

The Rectorial Benefice of Eglwysilan and Caerphilly



St Ilan St Martin St Peter & St Cenydd St Andrew St Catherine

www.parishofcaerphilly.org.uk

Registered Charity Number 1131172

The Rectorial Benefice of Eglwysilan and Caerphilly PCC

AKA The Benefice of Eglwysilan and Caerphilly, The Benefice of E&C

PAROCHIAL CHURCH COUNCIL REPORT AND FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 DECEMBER 2017

The Benefice is situated in - **Caerphilly and the Aber Valley**
within the **Area Deanery of - Merthyr Tydfil and Caerphilly**
within the **Archdeaconry of Morgannwg**
which is part of the **Diocese of Llandaff** within the **Church in Wales**

The dedication of the Church(es) in the Benefice and location(s) is/are

- St Ilan's Church, Eglwysilan,
- St Martin's Church, St Martins Road, Caerphilly
- St Peter and St Cenydd Church, Senghenydd (in the process of being closed)
- St Catherine's Church, Mill Road Caerphilly
- St Andrew's church, Troed-y-Bryn, Penyrheol, Caerphilly

Key Names and addresses for the Benefice :

- Incumbent(s) - Rev. Mark Greenaway-Robbins, The Rectory, Rectory Close Caerphilly CF83 1EQ
- Principal office - The Rectory, Rectory Close, Caerphilly CF83 1EQ
- Independent Examiner - Mr Roger Clyne, Plymouth Chambers, 23 Bartlett Street, Caerphilly
- Banker(s) - National Westminster Bank, 31 Cardiff Road, Caerphilly
- Architect - Amanda Needham, Volute Architects Ltd., 22 Merton Green, Caerwent, NP26 5AT
- Professional advisors - Caroe and Partners - for St Martin's re-ordering

The names of the persons who served as PCC members and Trustees during the financial year are:

- Clergy – nominally Rector, and two team vicars, but during the year it was:-
 - Revd Mark Greenaway-Robbins (Rector),
 - Revd Sue Pratten (Assistant Curate) ,
 - Revd Tom Bates (Assistant Curate) (to 26/9/17),
 - Revd Andrew Highway (NSM)
- Church Wardens – AKA Benefice Wardens - Deryn McAndrew, and Gaynor Rees
- Sub Wardens –
 - St Martin's - Gerald Rees (to Vestry), Andy Hall and Mike Charnell-White (from Vestry)
 - St Catherine's - Isabel Easterbrook, Gaynor Rees (to Vestry), Marion Dixon (from Vestry) ,
 - St Andrew's - Angela Anderson, Amanda Thomas
 - Eglwysilan - Ron Lewis and Chris Jones (to vestry). None after vestry
- Readers – None
- Elected Officers
 - Secretary – Lesley Owens, and assistant, Pat Chucas
 - Treasurer – Deryn McAndrew, and assistant Mary Duggan

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- Gift Aid Secretary – Peter Jones
- Other PCC
 - St Martin's – John Child, Ashley Smith (to Vestry), Clive Evans (from Vestry)
 - St Catherine's – Janice Roberts and Lynne Weston
 - St Andrew's – Gwyneth Smart and Margaret Ware
 - Eglwysilan – Ron Lewis, Chris Jones, Peter Rawlins and Lesley Owens
- Co-opted members - Mary Duggan (from vestry), Peter Jones, Pat Chucas.

The PCC met 6 times during the year (average attendance of 15).

Subsidiary Groups

This year has seen the Benefice designated as a Ministry area, and the establishment of the Ministry Area Leadership Team (MALT) – consisting (pro-tem) of the Rector and Benefice Wardens. This team meets weekly to review urgent matters requiring action, including general administration related to the Ministry Area and the PCC meetings.

The PCC operates through groups that have delegated authority to perform specific tasks, and which report to the PCC at agreed intervals – see "structure and governance" below:-

Parish Share

There are no arrears of parish share or quota due to the Diocesan Board of Finance.

Treasurer's Report – Financial review - Deryn McAndrew, Benefice treasurer

A report on the financial activities of the Parochial Church Council, including the ways in which the activities of the parish have been funded and the funding proposals for the future

These financial statements have been prepared in accordance with the Statement of Recommended Practice for Charities (SORP FRS102), as amended in February 2016 with Update bulletin 1, and effective from 1/1/16. This benefice is defined as a "smaller charity", because income does not exceed £500,000.

The PCC policy on reserves is to hold 2 months' worth of operating costs and a prudent amount to address any serious building issues that may arise as an emergency - hence aiming to hold £60k unrestricted funds. The year-end value of this fund is £64,391 - hence well-provisioned.

The main sources of income are "direct giving" from our congregations and associated tax refunds. This covers the main expenditure - namely the Diocesan quota, and the running costs of priests and services. However, fundraising is required to meet both the running costs of the buildings, and any required repairs or enhancements. Fundraising comes in several forms: –

- Occasional donations from individuals and local organizations
- Small regular repeating initiatives, such as sale of diaries, weekly coffee mornings/clubs, monthly car wash, monthly 100 club and lunchtime recitals.
- "One-off events", such as fetes, large concerts, the annual Gift Day appeal, and the six-monthly draw.
- Applications for grants for specific projects being undertaken – this year, for example, from the Welsh Church Fund, the Representative Body of the Church in Wales the Listed Places of Worship scheme, and from local community councils etc.
- Detail of events/grants/donations over £500 is included in the financial statements.

