REGISTERED CHARITY NUMBER: 1134149

Report of the Trustees and Unaudited Financial Statements for the Year Ended 31 December 2017 for THE PAROCHIAL CHURCH COUNCIL EPSOM

Tudor John LLP Nightingale House 46-48 East Street Epsom Surrey KT17 1HQ

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Report of the Trustees for the year ended 31 December 2017

The trustees present their report with the financial statements of the charity for the year ended 31 December 2017. The trustees have adopted the provisions of Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015).

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The charity is controlled by its governing document, a deed of trust, and constitutes an unincorporated charity.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Charity number

1134149

Principal address

Church Street

Epsom

Surrey

KT17 4PX

Trustees

The Revd C N Parish

Dr J H Wilson

J A Roll-Pickering

D G Holmes

- resigned 1.4.17

- resigned 1.4.17

Mrs J Brooker

Mrs A Aronson

Mrs R Foxcroft

Dr J F Flower

Mrs M E Suatt

Mrs L I Blackwell

L Impey

Mrs N Johnson-Hyde

Mrs S M M Jeffery

P Hinksman

D Eggett

Miss J Mitchell

C Hancock

R Deavin

Ms M Dixson

J Penfold

O Madgwick

- resigned 1.4.17

- resigned 31.7.17

- appointed 1.4.17

- appointed 1.4.17

- appointed 1.5.17

Independent examiner

Hazel Day

ICAEW

Tudor John LLP

Nightingale House

46-48 East Street

Epsom

Surrey

KT17 1HQ

Natwest Bank Plc. 115 High Street, Epsom, Surrey, KT19 8DX CAF Bank Ltd, 25 Kings Hill Avenue, Kings Hill, West Malling, Kent, ME19 4JO

Report of the Trustees for the year ended 31 December 2017

The Revd C N Parish - Trustee

Independent Examiner's Report to the Trustees of The Parochial Church Council Epsom

Independent examiner's report to the trustees of The Parochial Church Council Epsom

I report to the charity trustees on my examination of the accounts of the The Parochial Church Council Epsom (the Trust) for the year ended 31 December 2017.

Responsibilities and basis of report

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

Independent examiner's statement

Since your charity's gross income exceeded £250,000 your examiner must be a member of a listed body. I can confirm that I am qualified to undertake the examination because I am a registered member of ICAEW 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 Trust 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 confirm that there are no other matters to which your attention should be drawn to enable a proper understanding of the accounts to be reached.

Hazel Day

ICAEW
Tudor John LLP
Nightingale House

49.M.Day

46-48 East Street

Epsom

Surrey KT17 IHQ

Date: 28th Jan 2018

Statement of Financial Activities for the year ended 31 December 2017

	Notes	Unrestricted funds	Restricted funds	2017 Total funds £	2016 Total funds £
INCOME AND ENDOWMENTS FROM Donations and legacies		565,068	3,111	568,179	115,442
Charitable activities Income from Charitable and ancillary activity		137,206	2,917	140,123	135,876
Investment income Other income	2	1 7,998 922	5,712	23,710 922	23,242 1,082
Total		721,194	11,740	732,934	275,642
EXPENDITURE ON Charitable activities Missions Giving Activities directly relating to the work of the church Church Management and administration Income from Charitable and ancillary activity		15,302 227,543 67,665 3,133	- 4,961 - -	15,302 232,504 67,665 3,133	11,427 277,625 68,993
Total		313,643	4,961	318,604	358,045
Net gains/(losses) on investments		35,428	11,227	46,655	69,972
NET INCOME/(EXPENDITURE)		442,979	18,006	460,985	(12,431)
Transfers between funds	11	813	(813)		
Net movement in funds RECONCILIATION OF FUNDS		443,792	17,193	460,985	(12,431)
Total funds brought forward		993,559	222,438	1,215,997	1,228,428
TOTAL FUNDS CARRIED FORWARD		1,437,351	239,631	1,676,982	1,215,997

CONTINUING OPERATIONS

All income and expenditure has arisen from continuing activities.

