

Parish of Tolleshunt Knights with Tiptree

**Financial Statements
of the
Parochial Church Council**

for the year ended 31 December 2017

Members of the PCC during the year

Incumbent:

Rev'd Anne-Marie Renshaw

Associate Priest

Rev'd Christine Gorringe (from May 2017)

Churchwardens:

Mr C Eastbrook

Mr I Calvert

Other Members

Elected to APCM 2 April 2017

Mrs W Borgartz
Mr P Green
Mr M Sergeant
Mrs P Swindle
Mrs P Vigar
Mrs A Weston
Mr E Wilson

Elected from APCM 2 April 2017

Mrs W Borgartz
Mr P Green
Mr M Sergeant
Mrs P Swindle
Mrs P Vigar
Mrs A Weston

Deanery Synod Members

Mr M Borgartz
Mr R Banks
Mrs E Randall

Mr M Borgartz
Mrs E Randall

Ex Officio Members

Dr H Toms - Reader

Dr H Toms - Reader

The attached financial statements were approved and signed by the PCC on 21 February 2018

Charity number: 1154944

Parish of Tolleshunt Knights with Tiptree

**Financial Statements
Of the
Parochial Church Council**

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For a report on the proceedings of the PCC and other Church activities please see the separate report booklet

Parish of Tolleshunt Knights with Tiptree
Annual Report
Year ended 31 December 2017

Administrative Information

St. Luke's Church is situated in the parish of Tolleshunt Knights with Tiptree and is part of the Witham Deanery in the Diocese of Chelmsford within the Church of England. The correspondence address is c/o The Rectory, Rectory Road, Tiptree, Essex.

The Parochial Church Council (PCC) is registered as a charity with the Charity Commission. The charity number is 1154944.

Structure, governance and management

The method of appointment of PCC members is set out in the Church Representation Rules. All Church members are encouraged to register on the Electoral Roll and stand for election to the PCC. Members of the PCC are either ex officio or elected at the Annual Parish Meeting. Members may be Co-opted to fill casual vacancies. The PCC members who have served from 1 January 2016 to the date of this report are shown on the front cover of this report. PCC members serve a 3 year term and one third are elected each year. Deanery Synod members are elected for 3 years. Clergy, readers and churchwardens are ex officio members.

Teams

In addition to the main PCC, there are also teams established by the PCC to look at certain matters and report back to the main PCC meeting.

Standing Committee

This is the only committee required by law. It has power to transact business of the PCC between its meetings, subject to any directions given by the Council.

Fabric Team

This team has responsibility for all aspects of the maintenance and upkeep of the Church Fabric.

Music and Worship Team

This team meets to review all aspects of our worship.

Friends of St Luke's

This team has been formed to launch a Friends Group to provide resources and support to the parish by way of social & fundraising events involving the wider community.

Youth Work Team

This team coordinates our outreach to young people within the churches of Tiptree and the wider community.

Stewardship and Finance Team

This team receives regular financial updates, reviews income and expenditure and coordinates the PCC's stewardship scheme.

Transforming Presence Team

This team coordinates, along with other parishes in the Team Benefice, our strategy and activities to achieve the aims of Bishop Stephen's Transforming Presence initiative.

Objectives and activities

St. Luke's PCC has the responsibility of co-operating with the incumbent, in promoting in the ecclesiastical parish of Tolleshunt Knights with Tiptree the whole mission of the Church, pastoral, evangelistic, social and ecumenical. It also has maintenance responsibilities for St. Luke's Church, the Churchyard and Church extension, Tiptree together with graveyard at Tolleshunt Knights. The PCC is committed to enabling as many people as possible to worship at our church and to become part of our parish community. We have good links with our fellow churches in the village and with the local schools. Our extension is in regular use by both church groups and other groups from the wider community.

