



**The Parish Church of St Mary the Virgin
Wendover
Buckinghamshire**

**Annual Report
April 2018 to March 2019**

Vicar: Rev Sally Moring

Bank: NatWest	CAF Bank
22 Market Square	25 Kings Hill Ave
Aylesbury	Kings Hill
HP2 01T	West Mallong
	Kent
	ME19 4JQ

Independent Examiner: Mr C J Heald, 21 Chiltern Road, Wendover, HP22 6DB

The church of St Mary the Virgin is situated on the outskirts of Wendover. It is part of the Diocese of Oxford within the Church of England. The correspondence address is Parish Office, 11 High Street, Wendover, Buckinghamshire, HP22 6DU.

The Parochial Church Council (PCC) became a registered charity in August 2009. Its registration number is 1131299.

PCC members who have served from 22nd April 2018 to the date of approval of this report are:

Incumbent: Rev Sally Moring

**LLMs: David Blackmore
Ian Sansbury**

**Churchwardens: Jacqueline Smith
Christopher Trower**

**Deanery Synod Representatives:
Rosanne Adam
Bridget Avery
Carol Crockett
Christopher Trower
Paul Dean (Secretary)**

**Elected Members: Matt Ryan (Treasurer)
Sian Chattle
Sarah Bishop
Nicholas Morley
Xenia Murray
Mike Senior
Bob Hewson
Deborah Hale
Jane Chambers
Tim Crapper
Justine Gardner
Sarah Frost
Michael Greaves
Peter Dean
Allan Whittow**

Ex Officio

A: Structure, governance and management

The method of appointing PCC members is set out in the Church Representation Rules. New appointees are given an information pack. The PCC has passed a resolution by which a proportion of the PCC members will stand for re-election every three years, limited to a total of six years served. All Church attendees are encouraged to register on the Electoral Roll and stand for election to the PCC. This is achieved by notices given out during church services, articles in the St Mary's newsletter and notices placed around the church.

The incumbent is currently Rev Sally Moring. David Blackmore and Ian Sansbury are licensed to serve in the parish as Licensed Lay Ministers (LLM).

The PCC operates by meeting every other month with various sub-committees meeting and conducting delegated activities and taking delegated responsibility in between. Methods of reporting back to the PCC range from the formal pre-distributed reports for discussion at PCC meetings, to informal verbal reports. The PCC became a registered charity in 2009 and is mindful of its responsibilities as Trustees. The major risks to which the church is exposed, as identified by the trustees, have been reviewed annually and systems or procedures have been established to manage those risks.

B: Objectives and Activities

St Mary's PCC has the responsibility of co-operating with the incumbent in promoting the whole mission of the Church – pastoral, evangelistic, social and ecumenical. It also has maintenance responsibilities for the church building, St Mary's Centre and the churchyard at Church Lane. Since 1992, the PCC has been a party to the Sharing Agreement of 1986 relating to St Anne's Church, Aylesbury Road, Wendover. The PCC also holds a lease over the premises at 11 High Street, Wendover (Just shop and Parish Office). All of which contribute to our aim to be a church at the heart of the community. Details of our work are described more fully in the following reports from committees and other groups who contribute to our church community. The PCC depends on many volunteers who give freely of their time and talents. A major part of its activity is the training and involvement of an increasing number of volunteers, doing

practical projects or duties alongside others who are further involved as a trustee or a committee member. The benefits from volunteers' work, and our thanks to them, cannot be overstated, without them the viability of our church would be seriously affected. Our grant-making policy is twofold; special appeals which may arise, and giving at a budgeted annual level, where finances are available, as managed by the Global Church Committee.

Electoral Roll

Our Electoral Roll is managed by Xenia Murray, our Electoral Roll officer. As required, the draft new register has been displayed in church for two weeks prior to the APCM. The number of people on the new Roll will be reported at the APCM on 7th April 2019.

The PCC

The full PCC met seven times during the year. Committees met between meetings and a number reported formally to the PCC.

Church Attendance

We are required by the Diocese to report on the average weekly attendance for the first four weeks of October. This figure is one of the inputs to our Parish Share allocation. For this period in 2018 the average weekly attendance was 180 as compared with 181 in 2017. This period includes the October half term holidays so cannot be taken as a true reflection of 'average' church attendance.

We also had the following numbers for occasional services held at St Mary's: 27 baptisms, 14 weddings and 13 funerals.

Committees The PCC operates through a number of committees that meet between full meetings of the PCC:

Standing Committee (Chair: Sally Moring) *It is responsible for transacting the business of the PCC between its meetings, subject to any directions given by the PCC.*

The committee met six times between the Annual Meetings of 2018 and 2019 and has reported formally to each PCC meeting.

C: PCC Review of the Year

The year started with our first meeting after the APCM on 17th May where we welcomed new members Peter Dean, Michael Greaves, Sarah Frost and ex officio member Allan Whittow, the election of officers for the year was also undertaken. The review of St Mary's Safeguarding Policy was then undertaken and approved by the meeting for the forthcoming year. We had the added responsibility this year of the new General Data Protection Regulations (GDPR) to be implemented at St Mary's and this matter was discussed. We would also be introducing a new Mission Action Plan (MAP) at St Mary's and this was also discussed at this PCC meeting.

The next PCC meeting was on 19th July where we discussed further on the new MAP and procedure for the GDPR implementation. The meeting also agreed to move our two Elizabethan chalices to Christ Church, Oxford for safe keeping following the theft of two other chalices from church. The list of chalice assistants was also updated. We also had a discussion about notice boards at church and new pictures were required of relevant church officers.

Our third meeting of the year was on 18th September, which was an extra PCC to that scheduled. The sole purpose of the meeting was to review and agree the new Mission Action Plan so it could be launched to the congregation on 30th September 2019, this was duly done and the MAP will have 3 areas of involvement being: Pastoral Ministry, Children, Young People and Families and Community In and Out.

Our fourth meeting was held on 9th October where the possible introduction of a Parish Giving Scheme (PGS) was introduced by Matt Ryan. Matt showed us an audio visual presentation and advised how this scheme could increase our finances at St Mary's. The PCC after discussion agreed to proceed with the introduction of this scheme. We then had a further MAP update from Sally who also advised us about the forthcoming licencing of Ian Sansbury as our new LLM. A special LLM service was held at St Mary's on 4th November 2018 where we formally introduced Ian and David Blackmore to the congregation and thanked Glenys Newman, Joe Groat and Beryl Pearn who were giving up their LLM status.

The next meeting was on 22nd November 2018 where we formally approved Christopher Trower as the PCC vice chairman. We then reviewed two written reports on the MAP progress from Ian Sansbury and David Blackmore. Xenia Murray then updated the meeting on GDPR. The meeting proposed Sarah Frost and Peter Dean as lay members on the panel to appoint any new associate priest.

The sixth meeting was on 24th January 2019 at this meeting we had a PGS update from Sally. We then had a discussion on the subject of a Worship review following it being discussed a ministry team meeting. Xenia advised the meeting on the electoral roll requiring a complete update this year and the what the proposed timetable of events were for its renewal.

The last meeting of the year was held on 12th March where we reviewed the Annual Report.

At all of the PCC meetings we had regular finance updates prepared by Matt Ryan our Treasurer.

In addition to all of the above PCC meetings the church held one extra open meeting called a Section 12 meeting on 15th January 2019. This meeting was chaired by our Archdeacon Guy Elsmore and was for the sole purpose of agreeing the process of appointing a new associate priest to assist Sally in the ministry work of the parish. Such things as what the job entailed, the required hours of work, updated Parish Profile, terms of the contract and the process for appointing any new associate priest were discussed and agreed by the meeting.

I would like to offer my thanks to all members of the PCC for their invaluable input during the year and thanks to Sally and our two churchwardens Jacquie and Christopher for their assistance.

Report by Paul Dean PCC Secretary

D: Financial Statement of the PCC

Treasurer's Report on the accounts for the year to 31 December 2018

Fund details for the financial year to 31 December 2018 are summarised in the table. Please note that fixed assets and depreciation have been excluded from the figures as they relate to past expenditure and not cash spent in 2018.

The General Fund below reflects the income and expenditure arising from the day to day activities of our Church. Other Funds for the Church have special rules applied to them and these restrict how the funds can be spent. During 2018 the Church accounts showed a fall in total funds by £5,927, which is outlined below.

Funds	Income	Expenses	Transfer/ Gains	Surplus/ (deficit)	Funds at 31.12.18
General	£218,307	£191,238	-£12,775	£14,294	£34,740
Designated (All)	£2,635	£3,757	£11,220	£10,098	£62,571
Refurbishment	£2,963	£-	£-	£2,963	(£24,047)
Fabric (Restricted)	£2,075	£6,230	£-	(£4,155)	£21,445
Legacy (Restricted)	£3,622	£500	£-	£3,122	£23,122
Other Restricted	£8,582	£41,937	£1,106	(£32,249)	£27,420
Total	£238,184	£243,662	(£449)	(£5,927)	£145,251

General Fund

The table above shows that the General Fund saw an increase in income on 2017 with income rising from £209,192 to £218,307. However, the main reason for the increase was a result of some one-off income from an insurance claim totalling £10,562.

Costs were well controlled and showed a slight decrease from that spent in 2017, with expenditure falling from £193,567 to £191,238 and the Parish Share was once again paid in full.

Before transfers to other funds, the General Fund generated a surplus of £27,069. As a result of the surplus, the Church was able to make a transfer to the Global Church Fund of £2,000 and a transfer of £9,832 to the Ministry Development Fund. This left a balance on the General Fund at the end of 2018 at £34,740.

Other Funds

During the year the Church setup a Ministry Development Fund to support the plans shown in the Mission Action Plan and at the year end had £12,027 across restricted and designated funds towards this. In the year, some historic restricted funds held were reduced as a result of making payments. The Wendover C of E Junior School received a donation of £5,341 towards a Peace Garden and the Amelia Fund received £27,866.

The refurbishment fund is overspent by £24,047. The deficit has reduced since 2017 due mainly to a donation of £2,000 from the Lionel Abel-Smith Trust. Unless a future major donation is received, other funds, in particular the Fabric Fund (Restricted) could finance the deficit.

It should be noted that none of the other restricted funds can be used against St Mary's running costs.

