accounting

Funds held by the PCC are:

Unrestricted funds - general funds which can be used for 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 a balance on that fund.

Endowment funds - funds the capital of which must be maintained; only income arising from the investment of the endowment may be used, either as restricted or unrestricted funds, depending on the purpose set out in the terms of the original endowment

e Income and endowments

All income and endowments are accounted for without deduction for any costs of receivability, are recognised when there is evidence of entitlement, receipt is probable, and the amount can be measured reliably.

Donations and legacies

Collections are recognised when received.

Planned giving receivable is recognised when there is evidence of entitlement, receipt is probable, and the amount accords with the Gift Aid declaration or other record of intention to donate.

Gift aid recovered is recognised when the income to which it is attached is recognised.

Grants and legacies are recognised when the formal offer in writing of the funding, is received by the PCC.

Charitable activities

Sales of magazines and study notes are recognised when received.

Rents from property are recognised in accordance with the rental agreements, when receipt is probable.

Other trading activities

Trading activities are where income is receivable in return for selling goods or providing services. Income from trading is recognised either: a - when received, or b - in the case of concerts: for the year in question, irrespective of date of receipt. Advance bookings are included in creditors until the concert has

Investment income

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

SIDMOUTH PARISH CHURCH
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Notes to the financial report (continued)

All other income

All other income is recognised in accordance with the above overall policy.

Gains and losses on investments

Realised gains are recognised when the investments are sold

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

f Expenditure

Expenditure is accounted for on an accruals basis and accounted for gross.

Grants

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 on an annual basis, reflecting the allocation set by our Deanery. Any parish contribution unpaid at 31 December is provided for in these accounts as an operational (though not a legal) liability and is shown as a creditor in the balance sheet.

g 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 furnishing held by the Vicar 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 financial statements. For other property acquired prior to (date) there is insufficient cost information available and therefore the cost of such assets is not stated in the financial statements.

All expenditure on consecrated or beneficed buildings and individual items costing under £1,000 are written off in the year they were incurred.

Depreciation

No depreciation is provided on freehold property 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.

h 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.

Short-term deposits include cash held on deposit either with the CBF Church of England Funds, or at the bank

SIDMOUTH PARISH CHURCH
ST. GILES & ST. NICHOLAS
YEAR ENDED 31 DECEMBER 2016

Notes to the financial report (continued)

2 Analysis of income and endowments

	Unrestricted Fund	Restricted Fund/s	Endowed Fund/s	Total Funds 2016	Total Funds 2015	Notes
Planned giving	£	£	£	£	£	
Planned giving -S.O.s, Payroll & CAF	40,904	-	-	40,904	51,640	
Parish Giving Scheme	27,212	-	-	27,212	8,675	
Envelope Scheme	24,185			24,185	26,028	
Total	92,301			92,301	86,343	
Of the above total : Gift Aided	82,735			82,735	75,881	
Not Gift Aided	9,566			9,566	10,462	
Loose cash collections	26,978	-	-	26,978	28,917	
Income from Wall safe	4,296			4,296		
Special Collection - Queen's Window		20,935		20,935	21,600	
Other Special Appeals		295		295		
Sundry Donations	3,601	2,742	-	6,343	7,579	
Gift Aid recoverable	16,443		-	16,443	18,092	
Legacies	36,224	-	-	36,224	10,500	
Grants for Masonry & Queen's Window	38,645	29,500		68,145	21,833	
Donations and legacies	218,488	53,472	0	271,960	194,864	
Fees for weddings & funerals	3,749	0	0	3,749	4,907	
Charitable activities	3,749	0	0	3,749	4,907	
Fundraising Activities	5,466	0	0	5,466	5,523	
Concerts	5,782	0	0	5,782	7,441	
Toilet Project		0	0	0	121,391	
Cottage Rent	4,198	0	0	4,198	7,451	
Book sales	3,035	0	0	3,035	1,512	
Subsidiary Accounts	5,381	1,170		6,551	5,550	
Other trading activities	23,862	1,170	0	25,032	148,868	
Interest	2,265	96		2,361	2,007	
Dividend & Distribution Income			2,861	2,861	3,268	
Investments	2,265	96	2,861	5,222	5,275	
Coffee	704	0	0	704	757	
Total income and endowments on all funds	249,068	54,738	2,861	306,667	354,671	

SIDMOUTH PARISH CHURCH
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YEAR ENDED 31 DECEMBER 2016

Notes to the financial report (continued)

