

# St Boniface Church Bunbury

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## **Annual Report of the Bunbury Parochial Church Council and Accounts for the Year ended 31 December 2018**

The Parochial Church Council of the Ecclesiastical Parish of Bunbury  
a registered charity number 1133106

Cover photograph: Remembering. 100 years after the 1918 armistice.

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# Annual Report of the Bunbury Parochial Church Council for the Year ended 31 December 2018

## Administrative information

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The parish church of Bunbury is St Boniface which is situated between Vicarage Lane and Bowes Gate Lane in Bunbury. The daughter church, Calveley Chapel, is situated in Calveley. The parish itself is part of the Diocese of Chester within the Church of England. The correspondence address is The New Vicarage, Vicarage Lane, Bunbury, Tarporley CW6 9PE.

The Parochial Church Council of the Ecclesiastical Parish of Bunbury ("Bunbury PCC") is registered as a charity with the Charity Commission, number 1133106.

PCC members who have served from 1 January 2018 until the date this report was approved by the PCC are:

Incumbent:	The Revd Tim Hayward	Chair
Readers:	Mr Peter Collinge	
Churchwardens:	Mr David Cox	
	Mr David Kendrick	
Elected Representatives on the Deanery Synod:	Mr Chris Green	Vice-Chair (to April 2018)
Elected PCC members:	Mrs Gill Arnold	
	Mr Sean Augustin-Wood	
	Dr Martin Cook	(as Secretary to Feb 2018)
	Mr Chris Green	also ex officio (see above)
	Mrs Anne James	(as Secretary from Feb 2018)
	Mrs Lucy Munro	
	Mr Roger Reeves	(from April to September 2018)
	Mrs Jill Robey	
	Dr Jeremy Shears	
	Mr Colin Stanyer	
	Mrs Elsa Williams	
	Mrs Yvonne Wood	
Other ex officio:	The Revd Vicky Barrett	as Curate
	Canon Dr John Mason	as General Synod member, Treasurer
	Mrs Amber Middlemiss	as Licensed Pastoral Worker
Co-opted	Mr Nick Sanders	(from November 2018)

## Structure, governance and management

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The method of appointment of PCC members is set out in the Church Representation Rules. All Church attendees are encouraged to register on the Electoral Roll and stand for election to the PCC. The number registered on the electoral roll has stayed at around the 100 mark for the duration of the reporting period.

*The PCC.* The PCC met 7 times during the calendar year. The standing committee and a number of sub-committees met between meetings, and minutes or oral reports of their deliberations were received by the full PCC and discussed where necessary.

*Health and Safety.* The PCC regards maintaining the Health & Safety of all people who visit, worship in or work at St Boniface to be very important. To this end Health & Safety matters continue to be discussed and reviewed at every PCC meeting. We continue to assess the risks associated with our activities and seek to minimise them. We also undertake regular inspections of the church premises and the churchyard to ensure no obvious hazards are present. Moreover our Fabric Committee ensures all areas are well maintained. When an accident or incident is reported, we investigate the causes to identify learnings and we discuss the outcomes at the PCC. We ensure learnings are extracted and are incorporated into our working practices.

This year we have audited the monuments in the Church graveyards for stability and we have carried out the 5-yearly inspection of the electrical installation at St Boniface.

*Data Privacy.* The PCC is committed to protecting and respecting your privacy. The processing of personal data is governed by the General Data Protection Regulation (the "GDPR"), which was introduced in 2018. Our systems are GDPR compliant and our Data Privacy Notice is available at <https://www.stbonifacebunbury.org/privacy-policy>

*Safeguarding.* The approach to our safeguarding is "The care and protection of children, young people and vulnerable adults involved in Church activities is the responsibility of the whole Church. Everyone who participates in the life of the Church has a role to play in promoting a Safer Church for all".

Using this approach, St Boniface is committed to implementing the Church of England's Safeguarding Policy for children, young people and adults, '*Promoting a Safer Church*' and to demonstrating its compliance with that policy.

There were no safeguarding incidents reported this year, nor were there any cases or attendance agreements being managed at the end of the reporting period. The parish is compliant with all Church of England and the Diocese of Chester safeguarding requirements, and this was endorsed through the annual Archdeacon's visitation.

In the light of the introduction of a new safeguarding handbook, support material and guidance by the Church of England along with the appointment of a youth worker to the parish, a full review and implementation of our Safeguarding practices has been agreed for the forthcoming year.

## Objectives and activities

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Bunbury PCC has the responsibility of co-operating with the incumbent in promoting in the ecclesiastical parish the whole mission of the Church: pastoral, evangelistic, social and ecumenical. In deciding what activities to undertake, the PCC has paid due regard to the guidance of the Charity Commission concerning public benefit.

Our vision is to be: "A parish church at the heart of our communities, seeing God's heart in everyone."

In this respect our goals are:

1. Discerning and developing everyone's different gifts and talents, so we can all play our part in the life and worship of our churches and chapels;
2. Growing our church family across all generations, so God's love can be seen and shared by all in our communities; and
3. Wise stewardship of our buildings and finances, so they are fit for purpose for our generation and the next.

This is a shared mission and ministry, and the Vicar, Wardens and PCC are extremely grateful to all who serve in their own way to enable us to carry out our mission to see God's kingdom come in Bunbury and beyond. If we were to name, in this report, every volunteer who serves at St Boniface and Calveley, it would go on far too long, but what we can testify is that when we come together with a common purpose and faith by God's Spirit, we are greater than the sum of all our parts!

## Achievements and performance

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In last year's report we highlighted priorities and areas for development, and below are some examples of the progress being made towards these goals.

### The ministry team

The parish was delighted to receive Vicky Barrett as Curate in the summer of 2017, and Vicky has flourished with us in both her deacon's year and this last year following her priesting in June 2018. We are delighted that Vicky will be appointed Vicar of All Saints Thornton Hough in May 2019. We are grateful for the considerable gifts and talents she has shared with us, and wish her every blessing as she prepares to take on her new role.