Thank you

We are once again hugely grateful to Kyla Sansbury and her team at Just who donated £17,215 from their profits in the year as well as contributing to the shop running costs.

I would like to give special thanks to all those who have supported me as Treasurer during this year. I mention in particular Sarah Bishop who continues to maintain the church accounts so diligently, and to John Bussien and Brian Freshney who have banked our collection every week. Sadly John has decided to stand down at the APCM after many years of carrying out this role and his support will be greatly missed. There are many others who work behind the scenes, so thank you for all you do.

Report by Matt Ryan, PCC Treasurer

E: Churchwardens' Report, including the Fabric, Goods and Ornaments

Last year's APCM was held on 22nd April 2018. Sally had then been Vicar for just six months. Several new people were elected onto the PCC and Christopher and Jackie were elected as Church Wardens.

We had a beautiful warm and sunny summer allowing so much to be held out of doors. Weeks and weeks of Sunday coffee in the churchyard along with the Sunday afternoon teas, encouraging so many people to come and enjoy teas on the lawn. An early successful event was the Beating of the Bounds on that glorious May Bank Holiday Monday. Many people either completed the walk or joined at various stages. What a delight to be together talking and walking with friends and meeting different people whilst enjoying the scenery, wildlife and flowers – the bluebells were wonderful, everything so full of hope and promise from our Creator God. At the end of the walk that pint of beer or cold wine with the BBQ was so good.

Other events followed out of doors, including the Teddy Bear's picnic for families whose children had been baptised in the preceding two years, and a further BBQ prior to the showing of the film "The Greatest Showman". A celebration lunch followed the launch of our new Mission Action Plan (MAP).

So many people were involved in working groups to create the MAP along with discussions at Standing Committee and the PCC. Ideas and hopes of what we might do, and what we would wish to do in the future. Some work has been taken forward like the Bereavement and Welcome Teas, reaching out to both

members of our Church and the community. Sunday groups for young people relaunched with Ignite, and there is ongoing development of the welcome area where small people can play whilst family or carers remain in Church for worship. Also there has been the development of the Lady Chapel as a space to be able to sit, reflect and pray. The work of the Wendover Dementia Alliance continues to develop throughout Wendover and four of our church members are undertaking specific dementia training to become specialised visitors to clients and carers. More ideas from the MAP are to be discussed and worked upon over coming months.

An area for discussion at the PCC was the Elizabethan chalices. A decision was made to give the chalices on long term loan to Christ Church Oxford, where they could be safely held and displayed. The Faculty process was completed and they will shortly be sent to Christ Church, after the congregation have had one last chance to see them at St. Mary's.

Sally has had an extremely busy year with lots of weddings, funerals and baptisms. During the year a problem was identified with the organ and it is due to be fully serviced and some parts replaced and updated in the autumn. Music plays an important part in the life of our Church both for services and weddings and funerals, both the contemporary music played by the music group and the more traditional music for the organ. We are so grateful to all our musicians enabling us all to praise God in music and song.

St Mary's continues as the venue for the 'Wendover Music' series where a range of musicians perform, including the use of the organ in recitals. Our organ gives such a wonderful sound and it is good to know that music will continue in all its forms at St Mary's.

Another very special time where music played an important part was the Confirmation service led by Bishop Alan on 7th October 2018. Young people and adults from Great Missenden were confirmed along with people from St Mary's and members of Surge. It was a service of commitment and celebration ending with a joyful rendering of 'Shine, Jesus Shine'.

All too soon we were in Advent with the Posada visiting many of our homes. An unfortunate power cut meant that the Carol Service had to be rescheduled but was successfully held later in the week. A special service was the first Dementia

Friendly Christmas Celebration. A time to remember past Christmases through singing, readings and activities and enjoying listening to children from the Junior School singing.

Another new venture was the Nativity Story for the under 5s on Christmas Eve. Little people going around the Church searching for Mary and Joseph, Jesus in the manger, the shepherds and the wise men. Our annual Crib Service followed later in the day with 'The Greatest Showman' visiting. Later in the day there was the Midnight Communion service, which was closely followed by Christmas Morning Communion. It was a very busy Christmas for Sally, which culminated in the wedding of James (Sally and Paul's son) and Joy on 28 December. A very joyful day for family and friends.

We now head towards Lent, then Easter with Sally introducing to St Mary's a very visual meditation on the cross throughout Lent. This will lead up to Holy Week and then the joyful demonstration of the transforming power of Jesus's resurrection on Easter Day.

Sally has worked so hard, supported by the Ministry Team and others. In November 2018 Ian Sansbury became a fully licensed Licensed Lay Minister at Christ Church Oxford. He was formally welcomed as a new LLM along with David Blackmore at St Mary's and we gave thanks for the work of Joe Groat, Glenys Newman and Beryl Pearn for their work over many years as LLMs. We hope and pray that in the coming year we will see new members added to the Ministry Team, sharing the burden of work within the Parish. Sally Prendergast is to be ordained on 29th June and will become part of the team from 30th June 2019 as our Curate. We look forward to sharing our life and worship at St Mary's with her.

During this past very full year, we have met together experiencing some highs and lows. We have shared in worship, in prayer and support to those we meet, meals have been taken together and entertainment and activities have taken place. Services have been thought through and prepared, people have taken intercessions, read the readings, welcomed visitors, prepared bread and wine for Communion, maintained the churchyard, decorated the church with flowers and paint, undertaken maintenance of the building, have cleaned the church, made coffee, played music, invited people to various groups, visited people in hospital and at home, undertaken administration work and managed

databases, and so many other tasks to ensure people are made to feel welcome and comfortable.

All this is done week after week by a large number of people who feel they belong to St Mary's and so generously give of their time, talents and money to enable us all to work together to worship God and share the love of Jesus to the benefit of all.

'Thank you' sounds so little, but it is a HUGE thank you from both of us, to all of you who help make St Mary's such a very special place in Wendover.

Report by: Jacquie Smith and Christopher Trower

F: Deanery Synod Report

Parochial ministry has been the main feature of change and adjustment within the Deanery in 2018, and we have welcomed Paul Moring as Deanery Treasurer. Overall parish share has only been met by a significant use of reserves, and the most financially challenged benefice, Stoke Mandeville, Kimbles and Ellesborough, is exploring new ways of serving the people in their communities.

We're particularly grateful to those parishes who commit to paying parish share by direct debit, as a result of which you can view progress online via the Diocesan website: [online access to our progress](#) (click on '2019 Monthly Share Update' for Buckingham, then see page 9). Much appreciation goes to those who make a real effort to collect and pay parish share throughout the year – with special thanks to our Treasurers who make it possible.

We've had four Synod meetings during the year, all on parochial matters – healing ministry, generous giving, baptism, and wedding ministry.

Many thanks to the churches which host us for these events, and for the welcome we always receive.

Deanery Synod Gatherings

Wednesday 31st January, St. Mary's Church, Wendover: Aspects of Healing Ministry, led by Revd Alison Roberts from Buckland.

Tuesday 22nd May, St Peter and St Paul, Great Missenden: a presentation on Generous Giving from Jonathan Farnhill, following which many of our Churches are moving across to this much more efficient and effective system.

Wednesday 19th September, St Leonards Church Room: a discussion on baptism ministry, and how important this is to introduce new people to the Christian faith.

Tuesday 20th November, Prestwood: a discussion on weddings ministry, and its major contribution to mission.

We then gathered at the Christian Centre in Wendover for our first meeting of 2019 on 30th January to discuss lightweight mission planning and share information about local initiatives.

Please remember that these 'Chiltern Churches Open Meetings' are open to all: it's a great way to keep in touch with others across our local churches, and to find out more about some of the key issues which concern us all. Thanks to all those who have taken part in these evenings throughout the year.

Following our January meeting, our next meeting in 2019 is on 21st May, during which we'll hear more about community action underway in our neighbouring Deanery of Aylesbury: you may also be interested to see an abundance of [information on Christian social action](#) now included on the main Church of England website.

Gavin Oldham, Lay Chair, Deanery Standing Committee

G: Safeguarding Children and Vulnerable Adults

The Church of England and the Diocese require each church to have in place policies on Safeguarding, to support our '*working with children and young people*', to consider in our own context all aspects of the '*Protecting Children and Vulnerable Adults in the Diocese of Oxford*' policy - to ensure procedures are in place to ensure a safe environment for children and young people, and vulnerable adults - in all aspects of St Mary's work. Within the policies and guidance, it considers all aspects of current disclosure procedures under the "Disclosure and Barring Service (DBS) to ensure safe recruitment of

volunteers".

Our Church follows the guidance and good practice on Safeguarding issued by Oxford Diocese. Our Safeguarding Policy, for Children & Vulnerable Adults, was approved by the PCC in 2017 and will be reviewed by the new PCC in summer 2019. This policy can be found in the church porch and centre. We make an annual return the Oxford Diocesan to confirm that we are following guidelines and that we have noted changes in requirements.

Following the appointment of Sally, our Vicar, the PCC considered St Mary's approach to Safeguarding in the context of current Diocesan Guidance and model Policies. Sally herself receives specific Safeguarding training from the Diocese.

Within our Church, we have many volunteers helping to lead the various activities for both children and vulnerable adults. All volunteers and paid workers have to undertake periodic **training in safeguarding awareness**. In the past this consisted of:

- On-line training for volunteers working with children, undertaken in small groups.
- Large group training for volunteers working with vulnerable adults, delivered by an external organisation.

Because of the need to offer training at different times to support a range of new volunteers, and to update training previously delivered, as Safeguarding Officer, I elected to deliver this training and was trained by the Diocese to do so. Over the past year, Sessions of the C1 module have been delivered to a range of individuals directly involved in activities in our Church and in other activities under the umbrella of "Churches Together in Wendover". I have delivered specific sessions for volunteers involved in different activities at the at the Youth Centre, I delivered training to members of the St Mary's Bell Tower, based on the Diocesan Guidance document for Bell Tower members, and together with Sally and Xenia, delivered a briefing session to group leaders on Safeguarding and Communication issues in the context of General Data Protection Regulations (GDPR). The advantage of managing our own training has been that it has enabled us to adjust the focus to match any specific context.

What is most important is that all volunteers are aware of 'Best Practice'. St Mary's has adopted two Good Practice Guides – one for children and one for vulnerable adults. These guides include a Code of Conduct and other relevant support materials. These documents have been distributed to volunteers working in the Church community in different contexts, and will be highlighted in training sessions. Bellringers received the specific guidance document from the Diocese which formed the basis of their briefing.