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The policy of the benefice is that major works to the individual churches are resourced through restricted fundraising, and by seeking grant funding. The year-end position on all the restricted and designated funds held by the benefice is shown in detail in Note 9 of the financial statements. It will be noted that:-

- although there have been large amounts expended during the year, this has been balanced by income, so that the net end position is positive.
- Some funds reported as "restricted" in previous years have been re-titled as "unrestricted" (namely the churchyards and the "Missions" funds) because they are always "over-expended" in the year so having them in the restricted fund makes control of that fund easier through the year.
- Some funds from last year have been closed - church designated funds have been incorporated in church restricted funds (because in fact they were built up from restricted fundraising), and some funds (Mini-bus, and Clergy housing) were closed because they were fully expended and no longer required.
- A separate new restricted fund was created for the Food Coop, which has made accounting easier.
- The opening balance for 2017 on all funds was adjusted to reflect the changes made.
- Details of individual expenditure amounts over £1000 are shown in the financial statements

The "Benefice Fund for Mission Action" is used to manage several small areas of mission in the benefice. These include the Night Shelter, Messy Church, Archives office etc. Each of these is expected to be self-sustaining - e.g. to acquire income to cover the running costs of these ventures - either by donations or grants. This is working very well. The one area which is not self-sustaining is the matter of resources purchased for discipleship and or benefice communication/consolidation - which this year has shown a net cost of £356. In the context of the £50,000 originally set aside for this fund, this is minimal consumption.

Monthly reporting to the PCC and CAT meetings has continued this year with spreadsheets automatically extracted from the SAGE system to separate unrestricted from restricted/designated fund reporting. This gives each church family a view of its maintenance and running cost (unrestricted account), separated from its restricted savings accounts, and encourages the practice of budgetary control, using "last year's figures" as a measure of relative position through the year.

During the year a "finance workshop" was held to explore detailed questions that had been raised from various sources in the benefice, and in particular at the Easter Vestry. All questions were answered and a document produced which was made available in all churches. As a result of the debate within this workshop and the later review of the document, the allocation of the parish share between the churches was altered to reflect not only the number of communicants, but also the clergy cover at each church, to better reflect the "fairer share" calculation.

During the year there have also been 17 new/amended procedures approved by the PCC - covering matters including rules for authorization/payment of bills, the process for production of accounts (with responsibilities), handling of legacies, and improved financial controls. Whilst many of these are just documenting "what we do" - some have been created to align with "best practice" under charity commission guidelines - e.g. tightening up procedures for expenses and paying bills.

As ever, team working is the key to success, and the benefice treasury team includes Mary Duggan on book-keeping, Lesley Owens on checking the allocation of payments before input and Andy Hall, in checking expenses and supporting the automated monthly reporting from SAGE. We continue our close links with the diocese for advice and guidance. My very grateful thanks go to them and to all our advisors, including our auditor and our Finance advisory group, and also to the teams of people in each church who count and bank the money, and produce banking analyses and bank statements for input to SAGE. Many thanks to all for a job very well done.

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Public Benefit

The Trustees have been made aware of the charity commission guidance on public benefit.

Structure, Governance and Management

The **governing document** is the constitution of the Church in Wales which is available online at

<http://www.churchinwales.org.uk/structure/representative-body/publications/downloads/the-constitution/>

The Trustees are appointed according to the rules in the constitution, each for a term of one year. One churchwarden and one sub-warden for each church are appointed by the Rector, and the other warden, sub-wardens and PCC members are appointed by nomination and then by vote. All members of the electoral roll are able to stand for appointments, to nominate candidates, and to vote in the elections which are held in the Annual Vestry meeting each year. The electoral roll is updated annually, and made available for checking by the congregation for at least 2 weeks before the Annual Vestry meeting.

The Benefice was created in January 2015 by combining the previous parishes of Eglwysilan and Caerphilly. The Trustees and Clergy and all other key people involved in the administration of the Charity are listed above. Together, they make up the Parochial Church Council (PCC), which is the body with legal responsibility for the running of the charity.

The structure of the benefice reporting to the PCC is as follows:-

- The Rector and Benefice Wardens meet weekly to oversee all matters in the benefice, and to liaise with Diocesan and Church in Wales officers to obtain assistance and guidance as required to take new initiatives forward.
- Sub-wardens in each church hold delegated responsibilities from the benefice wardens, as described in the constitution – these include care of the buildings, the electoral roll, the Mission Action Plan, and the Log Book, Inventory and Terrier.
- The Sub-wardens are supported by Church Action Teams (CATs) – one for each church family. These teams assist the “traditional” role of the sub-wardens in overseeing in particular the care of buildings and inventory, as well as implementation of agreed procedures in their areas of responsibility.
- There is a set of working groups covering all the key areas of legal responsibility such as Health and Safety, Disability, Governance, Stewardship, Protection of Vulnerable people, Churchyard, etc. etc. All these typically include representatives from each of the four church families. They all report to the PCC as required – normally in the form of a summary report developed by the Benefice Wardens in consultation with the groups themselves.
- This year we have established a set of “task and finish” groups which report directly to the PCC with the purpose of progressing key elements of the “Mission Action Plan (MAP)” for forward strategic development of the Ministry area, namely
 - Evangelism – initially focussing on “Holy Baptism”, and developing the process to aid deeper understanding of the purpose of this sacrament, and to encourage more frequent interaction between the church and parents/children
 - Communication – initially focussing on the requirements of a new Benefice web site for both internal and external communication
 - Physical resources - includes building work highlighted by the Quinquennial and other inspections, as well as projects established to take forward strategic decisions about future use of the buildings. This incorporates the long-standing project team which has been managing the St Martin’s re-ordering project, aimed at providing facilities for greater community use of the church.

Meetings were held to drive forward the business of the benefice, namely:-

- The normal business schedule of PCC meeting – meeting 6 times during the year with an average attendance of 15 people.

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- Church Action team meetings – each meeting a similar number of times to the PCC through the year – attendances normally good.
- Pre-vestry and Vestry meetings resulting in the appointment of the PCC for 2017/8.
- Working group meetings as required, albeit most of them operate informally by e-mail.
 - The magazine meeting is the most regular as we discuss the content of each monthly publication.
 - The planning group, which liaises across the four church families, keeping track of all bookings and activities to avoid clashes of dates. Details included in the "Benefice Planner" are: - special services, study groups, meetings, weddings, and external bookings of the churches, as well as social and fundraising events (see more details below).
 - The Archives team are seeking to get all registers down to in Glamorganshire Records office, with digital copies available within the benefice for family research. The number of searches on baptisms, wedding and burials have expanded through the year
 - The "Green teams" did further work on the gardens in St Martin's and St Andrew's and entered their gardens into "Wales in Bloom" and RHS "Its your neighbourhood", They were both rewarded with certificates of achievement. They also promote recycling and wildlife activities.
 - The churchyard team continues faithfully to record inscriptions, as well as problems in St Martin's Churchyard – excellent progress has been made on the "new" garden of remembrance.
 - The safeguarding team has been progressing with getting up to date with DBS checks.
 - The Health and Safety team undertook a major exercise to implement new Fire Safety and Health and Safety policies and procedures, in accordance with Church in Wales/Ecclesiastical Insurance advice
- Task and finish group meetings as required to progress the MAP initiatives – meetings held as required to take forward the purposes outlined above. This has required establishment of terms of reference and membership for each.

