

Trustees' Annual Report for 2018

St Mary Magdalene Parish Church, Gillingham – Parochial Church Council

Aim and purposes

St Mary Magdalene Parochial Church Council (PCC) has the responsibility of co-operating with the Diocese of Rochester (and the incumbent when not in a period of Vacancy), in promoting the ecclesiastical parish and the whole mission of the Church – pastoral, evangelistic, social and ecumenical.

The PCC is also specifically responsible for the maintenance of the church which is Grade II*.

Objectives and Activities

The PCC is committed to enabling as many people as possible from the local community to worship at our church and to become part of our parish community at St Mary Magdalene. The PCC maintains an overview of worship throughout the parish and makes suggestions on how our services can involve the many groups that live within the parish. Our services, worship, and community engagement put faith into practice through prayer and scripture, music and sacrament, and the provision of hospitality and care.

When planning our activities and developing our vision for the year, the PCC (and the incumbent when not in a period of Vacancy) 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 out their faith as part of our parish community through:

- * Provision of regular and varied services
- * Provision of opportunities for spiritual growth and discussion within the congregation
- * Reaching out into the wider community
- * Ensuring St Mary Magdalene Church is financially viable
- * Maintaining and building ecumenical partnerships
- * Complying with Health and Safety standards

To facilitate this work, it is important that we maintain the fabric of the church of St Mary Magdalene.

Achievements and Performance

Worship and Prayer

A service of worship occurs most days at St Mary Magdalene, ranging from said prayers on a weekday to All-Age Worship. On Sundays, Holy Communion is celebrated at 8 a.m. on the first Sunday of each month (and not at this time on other Sundays during the Vacancy) and at 10 a.m. (except the first Sunday of the month when the 10 a.m. service is All-Age Worship). At 8 a.m. on the third Sunday of the month it is Morning Prayer led by one of the Readers. Baptisms (when booked) are held at 12.30 p.m. on the second Sunday of the month and on other occasions according to demand. There are quarterly Services of Holy Communion with Anointing and the Laying on of Hands for Healing and Wholeness. Services are held at Grace Manor Nursing Home, and Holy Communion is offered to clients at Age UK. Holy Communion is also taken out every month to the elderly housebound members of our congregation.

Spiritual Growth

Easter and Christmas continue to be times when a lot of thought and creativity has been put into varied acts of worship by the Ministry Team. Lent, Holy Week and Easter as ever was an enriching time for members of the congregation. Three Home Groups meet regularly for prayer and study during the year, led by members of the ministry team.

Music in worship is enhanced both by the robed choir that comprises a small but committed core as well as occasional members who have come and gone during the year. As the pipe organ is no longer used for services, Hymnal Plus CDs are played through the sound system, with the choir practising with selected hymns from these CDs on its rehearsal night.

The congregation is regularly challenged in matters of discipleship and stewardship. Some members attend Diocesan vocations days.

Community Engagement

Continuing with the PCC-endorsed vision to 'fling wide the gates' until a new mission statement is endorsed by the PCC, the church has continued to open its doors to community organisations and to seek partnerships with people of goodwill who wish to benefit the life of the local community and contribute to the wellbeing of the area. The church continues to be open for coffee every Monday morning, every Tuesday morning and all day on Friday. The church hosts Citizens' Advice Bureau (CAB) Medway once a month on a Monday evening.

In addition, the church is actively supporting Pathways through donations of food and other necessary items, as well as the Medway Foodbank. Congregation members regularly donate items, and some members of the congregation also give their time as volunteers at the Foodbank. Several members of the PCC help with the homeless on a regular basis at

Medway Night Shelter and are active at The Salvation Army in Chatham under the umbrella of "Christians Together." This is a very important outreach for our church as Medway has the highest mortality rate in the country for the homeless. The New Beacon magazine changed from a bimonthly release to quarterly editions. Film afternoons, with displays on the church projector screen of movies that match the CCLI Licence authorisation held by the church, have been held periodically. While the church would like to extend its community involvement, we have to be realistic about our volunteer base and the resources we can sustainably offer.

