

The Benefice of St John the Baptist with St Catherine Batheaston Churches in Partnership

Registered Charity No 1127364



Annual Report and Financial Statements 2018



**Parochial Church Council of St John the Baptist Batheaston
with St Catherine
Annual Report & Financial Statements for the year ended
31 December 2018**

Aims and purpose

The Parochial Church Council of St John the Baptist Batheaston with St Catherine (the PCC) has the responsibility of co-operating with the Priest in Charge in promoting in the ecclesiastical parish the whole mission of the church, pastoral, evangelistic, social and ecumenical. The PCC is also specifically responsible for the maintenance of the Churches of St John the Baptist Batheaston and St Catherine.

Objectives and activities

The PCC is committed to enabling as many people as possible to worship in its two churches and to become part of the parish community. Our services and worship put faith into practice through prayer and scripture, music and sacrament.

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

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

To facilitate this work, it is important that we maintain the fabric of the historic churches of St John the Baptist and St Catherine.

Achievements and performance

Electoral Roll

There are 141 people on the Electoral Roll. Several people have moved away and the count was 124 at 31 December 2018.

Ministry

This has been a year of change. During the first part of the year, ministry in the parish was exercised under the leadership of the Reverend Isobel Rathbone. Her retirement on 24 June 2018, coinciding with our patronal festival, was marked by a celebratory lunch and presentation commemorating five years of very active and much appreciated service in our parish. Throughout this time she was assisted by our Reader, Sarah Sheppard, who took on responsibility for inviting visiting clergy to take eucharistic services as we entered a period of vacancy. Dr Jacqueline Chaston-Bailey has been accepted for training as a Reader and has preached occasionally and led intercessions. A Ministry Team including the churchwardens, PCC Secretary and some other members has met roughly once a month to lend support and iron out any problems concerning the organization of services. Diana Carpenter continues to exercise her ministry as Eucharistic Minister. Music is provided by Will Ashworth, with

occasional assistance from other organists, and is the subject of a separate report. Our Children's and Youth Worker, Serena Stanton, has continued her active ministry, as described in her report, while Nicola O'Hanlon has hosted a monthly Toddler Group in St John's.

Regular Worship

Regular Sunday Worship continues at the church of St John the Baptist each Sunday at 10 a.m. with extra services as appropriate. Worship takes place at St Catherine's on the 1st Sunday of the month at 3 pm and the 3rd Sunday at 8 am, again with extras as appropriate.

Church Attendance

The average weekly attendance counted during October 2018 was 13 adults and 0 children, at St Catherine's and 57 adults and 3 children at St John the Baptist. Numbers for special services are very significantly higher, however.

Occasional Offices

There have been 15 baptisms this year. One couple was married at St Catherine's and one at St John's. The Vicar and Reader have taken 5 funerals at St John's church and 1 at Haycombe Crematorium. The cremated remains of two persons have been buried in the 2 churchyards. The facility of placing commemorative plaques on the Memorial Wall is appreciated by the people of Batheaston.

Review of the Year

Introduction

This is a report on the proceedings of the Parochial Church Council and the activities of the church generally, during the calendar year 2018, as required by the Church Representation Rules 9(1)(b). This section of the report provides a context for the Financial Statements which follow it, and it is supplemented by the reports on individual activities appended to it.

The ministry of leadership

During the first part of the year Revd Isobel Rathbone continued to exercise a most fulfilling ministry as Priest in Charge of the parish. Efforts were made to prepare various members of the congregation for roles they would have to take on during the upcoming vacancy. Our Reader, Sarah Sheppard, continued to take non-eucharistic services and as we entered the vacancy took responsibility for arranging a rota of visiting clergy. The work of management was ably carried out by Rob Mimmack, churchwarden and property manager, and Rosemary Richardson, churchwarden and church housekeeper. In November 2018 Rosemary resigned as she would shortly be moving out of the parish, and the PCC unanimously elected Keith Masdin to be our second churchwarden. The work of church accounting is now carried out by Rob Mimmack with assistance from Hazel Giles as Cash Secretary, Joanne Rheinberg and also from Brin Johnson, who now runs the payroll for us. Diana Pidgeon is PCC Secretary, and also carries out certain administrative tasks, while Imogen Fry provides further help with service sheets and publicity materials. She has also stepped in to assist the PCC while Diana has been out of action following an accident. Najeeb Ahmed takes care of the website.