Mike Rogers continues to support Tim and other clergy across the Deanery in leading worship. We are very grateful to all our clergy and lay readers who lead an eclectic mix of services - traditional BCP Holy Communion services weekly, Evensong monthly, Compline during Lent, and Contemporary services of the Word twice a month.

Special thanks are due to our Reader Tom Crotty for his service and commitment to our Family Worship services every month.

It has also been a delight to welcome Alex and Nick Sanders back to Bunbury. Alex, very generously since retiring as vicar of Mellor, is keen to serve and support



*Friday at Tilly's received a huge financial boost as a Co-op community project.*



*The Third Sunday Brunch attracts all ages and includes a newspaper review and contributions from young members of the congregation.*

our worship here, and Nick is being licensed as a Lay Reader to the parish in a special service in March 2019.

Amber Middlemiss continues to thrive in her role as Lay Pastoral Worker and you can read more about the work of the Pastoral Visiting Team and Tilly's group later in the report on reaching out to the community. We have recruited to the ministry team, members from across our church family who offer different gifts and talents.

St Boniface has become a pilot parish for the Setting God's People Free initiative in the Diocese. Neil Dewson-Smyth, John Mason and Tim attended the Pilot Parish Vision Day last September. Three further areas for development are now being considered:

- i. providing opportunities to hear each other's stories of how God is using us in our daily life;
- ii. nurturing small groups that equip members to follow Jesus with confidence in daily life; and
- iii. helping members to identify strengths, abilities and opportunities to serve God at church and elsewhere through the week

It is encouraging that there is strong overlap with some of the work we have already started, but clearly there is always more we could be doing.

Next steps:

- develop lay leaders to drive Setting God's People Free initiative in the parish
- encourage further vocations
- develop a culture of mission and discipleship.

## Family worship

In recent church surveys, we have recognised the need to prioritise our engagement with younger families in the parish and to buck the trend of having ageing congregations. A key focus this last year has been the development of a new Third Sunday Brunch service. Debbie Shears and her team of helpers have created a lovely, welcoming environment with food and hospitality at the heart of worship. The church set out in cafe style lends itself to a more informal approach and we have seen an increase in younger families attending. There are key elements to the service: music and drama,



*The Church Choir sings in a monthly choral evensong as well as regular Sunday morning services.*

interviews, a review of the papers, and thought for the day. What has been encouraging is that more people have been involved in the planning and delivery of our worship, especially children and young people (there is more detail below under "Youth Work"), so there has been growth in faith and spirituality, as well as numbers. Average attendance is approximately 70, when previously it had been around 45.

Our worship is enhanced by the participation of church

members in associated activities such as music and hospitality. Bell ringing continues to be very active: we currently have 12 ringers across a wide age band from 18 to 70+. During 2018 we have: rung regularly for Sunday services; provided bells for 19 weddings; rung for national bell ringing events including the Armistice Centenary; and organised a popular Open Tower event when around 150 visitors went up to see the bells and onto the tower roof to experience the view. Bell ringing practices are held most Thursday evenings and over the past two years we have been training several new ringers, two of whom this past year achieved the skill level to be elected as members of the Chester Diocesan Guild of Church Bell Ringers.

Next steps

- introduce a new theme 'Parables', building on the success of 'The Lord's Prayer'
- recruit more people to develop and deliver our worship
- explore ways of linking in to other family services

## Prayer and Small Groups

We are keen to offer more in the way of resources on prayer to the congregation and wider parish. This is being done through regular articles in the Link; using the seasons of the church by plugging in to national initiatives - 'Thy kingdom Come' at Pentecost and 'Follow the Star' booklets during Advent/ Christmas.

Our faithful Monday morning prayer group continues to meet regularly, and we are very grateful to Pat Ellis, Reader Emeritus, for leading this.

A new small group meets every third Tuesday of the month for Contemplative Prayer in the Ridley Chapel. These sessions are led by Mike Rogers, and are a wonderful way of listening to God and discerning his call in the silence offered.

The Men's group continue to support the Wirral Men's Breakfast and the Women at the Well group have restarted after having had a sabbatical.



A new small group was trialled in the Nags Head called 'Pilgrim in the Pub' before Christmas. This was a discussion based on the Beatitudes and was well supported by all ages. Our thanks go to Alex Sanders for facilitating this.

Next steps

- Lent meditations will be offered on the book of Jonah by Vicky
- continue to support the Monday morning and Contemplative Prayer groups that meet regularly
- roll out another edition of 'Pilgrim in the Pub' so there continues to be a mix of opportunities to encourage each other in faith.

## Youth work

### *Bunbury Youth Club*

A key focus for the past 12 months has been investing in a fun-filled programme and revamp of our Monday evening Youth Club. We have 20 children and young people regularly attending, and 30 on our register who have enjoyed the new format. The parent body have been very supportive enabling us to do more excursions, and the help and support from older teenagers/younger leaders, gaining good experience for their DofE Awards, has been invaluable.

The highlight of the year for many was 'Babes in the Wood' – the Pantomime we put on in the village hall. For most of our young people it was their first opportunity and experience of acting and they all rose to the occasion and did us proud. Both nights were sell-outs.

### *Third Sunday Brunch*

Every month we have been working with the young people in our parish making them a key part of the Third Sunday Brunch services. It has been great to see our young people grow in confidence, regularly performing sketches for the service. We have also invited children who may not be as confident to help create animation and videos which have been very creative and well received.

Beth as our newly appointed youth worker intends to build on this, and help create opportunities for the young people to be more involved in the music during the service. We would also like to see them become more involved in the prayer life of the church.