Deanery Synod

One member of the PCC sits on Deanery Synod, plus a Lay Vice Chair. This provides an important link with the wider structures of the church. The Deanery continues to be engaged with an on-going process of seeking ways to cooperate across parish boundaries and drawing up a sustainable and realistic mission and ministry plan.

Pastoral Care

There are three active Pastoral Assistants (one of whom is also licensed as an Evangelist) who assisted the priest-in-charge and independently in pastoral care.

Mission and Evangelism

There are links with the three schools in the parish – school parties occasionally visit the church (for Christmas, Easter and at other times when school groups visit the church to explore the building and its purpose). The PCC sees its coffee drop-in and open church initiatives as an integral part to its understanding of the church's mission in this context: to offer sanctuary, peace, hospitality and a safe place of welcome.

Ecumenical Relationships

Local churches continue to support the Foodbank, established in 2012, and have actively supported the establishment of a Christians against Poverty Advice Centre at Gillingham Baptist Church. Joint events are held at Christmas, during the Week of Prayer for Christian Unity, Good Friday and around Pentecost.

Volunteers

The church would not be the place it is, offering what it does to the wider community, without the work of many selfless volunteers who give generously of their time and talents: Churchwarden, PCC Secretary, Gift Aid Secretary, Honorary Treasurer, PCC members, Readers, Pastoral Assistants, Evangelist, as well as members of the wider congregation. In

particular, the PCC is much indebted to members of the Building Committee and also the Social and Fellowship Committee.

Structure, governance and management

The method of appointment of PCC members is set out in the Church Representation Rules. At St Mary Magdalene currently, the membership of the PCC consists of the churchwarden, Readers, the Honorary Treasurer, the PCC Secretary and elected members of the congregation who are on the Electoral Roll of the church. All who attend our services are encouraged to register on the Electoral Roll and to stand for election to the PCC. Members of the PCC members are responsible for making decisions on all matters of general concern and importance to the parish including deciding on and monitoring how the funds of the PCC are spent.

Administrative information

St Mary Magdalene Church is situated in Gillingham Green, Gillingham, Kent, ME7 1SS. It is part of the Diocese of Rochester within the Church of England. The correspondence address is The Vicarage, 27 Gillingham Green, Gillingham, Kent, ME7 1SS.

The PCC is a body corporate (PCC Powers Measure 1956, Church Representation Rules 2006) and a charity registered with the Charity Commission. The accounts have been prepared in accordance with the Charities Act 2011.

PCC members who have served from 15th April 2018 and Deanery Synod members and Readers, are:

Ex Officio members

Priest-in-Charge Vacancy

<i>Readers</i>	Miss Pat Pearl	
	Mr John Cumins	
	Mrs Linda Bailey	
	Mr Neal Clifton	Licensed Lay Minister (LLM)

<i>Warden</i>	Mr Steven Dennis (to 15.04.2018)
	Mrs Maggie Cumins (from 15.04.18)

Honorary Treasurer Mrs Maggie Cumins, in collaboration with a Finance Committee

Deanery Synod members

Mrs Mo Holliday

Mrs Linda Bailey

Reader; Deanery Lay Vice Chair

Diocesan Synod member

Mrs Linda Bailey

Reader (PTO)

PCC Secretary

Mr Alexander Plumb

Elected members

Mr John Cumins

Reader (PTO)

Mrs Mo Holliday

Pastoral Assistant/Evangelist

Miss Pat Pearl

Reader (PTO)

Mrs Linda Bailey

Reader (PTO)

Mr Neal Clifton

LLM

Mr Tom Bomers

Mrs Hilda Aplin

Mrs Pauline King

Mr Kevin King (resigned 22.04.18)

Mr Mike Keane

Mrs Pat Gibson

Approved by the PCC on 24th March 2019 (?) and signed on their behalf by

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..... (PRINT NAME)

