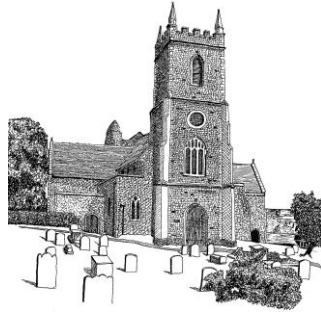


**TRUSTEES' ANNUAL REPORT AND ACCOUNTS  
FOR THE PAROCHIAL CHURCH COUNCIL OF ST LEONARD'S PARISH,  
HYTHE**



**Aims and purposes**

The Parochial Church Council (PCC) of the parish of St. Leonard has the responsibility of co-operating with the incumbent, the Reverend Andrew Sweeney to promote in the ecclesiastical parish, the whole mission of the Church, pastoral, evangelistic, social and ecumenical. The PCC is responsible for the maintenance of the two churches of the parish, St. Leonard's and Holy Cross, and for the Parish contribution, agreed by the Joint Council, to the St. Michael's Methodist Anglican Church Centre (StMMACC).

**Objectives and Activities**

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

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

- i) worship and prayer, and the development of spirituality through study and discussion
- ii) provision of pastoral care for people living in the parish
- iii) missionary and outreach work

To facilitate this work, it is important that we maintain the fabric of the churches in the Parish.

**Achievements and Performance**

### ***Worship and Prayer***

The PCC is keen to offer a range of services throughout the parish that our community find both beneficial and spiritually fulfilling. Eucharist is central to our worship in the form of Sung Eucharist with choir at St. Leonard's, the Holy Communion service at Holy Cross, along with the quieter, more intimate said Holy Communion services. In addition to these, Sunday morning worship services of varying character are held at Holy Cross and at StMMACC, where Holy Communion is celebrated once a month. There is full choral evensong at St. Leonard's each Sunday. There are also weekday services throughout the parish.

All are welcome to attend our regular services. At present, there are 141 parishioners on the Church Electoral Roll. The average weekly attendance for the whole parish, counted during October, was 102 adults and 10 children under 16 but this number increased at festivals. For example, St. Leonard's was full to capacity for the Crib service held on Christmas Eve. Numbers at all services this Christmas were higher than the previous year.

The membership of the boys' and girls' choirs continues to grow, some 35 in total at present and involvement of young people in the life of the church is strengthened through this. There is regular provision of a Sunday School at St. Leonard's alongside the 9.30 Eucharist. During this year we introduced a "Family friendly" Eucharist on the first Sunday of the month, when the girls' choir sing, aiming to engage those less familiar with our standard liturgy.

There have been 16 baptisms, 11 weddings and 6 funerals held in the parish through the year in addition to our regular services. There have also been 11 funerals conducted on behalf of the Parish at crematoria and cemeteries.

St. Leonard's church remains open throughout the day, all year round, for any who wish to come in for private prayer or just to enjoy its peace and quietness. During the summer months, there are also stewards on duty to welcome the many visitors to the church. The Crypt continues to be an ever-popular draw for visitors to Hythe.

### ***Deanery Synod***

Two members of the PCC sit on the Deanery Synod. This provides the PCC with an important link between the parish and the wider diocesan structures.

### ***Pastoral Care***

The Pastoral and Healing Team of the parish, in liaison with the clergy, ensure that all those who are unable to attend church because of age or ill health are visited and given communion, if they so wish, either in their own homes or in hospital. This provides an essential link with church life for the aged and infirm.

### ***Mission and Evangelism***

During 2018 we raised £1,977 which was distributed between our charities; the Leprosy Mission, Water Aid, Shelterbox and the Hythe Community Refugee Sponsorship programme were the charities supported.

Our monthly Parish Review is distributed widely in the community and is always available at the back of each church.