Balance Sheet At 31 December 2017

	Nister	Unrestricted funds	Restricted funds	2017 Total funds	2016 Total funds
FIXED ASSETS	Notes	£	£	£	£
Tangible assets	6	455,440	-	455,440	456,084
Investments	7	507,514	174,694	682,208	635,555
		962,954	174,694	1,137,648	1,091,639
CURRENT ASSETS					
Stocks	8	614	-	614	661
Debtors Cash at bank and in hand	9	13,818 624,683	- 64,937	13,818 689,620	16,355
Cash at bank and in hand		024,683	04,937		324,724
		639,115	64,937	704,052	341,740
CREDITORS Amounts falling due within one year	10	(164,718)	-	(164,718)	(217,382)
NET CURRENT ASSETS		474,397	64,937	539,334	124,358
TOTAL ASSETS LESS CURRENT LIABILITIES		1,437,351	239,631	1,676,982	1,215,997
NET ASSETS		1,437,351	239,631	1,676,982	1,215,997
FUNDS	11				
Unrestricted funds				1,437,351	993,559
Restricted funds				239,631	222,438
TOTAL FUNDS				1,676,982	1,215,997

D Eggett - Trustee

Mrs A Aronson -Trustee

The notes form part of these financial statements

Notes to the Financial Statements for the year ended 31 December 2017

1. ACCOUNTING POLICIES

STATEMENT OF COMPLIANCE

These financial statements have been prepared in compliance with SORP (FRS 102) and the financial standards applicable in the UK and republic of Ireland.

The charity has taken advantage of the following disclosure exemption in preparing these financial statements, as permitted by FRS 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland':

the requirements of Section 7 Statement of Cash Flows.

INCOME

INCOME RECOGNITION

All income is recognised in the Statement of Financial Activities once the Church has a contractual or other right to the funds, it is probable that the income will be received and the amount can be measured reliably. Income with conditions attached to its receipts is recognised when the church has fulfilled those conditions.

INCOMING RESOURCES

Collection and planned giving under gift aid are recognised when received. Income tax recoverable on Gift Aid is recognised when it is claimable. Grants legacies are accounted for as soon as the PCC is notified of its agreed legal entitlement. Parochial fees from weddings and funerals are accounted for net of associated payments to the organist, verger and others.

DEFERRED INCOME

Income received which is contractually or otherwise not expendable until a future period is deferred. Voluntary income received by way of donations and gifts is included in full when received.

EXPENDITURE

Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

RESOURCES USED

Missionary giving and donations by the PCC are accounted for when paid over, or when awarded, if that award creates a binding obligation of the PCC. The Parish share, payable to the Diocese, is accounted for when due.

GOVERNANCE COSTS

These are costs associated with the governance arrangements of the church which relate to the general running of the church as opposed to those costs associated with fundraising or charitable activity and are costs associated with constitutional and statutory requirements such as Examiner's Fees.

Notes to the Financial Statements - continued for the year ended 31 December 2017

1. ACCOUNTING POLICIES - continued

TANGIBLE FIXED ASSETS

CONSECRATED PROPERTY AND MOVEABLE CHURCH FURNISHINGS

Consecrated and beneficed property of any kind is excluded from the accounts by S.96 (2) (c) of the Charities Act 1993. No value is placed on movable church furnishings held by the PCC and which require a faculty for disposal since the PCC considers this to be inalienable property. All expenditure on consecrated buildings and moveable church furnishings is written off as incurred.

PROPERTY AT VALUATION

This consists of the clergy house in Worple Road which was valued informally in 2005 at £375,000, in consultation with a local estate agent.

