



Report and Accounts

for the

Parochial Church Council of  
St Peter's Bishopsworth

y/e

31.12.2018

## **Aims and Purposes**

St. Peter's Parochial Church Council (PCC) has the responsibility of cooperating with the incumbent, the Reverend Tim Godden, in promoting in the ecclesiastical parish, the whole mission of the Church, pastoral, evangelistic, social and ecumenical.

The PCC has taken responsibility for the maintenance of the Church Halls.

## **Objectives and Activities**

At St Peter's we have agreed the following:

- To build a Church that focuses on Christ, cares for each other and serves the community
- To take seriously our commitment to mission
- To resource the upkeep of St. Peter's Church as well as the professional ministry in the parish and elsewhere by our contribution to the Diocesan Quota
- The PCC is also responsible for the oversight of the SPARC (St Peter's Activity and Resource Centre) which operates within the Church Halls.

## **Structure, governance and management**

The Parochial Church Council is a corporate body established by the Church of England. The PCC operates under the Parochial Church Council Powers Measure. The PCC is a Registered Charity No. 1172266.

The appointment of PCC members is governed by and set out in the Church Representation Rules. At St. Peter's the membership of the PCC consists of the incumbent (our vicar), churchwardens, the reader and members elected by those members of the congregation who are on the electoral roll of the church. All those who attend our services / members of the congregation are encouraged to register on the Electoral Roll and stand for election to the PCC.

The PCC members are responsible for making decisions on all matters of general concern and importance to the parish including deciding on how the funds of the PCC are to be spent. New members receive initial training into the workings of the PCC.

The full PCC met seven times during the year with good attendance. Each member of the PCC is given 'The PCC Covenant' at the beginning of the year which sets out the expectations and responsibilities of PCC members.

The PCC has several committees, all but one of which are advisory and are established to meet specific goals.

### **Standing Committee (Leadership Team)**

This is the only committee required by law. It has the power to transact the business of the PCC between its meetings, subject to any directions by the council. At St Peter's this is known as the leadership team consisting of the vicar, church wardens, lay ministers and other co-opted members meeting monthly to support the vicar and oversee the strategy of the church.

### **Fabric and Finance Committee**

This committee oversees the church's finances both income and expenditure. All decisions made by the Finance Committee need to be ratified by the PCC. It also oversees all aspects of Health and Safety within the church, church hall and external grounds.

### **Church Halls**

The church halls including the former caretaker's cottage are owned by a separate Vicar and Churchwardens trust (Registered charity no: 272301) known as "The St Peters Bishopsworth Charity" established by a deed in 1976. The PCC maintains the buildings and receives rent from community lettings.

## Administrative information

St. Peter's Church is situated Church Road Bishopsworth Bristol BS13 8JR. It is part of the Diocese of Bristol within the Church of England. The correspondence address is The Vicarage, 61, Fernsteed Road, Bishopsworth, Bristol BS13 8HE. The PCC is a body corporate (PCC Powers Measure 1956, Church Representation Rules 2006)

It has been newly registered with the Charity Commission in March 2017: Registered charity number 1172266.

PCC members who have served at any time from 1st January 2017 until the date this report was approved are:

Ex officio members:

Team Rector	The Reverend Tim Godden (chair)
Lay Ministers	Mrs Lesley Hooper Mrs Tiz Coles Mrs Jenny Neale (Secretary appointed 18 <sup>th</sup> April 2018)
Churchwardens	Mr Mick Sital-Singh Mr Martin Webster
Deanery Synod Reps	Mrs Lesley Hooper
Elected Members	Mr Derek Collett Mr Mike Graham (resigned May 2018) Mrs Alison Lawrence Miss Claire Rowe Mrs Carol Ann Sital-Singh (Treasurer) Mrs Sandra Tanner Mrs Eva Wallis (resigned 18 <sup>th</sup> April 2018) Mrs Diane Webster Mr David Wyatt (appointed 18 <sup>th</sup> April 2018) Mr Bill Wood

## Bankers

Lloyds Bank	CAF Bank	Santander
Knowle Branch	25 Kings Hill Avenue	2 Triton Square
284 Wells Rd	West Malling	Regent's Place
Bristol	Kent	London
BS4 2PY	ME19 4JQ	NW1 3AN

## Achievements and Performance

### Worship

Last year in my report I began by outlining the monthly service pattern that we have at St Peter's:

- Café Church on the first Sunday,
- Morning Worship on the second Sunday,
- All-age Worship and Baptism on the third Sunday
- Holy Communion on the fourth Sunday

I noted that the ongoing challenge for us was to continue to develop each type of service and maintain a feeling of unity within the pattern. I think it is fair to say that when we reflect on our achievements and performance regarding worship we have faced some difficult issues in the last year which has adversely affected our ability to develop our worship.

There have been at least three such issues:

- the ability to provide different forms of music in worship
- the use of the audio-visual system
- our children's provision

The combination of all three in the same year has been particularly challenging. We have begun to make some progress particularly regarding our children's provision on a Sunday which for most of 2018 until November has ceased. This had inevitably affected attendance of families but since the introduction of Sparklers on the second and fourth Sundays, the attendance of children and their parents has increased.