The clergy maintain a strong link with Hythe Bay C. of E. Primary School and hold weekly assemblies there. The school holds its end of term, Harvest and Christmas services in St. Leonard's and 4 'church days' are held each year. Through these the children become familiar and comfortable with the church and begin to learn that the church is part of their town and for them to use.

There are ever stronger links between Palmarsh School and Holy Cross Church. The school holds end of term services in Holy Cross along with their Harvest festival and Christingle services. A weekly 'after school club' for children in Palmarsh School continues to be a very popular activity.

### ***Ecumenical Relationships***

Churches Together in Hythe and Saltwood continues to flourish with a number of events being held including the Good Friday Walk of witness. The Parish continues to work closely with other denominations in Hythe to promote the Christian message in the town.

The Hythe Anglican-Methodist Joint Council continues its work to maintain the joint use of the St. Michael's Methodist Anglican Church Centre established when St. Michael's was closed at the end of September 2011. We are most grateful for the friendly and open handed welcome that the Methodists have offered to the congregation of St. Michael's. The Joint Sharing Agreement is a flowering of the ever-strengthening bond between the two churches.

### ***Financial Review***

Total receipts on unrestricted funds were £151,350 of which £109 was a gain on investments relating to the Martello Drive Fund. In addition, restricted income of £45,326 was also received and is detailed in the financial statements.

Planned giving through banker's orders and weekly envelopes was £56,014 (£56,366 in 2017) while the plate collections at services totalled £ 10,201 (£10,748 in 2017).

The total expenditure for the year was £ 242,525 of which £156,335 was from current unrestricted funds. Two major projects were completed in 2018 both at St Leonards; repairs to the roof and restoration of the pipe organ.

The parish share as assessed by the Diocese of Canterbury was £80,563. The parish paid £63,000 of this leaving arrears for the year of £17,563 and ongoing arrears of £81,669.

### ***Reserves Policy***

St Leonards Church has a restricted fabric/buildings fund which is now almost diminished. There are further funds designated by the PCC for the upkeep of a residential property and Holy Cross Church but which can be used for general purposes if the PCC sees fit.

There are unrestricted reserves totalling £35,903 received from legacies. The PCC has identified several projects, mainly concerning improved accessibility to St Leonards Church for the use of these funds.

The restricted, designated and unrestricted funds totalled £54,805 as at 31 December. In addition there were long term investments held with CBF Church of England Funds of £6,075.

### ***Volunteers***

Our large team of volunteers is what makes the church function. These include members of the PCC, servers, church cleaners, sides persons, choir members, bell ringers, coffee makers, flower arrangers, churchyard maintenance workers and many others, all of whom add up to a band of helpers who willingly give their time for the good of our church community. A successful celebratory lunch where all our volunteers were invited and thanked, was held on St Leonard's day which this year fell on a Sunday, November 6th. However, this report enables us to offer heartfelt thanks to each one of them.

### ***Structure, governance and management***

The method of appointment of PCC members is set out in the Church Representation Rules. Here in the parish of St. Leonard the membership of the PCC consists of the Priest in Charge, associate and assistant clergy, the churchwardens, the reader, members of the deanery synod and members who are elected by those of the congregation who are on the electoral roll of the parish. All who are members of our congregation are encouraged to register on the electoral roll and stand for election to the PCC.

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

The full PCC meets ten times during the year with an average level of attendance of 70%. Committees of the PCC are the Standing and Finance and Crypt. They are all responsible to the PCC and report back to it regularly. The Anglican-Methodist Joint Council also provides regular reports to the PCC.

The parish and PCC take the issue of safeguarding very seriously and a new safeguarding officer, Marilyn Johnson was appointed during the year. She has been active in promoting safeguarding training throughout the parish ensuring that all who require training are able to access Diocesan stage 1 training. A stage 2 training day was held at Holy Cross church for those who require training to that level, e.g. those involved in ministry to children.

### ***Administrative Information***

The Parish of St. Leonard is part of the Canterbury Diocese within the Church of England. The correspondence address is The Vicarage, Oak Walk, Hythe, Kent CT21 5DN.

