

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF
ST. JAMES, HILL, SUTTON COLDFIELD
(ST. JAMES PCC HILL)**

UNAUDITED STATEMENT OF ACCOUNTS

31ST DECEMBER, 2017

POTTER MCGREGOR & CO.
CHARTERED ACCOUNTANTS
Barton under Needwood
Burton on Trent, DE13 8EU

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF
ST. JAMES HILL, SUTTON COLDFIELD**

Index to Accounts - Year ended 31st December, 2017

	Page No.
Annual Report	1 - 8
Independent Examiner's Report	9
Statement of Financial Activities	10
Balance Sheet	11
Notes to the Financial Statements	12 - 18

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF THE PAROCHIAL CHURCH
COUNCIL OF THE ECCLESIASTICAL PARISH OF ST. JAMES HILL, SUTTON COLDFIELD**

I report to the the Charity's trustees on my examnation of the accounts of the Charity for the year ended 31st December, 2017 which are set out on pages 10 to 18 .

Responsibilities and basis of report

As the Charity's trustees you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

I report in respect of my examination of the charity's accounts carried out under section 145 of the Act and in carrying out my examination I have followed all the applicable directions given by the Charity Commission under section 145 (5)(b) of the Act.

Independent examiner's statement

Since the charity's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the Act. I confirm that I am qualified to undertake the examination because I am a member of the Institute of Chartered Accountants in England and Wales which is one of the listed bodies.

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

- 1 accounting records were not kept in respect of the charity as required by section 130 of the act; or
- 2 the accounts do not accord with those records; or
- 3 the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair view' which is not a matter considered as part of an independent examination.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

22nd March, 2018
89 Efflinch Lane
Barton under Needwood
Burton on Trent
Staffordshire DE13 8EU

J. A. POTTER, F.C.A.
Potter McGregor & Co.
Chartered Accountants.

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF
ST. JAMES HILL, SUTTON COLDFIELD**

STATEMENT OF FINANCIAL ACTIVITIES

For the year ended 31st December, 2017

		Unrestricted Funds	Restricted Funds	Endowment Funds	TOTAL FUNDS	
					2017	2016
INCOMING RESOURCES	Notes					
Income and endowments from:-						
Voluntary income	2a	80,071	4,535		84,606	80,803
Activities for generating funds	2b	5,433	7,596		13,029	13,352
Income from investments	2c	34,535		78	34,613	32,391
Income from church activities	2d	77,360	54,600		131,960	66,725
TOTAL INCOME		197,399	66,731	78	264,208	193,271
RESOURCES EXPENDED						
Expenditure on:-						
Charitable giving	3a	103	1,866		1,969	10,076
Diocese	3b	68,976			68,976	68,276
Clergy costs	3c	4,525			4,525	5,313
Church and churchyard costs	3d	15,437			15,437	15,586
Church centre running costs	3e	63,119			63,119	47,136
Investment property costs	3f	2,130			2,130	1,439
Cost of generating funds	3g	625	4,750		5,375	300
Administration	3h	38,898	1,500		40,398	32,499
TOTAL EXPENDITURE		193,813	8,116		201,929	180,625
NET INCOME BEFORE INVESTMENT GAINS		3,586	58,615		62,279	12,646
GAIN ON INVESTMENT revaluation	7c	3,655		199	3,854	4,184
NET INCOME		7,241	58,615	277	66,133	16,830
TRANSFER BETWEEN FUNDS		24,600	(24,600)			
NET MOVEMENT IN FUNDS		31,841	34,015	277	66,133	16,830
TOTAL FUNDS BROUGHT FORWARD		944,145	8,946	3,757	956,848	940,019
TOTAL FUNDS CARRIED FORWARD		975,986	42,961	4,034	1,022,981	956,849

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH
OF ST JAMES HILL, SUTTON COLDFIELD**