All volunteers are DBS checked as required. Julia Fish was the verifying officer until autumn 2018, when Rachel Claringbold took on this responsibility. We thank Julia very much for her hard work as Recruitment Verifier.

Appointment processes are regularly reviewed alongside our central list of CRB checks. Rachel keeps this to inform the officers of the Church and other leaders when checks and training need to be updated. The organisation offering DBS checking changed last year, and the new process is working efficiently through the organisation APCS. This year, the Diocese issued further guidance to clarify which volunteers need to be DBS checked.

In summer 2019, following the APCM, more Safeguarding Sessions will be offered, to accommodate new members of the PCC and those who were trained some time ago, together with other volunteers who have not accessed C1 training.

Currently, in accordance with Diocesan Guidelines, including "frequency" criteria, we check as necessary, volunteers who are involved with:

- **Children** - Junior Church, Youth Groups (Surge & evening group), Music group, & Amazing Donkey & Bellringers (when required)
- **Adults** – Music Group, Bellringing, Choir, Community Transport, Bereavement Visits, Sages. Clergy, Prayer Ministry, Pastoral Care Team and Wendover Churches, lunch club, the Just shop.

The Safeguarding Adviser to the Diocese is now Stuart Nimmo. He is working with Diocesan colleagues to bring up to date policies and guidance, and to ensure that they are readily available to Parishes through the Diocesan

website. Detailed current DBS guidance is maintained here, and key documents on Safeguarding are clearly displayed in relevant sections with a clear link from the website front page.

The House of Bishops has recently issued to all churches, a Parish Safeguarding Handbook "Promoting a Safer Church". The Diocese has recently issued invitations to Parish Safeguarding Officers to attend further Briefing Sessions over the next few months. I shall be attending sessions and expect these to reflect what has been issued by the House of Bishops.

If anyone has cause for concern about any vulnerable adult or child and would like to talk in confidence, then please contact Helen Blakeman, the Safeguarding Officer. (h.blakeman3@btinternet.com)

Annual Report was reviewed and approved by the PCC at their meeting on 12th March 2019.

Wendover Parochial Church Council
Registered Charity No: 1131299
Financial Statements for the year ended 31 December 2018

Wendover Parochial Church Council
Registered Charity No: 1131299
Financial Statements for the year ended 31 December 2018
Statement of Financial Activities

Prior Year Breakdown													
Unrestricted Funds £	Designated Funds £	Restricted Funds £	Endowment Funds £	2017		Note	Unrestricted Funds £	Designated Funds £	Restricted Funds £	Endowment Funds £	2018 Total £		
				Total funds £									
Income and Endowments from:													
160,789	362	42,195	0	203,346	Donations and Legacies	2	154,131	0	13,754	-	167,885		
34,952	-	1,686	0	36,638	Income from Church Activities	2	44,490	-	2,583	-	47,073		
13,437	1,587	1,691	0	16,715	Other Trading Activities	2	9,662	1,773	380	-	11,815		
14	20	511	0	545	Investment Income	2	32	133	529	-	694		
0	-	88	0	88	Other Income		9,992	729	-	-	10,721		
209,192	1,969	46,171	0	257,332	Total income and endowments		218,307	2,635	17,246	0	238,188		
Expenditure on:													
3,630	278	254	0	4,162	Costs of generating funds	3	956	279	-	-	1,235		
154	-	-	0	154	Costs of generating voluntary income	3	110	-	-	-	110		
188,066	4,619	42,925	0	235,610	Expenditure on Church Activities	3	189,548	6,044	69,486	-	265,078		
1,717	-	0	0	1,717	Other expenditure	3	625	-	-	-	625		
-	-	-	0	0	Support costs	3	-	-	-	-	0		
193,567	4,897	43,179	0	241,643	Total expenditure		191,239	6,323	69,486	0	267,048		
15,625	-2,928	2,992	0	15,689	Net income/(expenditure) before transfer		27,068	-3,688	-52,240	0	-28,860		
Transfers													
-	2,000	0		2,000	Gross transfers between funds - in		387	11,832	1,580	-	13,799		
-2,000	-	0		-2,000	Gross transfers between funds - out		-13,162	-612	-25	-	-13,799		
Other recognised gains/losses													
0	0	610	14	624	Gains/losses on investment assets	9	-	-	-448	-2	-450		
0	0	-	-	0	Gains on revaluation, fixed assets, charity's own use	9	-	-	-	-	0		
13,625	-928	3,602	14	16,313	Net movement in funds		14,293	7,532	-51,133	-2	-29,310		
Reconciliation of funds													
6,822	63,676	273,241	161	343,900	Total funds brought forward		20,447	62,748	276,843	175	360,213		
20,447	62,748	276,843	175	360,213	Total funds carried forward		34,740	70,280	225,710	173	330,903		

The notes on pages numbered 3 to 11 form part of these accounts

Wendover Parochial Church Council
Registered Charity No: 1131299
Financial Statements for the year ended 31 December 2018
Balance Sheet as at 31 December 2018

Prior Year Breakdown														
Unrestricted Funds	Designated Funds	Restricted Funds	Endowment Funds	2017 Total funds		Note	Unrestricted Funds	Designated Funds	Restricted Funds	Endowment Funds	2018 Total			
£	£	£	£	£			£	£	£	£	£			
Fixed Assets														
0	10,274	198,758	0	209,032	Tangible assets	8	-	7,709	177,942	-	185,651			
0	0	15,332	176	15,508	Investments	9	-	-	14,884	173	15,057			
0	10,274	214,090	176	224,540	Total Fixed Assets		0	7,709	192,826	173	200,708			
Current Assets														
11,701	13	720	0	12,434	Debtors & Prepayments	12	8,345	-	718	-	9,063			
-	15,790	33,579	0	49,369	Investments	10	-	33,972	15,640	-	49,612			
14,695	36,671	34,613	0	85,979	Cash at bank and in hand	11	32,517	28,904	16,723	-	78,144			
26,396	52,473	68,912	0	147,782	Total Current Assets		40,862	62,876	33,081	0	136,819			
Liabilities														
5,949	0	6,159	0	12,108	Creditors: amounts falling due in one year	13	6,122	305	197	0	6,624			
20,447	52,473	62,753	0	135,673	Net current assets less current liabilities		34,740	62,571	32,884	0	130,195			
20,447	62,747	276,843	176	360,213	Total assets less current liabilities		34,740	70,280	225,710	173	330,903			
Liabilities														
0	0	0	0	0	Creditors: amounts falling due after more than one year	13	0	0	0	0	0			
20,447	62,747	276,843	176	360,213	Total net assets less liabilities		34,740	70,280	225,710	173	330,903			
Funds of the Church														
Unrestricted Funds:														
				20,447	General Fund		34,740				34,740			
				62,747	Designated Funds			70,280			70,280			
				83,194			34,740	70,280	0	0	105,020			
				276,843	Restricted Funds				225,710		225,710			
				176	Endowment Funds					173	173			
				360,213	Total Funds of the Church		34,740	70,280	225,710	173	330,903			

Approved by the Parochial Church Council on:

and signed on its behalf by: Reverend Sally Moring

The notes on pages numbered 3 to 11 form part of these accounts

Wendover Parochial Church Council
Notes to the Financial Statements
For the year ended 31 December 2018

1 Accounting Policies

The financial statements have been prepared in accordance with S 145 of the Charities Act 2011, and in accordance with the Church Accounting Regulations 2006 governing the individual accounts of PCCs. Also in accordance with the Regulations' 'true and fair view' provisions, together with FRS 102 (2016) as the applicable accounting standards and the 2016 version of the Charities SORP (FRS 102)

The financial statements have been prepared under the historical cost convention except for the valuation of investment assets, which are shown at market value. The financial statements include all transactions, assets and liabilities for which the PCC is responsible in law.

The accounts are reported on an accruals basis, in line with best practice for charities with income over £250,000

Funds

Endowment funds are funds, the capital of which must be maintained; only income arising from investment of the endowment may be used either as restricted or unrestricted funds depending upon the purpose for which the endowment was established.

Unrestricted funds are general funds which can be used for ordinary PCC purposes.

Designated funds are unrestricted funds that have been set aside by the PCC for particular purposes.

Restricted funds represent (a) income from trust or endowments which may be expended only on those restricted objects provided in the terms of the trust or bequest, and (b) 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 are given. Any balance remaining unspent at the end of the year must be carried forward as a balance of that fund. The PCC does not usually invest separately for each fund. Where there is no separate investment, interest is apportioned to individual funds on an average balance basis.

Incoming Resources

Planned giving, collections and donations are recognised when received. Tax recoverable on Gift Aid donations is recognised when the incoming resource to which they relate is received. Grants and legacies are accounted for when the PCC is legally entitled to the amounts due. Dividends are accounted for when receivable, interest is accrued. All other income is recognised when it is receivable. All incoming resources are accounted for gross. Funds raised at fund raising events are accounted for gross. St Mary's Centre lettings income is recognised when due.

Resources Expended

Grants and donations are accounted for when paid over, or when awarded, if that award creates a binding or constructive obligation on the PCC. The diocesan parish share is accounted for when due. Any parish share unpaid at 31st December is provided for in these statements as an operational (though not a legal) liability and is shown as a creditor in the balance sheet. Amounts received specifically for mission are dealt with as restricted funds. All other expenditure is generally recognised when it is incurred and is accounted for gross.

Fixed Assets

Consecrated and benefice property is not included in the accounts in accordance with s10(2) (a) and (c)) of the Charities Act 2011.

Movable church furnishings held by the vicar and churchwardens on special trust for the PCC, and which require a faculty for disposal are inalienable property, listed in the church's inventory which can be inspected (at any reasonable time). Expenditure of less than £2,000 on any individual item has been written off when incurred.

Depreciation is provided on all tangible fixed assets, at rates calculated to write off the cost evenly over the expected useful economic life of assets as follows; AV equipment, altar, shed, organ, seating and additional bells- 10 years, lighting and heating equipment - 20 years.

Investments

Investments are valued at market value at the balance sheet date.