The PCC is a body corporate (PCC Powers Measure 1956, Church Representation Rules 2011) and was registered as a charity (No 1144695) on 16 November 2011.

PCC members who have served from March 2016 until the date this report was approved are:

*Ex officio members:*

Incumbent: The Reverend Andrew Sweeney  
The Reverend Louise Seear  
The Reverend Pru Dulley

Wardens: Pat Chipping  
Gill Cox

Mike Cox                      Lay Reader

Brian Bishop                  Deanery Synod and Treasurer  
Nettie Wren                    Deanery Synod

*Elected members:*

Christine Butcher	Elected 2016-19
Diana Ward	Elected 2016-19
Berkeley Hill	Elected 2017-20
Roger Taylor	Elected 2017-20
John Wren	Elected 2017-20
Gillian Bastow	Elected 2018-2021
Alison Brett	Elected 2018-2021
David Fifield	Elected 2018-2021
Martin Owen	Elected 2018-2021
Jane Spencer	Elected 2018-2021

*PCC Secretary:*

Christine Blackman



**THE PAROCHIAL CHURCH COUNCIL OF ST. LEONARD, HYTHE**

**STATEMENT OF FINANCIAL ACTIVITIES**  
*for the year ended 31st December 2018*

	Note	Unrestricted Funds	Restricted Funds	2018	2017
<b>Income and Expenditure</b>					
<b>Incoming Resources</b>					
Incoming resources from donors	2(a)	82,651	0	82,651	83,916
Other voluntary incoming resources	2(b)	41,518	42,843	84,361	61,602
Incoming resources from operating activities:-					
- to further the Council's objects	2(c)	16,960	0	16,960	15,755
- to generate funds	2(cii)	2,126	2,474	4,600	2,768
Trading receipts	2(d)	7,960	0	7,960	7,820
Income from Investments	2(e)	26	9	35	16
Other incoming resources	2(f)	0	0	0	7,700
<b>Total incoming resources</b>		<b>151,241</b>	<b>45,326</b>	<b>196,567</b>	<b>179,577</b>
<b>Resources Expended</b>					
Grants	3(a)	20	3,476	3,496	2,330
Support Costs	3(b)	0	0	0	0
Relating to the Work of the Church	3(c)	151,950	81,714	233,664	152,193
Church Management & Admin.	3(d)	3,758	1,000	4,758	5,603
Vergers House	3(e)	607	0	607	460
Other Resources Expended	3 (f)	0	0	0	170
<b>Total resources used</b>		<b>156,335</b>	<b>86,190</b>	<b>242,525</b>	<b>160,756</b>
<b>Net (outgoing)/incoming resources for the year</b>		<b>-5,094</b>	<b>-40,864</b>	<b>-45,958</b>	<b>18,821</b>
<b>Other recognised gains and losses</b>					
Gains/Losses(-) on investments		109		109	676
<b>Net Movement in Funds</b>		<b>-4,985</b>	<b>-40,864</b>	<b>-45,849</b>	<b>19,497</b>
Balances Brought Forward at 1st January, 2018 (2017)		312,053	91,872	403,925	384,428
<b>Balances Carried Forward at 31st December, 2018 (2017)</b>		<b>307,068</b>	<b>51,008</b>	<b>358,076</b>	<b>403,925</b>

The notes on pages 8 to 13 form part of these accounts.

