

# **The Parochial Church Council of the Ecclesiastical Parish of St Nicholas, Dunnington**

**Registered Charity: 1178934**



## **Annual Report and Financial Statements**

**For the Year Ended: 31st December 2018**

***"From everyone who has been given much, much will be demanded" (Luke 12:48)***

**The Parochial Church Council of the Ecclesiastical Parish of St Nicholas,  
Dunnington**

**Annual Report and Financial Statements**

**For the Year Ended: 31st December 2018**

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# **The Parochial Church Council of the Ecclesiastical Parish of St Nicholas, Dunnington**

## **Annual Report for the Year Ended 31st December 2018**

The Parochial Church Council ("the PCC") has pleasure in presenting its Report together with the Financial Statements for the year ended 31 December 2018.

The financial statements have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their financial statements in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued on 16 July 2014 and the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102), the Charities Act 2011, and UK Generally Accepted Accounting Practice as it applies from 1 January 2015.

The PCC is a Registered Charity (1178934).

### **Aim and Purpose**

St Nicholas' PCC has the responsibility of co-operating with the incumbent, the Revd Nicholas Bird, in promoting in the ecclesiastical parish the whole mission of the Church, pastoral, evangelistic, social and ecumenical.

The PCC is also specifically responsible for the maintenance of the Church and Tower Room complex of St Nicholas' Church, Dunnington.

### **Objectives and Activities**

The PCC is committed to enabling as many people as possible to worship at the church and to become part of the parish community at St Nicholas' Church. The PCC maintains an overview of worship throughout the parish and makes suggestions on how services can involve the many groups that live within the parish. The services and worship put faith into practice through prayer and scripture, music and sacrament.

When planning the 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. In particular, the PCC try to enable ordinary people to live out their faith as part of the parish community through:

- Worship and prayer; learning about the Gospel; and developing knowledge and trust in Jesus Christ;
- Provision of pastoral care for people living in the parish;
- Missionary support and outreach work.

### **Achievements and Performance**

#### *Worship and Prayer*

The PCC is keen to offer a range of services during the week and over the course of the year that the community finds both beneficial and spiritually fulfilling.

During 2018 a variety of worship styles was offered at St Nicholas' Church, consisting of an intimate Sunday 8.00 am service focussing around the Holy Communion and following the historic words of the Book of Common Prayer (Common Worship Order Two), a Wednesday 9.00 am Holy Communion following the Book of Common Prayer (Common Worship Order One), a more vibrant Sunday 10.30 am Parish Worship with music playing a large role, and a family-focussed Family Worship at 4.00 pm usually on the first Sunday of each month.

The 10.30am service varies in style from week to week. On the 1st, 3rd and 4th Sundays of the month, it includes Holy Communion, on the 2nd Sunday of each month the service is lay-led which does not include Communion. On

# **The Parochial Church Council of the Ecclesiastical Parish of St Nicholas, Dunnington**

## **Annual Report for the Year Ended 31st December 2018 (continued)**

the 3rd Sunday of the month an all-age Holy Communion is celebrated. Baptisms are conducted either during the main Sunday morning service, or at 12.30 pm when the earlier time is not practicable.

Under the leadership and vision of the Director of Music the church choir and music group, "Laudate", lead the worship at the 10.30 a.m. Services and at the monthly 4.00 p.m. Family Worship.

Unfortunately, our work with children, young people and families has declined somewhat during the last year. Whilst we continue to have good numbers of children attending the monthly Family Worship on a Sunday afternoon, there has not been a critical mass of primary age children at Shining Lights. Likewise, the cohort of older teenagers that gave Ignite! (10 years and older) its momentum have moved on. We hope that in the coming year something new can be initiated to draw together our children into learning and social groups, enjoying each other's company, and growing in the faith.

Every month an Evening Fellowship Group met to provide a small-group context for people to learn from the Bible, discuss their experience of the joys and challenges of the Christian life, and to pray and build friendships. A Christian Meditation Group also met on a monthly basis, existing to promote silent contemplative prayer and meeting a need in the parish for this approach to Christian spirituality. A 'Start' course was held for seekers and for those being confirmed, and a Benefice Lent course was also held.

### *Church attendance*

All are welcome to attend the regular services at St Nicholas' Church. There were 129 parishioners on the Church Electoral Roll at 31 December 2018 a decrease of one. Three names were added during the year, and four names deleted (sadly one arising from death and three moving away from the parish). Church attendance for "usual" Sunday services during the year was 72 (comprising 69 adults and three children), a slight reduction on the previous year. During the standard October count the average weekly attendance was 94.5 compared to 98 in 2017. Attendance at the Easter services was much the same as the previous year (157 attendees). Attendance at the Christmas day service was comparable to 2017 (67 attendees), however there were reduced numbers attending the crib and midnight services.

### *Derwent Deanery Synod*

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

### *The Tower Room Complex*

The PCC want the Tower Room to be used by the parish community and it is regularly used by a number of village groups including Art Groups, a Sewing Group, Yoga (City of York Council) and the Parish Council.

### *Pastoral Care*

The church hosted a Sunday Parish Lunch on five occasions during the year - attended primarily by elderly parishioners. There were special Christmas and Easter communions, followed by light refreshments as well as four "Fun, Food and Fellowship" days for the elderly which continued to be a great success.

Some members of the parish are unable to attend church due to sickness or age. This work is co-ordinated through the Pastoral Visiting Team, consisting of both clergy and appointed lay assistants who visit the housebound and residents of local care homes to celebrate Holy Communion with them.

