

**THE PARISH OF ST JAMES COLLIER ROW AND
ST JOHN THE EVANGELIST HAVERING-ATTE-BOWER**

FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2017

THE PARISH OF ST JAMES COLLIER ROW AND ST JOHN THE EVANGELIST HAVERING-ATTE-BOWER

Incumbent

Rev D Anderton

Honorary Treasurer

Mr H Knightbridge
21 Links Avenue
Gidea Park
Romford
Essex
RM2 6NB

Bank

Barclays Bank Plc
36-38 South Street
Romford
Essex
RM1 1RH

Independent Examiner

Mr M R W Spencer FCA
Clemence Hoar Cummings
Riverside House
1-5 Como Street
Romford
Essex
RM7 7DN

THE PARISH OF ST JAMES COLLIER ROW AND ST JOHN THE EVANGELIST HAVERING-ATTE-BOWER

ANNUAL REPORT FOR 2017

The PCC has the responsibility of co-operating with the incumbent in promoting the whole mission of St James and St Johns. It also has the maintenance responsibilities for St John's Church and Church Hall and St James Church.

The PCC members are ex-officio or elected at the Annual meeting in accordance with the Church Representation Rules. During the past year the following served as PCC members.

Incumbent	Rev D Anderton
Warden	V King C Spelling G Clarke B Bowman
Elected Members	H Knightbridge Treasurer J Shephard Secretary E Knightbridge E King B Simmons L Shorter D Wilson P Negus T Negus S Pye D Sawyer R Stevenson G Derrett K Derrett

Structure, governance and management

The method of appointment of PCC members is set out in the Representation Rules. All attendees are encouraged to register on the electoral roll and stand for election to the PCC. Under the Church of England rules, a new revised Electoral Roll has been sent forth by the Diocesan Office for 2014.

Objectives and activities

St John's and St James have the responsibility of co-operating together in unity, to provide ecumenical, pastoral and evangelical leadership within the whole church mission set before God.

Review of the year

The full PCC met 6 times during the year.

These accounts represent the view of the single parish.

A detailed review of the electoral roll has just been completed and the current membership stands at 96.

We seek to be a united and intergenerational congregation serving our community in the name of Jesus Christ. We encourage a family approach to our mission and ministry. Over the last year we have maintained and developed our Sunday worship introducing reflective communion services on some Sundays. We provide Christian teaching for children aged 5-18 in parallel to our services. Our young people attended the Solid weekend of teaching and encouragement and we are seeking to strengthen our work in this field.

All ages are encouraged to participate in our worship by leading, reading, preaching and prayer. We continue to develop our strong links with local primary schools taking collective worship in school and welcoming children and teachers into our buildings for various services and events. We have developed our links with a local care home and hospice. We continue to serve our community by providing facilities a Brownie and Guide Unit and a church sponsored Beaver, Club and Scout Group and an Explorer Unit. We run a weekly Toddlers and Carers group (Little Stars) and have recently been joined by Dance Class and Exercise Class.

We help 13 weddings providing marriage preparation groups and are seeking to maintain links with the couples. We took 3 funerals and held 1 Memorial Service in the year offering support to the bereaved. We conducted 7 Baptism services some as part of our main services and others as separate services.

We supported local, UK and overseas charities including Saint Francis Hospice, Refugee Support Barnabas and Havering Street Pastors.

Financial Review

The report is divided between the General Fund [unrestricted Fund] and Repairs and Maintenance [Restricted Fund].

There has been a major change this year in our treatment of the respective funds. The Trustees of the Pemberton Barnes Fund have stated that there is no restriction on the use of the funds across the Joint Parish and the use is at the discretion of the PCC.

The PCC have stated that the money will be shown in the repairs statement and will include costs from both Parishes. In addition they reserve the right to use the money in the future for costs other than repairs (for example mission activities).

a. **General Fund**

Most of our giving from the Church members is done in the most tax effective manner, for example gift aid. The giving from the church members increased, especially towards the end of the year. Our mission payments were decreased but the Parish Share Payment was £44,000; a significant increase on 2016.

We continue to support our youth projects and youth leaders. The net result is that we continue to be a 'giving' church.

b. **Repairs and maintenance restricted fund for St Johns Church**

There was a slight decrease in the annuity payment.

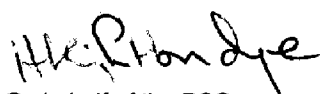
We have continued to maintain both properties. We are just beginning a major repair on the stonework at St Johns.

c. **Summary**

There was a surplus for the general fund of £8,783 and a surplus of £4,314 for the restricted repair fund.

Reserves Policy

It is the PCC's policy to maintain sufficient funds to cover approximately one year's general expenditure. General maintenance is sufficiently covered by annuity income. Surplus annuity income is used to build reserves to help meet future larger maintenance costs.