Prior to 2017 much of the sung worship at St Peter's had been led by the music group who used to play three Sundays a month. Unfortunately, we had to reduce this to once a month which I think understandably many felt had a detrimental effect on our worship. Last year we did seek to introduce alternative forms of musical accompaniment to our worship in addition to the organ, principally using 'ising' software and music videos.

We are also pleased that we are now able to increase the music group's presence back up to twice a month. There is always going to be an aspect of personal preference in worship and that is reflected in differing attitudes to the various musical forms used as it is more generally to the different styles of service.

The third issues of the use of the audio-visual system became an increasing problem towards the end of last year in terms of various technical problems we were facing which together with a reduction in the team has resulted in the system barely being used.

This is a challenge for us moving forward both technically and in terms of personnel to ensure that we make the most of the excellent facilities we have and to maximise their use in worship particularly in the context of a culture which is an increasingly audio-visual one as we seek to reach out to the missing generation.

In terms of what we have done in our worship, the focus for the first half of the year specifically but more generally subsequently was the use of the 'Emotionally Healthy Spirituality' material. I think it is fair to say that the response to this was mixed. Some found the engagement between their spirituality and emotional health very helpful whilst others found it difficult or even negative. I think an interesting issue for all of us is how we relate our faith to what we may see as the negative issues or emotions in life.

We have continued to focus several of our monthly Café Church services on inviting a particular year group from the school. This usually brings a few newcomers each month as well as the opportunity for others to invite family and friends. For this coming year we will be taking the opportunity of having a different focus at some of the Café Church services when we are not specifically inviting the school i.e. in April the focus will be Coffee Pot and in June it will be SPARC.

Underlying all that I have written and indeed our worship generally, as reflected in our monthly service patterns, is perhaps the question 'What style of Church is St Peter's?' I think the different styles of worship services have made that a harder question to answer but it could be an interesting question for us to reflect upon as we look to the future.

## Prayer

Our church prayer life continues to be based on our belief that God loves us and has not only called us into relationship with him, but also to partnering Him in seeking and living out His will and purpose in our lives, in our church and our community, by loving and serving Him and those around us.

Our **Prayer corner** at the back of church provides a separated space for prayer and reflection and is decorated with devotional material and Bible verses.

The **Bi-monthly Prayer Request Sheet** provides current information about the prayer requests for our church, school and Deanery, Coffee pot, Soft Play, the ARK, and the Fabric & Finance committee. This request sheet is pinned up in the prayer corner and printed in the church News Sheet on alternate months

As part of Holy Communion every fourth Sunday **Prayer Ministry** takes place in the prayer corner. Anyone who would like prayer can move to the prayer corner after receiving Communion. We have a dedicated group of people who confidentially undertake this ministry.

A **Prayer Request Box** lives in the prayer corner. Anyone can write a request and push it in the box knowing someone from the prayer ministry team checks the box every week and all requests will be prayed for.

Every week the current **Prayer List** of those who are unwell is updated and placed on the lectern to form part of our **weekly intercessions** undertaken on our behalf by some of our congregation. Each Sunday afternoon the prayer list is emailed to the members of the Leadership Team and the Home Group leaders for their personal and group prayers. With people's permission, I try to provide as much updated information as possible. People can contact me by phone or in church.

**Regular prayer support** takes place in the weekly Home Groups, both for our church life and for individual people. **Before each service** prayer takes place in the vestry.

On the second Sunday of every month we now hold our **Church Prayer Meeting** for thirty minutes after the morning service. Presently a very small number of us attend this important part of our spiritual life. God loves to hear His people pray together, is always present when we do, and wants to answer our prayers. Can we challenge ourselves to be part of that meeting during this year?

During 2018 God has increased our church prayer life, and so in 2019 we have two prayer challenges:

We have challenged ourselves to **pray regularly that all the children and young people** in our community will come to know the Lord Jesus for themselves. It is a big bold prayer but if sixty of us pray once a week this year that is 3,120 prayers on the children's behalf. What will the Lord do with such focused regular prayer?

In the year ahead may our Abba Father increase and deepen our church prayer life again, and may His will be done through His Holy Spirit in us and in our church life.

## Pastoral Care

The Pastoral Groups have recently been reorganised into four groups based around the existing homegroups. This has meant that each Pastoral Group is now of a similar size with about 26 people in each and with a mixture of age groups.

## Homegroups

### Derek

We continue to meet each Tuesday at Derek and Jo's. We are a small group so sometimes if people can't make it we have to cancel.

At present we are tracing how the early churches started after the resurrection, and how it suffered through persecution by Paul until his conversion. We hope to see how the church grew and spread throughout Europe. We have maps to help us see this growth and can follow Paul's journeys as detailed in Acts.

We enjoy the fellowship we experience, and new members would be most welcome

### Vicarage

Last year we started a new Home Group meeting fortnightly on Tuesday evenings at the Vicarage. It was initially specifically to follow the 'Emotionally Healthy Spirituality' material but at the end of that it decided to continue to meet. Since then we have looked at the beginning of Genesis, a new Diocesan course called SHARE which encourages people to pursue their gifts in service and currently we are looking at the book of Esther. We have nine people in the group with a Pastoral Group attached to the Home Group.

### **Tiz, Shane and Lesley**

Recently the Pastoral groups were re-organised and we have contacted twenty seven of the twenty-nine people who are now in our group. Most of our group attend church or are in contact with those who do so we can keep up to date with each other.