This has been a year of significant change - both in terms of people and reporting structures, as follows:-

- Changes in the clergy team – Father Tom left in the summer, after only one year with us – to take up a post of team vicar in Abergavenny. Revd Sue Pratten reached the end of her time as a curate, and has been seeking placement as a team vicar – this will take effect in 2018, after which she will be replaced by a new team vicar. So we move into 2018 with a team of only two full time Clergy and an NSMand what seems to be an ever-increasing workload in one of the biggest benefices in the diocese.
- Changes in lay pastoral activities – the pastoral visiting team continues under a new coordinator. Three new people have been licensed for Eucharistic ministry, and a team of worship leaders have almost completed their training and have started to lead the "Welcome and Worship" services across the benefice.
- The introduction of the new Task and Finish groups, as already mentioned
- To support the developing Ministry Area, a set of volunteer lay administration staff/teams have been set up to assist the clergy – examples are the administration of banns, baptisms, confirmations, weddings, weekly sheet, benefice planner etc. This concept continues to develop.

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Objectives and Activities

The declared purposes in our charity registration are:-

1 The provision of regular public worship

Services given on a regular basis were as follows:-

St Martins

- Sunday 8.30am - Holy Eucharist.
- Sunday 10.30am - 1st Sunday "All-Age", 2nd "Welcome and Worship", 3rd through 5th Sung Eucharist and Junior church.
- Sunday 6pm - United Parish Service - Eucharist on 2nd Sunday, Evensong on every other week, choral evensong on last week.
- Tuesday 10.30am and Thursday 9am - Holy Eucharist.

St Catherine's

- Sunday 9.30am 1st Sunday "All-Age", 3rd Sunday "Welcome and Worship", all other Sung Mass.
- Tuesday 7.00pm Mass.

St Andrew's

- Sunday 11am 1st Sunday "All-Age", 4th "Welcome and Worship", all others Sung Eucharist and Sunday School.
- Wednesday 7pm - Holy Eucharist.

Eglwysilan – (at Ss Peter and Cenydd until Palm Sunday, St Ilan after that)

- Sunday 10am- 1st Sunday "Welcome and Worship", others all Sung Eucharist.

Compline and Healing services are offered every month – alternating between St Andrew's and St Catherine's. Weddings, Baptism and Funerals are offered to all parishioners, in all churches, under the rules set out by the Church in Wales. Holy Baptism is no longer required before Holy Matrimony, but Godparents at Holy Baptism must themselves be baptized. Indicative numbers for the benefice, based on 2016 figures, are:-

- Funerals - 89, including those held in the chapels of rest.
- Weddings -34, plus several blessings and renewal of vows.
- Baptisms – 34.

Special services are held to mark Saints days, the various seasons of the church, and other appropriate occasions – see "Highlights" below.

2 Sacred space for personal prayer and contemplation

This is provided for quiet private prayer and contemplation in each church with side chapels and votive stands with candles and prayer cards/books.

We took part in a "retreat" at Llangasty, and the South Wales pilgrimage to Walsingham.

3 Pastoral work, including visiting the sick and bereaved –

Pastoral visiting and home communions, plus bereavement counselling, is offered by the clergy and three teams of lay ministers. Eucharist services are held in three care homes in Caerphilly on a regular basis, and in several others at key times such as Easter and Christmas.

4 Teaching of Christianity through sermons, small groups and assemblies in local schools

Study groups are offered - during the year we held regular weekly Bible Study, a Lent course, three Open days of prayer, and continuing worship leaders training,

We ran confirmation classes, and seven people were confirmed by the archbishop at St Martin's.

Several Local Schools are visited regularly for assemblies, where schools are willing to accept this service.

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5 Promoting the mission of the Church in Wales in aiding community cohesions through provision of activities for older people, children and other specific groups

- The Food Co-op has been running since late 2013, offering low cost high quality fruit and vegetables plus a meal and fellowship to people of all ages - the elderly and young mothers in particular. Food vouchers are accepted.
- The Night shelter ran for 3 months through the early part of the year - an initiative through Caerphilly County Borough council to offer a warm bed and evening meal/breakfast to homeless people referred through social services.
- St Teilo Café, Cup'n'Chat, Lunchtime concerts, craft and hobbies clubs all provide opportunities for meeting other people, over a "cup of tea" - popular with older people in particular.
- St Martin's now has an "Open church" - attended by a rota of volunteers from 10am to 12noon every day of the week. This is in addition to the occasional "Open Doors" days we arrange through the year
- ST Ilan's church continues to be open all day, unattended through the year - the visitors book provides a testament to the use made of this.
- The Contact the Elderly charity started in one of our churches in 2015 - giving a tea-time treat to older people suffering from isolation through age/ infirmity. This proved a huge success and continues to run twice a year - looking to increase frequency in 2018.
- For Children, we ran monthly "Messy Church" - with Junior Church and "Shooting Stars" continuing weekly on Sundays during morning services.
- Many local schools hold carol concerts at Christmas in our churches, and we attend several care homes taking carols out to the community.
- Some of our members belong to Club 707, which is an ecumenical initiative working in local schools, and some also to Street pastors, helping on the streets on Saturday evenings.
- The "Children's corners" in St Martin's and St Catherine's for small children to play with toys during church services has proved very popular - not only with the young families now attending regularly, but also with visitors at baptisms, weddings and funerals.
- The Benefice Choir sings monthly at united services, and at fundraising concerts
- The Family Orchestra in St Martin's has continued to perform at "All-Age Eucharist" - and has supported "Taize" services held twice during the year. We look to see this developing further in 2018 into a Benefice Orchestra, working together with the Junior church and Benefice choir
- Community use of buildings. We host meetings of Beavers, Rainbows, Brownies and Guides, Cubs and Beavers, an Aikido club, Yoga, Dance classes, fitness dance, slimming world, Toddlers group, etc. Our intent going forward is to increase this usage of our buildings within the limitations of available space and services.
- Another community service we offer is to provide access to our parish registers, archives and records for local history/family history purposes.
- The St Martin's re-ordering to provide community space in the rear of the church was started in November 2011, with one of the key triggers being the demise of the parish hall, and the need to replace this community space. In 2017, this was split into two parts:-
 - Phase 3 - re-named "SMART community centre development". The new Business Plan was completed, but not progressed further, because the team was deployed on other urgent priorities.
 - Phase 4 - re-named "Worship Area development" - work included in the re-ordering plan that was relevant to the worship area rather than the community area was separated out as far as possible - this to be funded from a legacy received in late 2016. The first work package will be taken forward in early 2018