Current Assets

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

Wendover Parochial Church Council

Notes to the Financial Statements

For the year ended 31 December 2018

2017	2	Analysis of incoming resources						2018
Total funds			Note	Unrestricted Funds £	Designated Funds £	Restricted Funds £	Endowment Funds £	Total £
Income and Endowments from:								
Donations and Legacies								
86,209		Planned giving-Gift Aided		84,216	-	1,370	-	85,586
7,039		Planned giving-Non Gift Aided		6,039	-	-	-	6,039
9,095		Other Giving-Gift Aided		3,953	-	2,323	-	6,276
7,615		Planned-CAF/Stewardship Scheme		7,050	-	-	-	7,050
1,806		Other giving-Non Gift Aided		2,128	-	487	-	2,615
1,207		Special Collections-all		1,480	-	266	-	1,746
26,340		Gift Aid Recoverable		24,072	-	1,103	-	25,175
8,184		Collections (open plate)		6,387	-	181	-	6,568
34,134		Grants - all		17,215	-	4,447	-	21,662
20,000		Legacies		0	-	3,577	-	3,577
1,717		Church boxes		1,590	-	-	-	1,590
203,346		Total income from donations and legacies		154,131	0	13,754	0	167,885
Income from Church Activities								
8,281		Recharged costs (shop) & Contributions	19	10,182	-	-	-	10,182
16,924		Recharged costs - Youth Centre		18,783	-	-	-	18,783
618		Recharged costs - other		366	-	-	-	366
9,868		PCC Fees		13,884	-	1,720	-	15,604
948		Events/Activities-non fund raising		1,275	-	863	-	2,138
36,639		Total income from Church activities		44,490	0	2,583	0	47,073
Other Trading Activities								
447		Sunday Coffee		-	470	-	-	470
1,140		Sunday Teas		-	1,303	-	-	1,303
5,138		Flower Festival		-	-	-	-	0
4,361		Other Fund Raising Events/Activities		1,753	-	380	-	2,133
5,630		Church & Centre Hire		7,909	-	-	-	7,909
0								0
16,715		Total income from other trading activities		9,662	1,773	380	0	11,815
Investment Income								
545		CBF CE Deposit Accounts & Bank Interest		32	133	529	-	694
0		Dividends		-	-	-	-	0
545		Total investment income		32	133	529	0	694
Other Income								
0		Insurance Claim		9,833	729	-	-	10,562
£88		Miscellaneous Income		159	-	-	-	159
88		Total other income		9,992	729	0	0	10,721
257,333		Total Income & Endowments		218,307	2,635	17,246	0	238,188

Wendover Parochial Church Council
Notes to the Financial Statements
For the year ended 31 December 2018

2017		3 Analysis of outgoing resources					2018
Total funds		Note	Unrestricted Funds £	Designated Funds £	Restricted Funds £	Endowment Funds £	Total £
Expenditure on:							
Costs of generating funds							
154	Costs of generating voluntary income		110	-	-	-	110
2,551	Flower festival costs		-	-	-	-	0
1,610	Other fund raising events costs		956	279	-	-	1,235
4,316	Total cost of generating funds		1,066	279	0	0	1,345
Expenditure on Church Activities							
124,800	Ministry: Parish Share		118,238	-	-	-	118,238
288	Other ministry costs		769	-	-	-	769
9,632	Utilities and Insurance		8,492	-	2,085	-	10,577
7,455	Church running costs		1,526	418	4,470	-	6,414
3,398	Cost of Church services		1,923	-	1,005	-	2,928
969	Communications		1,444	-	472	-	1,916
2,092	Major repairs		-	-	3,008	-	3,008
1,336	Furniture and equipment		269	1,761	299	-	2,329
26,257	Depreciation	8	-	2,565	20,816	-	23,381
436	Junior Church		117	-	-	-	117
1,765	Use of other premises		600	-	-	-	600
101	Training costs		401	-	280	-	681
5,814	Missionary and charitable giving	7	1,230	1,300	34,430	-	36,960
24,963	Youth	5	27,869	-	775	-	28,644
884	Sages		-	-	660	-	660
851	Non-fund raising events		1,477	-	-	-	1,477
24,571	Support costs	4	25,193	-	1,186	-	26,379
235,610	Total expenditure on Church activities		189,548	6,044	69,486	0	265,078
Other Expenditure							
1,718	Miscellaneous		625	-	-	-	625
1,718	Total other expenditure		625	0	0	0	625
241,644	Total Expenditure		191,239	6,323	69,486	0	267,048
4 Support costs							
13,835	Church Running Expenses/Admin support	5	12,546	-	1,186	-	13,732
10,735	High Street Premises	19	12,647	-	-	-	12,647
24,571	Total support costs		25,193	0	1,186	0	26,379

5 Staff Numbers and Emoluments

The average number of persons employed during the year was two, one part-time administrator and one youth worker. Total wages were £36,770. No National Insurance was paid as the £3,000 allowance was not exceeded. Youth worker hours split between the Church and Wendover Youth Club, the latter making a proportionate contribution towards the youth worker's salary. No person was paid at a rate exceeding £60,000 per year. One employee is in the NEST pension scheme. Employer contribution to pension scheme £370.

6 Trustee Remuneration and Expenses

No member of the PCC received any remuneration for their work on the PCC. The clergy, who are ex officio members, are not remunerated for their service on the PCC. Apart from reimbursement of costs, no expenses were paid to members.

Wendover Parochial Church Council
Notes to the Financial Statements
For the year ended 31 December 2018

7 Missionary and Charitable Giving

Our 2018 giving is as set out below:

		Unrestricted Funds £	Designated Funds £	Restricted Funds £	Total £
Wendover C of E -Peace Garden	note 7(b)	-		5,341	5,341
Amelia	note 7(c)			27,866	27,866
St Georges		100			100
NECAT	note 7(a)		650		650
Bible Society	note 7(a)		650		650
SAGES-Rennie Grove				90	90
SAGES-Search Dogs				68	68
SAGES-W Turville Wells for Tanzania				184	184
SAGES-Lindengate				30	30
Total		100	1,300	33,579	34,979

Grants/donations made following special collections/events

Aylesbury Youth Concern	1000				1,000
The Children's Society	130				130
Bible Society				654	654
Indonesia Tsunami Appeal				196	196
	1,130	0		850	1,980

7(a) Global Church Fund (Designated). £2,000 transferred from the General Fund to Global Church Fund in 2018. The balance remaining in the Global Church Fund at 31.12.18 stands at £2,472

7(b) Peace garden grant from the Wendover C of E School Trustees' Fund-approved by the PCC 19/07/2018

7(c) Balance of the Amelia Fund passed to the Simpson family for the ongoing care of Amelia-approved by the PCC 19/07/2018

2017 8 Tangible Fixed Assets

		Organ £	A V Equipment £	Bells £	New Lights and heating £	Altar, Shed and Seating £	2018 Total £
Cost or valuation							
421,484	At 1 January 2018	39,587	17,985	28,762	272,135	63,015	421,484
0	Additions	0	0	0	0	0	0
0	Disposals/write-off	0	0	0	0	0	0
421,484	At 31 December 2018	39,587	17,985	28,762	272,135	63,015	421,484
Depreciation							
186,195	At 1 January 2018	34,546	10,788	28,762	95,242	43,114	212,452
26,257	Charge for year	1,678	1,798	0	13,606	6,299	23,381
0	Disposals/write-off	0	0	0	0	0	0
212,452	At 31 December 2018	36,224	12,586	28,762	108,848	49,413	235,833
Net Book Value							
235,289	At 1 January 2018	5,041	7,197	0	176,893	19,901	209,032
209,032	At 31 December 2018	3,363	5,399	0	163,287	13,602	185,651

Wendover Parochial Church Council
Notes to the Financial Statements
For the year ended 31 December 2018

9 Investment Assets

Note	Subsidiary	Restricted Funds	Endowment Funds	2018 Total
		£	£	£
Fixed Asset Investments	1			
Market value on 1 January 2018		8,099	176	8,275
Wendover C of E School Trustees Fund-brought into accounts -note 9(a)		7,233		7,233
Net gain/loss on revaluation		-448	-3	-450
Market value on 31 December 2018		<u>14,884</u>	<u>173</u>	<u>15,057</u>

Analysis of Investments

Restricted Funds

	Market Value at 31/12/18	Income from investments in 2018
	£	£
Dorothy Rance Fund-233 units in CBFCE investment fund		
Wendover C of E School Trustees Fund-4,309.93 units in CBFCE investments fund-note 9(a)	3,763	127
Churchyard Care Committee-261 units in CBFCE investment fund (Investment income goes directly to Churchyard Care Committee bank account)	6,907	284
	4,215	

Endowment Fund

Brown Trust 10.73 units in CBFCE investment fund		
	173	6
	<u>15,057</u>	<u>417</u>

9(a) In 2014 signatories of the accounts holding funds in the name of the 'Trustees of Wendover Controlled Middle School' agreed that the PCC should take responsibility for the conduct of those accounts. This was agreed by a PCC resolution in September 2014. Mandates to that effect came in to place in 2015 and the funds have now been brought into these accounts. The funds have gone into the Restricted Fund 'Wendover C of E School Trustees'

2017 10 Short Term Deposits (CBFCE)

		Unrestricted Funds	Designated Funds	Restricted Funds	Endowment Funds	2018 Total
£		£	£	£	£	£
15,790	Legacies		33,972	15,046		49,018
0	Fabric Fund					0
500	Barlow Legacy			500		500
94	Brown Trust			94		94
5,394	Wendover C of E School Trustees Fund	Note 10(a)		0		0
27,591	Amelia Fund-note 10(b)	Note 10(b)		0		0
<u>49,369</u>	Total	<u>0</u>	<u>33,972</u>	<u>15,640</u>	<u>0</u>	<u>49,612</u>

10(a) In 2018 a grant of £5,341 was made from the Wendover C of E Fund for a Peace Garden -balance of cash in CAF Bank Account

10(b) Balance of the Amelia Fund passed to the Simpson family for the ongoing care of Amelia-approved by the PCC 19/07/2018

Bank balances over £500 in the NatWest Current Account are automatically transferred to the NatWest Business Reserve Account. Where a PCC fund has substantial monies that are of a short term nature, these are placed on deposit with the Central Board of Finance of the Church of England (CBFCE). A General Deposit Account was opened in December 1999 to cover previously uninvested funds and maximise returns from this source.