On behalf of the PCC

24 February 2018

**INDEPENDENT EXAMINER'S REPORT
TO THE PCC OF THE PARISH OF ST JAMES COLLIER ROW AND
ST JOHN THE EVANGELIST HAVERING-ATTE-BOWER**

(Charity Registration No: 251460)

I report on the Accounts of the PCC for the year ended 31 December 2017, which are set out on pages 4 to 9.

Respective responsibilities of the PCC and the Examiner

The charity's trustees consider that an audit is not required for this year under section 144 of the Charities Act 2011 (the 2011 Act) and that an Independent Examination is needed. I am qualified to undertake the examination by being a member of the Institute of Chartered Accountants in England and Wales.

It is my responsibility to:

- Examine the Accounts under section 145 of the 2011 Act;
- Follow procedures laid down in the general directions given by the Charity Commissioners section 145(5)(b) of the 2011 Act; and
- State whether particular matters have come to my attention.

Basis of this Report

My examination was carried out in accordance with the General Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the PCC and a comparison of the Accounts presented with those records. It also includes consideration of any unusual items or disclosures in the Accounts and seeking explanations from the management committee concerning such matters. The procedures undertaken do not provide all the evidence that would be required in a full audit, and consequently I do not express an opinion on the Accounts.

Independent Examiner's Statement

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

1. which gives me reasonable cause to believe that, in any material respect, the requirements
 - to keep accounting records in accordance with Section 130 of the 2011 Act; and
 - to prepare Accounts, which accord with the accounting records 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.

M R W Spencer FCA
Clemence Hoar Cummings LLP
Riverside House
1-5 Como Street
Romford
Essex
RM7 7DN

Date: 8 March 2018

THE PARISH OF ST JAMES COLLIER ROW AND ST JOHN THE EVANGELIST HAVERING-ATTE-BOWER

BALANCE SHEET AS AT 31 DECEMBER 2017

	<u>Notes</u>	<u>31/12/17</u> £	<u>31/12/16</u> £
<u>FIXED ASSETS</u>	2	-	-
<u>CURRENT ASSETS</u>			
Debtors	3	5,064	550
Cash at bank and in hand	4	87,060	79,080
		<hr/> 92,124	<hr/> 79,630
<u>LIABILITIES FALLING DUE WITHIN ONE YEAR</u>			
Creditors	5	998	1,601
		<hr/> 91,126	<hr/> 78,029
<u>FUNDS</u>			
General	6	10,389	1,606
Designated	6	80,737	76,423
		<hr/> 91,126	<hr/> 78,029

The attached notes and supporting schedules on pages 8 and 9 and the Independent Examiner's Report on page 4 form an integral part of the Accounts.

These Accounts were adopted and approved by members of the Parochial Church Council at their meeting held on and signed on its behalf by:


Honorary Treasurer

Dated: 24 February 2018

THE PARISH OF ST JAMES COLLIER ROW AND ST JOHN THE EVANGELIST HAVERING-ATTE-BOWER

FINANCIAL STATEMENT

FOR THE YEAR ENDED AT 31 DECEMBER 2017

	<u>2017</u>		<u>2016</u>	
	£	£	£	£
General Fund (Unrestricted Fund)				
Incoming Resources				
Incoming resources from donors				
Gift Aid	39,482		37,479	
General plate	6,744		6,006	
Gift Aid tax recovered	<u>11,099</u>		<u>9,860</u>	
		57,325		53,345
Other voluntary incoming resources				
Donations	<u>2,225</u>		<u>2,330</u>	
		2,225		2,330
Income from operating activities to further the work of the Church				
Fees	3,876		4,616	
Little Stars	<u>102</u>		<u>0</u>	
		3,978		4,616
Income from investments				
Bank interest		-		-
Total Incoming Resources		<u>£63,528</u>		<u>£60,291</u>
Resources Expended				
Grants to further the work of the Church				
Ministry	1,963		1,396	
Mission	<u>262</u>		<u>350</u>	
		2,225		1,796
Church activities				
Diocesan parish share	44,000		40,000	
Youth	170		427	
Vicarage	<u></u>		<u>4,131</u>	
		44,170		44,458
Church management				
Office expenses	5,100		5,058	
Miscellaneous expenses	2,800		3,050	
Independent examination	<u>450</u>		<u>450</u>	
		8,350		8,558
Total Resources Expended		<u>£54,745</u>		<u>£54,862</u>
Net Movement in Fund				
Net Incoming Resources (Deficit)		<u>£8,783</u>		<u>£5,429</u>