# **The Parochial Church Council of the Ecclesiastical Parish of St Nicholas, Dunnington**

## **Annual Report for the Year Ended 31st December 2018 (continued)**

### *Mission and Evangelism*

Helping those in need is a demonstration of Christian Love. The church has continued to support the Children's Society through service collections and many parishioners maintain a collection box for their donations. In addition, the church supported Carecent, Christian Aid, the DEC Indonesia Tsunami Appeal, Dunnington Scouts and Guides, and A Rocha International through a number of retiring collections and collections at social events.

The PCC approved mission and charitable donations of £7,100, the beneficiaries being Dunnington Scouts and Guides (to support the renovation of the Scout Hut) and Munguishi Bible College in Tanzania.

### *Ecumenical Relationships*

The formal terms of the Local Ecumenical Project and the partnership with the Methodist Church were 'set aside' in November 2009, however, the PCC's commitment that St Nicholas' Church would operate in Christian Love and Fellowship with the local Methodist Church has seen ecumenical relationships and co-operation develop far more effectively. The Parish Church and Methodist Chapel shared many events together including services for: the Women's World Day of Prayer, the 150<sup>th</sup> anniversary of the Chapel, Harvest and the week of Prayer for Christian Unity.

### *Other Church Activities*

Details of all other church activities and groups, and more comprehensive commentaries on the foregoing activities, are contained in a separate Report available at the Annual Parochial Church Meeting.

### **Financial Review**

The final outturn for the year on all funds, before accounting for net investment gains, was total income £142,179 (2017, £113,064) and total expenditure £130,167 (2017, £95,935) resulting in net income (a surplus) of £12,012 (2017, £17,129). The General Fund realised a deficit of £9,346 (2017, surplus £8,298).

The increase in total income can be directly attributed to the very generous legacy income that we received this year. Excluding legacy income, total income in 2018 was comparable with 2017.

Planned giving by standing order or envelopes was £52,166 in 2018 (2017, £50,715), a 3% increase. Free Will Offerings (open plate collections and the church's share of collections at funerals) decreased slightly from 2017 to 2018 by -4%.

As mentioned above, we were very fortunate recipients of two legacies during the year totalling £35,840. The larger of these two (£32,085) has been set aside by the PCC as a designated fund to employ a Families Worker. There was a slight decrease in income from Tower Room Lettings (£2,780 in 2018 compared to £3,260 in 2017).

Several large maintenance and repair projects have taken place this year, including the kitchen refit, upgrades to the security and fire alarms, and external repairs to the roof and stonework. Expenditure on maintenance and repairs was £32,363 compared to £3,584 in 2017. This expenditure has been slightly offset by VAT reclaim of £4,932 from the Listed Places of Worship scheme (£3,230 to the General Fund and £1,702 to the Fabric Fund).

Despite these expenses, we increased our freewill offering to the diocese by 2.5% and our Mission and Charity giving by 11%. A decision was made to allocate a larger proportion of costs associated with the production of the Grapevine to the Grapevine, thereby increasing the costs of 'other trading activities' and decreasing office and administration costs. There have also been further savings to utility bills through the renegotiation of contracts, and ministry expenses have also decreased.

# **The Parochial Church Council of the Ecclesiastical Parish of St Nicholas, Dunnington**

## **Annual Report for the Year Ended 31st December 2018 (continued)**

The General Fund balance (reserves) at the year-end was £14,009 (2017, £23,565).

Restricted Funds decreased in total by £11,953 during the year (compared to a £11,763 increase in 2017).

There was a downturn of the stock markets in 2018, which saw the market value of The Church Estate Fund investment decrease by £935 (-3%) and the James Twinam Fund investment decrease by £178 (-3%). The dividends from the James Twinam Fund will be donated to Dunnington Church of England Primary School to support the Pupil Premium.

A fund has been created to track the use of the legacy which has been designated for employing a Families Worker. A Little People Fund has also been created to track income and expenditure from this group.

Although the Magazine Fund realised a deficit of £2,933 (a direct consequence of a slight decrease in advertising income and a decision to redistribute £3,000 of funds to the churches in Holtby and Warthill), the magazine continues to cover its costs and made a trading profit (calculated on a cash basis) of £739. The year-end reserve balance on this fund amounted to £16,133. The Fabric fund decreased by £8,035 as funds were used to cover the costs of the external repairs to the roof and stonework. The Clock Fund required a transfer of £210 from General Fund to cover its deficit.

The net movement on all funds, after taking into account the net market value gain on investments, amounted to £10,899 surplus (2017 £20,089 surplus), which when added to the funds brought forward at the beginning of the year, resulted in fund balances to carry forward at 31 December 2018 of £116,848 (2017, £105,949).

### **Reserves policy**

The PCC's policy is to maintain a balance on unrestricted free funds (if possible), which equates to approximately six months' unrestricted payments, equivalent to £47,000, to cover emergency situations that may arise from time to time. The balance of £14,009 held on unrestricted general funds at the year end remains adrift from this target, but the position will hopefully be addressed in the future.

### **Investment policy**

It is the PCC's policy to invest fund balances with CCLA Investment Management Limited incorporating the CBF Church of England Deposit Funds.

### **Volunteers**

The PCC extends grateful thanks to all the volunteers who work so hard to make St Nicholas' Church the lively and vibrant community it is. Some roles are more 'high profile' than others but there is so much valuable work that goes on unseen during the year contributing to the church's ministry and keeping it running.

### **Structure, Governance and Management**

The PCC is a corporate body established by the Church of England and operates under the Parochial Church Council Powers Measure.

The method of appointment of PCC members is set out in the Church Representation Rules. At St Nicholas' the membership of the PCC consists of the Incumbent (Rector), Associate Priest, Reader, Church Wardens and Members elected by those members of the congregation who are on the electoral roll of the church. All those who attend services or are members of the congregation are encouraged to register on the Electoral Roll and stand for election to the PCC.

