



PARISH OF
**BISHOPSTON
& ST.ANDREWS**

**Annual Report and the Financial Statements
of the Parochial Church Council
of the Ecclesiastical Parish of
Bishopston and St Andrews, Bristol
for the year ended 31st December 2018**

Parish Information

The Parish is part of the Diocese of Bristol within the Church of England. The correspondence address is: The PCC Secretary, c/o The Parish Office, St. Michael's Church 160a Gloucester Road Bristol BS7 8NT

The Parochial Church Council (PCC) is a charity with the Registration Number 1133747.

PCC members (the trustees of the parish) who have served from 1 January 2017 until the date this report was approved are:-

Name	Role	Additional Notes
James Stevenson	Priest in Charge	
Wayne Massey	Team Vicar	
Karen Broussine	Warden	
Jeremy Peters	Warden	
Emily Astbury-Head	Elected Member	
William Bevan	Elected Member	
Tom Hampton	Warden	
Claire Foster (Pengelley-Scott)	Elected Member	
Anne Iles	Vice Chair and Elected member	
Jerry Dart	Elected member	
Sara Morley	Elected Member	
Julia O'Shea	Secretary and Co-opted Member	Elected member until April 2018 and then a co-opted member
Ann Tizzard	Elected Member	Until April 30 th 2018
David Trist	Elected Member	Until April 2018
Jacqueline Uren	Treasurer and Elected Member	

The Parochial Church Council Bankers:

Lloyds Bank plc
Westbury on Trym Branch
PO Box 1000
BX1 1LT

The Co-operative Bank plc
1 Balloon Street
Manchester
M60 6EP

CCLA Investment Management Ltd
The CBF Church of England Funds
Senator House
85 Queen Victoria St
London
EC4V 4ET

Charities Aid Foundation Bank Ltd
25 Kings Hill Avenue
Kings Hill
West Mailing
Kent
ME19 4JQ

INDEPENDENT FINANCIAL EXAMINER:

Ed Marsh FCA DCh
Burton Sweet Chartered Accountants and
Business Advisers
The Clock Tower
5 Farleigh Court
Old Weston Road
Flax Bourton
Bristol
BS48 1UR

Objectives & Activities For The Public Benefit

The Parish of Bishopston & St Andrews' PCC has responsibility of co-operating with the clergy to promote the whole mission of the church in the ecclesiastical parish. The PCC oversees the activities of B&A Church and the Church of The Good Shepherd. It also has maintenance responsibility for the parish buildings.

The Parish Vision and Strategy can be summarised in the following statement: we exist to put church within touching distance of people's lives and lead them to encounter the Lord Jesus. This is to be achieved through the growth and establishment of communities called Little Churches. Little Churches are smaller groups enabling members of the church family to do life together, grow as disciples and invite people to encounter the local church and the Lord Jesus.

The aim is to develop a radical commitment to a culture in which everyone is empowered to lead people to encounter the Lord Jesus. In order to achieve this the PCC with the clergy will work to ensure that leaders are disciplined and trained in order to build communities that bless the city through needs-based activities. In addition the PCC is committed to maintaining a clear and simple core of activities with fit-for-purpose buildings that support church gatherings and outreach. Alongside this the PCC aims to grow younger both in church membership and outlook in order to reach younger generations in the city.

The PCC measures this strategy under five standard objectives:

- An identity rooted in the love of Jesus.
- Everyone empowered to lead people to Jesus.
- Little Churches that make SPACE for disciples to make disciples.
- A simple and efficient core.
- Growing Young.

As a parish in the Diocese of Bristol the PCC remains fully committed to the Diocesan Priorities outlined in the Diocesan Strategy.

This strategy is primarily delivered through the activities of B&A Church. In addition the PCC oversees the activities of a congregation meeting at the Church of The Good Shepherd. This congregation maintains what may be described as traditional Anglican presence in the parish, and as such its activities are not measured under either the parish or diocesan strategies.

The PCC continues to be aware of the Charity Commission's guidance on Public Benefit. In promoting the Christian faith, the church is open to all and does not charge for attendance at any of its services & gatherings nor most of the activities connected with public worship. Some optional courses are run with a small charge intended to cover the direct cost of the resources required in delivery.

Review of Achievements & Performance

An Identity Rooted in the Love of Jesus

This objective is focussed on enabling church family members to grow as disciples, or followers, of Jesus. We understand this identity is one we receive from God as a gift, however we grow in this identity through shared practices involving worship, scripture, prayer and service. In order to achieve this objective the PCC is committed to promoting and enabling church family members to grow as disciples of Jesus.

