

Church of St Mary the Virgin WILLINGDON

Annual Report and Financial Statements for the Parochial Church Council

**For the year ended 31 December 2018
Registered Charity No. 1133784**

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Church of St Mary the Virgin, Willingdon

Incumbent: Revd. Kevin Agnew Dip Min Th.

**Independent Examiner: Mrs S A Gausden BA FCA,
Plummer Parsons, 18 Hyde Gardens, Eastbourne.**

**Bankers: Barclays, East Sussex Branch
National Westminster, Eastbourne Town Centre Branch**

PARISH CHURCH OF ST MARY THE VIRGIN WILLINGDON

ANNUAL REPORT FOR THE YEAR ENDED 31 DECEMBER 2018

AIMS & PURPOSES

The primary objective of St. Mary's is the promotion of the Gospel according to the doctrines and practices of the Church of England. The PCC has the responsibility of co-operating with the incumbent, Fr. Kevin Agnew, in promoting, in the ecclesiastical parish, the whole mission of the church, pastoral, evangelistic, social & ecumenical. The PCC also contributes to the maintenance and running costs of the buildings known as St. Mary's Church Hall and the Curate's house.

MEMBERSHIP

Members of the PCC are either ex officio or elected by the Annual Parochial Church Meeting (APMC) in accordance with the Church Representation Rules. Elected members serve for three years – approximately one third being elected each year. Additional members may be co-opted at the PCC's discretion for a specific purpose.

Churchwardens are elected at the annual parish meeting (Vestry Meeting) and serve for a period no longer than six years and then are disqualified from being churchwarden for the next two years after which they are free to stand for another term of six years.

Incumbent	The Rev'd Kevin Agnew Dip MinTh
SSM	The Rev'd Clive Woodward MA BSc, DipHE The Rev'd Merriel Woodward PG Dip. Ministry & Mission The Rev'd Deacon Sue Wilkinson
Readers	Mrs Lyn Bishop Mrs Vicky Peattie Mr Jeremy Rowett
Churchwardens	Mrs Iona Taylor Vacancy
Diocesan Synod Rep	Mr Paul Martin Mr Olaf Hoeg Mrs Tina Nay (ex-officio General Synod)
Deanery Synod Reps	Mrs Iona Taylor Mr Paul Martin Mr Olaf Hoeg
Elected Members	Mr Trevor Amey Mrs Stephanie Blake (ex officio Hon. Treasurer) Mrs Beryl Edmondson Mr Garth Fisher Mrs Moira Howard (Hon. Secretary) Mrs Tina Nay (ex-officio General Synod) Mr Christopher Walsh Mrs Sue Walsh (ex-officio) Miss Suzie Wilkins

LEGAL ADVISORS

Legal advice is sought from the Diocese. The initial contact would be the Diocesan Secretary, and if necessary, to Mr Matthew Chinery, Diocesan Registrar and Legal Secretary to the Bishop of Chichester.

COMMITTEES

The PCC's Standing Committee, which is required by law, has the power to transact the business of the PCC between meetings, subject to any directions given by the Council. The Vicar, Treasurer and Churchwardens monitor the income and expenditure of the PCC. A sub-committee oversees the annual review of Christian Stewardship. The Churchwardens together with other members oversee the stewardship of the church buildings and fabric.

OBJECTIVES & ACTIVITIES

The objectives for the year continued from 2017 and were as follows:

- Enabling as many people as possible to worship at our Church
- Enabling church growth, numerical and spiritual, including increasing the numbers of young people whilst sustaining and nurturing the current congregations.
- Contributing to the common good of the parish
- Develop the ongoing ministry of Church to Willingdon Trees

The PCC maintains an overview of Parish life and contributes to its life and mission.

When planning our activities for the year, the incumbent and the PCC have considered the Charity Commission's guidance on public benefit and the specific guidance on 'charities for the advancement of religion.' In particular we try to enable local people to live out their faith as part of our parish community through:-

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

To facilitate this work it is important that we maintain the fabric of St. Mary the Virgin Church, Willingdon and St. Mary's Church Hall.

ACHIEVEMENTS & PERFORMANCE

Church Attendance

The church family welcomes visitors from within, as well as outside, the parish boundary. It is our great pleasure to welcome anyone from all walks of life to take part in the life of the church.

There are 252 parishioners on the church electoral roll with 7 names added during the year and 9 removed through death or moving away. The church offers many different activities taking place during each week.