BALANCE SHEET AT 31ST DECEMBER 2017

AS AT 31ST DECEMBER 2017

	Note	Unrestricted Funds £	Restricted Funds £	Endowment Funds £	TOTAL FUNDS 2017 2016 £	
Fixed Assets						
Tangible	7a	443,692			443,692	424,471
Freehold investment property	7b	300,000			300,000	300,000
Investments	7c	45,273		2,394	47,667	42,375
		788,965		2,394	791,359	766,846
Current Assets						
Debtors and prepayments	8	24,593			24,593	26,122
Short term deposits		93,175		932	94,107	93,232
Cash at bank and in hand		74,386	42,961	708	118,055	75,534
		192,154	42,961	1,640	236,755	194,888
Liabilities						
Creditors - Amounts falling due within one year	9	5,133			5,133	4,885
NET CURRENT ASSETS						
		187,021	42,961	1,640	231,622	190,003
TOTAL ASSETS LESS CURRENT LIABILITIES						
		975,986	42,961	4,034	1,022,981	956,849
REPRESENTED BY PARISH FUNDS						
Unrestricted	10				975,986	944,146
Restricted					42,961	8,946
Endowment					4,034	3,757
					1,022,981	956,849

Approved by the Parochial Church Council on 22nd March, 2018 and signed on its behalf by:-

Rev A Daniel Ramble (Vicar and Chairman)

J.L.King (Treasurer)

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH
OF ST JAMES HILL, SUTTON COLDFIELD**

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31ST DECEMBER, 2017**

1 ACCOUNTING POLICIES

Basis of Preparation

The PCC is a public entity within the meaning of FRS102. The financial statements have been prepared under the Charities Act 2011 and in accordance with the Church Accounting Regulations 2006 governing the individual accounts of PCCs, and with the Regulations true and fair view provisions, it is also the first year that they have been prepared under FRS102(2016) as the applicable accounting standards and the 2016 version of the Statement of Recommended Practice, Accounting and Reporting by Charities (SORP(FRS102)).

The financial statements have been prepared under the historical cost convention except for investment assets which are shown 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 main affiliation to another body, nor those that are informal gatherings of church members.

This is the first year that the accounts have been prepared using the accruals accounting method. The comparatives have been restated accordingly. (The reconciliation is shown at note 11).

ASSETS

Consecrated and benefice property.

In so far as consecrated and benefice property of any kind is excluded from the definition of 'charity' by Section 10(2)(a) and (c) of the Charities Act 2011 such assets are not capitalised in the financial statements.

Movable church furnishings

These are capitalised at cost and depreciated over their useful economic life other than when insufficient cost information is available. In this case the item is not capitalised, but all items are included in the Church's inventory in any case.

Tangible fixed assets for use by the church

These are capitalised if they can be used for more than one year, and cost at least £1,000. They are valued at cost.

Depreciation is calculated to write off the capitalized cost of fixed assets less their currently anticipated residual values as follows:-

Land	Nil
Fixtures, fittings and equipment.	10 years
Buildings for church use	50 years

The Church Centre and car park has been included at deemed cost using the cost of the building less depreciation as from 2008, earlier costs including that for land are not known. The Centre and car park have mixed use with very little separation of facilities that are let / hired and are used by church groups. Consequently it is considered that the fair value of the investment property component cannot be measured reliably without due cost and effort. The entire property should be accounted for as property within tangible fixed assets.

Investment Properties

The house in Dower Road, originally acquired for use by the curate, is let via agents and considered to be an investment property. This has been revalued in effect as at 31st December, 2017 by the Standing Committee using freely available information from the internet and local knowledge. This value has not changed materially since 31st December 2015 when first applied to produce these FRS102 accounts for the first time. It was not considered necessary to obtain a professional valuation.

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH
OF ST JAMES HILL, SUTTON COLDFIELD**

**NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
FOR THE YEAR ENDED 31ST DECEMBER, 2017**

1 ACCOUNTING POLICIES (CONTINUED)

Investments

Investments quoted on a recognised stock exchange or whose value derives from them are valued at market value at the year end.