PAROCHIAL CHURCH COUNCIL OF ST MARY MAGDALENE, GILLINGHAM

STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 DECEMBER 2018

	Notes	Unrestricted Funds £	Designated Funds £	Restricted Funds £	Endowment Funds £	TOTAL FUNDS 2018 £	TOTAL FUNDS 2017 £
Income and endowments from:							
<i>Voluntary income</i>	2a	27,123	500	3,405	0	31,026	39,725
<i>Activities for generating funds</i>	2b	3,704	0	0	0	3,704	3,925
<i>Income from investments</i>	2c	625	146	61	0	831	785
<i>Church activities</i>	2d	11,221	0	0	0	11,221	8,082
<i>Other income</i>	2e	686	0	0	0	687	2,025
Total		43,358	646	3,465	0	47,470	54,541
Expenditure on:							
<i>Church activities</i>	3a	30,014	100	0	0	30,114	28,701
<i>Raising funds</i>	3b	120	0	143	0	263	170
<i>Other resources expended</i>	3c	670	0	0	0	670	670
Total		30,804	100	143	0	31,046	29,540
<i>Gains/(losses) on investment assets</i>	6				0	0	0
Net income/(expenditure)		12,554	546	3,322	0	16,423	25,000
Transfers between funds - transfers in		0	1,000	0		1,000	3,820
Transfers between funds - transfers out		(1,000)	0	0		(1,000)	(3,820)
<i>Gains/(losses) on revaluation of fixed assets</i>	5	0	0	0	0	0	0
Other recognised gains/losses		0	0	0	0	0	0
Net movement in funds		11,554	1,546	3,322	0	16,423	25,000
Total funds brought forward at 1 January		185,568	61,690	60,115	0	307,373	282,374
Total funds carried forward at 31 December		197,121	63,236	63,437	0	323,794	307,373

PAROCHIAL CHURCH COUNCIL OF ST MARY MAGDALENE, GILLINGHAM

STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 DECEMBER 2017

	Notes	Unrestricted Funds £	Designated Funds £	Restricted Funds £	Endowment Funds £	TOTAL FUNDS 2017 £	TOTAL FUNDS 2016 £
Income and endowments from:							
<i>Voluntary income</i>	2a	#N/A	#N/A	#N/A	#N/A	#N/A	#N/A
<i>Activities for generating funds</i>	2b	#N/A	#N/A	#N/A	#N/A	#N/A	#N/A
<i>Income from investments</i>	2c	#N/A	#N/A	#N/A	#N/A	#N/A	#N/A
<i>Church activities</i>	2d	#N/A	#N/A	#N/A	#N/A	#N/A	#N/A
<i>Other income</i>	2e	#N/A	#N/A	#N/A	#N/A	#N/A	#N/A
Total		#N/A	#N/A	#N/A	#N/A	#N/A	#N/A
Expenditure on:							
<i>Church activities</i>	3a	#N/A	#N/A	#N/A	#N/A	#N/A	#N/A
<i>Raising funds</i>	3b	#N/A	#N/A	#N/A	#N/A	#N/A	#N/A
<i>Other resources expended</i>	3c	#N/A	#N/A	#N/A	#N/A	#N/A	#N/A
Total		#N/A	#N/A	#N/A	#N/A	#N/A	#N/A
<i>Gains/(losses) on investment assets</i>	6				#N/A	#N/A	0
Net income/(expenditure)		#N/A	#N/A	#N/A	#N/A	#N/A	#N/A
Transfers between funds - transfers in			(3,820)	#N/A		#N/A	1,000
Transfers between funds - transfers out		#N/A	#N/A	100		#N/A	(1,000)
<i>Gains/(losses) on revaluation of fixed assets</i>	5	#N/A	#N/A	#N/A	#N/A	#N/A	0
Other recognised gains/losses		0	0	0	0	0	0
Net movement in funds		#N/A	#N/A	#N/A	#N/A	#N/A	#N/A
Total funds brought forward at 1 January		#N/A	#N/A	#N/A	#N/A	#N/A	248,914
Total funds carried forward at 31 December		#N/A	#N/A	#N/A	#N/A	#N/A	#N/A