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Year ended 31 December 2017 – continued

Achievements and performance

Church attendance

All are welcome to attend our regular services. There are 114 parishioners on the Church Electoral Roll, 5 of whom are not resident within the parish. A complete revision of the electoral roll took place in 2013. The average weekly attendance at Sunday services including children is approximately 65. The number attending church over Christmas 2017 was approximately 475. As well as our regular services, we enable our community to celebrate and thank God at the milestones of the journey through life. We also host services for our village schools at Christmas and Easter and at other times throughout the year.

Review of the Year

The following is a report of the proceedings of the PCC during the year. Other reports on aspects of worship at St. Luke's are in a separate booklet.

"During 2017/18 the PCC met five times. PCC membership was as follows:

- *Anne-Marie Renshaw (Chair)*
- *Christine Gorringe (Curate from May 2017 and Associate Priest from December 2017)*
- *Clive Eastbrook (Churchwarden)*
- *Ian Calvert (Churchwarden)*
- *Harold Toms*
- *Martin Sergeant*
- *Penni Vigar*
- *Pauline Swindle*
- *Paul Green*
- *Alison Weston*
- *Martin Borgartz (Deanery Synod & Treasurer)*
- *Elaine Randall (Deanery Synod)*
- *Wendy Borgartz (Secretary)*

In May 2017 members were appointed to each of the PCC teams and other appointments were ratified. The suggestions made at the APCM were discussed and it was decided what items to take forward. Arrangements for the MMU commissioning service were discussed. The financial position was discussed. The replacement of chairs in the side aisle was considered, as the previous faculty application was turned down, and extension hire charges were approved. The public notice to display about the proposed churchyard closure has now been received and the public can object to the Ministry of Justice. PCC agreed to proceed with works to the drains and guttering and to apply for grants for the work.

At the July meeting the PCC received and discussed feedback on the school for disciples around nurture, engaging with the bible, prayer, stewardship, evangelism, Christianity 24/7 and what our responses should be. Agreed to drive forward nurture after the summer holidays with possible new course, and to refresh the photos on the screen in the lobby. The TYPO trust deed amendment was agreed. PCC agreed to purchase 40 new chairs for the south aisle, funded from legacy. The Archdeacon has yet to agree any works on the drains and a faculty will be required for the works to the guttering

In September it was agreed to purchase a credence table subject to the approval of Nora Curtis' family and faculty in Nora's memory. Martin Borgartz agreed to take on laying out Open Door. The PCC agreed to support an initiative to hold monthly coffee mornings and lunches at the New Times as outreach/fellowship events. The financial position to 30 June was considered and current projects were discussed and it was agreed fewer new chairs were required than originally thought, only 10 now required. A loan to Inworth Church was agreed

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in principle. Work on the drains had now started and scaffolding to look at the guttering was shortly to go up. While the scaffolding is in place works on the roof tiles will be done. Works to the car park will follow once this work is completed.

At the November meeting, the theme was our church as a place of hospitality. It was agreed to have a visitor's book and a simple leaflet with information about the church, the welcome leaflets and maybe some Christian booklets and who to contact for more information available in the church. It was suggested having a third sidesman just to look after new people, talk to them, find out their names, show them to a seat and introduce them to someone who is already there. Safeguarding was discussed, arrangements for junior choir members have been reviewed. It was agreed to order some #God with us booklets for Christmas services. Subject to obtaining further detailed drawings and costings and to investigating the availability of further grants, all members agreed to follow through the proposals for the church extension re-development project and obtain the necessary approvals. PCC confirmed the appointment of Gareth Williams as bookings administrator. Churchyard closure final notices to display have been received and put on display, the notice confirming this has been done for a month has to be sent back by 5 Jan 2018.

In February the PCC appointed a new architect, reviewed the Organist's remuneration and the salaries of the Administrator and Cleaner and considered the new data protection legislation. The 2017 accounts were received and approved and progress on the church extension development project was discussed.

Wendy Borgartz PCC Secretary"

Financial review

Our total income on all funds during the year was £120,325 compared to £176,750 in 2016. Included this year were legacies of £3,000 (2016: £65,816). We also received £10,640 in Grant from the Mission Opportunity Fund towards administration and youthwork via TYPO. Excluding these amounts the income for 2017 on the general fund was £91,240 which is more comparable to the income for 2016 of £91,572 after adjusting for the legacies received.