Short term deposits.

These are cash held on deposit with the bank.

FUNDS

Unrestricted funds

These represent the remaining income funds of the PCC that are available for spending on the general purposes of the PCC including amounts designated by the PCC for fixed assets for its own use or for spending on a future project and which are therefore not included in its 'free reserves' as disclosed in the trustees report.

Restricted Funds

These are income funds that must be spent on restricted purposes and details of the funds held and restrictions provided are shown in the notes to the accounts.

Endowment Funds

These are restricted funds that must be retained as trust capital.

The only endowment fund has limited use for the income produced so that it has been included in this category.

Designated funds

These are general funds set aside by the PCC for use in the future. These remain unrestricted and the PCC may move any surplus to other general funds.

INCOMING RESOURCES

Planned giving, collections and similar 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 entitled to the use of the resources, their ultimate receipt is considered reasonably certain and the amounts due are readily quantifiable. Dividends are accounted for when declared receivable. Rents are included for the year to which they relate. 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 that is expected to be paid is accounted for when due. All other expenditure is generally recognised when it is incurred and is accounted for gross.

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH
OF ST JAMES HILL, SUTTON COLDFIELD**

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

For the year ended 31st December, 2017

2	INCOME	Unrestricted Restricted Endowment			2017	2016
		Funds	Funds	Funds		
2a	Voluntary income					
	Planned giving:					
	Covenants and gift aid	50,314			50,314	52,506
	Income Tax recoverable on covenants and gift aid (including interest)	13,364			13,364	14,721
	Charities Aid Foundation	1,070			1,070	1,095
	Other planned giving	4,932			4,932	5,924
	Collections (open plate)					
	at all services	4,216	178		4,394	3,280
	Sundry donations	6,175	142		6,317	3,277
	Restoration funds received		4,215		4,215	
		80,071	4,535		84,606	80,803
2b	Activities for generating funds					
	Appeals including lent lunches	71	2,046		2,117	2,957
	Christmas Fair and other fund raising	4,444			4,444	7,307
	Parish magazine sales	918			918	1,088
	Grants for church activities		5,550		5,550	2,000
		5,433	7,596		13,029	13,352
2c	Income from investments					
	Dividends and similar income	1,498		78	1,576	1,620
	Bank interest	7			7	11
	Rental income from car park	22,830			22,830	20,560
	Rental income from 3, Dower Road	10,200			10,200	10,200
		34,535		78	34,613	32,391
2d	Income from Church Activities					
	Church centre lettings	63,139			63,139	45,714
	Church centre donations	2,886			2,886	7,437
	Church centre fund raising	1,201			1,201	1,242
	Church centre grants received		19,600		19,600	
	Church centre grants advanced		35,000		35,000	
	Church fees	10,134			10,134	12,332
		77,360	54,600		131,960	66,725
	TOTAL INCOME	197,399	66,731	78	264,208	193,271

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH
OF ST JAMES HILL, SUTTON COLDFIELD**