# The Parochial Church Council of the Ecclesiastical Parish of St Nicholas, Dunnington

## Annual Report for the Year Ended 31st December 2018 (continued)

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

The full PCC met on 7 occasions during the year, with an average level of attendance of 12 members (70%). Given its wide responsibilities the PCC has sub-set/focus group discussions (for example on Fabric issues) on particular aspects with key conclusions reported back to the full PCC for advice or decision. In addition, the PCC discusses relevant issues from wider groups such as the Derwent Deanery Synod and Benefice Pastoral Committee.

Among other specific matters discussed were the the Annual Diocesan “Freewill Offering” for 2019; Leading Your Church into Growth (LYCIG); decision to change the Church’s current account to a more ethical bank (with effect from May 2019) and “Mission and Charity Giving”.

### Administrative Information

St. Nicholas’ Church is situated in the village of Dunnington near York. It is part of the Benefice of Rural East York, Diocese of York within the Church of England. The correspondence address is The Rectory, 30 Church Street, Dunnington, York, YO19 5PW.

The PCC is a body corporate (PCC Powers Measure 1956, Church Representation Rules 2011) and is registered with the Charity Commission (Registered Charity 1178934).

PCC members who have served from 1 January 2018, or date of appointment if later, until the date this report was approved, or date of retirement/resignation if earlier, are:

#### ***Ex-officio members:***

<i>Incumbent:</i>	The Revd Nicholas Bird	Chairman
<i>Associate Priest:</i>	The Revd Canon Terry Joyce	
<i>Assistant Curate:</i>	The Revd Debbie Coyne	Until 31 July 2018
<i>Reader:</i>	Mrs Judith Hewitt	Representative on Derwent Deanery Synod
<i>Churchwardens:</i>	Mr Peter Helm	Lay Chairman (re-elected at AMP 2018 – 24 April 2018)
	Mr Barry Hewitt	(re-elected at AMP 2018 – 24 April 2018)
<i>Other ex-officio member:</i>	Mrs Joan Verrier	Representative on Derwent Deanery Synod

<b><i>Elected lay members:</i></b>	Mrs Victoria Beale	(elected at APCM 2018 – 24 April 2018)
	Mr Andrew Brooks	
	Mr Cyril Egarr	
	Mr Keith Gray	Director of Music
	Mrs Mary Murray	(elected at APCM 2018 – 24 April 2018)
		Safeguarding Representative
	Mr Philip Raines	
	Mrs June Rickell	
	Mrs Eva Scoreby	PCC Secretary
	Mr John Vernon	(elected at APCM 2018 – 24 April 2018)
	Mrs Pamela White	

<b><i>Co-opted lay members:</i></b>	Mrs Angela Creswick	(co-option term ended at APCM 2018 – 24 April 2018)
	Mrs Mary Murray	(co-option term ended at APCM 2018 – 24 April 2018)
		Safeguarding Representative
	Mrs Irene Watson	(co-opted at PCC meeting on 24 April 2018)

# **The Parochial Church Council of the Ecclesiastical Parish of St Nicholas, Dunnington**

## **Annual Report for the Year Ended 31st December 2018 (continued)**

*(AMP = Annual Meeting of the Parishioners; APCM = Annual Parochial Church Meeting)*

The PCC's Treasurer re-appointed at PCC meeting on 24 April 2018 is Mrs Helen Pomfret

The Fabric Officer appointed at PCC meeting on 24 April 2018 is Mrs Angela Creswick

The PCC's bankers and independent examiner are:

<b>Bankers:</b>	Santander UK plc Bridle Road Bootle Merseyside G1R 0AA	National Westminster Bank plc Main Street Heslington York YO10 5ZB
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CCLA Investment Management Limited  
The CBF Church of England Funds  
Senator House  
85 Queen Victoria Street  
London  
EC4V 4ET

**Independent Examiner:** Mr Brian Hopper  
Foxville  
Garthends Lane  
Hemingbrough  
Selby  
YO8 6QW

### **Statement of responsibilities of the parochial church council**

Law applicable to charities in England and Wales and guidance issued by the Central Board of Finance of the Church of England require the PCC to prepare financial statements which give a true and fair view of the PCC's financial activities during the year.

In preparing financial statements giving a true and fair view, the PCC should follow best practice and:

- select suitable accounting policies and then apply them consistently;
- make judgements and estimates that are reasonable and prudent;
- state whether the Church guidance, applicable accounting standards and statements of recommended practice have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the church will continue in operation.

The PCC are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the PCC and enable them to ensure that the financial statements comply with the Church Accounting Regulations 2006 and the Charities Act 2011. They are also responsible for safeguarding the assets of the PCC and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

