

Charity Number: 1134816

The Parochial Church Council
Of The
Ecclesiastical Parish of St. Peter, Selsey
Accounts
For The Year Ended 31st December 2017

**The Parochial Church Council of The Ecclesiastical Parish of St.Peter, Selsey
Trustee's Annual Report for the Year Ending 31st December 2017**

The Trustees present their report with the financial statements of the Charity for the year ended 31st December 2017.

Governing Document

The Charity is governed by the approved governing document as issued by the Church of England. Its objects are the promotion in the ecclesiastical parish of the whole mission of the Church.

Activities

The activities of the Charity are regular public worship open to all. The provision of a sacred space for personal prayer and contemplation; pastoral work; including visiting the sick and bereaved; teaching of Christianity through sermons, courses and small groups; taking religious assemblies in schools; the promotion of Christianity through the staging of events and meetings; and the distribution of the literature; promoting the whole mission of the Church through the provision of activities for senior citizens, parents, children and other groups. Supporting other charities in the UK and overseas.

Trustees

Trustees throughout the year were:

Mrs. S. Barker	Church Warden
J. Bolt	Church Norton Warden – Co-opted 2017
T. Bromfield	
Mrs. P. Cooper	Deanery Synod Representative – Appointed April 2017
Mrs. M. Davies	
Mrs. E. Chapman	Retired April 2017
Mrs. J. Leclere	Retired April 2017

The parish registers show that during 2017 there were 27 baptisms and 7 weddings held in the church. In addition 5 candidates were Confirmed by Bishop Martin Chichester Cathedral. The Rector also carried out 46 funerals, including those conducted at Chichester Crematorium.

During 2017 the PCC and Churchwardens took the decision to suspend payment of the Parish Share to allow our funds to recover from prolonged overspending. This has allowed us to build up a small reserve of funds. As of

Review of the Year

Mrs. M. Turner	Retired April 2017
Mrs. K. Woodgate	Retired April 2017
Mrs. A. Yekta-Lange	Retired April 2017
Mrs. M. Everest	Appointed 2017
Mrs. R. Flower	Appointed Deanery Synod Representative – April 2017
M. Formby	Church Warden
N. Hoggarth	Parish Secretary – appointed 2017
Mrs. V. Holloway	Electoral Roll Officer – appointed 2017
Mrs. F. Jones	
M. Leclere	Appointed 2017 – casual vacancy
R. Porter	Parish Treasurer
Mrs. N. Wheeler	
Rev. A. Wilkes	Incumbent
Mrs. J. Wilkes	Appointed Deanery Synod Representative – April 2017
Mrs. K. Wiseman	
M. Wiseman	
R. Wiseman	Deputy Church Warden

January 2018 we have resumed paying all statutory fees required of us and in due course we hope to contribute towards the arrears absorbed by the deanery. We are grateful to everyone who has increased their regular giving as we seek to secure a sound financial future for this parish church.

Key Aims and Objectives for 2018

St. Peter's Church will continue to fulfil its role as the parish church to the people and community of Selsey. We will provide a safe space in which people can find daily a sense of peace and quiet.

We will offer a weekly programme of services ranging from the traditional service of Holy Communion according to the Book of Common Prayer (1662) as well as more modern services using Common Worship.

We offer regular supervision and teaching for children in Key Stages 1 and 2 through our monthly meeting of Messy Church.

We will continue to provide the community with the occasional services of baptisms, weddings and funerals, as well as offering pastoral visits to the household and those residing in care homes.

St. Peter's Church highly values its connection with the local RNLI station and the Rector continues to provide support in his role as Chaplain to the crew and their families.

We will continue to develop our website and associated media in an attempt to appeal to and interact with the younger people of the wider community. 2018 has been designated the Year of Prayer and Chichester Diocese and we hope to encourage a life of prayer through regular teaching and preaching.

Mission Statement

Our aims are; to live out the Gospel and to make present the Kingdom in and through the power of the Holy Spirit; and to be authentic Acts 2:42 church: 'The devoted themselves to the apostles' teaching, to the fellowship, to the breaking of bread; and to prayer. Our vision is for the growth of our community, particularly among children and young people, through the provision of a safe and loving environment.

Reserve Policy

Good management of the church's finances require parishes to prioritise expenditure. Payments critical to activities directly relating to the work of the church, such as salaries or parish share, should not be missed in order to maintain a pre-defined level of reserves. The Church of England has recommended a reserve figure of 2 – 3 months of expenditure and accordingly the reserve figure has been set at £25,000.

The stewardship campaign this year has again increased donations and some new initiatives continue to raise income. Expenditure is closely monitored and with some spending cut backs we have managed to increase reserves. Some grant applications have been successful. Fundraising initiatives continue to be actively explored.