Building on the achievements of 2017 the church leadership further developed the strategy of promoting daily disciplines in the life of a disciple. In Autumn 2018 a new series of monthly prayer days, Thirst, was launched. The purpose of these days is to create a focus for promoting and encouraging prayer and worship. Church family members are invited to come together at different times in the day for prayer. The aim in offering a range of times is to encourage a higher number of church family members to attend than would be the case with one event. Prayer videos are produced for each Thirst day. These videos are designed to enable prayer and are released as YouTube videos and Podcasts so they can be used throughout the month.

The teaching theme for the Sunday Gathering for the academic year 2018/19 is based on the gospel of John and the Epistle 1 John. Teaching focussed on a gospel and the person of Jesus is designed to enable people to discover and grow in an identity that is rooted in Jesus. A key focus for our gathering is to enable encounter, because we realise that as disciples we are not changed just by receiving information about God but by also meeting with God.

Within our communities different formats and strategies are used to encourage people to grow as disciples. Some communities have begun to meet in sub groups for prayer and accountability alongside their wider meetings and activities. Other groups use social media platforms to encourage the sharing of prayer requests and responses.

Everyone empowered to lead people to Jesus.

Key to this objective is an understanding that it is the task of the whole church family to witness to the love of God and to share the good news of Jesus. A culture where everyone is empowered to lead people to Jesus will look like stories being shared of how people met Jesus through a variety of people.

We remain committed to the '5 Knots' prayer tool launched as part of 'Thy Kingdom Come': the Archbishops of Canterbury and York's prayer initiative. The tool encourages every member of the church family to have five people they are regularly praying for to come to know Jesus as Lord & Saviour. Crucially the focus of these '5 knots' are people who one is in close contact with and could easily invite to a church event or group. A short video was produced that taught people how to begin to pray for their '5 Knots' and identify who those people may be.

A key part of this strategy is enabling a culture of invitation. Our Christmas services are designed with different groups of people in mind and church family members are encouraged to invite friends and family to services. As part of our review in early 2019 we asked members to feedback on the Christmas services with a focus on the culture of invitation.

We use the Alpha Course to help grow a culture of invitation and to lead people to Jesus. In 2018 a number of Alpha Courses ran in our communities. In autumn 2018 we promoted a central Alpha Course that would begin in January 2019. The aim was to encourage members to pray for and then to invite friends to attend the course.

Little Churches that make SPACE for disciples to make disciples.

Key to the parish's overall strategy is the development and growth of Little Churches. Little Churches are the primary vehicle by which we seek to put church within touching distance of people's lives. Therefore they are the primary vehicle we use for growth in discipleship, mission and evangelism. Little Churches are encouraged to share needs-based activities that are a blessing to the wider community and create connections with those who would not normally consider coming to a church.

In 2018 Little Churches were involved in a range of activities from creating a space for students new to the city, to running The Marriage Course and serving in the local hospital and in a local cafe for the homeless. Once a term we hold 'Little Church Sunday'. This is an opportunity for Little Churches to do something different on a Sunday morning and invite their friends to join in. In the Autumn term conversations began with a number of people that have resulted in the planting of new Little Churches. The church leadership recognise the need to develop a culture of change within and across Little Churches, enabling Little Churches to begin and end well and also enabling people to move from one Little Church to another.

Responsibility for leading, training and mentoring the leaders of Little Churches rests with the parish clergy. In 2018 a new meeting was introduced to better enable this. 'Team Night' is held approx. once a month, Little Church leaders and their teams come together for teaching and training and also to plan the activities of their Little Churches. The aim is to combine central training and support with planning time and to create a space where the different Little Church leadership teams can interact with one another thus building community and creating an environment where best practice can be shared.

The PCC recognises that these first three objectives require a different way of working from the parish clergy. The focus of the clergy is not on the maintenance of services or the pastoral care of a congregation but on the equipping and empowering of the church members to play their part in meeting these objectives.

A simple and efficient core.

The PCC aims to keep the core (gatherings, governance and church office functions) clear and simple with fit-for-purpose buildings that support gatherings and outreach.

Achieving this objective is vital as it enables the church to achieve the other objectives and ensures that the time and effort of church family members are focussed on their discipleship and the mission of the church and not the administration and maintenance of buildings and policies.