Our total expenditure for the year was £182,544 of which £20,423 was spent on the completion of the new front entrance, £23,398 on refurbishing the extension, £18,506 on repairs to the church guttering and drains and £9,106 on a new projection system. The cost of these improvements has been met from legacies received in previous years except for the extension refurbishment which the Friends of St Luke's will continue to raise funds for. General fund expenditure was £154,702 (2016 £103,277). Our contribution to the Diocese towards the costs of providing the stipends and housing for the clergy and providing the support and infrastructure of the Diocese of £50,931 (2016: £47,652) was paid in full. This cost was lower in 2016 due to a reduction made to compensate for the long term vacancy in the other half of the team and also a grant made to all the team parishes for Lydia's role in the Centre of Excellence in Rural Ministry. The expenses of the team administrator and other direct costs are recharged to the other team parishes in proportion to their Parish share. At the end of the year £1,091 (2016 £1,594) was still owing. We held a credit of £851 (2016 £576 debtor) in respect of amounts due to/from other team parishes for clergy expenses.

The net result for the year is an excess of payments over receipts in total of £62,219 over all funds of which unrestricted funds showed an excess of payments over receipts of £50,243. The total of unrestricted general funds carried forward is £112,912. This includes £96,748 in funds designated by the PCC and £16,163 in the general fund.

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Annual Report
Year ended 31 December 2017– continued**

Reserves policy

It is the policy of the PCC to maintain a balance on unrestricted funds (if possible) which equates to approximately 6 months unrestricted payments to cover emergency situations which may arise from time to time. The balance of £112,912, which includes designated funds meets this target. Available undesignated funds of £16,163 does not meet this target.

Volunteers

We would like to thank all the volunteers who work so hard to make our church the vibrant community it is, and who work behind the scenes to maintain the fabric of the church, provide administrative support and do all the unseen jobs that need to be done.

Approved by the PCC on 21 February 2018 and signed on their behalf.

Rev'd A L Renshaw
Chairman
21 February 2018

PARISH OF TOLLESHUNT KNIGHTS WITH TIPTREE
FINANCIAL STATEMENT FOR THE YEAR ENDED 31 DECEMBER 2017

Receipts & Payments Account	Note	Restricted	Friend's of	unrestricted	TOTAL FUNDS	
		funds (note 4) £	St. Luke's £	funds £	2017 £	2016 £
Receipts						
<i>Voluntary income</i>	2(a)	11,452.00	707.00	60,593.36	72,752.36	68,374.98
<i>Church activities</i>	2(b)	-	-	12,964.00	12,964.00	76,256.63
<i>Activities for generating funds</i>	2(c)	-	3,707.03	21,061.79	24,768.82	24,504.43
<i>Income from investments</i>	2(d)	-	-	492.83	492.83	397.10
<i>Other incoming resources</i>	2(e)	-	-	9,347.22	9,347.22	7,217.23
Total receipts		<u>11,452.00</u>	<u>4,414.03</u>	<u>104,459.20</u>	<u>120,325.23</u>	<u>176,750.37</u>
Payments						
<i>Church activities</i>	3(a)	3,540.00	23,398.60	154,636.33	181,574.93	149,736.85
<i>Cost of generating funds</i>	3(b)	-	902.60	66.00	968.60	1,244.90
Total payments		<u>3,540.00</u>	<u>24,301.20</u>	<u>154,702.33</u>	<u>182,543.53</u>	<u>150,981.75</u>
Excess of receipts over payments / (payments over receipts)		7,912.00	(19,887.17)	(50,243.13)	(62,218.30)	25,768.62
Transfer		(1,140.00)		1,140.00	-	-
Cash and bank current/deposit accounts at 1 January 2017		5,799.88	1,369.35	162,015.25	169,184.48	143,415.86
Cash and bank current/deposit accounts at 31 December 2017		<u>12,571.88</u>	<u>(18,517.82)</u>	<u>112,912.12</u>	<u>106,966.18</u>	<u>169,184.48</u>