**Approved by the PCC on 5<sup>th</sup> March 2019  
and signed on its behalf by:**

.....  
**Revd N W R Bird (PCC Chairman).**



**The Parochial Church Council of the Ecclesiastical Parish of  
St Nicholas, Dunnington**

**Statement of Financial Activities**

**for the Year Ended 31 December 2018**

	Note	Unrestricted Funds		Restricted Funds	Total Funds	
		General	Designated		2018	2017
		£	£	£	£	£
<b>Income and endowments from:</b>						
Donations and legacies	2(a)	79,382	32,085	3,250	114,717	84,126
Charitable activities	2(b)	5,962	323	2,958	9,243	9,093
Other trading activities	2(c)	2,780	-	14,057	16,837	18,525
Investments	2(d)	-	-	1,382	1,382	1,320
<b>Total income</b>		<b>88,124</b>	<b>32,408</b>	<b>21,647</b>	<b>142,179</b>	<b>113,064</b>
<b>Expenditure on:</b>						
Raising funds	3(a)	252	-	-	252	384
Charitable activities	3(b)	97,218	-	15,849	113,067	83,181
Other trading activities	3(c)	-	-	16,848	16,848	12,370
<b>Total expenditure</b>		<b>97,470</b>	<b>-</b>	<b>32,697</b>	<b>130,167</b>	<b>95,935</b>
<b>Net income/(expenditure) before gains and losses on investments</b>		<b>(9,346)</b>	<b>32,408</b>	<b>(11,050)</b>	<b>12,012</b>	<b>17,129</b>
Net gains/(losses) on investments	6	-	-	(1,113)	(1,113)	2,960
<b>Net income/(expenditure)</b>		<b>(9,346)</b>	<b>32,408</b>	<b>(12,163)</b>	<b>10,899</b>	<b>20,089</b>
Transfers between funds		(210)	-	210	-	-
<b>Net movement in Funds</b>		<b>(9,556)</b>	<b>32,408</b>	<b>(11,953)</b>	<b>10,899</b>	<b>20,089</b>
<b>Reconciliation of funds:</b>						
<b>Fund balances brought forward at 1 January 2018</b>		23,565	28	82,356	105,949	85,860
<b>Fund balances carried forward at 31 December 2018</b>		<b>£ 14,009</b>	<b>£ 32,436</b>	<b>£ 70,403</b>	<b>£ 116,848</b>	<b>£ 105,949</b>

The notes on pages 9 to 18 form part of these financial statements.

**The Parochial Church Council of the Ecclesiastical Parish of  
St Nicholas, Dunnington**

**Balance Sheet as at 31 December 2018**

		Unrestricted Funds		Restricted Funds	Total	
	Note	General	Designated		2018	2017
		£	£	£	£	£
<b>Fixed Assets</b>						
Tangible fixed assets	5	-	-	5,128	5,128	2,115
Investments	6	-	-	35,987	35,987	37,100
		-	-	41,115	41,115	39,215
<b>Current Assets</b>						
Debtors	7	12,531	-	-	12,531	10,751
Cash at bank and in hand		10,946	32,436	36,764	80,146	77,451
<b>Total Current Assets</b>		23,477	32,436	36,764	92,677	88,202
<b>Current Liabilities</b>						
Creditors: amounts falling due within one year	8	9,468	-	7,476	16,944	21,468
<b>Total current liabilities</b>		9,468	-	7,476	16,944	21,468
<b>Net Current Assets</b>		14,009	32,436	29,288	75,733	66,734
<b>Total assets less current liabilities</b>		14,009	32,436	70,403	116,848	105,949
<b>Net Assets</b>		<b>£ 14,009</b>	<b>£ 32,436</b>	<b>£ 70,403</b>	<b>£ 116,848</b>	<b>£ 105,949</b>
<b>Parish Funds</b>						
Unrestricted General Funds		14,009	-	-	14,009	23,565
Unrestricted Designated Funds	9	-	32,436	-	32,436	28
Restricted Funds	9	-	-	70,403	70,403	82,356
		<b>£ 14,009</b>	<b>£ 32,436</b>	<b>£ 70,403</b>	<b>£ 116,848</b>	<b>£ 105,949</b>

Approved by the Parochial Church Council on 5 March 2019 and signed on its behalf by:

.....  
Rev N W R Bird  
Chairman

.....  
H L Pomfret, BSc(Hons), MSc  
Treasurer

The notes on pages 9 to 18 form part of these financial statements.

# **The Parochial Church Council of the Ecclesiastical Parish of St Nicholas, Dunnington**

## **Notes to the Financial Statement - 31 December 2018**

### **Accounting Policies**

The financial statements have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued on 16 July 2014 and the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102), the Charities Act 2011, the Church Accounting Regulations 2006 and UK Generally Accepted Accounting Practice as it applies from 1 January 2015.

The financial statements have been prepared to give a 'true and fair' view and have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a 'true and fair view'. This departure has involved following Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued on 16 July 2014 rather than the Accounting and Reporting by Charities: Statement of Recommended Practice effective from 1 April 2005 which has since been withdrawn.

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

The PCC is a public benefit entity.

### **Fund Accounting**

*Unrestricted Funds* are income funds which are to be spent on the PCC's general purposes.

*Designated funds* are general funds set aside by the PCC for use in the future. Project funds are designated for particular projects for administration purposes only. Funds designated as invested in fixed assets for the PCC's own use are abated in line with those assets' annual depreciation charges in the SOFA, where applicable. Designated funds remain unrestricted and the PCC will move any surplus to other general funds.

*Restricted Funds* comprise (a) income from endowments which is to be expended only on the restricted purposes intended by the donor, and (b) revenue donations or grants for a specific PCC activity intended by the donor. Where these funds have unspent balances, interest on their pooled investment is apportioned to the individual funds on an average balance basis, where applicable.

*Endowment Funds* are funds, the capital of which must be retained either permanently or at the PCC's discretion; the income derived from the endowment is to be used either as restricted or unrestricted income funds depending upon the purpose for which the endowment was established in the first place.

### **Income recognition**

All income is recognised once the PCC has entitlement to the income, there is sufficient certainty of receipt and so it is probable that the income will be received, and the amount of income receivable can be measured reliably.

Planned giving, collections and donations are recognised when received. Tax refunds are recognised when the income to which they relate is received. Grants and legacies are accounted for when the PCC is legally

# **The Parochial Church Council of the Ecclesiastical Parish of St Nicholas, Dunnington**

## **Notes to the Financial Statement - 31 December 2018 (continued)**

entitled to the amounts due. Dividends and interest are accounted for when receivable. All other income is recognised when it is receivable. Amounts received specifically for mission are dealt with as restricted funds. All income is accounted for gross.

### **Expenditure recognition**

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the PCC to that expenditure, it is probable that settlement will be required and the amount of obligation can be measured reliably.