2017 11 Cash at Bank and in Hand

		Unrestricted Funds	Designated Funds	Restricted Funds	2018 Total
£		£	£	£	£
11,935	NatWest Bank				
71,187	CAF Bank	6,378	1,765	407	8,550
387	Flower Fund Bank Account	25,729	27,138	14,941	67,808
13	Flower Fund Cash			256	256
1,886	Bell ringers (Harpenden B Soc)			20	20
48	Bell ringers Cash			996	996
210	Fees A/C Retention			30	30
100	High Street Petty Cash	210			210
212	Events and Other Cash	50		50	100
<u>85,979</u>	Total cash at bank and in hand	<u>150</u>	<u>28,904</u>	<u>16,723</u>	<u>78,143</u>

11(a) The PCC approved the opening of CAF Bank Cash and Gold accounts in 2016 to enable the use of on-line banking with dual signatories. It is also hoped to reduce the possibility of bank charges, implied by NatWest Bank, in the future.

Wendover Parochial Church Council
Notes to the Financial Statements
For the year ended 31 December 2018

12 Debtors and Prepayments

	Note	2018 £	2017 £
Amounts falling due within one year			
Text Giving		90	0
Expenses Prepaid		2,802	3,416
Accrued income-Gift Aid Reimbursement		3,379	3,159
VAT grant		389	0
PCC fees		0	1,211
Recharges		246	418
Shop contribution to costs		1,792	2,292
WYC December Contribution to Youth Worker		0	1,607
Centre and Church Hire		366	330
Total		9,064	12,434

No amounts were due in more than one year

13 Creditors and Accruals

	2018 £	2017 £
Grant awarded to AYC but not paid at year-end	1,000	875
Grant awarded to Children's Society but not paid at year-end	25	
Owed or accrued for costs incurred	5,599	9,233
Loans from parishioners, payable within a year	0	2,000
Total	6,624	12,108

Loans payable after one year 0 2,000

2017 14 Analysis of Net Assets - by Fund

			Unrestricted Fund £	Designated Funds £	Restricted Funds £	Endowment Funds £	2018 Total £
209,032	Tangible Fixed Assets	8		7,709	177,942		185,651
15,507	Investment Fixed Assets	9			14,884	173	15,057
	<u>Current Assets</u>						
49,370	Short Term investments (CBFCE)	10		33,972	15,640		49,612
85,979	Bank and Cash in Hand	11	32,517	28,904	16,723		78,143
12,434	Debtors and Prepayments	12	8,345		719		9,064
-12,108	Liabilities due in one year	13	-6,121	-305	-198		-6,624
360,213	Total		34,741	70,279	225,711	173	330,904

Wendover Parochial Church Council
Notes to the Financial Statements
For the year ended 31 December 2018

15 Statement of Funds

	Fund balances brought forward	Incoming Resources	Resources Expended	Gains/losses and transfers	Fund balances Carried forward
	£	£	£	£	£
Unrestricted Funds					
Global Church	1,772		1,300	2,000	2,472
Fabric Fund	8,130	1,772	697		9,205
Legacies Fund	52,483	862	4,325	-250	48,770
Ministry Development Fund	0			9,832	9,832
Flower Fund	362		0	-362	0
<i>Total Designated Funds</i>	<u>62,747</u>	<u>2,634</u>	<u>6,322</u>	<u>11,220</u>	<u>70,279</u>
General Fund	20,446	218,307	191,238	-12,775	34,740
<i>Total Unrestricted Funds</i>	<u>83,193</u>	<u>220,941</u>	<u>197,560</u>	<u>-1,555</u>	<u>105,019</u>
 Restricted Funds					
Amelia Fund	27,813	53	27,866		0
Wendover C of E School Trustees Fund	13,257	294	5,341	-326	7,884
Bell Ringers Fund	1,934	2,360	3,519	250	1,025
Church Refurbishment Fund	170,952	2,963	20,552		153,363
Churchyard Care Committee	4,824			-64	4,760
Dorothy Rance Fund	3,820			-57	3,763
Fabric Fund	25,601	2,075	6,230		21,446
Flower Fund	1,711	506	504		1,713
High Street Fund	50				50
Legacies Fund	20,798	3,622	765		23,655
Ministry Development Fund	1,445	750			2,195
Sages Fund	968	1,043	1,032	-25	954
Special Collections Fund	0	850	850		0
Special Purposes Fund	3,566	2,721	2,625	1,330	4,792
Brown Trust	105	5			110
	<u>276,844</u>	<u>17,242</u>	<u>69,484</u>	<u>1,108</u>	<u>225,710</u>
 Endowment Fund					
Brown Trust	<u>176</u>	<u>0</u>	<u>0</u>	<u>-2</u>	<u>174</u>
Total of all Funds	<u><u>360,213</u></u>	<u><u>238,183</u></u>	<u><u>267,044</u></u>	<u><u>-449</u></u>	<u><u>330,903</u></u>

Wendover Parochial Church Council
Notes to the Financial Statements
For the year ended 31 December 2018

16 Fund Details

Unrestricted	
General Fund	Main transaction fund for PCC operations
Global Church-Designated	Money set aside by PCC for mission and charitable giving
Flower Fund-Designated	Money set aside by PCC for the purchase of flower pedestals
Fabric Fund-Designated	Money set aside by PCC for fabric (of the church) purposes
Legacies Fund-Designated	Legacies with no specific instructions as to use
Ministry Development Fund-Designated	Money set aside by PCC to support Ministry Initiatives of St. Mary's & St. Michael's
Restricted	
Amelia Fund	Money set aside for the welfare of Amelia Simpson
Wendover C of E School Trustees Fund	To be used for the benefit of the school
Bell Fund	Book value of two extra bells installed during 2008
Bell Ringers Fund	Fund maintained on the PCC's behalf by the bell ringers with their own building society account. Transactions assigned to the Bell Ringers Restricted Fund
Church Refurbishment Fund	Church refurbishment projects
Churchyard Care Committee	Income from investments goes direct to Churchyard Care Committee
Dorothy Rance Fund	Support for costs for floral arrangements
Fabric Fund	For expenses relating to the fabric of the Church, including insurance
Flower Fund	Fund maintained on the PCC's behalf by the Flower Arrangers with their own bank account. Transactions are assigned to the Restricted Flower Fund which has been set up to support the cost of floral arrangements.
High Street Fund	To further objectives of High Street project
Legacies (Fabric) Fund	Legacies given specifically for fabric and furniture
Ministry Development Fund	To support Ministry initiatives of St. Mary's & St. Michael's
Sages Fund	SAGES, with PCC approval, manage their own petty cash expenditure. Donations received at SAGES meetings are banked in the main PCC bank account and the petty cash float is periodically topped up by the PCC. All transactions are assigned to the SAGES Restricted Fund.
Special Collections Fund	Collections for special causes pass through this fund
Special Purposes Fund	Funds donated for special purposes
Brown Trust	Unspent income from endowment fund
Agent Fund	PCC acting as agent - no transactions shown in PCC accounts
Endowment Fund	
Brown Trust	Capital invested by the Diocese: Income for specific work in churchyard

17 Related Party Transactions

- a As part of St. Mary's missionary and charitable giving NECAT were supported by the Global Church Fund. The provision made was £650. A member of the Global Church sub-committee has a connection with NECAT. It is felt this helps the church to develop a relationship with the organisation and a deeper understanding of their work.
- b Aggregate donations from Trustees of the PCC totalled £30,000
- c The Parochial Church Council of the Ecclesiastical Parish of Wendover (PCC) is the ultimate controlling party of St. Mary's (Wendover) Limited (The Company). St. Mary's (Wendover) Limited is a trading company which sells and promotes fairly and ethically traded products from 'Just' on the High Street. During the year, the PCC charged the company £8,285 (2017 - £6,776) for services including rent and other running costs. Also during the year, the company made donations of £17,215 (2017 - £20,848).

18 Insurance

Buildings and contents sum insured is £12,438,400. There is a £1,000 excess on a number of items.

Wendover Parochial Church Council
Notes to the Financial Statements
For the year ended 31 December 2018

19 St Mary's (Wendover) Ltd

The PCC holds the lease on premises in Wendover High Street. Part is used for parish administration and a convenient point of contact for parishioners. The majority is effectively sublet to JUST, a shop run by volunteers. JUST is run on lines which the Church can endorse, particularly Fair Trade, though the PCC has no control over detailed trading policy on purchases or sales. The shop's activities are not presented as a charity, faith, Christian or Anglican venture, and are therefore not included in the PCC accounts. However in recent years the shop has generated cash making possible, contributions to St. Mary's PCC for general purposes. In 2018 a contribution of £8,285 was made.

High Street Premises Costs paid by St Mary's

	<u>2018</u>	<u>2017</u>
	£	£
Rent	8,137	8,160
Buildings Insurance	353	371
Electricity	784	599
Telephone	1,168	1,104
Lease Costs-Legal	1,680	-
Maintenance/Equipment	327	318
Miscellaneous	10	-
Business Rates	187	182
	<u>12,647</u>	<u>10,735</u>

Note: Debtors include £1,792 contributions from the trading company

20 Reserves Policy

The PCC's Reserves Policy is to have a reserve equivalent to two months general running and salary costs, plus an additional months salary costs in the General Fund. This is equivalent to £35,000 including Parish Share. At year end the General Fund reserve stood at £34,740. Total year end balances in the designated funds came to £62,876. This is available to cover any shortage of cash in the General Fund.

At year end there was a deficit balance of £24,047 in the Church Refurbishment Fund. This, however, is compensated by the Restricted Fabric Fund standing at £21,445. In addition, the Refurbishment Fund continues to benefit from voluntary donations.

The 2017 Quinquennial Inspection declared the church to be in good condition with few 'urgent works' required. The Lady Chapel roof is in need of repair. The intention is to address this in conjunction with work required to alleviate the detrimental consequences HS2.

St. Mary's PCC gratefully received a legacy of £20,000 bequeathed in 2017 by Joan Catchpole. In 2018 a further legacy of £3,038 was gratefully received from the estate of Joan Catchpole. Both are in a restricted fund for the maintenance of the church.

21 Obligations under Operating Leases

St. Mary's has a lease which runs to 2024 on 11c, High Street, Wendover.