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

For the year ended 31st December, 2017

3	EXPENDITURE	Unrestricted	Restricted	Endowment	2017	2016
		Funds	Funds	Funds		
3a	Charitable Giving					
	Church overseas missionary					4,276
	Secular charities	103	1,866		1,969	5,800
		103	1,866		1,969	10,076
3b	Diocese	68,976			68,976	68,276
	Diocesan parish share	68,976			68,976	68,276
3c	Clergy Costs					
	Clergy expenses	3,196			3,196	4,423
	Vicarage - water rates etc	1,329			1,329	890
		4,525			4,525	5,313
3d	Church and Churchyard Costs					
	Church - running expenses	3,325			3,325	3,390
	Church maintenance	2,266			2,266	1,881
	Organ repairs	586			586	1,235
	Insurance	4,563			4,563	4,487
	Upkeep of services	2,443			2,443	2,747
	Upkeep of churchyard	1,654			1,654	1,846
	Architects Fees	600			600	-
		15,437			15,437	15,586
3e	Church Centre					
	Running costs	45,530			45,530	33,972
	Depreciation of building and equipment	15,120			15,120	12,412
	Equipment expensed	2,469			2,469	752
		63,119			63,119	47,136
3f	Investment Property Costs					
	Dower Road- insurance,water rates and repairs.	2,130			2,130	1,439
3g	Cost of Generating Funds	625	4,750		5,375	300
3h	Administration					
	Parish magazine costs	49			49	37
	Cost of events	1,515			1,515	2,742
	Honoraria and salaries	16,308			16,308	15,409
	Secretarial services	5,252			5,252	3,039
	Equipment expensed	1,279			1,279	
	Postage, printing, stationery and booklets	8,022			8,022	6,633
	Church groups	1,271			1,271	1,082
	Training	197			197	-
	Bank charges	36			36	40
	Music licences	708			708	514
	Sundries	3,241	1,500		4,741	2,211
	Independent Examiners fee	1,020			1,020	792
		38,898	1,500		40,398	32,499
	TOTAL RESOURCES EXPENDED	193,813	8,116		201,929	180,625

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH
OF ST JAMES HILL, SUTTON COLDFIELD**

**NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
FOR THE YEAR ENDED 31ST DECEMBER, 2017**

4 STAFF COSTS	2017	2016
	£	£
Wages and salaries	32,945	29,495
Average no. of employees	8	9

During the year the PCC employed a vergers, organist, administrators and cleaners (all part time). The employers national insurance was covered by the employment allowance. No pension contributions became due in the year.
Trustees remuneration Nil (2016 NIL).

5 RELATED PARTIES

A small immaterial portion of the expenses paid to the incumbent may have related to his services as chairman of the PCC. No other payments (other than minor out of pocket expenses) were paid to any other PCC member, persons connected to them or related parties.

6 TRANSFERS BETWEEN FUNDS

These represent grants received that have been fully utilised by the year end.

7 FIXED ASSETS

7a Tangible (all unrestricted)

		Church Centre (freehold) £	Church and Centre equipment £	Total £
Cost or valuation	At 1st January 2017	487,869	33,297	521,166
	Additions at cost		34,341	34,341
	At 31st December 2017	<u>487,869</u>	<u>67,638</u>	<u>555,507</u>
Depreciation	At 1st January 2017	76,820	19,875	96,695
	Charge for the year	9,757	5,363	15,120
	At 31st December 2017	<u>86,577</u>	<u>25,238</u>	<u>111,815</u>
Net book value	At 31st December 2017	401,292	42,400	443,692
	At 31st December 2016	411,049	13,422	424,471

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH
OF ST JAMES HILL, SUTTON COLDFIELD**

**NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
FOR THE YEAR ENDED 31ST DECEMBER, 2017**

7 FIXED ASSETS (CONTINUED)

7b	Investment property (freehold)	£
	Valuation as at 31st December 2017 and 31st December 2016	300,000

7c	Investments	£
	Market value at 1st January 2017	42,375
	Dividends reinvested	1,438
	Valuation gain	3,854
	Market value at 31st December 2017	<u>47,667</u>

These are all investments with the CCLA Church of England Investment Fund

8 CURRENT ASSETS	2017	2016
	£	£
Debtors		
Tax recoverable	13,082	13,931
Prepayments	5,236	5,101
Rent debtors	6,275	7,090
	<u>24,593</u>	<u>26,122</u>
9 LIABILITIES		
Amounts falling due in one year		
Trade creditors	2,533	3,493
Deferred income	780	-
Accruals for utilities and other costs	1,820	1,392
	<u>5,133</u>	<u>4,885</u>

10 FUNDS

Various funds have been designated for the maintenance of the Church Fabric, Churchyard and Church Centre. Funds raised and given specifically for the Church Centre redevelopment and improvements were originally restricted, but were transferred to unrestricted funds on their completion.