PROPERTY AT COST

Income is received from Church House which is used as a Community Hall and Parish Office and is a functional property used by the Parish. The cost of these Premises is unknown and it is held at nil cost. The Cost of Improvements is shown in the Balance Sheet and depreciated over the estimated economic life of those improvements. The estimated life is 25 years.

OTHER PROPERTIES

A further property is St John's Church Road, this has no cost in the Balance Sheet as it was a consecrated property. Rental income is received and is shown in the Statement of Financial Activities.

The cost of Valuation is in excess of any benefit which might arise from such a Valuation.

EQUIPMENT

Office Equipment is stated at cost less depreciation. Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

Computers being part of a Network - 50% on cost per annum

Other office equipment

- 33% on cost per annum

Piano and associated equipment - Piano 4% p.a. however some equipment at 10% and 20% rates.

Other items of equipment and furniture are only capitalised where there purchase price exceeds £1,000. All Software is written off in the year of acquisition.

STOCKS

Stocks are valued at the lower of cost and net realisable value, after making due allowance for obsolete and slow moving items.

TAXATION

The Church does not trade or undertake non-charitable activities and has been granted tax exempted by HMRC.

FUND ACCOUNTING

UNRESTRICTED FUNDS

Unrestricted funds represent the funds of the PCC that are not subject to any restrictions regarding their use and are available for the general purposes of the PCC.

DESIGNATED FUNDS

These are General funds which the PCC has decided to earmark for a specific purpose, it can decide to amend these designations at any time.

RESTRICTED FUNDS

Restricted funds are to be used for specified purposes as laid down by the Donor. Direct and support expenditure which meets these criteria is identified to the fund together with a fair allocation of other costs.

Notes to the Financial Statements - continued for the year ended 31 December 2017

1. ACCOUNTING POLICIES - continued

PENSION COSTS AND OTHER POST-RETIREMENT BENEFITS

The charity operates a defined contribution pension scheme. Contributions payable to the charity's pension scheme are charged to the Statement of Financial Activities in the period to which they relate.

VOLUNTEERS CONTRIBUTION

No financial benefit has been reflected in these financial statements in respect of the time and effort, freely given by many members of St Martin's and St Stephen's Churches, involved in the running and administration of church activities.

CURRENT ASSETS

DEBTORS AND PREPAYMENTS

Amounts owing to the PCC at 31st December in respect of fees, rents, tax refund or other income are shown as debtors.

CASH RESOURCES

Short term deposits consist of cash held with the Central Board Finance of the Church of England which is repayable on demand.

CASH AT BANK

This includes monies held at CAF Bank in Deposit Account repayable on demand which receives interest at the current day to day rates. Current Account monies consist of funds at Natwest Bank Plc and also monies held for the Appeal fund at CAF Bank in a CAF Cash Account. Cash in hand is also included in this heading.

2. INVESTMENT INCOME

	2017 £	2016 £
Other fixed asset invest - FII Deposit account interest	23,074 636	22,034 1,208
	23,710	23,242

3. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 December 2017 nor for the year ended 31 December 2016.

TRUSTEES' EXPENSES

There were no trustees' expenses paid for the year ended 31 December 2017 nor for the year ended 31 December 2016.

Notes to the Financial Statements - continued for the year ended 31 December 2017

4. STAFF COSTS

Wages and salaries Social security costs Other pension costs	2017 £ 60,325 4,522 369 65,216	2016 £ 53,614 3,053 68 56,735
The average monthly number of employees during the year was as follows:	2017	2016

No employees received emoluments in excess of £60,000.

The above includes payments for the Verger and for Secretarial support.

The honorariums for the Choirmaster and Organist are included under costs for Choir and Music.

5. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

	Unrestricted funds £	Restricted funds	Total funds £
INCOME AND ENDOWMENTS FROM	114 275	1 167	115 440
Donations and legacies Charitable activities	114,275	1,167	115,442
Income from Charitable and ancillary activity	135,876	-	135,876
Investment income	17,715	5,527	23,242
Other income	1,082		1,082
Total	268,948	6,694	275,642
EXPENDITURE ON Charitable activities Missions Giving	11,427	-	11,427
Activities directly relating to the work of the church Church Management and administration	277,049 68,993	576 	277,625 68,993
Total	357,469	576	358,045
Net gains/(losses) on investments	46,848	23,124	69,972
NET INCOME/(EXPENDITURE)	(41,673)	29,242	(12,431)
Transfers between funds	6,526	(6,526)	
Net movement in funds	(35,147)	22,716	(12,431)

Notes to the Financial Statements - continued for the year ended 31 December 2017

5.	COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES - continued			
		Unrestricted funds	Restricted funds	Total funds
	RECONCILIATION OF FUNDS	£	£	£
	Total funds brought forward	1,028,706	199,722	1,228,428
	TOTAL FUNDS CARRIED FORWARD	993,559	222,438	1,215,997
6.	TANGIBLE FIXED ASSETS			
		Freehold property	Fixtures and fittings £	Totals £
	COST	~	~	~
	At 1 January 2017 Additions	463,523	52,145 4,165	515,668 4,165
	At 31 December 2017	463,523	56,310	519,833
	DEPRECIATION			
	At 1 January 2017 Charge for year	30,090 3,540	29,494 1,269	59,584 4,809
	At 31 December 2017	33,630	30,763	64,393
	NET BOOK VALUE			
	At 31 December 2017	429,893	25,547	455,440
	At 31 December 2016	433,433	22,651	456,084

Properties at Cost includes the valuation of Worple Road of £375,000 and improvements undertaken to Church House during 2008. The improvements are being written off over their estimated useful life.

During 2012 the Church received a gift of a Grand Piano and related equipment the notional cost of which is included above in accordance with the Charities SORP.

Notes to the Financial Statements - continued for the year ended 31 December 2017

7. FIXED ASSET INVESTMENTS

	Listed investments £
MARKET VALUE	
At 1 January 2017	635,554
Revaluations	46,654
At 31 December 2017	682,208
NET BOOK VALUE	
At 31 December 2017	<u>682,208</u>
At 31 December 2016	635,554

There were no investment assets outside the UK.

The investments consist of CBF Church of England Investment Fund Income units 13,775.51 units (13,775.51) of which are in General Funds and 2,463.05 units (2,463.05) are held in Designated funds; 2,879.24 units (2.879.24) are held in the Organ Fund and 821.02 units (821.02) are held in the Fabric Fund and 1,448.75.94 units(1,448.75) in the Choir & Organ Fund. In addition there are 101,646.56 units (72,256.81) invested in the CBF Church of England Global Equity Income Fund in General Funds and a further 23,987.01 of these units (23,987.01) in the Organ Fund. In addition 20,282.60 (20,282.60) of these units are held in Designated funds and 6,760.87 (6,760.87) in the Fabric Fund. Dividend Income in General Funds was £14,880 (2016 £9,381). Designated Fund dividend income was £2,623 (2016 £2,920), and £3,084 (2016 £3,154) in the Organ Fund. Fabric Fund Dividends amounted to £874 (2016 £894) and £1,588 (2016 £1,384) in the Choir and Organ fund.

8. STOCKS

	Stocks	2017 £ 614	2016 £ 661
9.	DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR		
	Other debtors	2017 £ 13,818	2016 £ 16,355
10.	CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR		
	Taxation and social security Other creditors	2017 £ 15,742 148,976 164,718	2016 £ 9,067 208,315 217,382

Notes to the Financial Statements - continued for the year ended 31 December 2017