	£
within one year	9,600
2-5 years to be signed	38,400
over 5 years	-

Wendover Parochial Church Council
Notes to the Financial Statements
For the year ended 31 December 2018

Independent Examiner's Report to the PCC of St. Mary's, Wendover

I report on the accounts of the church for the year ended 31st December 2018. The accounts attached are made up of the SOFA, the Balance Sheet and notes to the accounts on pages 3 to 11.

Respective responsibilities of the PCC and the examiner

As members of the PCC you are responsible for the preparation of the financial statements; you 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 Charities Commission (under section 145(5)(b) of the Charities Act), and
- to state whether particular matters have come to my attention.

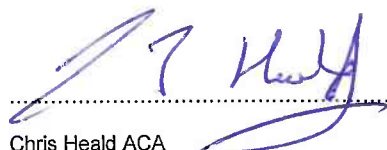
Basis of this report

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 with those records. It also includes considering any unusual items or disclosures in the financial statements 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 statement below.

Independent examiner's statement

In connection with my examination, no matter has come to my attention:

- (1) which gives me reasonable cause to believe that in any material respect the requirements
 - to keep accounting records in accordance with section 130 of the Charities Act; and
 - to prepare financial statements, which accord with the accounting records and comply with the accounting requirements of the Charities Act have not been met; or
- (2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



Date:

30/3/19

Chris Heald ACA
Chiltern Road
Wendover
HP22 6DB

Wendover Parochial Church Council
Registered Charity No: 1131299
Financial Statements for the year ended 31 December 2018

Wendover Parochial Church Council
Registered Charity No: 1131299
Financial Statements for the year ended 31 December 2018
Statement of Financial Activities

Prior Year Breakdown												2018
Unrestricted Funds	Designated Funds	Restricted Funds	Endowment Funds	2017 Total funds		Note	Unrestricted Funds	Designated Funds	Restricted Funds	Endowment Funds	Total	
£	£	£	£	£			£	£	£	£	£	
Income and Endowments from:												
160,789	362	42,195	0	203,346	Donations and Legacies	2	154,131	0	13,754	-	167,885	
34,952	-	1,686	0	36,638	Income from Church Activities	2	44,490	-	2,583	-	47,073	
13,437	1,587	1,691	0	16,715	Other Trading Activities	2	9,662	1,773	380	-	11,815	
14	20	511	0	545	Investment Income	2	32	133	529	-	694	
0	-	88	0	88	Other Income		9,992	729	-	-	10,721	
209,192	1,969	46,171	0	257,332	Total income and endowments		218,307	2,635	17,246	0	238,188	
Expenditure on:												
3,630	278	254	0	4,162	Costs of generating funds	3	956	279	-	-	1,235	
154	-	-	0	154	Costs of generating voluntary income	3	110	-	-	-	110	
188,066	4,619	42,925	0	235,610	Expenditure on Church Activities	3	189,548	6,044	69,486	-	265,078	
1,717	-	0	0	1,717	Other expenditure	3	625	-	-	-	625	
-	-	-	0	0	Support costs	3	-	-	-	-	0	
193,567	4,897	43,179	0	241,643	Total expenditure		191,239	6,323	69,486	0	267,048	
15,625	-2,928	2,992	0	15,689	Net income/(expenditure) before transfer		27,068	-3,688	-52,240	0	-28,860	
Transfers												
-	2,000	0		2,000	Gross transfers between funds - in		387	11,832	1,580	-	13,799	
-2,000	-	0		-2,000	Gross transfers between funds - out		-13,162	-612	-25	-	-13,799	
Other recognised gains/losses												
0	0	610	14	624	Gains/losses on investment assets	9	-	-	-448	-2	-450	
0	0	-	-	0	Gains on revaluation, fixed assets, charity's own use	9	-	-	-	-	0	
13,625	-928	3,602	14	16,313	Net movement in funds		14,293	7,532	-51,133	-2	-29,310	
Reconciliation of funds												
6,822	63,676	273,241	161	343,900	Total funds brought forward		20,447	62,748	276,843	175	360,213	
20,447	62,748	276,843	175	360,213	Total funds carried forward		34,740	70,280	225,710	173	330,903	

The notes on pages numbered 3 to 11 form part of these accounts

Wendover Parochial Church Council
Registered Charity No: 1131299
Financial Statements for the year ended 31 December 2018
Balance Sheet as at 31 December 2018

Prior Year Breakdown											
Unrestricted Funds	Designated Funds	Restricted Funds	Endowment Funds	2017 Total funds		Note	Unrestricted Funds	Designated Funds	Restricted Funds	Endowment Funds	2018 Total
£	£	£	£	£			£	£	£	£	£
Fixed Assets											
0	10,274	198,758	0	209,032	Tangible assets	8	-	7,709	177,942	-	185,651
0	0	15,332	176	15,508	Investments	9	-	-	14,884	173	15,057
0	10,274	214,090	176	224,540	Total Fixed Assets		0	7,709	192,826	173	200,708
Current Assets											
11,701	13	720	0	12,434	Debtors & Prepayments	12	8,345	-	718	-	9,063
-	15,790	33,579	0	49,369	Investments	10	-	33,972	15,640	-	49,612
14,695	36,671	34,613	0	85,979	Cash at bank and in hand	11	32,517	28,904	16,723	-	78,144
26,396	52,473	68,912	0	147,782	Total Current Assets		40,862	62,876	33,081	0	136,819
Liabilities											
5,949	0	6,159	0	12,108	Creditors: amounts falling due in one year	13	6,122	305	197	0	6,624
20,447	52,473	62,753	0	135,673	Net current assets less current liabilities		34,740	62,571	32,884	0	130,195
20,447	62,747	276,843	176	360,213	Total assets less current liabilities		34,740	70,280	225,710	173	330,903
Liabilities											
0	0	0	0	0	Creditors: amounts falling due after more than one year	13	0	0	0	0	0
20,447	62,747	276,843	176	360,213	Total net assets less liabilities		34,740	70,280	225,710	173	330,903
Funds of the Church											
Unrestricted Funds:											
				20,447	General Fund		34,740				34,740
				62,747	Designated Funds			70,280			70,280
				83,194			34,740	70,280	0	0	105,020
				276,843	Restricted Funds				225,710		225,710
				176	Endowment Funds					173	173
				360,213	Total Funds of the Church		34,740	70,280	225,710	173	330,903

Approved by the Parochial Church Council on:
and signed on its behalf by: Reverend Sally Moring

The notes on pages numbered 3 to 11 form part of these accounts

Wendover Parochial Church Council
Notes to the Financial Statements
For the year ended 31 December 2018

1 Accounting Policies

The financial statements have been prepared in accordance with S 145 of the Charities Act 2011, and in accordance with the Church Accounting Regulations 2006 governing the individual accounts of PCCs. Also in accordance with the Regulations' 'true and fair view' provisions, together with FRS 102 (2016) as the applicable accounting standards and the 2016 version of the Charities SORP (FRS 102)

The financial statements have been prepared under the historical cost convention except for the valuation of investment assets, which are shown at market value. The financial statements include all transactions, assets and liabilities for which the PCC is responsible in law.

The accounts are reported on an accruals basis, in line with best practice for charities with income over £250,000

Funds

Endowment funds are funds, the capital of which must be maintained; only income arising from investment of the endowment may be used either as restricted or unrestricted funds depending upon the purpose for which the endowment was established.

Unrestricted funds are general funds which can be used for ordinary PCC purposes.

Designated funds are unrestricted funds that have been set aside by the PCC for particular purposes.

Restricted funds represent (a) income from trust or endowments which may be expended only on those restricted objects provided in the terms of the trust or bequest, and (b) 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 are given. Any balance remaining unspent at the end of the year must be carried forward as a balance of that fund. The PCC does not usually invest separately for each fund. Where there is no separate investment, interest is apportioned to individual funds on an average balance basis.

Incoming Resources

Planned giving, collections and donations are recognised when received. Tax recoverable on Gift Aid donations is recognised when the incoming resource to which they relate is received. Grants and legacies are accounted for when the PCC is legally entitled to the amounts due. Dividends are accounted for when receivable, interest is accrued. All other income is recognised when it is receivable. All incoming resources are accounted for gross. Funds raised at fund raising events are accounted for gross. St Mary's Centre lettings income is recognised when due.

Resources Expended

Grants and donations are accounted for when paid over, or when awarded, if that award creates a binding or constructive obligation on the PCC. The diocesan parish share is accounted for when due. Any parish share unpaid at 31st December is provided for in these statements as an operational (though not a legal) liability and is shown as a creditor in the balance sheet. Amounts received specifically for mission are dealt with as restricted funds. All other expenditure is generally recognised when it is incurred and is accounted for gross.

Fixed Assets

Consecrated and benefice property is not included in the accounts in accordance with s10(2) (a) and (c) of the Charities Act 2011.

Movable church furnishings held by the vicar and churchwardens on special trust for the PCC, and which require a faculty for disposal are inalienable property, listed in the church's inventory which can be inspected (at any reasonable time). Expenditure of less than £2,000 on any individual item has been written off when incurred.

Depreciation is provided on all tangible fixed assets, at rates calculated to write off the cost evenly over the expected useful economic life of assets as follows; AV equipment, altar, shed, organ, seating and additional bells- 10 years, lighting and heating equipment - 20 years.

Investments

Investments are valued at market value at the balance sheet date.