Of the charity's standard objectives this proved to be the most problematic in 2018 and as a result had a detrimental effect upon the wider mission of the church.

A key part of this strategy has been the development of a parish building strategy. As part of this strategy the PCC has since 2016 pursued the sale of The Good Shepherd site. The aim was to sell the site for continued use as a place of Christian worship and witness. In early 2018, following a Diocesan review the Bishop of Swindon granted permission for the sale of the site. It was not possible to complete the sale in 2018 as legal advice received by the PCC contradicted earlier advice and informed the PCC that any sale must be for maximum value and that a continued sale at a reduced rate would not satisfy the requirements of UK Charity Law. This delay has slowed the PCC in being able to implement the wider building strategy and has continued to cause distress for the members of the congregation that currently meets at the Church of the Good Shepherd.

In 2018 the Operations Department established a monthly Operations Meeting involving members of the PCC and the Church Wardens. This meeting reviews all operational aspects of the church, taking decisions where appropriate or making recommendations to the PCC.

2018 represented the first full year the Sunday Gathering met in the reordered B&A St Andrew's Park site. Meeting in the larger space has enabled further growth. To maintain this growth and create space for further growth the PCC has identified the need for further works at the St Andrew's Park site. These will be addressed in 2019.

As the church has grown and has transitioned from a traditional pastoral model to a post-Christendom missional model it has become clear that structures that once worked require changing and adapting. The PCC has set as an objective a review of the 'back office' activities of the church to best ensure that the overall objectives of the church are met.

The PCC continues to make its buildings available to the local community for hire. A number of local groups use our facilities for a range of activities including exercise classes, community groups and choirs. Whilst this provides the PCC with a valuable source of funding the PCC aims to grow the church so that building lets are not required in order for the church to maintain both its buildings and core activities.

Growing Young

The City of Bristol has a young population, this is reflected in the parish of Bishopston and St Andrew's where over 70% of residents are under 44 years old. Recognising the need for the church to reach older generations and the fact that healthy churches have a track record of attracting younger people the PCC has made growing young a standard objective. This objective is focussed on both developing a culture that thinks, acts and feels young and a commitment to seeing the average age of the church family reflect the average age of our community.

Over recent years the church has had some success in attracting younger people. In September 2017 there were approx. 7 members of the church who would have counted as young adults (those 30 and under). By the end of 2018 that figure had grown to approx. 40. At the same time there has been significant

growth in the numbers of youth connecting with the church through the Ignite Youth Club. Alongside this the numbers attending Kids' Church on Sunday mornings continue to rise.

In 2017 the PCC appointed Adam Smith as an Assistant Minister with responsibility for leading our work with young adults. In September 2018 Adam began training for ordination part-time at St Mellitus College. He remains on staff continuing to lead our growing young adult work. An additional Assistant Minister, Simone Bonnici, was appointed in September to oversee youth work and assist with musical worship.

Kids' Church on Sundays continues to grow. The team is led by and made up of volunteers. The PCC has recognised that in the future a staff role overseeing this work may be required. The key volunteer leader currently gives the church approx. 2.5 days per week across the whole year with significant increases at key times.

The Parish and the Diocesan Priorities

The Diocese of Bristol has four priorities outlined in the Creating Connections Strategy. They are as follows:

- Making Disciples.
- Growing Leaders.
- Engaging Younger Generations.
- Encouraging Generosity.

It should be clear from this report that the parish is fully committed to the Diocesan Strategy and is in fact making significant progress in playing its part in the delivery of that strategy.

The PCC remains committed to generosity in Parish Share. In 2018 the Parish was one of their larger contributors to Parish Share in the Diocese. In addition to a regular standing order the Parish made a gift from the financial surplus achieved in 2017.

9.30am Congregation at The Church of The Good Shepherd.

This annual report focusses on the aims and objectives of the parish. These aims and objectives are delivered through B&A Church and the development of Little Churches. Whilst a number of members of the 9.30 Congregation are members of Little Churches the congregation itself seeks to maintain a different expression of church to that offered by B&A and is not assessed under either the parish or diocesan strategies.

In 2018 the congregation maintained a Common Worship 9.30 service. Two Communion Services and one service of Morning Worship are held in a normal month. The congregation does not meet on the third Sunday of the month, which was originally set aside for a whole-parish gathering at B&A St Andrew's Park.