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Highlights of the year

Special Services

These often open up our worship to a wider congregation than the normal Sunday and weekday services. There was the whole range of wonderful services during Holy week and Easter, including "Son-rise" up at St Ilan, "Stations of the Cross", Chrism Mass at the Cathedral, the Good Friday Vigil, and, of course, hot cross buns and eggs on Easter Sunday. There were several ecumenical services held and/or attended through the year, and we joined the other churches in both Caerphilly and the Aber Valley for the world women's day of prayer, the Mothers Union wave of prayer, and for worship at the Big Cheese Festival. Then there was Remembrance Day when we welcomed the Royal British Legion to lay a wreath in St Martin's, and joined the town of Caerphilly at the cenotaph in the afternoon. And there were the Senghenydd memorial services – both for the mining disaster and for the war. We had "In Loving Memory" for people who have been bereaved during the year, "Picnic and Praise" out of doors, and Pentecost, All Saints, All Souls, Candlemass, Christingle, Advent, Mothering Sunday, Pentecost, Advent to Christmas, Service of Light, Christmas Eve Services for families, and Midnight Mass.

Weddings, funerals and baptisms continue to play an important part in the work of the benefice – and we provide additional support for people seeking these services – through a "benefice surgery" for people seeking baptism and weddings, an annual "wedding couples evening" to welcome people planning to get married during the year, and an annual "In loving memory" service for the bereaved.

This year at Christmas we joined with "Love Caerphilly" for a new and different type of Carol service, which was much enjoyed by all

Mission and Ministry in the community

Ministry activities in the community include regular visiting of the house-bound by the clergy and Pastoral visiting team, home communion offered by the Eucharistic ministry team, and monthly services in three care homes. At Christmas, carol services were held in several other care homes and sheltered accommodation – all across the benefice.

Some of our members belong to the street pastors who patrol the streets of Caerphilly on Saturday nights, and we have forged links with several local care homes and independent living communities with carols and hospitality. In particular this year, St Andrew's has extended its links to include hospitality at times like Hallowe'en, when older folk welcome the opportunity to gather safely. We also held a "bag-pack" on Holy Saturday, spreading the good news ("Easter tomorrow") to Asda customers with stickers etc.

A key focus area for the Benefice is the opening up of our churches and halls for community activity:-

- St Catherine's Hall has always been busy, and continues to be so – including Keep fit, cup'n'chat, slimming world and film club. They also host the "Food Co-op", providing good value fruit and vegetables, as well as a soup lunch to the local community.
- St Andrew's was opened in the first 3 months of the year to "Night Shelter" – a Caerphilly council based initiative, which worked well with help from the council of churches. The church has always been used as a community centre (which was its purpose when built) – and is now extending its activities – activities include slimming world, toddlers, a Rainbow unit, craft and hobbies, and open doors days, and of course the garden is available to all at any time.
- St Martin's has Rainbows, Brownies, Guides, and Aikido meeting regularly in the evenings at the back of the church, and St Teilo Café Church on Tuesdays offers an opportunity, not only for teas and cakes, but also for anyone to come in and consult the clergy, or locate graves in the churchyard. The charity "Contact the Elderly" has continued to meet with us twice a year, providing tea parties for those living in isolation – a great success. Despite its size as the largest of our churches, expansion of community activities in St Martin's is presently

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inhibited by the fact that there is only one large space available – and this has to be shared with the frequent requirement for funerals and weddings.

- St Ilan is open all day every day for passing visitors – very popular with walkers – now provided with toilet facilities (a “port-a-loo”)
- St Martin’s and St Catherine’s hosted once again a Caerphilly Town flower festival entry.
- All off our churches offered open days with refreshments and other activities several times during the year

Buildings - conservation and care

Major matters undertaken at the recommendation of the Church Action Teams (CAT’s), all of which were paid for from grants, donations, and fundraising were:-

- St Martin’s – placement of the “St Teilo Cross” over the community area – and a further initiative to sell nearly all the pews, which has created greater flexibility for services “in the round”. Work completed included urgent repairs to the organ and the clock, sanding/sealing the floor in the lady chapel, installing WiFi, and an additional radio microphone
- St Catherine’s – nothing major in 2017, but planning to address the quinquennial requirements in 2018
- St Andrew’s – nothing major in 2017, but planning to address quinquennial matters in 2018
- St Peter and Cenydd – preparations for closure of the church – including check of inventory, and draining down the heating system
- St Ilan – major work completed to mend the hole in the roof – and preparations started for remedial work on the tower in 2018
- And of course, regular maintenance in all buildings - gas and electricity inspections, PAT testing, fire extinguishers, lights, organ and sound system servicing.....and so on. In ST Martin’s there was a new initiative on “maintenance” with the establishment of a new team of volunteers to address regular monitoring as well as reported problems.
- A major exercise was undertaken to implement the new Health and Safety procedures developed by the Church in Wales in liaison with Ecclesiastical Insurance. Remedial action is being progressed through the CATs

Social and fundraising Events.

