

Report of the Trustees and
Financial Statements for the Year Ended 31 December 2018
for
St Mary West Acklam

St Mary West Acklam

Contents of the Financial Statements
for the Year Ended 31 December 2018

	Page
Report of the Trustees	1 to 3
Independent Examiner's Report	4
Statement of Financial Activities	5
Balance Sheet	6
Notes to the Financial Statements	7 to 12

St Mary West Acklam

Report of the Trustees for the Year Ended 31 December 2018

The trustees present their report with the financial statements of the charity for the year ended 31 December 2018. The trustees have adopted the provisions of Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015).

OBJECTIVES AND ACTIVITIES

Objectives and aims

When planning activities for the year the incumbent and the PCC have considered the Charities Commission guidance on public benefit and in particular the specific guidance on charities for the advancement of religion. In particular the Church seeks to preach the Christian Gospel and provide pastoral care for all who seek it. The PCC seeks to support the work and the aims of the Mission Statement drawn up by the Middlesbrough Deanery Synod which describes the mission of the church as follows:

"To bring people to a living faith in Christ and to witness for Christ and his teaching".

Significant activities

It can be said that the PCC pursues its aims by supporting eight main areas of work in the parish.

1. Worship: Every effort is made to make the regular services accessible to newcomers and also edifying and challenging to the established worshippers. The occasional offices of the church, such as weddings, funerals and baptisms are often a way of making contact with new people.
2. Church Organisations: These vary in character and purpose, but they provide social activities for many church and non church people and enable the Church to be in contact with a large number of people.
3. Local Institutions: Contact with these has been maintained by the Clergy. They include two 11-16 academies, two primary academies, Teesside Hospice, a residential home and one care home.
4. Publication: This includes the monthly "Parish News", a weekly 'Pew Sheet, occasional information leaflets for special events and introduction letters. Service sheets for Christmas services are also produced. The church has a website which has links and is constantly updated. A 'Facebook' page is maintained so contact through social media is possible.
5. Special Events and Activities: These are intended to be both financially and socially beneficial to the parish and its mission, the festival of Christmas trees being a successful and now annual event.
6. Stewardship: The PCC is committed to teaching and practising stewardship as a basic Christian duty and a means of promoting God's work in the parish and beyond.
7. Teaching: The PCC encourages and supports regular teaching through bible study, Advent and Lent courses, together with preaching and teaching by the incumbent..
8. Wider Mission: The parish supports Christian work beyond the parish by giving to mission and charities, and also by the work of individuals in local voluntary groups and clergy visits to schools and hospitals.

ACHIEVEMENT AND PERFORMANCE

Charitable activities

During the last year the PCC has continued the mission of the Church in a number of ways.

Worship:

The PCC has sought to maintain the worship of Almighty God in the parish. In practice this has meant maintaining the Church building to a high standard. It has involved heating and lighting the Church building and providing the necessary requisites and materials for worship, such as candles, altar wine and worship books.

During the year there were 14 Baptisms, 2 Marriages, 19 Funerals in Church and 4 Funerals taken at the Crematorium. 87 people attended worship on Easter Day and 89 attended worship on Christmas Eve and Christmas Day.

ACHIEVEMENT AND PERFORMANCE

Mission and ministry

The PCC has provided support for mission and ministry of the Church in a number of ways. It has supported:

- a) The Church organisations, chiefly by maintaining the Church Hall for their use.
- b) The ordained ministry of the Church by paying our 'Freewill Offering' to a sacrificial level.
- c) The wider work of the Church, by donating to missions and caring organisations through parish activities.
- d) The Vicar in her work in the Church and Community by paying her expenses and providing a forum for discussion and planning.
- e) The Church is floodlit to act as a visible sign of the Church's presence in the Community.

Giving

The PCC seek to set an example in giving both in time and money and make sure that the principles of Christian Stewardship are taught.

FINANCIAL REVIEW

Reserves policy

It is PCC policy to maintain a balance on readily realisable unrestricted funds equal to approximately six months unrestricted payments. This is considered sufficient to cover emergency situations that may arise from time to time.

Total receipts on ordinary unrestricted funds were £91,539 and are detailed in the Financial Statements. £90,147 was spent to provide the Christian ministry from St. Mary's Church, including the Freewill Offering to the diocese. During 2018 the Freewill Offering by St. Mary's was £42,600.