**THE PAROCHIAL CHURCH COUNCIL OF ST. LEONARD, HYTHE**

**BALANCE SHEET**  
at 31st December, 2018

	Note	2018	2017
<b>FIXED ASSETS</b>			
Tangible Fixed Assets	5	382,480	387,496
Investments	6	<u>6,075</u>	<u>5,966</u>
		388,555	393,462
<b>Current Assets</b>			
Cash at Bank		54,805	84,150
Prepayment - Organ Restoration		0	13,340
Other Debtors - Income Tax recoverable		4,200	3,427
GASDS Recoverable		950	650
VAT Recoverable		534	0
Magazine Sales		16	0
Vergers House Rent		<u>0</u>	<u>600</u>
		60,505	102,167
<b>Liabilities: Amounts falling due within one year</b>			
Parish Share		81,669	64,106
St Leonards Church Roof Repairs		0	20,000
Insurance Premium Instalments		2,440	2,052
Sundry creditors		<u>6,875</u>	<u>5,546</u>
		90,984	91,704
Net current (liabilities) / assets		<u>(30,479.00)</u>	<u>10,463</u>
<b>NET ASSETS</b>		<b><u>358,076</u></b>	<b><u>403,925</u></b>
<b>Funds</b>			
Restricted	8	51,008	91,872
Unrestricted	9	307,068	312,053
		<b><u>358,076</u></b>	<b><u>403,925</u></b>

Approved by the Parochial Church Council on 28th February 2019 and signed on its behalf by:

.....  
Rev A J Sweeney (Priest in Charge)

.....  
Dr P M Chipping (Churchwarden)

The notes on pages 8 to 13 form part of these accounts.



**THE PAROCHIAL CHURCH COUNCIL OF ST. LEONARD, HYTHE**

**NOTES TO THE FINANCIAL STATEMENTS**

for the year ended 31st December, 2018

**NOTE 1. ACCOUNTING POLICIES**

The financial statements have been prepared in accordance with the Church Accounting Regulations 1997 together with applicable accounting standards and the Charities SORP.

The financial statements have been prepared under the historical cost convention except for the valuation of freehold property and investment assets, which are shown at market value.

**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.

The accounts include all transactions, asset and liabilities for which the PCC is responsible in law. They do not include the accounts of church groups that owe their main affiliation to another body nor those that are informal gatherings of Church members.

**Incoming Resources**

**Voluntary income and capital sources**

Collections are recognised when received by or on behalf of the PCC.

Planned giving receivable under covenant or gift aid is recognised only when received.

Income tax recoverable on covenants or 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 and the amount due.

Funds raised as a result of specific fund raising events are accounted for gross.

Sales of books and guides are accounted for gross.

**Other ordinary income**

Rental income from the letting of church premises is recognised when the rental is due.

**Income from investments**

Dividends and interest are accounted for when receivable. Tax recoverable on such income is recognised in the same accounting year.

**Gains and losses on investments**

Realised gains or losses are recognised when investments are sold.

Unrealised gains or losses are accounted for on revaluation of investment on 31st December.

**Resources used**

**Grants**

Grants and donations are accounted for when paid over, or when awarded, if that award creates a binding obligation on the PCC.

**Activities directly relating to the work of the Church**

The diocesan quota is accounted for when payable. Any quota unpaid at 31st December is provided for in these accounts as an operational (though not a legal) liability and is shown as a creditor in the Balance Sheet.

**Fixed Assets**

**Consecrated land and buildings and movable church furnishings**

Consecrated and beneficed property is excluded from the accounts by s.96(2)(a) of the Charities Act 1993.

No value is placed on movable church furnishings held by the churchwardens on special trust for the PCC and which require a faculty for disposal since the PCC considers this to be inalienable property. All expenditure incurred during the year on consecrated or benefice buildings and movable church furnishings, whether maintenance or improvement, is written off as expenditure in the SOFA and separately disclosed.

**Steinway Performance Piano**

The Steinway piano is depreciated on a straight line basis over 20 years.

**Other fixtures, fittings and office equipment**

Equipment used within the church premises is depreciated on a straight line basis over 4 years.

**Investments**

Investments are valued at market value at 31st December.

**Current assets**

Amounts owing to the PCC at 31st December in respect of fees, rents or other income are shown as debtors less provision for amounts that may prove uncollectible.

Short term deposits include cash held on deposit with CBF Church of England Funds or at the bank.