Our Home Group remains at about nine people meeting weekly at 7.30 pm on Thursdays. We have recently decided to meet on a rotating basis at three homes instead of just one and it seems to be working well.

In recent months we have been using Bible studies from '100 stand-alone Bible Studies' which has included study of different people, themes from the gospels and different aspects of the Christian life. We have just recently started, 'Parables – the Greatest Stories Ever Told,' and together we are learning a lot from it. For Lent this year we are going to look at, 'Living Faith – Invitations from the cross,' which is based around Jesus words from the cross.

### **Jenny**

The recent reorganization has brought us some new members. We are planning an introductory Coffee Morning for the new group in early March.

Other social events have included a summer get-together, our annual Shoebox evening and the Christmas Social.

We like to keep in close contact with one another and pray for each other regularly.

Our Housegroup continues to meet regularly on a Tuesday evening at Ilex Close. Thanks to Di and Martin for their hospitality.

We begin each session with a social time and move on to a fun quiz, bible study and (occasional) music and song, finishing with a time of prayer. Our members often make great efforts to attend despite many hindrances. Their faithfulness is appreciated.

Last year we followed two DVD series by Jeff Lucas, both very enjoyable and informative. We then looked at another DVD series on Poverty and a few one-off bible studies. For Advent we studied The Coming of the Saviors. This year we have started studying different aspects of The Kingdom of God.

Our annual charity giving this year came to £140 which was divided between The Leprosy Mission (a goat, farming tools and a fruit tree), the Radio Bristol Live Appeal and a local charity based in Chelwood called Worldwaterworks Ltd.

### **Mission & Evangelism**

For the last few years or so we have had three main mission priorities at St Peter's – Coffee Pot, St Peter's School and SPARC. This has been underpinned by on the one hand a growing recognition of the need to reach out to the missing generation of the 18-50's age group, and on the other hand, an evolving concept of St Peter's as a campus site comprising of the church, the school and SPARC.

In terms of St Peter's Campus, the focus this year has been SPARC as it has been the first full year of opening. It has been an extremely successful first year as can be read about more fully

elsewhere in this report. We have already established SPARC as a facility enjoyed by the community and as a light of God's love in Bishopsworth. This has been largely due to the wonderful work of Linda Miller as the manager and her fantastic staff who we are all indebted to and thank profusely. We hope Linda will enjoy her well-earned retirement and we welcome Claire Rowe as the new manager of the Ark, confident that she will continue all the good work into the future.

It has inevitably taken the first year and will probably take longer to fully establish the soft play Ark as a business. However, we are very aware that the vision for SPARC was always that the soft play would be a 'shop window' for the resources that we want to run as it were 'off the back' of the soft play.

We have already run Money Courses and Job Clubs with Christians Against Poverty (CAP) and we are still exploring the possibility of employing a manager for SPARC to take this side of things forward. In the meantime, we have partnered with a city-centre church, Severn Vineyard, to run together a CAP Lifeskills course due to be held in early 2019. We also hope that as SPARC continues to develop, it will act as a bridge between the Church and the School.

Regarding St Peter's School, our main mission link continues to be the Café Church Service on the first Sunday of the month which I have written about under the Worship report. There are, of course, other links through the volunteers who go into the school to hear children read, the work of the Foundation Governors and the weekly assemblies as well as the special occasions when the School comes into the Church.

Coffee Pot continues to flourish every Wednesday morning in Church. There are many mums, dads and carers who comment on the special atmosphere of Coffee Pot. We have seen a few come along to some of the Café Church services and in April 2019 we will be making Coffee Pot the focus of that service. Sandra Tanner has done a wonderful job in developing Coffee Pot over the years, both in terms of creating this special atmosphere and in the team of helpers who run Coffee Pot each week.

If we see the key mission challenge of St Peter's as addressing the needs of the missing generation, we do have certain building blocks or pieces of the puzzle, so to speak, coming into place. The challenge of the next few years will be to continue to develop these and discover more pieces so that St Peter's becomes more fully an all-age community serving the local community.

### **Heritage Project**

We continued to work on our project for the structural stonework of the church. 2018 was a year of disappointment and great joy. Our 2<sup>nd</sup> application to the Heritage Lottery was again turned down in April, mainly due to not having exact quotes, albeit having been told they would not be needed. We agreed with our Architect to put together a full specification for the South Wall and Vestry, original estimate £148K. This went out to tender in August.

In May we got approval from the Charity Commissioner to access the full amount of the Lovell Fund, giving us access to a further £50K.



We also approached Historic England to apply for Heritage "At Risk Status". This was approved.

In June we applied to the HB Allen Trust for a grant of £80K.

In late September quotes came back and the lowest was half of the original estimate. We then received news in October that our application to HB Allen had been successful and the full £80K was received.

The PCC then took the decision that we had probably had enough money to undertake the full project and deal with the Tower and Apse as well. Our Architect was instructed to go ahead with the necessary work to add specification for the Tower and Apse and then go out to tender. We expect that information in early 2019.

In October we were also successful in a bid for £5K to Temple Ecclesiastical Charity  
In February 2019 we expect to apply to the Diocese for a Faculty for the work and hope to start work in May/June with the work expected to take 4 months.