The congregation caters for the small number of children who attend.

Finance Review

The Parish Accounts continue to reflect the complicated nature of a growing church in transition. The uncertainty surrounding the sale of the Church of the Good Shepherd has had an effect on setting budgets. The PCC is committed to growing giving from new and existing members in order to offset the continued decline in giving from the 9.30 congregation, the loss of hall lets revenue following the sale of the Church of the Good Shepherd and have sustainable long term funding for an Assistant Minister for Youth.

The financial position and performance of the parish in 2018 are both in line with the expectations of the Trustees based on their careful planning and monitoring of income and expenditure and beyond; fully relying on God's provision. We give grateful thanks to God for the anonymous donation of £10,000 towards revising our heating system at our St Andrews Park Site. A donation that appeared the day after our PCC meeting discussing additional heating solutions and their substantial costs.

The total income for 2018 was £376,974 compared with £401,737 in 2017, a decline of 6% (£24,763). However there are a number of exceptional items that make a like for like comparison difficult. The following reconciliation gives a clearer picture of the income in 2018:

	2018	2017
Total Income	£376,974	£401,737
Everyone's Invited Insurance proceeds	£0	(£82,897)
Legacies	(£11,552)	£0
One-off donations	(£5,000)	(£2,790)
Other adjustments	(£15,600)	£0
Revised Total Income	<u>£341,993</u>	<u>£316,050</u>

Income from regular giving increased from £163,088 in 2017 to £187,043 in 2018. This is driven by a growing 10:30 congregation, and a number of individuals responding to our Autumn 2017 giving call.

In early 2019 we were informed the Church of the Good Shepard Church and Hall boiler had been condemned. The replacement cost was initially estimated at £16,000 - £21,000. The PCC in January 2019 immediately committed to spend £10,000 on installing a new heating system for the hall, subject to clarity on the progress of the sale of the site. Further discussions on heating the Church are ongoing, again in light of the sale. An alternative, warm venue (B&A Gloucester Road), has been offered to the 09:30 Congregation in the interim. This incident serves again to highlight the significant challenges posed from an aging estate split across three sites. The PCC is cognisant of the risk posed by the substantial backlog of repairs and maintenance tasks needing to be delivered, and the funding gap to deliver them.

The Finance Team have sought to maintain a policy of operating a balanced budget. In setting the 2019 budget the potential impact of the sale of the Church of the Good Shepherd and the PCC's decision to invest in future growth by recruiting an Assistant Minister Role for Youth meant that the PCC set aside sufficient funds from surplus to allow for a 24-month period for giving income to increase in order to return to a balanced budget in 2021. Our modeling suggests a £40,000 gap.

The trustees aim to maintain free reserves within unrestricted funds at a level which equates to approximately three months of unrestricted charitable expenditure, excluding parish share. The trustees consider that this level will provide sufficient funds to cover payments and requirements and consider that a level of three months is sufficient due to the nature of expenditure. The balance held as unrestricted funds as at 31 December 2018 was £118,793. The reserve policy requires a level of £50,000. The current level of reserves includes the funds set aside as outlined earlier, specifically due to the predicted £40,000 gap, and the Church of the Good Shepard Heating issue. Therefore the level of unrestricted funds is considered appropriate due to the possible forecast position of 2019. Should this not be required to cover this loss we will utilise the funds against kingdom building programme.

Structure: Governance & Management

The PCC is the body with the responsibility for setting the strategic direction of the parish. The members of the PCC consider the clergy to be the key management personnel. All PCC members give of their time freely and no trustee received remuneration for the role of being a Trustee. Please see the related party note for further details. New trustees receive an induction, including an outline of the role of the PCC in the life of the church and associated responsibilities.

The roles of the PCC, its sub-committees, the clergy and wardens are consistent with those set out in Canon Law and other relevant documents.

PCC members are recruited for three-year terms (except in the case of replacing people mid-term) on a rotating basis and are elected annually at the APCM.

The PCC is served by the staff team led by the clergy. This team is both paid and unpaid. The staff team takes responsibility for the day to day running of the parish.

Conclusion

At the end of 2018 the Parish finds itself with much to celebrate and B&A Church finds itself in an increasingly healthy position. For 2019 there are a number of clear priorities:

- The development of a clear communications strategy that prioritises enabling discipleship and mission in the lives of church members.
- A resolution to the sale process of the Church of the Good Shepherd site including identifying the next steps for the 9.30 congregation.
- Planting of new Little Churches to enable and encourage future growth.
- Prioritising the growing young strategy to ensure that the growth in younger members continues.
- Further development at B&A St Andrew's Park to create space for the next stage of growth.
- Encouraging increased giving to both reduce reliance upon hall lets and to enable key appointments in the future.

