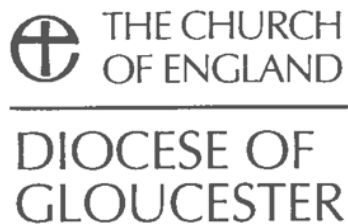




The Parochial Church Council of
Cheltenham St Paul

Annual Report and Accounts
Year ended 31 December 2017

Trustees Report



Administrative information

St. Paul's Church is situated in St. Paul's, Cheltenham. It is part of the Diocese of Gloucester within the Church of England. The correspondence address is St Paul's Old School, St Paul's Rd, Cheltenham GL50 4EZ.

The Parochial Church Council (PCC) is a registered charity with charity number 1130330.

PCC members who have served from 1st January 2017 until the date this report was approved are:

Incumbent	Rev R Widdecombe	Chairman
Wardens	Mr G Coppard	
	Mr J Bent	
Elected Members	Mr B Booth	from 5th April 2017
	Mr N Denniss	
	Mr M Hirst	
	Mrs G Hogg	
	Mr C Meredith	Treasurer
	Miss H Skerratt	

Structure, governance and management

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

Objectives and Activities

St. Paul's Cheltenham PCC has the responsibility of co-operating with the incumbent, Roger Widdecombe, in promoting in the ecclesiastical parish the whole mission of the Church, pastoral, evangelistic, social and ecumenical. It also has maintenance responsibilities for St. Paul's Church and associated property.

Achievements and Performance

Church attendance

There are 108 people on the Church Electoral Roll; this number is 3 more than last year. There were 9 PCC members. The average weekly attendances, counted during October, were 107 adults and 38 children, but these numbers increased significantly on special occasions such as the Christmas carol service and baptismal services.

Review of the Year

St Paul's has continued to grow over the last year as several people have decided to follow Jesus and several more have felt called to join in with our mission. The most exciting parts have been Alpha running twice, with different teams each time, new home groups starting, a mission trip to Nepal, a curate coming in 2018 and the recruitment of an Assistant Pastor.

The Alpha team has now grown and different people have led each course. Both courses introduced new believers to the church and were useful training grounds for leaders. We initially wanted to run the course each term, however the crucial aspect is guests and we didn't have the numbers for a third course. This year we plan to profile Alpha more and to offer training in sharing faith. Hopefully this will encourage us to invite those around us.

A couple of years ago, whilst bemoaning the lack of 'leaders' in church, we realised the need for leadership training. Thus we ran the 'Growing Leaders' programme last year and 11 people completed the programme. Most of those were already in some leadership capacity, however one couple decided to start a new home group as a direct result and another person volunteered to help on the next course. We began a second one in September with another 14 people.

In May, Dan Bradley and I went to visit our mission partners in Nepal for five days. It was a whistle stop trip, but we were encouraged by the devotion of the people and their desire to bring others to Jesus. We were humbled by the scale of need, coupled with the beautiful generosity in everyone we met. The two churches we visited are faithfully serving their communities and it is an honour to partner with such devoted followers of Jesus.

Alex Rayment left us and took up his curacy at Holy Trinity Brompton Road in London in July. We knew this was coming, but that didn't make it any easier. He is thriving in his new role and recently returned to us to preach. His leaving left a hole, which we had budgeted to fill with a full time assistant pastor. We advertised in the Autumn and I'm very pleased to say that we have now made an appointment. Jennifer Fellows will join us in June 2018 as our new Assistant Pastor.

It's worth noting that this appointment has only been made possible by a legacy we received in 2016. A faithful servant of the church, Sue Merrell, died in September 2016 at the age of 84 and having been part of the church community for her entire life. She never married and, having no close relatives, she left her estate to the church. The main part of which was her house, in which we will house Jennifer and her husband, Simon.