### **SPARC project**

Looking back over the 2018, there are several notable highlights:

- We celebrated our first birthday in September.
- We said farewell to Linda Miller, the SPARC Manager, as Linda retired at the end of December. Linda put so much hard work into getting the ARK operational and we are deeply indebted to Linda for her hard work and professionalism.
- Claire Rowe assumed the ARK Manager role from January 2019. Clare was Linda's deputy and has grown in confidence and ability and the SPARC Management Committee was delighted to offer Claire the role.
- We have continued to hold our own financially with special offers, creative menus and great children's parties. Even after 15 months, however, we still cannot see any clear trends to busy periods.
- We now have an outdoor play area that we plan to use this summer – we just need some good weather!
- We tried to recruit a SPARC Manager that would oversee the work of the ARK as well as having a broader role to develop SPARC but no candidates formally applied. We are still looking for this role to be filled in 2019 in some way.
- Last but certainly not least, there is an excellent team of paid Staff at the ARK, assisted from time to time by a few volunteers from St Peter's.

Looking forward, there are some challenges ahead:

- Building on the excellent reputation we have achieved
- Continuing to generate enough income not only to cover our costs but also to fund other community-based projects
- Finding creative ways to introduce the customers of the ARK to the wider mission of St Peter's

## **Safeguarding**

The PCC of St Peter's Church recognises that we are all in need of protection from harm. As a Christian community, it is the responsibility of us all to protect those less able to protect themselves. While we promote processes and procedures to facilitate this, it is also vital that we recognise the risks and are willing and able to report concerns and take action if necessary.

Our safeguarding policy is available [here](#)

## Financial Review

*Total receipts on unrestricted funds were £84,814 (2017:£85,674) of which £41,424 (2017:£46,698) was unrestricted voluntary donations, £15,649 (2017:£18,092) from lettings and a further £8,594 (2017:£10,091) was from Gift Aid.*

*The planned giving through envelopes and banker's orders decreased by 10% (2017:8%).*

*The Heritage Appeal towards the major building repair to the south wall received a total of £82,334 (2017:£7,595) including Gift Aid. This included a grant from the H B Allen Trust for £80,000.*

*The SPARC softplay project was open for its first full year. Takings for the year totaled £82,039; donations of £2,955 were also received. Total expenditure for the year was £89,241. A transfer of £1,820 was made from the General fund, as agreed by the PCC to cover the deficit.*

*Total income, including tax recovered increased by 13% compared with last year due to the SPARC & Heritage Projects.*

*£79,903 (2017:£77,023) was spent from unrestricted funds to provide the Christian ministry from St. Peter's Church, including the contribution to the diocesan parish share that increased by 5.2% (2017:5.3%) in the year and contributes towards the stipends and housing for the rector, in addition to other support from the diocese.*

*The net result for the year was a deficit of £2,027 (2017: deficit of £31,918) on unrestricted funds (including the designated funds).*

*The balance carried forward at 31st December on the General Fund increased by 2% to £47,442 (2017: £46,511).*

## Reserves Policy

It is PCC policy to try to maintain a balance on unrestricted funds which equates to at least three months unrestricted payments. This is equivalent to £30,000. It is held to smooth out fluctuations in cash flow and to meet emergencies.

*At the year end the unrestricted free reserves stood at a healthy £47,442.*

*The balance of £11,532 in the Fabric designated fund is being retained towards meeting the cost of the south wall repair, detailed above.*

Approved by the Parochial Church council on 28th April 2019 and signed on its behalf by:

Reverend Timothy Godden (PCC Chair)

## Independent examiner's report to the trustees of the Parochial Church Council of St Peter's Bishopsworth

I report on the accounts of the PCC for the year ended 31 December 2018, which are set out on pages 6 to 14.

### Respective responsibilities of trustees and examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's 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 accounts under section 145 of the 2011 Act

to follow the procedures laid down in the general Directions given by the commission under section 145(5)(b) of the 2011 Act

to state whether particular matters have come to my attention

### Basis of 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 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 you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the next statement.

### Independent examiner's statement

In connection with my examination, no matter has come to my attention:

(1) which gives me reasonable cause to believe that in any material respect the requirements:

to keep accounting records in accordance with section 130 of the 2011 Act and

to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Act

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

Name: Joshua Lukacs

Relevant professional qualification or body: AAT level 3

Address: 83 Wroughton Drive  
Hartcliffe  
Bristol  
BS13 0LR

## Statement of Financial Activities

	Unrestricted funds	Restricted funds	Endowment funds	Total funds	Prior year total funds
<b>Income and endowments from:</b>					
Donations and legacies	50,168	88,990	—	139,159	171,351
Income from charitable activities	19,398	86,009	—	105,408	51,821
Investments	15,247	—	—	15,247	6,454
<b>Total income</b>	<b>84,814</b>	<b>175,000</b>	<b>—</b>	<b>259,815</b>	<b>229,694</b>
<b>Expenditure on:</b>					
Expenditure on charitable activities	85,155	101,529	—	186,685	264,273
<b>Total expenditure</b>	<b>85,155</b>	<b>101,529</b>	<b>—</b>	<b>186,685</b>	<b>264,273</b>
Gains / losses on investment assets	(30)	—	(2,502)	(2,532)	5,084
<b>Net income / (expenditure) resources before transfer</b>	<b>(371)</b>	<b>73,471</b>	<b>(2,502)</b>	<b>70,597</b>	<b>(29,494)</b>
<b>Transfers</b>					
Gross transfers between funds - in	2,810	3,497	1,706	8,014	8,544
Gross transfers between funds - out	(4,466)	(3,547)	—	(8,014)	(8,544)
<b>Other recognised gains / losses</b>					
<b>Net movement in funds</b>	<b>(2,027)</b>	<b>73,421</b>	<b>(796)</b>	<b>70,597</b>	<b>(29,494)</b>
<b>Total funds brought forward</b>	<b>61,033</b>	<b>34,527</b>	<b>53,079</b>	<b>148,640</b>	<b>178,135</b>
<b>Total funds carried forward</b>	<b>59,005</b>	<b>107,948</b>	<b>52,283</b>	<b>219,237</b>	<b>148,640</b>
<b>Represented by</b>					
<b>Unrestricted</b>					
General fund	47,442	—	—	47,442	46,511
<b>Designated</b>					
Fabric Fund	11,562	—	—	11,562	14,521
<b>Restricted</b>					
Children & Young People	—	1,917	—	1,917	608
Churchyard Fund	—	6,193	—	6,193	6,797
Harver Fund	—	6,293	—	6,293	6,478
Heritage Fund	—	87,994	—	87,994	7,595
Lupeni Link	—	2,006	—	2,006	5,395
Missions Fund	—	—	—	—	1,337
Petros Fund	—	3,543	—	3,543	3,888
Sparc	—	—	—	—	2,426
<b>Endowment</b>					
Lovell fund	—	—	52,283	52,283	53,079

## Balance sheet

	Total funds	Prior year funds
<b>Fixed assets</b>		
Investments	60,764	63,297
	<b>60,764</b>	<b>63,297</b>
<b>Current assets</b>		
Debtors	11,089	13,184
Cash at bank and in hand	152,095	75,610
	<b>163,184</b>	<b>88,795</b>
<b>Liabilities</b>		
Creditors: Amounts falling due in one year	4,711	3,452
	<b>4,711</b>	<b>3,452</b>
<b>Net current assets less current liabilities</b>	<b>158,473</b>	<b>85,343</b>
<b>Total assets less current liabilities</b>	<b>219,237</b>	<b>148,640</b>
<b>Total net assets less liabilities</b>	<b>219,237</b>	<b>148,640</b>
<b>Represented by</b>		
<b>Unrestricted</b>		
General fund	47,442	46,511
<b>Designated</b>		
Fabric Fund	11,562	14,521
Cottage Fund	—	—
<b>Restricted</b>		
Heritage Fund	87,994	7,595
Lupeni Link	2,006	5,395
Missions Fund	—	1,337
Sparc	—	2,426
Harver Fund	6,293	6,478
Children & Young People	1,917	608
Petros Fund	3,543	3,888
Churchyard Fund	6,193	6,797
<b>Endowment</b>		
Lovell fund	52,283	53,079
<b>Funds of the church</b>	<b>219,237</b>	<b>148,640</b>

Approved by the Parochial Church council on <sup>xx</sup> April 2019 and signed on its behalf by:

Carol Ann Sital-Singh (PCC Treasurer)

## Accounting policies

The PCC is a public benefit entity within the meaning of FRS102. The financial statements have been prepared under the Charities Act 2011 and in accordance with the Church Accounting Regulations 2006 governing the individual accounts of PCCs, and with the Regulations' "true and fair view" provisions, it is also the first year that they have been prepared under FRS102 (2016) as the applicable accounting standards and the 2016 version of the Statement of Recommended Practice, Accounting and Reporting by Charities (SORP(FRS102)).

### ASSETS

Consecrated and benefice property

In so far as consecrated and benefice property of any kind is excluded from the statutory definition of 'charity' by Section 10(2)(a) and (c) of the Charities Act 2011 such assets are not capitalised in the financial statements.

### Moveable church furnishings

These are capitalised at cost and depreciated over their useful economic life other than where insufficient cost information is available. In this case the item is not capitalised, but all items are included in the Church's inventory in any case.

### Tangible fixed assets for use by charity

These are capitalised if they can be used for more than one year, and cost at least £1,000. They are valued at cost or else, for gifts- in-kind, at a reasonable estimate of their open market value on receipt.

Depreciation is calculated to write off the capitalized cost of fixed assets less their currently anticipated residual fair value over their estimated useful lives as follows:

Land Nil  
Fixtures & Fittings 20 years  
Computers 3 years

No depreciation is provided on buildings as the currently estimated residual value of the properties is not less than their carrying value and the remaining useful life of these assets currently exceeds 50 years, so that any depreciation charges would be immaterial.

An impairment review is carried out at each year-end and any resultant loss identified included in expenditure for the year.

### Investments

Investments quoted on a recognised stock exchange or whose value derives from them are valued at market value at the year end. Other investment assets are included at PCC's best estimate of market value.

### Short term deposits

These are the cash held on deposit either with the CCLA or at the bank.

### FUNDS

#### Unrestricted Funds

These represent the remaining income funds of the PCC that are available for spending on the general purposes of the PCC, including amounts designated by the PCC for fixed assets for its own use or for spending on a future project and which are therefore not included in its 'free reserves' as disclosed in the trustees' report.