Statement of trustees' responsibilities

The trustees are responsible for preparing the Trustees' Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards including Financial Reporting Standard 102: The Financial Reporting Standard applicable in the UK and Republic of Ireland (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities in England & Wales requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the income and expenditure of the charity for that period. In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgments and accounting estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

The trustees are responsible for keeping sufficient accounting records that disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act 2011, the Charity (Accounts and Reports) Regulations 2008 and the provisions of the trust deed/constitution. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

This annual report was approved by the Parochial Church Council and signed on their behalf by

The Reverend Wayne Massey Team Vicar
Chair of the PCC

Independent Examiners to the Trustees of the PCC of the Parish Bishopston & St Andrews, Bristol

I report to the trustees on my examination of the accounts of The PCC of the Parish of Bishopston & St Andrews, Bristol (the Charity) for the year ended 31st December 2018.

Responsibilities and basis of report

As the charity trustees of the Charity you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

I report in respect of my examination of the Charity'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 statement

Since the Charity's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of the Institute of Chartered Accountants in England and Wales, which is one of the listed bodies.

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 Charity 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 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.

Ed Marsh FCA DChA
Burton Sweet Chartered Accountants
The Clock Tower
5 Farleigh Court
Old Weston Road
Flax Bourton
Bristol BS48 1UR

Bishopston And St Andrews PCC
Statement of Financial Activities
For the year ended 31 December 2018

		2018	2018	2018	2017	2017	2017
	Note	Unrestricted Funds	Restricted Funds	Total Funds	Unrestricted Funds	Restricted Funds	Total Funds
		£	£	£	£	£	£
Income From:							
Donations and Legacies	2a	249,337	30,877	280,214	223,042	94,631	317,673
Charitable Activities	2d	1,338	-	1,338	1,098	-	1,098
Other Trading Activities	2b	83,041	-	83,041	82,565	-	82,565
Investments	2c	473	356	829	274	127	401
Other income	2e	-	11,552	11,552	-	-	-
Total Income And Endowments		334,189	42,785	376,974	306,979	94,758	401,737
Expenditure On:							
Charitable Activities	3a	335,056	68,563	403,619	304,195	52,905	357,100
Total Expenditure		335,056	68,563	403,619	304,195	52,905	357,100
Net Gains/(losses) On Investments:	4b	-	(137)	(137)	-	861	861
Net Income/(expenditure)		(867)	(25,915)	(26,782)	2,784	42,714	45,498
Net Movement In Funds		(867)	(25,915)	(26,782)	2,784	42,714	45,498
Reconciliation Of Funds							
Total Funds Brought Forward:	7	119,759	675,587	795,346	116,975	632,873	749,848
Balance Carried Forward	7	118,892	649,672	768,564	119,759	675,587	795,346

The charity has no recognised gains or losses other than the results for the period as set out above.

All of the activities of the Charity are classed as continuing

The notes on pages 14 to 20 form part of these Financial Statements.

Bishopston And St Andrews PCC
 Balance Sheet
 As at 31 December 2018

	Note	2018 £	2017 £
Fixed Assets			
Tangible Assets	4a	641,440	675,620
Investments	4b	12,343	12,480
Total Fixed Assets		653,783	688,100
Current Assets			
Debtors	5	14,616	25,148
Other Deposit Accounts		80,658	117,539
Cash at Bank and in Hand			
Petty Cash		100	79
General Current Accounts		30,424	30,028
Total Current Assets		125,798	172,794
Liabilities:			
Creditors: Amounts Falling Due Within One Year	6	11,017	65,548
Net Current Assets		114,781	107,246
Total Assets Less Current Liabilities		768,564	795,346
Total Net Assets		768,564	795,346
The Funds of the Charity:			
Restricted Income Funds	8	649,672	675,587
Unrestricted Funds	8	118,892	119,759
Total Unrestricted Funds		118,892	119,759
Total Charity Funds		768,564	795,346

Approved by the Parochial Church Council on

and signed on their behalf by:

The Revd Wayne Massey Chair of PCC

Jacqueline Uren..... Treasurer

The notes on pages 14 to 20 form part of these Financial Statements.