There is a principal in the Kingdom of God that you can't out-give God. As we gave away our previous assistant we were confident that God would honour his promises and provide in abundance. Thus it proved as we were also approached by the Diocese to take on a curate in 2018. Rosie Amess will undertake her 3-4 year curacy with us half time in July 2018. Rosie and her husband Pete have already joined St Paul's along with their family and we're very much looking forward to her joining our team.

Whilst all the above was going on, the everyday mechanics of church still continued, with over 40 volunteers serving in kids and youth, 25 with music, 17 on welcome and pretty much everybody on a coffee rota. We are deeply grateful for the way our community serves and our challenge as the staff team grows is to ensure we keep encouraging people into serving and working out their callings.

Fabric Report 2017

There were no outstanding items from our 2012 quinquennial inspection, other than long term advisory ones, which we have decided are not appropriate. Our next quinquennial is due in 2018.

The exterior of the church building had had some repairs to the rear extensions, largely due to youths running across the flat roofs and skylights. The anti-climb paint was renewed, but has proved largely ineffective. Plans are being formulated for demolishing the rear extensions and building a new block with nicer rooms, accessible toilets and no flat roofs! We also had several instances of windows being smashed at the front of the church. The ground floor side windows are protected by perspex covers but covering the front ones would be aesthetically problematic and other solutions are being investigated.

The inside of the church had the side lighting replaced in 2017, with a faculty being granted for the old glass shades to be taken away and new 'dome' fittings to be installed. Work commenced on the installation of fixed TV screens towards the end of the year.

Plans for 2018 include the replacement of the drain covers with metal ones, installation of cycle racks as more people cycle to church, the removal of the legacy heating system in the nave and the making of a surround for the sound desk.

PCC Report

PCC had five full meetings, in January, March, May, September and November, as well as four meetings with limited agendas conducted by email.

As is usual a significant amount of time was spent on buildings and equipment. Perspex screens were fitted to the outside of the nave windows, new lighting was installed in the nave under the gallery, fire doors and storage cupboards were built in the Narthex and expenditure on a new screen system was approved. A loan was provided to the Old School Trust in order that planning permission for the conversion of the top floor to offices and the building of a three storey extension where the kitchen now stands could be progressed. Planning permission has now been granted.

We have received a legacy from the estate of Sue Merrell consisting of her house and cash assets of almost £90000. PCC decided to keep the house and to use all of the cash to extend and modernise it for use by a member of staff. This was a significant factor in the key decision to seek to recruit an Assistant Pastor. Another development on the staffing side was PCC's decision to align our staff pension policy with that of Trinity. Minimum statutory pension contributions are increasing significantly year-on-year at present but PCC is pleased to be able to offer our staff a policy which is significantly better than the statutory minimum. PCC also plans to provide additional administrative staffing later in 2018.

On the finance side PCC approved the previous year's accounts, reviewed the financial position throughout the year and approved the 2018 budget based on our plans for the development of the church's work. We are continuing to increase Parish Share (the amount we pay to the Diocese towards central costs and the cost of the vicar and vicarage) each year with the intention of making a full contribution by 2020. This, together with the increases in staffing costs, means that PCC expects to fall back on surpluses built up in previous years to cover 2018 expenditure. PCC has acted in faith, believing that the Lord will provide increases in numbers and resources through this investment in people.

Finally, PCC reviewed its policy on mission giving. We will continue to give 10% of unrestricted income to external mission. However, 80% of this will now be shared between our four mission partners (AFIRM, Church Army/Superkidz, DAN and Rapha Medica) with the remaining 20% being available to meet specific needs as they arise.

Financial Review and Reserves Policy

On ordinary unrestricted funds total receipts were £179095 and total payments £159116. On restricted funds total receipts were £21408 and total payments £528. The largest item of expenditure was £53598 for the Diocesan Parish Share. Total receipts were therefore £200503 and total payments £159644 giving a net result for the year of an excess of receipts over payments of £40859. Details can be found in the Financial Statements.

It is PCC policy to maintain a balance on unrestricted funds (if possible) to cover emergency situations that may arise from time to time.

The PCC has two restricted funds, the organ fund and the vestries (creche area) building fund.