PARISH OF TOLLESHUNT KNIGHTS WITH TIPTREE
STATEMENT OF ASSETS AND LIABILITIES
As at 31 December 2017

	General Fund £	Restricted Funds £	Friend's of St. Luke's £	Third Parties £	Totals	
					2017 £	2016 £
Monetary assets						
Cash in hand	775.00		161.05		936.05	910.47
Cash at bank						
- Current account	58,452.65	12,571.88	(18,678.87)	909.04	53,254.70	116,059.58
- 60 Day Notice Account	50,000.00				50,000.00	50,000.00
- Organ Fund High Interest Account	4.30				4.30	4.30
- Spooner Legacy High Interest Account	1,398.74				1,398.74	1,398.74
- Remembrance Account	2,281.43				2,281.43	1,875.43
Total of cash and bank	<u>112,912.12</u>	<u>12,571.88</u>	<u>(18,517.82)</u>	<u>909.04</u>	<u>107,875.22</u>	<u>170,248.52</u>

Church furnishings are included in the Inventory and vested in the wardens on special trust.

Debtors

The following costs included in expenses were due for reimbursement from other parishes in the team.

Clergy expenses and administrator costs	<u>1091.62</u>	<u>2170.69</u>
Loan to Inworth PCC	<u>8050.00</u>	<u>0.00</u>

Liabilities

The following expenses which were incurred in 2017 were paid in 2018.

Organists fees	562.50	494.00
Clergy expenses	105.31	130.00
Contributions by other team members for 2018 clergy expenses	1,165.81	0.00
	<u>1,833.62</u>	<u>624.00</u>

Assets

Investments and funds held by the Diocese:

Capital and income accounts:

Rev R S N Lees Fund:

Capital and Income reinvested:

59.91 shares held (2016: 57.97 shares) - value at 31 December 2017	982.19	871.69
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Rose West Legacy

Capital: 150 shares - value at 31 December 2017	<u>2,459.16</u>	<u>2,255.55</u>
	<u>3,441.35</u>	<u>3,127.24</u>

The financial statements were approved by the PCC on 21 February 2018 and signed on their behalf:

Revd A L Renshaw
PCC Chairman

M D Borgartz
Treasurer

Restricted Funds

The restricted funds shown in note 4 and their restrictions are:

Tawell Legacy

This fund represents a legacy left to the Rector and Churchwardens of St. Luke's by the late Mrs P E Tawell for the maintenance of the Church and graveyard with the wish that the graves and gravestones of herself and her family are kept in good order.

Sanctuary robes

This fund represents funds raised specifically for the replacement of robes for the sanctuary team .

Organ Fund

This fund represents donations given for maintenance of the organ.

Hymn Books

This fund represents monies raised towards the replacement of the hymn book used in services.

Mission Opportunity Fund

This fund represents monies received from Chelmsford Diocese towards youth work and administration in the MMU.

Other

This represents sundry small restricted fund balances held from time to time.

1 ACCOUNTING POLICIES

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

Funds

General funds represent the funds of the PCC that are not subject to any special restriction regarding their use and are available for application on the general purposes of the PCC. These include funds designated for a particular purpose by the PCC.

Where money has been received which has restrictions on how it may be spent, this is identified as a restricted fund and the reasons for the restriction noted. The bank balances in respect of these funds are shown separately.

The accounts include monetary transactions, assets and liabilities for which the PCC can be held responsible. 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.

Subject to the above, receipts and payments include income as received and expenditure when irrevocably paid.

Statement of Assets and Liabilities

The following assets are recognised but not necessarily valued in the Statement of Assets and Liabilities:

- Movable church furnishings held by the churchwardens on special trust for the PCC and which require a faculty for disposal.
- Land and buildings held on behalf of the PCC.
- Other fixtures, fittings and office equipment where the PCC is free to dispose of such assets without faculty and where the original cost exceeded £1000.