NOTES TO THE FINANCIAL STATEMENTS For the Year Ended 31 December 2018

Note 1 - ACCOUNTING POLICIES

Basis of preparation and assessment of going concern

The accounts 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) and the Charities Act 2011.

The accounts have been prepared under the historic cost convention modified by the revaluation of investments. The PCC constitutes a public benefit entity as defined by FRS 102. The PCC consider that there are no material uncertainties about the parish's ability to continue as a going concern.

Income

All income is recognised when the PCC has entitlement to the income, it is probable that the income will be received and the amount of income receivable can be measured reliably. Collections, gift aid and planned giving received are recognised when received.

Income Tax recoverable on donations under gift aid is recognised when the income is recognised and allocated to the fund appropriate to the original donation. Grants and legacies are accounted for when notification is received of the PCC's entitlement and the amount due. Funds raised by social events are accounted for gross.

Dividends and interest are all received without the deduction of tax, and are accounted for when received.

Fees and rental income are recognised when due and are accounted for gross. Gains and losses on investments

Realised gains or losses are recognised when the sale takes place. Unrealised gains or losses are accounted for on revaluation at 31 December. Investments are valued at market value at 31 December each year.

Expenditure

Donations are accounted for when they can be quantified and and the PCC has approved the donation. Expenditure is accounted for when payable. Governance costs include those costs incurred in the governance of the church and its assets and are primarily associated with constitutional and statutory matters.

Fixed Assets

Consecrated land and buildings and moveable Church furnishings Consecrated and benefice property is excluded from the accounts, as required by s.10(2)(a) and (c) of the Charities Act 2011.

No value is placed on moveable Church furnishings, which require a faculty for disposal since the PCC considers this to be inalienable property. All expenditure on such property is written off as incurred.

Other land and buildings

The St Michael's Church Centre is valued by the PCC at historic cost.

Depreciation

Depreciation is calculated to write off the cost or re-valued amount less estimated residual value of fixed assets on a straight line basis over their estimated life, as follows: Freehold buildings 5 - 50 years Fixtures and fittings 7 years De Minimus: Fixed Assets under £3,000 are not capitalised. No depreciation is charged in the year of acquisition.

Investments

Investments comprise a holding in the Charities Official Investment Fund (COIF) unit trust and are valued at market rate at 31 December 2018. Any gains or losses on investments are included in the Statement of Financial Activities.

BISHOPSTON AND ST ANDREWS PCC NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 December 2018

Note 2 - Income

	Unrestricted £	Restricted £	Total Funds	
			2018 £	2017 £
2a Donations and legacies				
Planned giving	184,703	2,340	187,043	163,088
Income Tax recoverable on Gift Aid	46,709	2,000	48,709	52,673
Grants from trusts	-	7,083	7,083	8,900
Donations and Appeals	8,552	19,454	28,006	85,681
Legacies	5,000	-	5,000	2,790
Other giving	4,373	-	4,373	4,541
	249,337	30,877	280,214	317,673
2b Other trading activities				
Church and Hall lettings	83,041	-	83,041	82,565
	83,041	-	83,041	82,565
2c Income from investments				
Bank interest	473	-	473	274
Dividends received	-	356	356	127
	473	356	829	401
2d Income from charitable activities				
Fees	1,338	-	1,338	1,098
	1,338	-	1,338	1,098
2e Other Income				
Insurance Proceeds	-	11,552	11,552	-
	-	11,552	11,552	-
TOTAL INCOME	334,189	42,785	376,974	401,737

2f Planned giving and Donations received from Trustees and Related Parties in 2018 were: £29,352 (2017: £64,041)

BISHOPSTON AND ST ANDREWS PCC NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 December 2018

Note 3 - Expenditure On

				Total Funds	
		Unrestricted	Restricted	2018	2017
		£	£	£	£
3a	Expenditure on charitable activities				
Grants:	Mission giving	14,102	-	14,102	13,585
Ministry:	Parish Share	145,000	-	145,000	145,000
	Staff remuneration	78,495	8,340	86,835	67,563
	Clergy expenses	3,619	-	3,619	4,461
	Volunteer expenses	53	-	53	130
Church:	Worship	4,358	-	4,358	6,111
	Little Church	3,351	-	3,351	1,263
	Premises	25,585	15,000	40,585	16,477
	Outreach & Hospitality	2,485	-	2,485	1,363
	Youth & Children's work	4,209	-	4,209	3,266
	Training and resources	2,741	2,872	5,613	3,247
	Depreciation	-	34,180	34,180	17,966
	Fees	1,262	-	1,262	-
Hall:	Running and upkeep	42,295	-	42,295	36,012
Support:	Independent examination	2,118	-	2,118	1,602
	General expenses	5,383	-	5,383	9,415
	Other expenses	-	-	-	3,600
	Everyone's Invited	-	8,171	8,171	26,039
TOTAL EXPENDITURE		335,056	68,563	403,619	357,100