It is PCC policy to invest fund balances in accounts which are covered by the Financial Services Compensation Scheme.

Independent examiner's report to the PCC of St Paul's Cheltenham

I report on the accounts of the charity for the year ended 31 December 2017.

Respective responsibilities of trustees and examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility:

- to examine the accounts under section 145 of the 2011 Act;
- 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. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

Independent examiner's statement

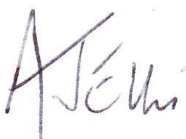
In connection with my examination, no matter has come to my attention:

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

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



Andrew J Ellis FCA
60 London Road,
Cheltenham.

THE PAROCHIAL CHURCH COUNCIL OF ST PAUL CHELTENHAM

FINANCIAL STATEMENTS FOR THE YEAR ENDING 31 DECEMBER 2017

RECEIPTS AND PAYMENTS ACCOUNT

	Unrestricted Funds	Designated Funds	Restricted Funds	Total 2017	Total 2016	Notes
Incoming resources						
Voluntary income						
Planned giving	130907			130907	126566	
Collections,donations and other giving	7156		20528	27684	5839	1
Income tax recovered	31188		880	32068	29701	2
Legacies						
Activities for raising funds						
Lettings	3365			3365	2735	
Investment income						
Interest and dividends	250			250	302	
Income from charitable activities						
Parochial fees	2705			2705	3429	
Other incoming resources						
Other	3524			3524	2160	
Total receipts	179095	0	21408	200503	170732	
Resources expended						
Charitable activities						
Donations/grants to charities		18710		18710	18300	
Mission and evangelism	5338		528	5866	4908	3
Parish share	53598			53598	48654	
Clergy expenses	5585			5585	5746	
Church running expenses	38350			38350	36325	4
Churchyard maintenance	1109			1109	1898	
Cost of raising funds						
Running costs						
Support costs	1275			1275	1174	5
Administration costs	26659			26659	33968	6
Other	2717			2717	1329	
Major expenditure						
Repairs to church buildings		2775		2775	5598	7
Repairs to other buildings		3000		3000	12962	8
Capital purchases/additions					1595	
Total resources expended	134631	24485	528	159644	172457	
Net (outgoing) incoming resources	44464	(24485)	20880	40859	(1725)	
Transfers between funds	(40464)	40464				9
Net (outgoing) incoming resources	4000	15979	20880	40859	(1725)	

RECEIPTS AND PAYMENTS ACCOUNT

	2017 Payments	2017 Receipts	2016 Payments	2016 Receipts	Notes
Missions and Charities Fund (Designated Fund)					
Church Army	2000		2025		
Superkidz	1600		2025		
AFIRM India	3600		4050		
Rapha Medica Project Trust	3600		4050		
Development Aid Nepal	3600		4050		
D' Neville	2000				
CAP Cheltenham Debt Centre	1000		1000		
Great Wood Trust			1000		
Hope for Justice	1000				
University of Gloucestershire CU	210				
Children's Society	100		100		
From PCC General Fund		19697		18771	
Surplus	987		471		
Totals	19697	19697	18771	18771	
Contingency Fund (Designated Fund)					
From PCC General Fund		20767		10069	10
Income				1870	
Expenditure	5775		18560		
Surplus/Deficit	14992			6621	
Totals	20767	20767	18560	18560	
Vestries Building Project (Restricted Fund)					
Income		20880		3520	
Expenditure			1595		
Surplus	20880		1925		
Totals	20880	20880	3520	3520	
Organ Fund (Restricted Fund)					

There were no transactions in either 2016 or 2017.