3 Analysis of expenditure on:

	Unrestricted Fund	Restricted Fund/s	Endowed Fund/s	Total Funds 2016	Total Funds 2015	Notes
	£	£	£	£	£	
Concert costs	1,157			1,157	803	
Summer fete & Christmas bazaar costs	504			504	1,866	
Cost of raising funds	1,661	-	-	1,661	2,669	
Missionary and charitable giving	8,577	-	-	8,577	6,824	4
Ministry:						
<i>diocesan parish share</i>	103,736	-	2,861	106,597	103,626	
<i>other clergy costs</i>	4,784	-	-	4,784	6,428	
Personnel Costs	16,440	-	-	16,440	15,703	5
Upkeep of services New Hymn Book		4,000	-	4,000		
Church running expenses	9,284	1,388	-	10,672	8,705	
Music Costs	3,968		-	3,968	(662.00)	
Church maintenance and repair	57,272	51,605	-	108,877	4,483	
Utilities	8,717	1,450	-	10,167	6,507	
Cottage repairs & Insurance	15,373		-	15,373	272	
Printing & Stationery	6,939		-	6,939	3,979	
Subsidiary Accounts	4,258		-	4,258	3,101	
Toilet Project			-	-	194,046	
Miscellaneous	1,292	-	-	1,292	591	
Governance	880	-	-	880	880	6
Cost of charitable activities	241,520	58,443	2,861	302,824	354,483	
Cost of other trading activities	-	-	-	-	-	
Total expended on all funds	£243,181	£58,443	£2,861	£304,485	£357,152	

SIDMOUTH PARISH CHURCH
ST. GILES & ST. NICHOLAS
YEAR ENDED 31 DECEMBER 2016

Notes to the financial report (continued)

4 Missionary and charitable giving:

	Unrestricted Fund	Restricted Fund/s	Endowed Fund/s	Total Funds 2016	Total Funds 2015	Notes
	£	£	£	£	£	
Overseas:						
Relief and development agencies	5,550	-	-	5,550	2,664	
Home:						
Home Missions and other Church Societies	3,027			3,027	4,160	
	8,577	0	0	8,577	6,824	

5 Staff costs

	Unrestricted Fund	Restricted Fund/s	Endowed Fund/s	Total Funds 2016	Total Funds 2,015	Notes
	£	£	£	£	£	
a Remuneration						
Organist Salary (Net of fees)	4,028			4,028	4,160	
Relief Organists	225			225	170	
Youth Ministry Contribution	5,615			5,615	5,733	
Administrator Salary	6,572			6,572	5,640	
	16,440	0	0	16,440	15,703	

6 Governance

	Unrestricted Funds	Restricted Fund/s	Endowed Fund/s	Total Funds 2016	Total Funds 2,015	Notes
	£	£	£	£	£	
Independent examination	720			720	720	
Bank Charges	160	0	0	160	160	
	880	0	0	880	880	

7 Analysis of transfers between funds

	Unrestricted Funds	Restricted Fund/s	Endowed Fund/s	Total Funds 2016	Total Funds 2015	Notes
	£	£	£	£	£	
Final Toilet Costs paid from General Funds	(5,367)	5,367	-	-	-	
	(5,367)	5,367	-	-	-	

SIDMOUTH PARISH CHURCH
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Notes to the financial report (continued)

8 Fixed Assets

a Investments

	Unrestricted Fund	Restricted Fund/s	Endowed Fund/s	Total Funds 2016	Notes
	£	£	£	£	
Market value 1 January 2016	79	1,099	54,431	55,609	
Disposals at carrying value	-	-		-	
Purchases at cost	-	-		-	
Net gains and revaluation	3	16	8,973	8,992	
Market value 31 December 2016	82	1,115	63,404	64,601	

b Tangible fixed assets

	Freehold land and buildings	Audio visual equipment	Office equipment	Total fixed assets	Notes
	£	£	£	£	
Cost or valuation of Church Cottage					
At 1 January 2016	300,500			300,500	
Additions	-			-	
Disposals	-			-	
Revaluation		-	-	-	
At 31 December 2016	300,500	-	-	300,500	
Charge for impairment					
At 1 January 2016	-			-	
Additions	-			-	
Disposals	-			-	
Revaluation	-	-	-	-	
At 31 December 2016	-	-	-	-	
Net book amounts					
At 31 December 2016	300,500	-	-	300,500	
At 31 December 2015	300,500	-	-	300,500	

SIDMOUTH PARISH CHURCH
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YEAR ENDED 31 DECEMBER 2016

Notes to the financial report

9 Analysis of net assets by fund							
	Unrestricted Funds	Restricted Fund/s	Endowed Fund/s	Total Funds 2016	Total Funds 2015	Notes	
	£	£	£	£	£		
Fixed assets for church use	300,500	-	-	300,500	300,500	12	
Investment fixed assets	82	1,115	63,404	64,601	55,609		
Subsidiary Accounts	5,587	-	-	5,587	3,294		
Debtors	20,318	-	-	20,318	10,115		
Cash at bank and on deposit	122,667	(1,510)	3,699	124,856	186,142		
Current liabilities	(123,004)	(5,063)	0	(128,067)	(179,039)		
Long term liabilities	-	-	-	-	-		
	£326,150	£(5,458)	£67,103	£387,795	£376,621		