THE PARISH OF ST JAMES COLLIER ROW AND ST JOHN THE EVANGELIST HAVERING-ATTE-BOWER

FINANCIAL STATEMENT

FOR THE YEAR ENDED AT 31 DECEMBER 2017

	<u>2017</u>		<u>2016</u>
	£	£	£
Repairs & Maintenance Fund (Restricted Fund)			
Incoming Resources			
Incoming resources from donors			
Annuity		63,604	68,483
Income from investments			
Bank interest		1	0
Total Incoming Resources		<u>£63,605</u>	<u>£68,483</u>
Resources Expended			
Church activities			
Church utilities	3,885		6,882
Hall utilities	1,550		2,577
Church insurance	3,439		3,261
Hall insurance	1,950		1,862
Church repairs & maintenance	840		1,300
Hall costs	475		1,032
Churchyard	6,122		4,715
Piano & organ	484		462
Fire alarm & extinguishers	888		985
Alarm	968		1,018
Church music	107		1,330
Sound	2,129		65
		<u>22,837</u>	<u>25,489</u>
Special Projects			
Architects	2,700		0
Maintenance & other projects	11,331		-
Fencing	3,402		716
Stonework	-		-
		<u>17,433</u>	<u>716</u>
St James Costs			
Maintenance	5,163		6,586
Heating	4,180		4,477
Insurance	1,226		1,107
Projects	1,880		1,242
		<u>12,449</u>	<u>13,412</u>
Church management & administration			
Telephone	1,091		1,770
Photocopier	1,098		983
Hall caretaker	4,383		3,840
		<u>6,572</u>	<u>6,593</u>
Total Resources Expended		<u>£59,291</u>	<u>£46,210</u>
Net Movement in Funds			
Net Incoming Resources Surplus/(Deficit)		<u>£4,314</u>	<u>£22,273</u>

THE PARISH OF ST JAMES COLLIER ROW AND ST JOHN THE EVANGELIST HAVERING-ATTE-BOWER

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED AT 31 DECEMBER 2017

1. Accounting policies

These financial statements have been prepared in accordance with the Church Accounting Regulations 2015 together with the Financial Reporting Standards applicable (FRS 102).

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

Funds

Restricted funds represent (a) income from trusts or endowments which may be expended only on those restricted objects provided in terms of the trust or bequest, and (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 each year must be carried forward as a balance on that fund. The PCC does not usually invest separately for each fund. Where there is no separate investment, interest is apportioned to individual funds on an average balance basis.

Designated funds are fund which have been designated by the PCC for a specific purpose.

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

Incoming Resources

Planned giving, collections and donations are recognised when received. Tax refunds are recognised when the incoming resource to which they relate is received. Grants and legacies are accounted for when the PCC is legally entitled to the amounts due. Dividends are accounted for when receivable, interest is accrued. All other income is recognised when it is receivable. All incoming resources are accounted for gross.

Resources expended

Grants and donations are accounted for when paid over, or when awarded, if that award creates a binding or constructive obligation on the PCC. The diocesan parish share is accounted for when due. Amounts received specifically for mission are dealt with as restricted funds. All other expenditure is generally recognised when it is incurred and is accounted for gross.

Fixed assets

Consecrated and benefice property is not included in the accounts in accordance with S.96(2)(a) of the Charities Act 1993.

2. Church Property & Contents

All property, building improvements, new equipment, furniture, fixtures, books and other stocks are fully depreciated in the year of purchase. Current insurance cover, including contents, on the Church building at St Johns and St James is £15,600,000 (last year £8,169,044) and St John's hall and annexe £1,029,000 (last year £989,518).

3. Debtors and prepayments

	2017 £	2016 £
Income tax recoverable (estimated)	5,064	550
	<u>£5,064</u>	<u>£550</u>

THE PARISH OF ST JAMES COLLIER ROW AND ST JOHN THE EVANGELIST HAVERING-ATTE-BOWER

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED AT 31 DECEMBER 2017

4. Cash at Bank

	31/12/17	31/12/16
	£	£
General Deposit account	12	12
General Current account	5,985	1,239
Repairs Deposit account	2,518	2,517
Repairs Current account	77,145	74,452
General Special Projects Current account	1,400	880
	<hr/>	<hr/>
	£87,060	£79,080

5. Liabilities falling due within one year

	31/12/17	31/12/16
	£	£
Accruals	998	1,601
	<hr/>	<hr/>
	£998	£1,601

6. Reserves

	Total	General	Repairs & Maintenance (Designated)
	£	£	£
Balance brought forward	78,029	1,606	76,423
Surplus (Deficit) for year	13,097	8,783	4,314
	<hr/>	<hr/>	<hr/>
	£91,126	£10,389	£80,737

7. Subsidiary Funds

A number of members of the congregation give freely and generously of their time in promoting activities to raise funds for the Church; credit is taken in these Financial Statements as and when donations are received from the promoters of these activities.

There are also a number of other organisations associated with the Church whose Accounts are quite separate from these Financial Statements.

8. Diocesan Parish Share

Payment of £44,000 was achieved (2016 - £40,000).