The following assets are recognised and a monetary value given as part of the description in the Statement of Assets and Liabilities:

- Amounts owing to The PCC.
- Legacies where formal notification of entitlement and amount has been received at 31 December by the PCC.
- Investments held beneficially by the PCC.

Closing bank balances as shown in the receipts and payments account.

The following liabilities are recognised in the Statement of Assets and Liabilities

- Any loans or overdrafts advanced to the PCC
- Creditors for goods and services where the supply has been received at 31 December.

Legacies

The PCC regards all legacies left to St Luke's Church as a gift to be gratefully received and wisely used. When a legacy is given for a specific purpose the PCC are required to use the legacy for this purpose. Where no restriction is placed on a legacy the money will be put into a designated fund within the General Fund of the PCC accounts to be used for a specific purpose or purposes. This purpose will be decided by the PCC following recommendations from the Finance and Stewardship Team or the Standing Committee.

- 2 The expenses paid to clergy may include a small immaterial proportion, which relates to their function as PCC members. PCC members receive reimbursement of certain legitimate expenses incurred. No PCC member receives any payment as a direct result of their being on the PCC. C Eastbrook (churchwarden) receives fees from the PCC in respect of his duties as organist. The fees are set independently by the PCC in line with recommended fees from the Royal School of Church Music.

PARISH OF TOLLESHUNT KNIGHTS WITH TIPTREE
NOTES TO THE FINANCIAL STATEMENTS - continued
For the year ended 31 December 2017

2 Receipts	Restricted	Friend's of St. Luke's	Unrestricted funds	TOTAL FUNDS	
	Funds (note 4) £			£	£
2(a) Voluntary income					
Planned giving:					
Income tax recoverable on Gift Aid			7,900.09	7,900.09	8,693.91
Stewardship			34,109.51	34,109.51	34,102.68
Collections (open plate) at all services			4,246.60	4,246.60	5,206.68
Special collections			773.22	773.22	438.99
Donations for leaving gifts	242.00		-	242.00	485.00
Votive candles			314.51	314.51	242.21
Wall safe			-	-	2.39
Grants	10,640.00		10,219.36	20,859.36	11,641.88
Subscriptions		372.00		372.00	396.00
Donations, appeals etc.	570.00	335.00	3,030.07	3,935.07	7,165.24
	<u>11,452.00</u>	<u>707.00</u>	<u>60,593.36</u>	<u>72,752.36</u>	<u>68,374.98</u>
2(b) Church activities					
Fees			8,322.00	8,322.00	9,229.00
Legacies			3,000.00	3,000.00	65,816.46
Memorial plaques			1,170.00	1,170.00	560.00
Heating charges			315.00	315.00	495.00
Open Door income			157.00	157.00	156.17
	<u>-</u>	<u>-</u>	<u>12,964.00</u>	<u>12,964.00</u>	<u>76,256.63</u>
2(c) Activities for generating funds					
Fund raising events:					
Bazaar		133.10	-	133.10	316.80
Concerts/plays etc		2,515.78	-	2,515.78	2,293.12
Sundry events			20.00	20.00	24.00
Barn Dance		78.00		78.00	-
Christmas Tree Festival		624.15		624.15	-
Flower craft weekend				-	1,283.79
Pudding evening			211.32	211.32	180.79
Quiz night		181.00	-	181.00	-
Bookstall			-	-	6.00
Extension fees			15,326.25	15,326.25	15,987.50
Church hire			2,043.00	2,043.00	-
Rent			1,635.00	1,635.00	2,446.25
Printing income			1,486.85	1,486.85	1,638.16
Messy Church			139.37	139.37	68.02
Sponsorship		175.00		175.00	-
Advertising Income			200.00	200.00	260.00
	<u>-</u>	<u>3,707.03</u>	<u>21,061.79</u>	<u>24,768.82</u>	<u>24,504.43</u>
2(d) Income from investments					
Dividends receivable			79.80	79.80	65.69
Interest received			413.03	413.03	331.41
	<u>-</u>	<u>-</u>	<u>492.83</u>	<u>492.83</u>	<u>397.10</u>
2(e) Other incoming resources					
Team refunds			8,962.94	8,962.94	6,710.76
Miscellaneous income			384.28	384.28	506.47
	<u>-</u>	<u>-</u>	<u>9,347.22</u>	<u>9,347.22</u>	<u>7,217.23</u>
Total Receipts	<u>11,452.00</u>	<u>4,414.03</u>	<u>104,459.20</u>	<u>120,325.23</u>	<u>176,750.37</u>