The net surplus on unrestricted fund was £1,392 as detailed in the Financial Statements.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The charity is an unincorporated charity controlled by its governing document, the Parochial Church Powers Measure (1956) as amended, and the Church Representation Rules.

Recruitment and appointment of new trustees

The method of appointment of PCC members is set out in the Church Representation Rules. All Church attendees are encouraged to register on the Electoral Roll and stand for election to the PCC.

Organisational structure

The PCC has one member of ordained clergy, two church wardens and nine lay members.

With the following sub-committees:

Standing : -prepares for PCC meetings and carries out essential business between the meetings.

Finance : -assists the treasurer in developing the financial policy of the PCC.

Pastoral and Mission : - looks to support those who are housebound by regular visits and ways of furthering the mission of the church. Also looks at music and worship within the church.

Fund Raising: - arranges events and special occasions to raise funds for the church and its mission.

Church Buildings : - oversees maintenance of the church, churchyard, church hall and 41 Ambleside Grove.

Children and Young People: - oversees all the work involving children and young people.

Friends of St Mary's : - encourages stewardship in the wider community.

Child Protection Officer: - Mrs G Dorman-Smith.

Magazine editors: -oversee the production and distribution of the Parish News each month and run the two websites.

REFERENCE AND ADMINISTRATIVE DETAILS

St. Mary's West Acklam Church is situated in Middlesbrough. It is part of the Diocese of York within the Church of England. The Parochial Church Council (PCC) is a charity and has registered with the Charities Commission. Its registered charity number is 1133302. Its members act as trustees of the Church's resources.

St Mary West Acklam

Report of the Trustees
for the Year Ended 31 December 2018

REFERENCE AND ADMINISTRATIVE DETAILS

Membership following the AGM April 2018:

Incumbent : Rev Norma Rao

Church Wardens : Mrs J Lomas, Mr R Willis

Deanery Synod Representatives (ex officio members): Mrs M Morrell, Mrs J Carr, Mr B Livingstone.

Elected Members:

Mr A Carr

Mrs V Crooks

Mrs W Hirst

Mrs G Dorman-Smith (resigned 8 September 2018)

Mr D Dorman-Smith, (treasurer), (resigned 6 September 2018)

Mrs C Marchant

Mr P Warren

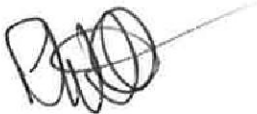
Mrs J Foley

There are 102 on the Electoral Roll at 31 December 2018 (77 live in the parish and 25 outside the parish boundary). Regular attendances at Church average 115 adults and 3 under the age of 16.

The Parochial Church Council are responsible for the maintenance and integrity of corporate and financial information included on the charity's website.

The Vicar, Churchwardens and PCC are grateful to all who contributed to the work of the Church during the year.

Approved by order of the board of trustees on 31 March 2019 and signed on its behalf by:



R Willis - Trustee



J Lomas - Trustee

Independent Examiner's Report to the Trustees of
St Mary West Acklam

Independent examiner's report to the trustees of St Mary West Acklam

This is my report to the Parochial Church Council of the ecclesiastical parish of St Mary West Acklam (the PCC) on the financial statements for the year ended 31 December 2018 set out on pages five to twelve.

Responsibilities and basis of report

The PCC members are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act'). The PCC members consider that an audit is not required for this year under section 144 of the Act.

It is my responsibility to:

1. examine the accounts under Section 145 of the Act
2. to follow the procedures laid down in Section 145(5)(b) of the Act
3. to state whether particular matters have come to my attention

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

Basis of Independent examiner's statement

My examination was carried out in accordance with general Directions given by the Charity Commission. An examination includes a review of 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 trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is given as to whether the accounts present a true and fair view and the report is limited to those matters set out in the statement below.

Independent examiner's statement

I have completed my examination. I 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 Trust as required by section 130 of the Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a true and fair view which is not a matter considered as part of an independent examination.

I confirm that there are no other matters to which your attention should be drawn to enable a proper understanding of the accounts to be reached.



