

St Bartholomew's United Church Quorn

Charity Number 1134810

TRUSTEES ANNUAL REPORT

For the period 1st January 2018 to 31st December 2018



SECTION A REFERENCE AND ADMINISTRATION DETAILS

Charity Name

The Parochial Church Council of the Ecclesiastical Parish of St Bartholomew. Quorn

Other Names by which charity is known

None

Registered Charity Number

1134810

Charity's Principal Address

St Bartholomew's Church
Church Lane,
Quorn
LE12 8DP

Names of Trustees who manage the charity

Rev'd David H. Bowler (Chair)

Mr M.G. Bird

Rev J.Pugh

Rev'd M.A. Lomax

Rev'd J.K.Gichaara

Miss S. Newton

Dr M. Gilbert

Mr A.G. Coates

Mrs D.E. Bird

Mr D.F. Bodicoat

Miss H.D.A. Shacklock

Mr J.G. Maltby

Mr K.F. Croysdale

Mrs J. Croysdale

Mrs S.A. Sykes

Mr L. Longmire

Mrs S. Turlington

Mr P. Turlington

Mrs W. Walker

Mrs G. Barnwell

Names of the Trustees for the Charity, if any (for example custodian trustees)

The Trustees for St Bartholomew's Church (custodian trustee)

SECTION B STRUCTURE, GOVERNANCE AND MANAGEMENT**Type of Governing document**

Local Ecumenical Project Sharing Agreement 10th May 1983

How the charity is constituted

Act of Parliament

Trustee selection methods

Ministers, together with people elected by the general meeting of all church members to specific posts. Plus, Church representatives elected at the AGM for fixed terms.

SECTION C**Objectives and Activities**

The focus of this review of Church activities and achievements will be how St Bartholomew's United Church reflects our love and devotion to God and our commitment to Church members and the wider community.

Ministry Worship and Music

Rev David Bowler led a variety of services through the year, using both modern formats and 1662 Book of Common Prayer. He was supported by the Rev John Pugh, Methodist Minister and Alfred Mosley, Lay Preacher. Alfred retired from preaching during the year after 50 years as a Local Preacher, 22 of them at Quorn Church. We wish him well in his retirement. Wendy Walker, the Family Worker runs a monthly all age family service which includes activities, songs and prayer.

Church services are regularly reviewed by the Worship Committee.

Messy Church, held monthly in the Church Rooms and now in its ninth year, continues to be well attended.

The Choir continues to support our weekly services, and to perform anthems at major festivals and services. Our music director, Helen Shacklock produces printed sheets for major services. Helen and two additional organists have provided musical accompaniment throughout the year.

The bell ringers continue to call us to worship on Sunday mornings, and also for weddings as required.

Mission and Outreach

We continue to encourage the use of the Church for activities which welcome the wider community into the church for non-service events.

Coffee and Chat, held every Saturday morning is well attended by a wide range of local, and not so local people.

Mike Bird continues to organise regular 'York' sessions during Advent, Lent and in the summer, and there is a monthly discussion group which cover a wide range of topics, both of which are well attended.

The Church is open every Wednesday lunch time to provide a space for quiet relaxation and/or prayer.

The family worker, Wendy Walker continued her work with both local schools, St Bartholomew's Primary School and Rawlins Academy. She organised visits by the Reality Bus to Rawlins during the year. Wendy also organised a crib festival in the church during Advent, which proved very popular.

Barts Babes continues to flourish, and has almost outgrown the available space. It provides activities for toddlers and young children and their parents/carers.

The Holiday Club was held at the Quorn Baptist Church this year, and continues to be well attended.

The Mission and Outreach Committee oversees the allocation of donations to several organisations. Regular donations of food and other household items are made to The Bridge project in Loughborough, especially at Christmas and Harvest Festival. A monthly collection is made in church for Intercare, which sends medical supplies to Africa. The Children's Society benefit from money boxes filled by members of the congregation.

Safeguarding

The Church has adhered to the safeguarding policies. The priority this year has been to improve our visible promotion of safeguarding within the church and we have done this by adding details to our website and information on our notice boards.

All recruitment has been undertaken following safe recruitment principles.

The safeguarding co-ordinator has been very grateful of the support and training offered by the Diocese.