11. MOVEMENT IN FUNDS

	between funds	At 31.12.17
£	£	£
004 (41.05	(0.010	
		166,740
	-	357,622
	- -	375,000
		29,047
,	` ' '	62,942
- 446,000 	<u>-</u> -	446,000
559 442,979	813	1,437,351
257 -		1,257
311 8,222		124,533
870 2,707	<u>-</u>	46,577
		-
117 (304	(813)	-
043 (363		680
598 -	•	1,598
467 -	. <u>-</u>	2,467
	-	61,759
	-	760
438 18,006	(813)	239,631
997 460,985	- 	1,676,982
, , , , , , , , , , , , , , , , , , , ,	,520 30,102 ,000 ,160 887 ,995 7,947 - 446,000 ,5559 442,979 ,257 ,311 8,222 ,870 2,707 70 (70 ,117 (304 ,043 (363 ,598 ,467 ,948 7,811 ,757 3 ,438 18,006	,884 (41,957) 60,813 ,520 30,102 - ,000 ,160 887 - ,995 7,947 (60,000) - ,446,000 ,5559 442,979 813 ,257 ,311 8,222 - ,870 2,707 - ,70 (70) - ,117 (304) (813) ,043 (363) - ,598 ,467 ,948 7,811 - ,757 3 - ,438 18,006 (813)

Notes to the Financial Statements - continued for the year ended 31 December 2017

11. MOVEMENT IN FUNDS - continued

Net movement in funds, included in the above are as follows:

	Incoming resources	Resources expended	Gains and losses	Movement in funds
***	£	£	£	£
Unrestricted funds		(000 000)		
St Martins General Fund	267,442	(309,399)	-	(41,957)
St Martins Investment Fund	(1)	-	30,103	30,102
St Stephens General Fund	5,131	(4,244)	-	887
Provision for Future Repairs and redecoration	2,622	-	5,325	7,947
Designated Legacy fund	446,000			446,000
	721,194	(313,643)	35,428	442,979
Restricted funds				
Organ Legacy	3,177	(1,207)	6,252	8,222
Fabric Legacy	932	=	1,775	2,707
Recital Series	2,917	(3,221)	_	(304)
Choir & Organ Legacy	4,611	-	3,200	7,811
Saint Stephens Legacy	3	-	_	3
Flowers	100	(100)	_	_
Piano Fund	-	(70)	-	(70)
Memorial Garden	-	(363)	-	(363)
	11,740	(4,961)	11,227	18,006
TOTAL FUNDS	732,934	(318,604)	46,655	460,985

Notes to the Financial Statements - continued for the year ended 31 December 2017

11. MOVEMENT IN FUNDS - continued

Comparatives for movement in t	funds
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Comparatives for movement in funds				
		Net movement	Transfers	
	At 1.1.16	in funds	between funds	At 31.12.16
	£	£	£	£
Unrestricted Funds				
St Martins General Fund	287,030	(91,426)	(47,720)	147,884
St Martins Investment Fund	233,316	39,204	55,000	327,520
St Martins Property Fund	375,000	-	-	375,000
St Stephens General Fund	26,011	2,903	(754)	28,160
Provision for Future Repairs and redecoration	107,349	7,646	· -	114,995
	1,028,706	(41,673)	6,526	993,559
Restricted Funds				
Legacy Fund	1,237	20	-	1,257
Organ Legacy	104,144	12,167	-	116,311
Fabric Legacy	40,371	3,499	-	43,870
Bell Renovation Fund	7,280		(7,280)	•
Piano Fund	70	-	-	70
Recital Series	1,117	-	-	1,117
Memorial Garden	1,619	(576)	-	1,043
War Memorial Lighting	500	1,098	-	1,598
Sound Fund	2,467	-	-	2,467
Choir & Organ Legacy	40,917	13,031	_	53,948
Saint Stephens Legacy		3	754	757
	199,722	29,242	(6,526)	222,438
TOTAL FUNDS	1,228,428	(12,431)	<u> </u>	1,215,997

Notes to the Financial Statements - continued for the year ended 31 December 2017

11. MOVEMENT IN FUNDS - continued

Comparative net movement in funds, included in the above are as follows:

	Incoming resources	Resources expended £	Gains and losses £	Movement in funds
Unrestricted funds	2	£	2.	L
St Martins General Fund	263,705	(355,131)	_	(91,426)
St Martins Investment Fund	1	(500,151)	39,203	39,204
St Stephens General Fund	5,241	(2,338)	-	2,903
Provision for Future Repairs and redecoration	1	-	7,645	7,646
	268,948	(357,469)	46,848	(41,673)
Restricted funds				
Legacy Fund	20	-	-	20
Organ Legacy	3,176	-	8,991	12,167
Fabric Legacy	951	-	2,548	3,499
War Memorial Lighting	1,098	-	-	1,098
Choir & Organ Legacy	1,446	-	11,585	13,031
Saint Stephens Legacy	3	-	-	3
Memorial Garden		(576)		(576)
	6,694	(576)	23,124	29,242
TOTAL FUNDS	275,642	(358,045)	69,972	(12,431)

The Property Fund represents the valuation placed on 12 Worple Road (see note 7 Property at valuation)

Usage of the organ legacy is restricted to the repair and upkeep of the organ in St Martins of Tours Church. It may be used for the payment of other expenditure in relation to the organ. Interest and dividends of £3,177 (2016 £3,176) was earned in the year. The Fabric Legacies are restricted to use for the Church Building. Interest and dividends earned on this fund was £932 (2016 £951).

12. CONTINGENT LIABILITIES

There were no contingent liabilities at 31st December 2017.

13. RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 31 December 2017.

Detailed Statement of Financial Activities for the year ended 31 December 2017

	2017 £	2016 £
INCOME AND ENDOWMENTS		ų.
Donations and legacies		
Giving subject to Gift Aid	86,658	82,245
Tax recoverable	25,074	18, 96 7
Legacies Collections	446,000	-
Sundry Donations	7,305	10,483
Sulldry Dollations	3,142	3,747
	568,179	115,442
Investment income		
Other fixed asset invest - FII	23,074	22,034
Deposit account interest	636	1,208
	23,710	22 242
	23,710	23,242
Charitable activities		
PCC Fees	9,962	11,228
Church house and income from Community use	49,519	40,159
St John's Chandler Hall income	47,500	47,500
Magazine and St Martin's cards	778	686
Mobile telephone mast rental Fund Raising Activities	13,286	11,543
Rental income	9,800	9,160
Romai meome	9,278	15,600
	140,123	135,876
Other income		
Coffee and photocopying	922	1,082
Total incoming resources	732,934	275,642
EXPENDITURE		
Chavitable activities		
Charitable activities Wages	60.226	52 (14
Social security	60,325 4,522	53,614
Pensions	369	3,053 68
Telephone	1,349	1,411
Postage and stationery	5,701	5,359
Church overseas	2,822	2,184
Home mission and other Church Societies	9,780	9,243
Ministry - Parish share	95,315	95,349
Ministry - Clergy expenses	13,929	10,566
Ministry - Sanctuary and Service Costs	6,711	4,478
Carried forward	200,823	185,325

Detailed Statement of Financial Activities for the year ended 31 December 2017

	2017	2016
	£	£
Charitable activities		
Brought forward	200,823	185,325
Ministry - Choir & Music	14,257	12,618
Parish activities - Training and courses	4,465	2,702
Magazine and card stall costs	631	672
Property costs - Church repairs	16,307	86,192
Property costs - Upkeep of other buildings	16,113	11,152
Property costs - Upkeep of Clergy houses	38,236	27,494
Light, heat, rates and insurance	18,861	19,436
Depreciation	4,809	6,901
Bank charges	687	753
	315,189	353,245
Support costs		
Governance costs		
Accountancy and legal fees	3,415	4,800
Total resources expended	318,604	358,045
Net income/(expenditure)	414,330	(82,403)