The church conducts 3 services each week day and 4 services on a Sunday. The average weekly Sunday attendance is 178 adults for the combined 4 services with an average attendance of 9 children under the age of 16. A weekly service is also held at Willingdon Trees Community Centre.

Messy Church is a monthly event for all. The average attendance has been 27 Children and 20 Adults with 30 helpers every month.

Monthly services were also held at Sunrise Senior Living Residential home.

Numbers significantly increase at festival times and we welcomed over 870 people to our worship on Christmas Eve and Christmas Day with 349 people attending our Easter services.

In November we welcomed the local branch of the Royal British Legion and members of the Scout Association to the annual Remembrance Day Service and the Priest in Charge led the annual memorial service at Butts Brow.

During Advent we welcomed organisations from the community. A pre-school group, Rainbow group and 2 local schools held their carol concerts in church and we outreached to the community by singing carols at the 2 pubs in the village and Chalk Farm Hotel.

Review of the year

The PCC met 6 times during the year; January, March, May, July, September and November with the Standing Committee transacting other business as necessary between these meetings.

During the year we continued to support, Matt Wood and Jolly Pett, taking part in their discernment placement. In July, we successfully recruited a Parish Administrator, Elinor Abuton.

The ministry team have continued to support neighbouring parishes of St Mary's Hampden Park and St Peter's The Hydneys during their interregnum by taking services at both churches on Sundays and during the week. The new priest in charge was licensed in 2018 and part of our ministry team worship each week at St Peter's the Hydneys with their new parish priest.

St Mary's outreach to Willingdon Trees community continues to develop. In addition to meeting at the Trees Community Centre each Tuesday morning for Café + Church worship and fellowship, Reverend Merriel Woodward and church volunteers serve the community

by assisting at the food bank every Wednesday. St Mary's Messy Church organised a summer event at the centre for the community and we regularly run an after-school club at Oakwood Primary Academy.

We also continued to be a presence at Willingdon Primary School by leading assemblies and welcoming school visits to the church.

The church has been active in Mission and Evangelism throughout the year. The church took part in the diocesan Year of Prayer. St Mary's facilitated various events encouraging and supporting people in their growth in faith, such as Lent talks, prayer walks, exploring the Christian faith courses, and quiet days, as well as baptisms, and marriage preparation. During 2018, 14 Baptisms, 4 Confirmations, 6 Weddings and 28 Funerals took place.

The Church Street Nativity welcomed over 300 people from the community to this outdoor event and the Summer Fair was, once again, a great success raising of over £4,000 for church funds. Additionally, this year, we held a very successful Flower Festival welcoming many people from the community to primarily raise funds for the organ repairs, funds were generated in excess of £3,000.

The church continues to review and update all safeguarding procedures following the current diocesan guidelines including implementing 'Simple Quality Protects' (SQP). We have also updated processes to be in line with current GDPR rules.

The annual charitable giving donation meeting took place in November and funds were distributed to agreed charities in early December. This year the committee focused on local charity giving to try and address areas of need.

The annual Stewardship Renewal took place during the year.

A collection of Harvest gifts were given to Family Support Work and collections for the Children's Society were made throughout the year. We also supported The Gatwick Detainee Centre, Samara Aid, Link to Hope Shoe Box appeal, Willingdon Trees Community Association, Traidcraft and Christian Aid.

During the year, a number of building and repair works have been carried out to the church and church hall. The major works included the parish office refurbishment, internal plastering and decoration to the Church, internal redecoration of the main room in the Church Hall and remaining refurbishment of the Curate House. We also repaired a stained glass window in the church following a break in and the cost was covered by insurance.

The Church Hall continues to be used by various organisations, the main organisation being Chalk Hill Pre-school.

Thank you to everyone who has contributed to the life, witness and mission of St Mary's church during the past year.

FINANCIAL REVIEW

The level of income has been maintained during 2018 at a similar rate as the previous year. However, the PCC is mindful that over 35% of the income is from generous legacies received during the year. The church is always very grateful to receive legacies, which go towards enabling the fabric of the church to be properly maintained. Other income streams remain similar to the previous year with the exception of rent from letting the curate's house. This is approximately 25% lower than previously due to a period that the house was not let for refurbishment. It is expected that the house will continue to be let for the foreseeable future. The parish's planned giving – the envelope scheme and standing orders - continues to work well. Gift Aid recoverable has increased on donations during the year and it is important to give in this way as it makes up a significant part of the church's income.