PARISH OF TOLLESHUNT KNIGHTS WITH TIPTREE
NOTES TO THE FINANCIAL STATEMENTS - continued
For the year ended 31 December 2017

3 Payments	Restricted	Friend's of St. Luke's	Unrestricted funds	TOTAL FUNDS	
	Funds (note 4)			2017	2016
	£	£	£	£	£
3(a) Church Activities					
Diocesan family purse			50,931.02	50,931.02	47,652.00
<i>Clergy expenses:</i>					
Rector travel			976.50	976.50	1,120.60
Curate travel			1,007.45	1,007.45	1,913.77
Rector telephone			438.33	438.33	420.38
Curate telephone			308.00	308.00	150.60
Entertainment			17.37	17.37	-
<i>Church expenses:</i>					
Heat, light, water and insurance			4,357.72	4,357.72	4,011.45
Maintenance & equipment	468.00		50,490.38	50,958.38	47,044.18
Altar services			831.90	831.90	643.59
Music, choir and organists			2,813.33	2,813.33	2,929.75
Upkeep of churchyard - general	250.00		6,246.29	6,496.29	1,595.07
Upkeep of churchyard - Tolleshunt Knights			-	-	182.60
<i>Extension expenses:</i>					
Heat, light, water and insurance			4,549.92	4,549.92	4,585.92
Maintenance		23,398.60	2,481.72	25,880.32	3,136.01
Cleaning wages			2,933.75	2,933.75	2,963.75
Cleaning materials			130.40	130.40	247.98
Equipment			500.00	500.00	102.00
Telephone			781.44	781.44	624.88
Christmas tree	80.00		-	80.00	80.00
Professional fees			-	-	845.27
Miscellaneous expenses			1,301.17	1,301.17	1,006.28
Books and publications			401.18	401.18	400.76
<i>Missionary and charitable giving:</i>					
Home missions and other Church societies and organisations					
- Kelvedon & Feering (MOF grant)	2,500.00			2,500.00	-
- TYPO			1,765.00	1,765.00	16,020.00
- Essex Clergy Charity			296.45	296.45	-
- Children's Society (Christingle collection)			69.70	69.70	104.30
Secular charities					
- Little Haven Children's Hospice			371.92	371.92	334.69
<i>Church management and administration</i>					
Bank charges			2.00	2.00	-
Administrator costs			7,611.00	7,611.00	7,514.66
Postage, stationery and printing			2,799.67	2,799.67	2,813.25
Deanery dues			30.00	30.00	13.99
Gifts	242.00		32.98	274.98	727.02
Training costs			1,278.76	1,278.76	48.00
Memorial plaques			764.00	764.00	489.10
Other telephone expenses			66.98	66.98	15.00
Loan to Inworth PCC			8,050.00	8,050.00	-
	<u>3,540.00</u>	<u>23,398.60</u>	<u>154,636.33</u>	<u>181,574.93</u>	<u>149,736.85</u>
3(b) Costs of generating funds					
Stewardship expenses			66.00	66.00	62.56
FoSL event costs		902.60		902.60	1,182.34
	<u>-</u>	<u>902.60</u>	<u>66.00</u>	<u>968.60</u>	<u>1,244.90</u>
Total payments	<u>3,540.00</u>	<u>24,301.20</u>	<u>154,702.33</u>	<u>182,543.53</u>	<u>150,981.75</u>