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 assessment is accounted for when due. All other expenditure is generally recognised when it is incurred and is accounted for gross.

### **Fixed assets**

Consecrated and benefice property is not included in the financial statements in accordance with section 10 (2) (a) of the Charities Act 2011.

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. All expenditure incurred during the year on consecrated or benefice buildings and movable church furnishings, whether maintenance or improvement, is written off.

Equipment used within the church premises is depreciated on a straight line basis over 4 years. Individual items of equipment with a purchase price of £1,000 or less are generally written off when the asset is acquired.

### **Investments**

Investments are stated at market value at the balance sheet date. The Statement of Financial Activities includes the net gains and losses arising on revaluation at the year end and disposals throughout the year.

### **Stocks**

Stocks are valued at the lower of cost and net realisable value, after making due allowance for obsolete and slow moving items.

### **Current assets**

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

### **Operating lease agreements**

Rentals applicable to operating leases where substantially all of the benefits and risks of ownership remain with the lessor are charged against income on a straight line basis over the period of the lease.

**The Parochial Church Council of the Ecclesiastical Parish of  
St Nicholas, Dunnington**

**Notes to the Financial Statement - 31 December 2018 (continued)**

**Irrecoverable Value Added Tax**

The PCC is not registered for Value Added Tax (VAT) and accordingly expenditure is shown gross of irrecoverable VAT. The VAT incurred from time to time on certain fabric repair and maintenance expenditure can, however, be recovered under the Listed Places of Worship Grant Scheme.

**Going Concern**

The PCC has cash resources and has no requirement for external funding for its day to day operations. The PCC has a reasonable expectation that the church has adequate resources to continue in operational existence for the foreseeable future. The PCC continues to believe the going concern basis of accounting is appropriate in preparing the financial statements.

**Taxation**

The PCC is exempt from taxation on its income and gains under sections 521 to 536 of the Income Tax Act 2007 (ITA 2007) and section 256 of the Taxation of Capital Gains Tax Act 1992 (TCGA 1992) respectively.

**The Parochial Church Council of the Ecclesiastical Parish of  
St Nicholas, Dunnington**

**Notes to the Financial Statement - 31 December 2018 (continued)**

	Unrestricted Funds		Restricted	Total Funds	
	General	Designated	Funds	2018	2017
	£	£	£	£	£
<b>2. Income and endowments</b>					
<b>2(a) Donations and legacies</b>					
Planned giving: Envelopes	5,804	-	-	5,804	6,215
Standing orders and other	46,362	-	-	46,362	44,500
Tax recoverable	10,867	-	-	10,867	12,751
Collections (open plate)	7,499	-	-	7,499	7,795
Gift aid small donations scheme	1,250	-	-	1,250	1,000
Donations, appeals, etc.	615	-	1,548	2,163	5,880
Legacies	3,755	32,085	-	35,840	5,500
Transfer from Dunnington Parish Council	-	-	-	-	-
Grants	3,230	-	1,702	4,932	485
	79,382	32,085	3,250	114,717	84,126

In 2017, donations income included £5,178 relating to restricted funds, the balance related to unrestricted funds.

<b>2(b) Income from charitable activities</b>					
Parochial fees	4,049	-	-	4,049	5,574
Fund-raising and sundry (including catering)	1,913	323	-	2,236	1,775
Dedicated collections-missions & charities	-	-	2,958	2,958	1,744
	5,962	323	2,958	9,243	9,093

In 2017, income from charitable activities included £1,744 relating to restricted funds, the balance related to unrestricted funds.

<b>2(c) Income from other trading activities</b>					
Tower room lettings	2,780	-	-	2,780	3,260
Little People subscriptions	-	-	185	185	-
Magazine subscriptions	-	-	3,711	3,711	3,774
Magazine advertising	-	-	10,161	10,161	11,491
	2,780	-	14,057	16,837	18,525

In 2017, income from other trading activities included £15,265 relating to restricted funds, the balance related to unrestricted