The parish share for 2018 amounted to £71,592 and is intended to cover clergy stipends, pensions, housing and training as well as a share of central expenses. Along with a reduced number of other larger parishes within the deanery, the amount equated to 103% of costs and this is to support other parishes which, for no fault of their own, are unable to pay their contributions in full. The PCC have agreed to continue contributing 103% for 2019. However, it is recognised that from 2020 the PCC may need to review this decision. From 2018, the parish share does not include church insurance and this is paid separately.

The PCC gratefully received grants from Wealden District Council and Willingdon & Jevington Parish Council towards the cost of maintaining the churchyard.

During 2018, maintenance works continued in the Church and Church Hall. The church interior back wall was repaired and plastered and a new closed cupboard was installed in the church office together with new office furniture and computer. The main room was redecorated in the Church Hall and it is expected that the other two smaller rooms will be redecorated during 2019. The curate's house was also extensively redecorated and repaired, these works were necessary as a full refurbishment had not been carried out for a number of years. There was one insurance claim during the year in respect to the broken stained glass window.

The PCC successfully recruited a parish administrator mid year to a salaried position in accordance with advice and guidance from Sussex HR.

The PCC will continue to carefully monitor expenses and to maximize income wherever possible, to ensure that funds are not needlessly eroded. When possible, the PCC will encourage fund appeals for major expenses.

RESERVES POLICY

It is the PCC's policy to maintain a general fund with at least sufficient monies available to cover six months' expenditure. Other reserves are considered adequate, but there should be no complacency as, with listed buildings, repairs when needed can be very costly.

INVESTMENTS

The policy of the PCC is to retain funds with M & G Charifund for as long as it is deemed appropriate. Further investments can only be made with a resolution of the PCC but existing monies can be held at the discretion of the treasurer with the Central Board of

Finance for the Church of England, Building Societies, Scottish Widows Bank, & National Westminster and Barclays banks on a short term basis.

CHARITABLE DONATIONS

It is the policy of the PCC to tithe a sum in the region of 10% of its net income from ordinary activities for this purpose. Historically, the amount has been £8,000 and continues to be at this level. Additionally, other monies are raised from time to time in support of specific causes resulting in more than £8,000 being donated.

Approved by the PCC on18th March 2019.....

and signed on their behalf by the Rev'd Kevin Agnew.

.....
Chairman

CHURCH OF ST MARY THE VIRGIN, WILLINGDON

INDEPENDENT EXAMINER'S REPORT

TO THE PCC OF CHURCH OF ST MARY THE VIRGIN, WILLINGDON

I report to the PCC on my examination of the financial statements of Church of St Mary the Virgin, Willingdon (the Church) for the year ended 31 December 2018.

Responsibilities and basis of report

As the PCC of the Church you are responsible for the preparation of the financial statements in accordance with the requirements of the Charities Act 2011 (the 2011 Act).

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

My examination was carried out in accordance with the general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the PCC and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the next statement.

Independent examiner's statement

I have completed my examination. I confirm that no 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 Church as required by section 130 of the 2011 Act; or
- 2 the financial statements do not accord with those records; or
- 3 the financial statements 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 financial statements to be reached.



Mrs S A Gausden BA FCA
Plummer Parsons
18 Hyde Gardens
Eastbourne
East Sussex
BN21 4PT

Dated: 23 March 2019

CHURCH OF ST MARY THE VIRGIN, WILLINGDON

STATEMENT OF FINANCIAL ACTIVITIES

FOR THE YEAR ENDED 31 DECEMBER 2018

	Notes	Unrestricted funds £	Restricted funds £	Endowment funds £	Total 2018 £	Total 2017 £
<u>Income and endowments from:</u>						
Donations and legacies	2	183,016	4,770	-	187,786	189,496
Charitable activities	3	28,280	-	4,690	32,970	32,766
Investments	4	1,506	7	3,483	4,996	4,860
Other Income	5	6,118	-	-	6,118	4,532
Total income and endowments		218,920	4,777	8,173	231,870	231,654
<u>Expenditure on:</u>						
Raising funds	6	2,535	5,362	48	7,945	4,034
Charitable activities	7	163,994	13,838	-	177,832	131,343
Other	12	25,208	-	9,765	34,973	27,057
Total resources expended		191,737	19,200	9,813	220,750	162,434
Net gains/(losses) on investments	13	(1,230)	-	(9,392)	(10,622)	4,371
Net incoming/(outgoing) resources before transfers		25,953	(14,423)	(11,032)	498	73,591
Gross transfers between funds	14	(2,000)	2,000	-	-	-
Net movement in funds		23,953	(12,423)	(11,032)	498	73,591
Fund balances at 1 January 2018		408,812	17,265	302,743	728,820	655,229
Fund balances at 31 December 2018		432,765	4,842	291,711	729,318	728,820

The statement of financial activities includes all gains and losses recognised in the year.