### *Big Bunbury Sleep Out*

Looking forward, Beth would like to reconnect with some of our children/older teens who are becoming young adults, working with them to develop their skills and spirituality, giving them a sense of



*The Youth Club meets on Monday evenings.*

belonging. Beth has set up a young person's working group to put on their first event in the summer - Big Bunbury Sleep Out - aimed at attracting older teenagers in our village.

Other priorities and plans include:

- *Building connections with schools.* We are aiming to build on the work at primary school with collective worship, with the view of involving them in our worship and encouraging more families to attend.
- *Setting up training for volunteers working with our young people.* We have started to use Diddy Disciples in our Sunday clubs – an excellent resource aimed at younger children – and there is a training event planned in the summer to share good practice and invite other churches to participate.
- *Developing a vision for the building, creating a welcoming space for our children.* In response to our kitchen project/extension and the loss of the Haughton Room as a viable space for our Sunday clubs, we are looking at creative ways to develop a more useful space for our youth work.

## Calveley Chapel

In 2018 our daughter Chapel at Calveley celebrated its 180th anniversary since first being established by the tenant of the now demolished Calveley Hall. Today it still continues to provide an opportunity for traditional worship in a beautiful unique rural setting, with two regular services each month, the first Sunday Family Communion and the third Sunday Morning Worship or Matins. There are special celebratory services at Easter, Harvest and Christmas, and the Chapel also provides an excellent venue for baptisms and smaller, more intimate, weddings.

A well-attended Christmas Eve Service marked the end of our calendar year - and what a busy year it had been. The Spring Fayre, Summer Lunch, and the Autumn Funky Choir Concert all proved very popular fundraising events, and meant that we were able to carry out the various building maintenance works recommended by the Architect in his Quinquennial Report, and the installation of a much-needed replacement heating boiler.



*Food donations at Calveley's harvest festival.*

As well as all the regular services we hosted the first Communion Service of our newly priested Vicky, two beautiful baptisms and a lovely wedding. Our Harvest Festival Service enabled generous donations of foodstuffs to be made to the Nantwich Foodbank, and our Nine Lessons and Carols Service celebrated a Christmas tradition first started in 1880, with stunning service sheets being designed by children at Calveley School.

In addition, throughout the year, the Chapel provided the venue for various regular community meetings including those of a number of local Parish Councils.

## Church fabric

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The Vicar, Wardens and members of the Fabric Committee of the PCC meet regularly to ensure that the building and graveyards are kept in a good state of repair and fit for purpose.

Our annual Beeston Castle Fete is our major fundraising event with monies raised being designated specifically for building repairs and maintenance. This year it was once more blessed with glorious weather and was well supported helping to make it particularly successful and enjoyable.

During the year at St Boniface the damaged Nave carpet reported last year has been replaced, and a stunningly beautiful new internal oak North door has been commissioned and installed in the Chancel behind the original 16th century external door, providing a second barrier against the elements.

The major project to extend the kitchen to allow better and easier catering, particularly at larger events, is under way and preliminary designs have been drafted.

A Quinquennial Survey has been carried out at St Boniface by the Church Architect, and his report was received and considered by the Fabric Committee. No urgent major issues were identified, and the PCC has approved the financial resource to carry out a number of recommended 'immediate' minor maintenance works. A schedule of works has been prepared by the Architect and is now out to tender.

A trial specialist cleaning (internally and externally) of the windows in the Ridley Chapel was carried out and the results were a transformation - so much so that the PCC has approved an ambitious project to clean all the church windows during the course of 2019, with each window expected to take approximately one day to complete. Many of the windows have not been tackled for over fifty years and there are over 30 in total.

At Calveley, repairs to the roof, rainwater goods and some painting, recommended in their own Quinquennial report have been completed, and a new heating boiler has been installed.



*One of St Boniface's beautiful stained glass windows*

## Reaching out to the community

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*Friday at Tilly's.* The 'Friday at Tilly's' group continues to meet weekly in the Tilly's cafe on a Friday morning; the weekly attendance averages 32. We had our annual Llandudno trip, taking more than 40 people to the Queen's Hotel for lunch by coach (which was funded by a donation from the Village Day Committee). We also had our annual Christmas meal for around 40 people, cooked and hosted by Tilly's cafe, and paid for by a generous grant from the Bunbury Parochial Charities committee. We took a small group on a trip to Bridgemere Garden World.



*Events held within the church during the year included Bunbury's very own 'Strictly' event.*

The Co-op presented us with a cheque for over £5,000, an extraordinary sum raised by their membership scheme for which we were most grateful. This will fund the weekly costs of the group for some time to come, and help to defray the costs of trips etc. The group continues to celebrate significant birthdays, arrange transport for those struggling to attend, and be a source of reference for other services and activities. New people continue to arrive, and we endeavour to make them welcome and integrate them into the group.

We are incredibly grateful to Kevin and his staff at Tilly's for hosting us and being kind and gracious to all.

*Pastoral Visiting Team.* The Pastoral Visiting Team met every two months, training, supporting and encouraging one another in the pastoral work they undertake. The team currently has six members (in addition to the two clergy), and tries to provide follow-up support to the bereaved in the weeks or months after their loss, and to keep an eye on those who are known to be sick or struggling. One member keeps close links with the village mum and tots group; another member also represents the British Legion as a Pastoral Visitor and can ensure that the team liaises closely with them. A new loneliness project – ALIVE - is being set up under this umbrella, and is planning an open day in the village early in 2019 to spread information about what services and activities will be on offer.

*GraveTalk.* The team led a third 'GraveTalk' event in May, in the Village Hall. Around 30 people came and had an opportunity to hear about end-of-life and funeral options from a variety of speakers. Those issues were then discussed in small groups over coffee and cake. Its success led to us being invited to speak to a neighbouring deanery about it, and they intend to set up something similar.