10 Debtors

	Unrestricted Funds	Restricted Fund/s	Endowed Fund/s	Total Funds 2016	Total Funds 2015	Notes	
	£	£	£	£	£		
DCMS Vat Reclaim Grants	20,307	-	-	20,307	-		
Others	11	-	-	11	10,115		
	-	-	-	-	-		
	£20,318	-	-	£20,318	£10,115		

11 Creditors: amounts falling due within one year

	Unrestricted Funds	Restricted Fund/s	Endowed Fund/s	Total Funds 2,016	Total Funds 2015	Notes	
	£	£	£	£	£		
Hawkins Trust Loan	60,000	-	-	60,000	60,000		
EDBF Fees etc	2,199	-	-	2,199	4,039		
Building Repair and Maintenance	60,085	-	-	60,085	115,000		
Hymn Books	-	4,000	-	4,000	-		
Examiners Fees	720	-	-	720	-		
Christmas Appeal	-	1,063	-	1,063	-		
	£123,004	£5,063	-	£128,067	£179,039		

12 Subsidiary Accounts

The following subsidiary accounts are operated on behalf of the PCC and the balances are shown as PCC Assets

	Balance 31.12.15	Income 2016	Expenditure 2016	Balance 31.12.16
	£	£	£	£
Gateway	2,200	2,694	749	4,145
Choir/Music Fund	617	1,042	972	687
Bell Ringers Fund	390	1,020	874	536
Toddlers Group	34	622	493	163
Patronage Fund	53	1,173	1,170	56
	£3,294	£6,551	£4,258	£5,587

SIDMOUTH PARISH CHURCH
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YEAR ENDED 31 DECEMBER 2016

Notes to the financial report

13 Statement of funds

	Balances b/fwd 1 Jan 2016	Income	Expenditure	Transfers, other gains and losses	Balances c/fwd 31 Dec 2016
	£	£	£	£	£
Chivers Fund	52,328	2,861	(2,861)	8,930	61,258
Pidduck Fund	1,931			28	1,959
Dodd Flower Fund	1,000			15	1,015
Total of all endowed funds	55,259	2,861	(2,861)	8,973	64,232
Special Collections & Donations	-	54,738	(58,443)	-	(3,705)
Flower Fund	1,099			16	1,115
Toilet Project & Flower Fund	(5,367)			5,367	-
Total of all restricted funds	(4,268)	54,738	(58,443)	5,383	(2,590)
General fund	275,130	249,068	(243,181)	(5,364)	216,153
PCC Reserve					33,500
Designated Roof Fund					26,000
Fair Value Reserve	50,500	-	-		50,500
Total of all unrestricted funds	325,630	249,068	(243,181)	(5,364)	326,153
Total funds	376,621	306,667	(304,485)	8,992	387,795

The unrestricted fund includes a designated sum which has PCC has set aside towards the cost future roof repairs.

14 Analysis of cash and cash equivalents

	Total Funds 2016	Total Funds 2015
Barclays Bank	£	£
Current Account	35,006	
Community Account	1,218	
Deposit Account	68,568	
Cash in hand	64	
Scottish Widows Bond	20,000	
Total cash and cash equivalents	124,856	184,396

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NOTES AND COMMENTARY ON THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31st DECEMBER 2016

Endowment Funds

The Pidduck Fund

The income from this can only be used for the provision of Easter lilies at Eastertide.

The Mrs Dodd Flower Fund

The income from this investment can only be used for flowers and is handed over to the Flower Fund account.

The JA Chivers Legacy

The legacy of £50,000 was left to the PCC to invest and use the income for the benefit of people rather than the fabric of the Church.

Reserves and Restricted Funds – see notes 13 and 14

Flower Fund

The flower fund has now been combined and invested in a £4,000 interest bearing fund to provide income for flowers. Balance at 31.12.2016 was £1,158.

Toilet Project Fund

The Toilet Project Fund exists to raise funds to build toilets at the Church. Monies are restricted for this purpose. The Restricted Fund has now been used.

Hymn Books

A restricted reserve was created in the year for Hymn Books. A special appeal was launched and the balance cleared in January 2017. Balance at 31.12.2016 was deficit (£3,705).

Reserves Policy

The Hawkins Trust

A loan of £60,000 was made was made by this Trust (which has 52 years to run) to help with the Reordering in 2009. Although the terms of the loan are that it is repayable upon demand the Trustees believe that this loan will not be repayable during the course of the Trust and instead deducted from amounts due at the cessation of the Trust.

The Parish Church is one of three beneficiaries who share the income of the Trust. The value of the portfolio does vary and in April 2016 was £466,868. (2015: £466,759)

Reserve Policy

The PCC has drawn up a policy that £33,500 of unrestricted funds should be retained as a working reserve.