All income and expenditure derive from continuing activities.

CHURCH OF ST MARY THE VIRGIN, WILLINGDON

BALANCE SHEET

AS AT 31 DECEMBER 2018

	Notes	2018 £	£	2017 £	£
Fixed assets					
Tangible assets	15		318,810		321,469
Investments	16		87,349		97,971
			<u>406,159</u>		<u>419,440</u>
Current assets					
Stocks		641		866	
Debtors	17	10,727		10,217	
Cash at bank and in hand		315,553		325,288	
		<u>326,921</u>		<u>336,371</u>	
Creditors: amounts falling due within one year	18	(3,762)		(26,991)	
Net current assets			<u>323,159</u>		<u>309,380</u>
Total assets less current liabilities			<u>729,318</u>		<u>728,820</u>
Capital funds					
<u>Endowment funds</u>					
General endowment funds		291,711		302,743	
		<u>291,711</u>		<u>302,743</u>	
Expendable endowment		291,711		302,743	
	19		291,711		302,743
Income funds					
Restricted funds	20		4,842		17,265
<u>Unrestricted funds - general</u>					
Designated funds:					
Other designated funds		241,633		263,672	
	21	241,633		263,672	
General unrestricted funds		191,132		145,140	
			<u>432,765</u>		<u>408,812</u>
			<u>729,318</u>		<u>728,820</u>

The accounts were approved by the PCC on 18th March 2019


The Reverend Kevin Agnew, PCC Chairman

CHURCH OF ST MARY THE VIRGIN, WILLINGDON

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 DECEMBER 2018

1 Accounting policies

Charity Information

Church of St Mary the Virgin, Willingdon is an unincorporated charity, governed by PCC powers measure 1956 and Church Representation Rules. It is registered with the charity commission under charity number 1133784.

1.1 Accounting convention

The accounts have been prepared under the Church Accounting Regulations 2006 in accordance with applicable accounting standards and the current (2015) Statement of Recommended Practice, accounting and reporting by charities FRS102.

The Church has taken advantage of the provisions in the SORP for charities applying FRS 102 Update Bulletin 1 not to prepare a Statement of Cash Flows.

The accounts are prepared in sterling, which is the functional currency of the Church. Monetary amounts in these financial statements are rounded to the nearest £.

The accounts have been prepared under the historical cost convention, except for investment assets which are shown at fair value. 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 affiliation to another body, nor those which are informal gatherings of church members.

1.2 Going concern

At the time of approving the financial statements, the PCC have a reasonable expectation that the Church has adequate resources to continue in operational existence for the foreseeable future. Thus the PCC continue to adopt the going concern basis of accounting in preparing the financial statements.

1.3 Charitable funds

Unrestricted funds are available for use at the discretion of the PCC in furtherance of their charitable objectives.

Designated funds are set aside by the PCC for specific future purposes or projects.

Restricted funds are either income from trusts or endowments which may be expended only on those restricted objects provided in the terms of the trust or bequest; or donations or grants received for a specific object or invited by the PCC for a specific object. The funds may only be expended on the specific object for which they were given. Any balance remaining unspent at the end of the year is carried forward as a balance on that fund.

Endowment funds - the capital of which must be maintained; only income arising from the investment of the endowment may be used, either as restricted or unrestricted funds, depending on the purpose set out in the terms of the original endowment.

1.4 Incoming resources

All income and endowments are accounted for without deduction for any costs of receivability, are recognised when there is evidence of entitlement, receipt is probable, and the amount can be measured reliably.

Collections are recognised when received. Planned giving receivable is recognised when there is evidence of entitlement, receipt is probable, and the amount accords with the Gift Aid declaration or other record of intention to donate. Gift Aid recovered is recognised when the income to which it is attached is recognised.

Grants and legacies are recognised when the formal offer in writing of the funding is received by the PCC.

CHURCH OF ST MARY THE VIRGIN, WILLINGDON

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2018

1 Accounting policies

(Continued)

Sales of magazines and study notes are recognised when received. Rents from property are recognised in accordance with the rental agreements, when receipt is probable.