*Use of the Church.* Throughout the year the church is used for a variety of events – dances, concerts, celebrations – that not only raise funds for the work of the church but



*Parish Link has been reaching out to the Community for many years. This year our magazine reached out to the nation when this cover led to an appearance on BBC Breakfast in search of stem cell donors. Our thanks to Joy Parker who has stood down as editor after many years in that role.*

was dominated by spend (of about £10k) on items covered by insurance claims (including theft of lead from the vestry roof, damage to a carpet, and replacement of the stolen war memorial plaques).

The overall position for the unrestricted funds was therefore (before transfers) a deficit of about £2.6k, which was rather similar to that in 2017 (£3.6k). After taking into account the decision to designate amounts for charitable giving and the contribution from Calveley Chapel, the total unrestricted fund reserves saw a decrease of about £6k (2017, a decrease of £7k).

The accounts of Calveley Chapel are consolidated within these accounts and are treated as a designated fund. They show total income of about £10.9k (2017, £6.6k) including £3.3k from fundraising, £3k from collections, £0.5k of one-off donations and £1k from regular giving. Grants during the year (to repay VAT on repairs) were nearly £2k, and almost £1k was tax recovered from gift aided donations. Expenditure included about £10k on repair work and a new boiler making the total for the year £13.7k (2017, £3.6k). There was therefore an operating deficit for the year of about £3.6k (2017, surplus £2k), after taking into account the £1k contribution to general funds.

also act as a means of outreach. They help to demonstrate to all - regular church-goers and those who would rarely enter the church otherwise - that the church is truly at the heart of the community, and present as a force to convey the Christian message of faith in the "real world" that exists Monday to Saturday as well as Sunday.

## Financial review

Total income and endowments on ordinary unrestricted funds was £108k which was about £20k higher than that in 2017. About half of the difference related to insurance claims and is not indicative of an underlying increase in income. However, there were also welcome increases in parochial fees and miscellaneous donations.

Several items of unrestricted expenditure were at slightly higher levels than last year although the overall increase

Once again the fete committee and others did great work in raising funds, yielding another large surplus in the fund that is designated for church building work (a surplus for the year of nearly £10k). An Irish evening raised £1.6k, and the 2018 fete in May provided yet another record profit of over £9k. The other main designated fund relates to support for the curate which is funded from the legacy left to the church in 2016.

With regard to restricted funds, there were significant movements in four funds: youth worker; Target 1250; the churchyard and Friday at Tillys. As the youth worker post stayed vacant the whole of 2018 the fund balance built up as donations were still received. We were delighted that the position has been filled early in 2019 so the reserves will be put to good use in supporting the post, and increasing work with young people in the parish and beyond. The Target 1250 fund was used to fund the replacement oak door in the chancel, whilst the "Friends of the Churchyard" group set up in 2016 continued to provide financial (and practical) support for churchyard maintenance. A large legacy of £20k was also gratefully received to support the upkeep of the churchyard. Finally the Friday at Tillys group was supported generously on several fronts including a £2k grant from Bunbury Parochial Charities and grants through its participation as a local charity for the Co-op. This initiative provided over £4k. We are most grateful for all this support which should ensure the group is able to thrive for some time to come.

The overall financial strength of the PCC was broadly unchanged over the course of the year. After several years of gains, our investments (held with CCLA) lost value reflecting changes in world markets. The overall increase in funds of £19k was a result of a one-off effect: that of receiving the legacy for churchyard maintenance. Notwithstanding the loss in investments, during the year some additional investment in CCLA funds were made. These are outlined in more detail in the next section.

## Reserves policy

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The reserves policy was last reviewed by the PCC in 2017 where it was agreed that it should remain the same: to keep a balance on unrestricted funds (excluding designated funds if possible), which equates to approximately six months' unrestricted payments, to cover emergency situations that may arise from time to time.

There was a balance of £114k (2017, £129k) on unrestricted funds including £99k (2017, £108k) of designated funds at the year-end. Once again, with six months' unrestricted payments currently running at around £60k, this reserves target is being met once designated funds are included. The PCC considers that, taking into account the fact that there are significant restricted and designated funds available for use in those areas where major unexpected expenditure is most likely to occur (church fabric), and the inherently conservative nature of the policy itself, this is not a cause for concern.

For some time the PCC's policy has been to invest most fund balances with the CBF Church of England Deposit Fund. Where investments are held elsewhere (in CCLA funds), they have continued to perform satisfactorily given the volatile nature of the markets during the reporting period (and in particular the decline towards the end of 2018). The PCC did however decide during the year that, as the levels of cash held remained high within a low interest environment, it was appropriate to make some limited further investments in CCLA funds. This should provide greater returns over the medium to long term without increasing exposure to undue levels of risk. In deciding how much to invest in this way, sufficient cash was retained to ensure that it was most unlikely

that any of the purchased funds would need to be sold in a distressed manner in the short term (where a loss in capital value would be more likely),

**Approved by the PCC on 26 March 2019 and signed on their behalf by the Chair of the meeting:**

**The Revd Tim Hayward, Vicar and PCC Chair**

## Independent Examiner's Report to the PCC of Bunbury

I report on the accounts for the year ended 31st December 2017 which are set out on pages 1 to 6.

### Respective responsibilities of the PCC and Independent Examiner

As trustees of the charity, the members of the PCC are responsible for the preparation of the accounts. They 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 accounts under section 145 of the 2011 Act;
- follow the procedures laid down in the General Directions given by the Charity Commissioners section 145(5)(b) of the 2011 Act; and
- state whether particular matters have come to my attention.

### Basis of 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 charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from the management committee concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in a full audit, and consequently I do not express an audit opinion on the accounts.