STATEMENT OF ASSETS AND LIABILITIES

	Unrestricted Funds	Designated Funds	Restricted Funds	Total 2017	Total 2016	Notes
Assets						
Cash funds						
Bank current account	16500	16027	16684	49211	68074	
CBF deposit fund					163	
Virgin Deposit Fund		50000	10000	60000		
Total current and deposit accounts	16500	66027	26684	109211	68237	11
Other monetary assets						
Income tax recoverable	7477		1250	8727	9280	
Hire income receivable	455				455	
Total other monetary assets	7477		1250	8727	9735	
Total assets	23977	66027	27934	117938	77972	
Liabilities						
Utility companies	1196			1196	1516	12
Diocese of Gloucester (fees)	1258			1258	1143	
Website Hosting	108			108		
Mission partners					213	
Total liabilities	2562	0	0	2562	2872	
Assets less liabilities	21415	66027	27934	115376	75100	

THE PAROCHIAL CHURCH COUNCIL OF ST PAUL CHELTENHAM

NOTES TO THE ACCOUNTS

The financial statements have been prepared in accordance with the requirements of the Church Accounting Regulations 2006 using the Receipts and Payments basis.

Moveable church furnishings held by the churchwardens on special trust for the PCC and which require a faculty for disposal are recognised but not necessarily valued in the Statement of Assets and Liabilities.

The expenses paid to the incumbent may include a small immaterial proportion which relates to his function as a PCC member. Mrs Hogg received £8490 as church administrator.
No other payments were made to PCC members.

NOTES TO THE ACCOUNTS

Note

1 Analysis of collections, donations and other giving

Church collections	3244
Tiddlywinks donations	1435
Other unrestricted donations	2477
Vestries redevelopment appeal	20000
Jane Cook grant for youth	528

2 The 2017 figure relates to donations received between October 2016 and September 2017 inclusive. The 2016 figure relates to donations received between October 2015 and September 2016 inclusive.

3 Analysis of mission and evangelism costs

Fun day	1322
Craft day	792
Tiddlywinks	321
Alpha	800
Youth	1813
Children (holiday clubs, light party etc)	748
Other mission costs	70

4 Analysis of church running expenses

Training	2277
Discipleship and pastoral care	4651
Worship (music, communion, flowers etc)	3236
Servery	1190
Vicar's discretionary fund	541
Utilities	5720
Weekend Away	5765
Hire of Old School	4000
Minor capital expenditure	2948
Cleaning and materials	3013
Servicing and other routine church maintenance	5009

The most significant items of minor capital expenditure were for the Narthex storage (1550) and the 'under gallery' lights (726).

5 Support costs are staff expenses and do not now included staff employment costs. The 2016 figure has therefore been adjusted for comparative purposes.

6 Administration costs now include all employment costs and not just those of the administrator. They also included honoraria given to visiting preachers. The 2016 figure has therefore been adjusted for comparative purposes.

7 Repairs to church buildings

Rail for external ramp	1375
Perspex screens for Nave windows	1400

8 Repairs to other buildings

Loan to St Paul's Old School Trust (planning application)	3000
--	------

Since the trustees see no immediate prospect of the loan to the St Paul's Old School Trust being repaid it has been accounted for as a cost.

9 The transfer between the General (unrestricted) and Contingency (designated) Funds has allowed for a General Fund surplus of £4000 so that the working capital in the General Fund is increased to a more appropriate level (see note 10).

10 The PCC has decided to hold only working capital (defined as one month's unrestricted expenditure, currently approximately £16500) in its General (unrestricted) Fund and to hold any surpluses in the Contingency Fund. Every month a regular transfer is made from the General Fund to the Missions and Charities Fund to ensure that sufficient funds are available to make the gifts to the mission partners when required. Following this the necessary adjustment is made between the General and Contingency Funds.

11 The £16500 in the General (unrestricted) Fund reflects the policy described in note 10. The £26684 restricted monies comprise £2445 remaining from the 2014 Wolfson Foundation grant to be used for window refurbishment (this is held in the designated Contingency Fund). £22805 in the restricted Vestries Building Project Fund and £1434 in the restricted Organ Fund. The Missions and Charities Fund contains £9600. The remaining designated monies are in the Contingency Fund.

12 Analysis of utility company liabilities.

Opus Energy (gas)	825
Opus Energy (electricity)	129
Water Plus (water)	242