3b Mission Giving Breakdown

	2018	2017
	£	£
Diocese of Bristol	145,000	145,000
One25	-	2,167
Fusion (Tree of Life)	2,000	2,167
Tread	2,000	2,358
Bristol Schools Connections	-	2,167
Wycliffe Bible Society	-	2,167
Channing Tunes	2,000	2,167
Tearfund	932	-
Hope 18	1,000	-
Other	170	392
Beloved	2,000	-
Upper Reaches	2,000	-
Move UK	2,000	-
	159,102	158,585

BISHOPSTON AND ST ANDREWS PCC NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 December 2018

3c The Independent Examination Fee is £1,800 (2017: £1,602)

3d Expenses reimbursed to Trustees (Clergy) in 2018 were £3,619 (2017:£4,907). No other expenses to Trustees were reimbursed.

Note 4 - Fixed Assets Used by the PCC

4a Tangible Fixed Assets	Freehold	Fixtures &	2018	2017
	Buildings	Fittings		
	£	£	£	£
Brought Forward	979,361	24,826	1,004,187	923,116
Additions	-	-	-	81,071
Carried Forward	979,361	24,826	1,004,187	1,004,187
Depreciation				
Brought Forward	303,741	24,826	328,567	310,601
Charge in year	34,180	-	34,180	17,966
Carried Forward	337,921	24,826	362,747	328,567
Net book value at 31.12.2018	641,440	-	641,440	675,620
Net book value at 01.01.2018	675,620	-	675,620	612,515

4b Investments	2018	2017
	£	£
Sunday School Trust (No. 479)	2,099	1,945
Richard's Poor - Flannel Petticoats (0413100011)	2,564	2,637
Richard's Poor - Coal (041310002T)	6,405	6,586
Richard's Prize (041310003T)	1,275	1,312
Investment Market Value	12,343	12,480
Brought Forward	12,480	11,619
Gains (Losses in year)	(137)	861
Carried Forward	12,343	12,480

Note 5 - Debtors

	2018	2017
	£	£
Gift Aid Tax reclaim	8,193	20,080
Collections & Fees	408	1,373
Hall	794	3,505
Prepayments	459	-
Office Services	-	190
Insurance Claim	4,762	-
	14,616	25,148

BISHOPSTON AND ST ANDREWS PCC NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 December 2018

Note 6 - Creditors

	2018	2017
	£	£
Mission Giving and Charity	932	-
Church premises	479	1,084
Hall	1,496	6,552
Office	25	384
HMRC	1,240	929
Staff costs	1,728	1,750
Parish Share	1,000	6,000
Deferred Income	1,175	6,000
Everyone's Invited	-	41,103
Independent Examination	1,800	1,602
Kids and Youth	202	144
Clergy expenses	319	-
General Expenses	620	-
	11,016	65,548

Note 7 - Reconciliation of Funds

2018

Fund Name	Fund balances Brought Forward	Income	Expenditure	Transfers	Gains and Losses	Fund Balances carried forward
Richard's Poor Fund	9,223	-	-	-	(255)	8,968
Richard's Prize Fund	1,311	-	-	-	(36)	1,275
Payne Prize and Sundry School Funds	1,945	-	-	-	154	2,099
St Andrew's Charity Fund	7,278	355.00	-	-	-	7,633
Restricted Funds	655,830	42,430.00	(68,563)	-	-	629,697
Total Restricted Funds	675,587	42,785	(68,563)	-	(137)	649,672
Unrestricted Funds	119,759	334,189	(335,056)	-	-	118,892
Total Unrestricted Funds	119,759	334,189	(335,056)	-	-	118,892
Total Funds	795,346	376,974	(403,619)	-	(137)	768,564