Designated funds are:-	£
Churchyard maintenance	48,226
Organ repairs	2,953
Charity reserve	500
	<u>51,679</u>

The endowment fund is The Miss Lane Legacy, the capital of which is invested in the CCLA Church of England Investment Fund. Income from this is restricted to the purchase of altar requisites.

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH
OF ST JAMES HILL, SUTTON COLDFIELD**

**NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
FOR THE YEAR ENDED 31ST DECEMBER, 2017**

10 FUNDS (CONTINUED)

Restricted funds are as set out below:-	£
Altar servers	320
Church Restoration Fund	5,541
Messy Church	1,500
Centre Audio-visual system	15,600
Intergenerational dementia café	20,000
	<u>42,961</u>

- 11 Reconciliation with previous generally accepted accounting practice 2015 and 2016 accounts were prepared on a receipts and payments basis. The change to FRS 102 results in assets and liabilities being included for the first time, at cost or valuation.

The reconciliation of funds as per previous GAAP to funds determined under FRS 102:

	1.1.2016	31.12.2016
	Start of year	End of year
	£	£
Fund balances as previously stated	148,884	168,766
Adjustments:		
Debtors and prepayments	25,064	26,122
Creditors and accruals	(6,589)	(4,885)
CCLA investments at valuation	36,791	42,375
Church centre at deemed cost		
(Net of depreciation)	420,806	411,049
Equipment	15,063	13,422
House in Dower Road at valuation	300,000	300,000
	<u>940,019</u>	<u>956,849</u>

Reconciliation of net income/(expenditure) per previous GAAP to net income under FRS 102

	2016
	End of year
	£
Net income/(expenditure) as previously stated	19,882
Adjustments:-	
Change in debtors and creditors movement	1,060
Change in creditors and accruals	1,704
Increase in CCLA valuation	4,184
Dividends reinvested	1,398
Depreciation	(12,412)
Assets purchased	1,766
Less: Items expensed	(752)
2016 net income as restated	<u>16,830</u>



**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL
PARISH OF ST JAMES HILL, SUTTON COLDFIELD
Annual Report of the Parochial Church Council
For the year ending 31st December, 2017**

AIMS AND PURPOSES

The Parochial Church Council (PCC) has the responsibility of co-operating with the incumbent, Revd. Daniel Ramble, in promoting the ecclesiastical parish, the whole mission of the Church, pastoral, evangelistic, social and ecumenical. The PCC is also specifically responsible for the maintenance of the Church Centre complex of St. James', Hill (Mere Green).

OBJECTIVES AND ACTIVITIES

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

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

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

To facilitate this work, it is important that we maintain the fabric of the Church of St. James and The Church Centre complex.



ACHIEVEMENTS AND PERFORMANCE

Worship and Prayer (Inclusive Church)

The PCC are keen to offer a range of services during the week and over the course of the year that our community find both beneficial and spiritually fulfilling. For example, Celtic prayers provide a quiet, intimate and reflective environment for worship whilst opportunities are provided for people to engage in more outgoing worship at the principal Sunday 10 am services such as parade, all age, healing and wholeness etc. Sunday 8am said communion services are traditional in feel and along with our Wednesday 10am services are generally quieter.

This year we have provided a regular Saturday Messy Church, which attracts young families and provides a forum for fellowship and hospitality for adults and children alike. In addition, a great deal of time and thought was spent during the year on making best use of newly printed orders of services. Many have said how much easier it is to follow the services in this format.

All are welcome to attend our regular services. At present, there are 229 parishioners on the Church Electoral Roll, with 8 names being added and 8 removed, several of whom sadly have died. The average adult attendance at all “usual” Sunday services during 2017 was 104. In addition, the regular Wednesday morning service had an average attendance of 27 during the year. This number increased substantially at festivals and all carol services have seen an increase.