Current Assets

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

Wendover Parochial Church Council

Notes to the Financial Statements

For the year ended 31 December 2018

2017	2	Analysis of incoming resources						2018
Total funds			Note	Unrestricted Funds £	Designated Funds £	Restricted Funds £	Endowment Funds £	Total £
Income and Endowments from:								
Donations and Legacies								
86,209		Planned giving-Gift Aided		84,216	-	1,370	-	85,586
7,039		Planned giving-Non Gift Aided		6,039	-	-	-	6,039
9,095		Other Giving-Gift Aided		3,953	-	2,323	-	6,276
7,615		Planned-CAF/Stewardship Scheme		7,050	-	-	-	7,050
1,806		Other giving-Non Gift Aided		2,128	-	487	-	2,615
1,207		Special Collections-all		1,480	-	266	-	1,746
26,340		Gift Aid Recoverable		24,072	-	1,103	-	25,175
8,184		Collections (open plate)		6,387	-	181	-	6,568
34,134		Grants - all		17,215	-	4,447	-	21,662
20,000		Legacies		0	-	3,577	-	3,577
1,717		Church boxes		1,590	-	-	-	1,590
203,346		Total income from donations and legacies		154,131	0	13,754	0	167,885
Income from Church Activities								
8,281		Recharged costs (shop) & Contributions	19	10,182	-	-	-	10,182
16,924		Recharged costs - Youth Centre		18,783	-	-	-	18,783
618		Recharged costs - other		366	-	-	-	366
9,868		PCC Fees		13,884	-	1,720	-	15,604
948		Events/Activities-non fund raising		1,275	-	863	-	2,138
36,639		Total income from Church activities		44,490	0	2,583	0	47,073
Other Trading Activities								
447		Sunday Coffee		-	470	-	-	470
1,140		Sunday Teas		-	1,303	-	-	1,303
5,138		Flower Festival		-	-	-	-	0
4,361		Other Fund Raising Events/Activities		1,753	-	380	-	2,133
5,630		Church & Centre Hire		7,909	-	-	-	7,909
0								0
16,715		Total income from other trading activities		9,662	1,773	380	0	11,815
Investment Income								
545		CBF CE Deposit Accounts & Bank Interest		32	133	529	-	694
0		Dividends		-	-	-	-	0
545		Total investment income		32	133	529	0	694
Other Income								
0		Insurance Claim		9,833	729	-	-	10,562
£88		Miscellaneous Income		159	-	-	-	159
88		Total other income		9,992	729	0	0	10,721
257,333		Total Income & Endowments		218,307	2,635	17,246	0	238,188

Wendover Parochial Church Council
Notes to the Financial Statements
For the year ended 31 December 2018

2017		3 Analysis of outgoing resources					2018
Total funds		Note	Unrestricted Funds £	Designated Funds £	Restricted Funds £	Endowment Funds £	Total £
Expenditure on:							
Costs of generating funds							
154	Costs of generating voluntary income		110	-	-	-	110
2,551	Flower festival costs		-	-	-	-	0
1,610	Other fund raising events costs		956	279	-	-	1,235
4,316	Total cost of generating funds		1,066	279	0	0	1,345
Expenditure on Church Activities							
124,800	Ministry: Parish Share		118,238	-	-	-	118,238
288	Other ministry costs		769	-	-	-	769
9,632	Utilities and Insurance		8,492	-	2,085	-	10,577
7,455	Church running costs		1,526	418	4,470	-	6,414
3,398	Cost of Church services		1,923	-	1,005	-	2,928
969	Communications		1,444	-	472	-	1,916
2,092	Major repairs		-	-	3,008	-	3,008
1,336	Furniture and equipment		269	1,761	299	-	2,329
26,257	Depreciation	8	-	2,565	20,816	-	23,381
436	Junior Church		117	-	-	-	117
1,765	Use of other premises		600	-	-	-	600
101	Training costs		401	-	280	-	681
5,814	Missionary and charitable giving	7	1,230	1,300	34,430	-	36,960
24,963	Youth	5	27,869	-	775	-	28,644
884	Sages		-	-	660	-	660
851	Non-fund raising events		1,477	-	-	-	1,477
24,571	Support costs	4	25,193	-	1,186	-	26,379
235,610	Total expenditure on Church activities		189,548	6,044	69,486	0	265,078
Other Expenditure							
1,718	Miscellaneous		625	-	-	-	625
1,718	Total other expenditure		625	0	0	0	625
241,644	Total Expenditure		191,239	6,323	69,486	0	267,048
4 Support costs							
13,835	Church Running Expenses/Admin support	5	12,546	-	1,186	-	13,732
10,735	High Street Premises	19	12,647	-	-	-	12,647
24,571	Total support costs		25,193	0	1,186	0	26,379

5 Staff Numbers and Emoluments

The average number of persons employed during the year was two, one part-time administrator and one youth worker. Total wages were £36,770. No National Insurance was paid as the £3,000 allowance was not exceeded. Youth worker hours split between the Church and Wendover Youth Club, the latter making a proportionate contribution towards the youth worker's salary. No person was paid at a rate exceeding £60,000 per year. One employee is in the NEST pension scheme. Employer contribution to pension scheme £370.

6 Trustee Remuneration and Expenses

No member of the PCC received any remuneration for their work on the PCC. The clergy, who are ex officio members, are not remunerated for their service on the PCC. Apart from reimbursement of costs, no expenses were paid to members.

Wendover Parochial Church Council
Notes to the Financial Statements
For the year ended 31 December 2018

7 Missionary and Charitable Giving

Our 2018 giving is as set out below:

		Unrestricted Funds £	Designated Funds £	Restricted Funds £	Total £
Wendover C of E -Peace Garden	note 7(b)	-		5,341	5,341
Amelia	note 7(c)			27,866	27,866
St Georges		100			100
NECAT	note 7(a)		650		650
Bible Society	note 7(a)		650		650
SAGES-Rennie Grove				90	90
SAGES-Search Dogs				68	68
SAGES-W Turville Wells for Tanzania				184	184
SAGES-Lindengate				30	30
Total		100	1,300	33,579	34,979

Grants/donations made following special collections/events

Aylesbury Youth Concern	1000				1,000
The Children's Society	130				130
Bible Society				654	654
Indonesia Tsunami Appeal				196	196
	1,130	0		850	1,980

7(a) Global Church Fund (Designated). £2,000 transferred from the General Fund to Global Church Fund in 2018. The balance remaining in the Global Church Fund at 31.12.18 stands at £2,472

7(b) Peace garden grant from the Wendover C of E School Trustees' Fund-approved by the PCC 19/07/2018

7(c) Balance of the Amelia Fund passed to the Simpson family for the ongoing care of Amelia-approved by the PCC 19/07/2018

2017 8 Tangible Fixed Assets

	Organ £	A V Equipment £	Bells £	New Lights and heating £	Altar, Shed and Seating £	2018 Total £
Cost or valuation						
At 1 January 2018	39,587	17,985	28,762	272,135	63,015	421,484
Additions	0	0	0	0	0	0
Disposals/write-off	0	0	0	0	0	0
At 31 December 2018	39,587	17,985	28,762	272,135	63,015	421,484
Depreciation						
At 1 January 2018	34,546	10,788	28,762	95,242	43,114	212,452
Charge for year	1,678	1,798	0	13,606	6,299	23,381
Disposals/write-off	0	0	0	0	0	0
At 31 December 2018	36,224	12,586	28,762	108,848	49,413	235,833
Net Book Value						
At 1 January 2018	5,041	7,197	0	176,893	19,901	209,032
At 31 December 2018	3,363	5,399	0	163,287	13,602	185,651

Wendover Parochial Church Council
Notes to the Financial Statements
For the year ended 31 December 2018

9 Investment Assets

Note	Subsidiary	Restricted Funds	Endowment Funds	2018 Total
		£	£	£
Fixed Asset Investments	1			
Market value on 1 January 2018		8,099	176	8,275
Wendover C of E School Trustees Fund-brought into accounts -note 9(a)		7,233		7,233
Net gain/loss on revaluation		-448	-3	-450
Market value on 31 December 2018		<u>14,884</u>	<u>173</u>	<u>15,057</u>

Analysis of Investments

Restricted Funds

	Market Value at 31/12/18	Income from investments in 2018
	£	£
Dorothy Rance Fund-233 units in CBFCE investment fund		
Wendover C of E School Trustees Fund-4,309.93 units in CBFCE investments fund-note 9(a)	3,763	127
Churchyard Care Committee-261 units in CBFCE investment fund (Investment income goes directly to Churchyard Care Committee bank account)	6,907	284
	4,215	

Endowment Fund

Brown Trust 10.73 units in CBFCE investment fund		
	173	6
	<u>15,057</u>	<u>417</u>

9(a) In 2014 signatories of the accounts holding funds in the name of the 'Trustees of Wendover Controlled Middle School' agreed that the PCC should take responsibility for the conduct of those accounts. This was agreed by a PCC resolution in September 2014. Mandates to that effect came in to place in 2015 and the funds have now been brought into these accounts. The funds have gone into the Restricted Fund 'Wendover C of E School Trustees'

2017 10 Short Term Deposits (CBFCE)

		Unrestricted Funds	Designated Funds	Restricted Funds	Endowment Funds	2018 Total
£		£	£	£	£	£
15,790	Legacies		33,972	15,046		49,018
0	Fabric Fund					0
500	Barlow Legacy			500		500
94	Brown Trust			94		94
5,394	Wendover C of E School Trustees Fund	Note 10(a)		0		0
27,591	Amelia Fund-note 10(b)	Note 10(b)		0		0
<u>49,369</u>	Total	<u>0</u>	<u>33,972</u>	<u>15,640</u>	<u>0</u>	<u>49,612</u>

10(a) In 2018 a grant of £5,341 was made from the Wendover C of E Fund for a Peace Garden -balance of cash in CAF Bank Account

10(b) Balance of the Amelia Fund passed to the Simpson family for the ongoing care of Amelia-approved by the PCC 19/07/2018

Bank balances over £500 in the NatWest Current Account are automatically transferred to the NatWest Business Reserve Account. Where a PCC fund has substantial monies that are of a short term nature, these are placed on deposit with the Central Board of Finance of the Church of England (CBFCE). A General Deposit Account was opened in December 1999 to cover previously uninvested funds and maximise returns from this source.

2017 11 Cash at Bank and in Hand

		Unrestricted Funds	Designated Funds	Restricted Funds	2018 Total
£		£	£	£	£
11,935	NatWest Bank				
71,187	CAF Bank	6,378	1,765	407	8,550
387	Flower Fund Bank Account	25,729	27,138	14,941	67,808
13	Flower Fund Cash			256	256
1,886	Bell ringers (Harpenden B Soc)			20	20
48	Bell ringers Cash			996	996
210	Fees A/C Retention			30	30
100	High Street Petty Cash	210			210
212	Events and Other Cash	50		50	100
<u>85,979</u>	Total cash at bank and in hand	<u>150</u>	<u>28,904</u>	<u>16,723</u>	<u>78,143</u>

11(a) The PCC approved the opening of CAF Bank Cash and Gold accounts in 2016 to enable the use of on-line banking with dual signatories. It is also hoped to reduce the possibility of bank charges, implied by NatWest Bank, in the future.