### Independent Examiner's statement

In connection with my examination, no matters have come to my attention

1. which give me reasonable cause to believe that in any material respect the requirements

- to keep accounting records in accordance with s.130 of the 2011 Act; or
- to prepare accounts which accord with these accounting records have not been met; or

2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Signed:

Date: 27 March 2019

Name: Mr Alan Stott

Address: 59 Grappenhall Road  
Stockton Heath  
Warrington  
Cheshire WA4 2AR

**Parochial Church Council of St Boniface, Bunbury**  
**Statement of financial activities**

For the Year to 31 December 2018						For the Year to 31 December 2017					
	Note	Unrestricted Funds £	Designated Funds £	Restricted Funds £	Endowment Funds £	TOTAL FUNDS 2018 £	Unrestricted Funds £	Designated Funds £	Restricted Funds £	Endowment Funds £	TOTAL FUNDS 2017 £
<b>INCOMING RESOURCES</b>											
Donations and legacies	2(a)	56,456	7,031	44,801	0	<b>108,288</b>	53,597	14,225	19,300	0	<b>87,122</b>
Other trading activities	2(b)	9,099	17,703	0	0	<b>26,802</b>	8,929	17,798	320	0	<b>27,047</b>
Income from investments	2(c)	2,310	263	530	0	<b>3,103</b>	2,170	56	240	0	<b>2,466</b>
Income from charitable activities	2(d)	28,493	607	1,050	0	<b>30,150</b>	23,261	0	1,959	0	<b>25,220</b>
Other income	2(e)	11,317	0	5,002	0	<b>16,319</b>	935	0	8	0	<b>943</b>
<b>TOTAL INCOME AND ENDOWMENTS</b>		<b>107,675</b>	<b>25,604</b>	<b>51,383</b>	<b>0</b>	<b>184,662</b>	<b>88,892</b>	<b>32,079</b>	<b>21,827</b>	<b>0</b>	<b>142,798</b>
<b>RESOURCES EXPENDED</b>											
Expenditure on raising funds	3(a)	(144)	(3,408)	0	0	<b>(3,552)</b>	(138)	(3,118)	0	0	<b>(3,256)</b>
Expenditure on charitable activities	3(b)	(105,975)	(20,500)	(13,887)	0	<b>(140,362)</b>	(89,318)	(7,349)	(7,028)	0	<b>(103,695)</b>
Other expenditure		(4,107)	(9,426)	(1,955)	0	<b>(15,488)</b>	(3,024)	(5,438)	(1,515)	0	<b>(9,977)</b>
Net gains/(losses) on investments		0	(3,644)	(1,447)	(1,366)	<b>(6,457)</b>	0	0	14,182	4,534	<b>18,716</b>
<b>NET INCOME/(EXPENDITURE)</b>		<b>(2,551)</b>	<b>(11,374)</b>	<b>34,094</b>	<b>(1,366)</b>	<b>18,803</b>	<b>(3,588)</b>	<b>16,174</b>	<b>27,466</b>	<b>4,534</b>	<b>44,586</b>
Transfers between funds	6(b)	(3,481)	2,952	529	0	<b>0</b>	(3,427)	2,063	1,364	0	<b>0</b>
Gains/(losses) on revaluation of fixed assets		0	0	0	0	<b>0</b>	0	0	0	0	<b>0</b>
Other gains/(losses)		0	0	0	0	<b>0</b>	0	0	0	0	<b>0</b>
<b>NET MOVEMENT IN FUNDS</b>		<b>(6,032)</b>	<b>(8,422)</b>	<b>34,623</b>	<b>(1,366)</b>	<b>18,803</b>	<b>(7,015)</b>	<b>18,237</b>	<b>28,830</b>	<b>4,534</b>	<b>44,586</b>
BALANCES B/FWD 1 JANUARY		21,303	107,636	226,960	52,740	<b>408,639</b>	28,318	89,399	198,130	48,206	<b>364,053</b>
Prior year adjustment	11	0	0	0	0	<b>0</b>	0	0	0	0	<b>0</b>
BALANCE AT 1 JANUARY RESTATED		21,303	107,636	226,960	52,740	<b>408,639</b>	28,318	89,399	198,130	48,206	<b>364,053</b>
<b>BALANCES C/FWD 31 DECEMBER</b>		<b>15,271</b>	<b>99,214</b>	<b>261,583</b>	<b>51,374</b>	<b>427,442</b>	<b>21,303</b>	<b>107,636</b>	<b>226,960</b>	<b>52,740</b>	<b>408,639</b>

The notes on pages 3 to 6 form part of these accounts

**Parochial Church Council of St Boniface, Bunbury**  
**Balance sheet as at 31 December**

	Note	Unrestricted Funds £	Designated Funds £	Restricted Funds £	Endowment Funds £	TOTAL FUNDS 2018 £	2017 £
<b>FIXED ASSETS</b>							
Tangible	6(a)	835	0	0	0	<b>835</b>	113
Investments	6(b)	0	70,356	199,650	51,374	<b>321,380</b>	177,837
		<u>835</u>	<u>70,356</u>	<u>199,650</u>	<u>51,374</u>	<u><b>322,215</b></u>	<u>177,950</u>
<b>CURRENT ASSETS</b>							
Debtors	7	12,532	2,138	0	0	<b>14,670</b>	16,095
Short-term deposits	8	2,733	19,641	54,955	0	<b>77,329</b>	194,840
Cash at bank and in hand		4,134	8,379	7,478	0	<b>19,991</b>	28,125
		<u>19,399</u>	<u>30,158</u>	<u>62,433</u>	<u>0</u>	<u><b>111,990</b></u>	<u>239,060</u>
<b>LIABILITIES</b>							
Creditors: amounts falling due in one year	9	(4,963)	(1,300)	(500)	0	<b>(6,763)</b>	(8,371)
<b>NET CURRENT ASSETS/(LIABILITIES)</b>		<u>14,436</u>	<u>28,858</u>	<u>61,933</u>	<u>0</u>	<u><b>105,227</b></u>	<u>230,689</u>
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>		<u><b>15,271</b></u>	<u><b>99,214</b></u>	<u><b>261,583</b></u>	<u><b>51,374</b></u>	<u><b>427,442</b></u>	<u>408,639</u>
Creditors: amounts falling due after one year		0	0	0	0	<b>0</b>	0
<b>TOTAL NET ASSETS</b>		<u><b>15,271</b></u>	<u><b>99,214</b></u>	<u><b>261,583</b></u>	<u><b>51,374</b></u>	<u><b>427,442</b></u>	<u>408,639</u>
<b>PARISH FUNDS</b>							
Unrestricted	10	15,271	0	0	0	<b>15,271</b>	21,303
Designated	10	0	99,214	0	0	<b>99,214</b>	107,636
Restricted	11	0	0	261,583	0	<b>261,583</b>	226,960
Endowment		0	0	0	51,374	<b>51,374</b>	52,740
		<u><b>15,271</b></u>	<u><b>99,214</b></u>	<u><b>261,583</b></u>	<u><b>51,374</b></u>	<u><b>427,442</b></u>	<u>408,639</u>