A GDPR audit has been completed identifying some action points to refine our processes to be in line with regulations, these will be completed during Spring 2019.

Family Worker Report

Busy times in the life of the Family worker! Thank you, Ruth, for your youth report as some of my projects with church and the schools are mentioned in that.

One must blow one's own trumpet as it were, about the Family service as I have had many comments to the effect that the service just gets better each month and people are really enjoying them. My listening lunch at St Bartholomew's school has moved up a level and I now spend more time with them on Fridays during lesson time. This time allows for teachers to send pupils to me if they have any concerns or worries about a pupil; teachers are finding it most valuable as they don't have this precious time in their time tables to sit and have a one to one chat with their pupils. We as a Church have also provided the Reality Bus with fold away tables and chairs, as there wasn't anywhere off the Bus to sit if the weather is nice. This project has really been successful and very rewarding for me personally, getting to know the students at the Academy. There are plenty more exciting plans for new projects this year so watch this space.....!

Property

The Property group has focussed on the repair to the Chancel wall, which has been successfully completed. Several small maintenance projects have been undertaken, including some re-flashing work on the roof, repair of the drainage behind the organ chamber and re-oiling of the South door. The redecoration of the ringing chamber has also been completed.

Church Rooms

The Church Rooms are an integral element of Quorn United Church and provide a social and recreational facility for the Church and other users as well as an independently owned and operated Pre School educational facility for which part of the premises are leased out by a formal agreement.

As regards usage, this continued at the high level of previous years with a mix of regular groups and individual bookings as well as use by the church for social events. This rate of use has continued into 2019. A new lease agreement for the Pre School was finally agreed with the Diocese and signed off in 2018.

On property matters, as well as the new boiler, which should lead to lower fuel costs, there were other improvements carried out during the year – redecoration of one of the rooms occupied by the Pre School, and an electric drop-down screen for the use of hirers.

Acknowledgements

Finally, to all the people who contribute to ensure the smooth running of the church, choir, bell ringers, cleaners (church and extension) brass cleaners, providers of tea, coffee (and occasionally mulled wine), flower arrangers, the Editor of Quorn News, sidespersons and collectors of hymn books, service books and sheets, providers of bread for communion, and all others who have contributed - a huge and heartfelt thanks are due.

D FINANCIAL REVIEW

The Income and Expenditure summary for 2018 shows deficits under all fund headings, with a total deficit for the year of £18110. However. Looking at accounts in more detail produces a rather brighter picture. The major work done on the Church related to repair of the bulging masonry and cracking in the south wall of the chancel. A quotation for this work in 2017 was £17402 + VAT. However, we were able to obtain a much lower quotation, and the work carried out this year cost £5638, with additional costs associated with professional fees and a bat survey of £836. The building work was largely funded from the Building Fund, explaining the significant deficit on this account.

The apparent deficit on the Family worker account relates to the timing of grant income received. The final tranche was not paid into the account until 2019.

Financially the Church rooms had a satisfactory year, although there was a deficit of £3856 principally due to the need for a planned replacement of the central heating boiler in the summer. Year-end reserves on the Church Rooms account were £12878. It is anticipated that the expenditure/income will return a surplus in 2019.

In 2018 the Bell ringers used reserves in their accounts for redecoration of the tower and bell chamber.

The General fund figures are reassuring in terms of income, which was equivalent to that received in 2017. I have raised concerns about our income during the year, but clearly people have listened, and we have an increase in Planned Giving. Expenditure was lower than in 2017; in that year, there was considerable expenditure relating to the large legacy received in 2016.

At the end of the year there was a deficit of £1816 in the General fund, despite including a generous donation of £2000 from the Church Rooms and having significantly reduced our mission giving. Clearly this overall decrease in general reserves is unsustainable, and careful consideration of our financial position is needed in 2019.

An innovation this year has been the introduction of financial software (ex Paxton) at a cost of £432 p.a. (An additional cost this year relating to training was covered from Church Room accounts.) The introduction of this system has involved a considerable amount of work, particularly the change from our manual system to the software system at the end of June. Day-to-day account management of the accounts is now much easier, but it is disappointing that we were unable to use the software to produce the end-of-year accounts, a matter that should be reviewed next year.