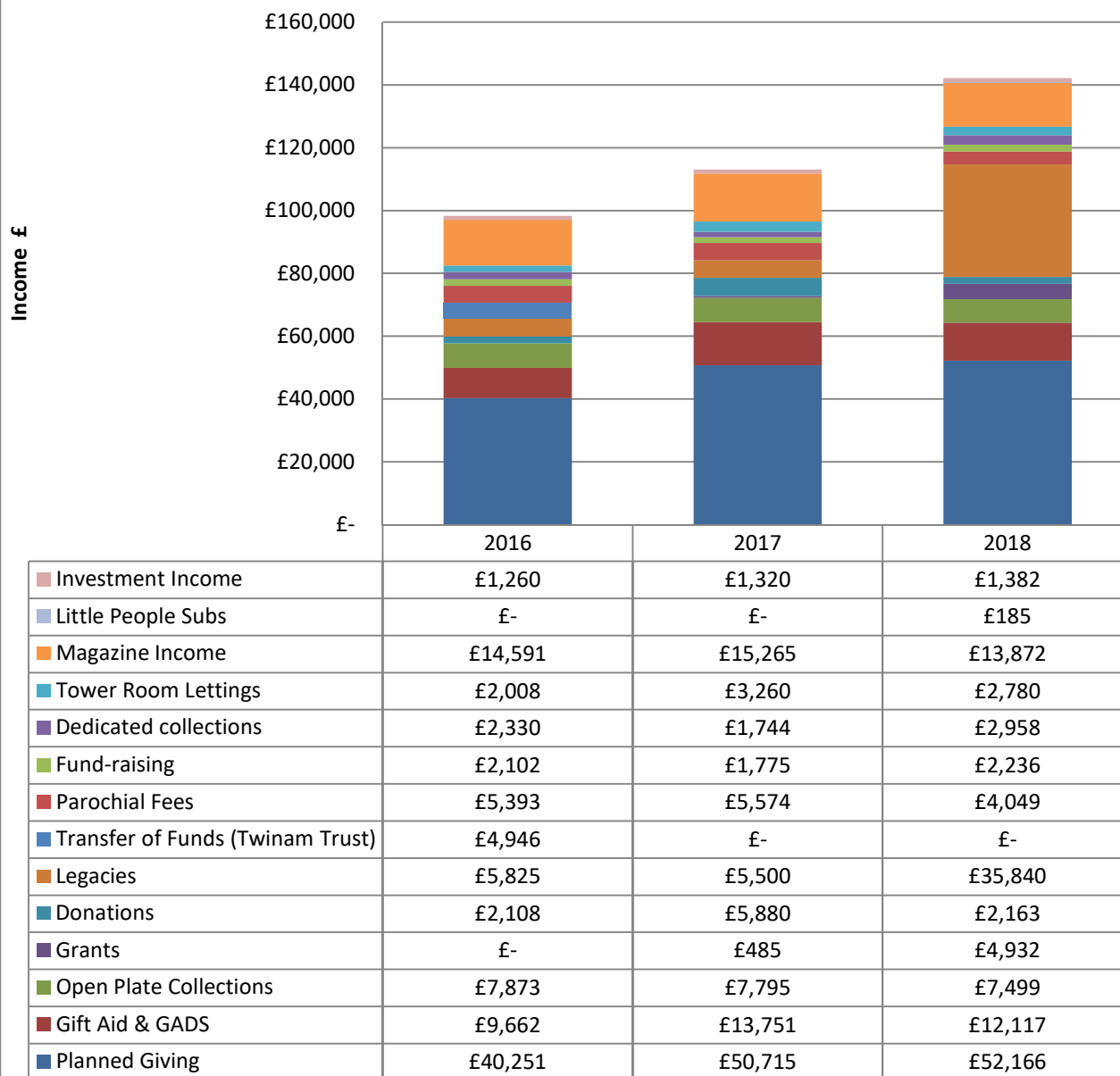
<b>2(d) Investment income</b>					
COIF Dividends	-	-	1,252	1,252	1,226
Deposit and other interest	-	-	130	130	94
	-	-	1,382	1,382	1,320

In 2017, investment income included £1,320 relating to restricted funds, the balance related to unrestricted funds.

**The Parochial Church Council of the Ecclesiastical Parish of  
St Nicholas, Dunnington**

**Notes to the Financial Statement - 31 December 2018 (continued)**

**Income 2016 to 2018**



## Notes to the Financial Statement - 31 December 2018 (continued)

In 2017, charitable activities expenditure included £3,138 relating to restricted funds, the balance related to unrestricted funds.

Other trading activities					
Magazine costs: Editor's salary	-	-	3,732	3,732	2,832
Telephone	-	-	498	498	473
Printing, stationery and postage	-	-	8,688	8,688	8,090
Miscellaneous expenses	-	-	63	63	52
Church heat and light	-	-	162	162	218
Distribution of funds: Holtby & Warthill	-	-	3,000	3,000	-
Depreciation	-	-	705	705	705
	-	-	16,848	16,848	12,370

In 2017, other trading activities expenditure all related to restricted funds.

	2018 £	2017 £
<b>4(a) Staff Costs</b>		
Wages, salaries and honoraria	£ 7,130	£ 6,415

During the year the PCC employed a part-time Parish Secretary and paid honoraria to the Director of Music and the Church Organist, but no payments were large enough to attract social security costs. Together these individuals equate to less than one full time employee. The Parish Secretary is engaged under a formal contract of employment by the PCC as Parish Secretary and Parish Magazine Editor.

No payments or expenses were paid to any PCC member (trustee) in their capacity as council members. The Director of Music, Mr K Gray served as a member of PCC during 2018, receiving an honorarium during 2018 of £1200. No other payments were made to PCC members or persons closely connected to them or related parties.