Approved by the PCC on 26 March 2019 and signed on its behalf by the Revd Tim Hayward, Chairman

The notes on pages 3 to 6 form part of these accounts

## Notes to the financial statements

### For the year ending 31 December 2018

#### 1. ACCOUNTING POLICIES

The financial statements have been prepared in accordance with the Church Accounting Regulations 2006 together with applicable accounting standards and the FRS 102 SORP.

The financial statements have been prepared under the historical cost convention except for the valuation of investment assets, which are shown at market value. The financial statements include all transactions, assets and liabilities for which the PCC is responsible under 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. Also excluded are transactions where the PCC acts solely as a collection agent for another party (such as collections where it has been determined that all or a specified proportion will be passed on to a named charity).

#### Funds

*Endowment funds* are funds, the capital of which must be maintained; only income arising from investment of the endowment may be used either as restricted or unrestricted funds depending upon the purpose for which the endowment was established.

*Restricted funds* represent (a) income from trusts or endowments which may be expended only on those restricted objects provided in the terms of the trust or bequest, and (b) donations or grants received for a specific object or invited by the PCC for a specific object. The funds may only be expended on the specific object for which they were given. Any balance remaining unspent at the end of each year must be carried forward as a balance on that fund. The PCC does not usually invest separately each fund. Where there is no separate investment, interest is apportioned to individual funds on an average balance basis.

*Unrestricted Funds* are general funds which can be used for PCC ordinary purposes. On occasions the PCC may designate part of the unrestricted funds for a particular purpose. Although these designated funds are thereby ear-marked for that purpose they still form a part of the unrestricted funds of the PCC and may still be used for PCC ordinary purposes.

#### Incoming resources

Planned giving, collections and donations are recognized when received. Tax refunds are recognized when the incoming resource to which they relate is received. Grants and legacies are accounted for when received rather than when the PCC is legally entitled to the amounts due. Exceptionally, grants may be recognised earlier when they are deemed certain and relate to expenditure that occurred in the financial period. Dividends are accounted for when receivable, and interest is accounted for when received. All other income is recognized when it is receivable. All incoming resources are accounted for gross.

#### Resources expended

Grants and donations are accounted for when paid over, or when awarded, if that award creates a binding or constructive obligation on the PCC. The diocesan parish share is accounted for when due. All other expenditure is generally recognized when it is incurred and is accounted for gross.

#### Fixed assets

Consecrated and benefice property is not included in the accounts in accordance with s.96(2)(a) of the Charities Act 1993. Calverley Chapel is treated as having zero book value reflecting its perceived market value as affected by the restrictive covenants associated with it.

Movable church furnishings held by the vicar and churchwardens on special trust for the PCC and which require a faculty for disposal are inalienable property, listed in the church's inventory, which can be inspected (at any reasonable time).

Equipment used within the church premises or for church purposes outside of the building is depreciated on a straight-line basis over four years. Individual items of equipment with a purchase price of £1,000 or less (£500 prior to 2011) are written off when the asset is acquired, although at their discretion the Trustees may reduce this threshold to £500 in the case of items that are clearly of long-term value and capital in nature.

*Investments* are valued at market value at 31 December.

#### 2. INCOMING RESOURCES

	Unrestricted Funds	Designated Funds	Restricted Funds	Endowment Funds	TOTAL FUNDS 2018	2017
	£	£	£	£	£	£
2(a) <b>Donations and legacies</b>						
Planned giving:						
Gift Aid donations	26,021	355	8,325	0	<b>34,701</b>	34,800
Tax recovered	6,562	101	2,116	0	<b>8,779</b>	8,700
Other planned giving	1,767	0	180	0	<b>1,947</b>	2,209
Collections	9,084	2,954	0	0	<b>12,038</b>	13,735
Gift Days	0	0	0	0	<b>0</b>	0
Grants	1,912	1,903	8,622	0	<b>12,437</b>	5,775
Donations	10,910	1,718	5,526	0	<b>18,154</b>	11,886
Special appeals	0	0	0	0	<b>0</b>	0
Legacies	200	0	20,032	0	<b>20,232</b>	10,017
	<b>56,456</b>	<b>7,031</b>	<b>44,801</b>	<b>0</b>	<b>108,288</b>	<b>87,122</b>

The PCC gratefully received a legacy of £20k from the estate of the late Kathleen Dutton. The terms of the Will determine that the legacy should be used "to maintain the graveyard of the Church in good order and repair and I request without imposing any legal obligation on them that they will keep in good order and repair the graves and gravestones of my late Mother and Father Samuel Albert Dutton and Martha Elizabeth Dutton and of my late Sister Blanche Mary Dutton and myself"