Fundraising and social events included open days (including the national Open Doors Day), “Bags 2 the Future” and other recycling collections, the summer fete, the Spring Fayre with Easter Egg hunt, the Fun Days, the Mistletoe market – all good fun. Christmas preparations included the now regular “Christmas Tree festival”, “Here comes Christmas” and this year the Eglwysilan carol event was held in St Martin’s because the Rose and Crown was closing. Then there were Carols in the Bandstand and in several care homes.

We had various meals around the churches – breakfast clubs, Italian dining, Harvest supper, Christmas lunch, Curry evening, Cheese and Wine evening, BBQ, and wine tasting evening. Also, quiz nights, skittles evening, Pamper days, and Coffee evenings.

We also had the charity events - Soup Sundays and charity breakfasts, Macmillan Cancer Care coffee mornings and afternoon teas. We had ongoing collections of goods for “Mary’s Meals” (139 bags sent off), “Bridging the gap” food bank; Harvest gifts for local care homes, and Christian Aid Lent lunches and bucket collection. Then there were the knitted Christmas tree leaves which ended up in blankets for the homeless. The food co-op is sponsoring two children – one through World Vision and one through Compassion, St Andrew’s is sponsoring one child through World Vision, and Fair trade goods are on sale in all churches. WE supported Pancreatic cancer by “going purple” and having a charity breakfast

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And then there were the trips – the Bellringers did their usual trip round churches to ring bells. The Benefice did three trips - to the Panto in Cardiff, a trip to a wine making centre and Stratford in the summer, and the Bath Christmas Market - all were very successful and enjoyable.

The churches are a popular venue for concerts – some for our own fundraising, and some for other organizations. This year, we have hosted Plas-y-felin school, the Community chorus, an Easter concert with COR, Caerphilly Miners fundraising concert, St Martin's school carol concert, Aber Valley Male Voice Choir, two "home-grown" concerts, an evening with soloists from the Welsh National Opera, and of course the monthly recitals arranged by Dan and Laura Curtis, and

Gifts, donations, grants and legacies

These have included:-

- Donations to all Caerphilly churches from the closure of the parish bowls club
- Remnant of Ada Holroyd legacy for St Martin's
- Donations of new server robes and baby-changing facilities in ST Martin's
- Legacy from Norman Hughes for the organ
- Donations for hymn books and other church equipment in ST Andrew's
- Donations for the new porch and door in ST Andrew's
- Over £12,000 in donations for mending the hole in the roof at ST Ilan
- Welsh Church fund and RB grant for ST Ilan
- Listed places of worship grant for St Ilan and ST Martin

Prepared by Deryn McAndrew and Gaynor Rees - Churchwardens

Approved by the PCC on 5th March 2018, and signed on their behalf by:-

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aka The Benefice of Eglwysilan and Caerphilly, The Benefice of E&C



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PAROCHIAL CHURCH COUNCIL FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2017

Areas which are not included in the parish accounts:-

- The Bellringers are members of the Bellringers Association in the Monmouth Diocese, and so their accounts are not part of the parish accounts
- The Mother's Union is part of the world-wide association, so not included in the parish accounts
- Similarly, GirlGuiding, Scouting, and other such church-related organizations are part of other organizations, and they contribute to the parish with donations at Gift Day.

APPROVED by the Parochial Church Council (date)

5/3/18

and signed on its behalf

by (name)

MARK GREENAWAY-TREBING

(signature)

M. Gray-Robinson

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THE BENEFICE OF EGLWYSILAN AND CAERPHILLY

INDEPENDENT EXAMINERS REPORT TO THE MEMBERS OF THE PAROCHIAL CHURCH COUNCIL

I report on the Financial Statements of the Benefice of Eglwysilan and Caerphilly:-
for the year ended 31 December **2017** which are set out on pages 4 to 10

Respective responsibilities of Parochial Church Council 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 of the Charities Act 2011 ("the Charities 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 the institute of chartered accountants in England and Wales

It is my responsibility to:

- examine the accounts under section 145 of the Charities Act,
- to follow the procedures laid down in the general Directions given by the Charity Commission (under section 145(5)(b) of the Charities 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 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 the 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.

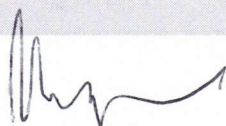
Independent Examiner's statement:

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 Charities Act; and
 - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities Acthave not been met; or
2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Independent Examiner:

Signature:



Date:

5th March 2018

Name:

GORDON ROGER CURTIS

Qualification:

CHARTERED ACCOUNTANT

Address:

23 BARTHELT STREET
CAERPHILLY
CF83 1JR

BENEFICE OF EGLWYSILAN & CAERPHILLY					
Statement of Financial Activities Benefice - to end 2017					
	Unrestricted Funds£	Restricted Funds£	Designated Funds£	Total £	<i>Last year Total</i>
Incoming resources					
DIRECT GIVING	92,550.35	705.38		93,255.73	93250
DONATIONS	3,996.85	22,302.90	788.21	27,087.96	11997
FOR MISSION	6,923.69	770.00		7,693.69	5329
TAX REFUNDS	21,269.89	1,822.32	25.00	23,117.21	21394
LEGACY GIFTS RECEIVED	300.00	4,225.15		4,525.15	197269
GRANTS RECEIVABLE	1,011.60	10,631.55		11,643.15	53182
MONEY RAISING	11,078.27	18,321.10	330.93	29,730.30	29776
FEES FOR SERVICES	21,100.79	1,515.00		22,615.79	22035
INVESTMENT INCOME	39.56			39.56	951
OTHER - PROPERTY & MISC	19,057.19	5,477.58		24,534.77	21831
Total incoming resources	177,328.19	65,770.98	1,144.14	244,243.31	457014
<i>last year</i>	176,861.01	254,899.84	25,252.87	457,013.72	
Resources expended					
PARISH SHARE	91,175.10			91,175.10	94570
PAROCHIAL EXPENSES OF CLERICS	8,300.18			8,300.18	8399
OTHER SUPPORT FOR MINISTRY (DBF	215.17			215.17	0
MAINTENANCE OF SERVICES	4,043.36	458.07	17.85	4,519.28	5960
GENERAL PARISH EXPENSES	17,117.16	6,012.63	1,224.77	24,354.56	18394
MAINTENANCE OF CHURCHES (INC C	33,137.42		48.00	33,185.42	36995
MAINTENANCE OF HALLS/PROPERTY	7,126.57	1,020.00		8,146.57	11591
EXCEPTIONAL EXPENDITURE	1,880.00	45,995.41	210.00	48,085.41	244388
MISSIONS - WORLD & HOME	11,443.68	770.00		12,213.68	11242
COST OF MONEY RAISING	449.90	651.00		1,100.90	1051
Total resources expended	174,888.54	54,907.11	1,500.62	231,296.27	432591
<i>last year</i>	174,609.17	201,433.59	56,548.40	432,591.16	
Net of incoming/outgoing resource	2439.65	10863.87	-356.48	12947.04	
REVALUATION OF ASSETS		4816		4816	
Net increase/decrease of funds	2439.65	15680.18	-356.48	17763.35	
Fund balances b/f at 1st January	61951.80	188036.46	52895.85	302884.11	
<i>check</i>				302884.11	
Fund balances c/fwd	64391.45	203716.64	52539.37	320647.46	
				320647.46	
Note. All designated funds (with the exception of the Designated Mission Fund) have been merged with their associated restricted funds, hence changing the b/fwd figures					