Signed on Behalf of the Board



Chairman: Rev. Andrew Wilkes



Treasurer: Mr Richard Porter

Date: 26/7/18

26/7/18

**The Parochial Church Council Of The
Ecclesiastical Parish of St. Peter, Selsey**

**Statement of Financial Activities
For The Year Ended 31st December 2017**

Incoming Resources		General Funds	Restricted Funds	Total Funds
	Notes	£	£	£
Voluntary Income	2	47,992	0	47,992
Other Voluntary Incoming Resources	3	3,542	3,580	7,122
Incoming Resources From Operating Activities				
To Further the PCC's Objects	4	29,361	0	29,361
To Generate Funds	5	43,003	0	43,003
Income From Investments	6	9,555	0	9,555
Total Incoming Resources		133,453	3,580	137,033
Resources Expended				
Costs of Generating Funds	7	34,589	0	34,589
Grants	8	0	730	730
Activities Directly Relating to the Work of the Church	9	50,669	0	50,669
Church Management and Administration	10	3,547	0	3,547
Total Resources Expended		88,805	730	89,535
Net Incoming/Outgoing Resources		44,648	2,850	47,498
Gains and Losses on Investments		1,424	0	1,424
Net Movement in Funds		46,072	2,850	48,922
Balance Brought Forward at 1st January		13,733	41,913	55,646
Balance Carried Forward at 31st December		59,805	44,763	104,568
				55,646

Balance Sheet As At 31st December 2017

Approved by the Parochial Church Council on 26th July 2018 and signed on its behalf by:

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1 Accounting Policies

Funds

General Funds represent the funds of the PCC that are not subject to any restrictions regarding their use and are available for application on the general purposes of the PCC. Funds designated for a particular purpose by the PCC are also unrestricted. Restricted Funds are those funds which have been given to the PCC to use for specific purposes and are set out in the documentation which accompanied the funds. The accounts 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 affiliation to another body or those that are an informal gathering of church members.

Incoming Resources

Voluntary Income

Collections are recognised when received by or on behalf of the PCC. Planned giving receivable under Gift Aid is recognised only when received. Income tax recoverable on Gift Aid donations is recognised when the income is recognised. Grants and legacies to the PCC are accounted for as soon as the PCC is notified of its legal entitlement, the amount due is quantifiable and its ultimate receipt by the PCC is reasonably certain. Funds raised by fairs, sales and magazine sales, etc. are accounted for gross.

Other Income

Rental income from the Church Hall and from the property in Glen Crescent is recognised when the rent is due.

Income From Investments

Dividends are accounted for when due and payable. Interest entitlements are accounted for when due without accrual.

Resources Expended

Activities Directly Relating to the Work of the Church

The Diocesan Parish Share is accounted for when paid. The PCC has committed to pay 100% of its share although this does not create a legal liability.

Fixed Assets

Consecrated Property and Moveable Church Furnishings

Consecrated and beneficed property of any kind is excluded from the accounts by Section 96(2)(a) of the Charities Act 1993. Moveable church furnishings held by the Rector and Church Warden on Special Trust for the PCC, and which require a faculty for disposal, are accounted as inalienable property unless consecrated. They are listed in the Church's inventory which can be inspected (at any reasonable time).

Investments

Investments, other than freehold investments, are valued at market value at 31st December each year and any gains or losses are recorded in the Statement of Financial Activities for that year.

Current Assets

Amounts owing to the PCC at 31st December are shown as Debtors.

Restricted and Designated Funds

The PCC resolved to operate an 'all one pot' system for the Church's funds. The effect is to use all funds not otherwise restricted or endowed as general funds with no distinction between the PCC's General and Designated Funds. All restricted amounts received are spent according to the terms of the grant.

**The Parochial Church Council Of The
Ecclesiastical Parish of St. Peter, Selsey**

**Notes to the Financial Statements
For The Year Ended 31st December 2017**

	General Funds	Restricted Funds	Total Funds
	£	£	£
	2017	2017	2016
2 Incoming Resources From Donors			
Planned Giving	27,269	0	27,269
Gift Aid Donations	8,158	0	8,158
Income Tax Recoverable	2,848	0	3,462
Other Planned Giving	5,481	0	4,231
Collections at Services (Open Plate)	4,236	0	809
Parish Giving Scheme			
3 Other Voluntary Incoming Resources			
Other Collections and Donations	3,542	2,850	5,225
Special Collections	0	730	669
4 Income From Operating Activities To Further the PC's Objectives			
Church Hall Lettings	3,085	0	5,232
Fees	26,276	0	8,692
5 Income From Operating Activities To Generate Funds			
Magazine Sales and Advertising	3,923	0	6,166
Fairs and Social Events Income	38,944	0	17,522
Messy Church	0	0	0
Give As You Live Donations	136	0	50
6 Income From Investments			
Dividends	558	0	460
Interest	21	0	38
Rental Income (Glen Crescent)	8,976	0	8,976
	9,555	0	9,474