Wendover Parochial Church Council
Notes to the Financial Statements
For the year ended 31 December 2018

12 Debtors and Prepayments

	Note	2018 £	2017 £
Amounts falling due within one year			
Text Giving		90	0
Expenses Prepaid		2,802	3,416
Accrued income-Gift Aid Reimbursement		3,379	3,159
VAT grant		389	0
PCC fees		0	1,211
Recharges		246	418
Shop contribution to costs		1,792	2,292
WYC December Contribution to Youth Worker		0	1,607
Centre and Church Hire		366	330
Total		9,064	12,434

No amounts were due in more than one year

13 Creditors and Accruals

	2018 £	2017 £
Grant awarded to AYC but not paid at year-end	1,000	875
Grant awarded to Children's Society but not paid at year-end	25	
Owed or accrued for costs incurred	5,599	9,233
Loans from parishioners, payable within a year	0	2,000
Total	6,624	12,108

Loans payable after one year	0	2,000
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2017 14 Analysis of Net Assets - by Fund

			2018 Total £
	Unrestricted Fund £	Designated Funds £	Restricted Funds £
209,032		7,709	177,942
15,507			14,884
			173
Current Assets			
49,370		33,972	15,640
85,979	32,517	28,904	16,723
12,434	8,345		719
-12,108	-6,121	-305	-198
Total	34,741	70,279	225,711
			173
			330,904

Wendover Parochial Church Council
Notes to the Financial Statements
For the year ended 31 December 2018

15 Statement of Funds

	Fund balances brought forward	Incoming Resources	Resources Expended	Gains/losses and transfers	Fund balances Carried forward
	£	£	£	£	£
Unrestricted Funds					
Global Church	1,772		1,300	2,000	2,472
Fabric Fund	8,130	1,772	697		9,205
Legacies Fund	52,483	862	4,325	-250	48,770
Ministry Development Fund	0			9,832	9,832
Flower Fund	362		0	-362	0
<i>Total Designated Funds</i>	<u>62,747</u>	<u>2,634</u>	<u>6,322</u>	<u>11,220</u>	<u>70,279</u>
General Fund	20,446	218,307	191,238	-12,775	34,740
<i>Total Unrestricted Funds</i>	<u>83,193</u>	<u>220,941</u>	<u>197,560</u>	<u>-1,555</u>	<u>105,019</u>
Restricted Funds					
Amelia Fund	27,813	53	27,866		0
Wendover C of E School Trustees Fund	13,257	294	5,341	-326	7,884
Bell Ringers Fund	1,934	2,360	3,519	250	1,025
Church Refurbishment Fund	170,952	2,963	20,552		153,363
Churchyard Care Committee	4,824			-64	4,760
Dorothy Rance Fund	3,820			-57	3,763
Fabric Fund	25,601	2,075	6,230		21,446
Flower Fund	1,711	506	504		1,713
High Street Fund	50				50
Legacies Fund	20,798	3,622	765		23,655
Ministry Development Fund	1,445	750			2,195
Sages Fund	968	1,043	1,032	-25	954
Special Collections Fund	0	850	850		0
Special Purposes Fund	3,566	2,721	2,625	1,330	4,792
Brown Trust	105	5			110
	<u>276,844</u>	<u>17,242</u>	<u>69,484</u>	<u>1,108</u>	<u>225,710</u>
Endowment Fund					
Brown Trust	<u>176</u>	<u>0</u>	<u>0</u>	<u>-2</u>	<u>174</u>
Total of all Funds	<u><u>360,213</u></u>	<u><u>238,183</u></u>	<u><u>267,044</u></u>	<u><u>-449</u></u>	<u><u>330,903</u></u>

Wendover Parochial Church Council
Notes to the Financial Statements
For the year ended 31 December 2018

16 Fund Details

Unrestricted	
General Fund	Main transaction fund for PCC operations
Global Church-Designated	Money set aside by PCC for mission and charitable giving
Flower Fund-Designated	Money set aside by PCC for the purchase of flower pedestals
Fabric Fund-Designated	Money set aside by PCC for fabric (of the church) purposes
Legacies Fund-Designated	Legacies with no specific instructions as to use
Ministry Development Fund-Designated	Money set aside by PCC to support Ministry Initiatives of St. Mary's & St. Michael's
Restricted	
Amelia Fund	Money set aside for the welfare of Amelia Simpson
Wendover C of E School Trustees Fund	To be used for the benefit of the school
Bell Fund	Book value of two extra bells installed during 2008
Bell Ringers Fund	Fund maintained on the PCC's behalf by the bell ringers with their own building society account. Transactions assigned to the Bell Ringers Restricted Fund
Church Refurbishment Fund	Church refurbishment projects
Churchyard Care Committee	Income from investments goes direct to Churchyard Care Committee
Dorothy Rance Fund	Support for costs for floral arrangements
Fabric Fund	For expenses relating to the fabric of the Church, including insurance
Flower Fund	Fund maintained on the PCC's behalf by the Flower Arrangers with their own bank account. Transactions are assigned to the Restricted Flower Fund which has been set up to support the cost of floral arrangements.
High Street Fund	To further objectives of High Street project
Legacies (Fabric) Fund	Legacies given specifically for fabric and furniture
Ministry Development Fund	To support Ministry initiatives of St. Mary's & St. Michael's
Sages Fund	SAGES, with PCC approval, manage their own petty cash expenditure. Donations received at SAGES meetings are banked in the main PCC bank account and the petty cash float is periodically topped up by the PCC. All transactions are assigned to the SAGES Restricted Fund.
Special Collections Fund	Collections for special causes pass through this fund
Special Purposes Fund	Funds donated for special purposes
Brown Trust	Unspent income from endowment fund
Agent Fund	PCC acting as agent - no transactions shown in PCC accounts
Endowment Fund	
Brown Trust	Capital invested by the Diocese: Income for specific work in churchyard

17 Related Party Transactions

- a As part of St. Mary's missionary and charitable giving NECAT were supported by the Global Church Fund. The provision made was £650. A member of the Global Church sub-committee has a connection with NECAT. It is felt this helps the church to develop a relationship with the organisation and a deeper understanding of their work.
- b Aggregate donations from Trustees of the PCC totalled £30,000
- c The Parochial Church Council of the Ecclesiastical Parish of Wendover (PCC) is the ultimate controlling party of St. Mary's (Wendover) Limited (The Company). St. Mary's (Wendover) Limited is a trading company which sells and promotes fairly and ethically traded products from 'Just' on the High Street. During the year, the PCC charged the company £8,285 (2017 - £6,776) for services including rent and other running costs. Also during the year, the company made donations of £17,215 (2017 - £20,848).

18 Insurance

Buildings and contents sum insured is £12,438,400. There is a £1,000 excess on a number of items.

Wendover Parochial Church Council
Notes to the Financial Statements
For the year ended 31 December 2018

19 St Mary's (Wendover) Ltd

The PCC holds the lease on premises in Wendover High Street. Part is used for parish administration and a convenient point of contact for parishioners. The majority is effectively sublet to JUST, a shop run by volunteers. JUST is run on lines which the Church can endorse, particularly Fair Trade, though the PCC has no control over detailed trading policy on purchases or sales. The shop's activities are not presented as a charity, faith, Christian or Anglican venture, and are therefore not included in the PCC accounts. However in recent years the shop has generated cash making possible, contributions to St. Mary's PCC for general purposes. In 2018 a contribution of £8,285 was made.

High Street Premises Costs paid by St Mary's

	<u>2018</u>	<u>2017</u>
	£	£
Rent	8,137	8,160
Buildings Insurance	353	371
Electricity	784	599
Telephone	1,168	1,104
Lease Costs-Legal	1,680	-
Maintenance/Equipment	327	318
Miscellaneous	10	-
Business Rates	187	182
	<u>12,647</u>	<u>10,735</u>

Note: Debtors include £1,792 contributions from the trading company

20 Reserves Policy

The PCC's Reserves Policy is to have a reserve equivalent to two months general running and salary costs, plus an additional months salary costs in the General Fund. This is equivalent to £35,000 including Parish Share. At year end the General Fund reserve stood at £34,740. Total year end balances in the designated funds came to £62,876. This is available to cover any shortage of cash in the General Fund.

At year end there was a deficit balance of £24,047 in the Church Refurbishment Fund. This, however, is compensated by the Restricted Fabric Fund standing at £21,445. In addition, the Refurbishment Fund continues to benefit from voluntary donations.

The 2017 Quinquennial Inspection declared the church to be in good condition with few 'urgent works' required. The Lady Chapel roof is in need of repair. The intention is to address this in conjunction with work required to alleviate the detrimental consequences HS2.

St. Mary's PCC gratefully received a legacy of £20,000 bequeathed in 2017 by Joan Catchpole. In 2018 a further legacy of £3,038 was gratefully received from the estate of Joan Catchpole. Both are in a restricted fund for the maintenance of the church.

21 Obligations under Operating Leases

St. Mary's has a lease which runs to 2024 on 11c, High Street, Wendover.

	£
within one year	9,600
2-5 years to be signed	38,400
over 5 years	-

Wendover Parochial Church Council
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Independent Examiner's Report to the PCC of St. Mary's, Wendover

I report on the accounts of the church for the year ended 31st December 2018. The accounts attached are made up of the SOFA, the Balance Sheet and notes to the accounts on pages 3 to 11.

Respective responsibilities of the PCC and the examiner

As members of the PCC you are responsible for the preparation of the financial statements; you 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 Charities Commission (under section 145(5)(b) of the Charities Act), and
- to state whether particular matters have come to my attention.

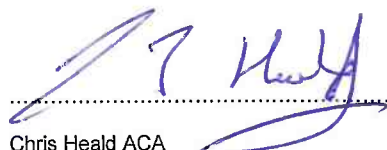
Basis of this report

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 with those records. It also includes considering any unusual items or disclosures in the financial statements 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 statement below.

Independent examiner's statement

In connection with my examination, no matter has come to my attention:

- (1) which gives me reasonable cause to believe that in any material respect the requirements
 - to keep accounting records in accordance with section 130 of the Charities Act; and
 - to prepare financial statements, which accord with the accounting records and comply with the accounting requirements of the Charities Act have not been met; or
- (2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



Date:

30/3/19

Chris Heald ACA
Chiltern Road
Wendover
HP22 6DB