Benefice of Eglwysilan and Caerphilly

BALANCE SHEET AT 31ST DECEMBER 2017

	Notes	Unrestricted Funds £	Designated Funds £	Restricted Funds £	Endowment Funds £	This Year Total £	Last Year Total £
Fixed assets							
Tangible assets	7	0.00				0.00	0
Investments	8			51924.73		51924.73	47,108
Investments - Bond				150000.00		150000.00	
Total of Fixed Assets		0.00	0.00	201924.73	0.00	201924.73	47,108
Current assets							
Debtors and stocks		5471.96	25.00	6770.47		12267.43	6,726.00
Short term investments						0.00	0.00
Bank Balance		70712.70	52514.37	115753.44		238980.53	370,808.00
		76184.66	52539.37	122523.91	0.00	251247.96	377,534.00
					check	251247.94	
Current Liabilities							
Creditors, short term		6650.28		4266.00		10916.28	5,045.00
Bank account		5142.93				5142.93	250.00
Net Current Assets		64391.45	52539.37	118257.91	0.00	235188.75	372,239.00
					check	235188.73	
Total assets less current liabilities		64391.45	52539.37	320182.64	0.00	437113.48	419,347.40
					check	437113.46	
LESS.....							
Creditors falling due after one year				116466.00		116466.00	116,466.00
N.B. BUT provision for repayment of the loan has been made within the re-ordering restricted fund							
							302,882.40
TOTAL NET ASSETS		64391.45	52539.37	203716.64	0.00	320647.48	
					check	320647.46	
Capital funds							0
Permanent endowments						0.00	0
Expendable endowments						0.00	
Income funds							
Restricted	9			203716.64		203716.64	188,034
Unrestricted: Ordinary	9	64391.45				64391.45	61,952
Designated	9		52539.37			52539.37	52,896
TOTAL FUNDS		64391.45	52539.37	203716.64	0.00	320647.46	302,882
					check	320,647	

APPROVED by the Parochial Church Council

(date) 05/03/2018

and signed on its behalf by

(name) MARC GREENAWAY-ROBBINS

(Signature)

M. Greenaway-Robbins

Benefice of Eglwysilan and Caerphilly
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 DECEMBER

2017

1. Accounting policies

The Financial Statements have been prepared in accordance with applicable United Kingdom accounting standards, the "Statement of Recommended Practice" (SORP FRS102) issued by the Charity Commissioners and the Church in Wales Accounting Regulations. The historical cost convention is used except for the valuation of certain fixed assets, whose valuation basis is detailed in note 1a below. The accruals basis of accounting has been adopted. The principal accounting policies are applied consistently.

a. Fixed assets

Freehold property: Churches, Churchyards and Vicarages are vested in the Representative Body of the Church in Wales; such property forms no part of the assets of the Parish. Moveable Church contents require a faculty for disposal so are considered to be inalienable property and are not valued, nor recognised on the Balance Sheet. Expenditure incurred on Churches (including contents), Churchyards and Vicarages is written off when incurred.

Other freehold land and buildings are held in trust for the Parish by either the Representative Body, or the Llandaff Diocesan Board of Finance

The basis for valuation of other freehold land and buildings is :

Church Halls are stated at	section 7 below
Other freehold property at	section 7 below

No provision for depreciation of land and buildings is made.

Routine additions and replacements to Church Hall contents are charged to current expenditure.

Equipment; stated at **note 7** , is written off by depreciation over Five years.

Investment assets: are stated at mid-market values on the balance sheet date.

b. Funds

Endowments funds: are funds the capital of which must be maintained; only income arising from investment of the endowment may be used either as restricted or unrestricted funds depending upon the purpose for which the endowment was established.

Restricted funds: represent a) income from trusts or endowments which may be expended only on those restricted objects provided in the terms of the trust or bequest, and by 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 each year must be carried forward as a balance on that fund.

Unrestricted funds: are general funds which can be used for PCC ordinary purposes.

Designated Funds: are sums set aside out of General Funds for specific designated purposes. They can be transferred back to unrestricted funds at any time.

c. Incoming resources are all accounted for gross

Planned giving, collections and donations are recognised when received.

Indirect giving: Tax refunds are recognised as soon as the amounts are claimable.

Grants and Legacies are accounted for when the PCC is legally entitled to the amounts due.

Investment income: Dividends are accounted for when receivable; interest and tax recoverable are accrued. Where the PCC has not invested separately for each fund interest is apportioned to individual funds on an average balance basis.

All other income is generally recognised when it is receivable.

d. Outgoing resources

Quota is paid regularly and is included in expenditure for the year to which it relates.

Unrestricted fund grants (including donations to missions) are recognised when determined by the PCC.

Amounts received specifically for missions are dealt with as restricted funds and the liability for payment is recognised when the amounts are received.

All other expenditure is generally recognised when it is incurred.