<b>2(b) Other trading activities</b>						
Fund-raising	0	17,428	0	0	<b>17,428</b>	18,118
Advertising	6,764	0	0	0	<b>6,764</b>	7,119
Lettings	2,335	275	0	0	<b>2,610</b>	1,810
	<b>9,099</b>	<b>17,703</b>	<b>0</b>	<b>0</b>	<b>26,802</b>	<b>27,047</b>
<b>2(c) Income from investments and cash deposits</b>						
Dividends and interest including tax recoverable from investments						
	1,733	188	193	0	<b>2,114</b>	1,697
Interest from cash on deposit	346	75	337	0	<b>758</b>	544
Other investment income	231	0	0	0	<b>231</b>	225
	<b>2,310</b>	<b>263</b>	<b>530</b>	<b>0</b>	<b>3,103</b>	<b>2,466</b>
<b>2(d) Income from charitable activities</b>						
Parochial Fees	11,308	277	0	0	<b>11,585</b>	9,063
Bellringer and Organist fees	7,860	310	1,050	0	<b>9,220</b>	8,030
Other fees	9,325	20	0	0	<b>9,345</b>	8,127
	<b>28,493</b>	<b>607</b>	<b>1,050</b>	<b>0</b>	<b>30,150</b>	<b>25,220</b>
<b>2(e) Other income</b>						
Recharges	832	0	0	0	<b>832</b>	755
Insurance claims	10,475	0	5,002	0	<b>15,477</b>	0
Other income	10	0	0	0	<b>10</b>	188
	<b>11,317</b>	<b>0</b>	<b>5,002</b>	<b>0</b>	<b>16,319</b>	<b>943</b>
<b>3. RESOURCES EXPENDED</b>						
	Unrestricted Funds	Designated Funds	Restricted Funds	Endowment Funds	TOTAL FUNDS	
	£	£	£	£	2018	2017
					£	£
<b>3(a) Expenditure on raising funds</b>						
Costs of generating voluntary income	144	0	0	0	<b>144</b>	138
Cost of goods for fund-raising	0	0	0	0	<b>0</b>	198
Other costs of holding events	0	3,408	0	0	<b>3,408</b>	2,920
	<b>144</b>	<b>3,408</b>	<b>0</b>	<b>0</b>	<b>3,552</b>	<b>3,256</b>
<b>3(c) Church activities</b>						
Missionary and charitable giving						
Overseas	0	1,300	0	0	<b>1,300</b>	0
Relief agencies	0	0	0	0	<b>0</b>	1,352
Home mission	0	0	0	0	<b>0</b>	1,305
Secular charities	0	0	0	0	<b>0</b>	1,305
	<b>0</b>	<b>1,300</b>	<b>0</b>	<b>0</b>	<b>1,300</b>	<b>3,962</b>
Diocesan parish share	48,274	0	0	0	<b>48,274</b>	47,097
Incumbent working expenses	1,646	0	0	0	<b>1,646</b>	1,773
Vicarage costs	3,969	1,364	0	0	<b>5,333</b>	4,492
Assistant staff costs	4,517	1,730	318	0	<b>6,565</b>	10,096
Church running costs	14,579	1,882	0	0	<b>16,461</b>	15,160
Church maintenance	3,012	1,512	234	0	<b>4,758</b>	3,305
Upkeep of services	5,956	346	3,144	0	<b>9,446</b>	5,169
Upkeep of churchyard	400	1,455	0	0	<b>1,855</b>	4,445
Magazine expenditure	6,496	0	0	0	<b>6,496</b>	6,211
Youth work, education and training	324	0	251	0	<b>575</b>	24
Structural repairs	8,317	6,932	492	0	<b>15,741</b>	(2,164)
Installation repairs	0	3,829	4,698	0	<b>8,527</b>	(2,178)
Decoration	0	0	0	0	<b>0</b>	0
Salaries, honoraria and fees	7,490	150	40	0	<b>7,680</b>	5,965
Depreciation	113	0	0	0	<b>113</b>	339
New building works	882	0	4,710	0	<b>5,592</b>	0
	<b>105,975</b>	<b>20,500</b>	<b>13,887</b>	<b>0</b>	<b>140,362</b>	<b>103,696</b>
<b>4. STAFF COSTS</b>						

A part-time Administrator was employed throughout the year. A Choir Director was employed until his resignation at the start of February.

## 5. PAYMENTS TO PCC MEMBERS

A small immaterial portion of the expenses paid to the incumbent may have related to services as Chairman of the PCC. A small stipend was paid to PCC member Dr Martin Cook in his role as Choir Director. No other payments or expenses were paid to any other PCC member, persons closely connected to them or related parties.

## 6. FIXED ASSETS

### (a) Tangible

The only tangible fixed asset at the start of the period was a lawn mower for maintenance of the vicarage garden. This was purchased in 2014 and was fully written down during the course of the year. During December a digital piano was purchased and at the year-end this became the only fixed asset not fully written down.

	Unrestricted Funds £	Designated Funds £	Restricted Funds £	Endowment Funds £	TOTAL FUNDS 2018 £	2017 £
Asset cost/value						
Balance b/f	1,358	0	0	0	1,358	1,358
Additions	835	0	0	0	835	0
Balance c/f	2,193	0	0	0	2,193	1,358
Accumulated depreciation						
Balance b/f	(1,245)	0	0	0	(1,245)	(906)
Charge for year	(113)	0	0	0	(113)	(339)
Balance c/f	(1,358)	0	0	0	(1,358)	(1,245)
Net book value						
Balance b/f	113	0	0	0	113	453
Balance c/f	835	0	0	0	835	113

### (b) Investments

*Endowment Funds.* There is now one endowment fund held by Chester DBF on behalf of Bunbury PCC. This is the Drury Trust and consists of 3,189 units of the CBF Investment Fund and which had a market value of £51,370 on 31/12/18 (31/12/17, £52,740).