Following Isobel's retirement, the new Archdeacon of Bath, the Venerable Adrian Youings, kindly attended a PCC meeting on 2 July to familiarise himself with the parish and assure us

of his support during the vacancy. A further special PCC meeting was held on 22 October, with the Archdeacon, the new Area Dean, Revd Matthew Frankum (Vicar of St Luke's Wellsway) and the Lay Dean, Mr Jeremy Key-Pugh. The purpose of this so-called Special Pre-Vacancy Meeting was to explain the process for appointing a new priest: it is collaborative, involving the Bishop, who appoints the new priest; the Deanery – the local context of the parish; and the patrons of the benefice – in our case, Christchurch, Oxford. The PCC duly held a section 11 Vacancy Meeting on 5 November at which it appointed Robert Mimmack and Keith Masdin to be our two Parish Representatives on the selection process, who have power of veto. The second task to be carried out before we can advertise for a new priest is the preparation of a Parish Profile, which has carried over into 2019 but we hope is now nearly completed.

We continue to enjoy occasional worship led by Methodist ministers, including the renewal of covenant service in January. Since Isobel's departure eucharistic services have been taken by a succession of visiting clergy, who have refreshed us with different perspectives on the gospel. We are grateful, in particular, to Revd David Hull, chaplain at Kingswood School, who has taken an interest in our parish and committed to coming to us once a month. Revd Sally Buddle, from Bathford, has also come several times to take the 11.30 communion service on the fourth Sunday. Due to illness and other circumstances the Local Ecumenical Partnership has not held as many meetings as usual, but there have been some united services, notably for the Week of Prayer for Christian Unity. Lent lunches and the full range of Easter services took place in 2018 and will go ahead again in 2019.

In November we suffered a setback when the heating system in St John's was declared unsafe. While repairs were being carried out we were kindly offered hospitality for four weeks in the former Methodist church for the main service of Sunday worship and the Toddler group, for which we have to thank Robert Hucker. We are grateful to Rob Mimmack and John Irons for overseeing the remedial work to the heating system. Thankfully we were able to return to St John's for the planned Christmas services.

Ministry to children and young people

This is dealt with in Serena Stanton's report.

Fundraising

Demolition of the old unsafe Church Hall was carried out during the summer holidays, but this of course means loss of income from its lettings. As ever, the Village Fete in June, organised by Louisa Kile and Pam Burcombe, was both great fun and the major fundraiser of the year. On the Saturday preceding Harvest Festival, Roger Coombe hosted a harvest supper at his house which was greatly enjoyed and raised over £400 for St Catherine. Another auction of promises was held in the autumn in St John's but was not as well attended as last year. The parish continues to spend beyond its income, and so continuing efforts – as well as care in budgeting – will always be needed.

Batheaston CEVC Primary School

Will continues to take regular singing practices in church, and regular assemblies are held, also in St John's. The assemblies in general were led by Isobel with input from Serena, and

with music provided by Will, who also accompanies the singing. The KS1 Nativity Play was held in church once again.

The school has now joined the Bath and Wells (Diocesan-run) Multi-Academy Trust. A new headteacher started work in January 2109 and we look forward to constructive development of relations between the church and the school. One of the teachers, Jenny Enstone, continues to act as church-school liaison officer, while Nicola O'Hanlon continues to be a valued member of the Governors.

Mission to the local communities and beyond.

As a church community we aim to support those in our parish who need it, the support offered being both practical and emotional. Through the coffee shop, hospitality is offered to those who may be lonely. We sell fairly-produced and fairly-priced Traidcraft goods through the church, as a means of supporting trade justice.

It is still intended to grant a long lease of the Church Hall site to the local charity, Batheaston New Village Hall who will construct a new hall. This will be a major boost to the local community which greatly valued the old hall.

With Serena Stanton now in place as children's and youth worker, further and better contact with Batheaston School is developing and we are trying to draw more children into the various church-based activities. Children's ministry needs to be evaluated and future directions considered.

Plans for the redecoration of St John's church have not progressed but have not been forgotten, and the PCC continues to consider other improvements to make the church more attractive as a venue for various community activities.