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Benefice of Eglwysilan and Caerphilly
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 DECEMBER

(continued)

This Year	Last Year
£	£

2. Fees for Financial Statements examination/audit

Independent examiners fees for reporting on the Financial statements

1104	1074
------	------

Audit fees

0	0
---	---

Other fees paid to independent examiner or auditor

0	0
---	---

3. Paid employees

Gross wages and salaries - no employed people

0	
---	--

Employer's national insurance costs

0	
---	--

Pension contributions

0	
---	--

Total staff costs

0	0
---	---

Average number of employees in the year

0	
---	--

4. Payments to PCC members

Expenses paid to PCC members (other than clergy)

Number of PCC members paid expenses

Some insignificant clergy expenses may relate to their duties as PCC members.

PCC members receiving other benefits: none

0

5 Grants

A Payments to missions:

See Charity List

Payments made

Collections (£5329) fully expended

Unrestricted £	Designated £	Restricted £		
11444		770	12214	11242
11444	0	770	12214	11242
0	0	0	0	0
11444	0	770	12214	11242

C Other grants paid

Total Missions

Page 7

Benefice of Eglwysilan and Caerphilly NOTES TO THE FINANCIAL STATEMENTS YEAR ENDED 31 DECEMBER

(continued)

This Year
£ Last Year
£

6. Analysis of resources

incoming and expended

A Analysis of Special Fundraising Events

Fundraising events

less cost of fundraising

Unrestricted £	Designated £	Restricted £		
11078	331	18321	29730	29777
-450		-651	-1101	-1051
10628	331	17670	28629	28726

B ANALYSIS OF CHURCHYARDS

Income received through specified donations
plus churchyard fees

less remedial work on trees

less expenditure on Grass cutting and refuse

Now treated as part of unrestricted fund

6124			6124	6539
0			0	-735
-8991			-8991	-6539
-2867	0	0	-2867	-138
				-873

C Legacies

St Martins

St Catherine's

St Andrew's

300		4225	4525	197269
			0	0
			0	0

D N.B. In the spirit of a request made by one member, their "planned giving" is restricted to St Catherine's maintenance and running costs. This has been fully expended in the year, hence not shown as a separate restricted fund.

300	0	4225	4525	197269
-----	---	------	------	--------

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Benefice of Eglwysilan and Caerphilly NOTES TO THE FINANCIAL STATEMENTS YEAR ENDED 31 DECEMBER

(continued)

This Year
£ Last Year
£

7. Tangible fixed assets

Cost or valuation:

Balance 1st January

Additions during year

Disposals during year

Balance 31December

Freehold property
£

Equipment
£

0	0	0	0
0	0	0	0
0	0	0	0
0	0	0	0

Major equipment (such as photocopier) is leased

Accumulated
depreciation

Balance 1st January

On disposals

Charge for the year

Balance 31December

0	0	0	0
0	0	0	0
0	0	0	0
0	0	0	0

Net book value 31December

0	0	0	0
---	---	---	---

Freehold property descriptions:

No value has been included in respect of the Parish Hall. It has been sold to CCBC, and we await information on how much of that value will be assigned to the parish from the Board of Finance

Similarly - nothing has been included for St Catherine's church hall, because it is held by the RB under a trust. The nature of the trust - whether parochial or provincial is being examined

The two clergy houses are held by the RB in trust.

Clos Cae'r Wen was purchased using the money from the sale of Bartlett Street to give the parish 50% of the beneficial interest.

We have 100% of the beneficial interest in St Andrew's house

8. Fixed asset investments

Market value at 1st January	47108	41030
Additions during year - none	0	
Disposals (values received)	0	0
Net gains/(losses) on revaluation and disposal	4816	6078
Market Value at 31st December	51925	47108

Fixed asset investment descriptions:

The investments represent shareholdings held by the Representative Body of the Church in Wales, on behalf of St Martin's and St Catherine's Churches, and the Eglwysilan Churchyard.

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Benefice of Eglwysilan and Caerphilly

NOTES TO THE FINANCIAL STATEMENTS

(continued)

YEAR ENDED 31 DECEMBER

2017

9. Funds: (Permanent endowment = P; Expendable endowment = E; Restricted = R, Designated = D)

A NAME	TYPE	PURPOSE			
Movements on major funds	Balance	Incoming	Outgoing	Transfers	Balance
	1st Jan.	Resources	Resources	and loans	31st Dec.
	£	£	£	£	£
Permanent endowments					
St Ilan's Churchyard endowment (see Note 3)	11300.87	1146.10			12446.97
Total	11300.87	1146.10	0.00	0.00	12446.97
Expendable endowments					
Total	0.00	0.00	0.00	0.00	0.00
Restricted funds					
St Martins	5	7441.57	9885.14	-10901.04	6425.67
St Catherine's	7	561.35	2190.88	0.00	2752.23
St Catherine's RB investments		25589.02	2,622.55		28211.57
St Andrew's	9	7553.26	9786.26	-1199.62	16139.90
ST M Re-ordering (see Note 1)	12	123948.15	7381.57	-10758.77	120570.95
St M's reordering RB investments		10218.53	1,047.66		11266.19
St Peters	15	274.21	500.50	-690.00	84.71
ST Ilan	17	1059.20	29328.53	-24569.58	5818.15
Rector's disc. Fund (see note 2)	20	90.00	480.00	-570.00	0.00
Food Coop	21	0.00	6218.10	-6218.10	0.00
Total inc endowment		188036.16	70587.29	-54907.11	203716.34
		188036.46	65770.98	-54907.11	check 203716.34
Designated funds					
Benefice Fund for Mission Action	13	52895.85	1144.14	-1500.62	52539.37
Total		52895.85	1144.14	-1500.62	52539.37
Unrestricted funds					
Benefice General Fund	1	61951.88	163730.50	-154715.50	64391.53
Missions (Charity)	2	0.00	7473.69	-11182.04	0.00
ST M's Churchyard	3	0.00	6124.00	-8991.00	0.00
Total		61951.88	177328.19	-174888.54	64391.53
check		total funds star	302884	check	64392
		sofa	302884	total eoy	320641
				sofa	320641

Note 1. This includes the Margaret Gatehouse legacy.