#### Restricted Funds

These are income funds that must be spent on restricted purposes and details of the funds held and restrictions provided are shown in the notes to the accounts.

#### Endowment Funds

These are restricted funds that must be retained as trust capital either permanently or subject to a discretionary power to spend capital as income, and where the use of any income or other benefit derived from the capital may be restricted or unrestricted. Full details of all their restrictions are shown in the notes to the accounts.

## Analysis of income and expenditure

					Total	
	Unrestricted	Designated	Restricted	Endowment	This year	Last year
<b>INCOME AND ENDOWMENTS</b>						
<b>Donations and legacies</b>						
Gift Aided Donations - Bank	32,293	120	3,104	—	35,518	42,030
Gift Aided Donations - Envelopes	3,187	—	—	—	3,187	3,460
Other planned giving NGA	2,510	—	—	—	2,510	651
Loose plate collections	2,664	—	—	—	2,664	3,277
Other gifts	50	—	2,533	—	2,583	4,401
Donations appeals etc	—	—	1,894	—	1,894	6,297
Tax recoverable on Gift Aid	8,594	30	1,458	—	10,082	12,178
Non-recurring one-off grants	718	—	80,000	—	80,718	97,865
Other funds generated	—	—	—	—	—	1,190
Total	50,018	150	88,990	—	139,159	171,351
<b>Income from charitable activities</b>						
Fees for weddings and funerals	2,091	—	—	—	2,091	3,062
SPARC income	—	—	9	—	9	280
SPARC Entry income	—	—	23,881	—	23,881	7,686
SPARC Food & Drink income	—	—	45,383	—	45,383	12,845
SPARC Party income	—	—	12,773	—	12,773	3,144
Coffee Pot	1,658	—	3,962	—	5,620	6,709
Church hall lettings	15,649	—	—	—	15,649	18,158
Total	19,398	—	86,009	—	105,408	51,887
<b>Investments</b>						
Dividends	2,042	—	—	—	2,042	1,979
Interest (Bank & other)	4	—	—	—	4	91
Rent from lands or buildings	13,200	—	—	—	13,200	4,383
Total	15,247	—	—	—	15,247	6,454
<b>INCOME TOTAL</b>	<b>84,664</b>	<b>150</b>	<b>175,000</b>	<b>—</b>	<b>259,815</b>	<b>229,694</b>



## EXPENDITURE

### Expenditure on charitable activities

Giving to missionary societies	—	—	283	—	283	—
Giving - relief and development agencies	—	—	5,717	—	5,717	—
Home mission	329	—	200	—	529	613
Ministry parish share etc	42,559	—	—	—	42,559	40,470
SPARC Salary Costs	—	—	59,840	—	59,840	19,120
SPARC Employers NI	—	—	760	—	760	1,301
SPARC Employer Pension Costs	—	—	640	—	640	—
Working expenses of incumbent	532	—	—	—	532	921
SPARC Staff Costs	—	—	946	—	946	644
Vicar's telephone & broadband	480	—	—	—	480	480
Education	84	—	—	—	84	70
Parish training and mission	633	—	—	—	633	492
Church running - insurance	4,167	—	—	—	4,167	3,181
Organ / piano tuning	193	—	—	—	193	—
Church maintenance	3,939	—	—	—	3,939	3,359
Cleaning & refuse	460	—	—	—	460	491
Kitchen & servery expenses	925	—	—	—	925	967
Cafe church expenses	317	—	—	—	317	526
Other service costs	1,935	—	184	—	2,119	1,535
Upkeep of churchyard	50	—	603	—	653	6,129
Administration	1,767	—	—	—	1,767	547
Church running - electric	947	—	—	—	947	464
Church running - gas	931	—	—	—	931	995
Church running - water	427	—	—	—	427	195
Church running - heating and lighting	828	—	—	—	828	496
SPARC set up costs	—	—	744	—	744	106,251
SPARC Food & Drink Costs	114	—	14,228	—	14,343	5,076
SPARC Maintenance & Equipment	—	—	4,982	—	4,982	951
SPARC Consumables	—	—	3,298	—	3,298	1,566
SPARC Cleaning & Refuse	—	—	731	—	731	272
SPARC Phone & Broadband	—	—	417	—	417	235
Other SPARC costs	—	—	399	—	399	319
SPARC bank and card charges	—	—	1,274	—	1,274	299
SPARC marketing costs	—	—	316	—	316	539
CAP monthly fees	—	—	660	—	660	600
Magazine & Newsletter expenses	232	—	—	—	232	361
Coffee Pot	—	—	2,653	—	2,653	5,000
Hall running - electricity	4,587	—	—	—	4,587	1,667
Hall running - gas	2,084	—	—	—	2,084	1,832
Hall running - insurance	3,000	—	—	—	3,000	3,038
Hall running - maintenance	947	—	—	—	947	1,847
Hall running - cleaning & refuse	2,558	—	—	—	2,558	2,034
Hall running - telephone	—	—	—	—	—	243
Hall running - water	2,592	—	—	—	2,592	327
Hall running - heating and lighting	—	—	—	—	—	893
Church major repairs - structure	—	3,109	2,585	—	5,694	—
Church major repairs - installation	—	—	—	—	—	1,560
Hall + major repairs - structure	—	—	—	—	—	1,625
Hall alteration - SPARC set up	—	—	—	—	—	679
Hall + major repairs - installation	—	—	—	—	—	960
Hall + interior and exterior decorating	245	—	—	—	245	1,048
Cottage - repairs	—	2,143	—	—	2,143	40,742
Cottage running costs	1,626	—	—	—	1,626	780
Bank charges	405	—	60	—	465	514
Total	79,903	5,252	101,529	—	186,685	264,273
<b>EXPENDITURE TOTAL</b>	<b>79,903</b>	<b>5,252</b>	<b>101,529</b>	<b>—</b>	<b>186,685</b>	<b>264,273</b>
<b>GRAND TOTAL</b>	<b>4,761</b>	<b>(5,102)</b>	<b>73,471</b>	<b>—</b>	<b>73,130</b>	<b>(34,579)</b>