PARISH OF TOLLESHUNT KNIGHTS WITH TIPTREE
 NOTES TO THE FINANCIAL STATEMENTS - continued
 For the year ended 31 December 2017

4 Restricted funds

	Tawell Legacy £	Organ Fund £	Sanctuary robes £	Other £	Hymn Books £	Mission Opportunity Fund £	TOTAL FUNDS	
							2017 £	2016 £
Restricted Funds Receipts								
<i>Voluntary income</i>								
Grants						10,640.00	10,640.00	10,640.00
Donations, appeals etc.		200.00		612.00			812.00	4,409.33
	-	200.00	-	612.00	-	10,640.00	11,452.00	15,049.33
Total Receipts	-	200.00	-	612.00	-	10,640.00	11,452.00	15,049.33
Restricted Funds Payments								
<i>Church activities</i>								
Church expenses:								
Maintenance & equipment		468.00					468.00	30,825.00
New stained glass window							-	5,260.00
TYPO							-	7,000.00
Gifts				242.00			242.00	485.00
Flower tubs				250.00			250.00	-
Kelvedon & Feering						2,500.00	2,500.00	155.69
Christmas tree				80.00			80.00	80.00
Miscellaneous expenses							-	-
	-	468.00	-	572.00	-	2,500.00	3,540.00	43,805.69
Total payments	-	468.00	-	572.00	-	2,500.00	3,540.00	43,805.69
Excess of receipts over payments/(payments over receipts)	-	(268.00)	-	40.00	-	8,140.00	7,912.00	(28,756.36)
Transfer from MOF grant towards administration						(1,140.00)	(1,140.00)	14,212.34
Cash and bank accounts at 1 January 2017	825.00	1,000.00	138.78		196.10	3,640.00	5,799.88	20,343.90
Cash and bank accounts at 31 December 2017	825.00	732.00	138.78	40.00	196.10	10,640.00	12,571.88	5,799.88
Tolleshunt Knights cemetery				40.00				

PARISH OF TOLLESHUNT KNIGHTS WITH TIPTREE
NOTES TO THE FINANCIAL STATEMENTS - continued
For the year ended 31 December 2017

5 General Fund

		2017	2016
		£	£
The general fund is made up of the following:			
- General fund	5(a)	16,163.38	19,897.47
Funds designated by the PCC			
- Spooner legacy	5(b)	1,185.40	1,185.40
- Tabner legacy	5(d)	2,812.94	2,812.94
- Remembrance fund	5(c)	2,281.43	1,875.43
- Organ fund	5(e)	25,000.00	25,000.00
- Everitt legacy	5(f)	36,905.49	75,835.55
- Wilkinson legacy	5(g)	500.00	500.00
- East Legacy	5(h)	500.00	500.00
- Sorrell Legacy	5(i)	1,000.00	1,000.00
- Taylor Legacy	5(j)	24,301.66	33,408.46
- Butler Legacy	5(k)	2,261.82	-
		<u>112,912.12</u>	<u>162,015.25</u>
a) General fund			
Balance brought forward		19,897.47	16,653.62
Excess of receipts over payments/(payments over receipts) for year		(50,243.13)	54,111.21
Transfer (to)/from Everitt Legacy		38,930.06	14,212.34
Transfer to restricted funds re new entrance		-	(14,212.34)
Transfer from restricted funds re administration		1,140.00	-
Transfer to Sorrell Legacy		-	(1,000.00)
Transfer from/(to) Taylor Legacy		9,106.80	(33,408.46)
Transfer (to)/from Remembrance fund		(406.00)	(70.90)
Transfer (to) Butler Legacy		(2,261.82)	-
Transfer from/(to) Organ fund		-	(16,388.00)
Balance carried forward		<u>16,163.38</u>	<u>19,897.47</u>
b) Spooner legacy			
Balance brought forward		1,185.40	1,185.40
Transfer from/(to) general fund		-	-
Balance carried forward		<u>1,185.40</u>	<u>1,185.40</u>
c) Remembrance fund			
Balance brought forward		1,875.43	1,804.53
Transfer from/(to) general fund		406.00	70.90
Balance carried forward		<u>2,281.43</u>	<u>1,875.43</u>
d) Tabner Legacy			
Balance brought forward		2,812.94	2,812.94
Transfer from/(to) general fund		-	-
Balance carried forward		<u>2,812.94</u>	<u>2,812.94</u>
e) Organ Fund			
Balance brought forward		25,000.00	8,612.00
Transfer (to)/from Taylor Legacy		-	16,388.00
Balance carried forward		<u>25,000.00</u>	<u>25,000.00</u>
f) Everitt Legacy			
Balance brought forward		75,835.55	90,047.89
Transfer to restricted funds re new entrance		-	(14,212.34)
Transfer (to)/from general fund		(38,930.06)	-
Balance carried forward		<u>36,905.49</u>	<u>75,835.55</u>

