

THE FRIENDS OF ST. JOHN THE EVANGELIST CHURCH AT OXBOROUGH

REPORT AND ACCOUNTS FOR THE YEAR ENDED 31st DECEMBER 2018

REFERENCE & ADMINISTRATIVE INFORMATION

Charity Name	The Friends of St John the Evangelist Church at Oxborough
Registered Charity Number	1059728
Contact Address	30 West End, Northwold, Thetford, Norfolk IP26 5LE
Trustees	Mr C Ashley (Chairman), Mr P Squires (Treasurer) Rev Z Ferguson, Mrs J Wood, Mrs R Ashley (Secretary)

TRUSTEES' REPORT - FOR THE YEAR ENDED 31st DECEMBER 2018

The Trustees present their report and accounts for the year ended 31 December 2018. The trustees have adopted the Receipts & Payments method of accounts presentation.

Structure, Governance and Management

The Charity was founded in July 1996 for the purposes defined in its Objects as below.

Recruitment & Appointment of Trustees

Trustees are selected from those members and supporters who are closely involved in the work of the Friends and who participate in Church activities in Oxborough.

Organisational structure

The Trustees are the decision making body of the Charity subject to the Annual General Meeting. The Trustees work closely with the members of Oxborough PCC, the pre-existing Parochial Church Council. The administration of the Charity is carried out through the honorary posts as listed in the Reference Information.

Objectives of the Charity

- A) to further the religious and other charitable work of the Christian community in the Parish of Oxborough
- B) to maintain, repair, renew, preserve, reconstruct and improve for the benefit of the public the fabric of the Church of St. John the Evangelist at Oxborough, its monuments, fixtures, fittings, furniture & equipment
- C) to provide or augment the stipend of the Minister of St. John the Evangelist Church at Oxborough
- D) to advance religious education & worship in accordance with the doctrine and principles of the Christian Faith

Activities & Achievements

Through the efforts of the Charity and its supporters the Church of St. John the Evangelist at Oxborough is open to worshippers & other visitors every day of the week from the middle of March until the end of October and at weekends from November to the middle of March. At least 12 services have been held in the church and The Peddars Quire sang for us in the North Aisle in the summer.

THE FRIENDS OF ST. JOHN THE EVANGELIST CHURCH AT OXBOROUGH TRUSTEES' REPORT - FOR THE YEAR ENDED 31st DECEMBER 2018 – CONTD.

Activities & Achievements (continued)

As previously reported thieves stole the lead from the roof of the Bedingfeld Chapel in 2016. The Trustees have worked with their architect and contractor to repair the extensive damage and after some delays the work was carried out in November & December 2018.

Grants and Insurance proceeds as disclosed in these accounts (and prior years) have been received. Sufficient funds were raised to pay for all work & fees, but the work has meant a very severe reduction in the Fabric Fund.

The Trustees continue to plan for the ongoing costs of maintaining the building as advised by quinquennial reports as well as supporting the Ministry of the Parish as guided by the Charity's Objectives. The Trustees welcome all support, both large and small towards the charity's efforts to ensure the Church remains open for worshippers and visitors alike. Mindful that the necessary financial resources cannot only come from the small local community they work to obtain grant funding when required.

The Charity gratefully acknowledges the support of the Oxborough PCC, members of the local community & visitors from further afield in addition to grants from Norfolk Churches Trust, Churchcare (The Archbishop's Council) and the Bishop of Norwich' Fabric Fund. Freewill offerings, donations and specific fundraising events have taken place during the year and are vital to provide resources to enable the Charity to meet its objectives.

Financial Review

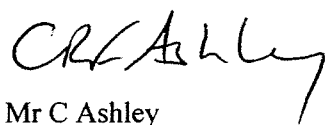
For the year ended 31 December 2018, a net deficit of £29,587 was recorded (2017 surplus of £17,761). Net assets at the end of the year amounted to £18,619 (2017: £48,206). Of the Net Assets at 31st December 2018, £9,233 is designated as a Fabric Fund for major repair projects and general repair & maintenance of the Church and Churchyard. (2017: £38,233). Further details are shown in the financial information at the end of this report. Further detail of income, expenditure and the different funds is shown in the accounts.

As all administrative efforts are voluntary the Governance Costs for the year were £Nil.

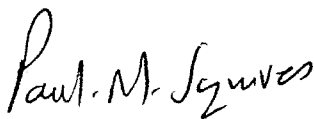
Reserves Policy

The Trustees agreed a Reserves Policy in 2008 appropriate to the work and activities of the Charity. The Trustees have agreed that a minimum reserves level of £7,000 is appropriate.