## Staff Costs

	2018	2017
Wages and Salaries	59,840	19,120
Social Security costs	760	1,301
Pension costs	640	—
Average number of employees (FTE)	3.5	2

During 2018 The PCC employed a full-time manager, part time deputy manager, kitchen assistant and 5 counter assistants for the SPARC softplay project.

## Statement of assets and liabilities

	This year	Last year
<b>Investments</b>		
<b>Diocese of Bristol - Lovell fund</b>		
Lovell fund (Endowment) -	52,283	54,785
	<b>52,283</b>	<b>54,785</b>
<b>Diocese of Bristol - General Fund</b>		
General fund (Unrestricted) -	2,002	2,032
	<b>2,002</b>	<b>2,032</b>
<b>CCLA (CBF) deposit account</b>		
Harver Fund (Restricted) -	6,478	6,478
	<b>6,478</b>	<b>6,478</b>
<b>Total for Investments</b>	<b>60,764</b>	<b>63,297</b>
<b>Cash at bank and in hand</b>		
<b>Lloyds current account</b>		
Heritage Fund (Restricted) -	7,554	6,315
Missions Fund (Restricted) -	(270)	1,120
Sparc (Restricted) -	165	3,281
General fund (Unrestricted) -	38,694	33,574
Harver Fund (Restricted) -	(184)	—
Children & Young People (Restricted) -	(608)	—
Petros Fund (Restricted) -	25	—
Churchyard Fund (Restricted) -	(3,806)	(3,202)
Fabric Fund (Designated) -	(2,689)	270
Cottage Fund (Designated) -	(1,361)	(1,361)
Agency collection (Restricted) -	—	963
	<b>37,519</b>	<b>40,960</b>
<b>Lloyds Business 2</b>		
Heritage Fund (Restricted) -	80,000	—
General fund (Unrestricted) -	1	—
	<b>80,001</b>	<b>—</b>
<b>Petty Cash</b>		
Children & Young People (Restricted) -	1,917	—
	<b>1,917</b>	<b>—</b>
<b>CafCash Account</b>		
General fund (Unrestricted) -	840	420
Churchyard Fund (Restricted) -	10,000	10,000
Fabric Fund (Designated) -	14,221	14,221
Cottage Fund (Designated) -	1,361	1,361
	<b>26,423</b>	<b>26,003</b>
<b>CafCash Account 2</b>		
General fund (Unrestricted) -	(274)	(60)

Petros Fund (Restricted) -	3,518	3,863
	<b>3,244</b>	<b>3,803</b>
<b>Santander</b>		
Sparc (Restricted) -	530	446
	<b>530</b>	<b>446</b>
<b>Lloyds - Lupeni</b>		
Lupeni Link (Restricted) -	1,750	3,689
	<b>1,750</b>	<b>3,689</b>
<b>Cash in hand - coffee pot</b>		
Children & Young People (Restricted) -	608	608
	<b>608</b>	<b>608</b>
<b>Cash in hand - SPARC float</b>		
Sparc (Restricted) -	100	100
	<b>100</b>	<b>100</b>
<b>Total for Cash at bank and in hand</b>	<b>152,095</b>	<b>75,610</b>
<b>Debtors</b>		
<b>Debtors</b>		
Heritage Fund (Restricted) -	440	1,280
Lupeni Link (Restricted) -	255	—
Missions Fund (Restricted) -	270	217
Sparc (Restricted) -	492	535
General fund (Unrestricted) -	8,594	10,090
Petros Fund (Restricted) -	—	25
Fabric Fund (Designated) -	30	30
	<b>10,082</b>	<b>12,178</b>
<b>Accounts Receivable</b>		
General fund (Unrestricted) -	1,006	1,006
	<b>1,006</b>	<b>1,006</b>
<b>Total for Debtors</b>	<b>11,089</b>	<b>13,184</b>
<b>Agency accounts</b>		
<b>Agency collections</b>		
Agency collection (Restricted) -	—	(963)
	<b>—</b>	<b>(963)</b>
<b>Total for Agency accounts</b>	<b>—</b>	<b>(963)</b>
<b>Creditors: Amounts falling due in one year</b>		
<b>Net Wages</b>		
Sparc (Restricted) -	177	—
	<b>177</b>	<b>—</b>
<b>PAYE &amp; NI Due</b>		
Sparc (Restricted) -	(268)	(1,103)
	<b>(268)</b>	<b>(1,103)</b>
<b>Accounts Payable</b>		
Sparc (Restricted) -	(1,197)	(832)
General fund (Unrestricted) -	(3,423)	(553)
<b>Total for Creditors: Amounts falling due in one year</b>	<b>(4,711)</b>	<b>(2,488)</b>
<b>Grand total</b>	<b>219,237</b>	<b>148,640</b>