As well as our regular services, we enable our community to celebrate and thank God at the milestones of the journey through life. Through baptism we thank God for the gift of life, in marriage public vows are exchanged with God’s blessing and through funeral services friends and family express their grief and give thanks for the life which is now complete in this world and to commend the person into God’s keeping. We have celebrated 12 Baptisms and 2 weddings and held 11 funerals in our church this year



We continue to strive to be a Dementia friendly congregation with every effort being made to create Dementia Awareness in our community. A Dementia friendly family service was held in the church in July, and a Dementia friendly Carol Service in December.

Due to the sudden leaving of Ade Bamodu, our Music Co-ordinator, Andrew Clayton stepped in to cover services to the end of December. After the initial success of “St. James Has Talent” in 3 local schools it was decided to form - St. James Children Gospel Choir. The numbers were slowly depleting, but with the introduction of Andrew Clayton and Emili Lowery, the numbers are growing, and Gospel choir sessions are now taking place in Mere Green School and St. James Church.

Deanery Synod:

Three members of the PCC sit on the deanery synod. This provides the PCC with an important link between the parish and the wider structures of the church. This year the PCC has also focused its attention on the aspects of learning to be an inclusive Church, inclusive community and inclusive compassion.

The Church Centre Complex (Inclusive community)

Much of our outreach is supported by our Church Centre where people can meet in a relaxed environment. Also, the Church Office is based in that building with Mrs. Lizzie Sale, as our Parish Administrator. Over 1400 people use the Centre each week. Our Centre manager, Mr. Andy Cooper, line managed by our Vicar, has settled in the post and we have seen a steady increase in income, with multiple groups using the place.

Pop in + play continues to go from strength to strength with an average attendance of 140 mothers and toddlers. Our Pop-In initiative under the capable leadership of Margaret Nicholls, on a Saturday morning, which offers a warm welcome to parents of Centre users, interacts with more than 90 parents, together with their children each week during term time.

Revd. Judith Ramble has also been licensed to start the Community based chaplaincy – reaching out to the business community and also to the people



feeling isolated and lonely within our community.

Hope for Sutton Project (Inclusive Compassion)

With multiple grants of nearly £60,000, secured over two years by the Vicar and his team, the centre kitchen renovation project, the centre foyer renovation project and centre PA System upgrade projects are all now completed. The Hope for Sutton Project has received unconditional support of both Birmingham and Sutton Town Councils. As a social Enterprise project this brings local agencies together to develop a unique solution to the issues of loneliness and isolation.

The Hope Café at the moment is running on Thursday's on adhoc bases, as more volunteers join along with children from Wilson Stuart School's Hive College and attracts people living with Dementia and their carers. We aim to extend this provision to 4 days a week in next six months. All this work of Hope café falls under the Inclusive compassion initiative of St. James Church.

Pastoral Care

Our link with Mills Court, Pegasus Court and Wheatley Close continues and services take place monthly at Pegasus Court, and bi-monthly at Mills Court. Carol services are held at all these locations.

The new Uniform Support Network has greatly helped with connecting Uniform parade services with activities undertaken in the groups.

Some members of our parish are unable to attend church due to sickness or age. Reverend Daniel Ramble, along with members of the pastoral team, has visited all church members who have requested it, to celebrate communion with them either at their homes or in hospital.



Mission & Evangelism:

Helping those in need is a demonstration of our faith. Ms. Emili Lowery our new Children's and family missionary has been in the post for nearly a year. She has started developing relationships with families and children and put together amazing events across the year like a Volunteer Luncheon which attracted nearly 35 volunteers from various children's groups and the uniform groups. She also directed this year, the Christmas nativity production, and supported various parade and all age services. She has also taken on the Children's Gospel Choir on a regular basis.