**THE PAROCHIAL CHURCH COUNCIL OF ST. LEONARD, HYTHE**

**NOTES TO THE FINANCIAL ACCOUNTS**  
for the year ended 31st December, 2018 (continued)

<b>NOTE 2. INCOME</b>	Unrestricted Funds	Restricted Funds	2018	2017
<i>2(a) Incoming resources from donors</i>				
<i>Planned giving:</i>				
<i>Gift Aid declarations</i>	50,884		50,884	49,707
<i>Inc. Tax recovered on gift aid</i>	8,111		8,111	10,238
<i>Income tax to be reclaimed</i>	4,200		4,200	2,165
<i>Non Gift Aid giving</i>	5,130		5,130	6,659
<i>Collections (open plate) at all services</i>	10,201		10,201	10,748
<i>Gift Aid Small Donations Scheme</i>	1,207		1,207	1,749
<i>GASDS to be reclaimed</i>	950		950	650
<i>Sundry Donations</i>	1,968		1,968	2,000
	<u>82,651</u>	<u>0</u>	<u>82,651</u>	<u>83,916</u>
 <i>2(b) Other voluntary incoming resources</i>				
<i>Donations, appeals</i>	2,769	6,804	9,573	27,742
<i>Inc Tax Recovered on gift aid for donations</i>		1,401	1,401	2,068
<i>Inc Tax to be recovered on donations</i>			0	1,262
<i>Legacies</i>	33,624		33,624	15,167
<i>Grants</i>	1,000	16,845	17,845	15,160
<i>Reclaimed VAT</i>	4,125	15,680	19,805	188
<i>Refunds</i>		2,113	2,113	15
	<u>41,518</u>	<u>42,843</u>	<u>84,361</u>	<u>61,602</u>
 <i>2(c) Incoming resources from operating activities to further the Council's objects</i>				
<i>Bible Reading Fellowship subs</i>	95		95	119
<i>Magazines/Books Sales</i>	2,126		2,126	2,009
<i>Fees</i>	4,185		4,185	5,709
<i>Evangelism/Retreats</i>			0	0
<i>Crypt</i>	10,554		10,554	7,918
	<u>16,960</u>	<u>0</u>	<u>16,960</u>	<u>15,755</u>
 <i>2(cii) Incoming resources from operating activities to generate funds</i>				
<i>Fund-raising Events</i>	185	2,474	2,659	1,039
<i>Magazine advertising revenue</i>	1,310		1,310	1,380
<i>Printing revenue</i>	631		631	349
	<u>2,126</u>	<u>2,474</u>	<u>4,600</u>	<u>2,768</u>
 <i>2(d) Trading receipts</i>				
<i>Vergers House - Rent</i>	7,200		7,200	7,200
<i>Holy Cross Church Letting Income</i>	760		760	620
	<u>7,960</u>	<u>0</u>	<u>7,960</u>	<u>7,200</u>
 <i>2(e) Income from Investment</i>				
<i>Dividends &amp; Interest</i>	26	9	35	16
	<u>26</u>	<u>9</u>	<u>35</u>	<u>16</u>
 <i>2(f) Other ordinary incoming resources</i>				
<i>Misc Income</i>			0	200
<i>Insurance Claim</i>			0	7,500
	<u>0</u>	<u>0</u>	<u>0</u>	<u>7,700</u>
 <b>TOTAL INCOME</b>	 <b><u>151,241</u></b>	 <b><u>45,326</u></b>	 <b><u>196,567</u></b>	 <b><u>178,957</u></b>