Trading activities are where income is receivable in return for selling goods or providing services. Income from trading is recognised when received. Investment income - dividends are accounted for when due and payable. Interest entitlements are accounted for as they accrue. All other income is recognised in accordance with the above overall policy.

Realised gains are recognised when the investments are sold. Unrealised gains and losses are accounted for on revaluation at 31 December.

1.5 Resources expended

Expenditure is accounted for on the accruals basis and accounted for gross.

Grants and donations are accounted for when paid over, or when awarded where the award creates a binding obligation on the PCC.

The Diocesan parish contribution is accounted for on an annual basis, reflecting the allocation set by our Deanery. Any parish contribution unpaid at 31 December is provided for in these accounts as an operational (though not a legal) liability and is shown as a creditor in the balance sheet.

1.6 Tangible fixed assets

Consecrated and beneficed property of any kind is excluded from the accounts by s.10(2) 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 accounted as inalienable property unless consecrated. They are listed in the church's inventory which can be inspected but are not included in the financial statements. For other property acquired prior to November 1984 there is insufficient cost information available and therefore the cost of such assets is not stated in the financial statements. All expenditure on consecrated or beneficed buildings and individual items costing under £1,000 are written off in the year they were incurred.

Depreciation is recognised so as to write off the cost or valuation of assets less their residual values over their useful lives on the following bases:

Freehold land and buildings	Nil
Audio and visual equipment	14% reducing balance basis
Office equipment	14% reducing balance basis

The gain or loss arising on the disposal of an asset is determined as the difference between the sale proceeds and the carrying value of the asset, and is recognised in net income/(expenditure) for the year.

No depreciation is provided on freehold property as it is the PCC's policy to maintain these assets in a continual state of sound repair. The useful economic life of these assets is so long and the residual value so high that any depreciation would not be material. These assets will be subject to annual impairment reviews. Provision will be made if there has been any permanent diminution in value.

1.7 Fixed asset investments

Fixed asset investments are measured at fair value at the balance sheet date. Changes in fair value are recognised in net income/(expenditure) for the year. Transaction costs are expensed as incurred.

CHURCH OF ST MARY THE VIRGIN, WILLINGDON

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2018

1 Accounting policies (Continued)

1.8 Stocks

Stocks are stated at the lower of cost and estimated selling price less costs to complete and sell.

1.9 Cash and cash equivalents

Cash and cash equivalents include cash in hand, deposits held at call with the CBF Church of England Funds or at the bank and other short-term liquid investments with original maturities of three months or less.

2 Donations and legacies

	Unrestricted funds £	Restricted funds £	Total 2018 £	Total 2017 £
Donations and gifts	55,538	-	55,538	53,867
Legacies receivable	82,164	-	82,164	97,807
Grants	3,194	-	3,194	3,118
Loose cash collections	12,760	-	12,760	15,680
Other special appeals	6,207	4,437	10,644	4,482
Summer fete and Music concerts	4,403	333	4,736	6,568
Gift Aid recoverable	18,750	-	18,750	7,974
	<u>183,016</u>	<u>4,770</u>	<u>187,786</u>	<u>189,496</u>
For the year ended 31 December 2017	<u>187,335</u>	<u>2,161</u>		<u>189,496</u>

CHURCH OF ST MARY THE VIRGIN, WILLINGDON

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2018

3 Charitable activities

	2018 £	2017 £
Sales of the parish magazine	1,924	1,470
Church centre hiring fees	13,941	10,977
Magazine advertisement fees	2,338	1,826
Rent from letting of parish house	9,380	12,930
Traidcraft stall	1,892	2,202
Fees for weddings and funerals	3,495	3,361
	<u>32,970</u>	<u>32,766</u>
Analysis by fund		
Unrestricted funds - general	28,280	
Endowment funds	4,690	
	<u>32,970</u>	
For the year ended 31 December 2017		32,766
Unrestricted funds - general		<u>32,766</u>

4 Investments

	Unrestricted funds £	Restricted funds £	Endowment funds general £	Total 2018 £	Total 2017 £
Income from unlisted investments	-	-	3,390	3,390	3,208
Interest receivable	1,506	7	93	1,606	1,652
	<u>1,506</u>	<u>7</u>	<u>3,483</u>	<u>4,996</u>	<u>4,860</u>
For the year ended 31 December 2017	<u>1,573</u>	<u>6</u>	<u>3,281</u>		<u>4,860</u>