Diana Pidgeon
PCC Secretary

Fabric Report by the Churchwardens

St John the Baptist Church

Completion of the major roof repairs in 2016-17 has left the exterior of the building in better condition than for many years and there is no sign of water penetration except in the form of rising damp which is inevitable in very old buildings of traditional construction. The next Quinquennial Inspection is due in 2019. The only significant urgent defect is the stone turret on the top of the tower staircase which requires some rebuilding and a very expensive scaffolding to effect this. The cost will be about £15,000. The old wooden door at the bottom of the tower staircase needs renewal.

Internally the gas fired hot air heating system needed a new heat exchanger at the end of the year and associated electrical repairs but is now working satisfactorily. Plans to replace the system are currently on hold mainly because a better system has not yet been identified.

The redecoration of the interior of the church is now becoming a priority as the appearance is poor. It is also planned to install a permanent digital projector and screen and to upgrade the sound system. It is also hoped to improve the kitchen / servery arrangements.

In the Churchyard that stone coping to the Memorial Garden Wall built in 2016 continues to suffer from frost damage and proposals are awaited from the Church Architect to remedy this.

St Catherine's Church

St Catherine's had its Quinquennial Survey in 2017. None of the recommended work was undertaken in 2018 but it is planned to make a start on this in 2019 with some of the funding coming from the funds raised by the Friends of St Catherine. The most important item is to repair the rotting timber around the access hatch to the tower roof – a part of the building few have seen but nonetheless important for its continued health.

It is hoped to repair the dilapidated wall at the top of the churchyard in memory of the late Brenda Johns who is buried nearby.

Church Hall

The old hall was taken out of use in September 2017 and demolished in strict compliance with the asbestos regulations in August 2018. The site will be leased to Batheaston New Village Hall for their important community development which is expected to start in 2019.

Rob Mimmack & Keith Masdin

Churchwardens

Financial Review

The Accounts and Financial Statement for the year ended 31st December 2018 are part of the Annual Report. The accounts have been independently examined by Tom Case ACA whose report is included.

As in previous years the PCC identifies and accounts for a number of restricted and designated funds as well as an unrestricted General Fund in accordance with charity law. Restricted Funds comprise money which has been given to the PCC with a restriction on its use for particular purposes. Such funds cannot be used for other expenditure without the permission of the donor or, if this is not possible, the Charity Commission. Restricted funds held in 2018 were as follows:

St John Repair Fund: Money collected through fundraising to repair the church building.

Parish Administrator: Grant from the Diocese Fund for Church Growth, other donations and salary costs

St Catherine Legacy & Fabric: Money donated specifically for St Catherine's Church including legacies

St Catherine Music Fund: Income from the Strutt Trust for the provision of music at St Catherine's Church

Friends of St Catherine's Church: Donations from Friends of St Catherine for expenditure on St Catherine's Church as agreed by the PCC in consultation with the Friends of St Catherine

St John Roof Fund: The funds within the PCC accounts for expenditure on St John's roof repairs. The balance of this fund will be used to pay the final invoice for the roof repairs which were completed in 2017.

St John Internal Repairs and Heating: A fund established for the improvement of the interior of St Johns church including improved heating, lighting and decorations.

There are also a number of "designated" funds which have been set aside by the PCC for particular purposes but which can be used for general purposes if required. One of these is the St John Special Designated Fund held to ensure that legacies to the church (most recently that from the late David Lavington in 2015) are spent in a manner appropriate to a legacy at the discretion of the PCC rather than on general expenditure. Part of this money was separately designated to support the employment of a Youth and Children's Worker over a 3 year period of which 2018 was the second year. The St Catherine Designated Fund is used to track expenditure on the running costs of St Catherine's Church. This is held at zero at the year end with excess expenditure being met from the restricted St Catherine Legacy Fund.

The welcome increase in numbers of church members in recent years resulted in an increase in the Parish Share payment to the Diocese of Bath & Wells of over £5,000 to £39,475. A

further substantial increase has been set for 2019. This is unsustainable in the long term and needs to be reduced and offset by increased regular giving and fundraising. I commented in last year's report that this needs to be tackled in 3 ways and the responses needed remain relevant now

Spend less money. A budget must be agreed and adhered to for 2019.