**THE PAROCHIAL CHURCH COUNCIL OF ST. LEONARD, HYTHE**

**NOTES TO THE FINANCIAL ACCOUNTS**  
for the year ended 31st December, 2018 (continued)

<b>NOTE 3. EXPENDITURE</b>	<b>Unrestricted Funds</b>	<b>Restricted Funds</b>	<b>2018</b>	<b>2017</b>
<b>3(a) Grants</b>				
<i>Missionary &amp; Charitable Giving:</i>				
<i>Church Overseas:</i>				
- <i>Missionary Societies</i>		1,635	1,635	0
- <i>Relief &amp; Development Agencies</i>		105	105	0
<i>Home Missions &amp; Other Church Societies</i>	20	1,736	1,756	2,330
	<b>20</b>	<b>3,476</b>	<b>3,496</b>	<b>2,330</b>
<b>3(b) Support Costs</b>				
<i>Diocesan Training Funds</i>			0	0
<i>Conferences</i>			0	0
<i>ALMs/Readers</i>			0	0
	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>3(c) Relating to the Work of the Church</b>				
<i>Bible Reading Fellowship subs</i>	95		95	119
<i>Church Maintenance</i>	28,212	6,580	34,792	36,249
<i>Church Running Expenses</i>	19,134		19,134	17,861
<i>Clergy Expenses</i>	4,434		4,434	1,074
<i>Crypt</i>	619		619	321
<i>Depreciation</i>		5,016	5,016	4,858
<i>Diocesan Parish Share</i>	80,563		80,563	75,779
<i>Education/Spiritual Growth</i>	190	115	305	17
<i>Evangelism/Retreats</i>	263		263	440
<i>Fees expenses</i>	0		0	0
<i>Misc Printing</i>	4,738		4,738	228
<i>Organ Maintenance</i>		70,003	70,003	2,241
<i>Piano Maintenance</i>	50		50	45
<i>Wages &amp; Staff Costs (see note 4)</i>	13,652		13,652	12,961
	<b>151,950</b>	<b>81,714</b>	<b>233,664</b>	<b>152,193</b>
<b>3(d) Church Management &amp; Administration</b>				
<i>Administration</i>	3,570		3,570	3,656
<i>Bank Charges</i>			0	0
<i>Professional Fees</i>		1,000	1,000	1,710
<i>Affiliation Fees</i>	188		188	237
	<b>3,758</b>	<b>1,000</b>	<b>4,758</b>	<b>5,603</b>
<b>3(e) Vergers House</b>				
<i>Repairs &amp; Maintenance</i>	607		607	460
	<b>607</b>	<b>0</b>	<b>607</b>	<b>460</b>
<b>3 (f) Other Resources Expended</b>				
<i>Misc Expenditure</i>			0	170
	<b>0</b>	<b>0</b>	<b>0</b>	<b>170</b>
<b>TOTAL EXPENDITURE</b>	<b>156,335</b>	<b>86,190</b>	<b>242,525</b>	<b>160,756</b>

**THE PAROCHIAL CHURCH COUNCIL OF ST. LEONARD, HYTHE**

**NOTES TO THE FINANCIAL ACCOUNTS**  
for the year ended 31st December, 2018 (continued)

<b>NOTE 4. STAFF COSTS</b>	2018	2017
Wages & Salaries (Secretarial)	7,260	7,140
Wages & Salaries (Organ/choir)	6,348	5,821
DBS Costs	44	0
	13,652	12,961

During the year the P.C.C. paid for the services of a Director of Music, an assistant organist,choirs and a parish secretary.  
No member received any reimbursement of expenses or remuneration during the year.

**NOTE 5. FIXED ASSETS FOR USE BY THE P.C.C. (Unrestricted)**

	Freehold Land & Buildings	Furniture & Equipment	Total
<b>COST OR VALUATION</b>			
At 1 January 2018	375,000	57,681	432,681
Revaluation/purchase	0	0	0
Additions	0	0	0
At 31 Dec. 2018	375,000	57,681	432,681
<b>DEPRECIATION</b>			
At 1 January, 2018	0	45,185	45,185
Charge for the year	0	5,016	5,016
At 31 Dec. 2018	375,000	50,201	50,201
<b>NET BOOK VALUE</b>			
At 31 Dec. 2017	375,000	12,496	387,496
At 31 Dec. 2018	375,000	7,480	382,480

**NOTES:**

The freehold land and buildings comprise:

Vergers house located at Church Road, Hythe - value £375,000  
Valued December 2013

No new equipment was purchased during 2018.