5 Other income

	2018 £	2017 £
Other receipts	6,118	4,532
	<u>6,118</u>	<u>4,532</u>

CHURCH OF ST MARY THE VIRGIN, WILLINGDON

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2018

6 Raising funds

	Unrestricted funds	Restricted funds	Endowment funds general	Total 2018	Total 2017
	£	£	£	£	£
<u>Fundraising and publicity</u>					
Special appeals costs (e.g. adverts, brochures)	530	5,362	48	5,940	2,261
Music concert costs	785	-	-	785	1,292
Summer fete	1,070	-	-	1,070	317
Stewardship costs (e.g. printing envelopes)	150	-	-	150	164
	<u>2,535</u>	<u>5,362</u>	<u>48</u>	<u>7,945</u>	<u>4,034</u>
Fundraising and publicity	<u>2,535</u>	<u>5,362</u>	<u>48</u>	<u>7,945</u>	<u>4,034</u>
	<u>2,535</u>	<u>5,362</u>	<u>48</u>	<u>7,945</u>	<u>4,034</u>
For the year ended 31 December 2017					
Fundraising and publicity	<u>999</u>	<u>3,035</u>	<u>-</u>		<u>4,034</u>

CHURCH OF ST MARY THE VIRGIN, WILLINGDON

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2018

7 Charitable activities

	Church activities £	Community outreach £	Total 2018 £	Total 2017 £
Staff costs	12,391	-	12,391	8,665
Depreciation and impairment	4,516	-	4,516	3,099
Ministry - diocesan parish contribution	71,592	-	71,592	73,800
Ministry - other clergy costs	8,870	-	8,870	6,793
Upkeep of services	1,311	-	1,311	971
Church running	17,690	-	17,690	17,928
Youth ministry	1,628	-	1,628	1,519
Church maintenance and repair	13,336	-	13,336	4,958
Upkeep of churchyard	2,809	-	2,809	2,400
Parish outing	316	-	316	-
Legal and professional	1,428	-	1,428	-
	<u>135,887</u>	<u>-</u>	<u>135,887</u>	<u>120,133</u>
Grant funding of activities (see note 8)	9,429	28,838	38,267	9,932
Share of governance costs (see note 9)	3,678	-	3,678	1,278
	<u>148,994</u>	<u>28,838</u>	<u>177,832</u>	<u>131,343</u>
Analysis by fund				
Unrestricted funds - general	148,994	15,000	163,994	
Restricted funds	-	13,838	13,838	
	<u>148,994</u>	<u>28,838</u>	<u>177,832</u>	
For the year ended 31 December 2017				
Unrestricted funds - general	<u>131,343</u>	<u>-</u>		<u>131,343</u>

Governance costs are fees for the Independent Examination of the accounts.

CHURCH OF ST MARY THE VIRGIN, WILLINGDON

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2018

8 Grants payable

	Church activities £	Community outreach £	Total £	2017 £
Grants to institutions:				
<u>Overseas:</u>				
Bible Society	400	-	400	400
Kenya Emergency Aid	-	-	-	284
Mission to Seafarers	400	-	400	400
Leprosy Mission	400	-	400	400
Church Missionary Society	400	-	400	400
Us	400	-	400	400
Samaria Aid	400	-	400	150
Toilet Twinning	-	-	-	150
<u>Christian Relief and Development Agencies:</u>				
Christian Aid	500	-	500	500
Sight Savers	400	-	400	500
Ramallah Evangelical School	(350)	-	(350)	-
Mission Aviation Fellowship	250	-	250	250
IDWAL	250	-	250	250
Oasis India	250	-	250	250
Farm Africa	250	-	250	250
Friends of the Holy Land	250	-	250	250
<u>Home:</u>				
Trees Community Centre	-	28,838	28,838	-
Bishops Fund	-	-	-	168
CDAFSW	-	-	-	168
Corporation of the Sons of the Clergy	250	-	250	250
Church Army	-	-	-	250
Diocese of Chichester Harvest Appeal	-	-	-	127
Train a Priest Fund	250	-	250	250
Childrens Society	250	-	250	1,435
St Lukes Healthcare for Clergy	250	-	250	250
Matthew 25 Mission	550	-	550	400
Salvation Army	500	-	500	400
Family Support Work	1,019	-	1,019	400
Chichester Cathedral Trust	-	-	-	200
Sussex Churches Bell Restoration	-	-	-	100
Beachy Head Chaplain	300	-	300	300
People Matter	300	-	300	200
St Wilfrid's Hospice	-	-	-	200
Traidcraft	85	-	85	-
Children's Society	1,025	-	1,025	-
Chestnut Tree House	100	-	100	-
JPK Project	100	-	100	-
Eastbourne Food Bank	250	-	250	-
	<u>9,429</u>	<u>28,838</u>	<u>38,267</u>	<u>9,932</u>