Colin Shaughnessy BA FCA
7 Cleveland Avenue
Linthorpe
Middlesbrough
TS5 7RR

31 March 2019

St Mary West Acklam

Statement of Financial Activities
for the Year Ended 31 December 2018

	Notes	Unrestricted fund £	Restricted funds £	2018 Total funds £	2017 Total funds £
INCOME AND ENDOWMENTS FROM					
Donations and legacies	2	46,849	-	46,849	45,670
Charitable activities					
Fees for weddings, baptisms and funerals		8,648	-	8,648	8,796
Income from fundraising	3	27,936	3,267	31,203	28,049
Investment income	4	8,106	-	8,106	7,836
Total		<u>91,539</u>	<u>3,267</u>	<u>94,806</u>	<u>90,351</u>
EXPENDITURE ON					
Raising funds	5	24,308	-	24,308	26,542
Charitable activities	6				
Church upkeep		65,839	2,526	68,365	86,541
Church hall restoration		-	9,186	9,186	9,186
Total		<u>90,147</u>	<u>11,712</u>	<u>101,859</u>	<u>122,269</u>
NET INCOME/(EXPENDITURE)		<u>1,392</u>	<u>(8,445)</u>	<u>(7,053)</u>	<u>(31,918)</u>
Transfers between funds	13	<u>500</u>	<u>(500)</u>	<u>-</u>	<u>-</u>
Net movement in funds		<u>1,892</u>	<u>(8,945)</u>	<u>(7,053)</u>	<u>(31,918)</u>
RECONCILIATION OF FUNDS					
Total funds brought forward		<u>509,787</u>	<u>71,298</u>	<u>581,085</u>	<u>613,003</u>
TOTAL FUNDS CARRIED FORWARD		<u><u>511,679</u></u>	<u><u>62,353</u></u>	<u><u>574,032</u></u>	<u><u>581,085</u></u>

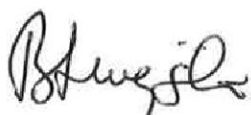
The notes form part of these financial statements

St Mary West Acklam

Balance Sheet
At 31 December 2018

	Notes	Unrestricted fund £	Restricted funds £	2018 Total funds £	2017 Total funds £
FIXED ASSETS					
Tangible assets	10	425,794	57,745	483,539	490,834
CURRENT ASSETS					
Debtors	11	4,895	-	4,895	7,328
Cash at bank and in hand		86,692	4,608	91,300	88,012
		<u>91,587</u>	<u>4,608</u>	<u>96,195</u>	<u>95,340</u>
CREDITORS					
Amounts falling due within one year	12	(5,702)	-	(5,702)	(5,089)
NET CURRENT ASSETS		<u>85,885</u>	<u>4,608</u>	<u>90,493</u>	<u>90,251</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		<u>511,679</u>	<u>62,353</u>	<u>574,032</u>	<u>581,085</u>
NET ASSETS		<u>511,679</u>	<u>62,353</u>	<u>574,032</u>	<u>581,085</u>
FUNDS	13				
Unrestricted funds				511,679	509,787
Restricted funds				<u>62,353</u>	<u>71,298</u>
TOTAL FUNDS				<u>574,032</u>	<u>581,085</u>

The financial statements were approved by the Board of Trustees on 31 March 2019 and were signed on its behalf by:



B Livingstone -Trustee



Mrs J Lomas -Trustee

Notes to the Financial Statements
for the Year Ended 31 December 2018

1. ACCOUNTING POLICIES

Basis of preparing the financial statements

The financial statements of the charity, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland', the Church Accounting Regulations 2006 and the Charities Act 2011. The financial statements have been prepared under the historical cost convention.

Income

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

Collections and planned giving are recognised when received by or on behalf of the PCC. Income tax recoverable on gift aid donations is brought into account as the associated income is recognised.

Legacies are accounted for as soon as the PCC is notified of its legal entitlement, the amount due is quantifiable and its receipt is reasonably certain.

Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

The policy of the PCC is to set the freewill offering due to the diocese of York at a level considered fair to both the parish and the wider diocese. The Freewill Offering, once set is considered a constructive obligation and accounted for in the period to which it relates.

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

Raising funds

Raising funds includes all expenditure incurred by the charity to raise funds for its charitable purposes and includes costs of all fundraising activities, events and non-charitable trading.