Note 2. This is a "hardship fund" - for pastoral situations

Note 3. This is included in the "restricted" column on the SOFA

Note 4. Most "Designated" funds shown last year have been classified as "restricted" in 2017 after review of charity commission rules about fundraising for specified purposes

10. Material Items

All items of expenditure over £1000 are declared to the PCC on a six monthly basis

Material items of income (Over £500) have been prepared also for the PCC

Page 10

Payments over £1000								
No	Type	Date	N/C	Dept	Details	Fund		
11561	BP	22/03/2017	7901	0	B.BELL & MEYER - Audit fee	1		1104.00
11322	BP	27/02/2017	7101	6	HALLGUARD POLICY St C's	1		1175.24
12603	BP	31/07/2017	5206	0	LLANGASTY deposit	1		2000.00
13034	BP	04/09/2017	5206	0	LLANGASTY RETREAT final	1		2100.00
11058	BP	03/01/2017	5200	0	LDBOF	1		8012.25
11276	BP	01/02/2017	5200	0	LDBOF	1		8012.25
11514	BP	01/03/2017	5200	0	LDBOF	1		8012.25
11773	BP	03/04/2017	5200	0	LDBOF	1		8012.25
12054	BP	02/05/2017	5200	0	LDBOF	1		8012.25
12273	BP	01/06/2017	5200	0	LDBOF	1		8012.25
12547	BP	03/07/2017	5200	0	LDBOF	1		8012.25
12797	BP	01/08/2017	5200	0	LDBOF	1		8012.25
13025	BP	01/09/2017	5200	0	LDBOF	1		8012.25
13279	BP	02/10/2017	5200	0	LDBOF	1		8012.25
13534	BP	01/11/2017	5200	0	LDBOF	1		8012.25
13789	BP	01/12/2017	5200	0	LDBOF	1		8012.25
11819	BP	28/04/2017	0120	0	UNIT TRUST BANK	1		75000.00 Savings
12062	BP	04/05/2017	0120	0	TO UNIT TRUST	1		75000.00 Savings
13528	BP	30/11/2017	7505	1	CLEVEDON ORGANS	5		3300.00
13802	BP	20/12/2017	7505	1	CLEVEDON ORGANS	5		3300.00
13297	BP	19/10/2017	7505	10	HORAN	12		4108.00 ST M's
12568	BP	17/07/2017	7904	5	Architect - roof repairs to Tender	17		2460.00
12828	BP	21/08/2017	7903	5	ST Ilan BAT SURVEY	17		1479.00
13278	BP	02/10/2017	7904	5	ROOF REPAIRS post tender 50%	17		1710.00
13310	BP	19/10/2017	7904	5	ST ILAN'S TOWER Survey	17		1458.00
13555	BP	13/11/2017	7505	5	ROOF REPAIRS post tender 50%	17		1710.00
13556	BP	13/11/2017	7505	5	RICHARDS CONSTRUCTION	17		13446.42 St Ilan's
Grants, Donations and fundraising over £500								
12976	BR	26/09/2017	4100	5	FROM ABER VALLEY	17		500.00
13779	BR	12/12/2017	4100	3	CAERPHILLY CBC GRA00922	9		500.00
13851	BR	13/12/2017	4100	5	RBCIW ST I'S ROOF	17		3000.00
13994	JC	31/12/2017	4100	5	WCF FOR ST ILAN'S ROOF	17		2000.00
13996	JC	31/12/2017	4100	5	LPOW FOR ST ILAN'S ROOF	17		4108.26
13211	BR	17/10/2017	4200	1	NORMAN HUGHES - ORGAN FU	5		1000.00
12250	BR	28/06/2017	4200	1	ESTATE A HOLROYD	5		1612.57
12249	BR	28/06/2017	4200	10	ESTATE A HOLROYD	12		1612.58
11144	BR	27/02/2017	4300	3	REST LITURGICAL LIFE OF ST A	9		500.00
11608	BR	03/04/2017	4300	3	DONATION	9		500.00
11714	BR	18/04/2017	4300	5	ST I	17		500.00
12497	BR	25/07/2017	4300	3	FOR ST A	9		500.00
12732	BR	15/08/2017	4300	5	St I's roof	17		500.00
13262	BR	11/10/2017	4300					

Names have been made invisible on donations.

Final report on Charity giving in 2017	
Charity	amount
A'BISHOP FUND FOR CHILDREN	£91.50
ACTION FOR CHILDREN	£358.00
B.LLANDAFF SCHOOL PREV YR	£100.00
BARNABUS	£700.00
BARTH SYNDROME	£100.00
BRISTISH RED CROSS	£267.00
BRISTOL CHILDRENS' HOSPITAL	£100.00
BRITISH LEGION	£10.00
CAERPHILLY NIGHT SHELTER	£500.00
CHILDREN'S AIR AMBULANCE	£230.38
CHRISTIAN AID	£1,150.85
CHRISTIAN AID SUDAN CRISIS	£442.75
CHURCH MISSIONARY	£600.00
CLUB 707	£100.00
COMPASSION	£1,006.31
COUNCIL OF CHURCHES	£150.00
EGLYWSILAN TREE FESTIVAL	£244.14
FLORAL TRIBUTE	£17.50
FR MARK DONATION	£470.00
HOPE RESCUE	£161.00
LEONARD CHESHIRE	£241.00
LLANFABON CY	£40.00
MACMILLAN	£452.61
MARY'S MEALS	£340.00
MIND	£100.00
MISSION TO SEAFARERS	£55.24
NEXO CHARITY	£50.00
NOAH'S ARK	£300.00
PANCREATIC CANCER	£398.01
PARADISE RUN	£700.00
SENGHENYDD MEMORIAL	£9.00
SHEILLING SCHOOL	£100.00
STREET PASTORS	£300.00
TRAIDCRAFT	£220.70
TREE FESTIVAL PRIZES	£400.00
USPG	£145.02
WORLD VISION	£1,562.67
TOTAL	£12,213.68
Plus.....charity donations "in kind" - Mary's meals, Bridging the Gap, lent lunches, Ty Bronna, Harvest gifts, and blankets for the homeless (estimated value)	£8,150.00
TOTAL INCLUDING "In Kind"	£20,363.68
Total unrestricted income - less cost of fundraising, grants and property income	£156,809.50
% of unrestricted income	12.99%