## Fund movement by type

		Opening	Incoming	Outgoing	Transfers	Gains/losses	Closing
<b>HERITAGE - Heritage Fund</b>							
Restricted		7,595	82,334	2,585	650	—	87,994
	<b>Sub-total for HERITAGE</b>	<b>7,595</b>	<b>82,334</b>	<b>2,585</b>	<b>650</b>	<b>—</b>	<b>87,994</b>
<b>LUPENI - Lupeni Link</b>							
Restricted		5,395	2,288	4,700	(977)	—	2,006
	<b>Sub-total for LUPENI</b>	<b>5,395</b>	<b>2,288</b>	<b>4,700</b>	<b>(977)</b>	<b>—</b>	<b>2,006</b>
<b>Missions - Missions Fund</b>							
Restricted		1,337	1,422	1,301	(1,458)	—	—
	<b>Sub-total for Missions</b>	<b>1,337</b>	<b>1,422</b>	<b>1,301</b>	<b>(1,458)</b>	<b>—</b>	<b>—</b>
<b>SPARC - Sparc</b>							
Restricted		2,426	84,994	89,241	1,820	—	—
	<b>Sub-total for SPARC</b>	<b>2,426</b>	<b>84,994</b>	<b>89,241</b>	<b>1,820</b>	<b>—</b>	<b>—</b>
<b>General - General fund</b>							
Unrestricted		46,511	84,664	79,903	(3,799)	(30)	47,442
	<b>Sub-total for General</b>	<b>46,511</b>	<b>84,664</b>	<b>79,903</b>	<b>(3,799)</b>	<b>(30)</b>	<b>47,442</b>
<b>LOVELL - Lovell fund</b>							
Endowment		53,079	—	—	1,706	(2,502)	52,283
	<b>Sub-total for LOVELL</b>	<b>53,079</b>	<b>—</b>	<b>—</b>	<b>1,706</b>	<b>(2,502)</b>	<b>52,283</b>
<b>HARVER - Harver Fund</b>							
Restricted		6,478	—	184	—	—	6,293
	<b>Sub-total for HARVER</b>	<b>6,478</b>	<b>—</b>	<b>184</b>	<b>—</b>	<b>—</b>	<b>6,293</b>
<b>CYP - Children &amp; Young Peo</b>							
Restricted		608	3,962	2,653	—	—	1,917
	<b>Sub-total for CYP</b>	<b>608</b>	<b>3,962</b>	<b>2,653</b>	<b>—</b>	<b>—</b>	<b>1,917</b>
<b>PETROS - Petros Fund</b>							
Restricted		3,888	—	260	(85)	—	3,543
	<b>Sub-total for PETROS</b>	<b>3,888</b>	<b>—</b>	<b>260</b>	<b>(85)</b>	<b>—</b>	<b>3,543</b>
<b>CHURCHYARD - Churchyard Fund</b>							
Restricted		6,797	—	603	—	—	6,193
	<b>Sub-total for CHURCHYARD</b>	<b>6,797</b>	<b>—</b>	<b>603</b>	<b>—</b>	<b>—</b>	<b>6,193</b>
<b>FABRIC - Fabric Fund</b>							
Designated		14,521	150	3,109	—	—	11,562
	<b>Sub-total for FABRIC</b>	<b>14,521</b>	<b>150</b>	<b>3,109</b>	<b>—</b>	<b>—</b>	<b>11,562</b>
<b>COTTAGE - Cottage Fund</b>							
Designated		—	—	2,143	2,143	—	—
	<b>Sub-total for COTTAGE</b>	<b>—</b>	<b>—</b>	<b>2,143</b>	<b>2,143</b>	<b>—</b>	<b>—</b>
	<b>Grand total</b>	<b>148,640</b>	<b>259,815</b>	<b>186,685</b>	<b>—</b>	<b>(2,532)</b>	<b>219,237</b>

## Funds

### Endowment

**The Lovell Fund** was established from a bequest given in 1992. The income is to be used for the upkeep of the church and churchyard.

### Restricted

**The Heritage Fund** was established from a specific appeal known as the Heritage Project to raise funds for urgent repairs to the church, specifically the south wall

**The Lupeni Link Fund** receives donations for the Lupeni Church in Romania

**The Missions Fund** receives donations specifically allocated to mission. This is distributed after agreement at the year end

**The Harver Fund** was established from a gift given specifically for music in the church

**The Church Yard Fund** was established from a legacy given for upkeep of the churchyard

**The Petros Fund** was established as a fund for need in the parish

**The CYP Fund** is for the youth work

**The SPARC Fund** was established to set up and run the SPARC project

### Designated

The Fabric Fund has been set aside to contribute to the major repairs of the church

The Cottage Fund was established for the repair and upkeep of the cottage building. This was vacated on the death of the previous tenant and major repair carried out to enable re letting the cottage.