Tangible fixed assets

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

Church Hall Renovation	- Straight line over 15 years
Fixtures and fittings	- 25% on cost

All expenditure incurred in the year on individual items under £500 is written off.

The church hall and Ambleside Grove are valued based on insurance valuations as at September 1997.

Taxation

The charity is exempt from tax on its charitable activities.

Notes to the Financial Statements - continued
for the Year Ended 31 December 2018

1. ACCOUNTING POLICIES - continued

Fund accounting

Unrestricted funds represent funds that are not subject to any restriction regarding their use and are available for the general purposes of the PCC. Funds designated for a particular purpose by the PCC are also unrestricted.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Consecrated land and buildings and moveable church furnishings

Consecrated and beneficed property of any kind is excluded from the accounts by 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 special faculty for disposal are accounted for as inalienable property unless consecrated. They are listed in the Church's inventory which can be inspected at any reasonable time. For inalienable property acquired prior to 1998 there is insufficient cost information available and therefore such assets are not valued in the accounts. Items acquired since 1 January 1998 have been capitalised and depreciated over their estimated useful life (initially over four years) on a straight line basis. All expenditure incurred in the year on consecrated or beneficed buildings or on the repair of movable church fittings acquired before 1 January 1998 is written off.

2. DONATIONS AND LEGACIES

	2018 £	2017 £
Gift aided giving	25,649	26,249
Other giving	13,926	10,890
Income tax recovered	6,774	7,466
Legacies	500	1,000
Donations	-	65
	<u>46,849</u>	<u>45,670</u>

3. INCOME FROM FUNDRAISING

	2018 £	2017 £
Parish excursions	398	325
Fêtes, bazaars, etc	8,493	7,197
Youth group fund	806	1,174
Church flowers fund	895	685
Friends of St Mary's income	1,566	482
Magazine sales and advertising	2,775	2,970
Church hall lettings	16,270	15,216
	<u>31,203</u>	<u>28,049</u>

4. INVESTMENT INCOME

	2018 £	2017 £
Rents receivable	7,800	7,799
Church of England deposit fund interest	306	37
	<u>8,106</u>	<u>7,836</u>

St Mary West Acklam

Notes to the Financial Statements - continued
for the Year Ended 31 December 2018

5. RAISING FUNDS

Investment management costs

	2018	2017
	£	£
Support costs	<u>1,148</u>	<u>2,601</u>

6. CHARITABLE ACTIVITIES COSTS

	Direct costs (See note 7)	Mission giving	Support costs (See note 8)	Totals
	£	£	£	£
Church upkeep	50,511	4,155	13,699	68,365
Church hall restoration	<u>9,186</u>	<u>-</u>	<u>-</u>	<u>9,186</u>
	<u>59,697</u>	<u>4,155</u>	<u>13,699</u>	<u>77,551</u>

7. DIRECT COSTS OF CHARITABLE ACTIVITIES

	2018	2017
	£	£
Trustees' expenses	2,074	3,829
Upkeep of services	2,709	2,543
Clergy equipment	-	302
Free will offering	42,600	41,700
Youth group expenses	668	1,045
Church flower costs	891	849
Church and churchyard restoration	-	17,686
Honoraria	400	2,224
Depreciation	<u>10,355</u>	<u>9,931</u>
	<u>59,697</u>	<u>80,109</u>

Charitable activities costs include the sum of £42,600 (2017: £41,700) in respect of the Freewill Offering to the Diocese of York.

As a result of grant funding of £38,169 and the receipt of a legacy of £150,000 restricted to the purpose, the PCC carried out restoration of the church hall. Depreciation of £9,186 on previously capitalised expenditure has been included in Costs of Charitable Activities on restricted fund. Expenditure in excess of grant funding and the legacy is taken from general church funds. This means that all hall restoration expenditure now comes from the general fund.