Furniture & Equipment comprises:

Steinway Concert Grand Piano - £2,100  
Photocopier/Printer - £5,380

<b>NOTE 6. INVESTMENTS</b>	Unrestricted Funds	Restricted Fund	2,018	Total 2017
CBF Investment Fund Units - Martello Drive	6,075	0	6,075	5,966

**THE PAROCHIAL CHURCH COUNCIL OF ST. LEONARD, HYTHE**

**NOTES TO THE FINANCIAL ACCOUNTS**  
*for the year ended 31st December, 2016 (continued)*

**NOTE 7. FUND DETAILS**

***The restricted fund comprises:***

*The Mission Account relates to funds raised for and grants made to support mission work and charities.*

*Holy Cross Church which relates to funds donated and used for the upkeep and maintenance of that church.*

*St. Leonard's Church which relates to funds donated and used for the upkeep and maintenance of that church.*

*The Organ Restoration Fund which relates to funds donated and used for the restoration project of the organ in St Leonards's Church.*

*Performance Piano Fund relates to the gift aid donation/income tax refunded for the purchase of the Steinway piano.*

*The Churchyard Improvements Fund relates to funds donated and used for the upkeep and maintenance of the churchyard and boundary walls, railings and gates at St Leonards.*

***The designated fund comprises:***

*The Vergers House fund which relates to income from renting the property and which is designated for the repair and upkeep of that property but can also be used for general purposes.*

**THE PAROCHIAL CHURCH COUNCIL OF ST. LEONARD, HYTHE**

**NOTES TO THE FINANCIAL ACCOUNTS**  
for the year ended 31st December, 2018 (continued)

**NOTE 8. ANALYSIS OF MOVEMENTS IN RESTRICTED FUNDS**

	Balance at 1 Jan 2018	Movement in resources		Balance at 31 Dec 2018
		Incoming	Outgoing	
Performance Piano fund	3,150		-1,050	2,100
Holy Cross Fund	608		-608	0
Churchyard Improvements Fund	2,628	742	-1,128	2,242
Mission Fund	521	2,938	-3,591	-132
St Leonards Church Fund	46,651	7,264	-9,810	44,105
Organ Restoration Fund 2017-2018	38,314	34,382	-70,003	2,693
	<b>91,872</b>	<b>45,326</b>	<b>-86,190</b>	<b>51,008</b>

**NOTE 9. ANALYSIS OF MOVEMENTS IN UNRESTRICTED FUNDS**

	Balance at 1 Jan 2018	Movement in resources		Balance at 31 Dec 2018
		Incoming	Outgoing	
Designated funds - Vergers House	181,315	7,960	-8,434	180,841
Other unrestricted funds	130,738	143,390	-147,901	126,227
	<b>312,053</b>	<b>151,350</b>	<b>-156,335</b>	<b>307,068</b>

**NOTE 10. ANALYSIS OF NET ASSETS BY FUND**

	Unrestricted funds	Restricted funds	Total
Fixed assets	377,158	5,322	382,480
Investments	6,075	0	6,075
Current assets	60,505		60,505
Current liabilities		-90,984	-90,984
	<b>443,738</b>	<b>-85,662</b>	<b>358,076</b>

*The Report of the Independent Examiner will appear here.*

**THE PAROCHIAL CHURCH COUNCIL OF ST LEONARD, HYTHE**

**INDEPENDENT EXAMINERS REPORT TO THE PAROCHIAL CHURCH  
COUNCIL OF ST LEONARD, HYTHE**

*I report on the accounts for the year ended 31st December 2018 which are set out on pages 6 to 13.*

***Respective responsibilities of the Trustees 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.*

*Harmony  
The Fairway  
Hythe  
Kent*

*Jonathan Michael Gammon, F.C.A; T.E.P.*

*28th February 2019*