**The Parochial Church Council Of The
Ecclesiastical Parish of St. Peter, Selsey**

**Notes to the Financial Statements
For The Year Ended 31st December 2017**

	General Funds	Restricted Funds	Total Funds
7 Costs of Generating Income	£	£	£
Fairs and Social Events Expenses	33,739	0	33,739
Glen Crescent Maintenance	850	0	850
8 Grants			
Missionary and Charitable Giving			
Church Overseas			
Missionary Societies	0	0	0
Relief and Development Agencies	0	0	0
Home Missions and Other Church Societies	0	0	0
Special Collections Paid	0	730	730
	0	730	-11,831
9 Ministry			
Diocesan Parish Contribution	17,042	0	17,042
Rectory Costs	2,393	0	2,393
Clergy Expenses	102	0	102
Church			
Running Expenses	5,279	0	5,279
Maintenance Costs	6,465	0	6,465
Magazine Costs	5,397	0	5,397
Church Hall Costs	5,579	0	5,579
Organist's Fees	4,140	0	4,140
Locum Fees	-52	0	-52
Costs of Services	2,450	0	2,450
Messy Church	0	0	0
Sundry Expenses	1,374	0	1,374
HMRC Fines	500	0	500
	50,669	0	50,669
	99,214		
10 Church Management and Administration			
Printing and Stationery	81	0	81
Website Costs	139	0	139
Photocopier Rental and Charges	290	0	290
Telephone	1,165	0	1,165
Bank Charges	279	0	279
Leasing Charges	199	0	199
Depreciation of Fixed Assets	1,394	0	1,394
	3,547	0	3,547
	4,062		

Notes to the Financial Statements
For The Year Ended 31st December 201710

**The Parochial Church Council Of The
Ecclesiastical Parish of St. Peter, Selsey**

**Notes to the Financial Statements
For The Year Ended 31st December 2017**

	General Funds £	Restricted Funds £	Total Funds 2017 £	2016 £
14 Cash Held on Deposit				
CCLA Investment Account	7,200	0	7,200	7,146
CAF Bank Gold Account	2,151	0	2,151	71
	<u>9,351</u>	<u>0</u>	<u>9,351</u>	<u>7,250</u>
15 Cash at Bank and in Hand				
CAF Bank Current Account	18,411	0	18,411	3,523
Lloyds Bank Current Account	14,490	0	14,490	3,217
Cash in Hand	354	0	354	354
	<u>33,255</u>	<u>0</u>	<u>33,255</u>	<u>7,094</u>
16 Liabilities: Amounts Falling Due Within One Year				
Tax and Social Security Costs	295	0	295	294
Magazine Costs	2,949	0	2,929	2,703
Other Creditors	1,146	2,683	3,829	22,326
	<u>4,390</u>	<u>2,683</u>	<u>7,073</u>	<u>25,323</u>
17 Analysis of Net Assets By Fund				
Fixed Assets for Church Use	4,665	27,000	31,665	33,059
Investment Fixed Assets	8,252	20,446	28,698	27,274
Current Assets	51,278	0	51,278	20,636
Current Liabilities	-4,390	-2,683	-7,073	-25,323
	<u>59,805</u>	<u>44,763</u>	<u>104,568</u>	<u>55,646</u>

**Independent Examiner's Report to
The Parochial Church Council Of The
Ecclesiastical Parish of St. Peter, Selsey Charity No. 1134816**

I report on the accounts for the year ended 31st December 2017 which are set out on pages 4 to 9.

Respective Responsibilities of the Trustees and the Examiner

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

It is my responsibility to:

- Examine the financial statements (under section 145 of the 2011 Act);
- To follow the procedures laid down in the General Directions given by the Charity Commission (under section 145(5)(b) of the 2011 Act); and
- To state whether particular matters have come to my attention.

Basis of the Independent Examiner's 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 Church and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from the Trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

Independent Examiner's Statement

In connection with my examination, there are several matters that have come to my attention that gave me cause for concern:

- | | |
|---|---|
| 1 | The recording of cash especially for social events and fairs was difficult to follow as no petty cash system seemed to be in place so items of expenditure were not readily identifiable. |
| 2 | An imprest system looks to have been used but evidence of transactions were not available. |
| 3 | Many invoices for payments were not available although amounts look to be in line with what would be reasonable. |
| 4 | I could not trace a cheque being paid in for £50 said to have been banked 17th October. |

The accounts as presented give a reasonable interpretation of the financial activities for 2017.

Name: **RICHARD MILLER**
Address: **14 MARISFIELD PLACE**
SELSEY PO20 0PQ
Date: **17/4/2018**