Raise more regular income. This will require a further stewardship campaign in 2019 and the encouragement of more fundraising events including a successful village fete.

Use of reserves. As stated earlier the Special Designated fund should not be spent on day to day running costs. However specific items of repair or improvement would be legitimate uses of legacy money. The PCC will need to review this as part of the budget setting process.

The closure of the Church Hall in September 2017 resulted in a loss of income which in a full year used to contribute over £6,000 to church funds although this was offset by maintenance and running costs. In 2018 the Hall was demolished at a cost of about £16,000 although this expenditure will be recouped when the lease to the Batheaston New Village Hall trust is completed.

As usual the PCC donated 10% of its previous year's income to a range of charities selected by the congregation. The organisations benefitting are listed in the Accounts.

The annual Fete in June and the Auction of Promises in September raised almost £5,000 towards general church expenses.

Towards the end of the year the PCC learned that it has been bequeathed a substantial legacy from the estate of the late Ted White who had been a faithful and much loved member of our congregation for many years. The amount and date of payment are as yet unknown as both will depend on the sale of Ted's home which is believed to be the main asset of the estate.

Batheaston with St Catherine's Receipts & Payments Account

for the year ended 31 December 2018

	General fund	Designated fund	Restricted fund	2018	2017
Notes	£	£	£	£	£
Receipts					
Donations and Legacies:					
Planned giving	24,886	1,238	-	26,124	25,720
Collections, donations & other giving	6,671	2,394	5,299	14,364	32,176
Income tax recovered	9,156	641	456	10,253	22,075
Legacies	-	-	-	-	-
Other Trading activities					
Magazine/Bookstall sales/Hall Lettings etc	1,486	-	-	1,486	6,169
Income from other Properties	100	-	-	100	450
Annual Fete/events	5,332	-	90	5,422	4,832
Receipts from Investments:					
Interest & dividends	666	-	-	666	560
Receipts from Charitable activities:					
Parochial fees	1,720	-	-	1,720	6,178
Other Receipts					
Insurance claims	-	-	-	-	-
Sale proceeds from fixed assets	-	-	-	-	34
Loans received	-	-	-	-	-
Other	604	-	-	604	385
Total Receipts	50,621	4,273	5,845	60,739	98,579
Payments					
Charitable activities:					
Donations/Grants to charities	(5,061)	-	-	(5,061)	(3,960)
Mission & Evangelism	(231)	(815)	-	(1,046)	(685)
Parish Share	(33,847)	(2,888)	(2,622)	(39,357)	(34,223)
Clergy expenses	(154)	-	-	(154)	(85)
Church running expenses	(5,601)	(1,076)	(1,161)	(7,838)	(12,934)
Churchyard maintenance	(374)	(320)	-	(694)	(944)
Cost of raising funds	(2,061)	-	-	(2,061)	(9,698)
Support costs	(1,071)	(107)	-	(1,178)	(186)
Administration costs (inc. staff costs)	(2,928)	(7,212)	(2,599)	(12,739)	(9,622)
Governance Costs	(384)	-	-	(384)	(372)
Other	(2,812)	(369)	(369)	(3,550)	(3,308)
Major expenditure					
Repairs to church buildings	(3,381)	(7,461)	-	(10,842)	(47,435)
Repairs to other property	(420)	(12,891)	-	(13,311)	(744)
Capital purchases/additions	-	-	-	-	-
Loan repayments	-	-	-	-	-
Total payments	(58,325)	(33,139)	(6,751)	(98,215)	(124,196)
Surplus/(Deficit) of Receipts over payments	(7,704)	(28,866)	(906)	(37,476)	(25,617)
<i>Transfers between funds</i>	6,620	(6,620)	-	-	-
	(1,084)	(35,486)	(906)	(37,476)	(25,617)
<i>Cash at bank and in hand at 1 Jan</i>	4,404	122,808	37,296	164,508	191,845
<i>Cash at bank and in hand at 31 Dec</i>	3,320	87,322	36,390	127,032	166,228