*Restricted Funds.* The Challinor Fund is held as a restricted fund and, in accordance with the terms of the bequest that created it, is to be used for general church purposes with the Vicar and Churchwardens as trustees. As at 31/12/18, principal of the fund was invested in 3,465 accumulation units of CBF Investment Fund when they were valued at £127,393 (31/12/17, £125,097). The accumulated funds (minus expenditure) since the bequest have historically all been held on deposit, but in 2018 £30k of these funds were used to purchase 1,771 income units of CBF Investment Fund (value at 31/12/18, £28,523). Cash funds from the Flower (£5k), Organ (£25k) and Youth (£16k) restricted funds were also used to purchase 295, 1475 and 944 units of CBF Investment Fund respectively (values at 31/12/18, £4,754, £23,769 and £15,212 respectively).

*Designated Funds.* During 2018, cash assets from the Restoration/Fete (£45k), Calveley (£23k) and Curate Support (£6k) designated funds were used to purchase 2656, 1357 and 354 units of CBF Investment Fund respectively (values at 31/12/18, £42,784, £21,867 and £5,705 respectively).

*Unrestricted Funds.* There were no investments of unrestricted funds during the period.

	Unrestricted Funds £	Designated Funds £	Restricted Funds £	Endowment Funds £	TOTAL FUNDS 2018 £	2017 £
Market value b/f 1 January	0	0	125,097	52,740	177,837	159,122
Prior year adjustments	0	0	0	0	0	0
Value at 1 January restated	0	0	125,097	52,740	177,837	159,122
Disposals at carrying value	0	0	0	0	0	0
Purchases at cost	0	74,000	76,000	0	150,000	0
Revaluation gain/(loss)	0	(3,644)	(1,447)	(1,366)	(6,457)	18,716
Market value at 31 December	0	70,356	199,650	51,374	321,380	177,838

## 7. DEBTORS

	Unrestricted Funds £	Designated Funds £	Restricted Funds £	Endowment Funds £	TOTAL FUNDS 2018 £	2017 £
Tax recoverable	9,961	0	0	0	9,961	9,434
Prepayments and accruals - debtors	198	1,500	0	0	1,698	2,017
Other debtors	2,373	638	0	0	3,011	4,645

	12,532	2,138	0	0	14,670	16,096
<b>8. SHORT TERM DEPOSITS</b>	Unrestricted Funds	Designated Funds	Restricted Funds	Endowment Funds	TOTAL FUNDS	
	£	£	£	£	2018	2017
CBF Deposit Accounts					£	£
609021001D (General PCC)	2,733	15,062	31,204	0	48,999	114,826
609021007D (Calveley)	0	4,579	0	0	4,579	19,837
609021011D (Challinor)	0	0	11,311	0	11,311	31,187
609021012D (Organ)	0	0	9,571	0	9,571	26,133
609021013D (Bells)	0	0	2,869	0	2,869	2,855
	2,733	19,641	54,955	0	77,329	194,838
<b>9. LIABILITIES</b>	Unrestricted Funds	Designated Funds	Restricted Funds	Endowment Funds	TOTAL FUNDS	
	£	£	£	£	2018	2017
Prepayments and accruals - creditors	(4,222)	(1,300)	0	0	(5,522)	(5,088)
Trade creditors	(741)	0	(500)	0	(1,241)	(2,958)
Other creditors	(0)	0	0	0	(0)	(325)
	(4,963)	(1,300)	(500)	0	(6,763)	(8,371)

#### 10. UNRESTRICTED FUNDS

The PCC has ear-marked part of the unrestricted reserves (and specific sources of future income) for particular purposes. Such designated funds (see note 1) have been created for: Churchyard maintenance (to which is directed a part of the Parochial Fees for funerals); Church Restoration (directed to which is the net income from the annual fete); and an amount (10% of net voluntary unrestricted income) for charitable giving. The Churchyard designated fund is in addition to the Churchyard restricted fund (see note 11). During 2010 the PCC agreed that no additional funeral fees would be designated to the Churchyard fund whenever its value was greater than £3,000. The income and expenditure associated with Calveley Hall Chapel is also maintained as a designated fund. During the year the fund for the annual Agape meal was undesignated. A Curate Support designated fund was created on receipt of a bequest in 2017, and this is intended to provide financial support for rent and other costs associated with having an assistant curate in the parish.

Designated Funds	Balance at Jan-18	Incoming	Outgoing	Investment	Transfers & Revaluation	Balance at Dec-18
Churchyard - designated	2,897	0	(1,455)	0	0	1,442
Restoration (Fete)	37,011	14,156	(4,820)	114	(2,216)	44,245
Charitable giving	3,801	237	(1,300)	0	3,952	6,690
Calveley church	32,187	10,949	(13,665)	133	(2,133)	27,471
Curate support	31,740	0	(12,094)	15	(295)	19,366
	107,636	25,342	(33,334)	262	(692)	99,214

RESTRICTED FUNDS	Balance at Jan-18	Incoming	Outgoing	Investment	Transfers & Revaluation	Balance at Dec-18
Churchyard - restricted	61	20,942	0	0	0	21,003
Choir	1,518	1,450	(311)	0	0	2,657
Kitchen	0	259	0	0	0	259
Challinor - accumulated income	156,285	0	0	162	819	157,266
Bells	3,411	0	(234)	14	0	3,191
Organ	26,823	0	0	135	(1,231)	25,727
Flowers	5,629	200	0	32	(246)	5,615
Churchyard steps	3,062	6,759	(5,610)	20	0	4,231
Heating	(685)	0	0	0	0	(685)
Target 1250	6,291	841	(5,672)	27	0	1,487
Overseas mission support	1,600	0	0	0	0	1,600
Fridays at Tillys	1,360	7,847	(3,060)	0	0	6,147
Youth Worker	21,328	12,556	(150)	139	(788)	33,085
Young Christians	277	0	(806)	0	529	0
	226,960	50,854	(15,843)	529	(917)	261,583