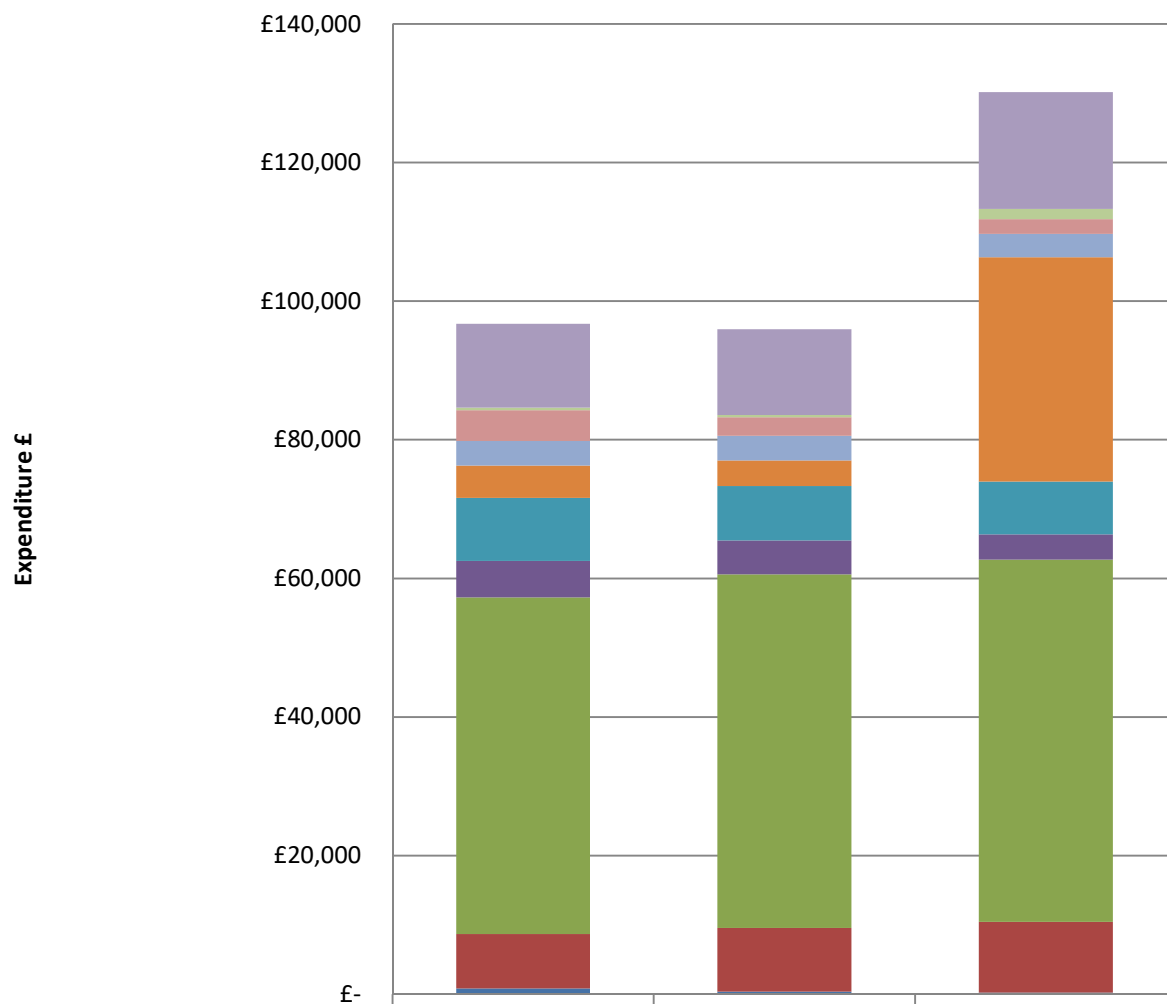
During 2018 a total of £20,710 was donated to the PCC by PCC members (trustees). During 2017 £12,825 was donated to the PCC by PCC members (trustees).



# The Parochial Church Council of the Ecclesiastical Parish of St Nicholas, Dunnington

## Notes to the Financial Statement - 31 December 2018 (continued)

### Expenditure 2016 to 2018



	2016	2017	2018
Trading Costs (Grapevine)	£12,076	£12,370	£16,848
Other expenditure	£366	£313	£1,488
Office & Administration	£4,445	£2,667	£2,102
Salaries & Honoraria	£3,550	£3,584	£3,398
Church Maintenance & Repairs	£4,678	£3,665	£32,363
Church Utilities & Insurance	£9,095	£7,873	£7,625
Ministry Costs	£5,242	£4,890	£3,618
Diocesan Freewill Offering	£48,600	£51,000	£52,275
Missions & Charities	£7,830	£9,190	£10,198
Fund-raising	£842	£384	£252

**The Parochial Church Council of the Ecclesiastical Parish of  
St Nicholas, Dunnington**

**Notes to the Financial Statement - 31 December 2018 (continued)**

**5 Tangible fixed assets**

	Church Equipment £	Total £
Cost		
At 1 January 2018	11,960	11,960
Additions during the year	4,957	4,957
At 31 December 2018	£ 16,917	£ 16,917
Depreciation		
At 1 January 2018	9,845	9,845
Charge for the year	1,944	1,944
At 31 December 2018	£ 11,789	£ 11,789
Book value		
At 31 December 2018	£ 5,128	£ 5,128
At 31 December 2017	£ 2,115	£ 2,115

The book value of tangible fixed assets at 31 December 2018 amounting to £5,128 (2017 - £2,115) all related to Restricted Funds.

**6 Investments**

	Dunnington Church Estate COIF Shares £	James Twinam COIF Shares £	Total £
Market value at 1 January 2018	£ 31,177	5,923	37,100
Addition during the year	-	-	-
Revaluation gain/(loss)	(934)	(179)	- 1,113
Market value at 31 December 2018	£ 30,243	£ 5,744	£ 35,987

The holdings at 31 December 2018 consisted of: Dunnington Church Estate - 2,111 units in COIF Charities Investment Fund Income Units, with an acquisition cost of £2,111; and James Twinam - 401 units in COIF Charities Investment Fund Income Units with an acquisition value of £4,946. The market value at 31 December 2018 represented investments relating to the Restricted Funds - £35,987 (2017 - £37,100).

	2018 £	2017 £
<b>7 Debtors</b>		
Tax recoverable	3,835	2,974
Prepayments and accrued interest	1,314	5,654
Other debtors	7,382	2,123
	£ 12,531	£ 10,751

Included in debtors is an amount of £1,702 (2017 - £0) relating to Restricted Funds.

	2018 £	2017 £
<b>8 Creditors</b>		
Amounts falling due within one year		
Accruals for utility and other costs	8,193	14,383
Other creditors	8,751	7,085
	£ 16,944	£ 21,468

Included in creditors is an amount of £7,476 (2017 - £6,325) relating to Restricted Funds.

**The Parochial Church Council of the Ecclesiastical Parish of  
St Nicholas, Dunnington**

**Notes to the Financial Statement - 31 December 2018 (continued)**

**9 Designated Funds, Restricted Funds and Subsidiary Charities**

The designated funds are represented by funds set aside by the PCC for designated purposes as detailed below.

	Balance 01/01/2018	Income	Expenditure	Transfers & Gains/(Losses)	Balance 31/12/2018
Social Group Fund	28	323	-	-	351
Families Worker Fund	-	32,085	-	-	32,085
	£ 28	£ 32,408	£ -	£ -	£ 32,436

The Social Group Fund represents funds raised from events organised by the Social Group.