E BRIEF STATEMENT OF THE CHARITY'S POLICY ON RESERVES

The Church continues to follow a recommendation from Leicester Diocese in 2015 suggesting that ideally overall reserves should be maintained between 25% and 50% of the previous year's expenditure. At the end of 2018, the reserve is £55 254. The Family Worker account is now an independent designated account, currently holding £12 074. This account will be supporting a part-time family worker until at least 2020. After deducting the family worker balance, the reserves are £43 180, corresponding to 29% of 2018 expenditure, which is compliant with the recommended guidelines.

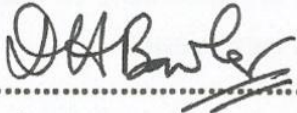
F DETAILS OF ANY FUNDS MATERIALLY IN DEFICIT

None

G DECLARATION

The trustees declare that they have approved the trustees report above

Signed on behalf of the charity's trustees

Signature(s) 

Full name(s) REV DAVID HENDERSON BOWLER.

Position (e.g. secretary, chair) VICAR AND CHAIR.

Date 13th MARCH 2019.

St Bartholomew's United Church, Quorn

Statement of Financial Activities for the year ending 31st December 2018

	Unrestricted Funds	Restricted Funds	Endowment Funds	Total Funds	Prior Period Total Funds	Further Details See Note
Income and Endowments from:						
Donations and Legacies	76809			76809	89172	1
Charitable Activities				0	0	
Other Trading Activities	27191			27191	23180	2
Investments				0	0	
Other	29921			29921	29781	3
Total	133921			133921	142133	
Expenditure on:						
Raising Funds	24220			24220	26631	4
Charitable Activities	85685			85685	84720	5
Other	42126			42126	55138	6
Total	152031			152031	166489	
Net Income/Expenditure	(18110)			(18110)	(24356)	
Transfers Between Funds						
Other recognised gains/(losses)						
Gains/(losses) on revaluation of Fixed Assets				0	0	
Gains/(losses) on Investment Assets						
Actuarial gains/(losses) on defined benefit pension schemes						
Net Movement in Funds	(18110)			(18110)	(24356)	
Reconciliation of funds						
Total funds brought forward	787364			787364	811720	
Total funds carried forward	769254	0	0	769254	787364	

St Bartholomew's United Church, Quorn

Balance Sheet as at 31st December 2018

	Total Funds	Prior Year Funds	Further Details See Note
Fixed Assets:			
Intangible Assets			
Tangible Assets	715000	715000	
Heritage Assets			
Investments			
Total Fixed Assets	715000	715000	
Current Assets			
Stocks			
Debtors	0	0	7
Investments			
Cash at bank and in hand	55254	74132	
Total Current Assets	55254	74132	
Liabilities			
Creditors - falling due within one year	1000	1768	8
Net current assets or liabilities	54254	72364	
Total Assets less current liabilities	769254	787364	
Creditors - falling due after one year			9
Provisions for liabilities			
Net assets or liabilities excluding pension asset or liability	769254	787364	
Defined Benefit Pension Scheme asset or liability			
Total net assets or liabilities	769254	787364	
The funds of the Church			
Endowment Funds			
Restricted income funds			
Unrestricted funds	584254	602364	
Revaluation Reserve	185000	185000	
Pension Reserve			
Total unrestricted funds	769254	787364	
Total Church Funds	769254	787364	

The notes on pages 3 to 5 form part of these accounts

St Bartholomew's United Church, Quorn

Notes to the financial statements for the year ending 31st December 2018

Accounting Policies

The financial statements have been prepared in accordance with the Church Accounting Regulations 2006, together with applicable accounting standards and the SORP (FRS102) 2015.

The financial statements have been prepared under the historical cost convention, and include all transactions, assets and liabilities for which the United Church Council is responsible in law. They do not include the accounts of church groups that owe their main affiliation to another body, nor those that are informal gatherings of church members.

Funds

Unrestricted funds are general funds which may be used for United Church Council ordinary purposes. All Church funds are within this category.

Incoming resources

Planned giving, collections and donations are recognised when received. Tax funds are recognised when the incoming resource to which they relate is received. Grants and legacies are accounted for when the United Church Council is legally entitled to the amounts due. Interest is accrued. All other income is recognised when it is receivable. All incoming resources are accounted for gross.

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 United Church Council. The Diocesan Parish Share and Methodist Circuit Assessment are accounted for when due. All other expenditure is generally recognised when it is incurred and is accounted for gross.