*produced using the Diocesan Cashbook v5

Parochial Fees Note

The PCC received parochial fees as detailed below during the year. Part is made up of statutory fees due to the PCC or the DBF, as prepared by the Archbishops' Council under the Ecclesiastical Fees Measure 1986. The balance relates to charges as fixed by the PCC, for extras such as bells, flowers and special heating, or paid to visiting ministers, Readers or Non-Stipendiary Ministers as set out in the DBF's Parochial Fees policy

Of these fees only the amount due to the PCC (statutory & non-statutory) is shown above as legally the amount due to the DBF and other ministers (as set out in the DBF policy) should not be treated as PCC income

During the year, the PCC received parochial fees totalling	£3,899.00	
Statutory Fees due to the PCC totalled	£1,580.00	
Statutory Fees due to the DBF totalled	£1,295.00	
Statutory Fees received on behalf of a third party	£134.00	
Non-Statutory Extras due to the PCC totalled	£140.00	
Non-Statutory Extras due to a third party totalled	£750.00	
The PCC also received Deposits for the following year totalling	£0.00	
In total the PCC repaid the following Fees during the year		<i>Balance owed at year-end (inc. in Creditors)</i>
Payment to DBF of Statutory Fees	£1,295.00	£0.00
Payment to visiting ministers/Readers/NSMs	£134.00	
Payment to visiting ministers/Readers/NSMs	£750.00	
Payment to visiting ministers/Readers/NSMs (This excludes fees for Sunday Services)	£0.00	£0.00

Fund Movements 2018					
		Balance at 01 January 2018	Incoming Resources	Resources Expended	Balance at 31 December 2018
		£	£	£	£
RESTRICTED FUNDS					
	St John Repair	593.85	1,082.50	-	1,676.35
	Parish Administrator	2,703.90	-	-	2,703.90
	St Catherine Legacy & Fabric	27,813.26	-	3,665.52	24,147.74
	St Catherine Music	2,849.08	3,439.04	3,085.67	3,202.45
	Friends of St Catherine's Church	795.63	1,167.50	-	1,963.13
	St John Roof Fund	1,943.27	-	-	1,943.27
	Internal Repair, Redecoration and Heating Fund	596.70	156.25	-	752.95
	TOTAL	37,295.69	5,845.29	6,751.19	36,389.79
DESIGNATED FUNDS					
	St John Choir Fund	55.00	-	-	55.00
	St Catherine Designated Fund	-	4,652.69	4,652.69	-
	St John Special Designated Fund	108,582.65	-	27,352.21	£81,230.44
	St John Special Designated Fund - Youth Worker	14,169.86	-	8,133.90	6,035.96
	TOTAL	122,807.51	4,652.69	40,138.80	87,321.40
GENERAL FUND					
	TOTAL	4,403.66	57,620.02	58,706.30	3,317.38
TOTAL ALL FUNDS		164,506.86	68,118.00	105,596.29	127,028.57
Statement of Assets and Liabilities at 31 December 2018					
ASSETS					
		2018		2017	
		£		£	
	CCLA Church Board of Finance Deposit Account	117,758.93		155,092.77	
	Co-operative Bank Current Account	9,269.64		9,414.09	
	TOTAL	127,028.57		164,506.86	
LIABILITIES					
		-		-	
	TOTAL	-		-	
NET CURRENT ASSETS					
		127,028.57		164,506.86	

Notes to the Financial Statements

For the year ended 31 December 2018

1. ACCOUNTING POLICIES

The financial statements have been prepared in accordance with the Church Accounting Regulations 2016 together with applicable accounting standards and the SORP 2015 (FRS 102).

The financial statements have been prepared on the Receipts & Payments Basis under the historical cost convention. The financial statements include all transactions, assets and liabilities for which the PCC is responsible in law. They do not include any accounts of informal gatherings of church members.

Funds

Restricted funds represent (a) income from trusts 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. The funds may only be expended on the specific object for which they were given. Any balance remaining unspent at the end of each year must be carried forward as a balance on that fund. The PCC does not normally invest separately for each fund. Where there is no separate investment, interest is apportioned to individual funds on an average balance basis.

Unrestricted funds are general funds which can be used by the PCC for ordinary purposes. They include *Designated Funds* which have been allocated by the PCC for a specific purpose but which could be made available for general purposes.

Incoming resources

Planned giving, collections and donations are recognised when received. Tax refunds are recognised when the incoming resource to which they relate is claimed. 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.