CHURCH OF ST MARY THE VIRGIN, WILLINGDON

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2018

9 Support costs

	Support costs £	Governance costs £	2018 £	2017 £
Accounting and Independent Examination fees	-	3,678	3,678	1,278
	-	3,678	3,678	1,278
Analysed between Charitable activities	-	3,678	3,678	1,278

Governance costs above include payments to the Independent Examiner of £3,678 for accountancy and Independent Examination services.

10 PCC

No PCC members or persons closely connected to them received any form of remuneration. No persons received remuneration in excess of £60,000.

11 Employees

Number of employees

The average monthly number of employees during the year was:

	2018 Number	2017 Number
	4	2
Employment costs	2018 £	2017 £
Wages and salaries	12,088	8,439
Social security costs	303	226
	12,391	8,665

CHURCH OF ST MARY THE VIRGIN, WILLINGDON

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2018

12 Other

	Unrestricted funds	Endowment funds general	Total 2018 £	Total 2017 £
Parish magazine costs	2,530	373	2,903	2,085
Traidcraft stall	1,589	-	1,589	1,829
Other trading costs	5,667	9,392	15,059	5,789
Church Hall running costs	15,422	-	15,422	17,354
	<u>25,208</u>	<u>9,765</u>	<u>34,973</u>	<u>27,057</u>
For the year ended 31 December 2017	<u>27,057</u>	<u>-</u>	<u></u>	<u>27,057</u>

13 Net gains/(losses) on Investments

	Unrestricted funds general 2018 £	Endowment funds 2018 £	Total 2018 £	Total 2017 £
Revaluation of Investments	(1,230)	(9,392)	(10,622)	4,371
For the year ended 31 December 2017	<u>(230)</u>	<u>4,601</u>	<u></u>	<u>4,371</u>

14 Analysis of transfers between funds

	Unrestricted funds £	Restricted funds £	Endowment funds general £	Total 2018 £
Relocation of Flower Fund	(2,000)	2,000	-	-
	<u>(2,000)</u>	<u>2,000</u>	<u>-</u>	<u>-</u>

CHURCH OF ST MARY THE VIRGIN, WILLINGDON

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2018

15 Tangible fixed assets

	Freehold land and buildings	Audio and visual equipment	Office equipment	Total
	£	£	£	£
Cost				
At 1 January 2018	302,562	15,795	16,170	334,527
Additions	-	-	1,858	1,858
At 31 December 2018	302,562	15,795	18,028	336,385
Depreciation and impairment				
At 1 January 2018	-	2,450	10,608	13,058
Depreciation charged in the year	-	1,880	2,637	4,517
At 31 December 2018	-	4,330	13,245	17,575
Carrying amount				
At 31 December 2018	302,562	11,465	4,783	318,810
At 31 December 2017	302,562	13,345	5,562	321,469

Freehold land and buildings is £60,000 Church Hall, Church House held by Dingley Dell £187,500 and Church House held by the church £55,062.

CHURCH OF ST MARY THE VIRGIN, WILLINGDON

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2018

16 Fixed asset investments

	Unlisted Investments £
Cost or valuation	
At 1 January 2018	97,971
Valuation changes	(10,622)
	<hr/>
At 31 December 2018	87,349
	<hr/>
Carrying amount	
At 31 December 2018	87,349
	<hr/>
At 31 December 2017	97,971
	<hr/>

The carrying amount at 31 December 2018 represents £26,032 Unrestricted Fund (2017 £27,261) and £61,317 Endowment Fund (2016 £70,710).

The holding at 31 December 2018 was 16,244 shares in CBF Fixed Interest Securities Fund held by the PCC, 4291 Charifund Income Units held by Dingley Dell Trust and 132 CBF Fixed Interest Securities Fund held in the Fraser Trust.

17 Debtors

	2018 £	2017 £
Amounts falling due within one year:		
Other debtors	3,687	2,818
Prepayments and accrued income	7,040	7,399
	<hr/>	<hr/>
	10,727	10,217
	<hr/>	<hr/>

Other debtors represent income tax recoverable.