8. SUPPORT COSTS

	Management £
Investment management costs	1,148
Church upkeep	<u>13,699</u>
	<u>14,847</u>

Support costs, included in the above, are as follows:

Notes to the Financial Statements - continued
for the Year Ended 31 December 2018

8. SUPPORT COSTS - continued

Management

			2018	2017
	Investment management costs £	Church upkeep £	Total activities £	Total activities £
41 Ambleside Grove costs	306	-	306	965
Management fees- Ambleside Grove	842	-	842	1,636
Church light, heat and water	-	4,806	4,806	4,487
Church insurance	-	2,243	2,243	2,312
Postage, stationery and copying	-	553	553	2,053
Church maintenance	-	6,097	6,097	3,416
	<u>1,148</u>	<u>13,699</u>	<u>14,847</u>	<u>14,869</u>

9. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 December 2018 nor for the year ended 31 December 2017.

Trustees' expenses

	2018 £	2017 £
Trustees' expenses	<u>2,074</u>	<u>3,829</u>

10. TANGIBLE FIXED ASSETS

	Church Hall £	41 Ambleside Grove £	Church Hall Renovation £	Fixtures and fittings £	Totals £
COST					
At 1 January 2018	352,768	72,663	137,770	4,419	567,620
Additions	-	-	-	3,060	3,060
At 31 December 2018	<u>352,768</u>	<u>72,663</u>	<u>137,770</u>	<u>7,479</u>	<u>570,680</u>
DEPRECIATION					
At 1 January 2018	-	-	75,920	866	76,786
Charge for year	-	-	9,186	1,169	10,355
At 31 December 2018	<u>-</u>	<u>-</u>	<u>85,106</u>	<u>2,035</u>	<u>87,141</u>
NET BOOK VALUE					
At 31 December 2018	<u>352,768</u>	<u>72,663</u>	<u>52,664</u>	<u>5,444</u>	<u>483,539</u>
At 31 December 2017	<u>352,768</u>	<u>72,663</u>	<u>61,850</u>	<u>3,553</u>	<u>490,834</u>

41 Ambleside Grove is currently used as an investment asset.

St Mary West Acklam

Notes to the Financial Statements - continued
for the Year Ended 31 December 2018

11. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2018	2017
	£	£
Prepayments and accrued income	4,895	7,328

12. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2018	2017
	£	£
Accruals and deferred income	5,702	5,089

13. MOVEMENT IN FUNDS

	At 1.1.18 £	Net movement in funds £	Transfers between funds £	At 31.12.18 £
Unrestricted funds				
General fund	509,787	1,392	500	511,679
Restricted funds				
Youth group	1,333	138	-	1,471
Church flowers	703	4	-	707
Church hall restoration fund	61,850	(9,186)	-	52,664
Friends of St Mary's Fund	7,412	599	(500)	7,511
	71,298	(8,445)	(500)	62,353
TOTAL FUNDS	581,085	(7,053)	-	574,032

Net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	91,539	(90,147)	1,392
Restricted funds			
Youth group	806	(668)	138
Church flowers	895	(891)	4
Friends of St Mary's Fund	1,566	(967)	599
Church hall restoration fund	-	(9,186)	(9,186)
	3,267	(11,712)	(8,445)
TOTAL FUNDS	94,806	(101,859)	(7,053)

Notes to the Financial Statements - continued
for the Year Ended 31 December 2018

13. MOVEMENT IN FUNDS - continued

Comparatives for movement in funds

	At 1.1.17 £	Net movement in funds £	At 31.12.17 £
Unrestricted Funds			
General fund	518,314	(8,527)	509,787
Restricted Funds			
Youth group	1,139	194	1,333
Church flowers	867	(164)	703
Church hall restoration fund	71,036	(9,186)	61,850
Friends of St Mary's Fund	21,647	(14,235)	7,412
	<u>94,689</u>	<u>(23,391)</u>	<u>71,298</u>
TOTAL FUNDS	<u>613,003</u>	<u>(31,918)</u>	<u>581,085</u>

Comparative net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	87,945	(96,472)	(8,527)
Restricted funds			
Youth group	1,239	(1,045)	194
Church flowers	685	(849)	(164)
Friends of St Mary's Fund	482	(14,717)	(14,235)
Church hall restoration fund	-	(9,186)	(9,186)
	<u>2,406</u>	<u>(25,797)</u>	<u>(23,391)</u>
TOTAL FUNDS	<u>90,351</u>	<u>(122,269)</u>	<u>(31,918)</u>

14. RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 31 December 2018.