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. 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 the Charities Act 2011.

Moveable 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). For anything acquired prior to 2000 there is insufficient cost information available and therefore such assets are not valued in the financial statements. Subsequently no individual item has cost more than £1,000 so all such expenditure has been written off when incurred. Equipment used within the church premises is depreciated on a straight-line basis over three years. Individual items of equipment with a purchase price of £500 or less are written off when the asset is acquired.

Reserves

It is recommended that the PCC adopt a policy of trying to maintain a balance on unrestricted funds that equates to at least three months' unrestricted payments. This is equivalent to about £15,000. It is held to smooth out fluctuations in cash flow and to meet emergencies. The cash balance held in general funds at the year end was less than £5,000. £7,000 was transferred from the Special Designated Fund to equate to major repairs to St John's Church met from General Funds in 2017. The General Fund reserves remain short of £15,000 but in an emergency the PCC would be able to draw on money in the Special Designated Fund.

2. STAFF COSTS

During the year the PCC employed a Director of Music, and a Children and Youth Worker. The Children and Youth Worker has elected to join a pension scheme to which the PCC contributes.

Together these employees equate to less than one full time employee.

3. PAYMENTS TO PCC MEMBERS

A small immaterial proportion of the expenses paid to the Incumbent may have related to her services as chairman of the PCC. No other payments were made to any other PCC member apart from reimbursement of purchases of materials and consumables made on behalf of the PCC.

4 FIXED ASSETS – Tangible

For information only

	Church Land	Equipment	TOTAL
	£	£	£
Cost at 31 December 2017	3370	-	3370
Depreciation			
at 31 December 2018	-	-	-
charged this year	-	-	-
Net book value			
at 31 December 2018	<u>3370</u>	-	<u>3370</u>

5 FUNDS

The restricted funds comprise the St John Repairs Fund, St John Roof Fund, Parish Administrator, St Catherine Legacy & Fabric, St Catherine Music Fund (Strutt bequest for the benefit of music at St Catherine's), Friends of St Catherine's Church and St John Internal Repair, Redecoration and Heating Fund.

The PCC has also set up a designated fund for day to day income and expenditure in respect of St Catherine's church. However this is treated as an unrestricted fund as it is in the power of the PCC to use this money for general purposes if it sees fit. Other designated funds relate to a Choir Fund and a St. John Special Designated Fund established for the receipt of a legacy. Part of this fund was set aside to cover the costs of employing a Children and Youth Worker for up to 3 years.

6 CHARITABLE GIVING

Charitable giving included the following payments:

	£
St Francis Hospital, Zambia	500.00
St Marks CEVA School, Bath	500.00
Batheaston Youth Club	500.00
Julian House	500.00
RUH Forever Friends Appeal	435.00
Dorothy House	435.00

The Children's Society	435.00
Sight-savers International	435.00
Water Aid	435.00
Refugee Council	435.00
Friends of Somerset Churches	50.00
Open Christmas	100.00

7. STOCK

This comprises purchases of Traidcraft goods unsold at 31 December 2018.

These Financial Statements were approved by the Parochial Church Council on 1st April 2019 and signed on its behalf by

.....

Keith Masdin PCC Chair and Churchwarden

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Robert Mimmack, PCC Honorary Treasurer

Independent Examiner's report to the PCC of St John the Baptist with St Catherine, Batheaston

I report on the financial statements of the PCC for the year ended 31 December 2018, which are set out in the Annual Report & Financial Statements.

Respective responsibilities of the PCC and the examiner

The charity's trustees consider that an audit is not required for this year under section 144 of the Charities Act 2011 as amended by the Charities Act 2011 (Accounts and Audit) Order 2015 and that an independent examination is needed. It is my responsibility to:

examine the accounts (under section 145 of the Act)

follow the procedures laid down in the General Directions given by the Charity Commission (under section 145 (5)(b) of the Act) and

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 charity and a comparison of the accounts presented 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 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 Act; and
 - to prepare financial statements, which accord with the accounting records and comply with the requirements of the Act and the Regulationshave 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.

T R Case BSc FCA
Case Accounting Ltd
20 Goodwood Way
Chippenham
Wiltshire SN14 0SY

Signed

Date