PARISH OF TOLLESHUNT KNIGHTS WITH TIPTREE
NOTES TO THE FINANCIAL STATEMENTS - continued
For the year ended 31 December 2017

5 General Fund (continued)	2017	2016
	£	£
g) <i>Wilkinson Legacy</i>		
Balance brought forward	500.00	500.00
Transfer (to)/from general fund	-	-
Balance carried forward	<u>500.00</u>	<u>500.00</u>
h) <i>East Legacy</i>		
Balance brought forward	500.00	500.00
Transfer (to)/from general fund	-	-
Balance carried forward	<u>500.00</u>	<u>500.00</u>
i) <i>Sorrell Legacy</i>		
Balance brought forward	1,000.00	-
Transfer (to)/from general fund	-	1,000.00
Balance carried forward	<u>1,000.00</u>	<u>1,000.00</u>
j) <i>Taylor Legacy</i>		
Balance brought forward	33,408.46	-
Amount received	-	64,816.46
Transfer (to)/from Organ fund	-	(16,388.00)
TYPO - Youth worker	-	(7,000.00)
Upgrade sound system/projection system	(9,106.80)	(8,020.00)
Balance carried forward	<u>24,301.66</u>	<u>33,408.46</u>
k) <i>Butler Legacy</i>		
Amount received	3,000.00	-
New chairs	(738.18)	-
Balance carried forward	<u>2,261.82</u>	<u>-</u>
6 Amounts held on behalf of third parties		
	2017	2016
	£	£
- Mothers and toddlers	375.08	495.08
- Mens Supper Club	388.96	388.96
- Christmas Alone	65.00	65.00
- Key deposits	80.00	80.00
- Diocese of Chelmsford	-	35.00
	<u>909.04</u>	<u>1,064.04</u>

7 Restricted income

The PCC receives certain income on the understanding that it is used towards the maintenance of the Churchyard and in the case of legacies the graves of the legatees. These amounts during the year were:

	2017	2016
	£	£
Income from investments held on behalf of the PCC by the Central Board of Finance from the following:		
Rose West Legacy	79.80	65.69
Rev Buckham		-
Grant from Tiptree Parish Council	200.00	200.00
Grant from The Commonwealth Graves Commission	30.00	30.00
	<u>209.80</u>	<u>295.69</u>

**Independent Examiner's Report
to the PCC of the Parish of Tolleshunt Knights with Tiptree**

I report on the accounts of the PCC for the year ended 31 December 2017, which are set out on pages 5 to 12.

Respective responsibilities of the PCC and examiner

The members of the PCC are responsible for the preparation of the financial statements. The PCC members consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the Charities Act) and that an independent examination is required.

It is my responsibility to:

- Examine the accounts under section 145 of the Charities Act;
- To follow 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 statement

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 you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the financial statements 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 material matters have come to my attention which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts do not accord with the accounting records

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

J Wyncoll ACA
Willow House
110 Maldon Road
Tiptree
14 March 2018