Signed on behalf of the Trustees



Mr C Ashley
Chairman



Mr P Squires
Treasurer

Dated 12th March 2019

STATEMENT OF TRUSTEES' RESPONSIBILITIES FOR THE YEAR ENDED 31st DECEMBER 2018

The Charities Act requires the Trustees to prepare accounts for each financial year, which give a true and fair view of the state of affairs of the charity at the end of the year and of the incoming and outgoing resources for the year then ended. In preparing those accounts the Trustees are required to:

- Keep proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity
- Select suitable accounting policies and apply them consistently and make judgements and estimates that are reasonable & prudent
- Prepare the accounts on the going concern basis unless it is inappropriate to presume that the charity will continue its activities.
- Safeguard the assets of the charity and take reasonable steps for the prevention and detection of fraud and other irregularities

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF THE FRIENDS OF ST. JOHN THE EVANGELIST CHURCH AT OXBOROUGH ON THE FINANCIAL ACCOUNTS FOR THE YEAR ENDED 31st DECEMBER 2018

Respective responsibilities of trustees and examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144 of the Charities Act 2011 (the Charities Act) and that an independent examination is needed. It is my responsibility to:

- examine the accounts under section 145 of the Charities Act,
- to follow the procedures laid down in the general Directions given by the Charity Commission (under section 145(5)(b) of the Charities Act, and
- to state whether particular matters have come to my attention

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 the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from the 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.

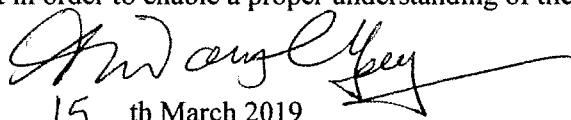
Independent examiner's statement

In connection with my examination, no material matters have come to my attention which gives me reasonable cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did 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 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.

Signed:



Date: 15th March 2019

Hilary Gay

67 Calabria Road, London. N5 1HX

**THE FRIENDS OF ST. JOHN THE EVANGELIST
CHURCH AT OXBOROUGH**

RECEIPTS AND PAYMENTS ACCOUNT FOR THE YEAR ENDED 31st DECEMBER 2018

	<u>2018</u> <u>PCC</u> <u>Fund £</u>	<u>2018</u> <u>General</u> <u>Fund £</u>	<u>2018</u> <u>Fabric</u> <u>Fund £</u>	<u>2018</u> <u>Total</u> <u>Funds £</u>	<u>2017</u> <u>Total</u> <u>Funds £</u>
INCOMING RESOURCES					
Church of England Fees	1,977			1,977	279
Collection Plate / Wedding & Baptism giving	825			825	720
Planned Giving		360		360	840
Gift Aid Reclaimed		1,287		1,287	890
Wall Box Donations & Book donations			2,500	2,500	3,338
Hewars Charity Income			891	891	394
Parish Council Donation			175	175	175
Other Donations			163	163	357
NCT Cycle Ride sponsorship			84	84	179
Peddars Quire / Summer Flower Weekend			395	395	304
Christmas Carols			130	130	112
Bank Interest			25	25	15
Grants for Chapel Roof			14,890	14,890	5,610
LPW VAT Reclaim			3,330	3,330	1,583
Insurance Funds for Chapel Roof				0	15,750
	2,802	1,647	22,583	27,032	30,546
RESOURCES EXPENDED					
Parish Share & Diocesan Fees	774			774	1,000
Insurance		1,495		1,495	1,457
Electricity & Cleaning		205		205	392
Churchyard Maintenance		1,289		1,289	655
Annual Alarm Maintenance & costs		979		979	0
Organ Service		146		146	238
Donations		25		25	25
Minor miscellaneous costs		123		123	489
Chapel Roof			51,583	51,583	6,147
Alarm System installation				0	2,382
	774	4,262	51,583	56,619	12,785
Net (Deficit) / Surplus	2,028	-2,615	-29,000	-29,587	17,761

BALANCE SHEET AS AT 31st DECEMBER 2018

	<u>2018</u>	<u>2017</u>
	<u>Total</u>	<u>Total</u>
	<u>Funds £</u>	<u>Funds £</u>
CURRENT ASSETS		
CAF Deposit Account	16,615	42,840
Bank Account	1,744	5,325
Cash on Hand	260	41
Total Assets	18,619	48,206

	<u>2018</u>	<u>2018</u>	<u>2018</u>	<u>2018</u>
	<u>PCC</u>	<u>General</u>	<u>Fabric</u>	<u>Total</u>
FUNDS	<u>Fund £</u>	<u>Fund £</u>	<u>Fund £</u>	<u>Funds £</u>
Opening Position at 1/1/2018	1,484	8,489	38,233	48,206
(Deficit) / Surplus in the Year	2,028	-2,615	-29,000	-29,587
Closing Position at 31/12/2018	3,512	5,874	9,233	18,619