The Families Worker Fund represents a legacy which has been designated by the PCC to fund the employment of a families worker.

The restricted funds are represented by funds raised and grants received for restricted purposes as detailed below.

	Balance 01/01/2018	Income	Expenditure	Transfers & Gains/(Losses)	Balance 31/12/2018
Fabric Fund	18,580	3,420	(11,455)	-	10,545
Organ Fund	6,154	10	(53)	-	6,111
Clock Fund	-	-	(210)	210	-
Church Estate Fund	31,178	-	-	(934)	30,244
Children's Work Fund	161	-	(126)	-	35
Flower Fund	854	959	(846)	-	967
In Memoriam Fund	418	-	-	-	418
Churches Together in Dunnington Fund	40	-	-	-	40
Parish Magazine Fund	19,046	13,915	(16,848)	-	16,113
Retiring and Dedicated Collections Fund	-	2,958	(2,958)	-	-
James Twinam Fund	5,922	200	(200)	(177)	5,745
Little People Fund	-	185	-	-	185
	£ 82,353	£ 21,647	£ (32,696)	-£ 901	£ 70,403

The Fabric Fund is utilised for the repair and maintenance of the fabric of the church buildings. The Fabric Fund forms part of the Church Estate Fund (see below).

The Organ Fund is utilised for the repair and maintenance of the church organ.

The Clock Fund is utilised for the repair and maintenance of the church clock. No resources were received during the year to meet the resources expended requiring a transfer from General Fund to cover the deficit arising.

The Church Estate Fund, which is a separate charity registered with the Charity Commission (number 250726) and registered as Church Estate, consists of an investment in COIF shares producing income from dividends for the benefit of the Fabric Fund.

The Children's Work Fund is utilised in promoting the work with children and young people in the parish.

The Flower Fund is utilised for the decoration of the church with floral arrangements for services and festivals. Many donations are received into the fund in memoriam of deceased loved ones.

The In Memoriam Fund receives specific donations in memory of deceased loved ones and is utilised in accordance with the specific wishes of the donor(s).

The Churches Together in Dunnington Fund represents the funds of that group which are being administered on their behalf by the PCC.

The Parish Magazine Fund represents the funds of the magazine committee which are being accounted for under the auspices of the PCC.

The Retiring and Dedicated Collections Fund represents retiring collections made at services, or other dedicated collections made, specifically for charitable and mission causes.

The James Twinam Fund relates to a trust set up in the 18th century for the benefit of the poor and needy in Dunnington and Holtby. The fund was split between the two communities and the PCC now administers the Dunnington fund.

The Little People Fund represents subscriptions and donations collected at the Little People baby and toddler group held weekly in the Tower Room.

There also exists a subsidiary charity registered at the Charity Commission known as the Charity of Dinah Richardson (number 249353). The objects of the charity are the distribution of bread at Holy Communion to the poor of the parish that attend divine service each Sunday when there is a sermon. The assets of this charity were subsumed into general church funds some years ago.

**The Parochial Church Council of the Ecclesiastical Parish of  
St Nicholas, Dunnington**

**Notes to the Financial Statement - 31 December 2018 (continued)**

**10 Analysis of net assets by fund**

	Unrestricted Funds		Restricted Funds	Total 2018
	General Funds	Designated Funds		
	£	£	£	£
Tangible fixed assets	-	-	5,128	5,128
Investment fixed assets	-	-	35,987	35,987
Current assets	23,477	32,436	36,764	92,677
Creditors				
Amounts falling due within one year	(9,468)	-	(7,476)	(16,944)
	<u>£ 14,009</u>	<u>£ 32,436</u>	<u>£ 70,403</u>	<u>£ 116,848</u>

**11 Grapevine magazine trading profit (Assistant Treasurer, Dave Safhill)**

The trading activity levels during 2018 were slightly down on those achieved in the previous twelve months, with a total income of £13.9K. £10.2K of this was from advertising and £3.7K from magazine subscriptions/sales. Some of the advertisers from 2017 left, but were replaced by new ones – a drop of £1.3K between years, which is hardly surprising in the current economic climate. The level of this income stream is still healthy.

The biggest costs were for external printing (£8.7K) and editorial salary costs (£3.7K) out of a total outlay of £13.2K. Broadband and telephone costs, and Heating and Lighting account for the remainder.

The £739 profit on trading activities is pleasing, illustrating once again that the Grapevine magazine continues to be self-funding.

A decision was made to distribute separate amounts of £1,500 each to the churches at Holtby and Warthill, from the accumulated funds, in support and appreciation of their efforts.

The closing Grapevine funds at the end of the year were £20.6K. We need to keep a safe cushion for future activities, but more distributions are possible as this is a very healthy state of affairs.

The Grapevine magazine is of high quality and those involved are justifiably proud of it. My thanks, as ever, go to them.

## **Dunnington Parochial Church Council**

### **Independent Examiners Report to the Members of the Council**

I report to the members on my examination of the accounts of Dunnington PCC for the year ended 31 December 2018.

#### **Responsibilities and basis of report**

As members of the PCC you are responsible for the preparation of the accounts in accordance with the requirements of Charity Act 2011 ("the Act")

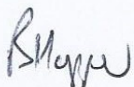
I report in respect of my examination of the PCC's accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145 (5) (b) of the Act.

#### **Independent examiner's report**

I have completed my examination. I can confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the PCC as required by section 130 of the Act; or
2. the accounts do not accord with those records

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



Brian Hopper  
Foxville, Garthends Lane  
Hemingbrough  
SELBY YO8 6QW

Dated: 6th March 2019