2017

Fund Name	Fund balances Brought Forward	Income	Expenditure	Transfers	Gains and Losses	Fund Balances carried forward
Richard's Poor Fund	8,460	-	-	-	763	9,223
Richard's Prize Fund	1,203	-	-	-	108	1,311
Payne Prize and Sundry School Funds	1,955	-	-	-	(10)	1,945
St Andrew's Charity Fund	6,929	349	-	-	-	7,278
Restricted Funds	614,326	94,409	(52,905)	-	-	655,830
Total Restricted Funds	632,873	94,758	52,905	-	861	675,587
Unrestricted Funds	116,975	306,979	(304,195)	-	-	119,759
Total Unrestricted Funds	116,975	306,979	(304,195)	-	-	119,759
Total Funds	749,848	401,737	(357,100)	-	861	795,346

BISHOPSTON AND ST ANDREWS PCC NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 December 2018

Note 7 - Reconciliation of Funds

UNRESTRICTED FUNDS

The General Fund and other unrestricted funds of the PCC are listed below. They are not subject to any restrictions regarding their use and are available for application on the general purposes of the PCC. Funds designated for a particular purpose by the PCC are also unrestricted. General funds encompass most of the day to day activities of the PCC. Designated funds – all designated funds have been designated for a particular purpose by the appropriate DCC. The St Bartholomew's Hall Fund deals with income and expenditure relating to the operation and maintenance of the St Bartholomew's Church Hall. The St Bartholomew's Reserve Fund relates to legacies bequeathed for the general purposes of the Church, to be decided by the PCC. The St Michael's Youth Fund is for the purpose of youth activities at St Michael's and Church of the Good Shepherd. The St Michael's Development Fund relates to income and expenditure for the development of the Church Centre on Gloucester Road. The St Michael's Fabric Fund relates to income and expenditure for the maintenance of the fabric of the Church Centre The Church of the Good Shepherd Hall Fund deals with income and expenditure relating to the operation and maintenance of the Church of the Good Shepherd Hall.

RESTRICTED FUNDS

The restricted funds held by the PCC are set out below, all restricted funds are those derived from gifts which are restricted to a particular purpose. The St Andrew's Charity Fund is to be used for the religious education of the children of the parish of St Andrew's. The Richard's Poor Fund is to be allocated at the discretion of the wardens and clergy for needy parishioners. The Richard's Prize Fund is to be allocated at the discretion of the Sunday School Leaders. The fund is for the benefit of members of St Michael and All Angels or Church of the Good Shepherd who have attended each Sunday School group and have been confirmed. The prize is awarded to young people who are between 15 and 17 on the Advent Sunday on which the award is made. The Payne Prize and Sunday School Funds are allocated at the discretion of the Sunday School Leaders to young people within St Michael and All Angels who are showing promising churchmanship. The General Fund represents money that has been given to specific nominated charities.

Note 8 - Analysis of Net Assets

2018 Analysis of Net Assets by Fund	Unrestricted Funds	Restricted Funds	Total Funds
Fixed Assets	-	653,783	653,783
Current Assets	125,798	-	125,798
Current Liabilities	(6,906)	(4,111)	(11,017)
Fund balance	118,892	649,672	768,564

2017 Analysis of Net Assets by Fund	Unrestricted Funds	Restricted Funds	Total Funds
Fixed Assets	-	688,100	688,100
Current Assets	125,691	47,103	172,794
Current Liabilities	(5,932)	(59,616)	(65,548)
Fund balance	119,759	675,587	795,346

Note 9 - Related parties

Jerry Dart is Director of Jerry Dart Ltd. In 2018 Jerry Dart Ltd was paid £6,452 (2017: 30,905) in respect of completing repairs and maintenance across the parish. Jerry Dart was not involved in the selection of contractors.

In 2018 Tom Hampton provided handyman services to the Parish with a total value of £4,620 (2017:0). This appointment was made in line with Charity Commission Guidance CC11. The scope and quality of work is managed by the other Wardens.

BISHOPSTON AND ST ANDREWS PCC NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 December 2018

Note 10 - Staff Costs

	2018	2017
Wages & Salaries	86,835	67,563
Employer's National Insurance	2,159	929
	<u>88,994</u>	<u>68,492</u>

There were no employees who earned more than £60,000

Number full time equivalent employees

	2018	2017
	No.	No.
Ministry	1.7	1.7
Support	1.3	1.3
	<u>3</u>	<u>3</u>

Average head count (number of staff employed) during the reporting period: 2018: 4 (2017: 4)