Our Parish Magazine is distributed monthly to all parishioners on the church Electoral Roll and available from the church Foyer area. The magazine keeps our parishioners informed of the important matters affecting our Church and articles from Reverend Daniel and Reverend Judith help us develop our knowledge and trust in Jesus.

Out of the Parish vision day came a clear vision with three main strands on which St. James would like to focus over the next five years – Inclusive church; Inclusive community and Inclusive compassion.

Ecumenical Relationships:

The church is a member of Churches Together in Four Oaks.

We have held joint services with all the members of the Churches Together in the week of prayer for Christian unity and hosted the Good Friday Witness service on the church centre complex car park.

We have also worked with all member churches in delivering Easter cards (with all service details) and Christian Aid collections in the entire Four Oaks Area.



FINANCIAL REVIEW

The statement of financial activities provides full disclosure of all receipts and payments for the year to the 31st December, 2017. The net result for the year is a surplus of receipts over payments of £66,133 which leaves a balance to carry forward at 31st December 2017 of £1,022,981 as shown in the financial statements.

RESERVES POLICY

It is PCC policy to maintain a balance on unrestricted funds which equates to at least three months unrestricted payments, equivalent to approximately £40,000 and to cover emergency situations that may arise from time to time. The balance held on unrestricted funds, after designations, at the year-end has been specifically accumulated to provide sufficient funds for church fabric repairs that are expected to be in excess of £100,000.

VOLUNTEERS

We would like to thank all the volunteers who work so hard to make our church, community, compassion inclusive, lively and vibrant for all. In particular, we want to mention our churchwardens Mrs. Gwen Giles and Mr. Hugh Brocklebank who have worked tirelessly on our behalf, Mrs. Janet King who has helped us all to understand the Church's accounts and its finances, and all the other members of the PCC for their valuable contribution to our ministry and for keeping the church growing.

STRUCTURE, GOVERNANCE AND MANAGEMENT

The method of appointment of PCC members is set out in the Church Representation Rules. At St. James' the membership of the PCC consists of the incumbent (our Vicar), churchwardens, the reader and members elected by those members of the congregation who are on the electoral roll of the church. All those who attend our services and members of the congregation, are encouraged to register on the Electoral Roll and stand for election to the PCC.



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

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

ADMINISTRATIVE INFORMATION

St. James Hill is situated in Mere Green approximately 2 miles from Sutton Coldfield town centre. It is part of the Diocese of Birmingham within the Church of England. The correspondence address is The Vicarage, 61 Mere Green Road, Sutton Coldfield, Birmingham, B75 5BW.

The PCC is a body corporate (PCC Powers Measure 1956, Church Representation Rules 2006) and the Charity Registration Number is 1134793.

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

Ex-Officio members

Incumbent The Reverend A. Daniel Ramble Chairman

Wardens: Mrs. Gwen Giles Vice Chairman
 Mr. Hugh Brocklebank

Elected Members Mrs. Janet King Hon. Treasurer
 Mrs. Lynda Johnston Hon Secretary



Mr. Kelvin Armistead	(Until April 2017)
Mrs. Linda Butt	(Until April 2017)
Mr. David Evans	(Until April 2017)
Mr. Paul Hanna	(Until April 2017)
Mrs. Sue Cutler	
Mr. Alan Moore	
Mr. Neil Thorogood	
Mrs. Margaret Nicholls	
Mrs. Jean Green	
Mr. Richard Harding	
Mrs Liz Bland	
Mr Chris Brookes	

<i>Deanery Synod</i>	Mrs. Pam Platts
	Mr. Roy Wetton
	Mr. Hugh Brocklebank

<i>Co-opted members</i>	Mr. Iain Mitchell	Lead Server
	Dr. Paul Giles	Reader

Approved by the PCC on 22nd March 2018 and signed on their behalf by the Vicar

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Revd. A. Daniel Ramble (Vicar and Chairman)