18 Creditors: amounts falling due within one year

	2018 £	2017 £
Accruals and deferred income	3,762	26,991
	<hr/>	<hr/>

CHURCH OF ST MARY THE VIRGIN, WILLINGDON

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2018

19 Endowment funds

Endowment funds represent assets which must be held permanently by the Church. Income arising on the endowment funds can be used in accordance with the objects of the Church and is included as unrestricted income. Any capital gains or losses arising on the assets form part of the fund.

	Movement in funds				Balance at 31 December 2018
	Balance at 1 January 2018	Incoming resources	Resources expended	Revaluations gains and losses	
	£	£	£	£	£
Expendable endowments					
Dingley Dell Trust	302,521	8,173	(9,813)	(9,382)	291,499
Fraser Trust	222	-	-	(10)	212
	<u>302,743</u>	<u>8,173</u>	<u>(9,813)</u>	<u>(9,392)</u>	<u>291,711</u>

The endowed fund comprises the Dingley Dell Trust and Fraser Trust. Dingley Dell Trust purchased 50% of Church House in 2006 and the property is used as a residence for the curate. Available monies are used for capital expenditure and to cover the expenses of assistant clergy. Fraser Trust is a holding of 132 CBF Fixed Interest Security (income) shares. The diocese retains the income. As no income passes through the PCC accounts, the capital sum is shown for record purposes.

20 Restricted funds

The income funds of the charity include restricted funds comprising the following unexpended balances of donations and grants held on trust for specific purposes:

	Movement in funds				Balance at 31 December 2018
	Balance at 1 January 2018	Incoming resources	Resources expended	Transfers	
	£	£	£	£	£
Flower Fund	3,628	4,444	(5,362)	2,000	4,710
Music Fund	(201)	333	-	-	132
Willingdon Trees Support	13,838	-	(13,838)	-	-
	<u>17,265</u>	<u>4,777</u>	<u>(19,200)</u>	<u>2,000</u>	<u>4,842</u>

The restricted funds comprise the Flower Fund, Music Fund and Willingdon Trees Project. The Flower Fund holds monies specifically donated for flowers in the church. The fund is run by the Flower Guild. The Music Fund holds monies that are raised from music concerts and recitals in church to support the music within St Mary's. This fund also supports the local charity - Children with Cancer.

CHURCH OF ST MARY THE VIRGIN, WILLINGDON

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2018

21 Designated funds

The income funds of the charity include the following designated funds which have been set aside out of unrestricted funds by the trustees for specific purposes:

	Movement in funds				Balance at 31 December 2018 £
	Balance at 1 January 2018 £	Incoming resources £	Resources expended £	Transfers £	
Church Hall	60,000	-	-	-	60,000
Church House 50%	55,062	-	-	-	55,062
Repairs reserve for Church	10,786	-	(4,449)	25,000	31,337
Repairs reserve Hall and house	28,490	-	(6,321)	10,000	32,169
Willingdon Trees Support	109,041	-	-	(54,000)	55,041
Youth Clubs	293	847	(748)	2,000	2,392
Church Organ Fund	-	5,182	-	250	5,432
Social Fund	-	-	(300)	500	200
	<u>263,672</u>	<u>6,029</u>	<u>(11,818)</u>	<u>(16,250)</u>	<u>241,633</u>

The unrestricted fund includes a designated sum of £55,041 which the PCC set aside for the failed Willingdon Trees project. The deduction of £54,000 is for the relocation of the fund to other projects or funds, including £15,000 transferred to unrestricted general fund and expended in the year on the Community Outreach (see Note 7).

22 Analysis of net assets between funds

	Unrestricted funds £	Restricted funds £	Endowment funds £	Total £
Fund balances at 31 December 2018 are represented by:				
Tangible assets	131,268	42	187,500	318,810
Investments	26,032	-	61,317	87,349
Current assets/(liabilities)	275,465	4,800	42,894	323,159
	<u>432,765</u>	<u>4,842</u>	<u>291,711</u>	<u>729,318</u>

CHURCH OF ST MARY THE VIRGIN, WILLINGDON

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2018

23 Related party transactions

Transactions with related parties

During the year, payments of £7,419.83 were made to Trustees for the reimbursement of church operating expenses.

Rev M Woodward, trustee, is also a trustee of the Trees Community Association. During the year, £1,208 was paid to the Association for hire of facilities. £28,838 of grants were paid toward Community Outreach activities.

Many of the trustees regularly give to the work of the Church. As much of this is done through cash collections, which are generally anonymous, it is not practical to quantify the donations received from trustees during the year.

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