Related Party Transactions

£900 was paid to one trustee as assistant organist, also £12005 was paid to a Family Worker who is also a trustee. A small immaterial part of the expenses paid to the incumbent and his wife may have related to his services as Chairman of the United Church Council. There were no other related party transactions in the year.

Fixed Assets

Consecrated and benefice property is not included in the accounts in accordance with s.96(2)(a) of the Charities Act 1993.

The Church Rooms buildings are included in the financial statements at a deemed valuation being the insured value. The United Church Council considers it inappropriate to make any depreciation charge.

As there is also insufficient cost information available for any further assets they are not valued in these financial statements. In recent years no individual item has cost more than £1000, so all such expenditure has been written off when incurred.

St Bartholomew's United Church, Quorn

NOTE.	INCOME FOR THE YEAR	Current Year	Prior Year
1	<u>Income from donations and legacies</u>		
	Planned Giving	48828	45864
	Tax recoverable	12276	14055
	Collections	10667	8705
	Donations	2100	16885
	Legacies	2938	3513
	Special donations		150
	Total	76809	89172
2	<u>Other trading activities</u>		
	Fund raising Gen Fund	912	974
	Bldg Fund	91	448
	Family Worker Fund	1259	
	Church rooms letting	18370	18456
	Ancillary organisations	4205	2916
	Miscellaneous - bookstall	72	100
	Reimbursement	2282	286
	Total	27191	23180
3	<u>Other</u>		
	Fees	18035	14558
	Deposit account interest	151	140
	Grants	8300	13500
	Intercare	1544	1158
	Miscellaneous	1891	425
	Family Worker Fund		
	Total	29921	29781

St Bartholomew's United Church, Quorn

Notes to accounts 2018

NOTE	EXPENDITURE FOR THE YEAR	Current Year	Prior Year
4	<u>Raising funds</u>		
	Church rooms running costs	23253	25742
	Quorn News	967	889
		<u>24220</u>	<u>26631</u>
5	<u>Charitable Activities</u>		
	Mission	1419	4205
	Ministry - Parish Share	55250	54400
	Circuit Assessment	9869	9604
	Intercare	1545	1157
	Other Costs	2461	2733
	Outreach & Pastoral	15141	12221
	Transfer to Family Worker reserve		400
	Total	<u>85685</u>	<u>84720</u>
6	<u>Other</u>		
	Church running costs & Mtce	21443	24236
	Clock refurbishment		500
	New sound system		7941
	Organ chamber roof repair		686
	Heating system		9381
	Ancillary organisations	7808	3384
	Printing & Stationery	1401	1456
	Professional fees	463	1237
	Parochial fees	9320	7125
	Refund of VAT on repairs		(808)
	Training/IT and other costs	1691	
	Total	<u>42126</u>	<u>55138</u>

St Bartholomew's United Church, Quorn

Notes to accounts 2018

NOTE		Current Year	Prior Year
7	Debtors	0	0
8	Liabilities due within one year		
	Accrued charges	1000	1768
	Circuit assessment		
	Church magazine account		
	Total	1000	1768

Independent Examiner's Report to the United Church Council (UCC)

St Bartholomew's United Church, Quorn

This report on the financial statements of the UCC for the year ended 31st December 2017, which are set out on pages 1 and 2, is in respect of an examination carried out in accordance with the Church Accounting Regulations 2006 ('the regulations') and s.43 of the Charities Act 1993 ('the Act').

Respective responsibilities of the UCC and the Examiner

As members of the UCC you are responsible for the preparation of the financial statements; you consider that the audit requirements of the Regulations and s.43 (2) of the Act do not apply. It is my responsibility to issue this report on those financial statements in accordance with the terms of the

Regulations.

My examination was carried out in accordance with the General Directions given by the Charities Commission under s.43 (7)(b) of the Act and to be found in the Church guidance, 2006 Edition. That examination includes a review of the accounting records kept by the UCC 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 I do not express an audit opinion on the view given by the accounts.

Independent Examiner's statement

In connection with my examination, no matter comes 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 s.41 of the Act; and
- To prepare financial statements which accord with the accounting records and comply with the requirements of the Act and the Regulations 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.

Michael Buckley
Independent Examiner

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Independent Examiner