PAROCHIAL CHURCH COUNCIL OF ST MARY MAGDALENE, GILLINGHAM

BALANCE SHEET AT 31 DECEMBER 2018

	Notes	2,018	2017
		£	£
Fixed assets			
Tangible fixed assets	5	4,056	4,538
Investments	6	0	0
Total fixed assets		4,056	4,538
Debtors	7	5,125	6,593
Short term deposits		270,412	265,021
Cash at bank and in hand		46,858	35,853
		322,395	307,467
Creditors: amounts falling due within one year	8	(2,657)	(4,632)
Net current assets		319,738	302,835
Total assets less current liabilities		323,794	307,373
Creditors: amounts falling due after one year	8		
NET ASSETS		323,794	307,373
Funds	9		
Endowment funds	10	0	0
Restricted funds	10	63,437	60,115
Designated funds	10	63,236	61,690
General funds	10	197,121	185,568
		323,794	307,373

Approved by the Parochial Church Council on 2 March 2019 and signed on its behalf by

The accompanying notes form a part of these financial statements.

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2018

1. Accounting policies

a Basis of preparation

The PCC is a public benefit entity within the meaning of FRS102. The financial statements have been prepared under the Charities Act 2011 and in accordance with the Church Accounting Regulations 2006 governing the individual accounts of PCCs, and with the Regulations' "true and fair view" provisions, together with FRS102 2016 as the applicable accounting standards and the 2016 version of the Statement of Recommended Practice, Accounting and Reporting by Charities SORP FRS102.

The financial statements have been prepared under the historical cost convention, except for the valuation of investment assets which are shown at fair value.

b Funds

Funds held by the PCC are:

Unrestricted funds - These represent the remaining income funds of the PCC that are available for spending on the general purposes of the PCC, including amounts designated by the PCC for fixed assets for its own use or spending on a future project and which are therefore not included in its 'free reserves' as disclosed in the trustees' report.

Restricted funds - These are income funds that must be spent on restricted purposes and details of the funds held and restrictions provided are shown in the notes to the accounts.

Endowment funds - These are restricted funds that must be retained as trust capital either permanently or subject to a discretionary power to spend as capital income, and where the use of any income or other benefit derived from the capital may be restricted or unrestricted. Full details of all their restrictions are shown in the notes to the accounts.

c Incoming resources

Recognition of income and endowments

These are included in the Statement of Financial Activities (SOFA) when:

1. the PCC becomes legally entitled to the use of the resources;
2. and the inflow of economic benefits is probable; and
3. the monetary value can be measured with sufficient reliability.

Fundraising costs - Funds raised from events and trading activities (e.g. a fete, a garden party or sales of books and magazines) are reported gross in the SOFA – i.e., before any related costs that may have been deducted from the gross proceeds.

Grants and donations - Grants and donations are included in the SOFA when any preconditions preventing their use by the PCC have been met. For collections and planned giving this is when the funds are received.

Gift Aid Tax claims, etc. - Gift Aid and other tax claims are included in the SOFA at the same time as the cash donations to which they relate.

Gifts in kind - Gifts in kind are accounted for at a reasonable estimate of their fair value at the time of gift, if feasible, or else at the amount actually realised from their disposal.

Gifts in kind for sale to fund the PCC are included in the accounts at their estimated fair value at the date of gift, if feasible – or else recognised when sold by the charity.

Gifts in kind for the PCC's own use are included in the SOFA as incoming resources at their fair value when receivable, and expensed as and when consumed in use. Gifts of fixed assets, if material, are included in the balance sheet at their fair value and expensed over the asset's useful economic life.

Donated services and facilities - These are included in income (and at the same time in resources expended) at the estimated fair value to the PCC of the service or facility received.

Volunteer help - The value of any voluntary help received is not included in the accounts but is described in the trustees' annual report.

Rental income - Rental income from the letting of the church is recognised when the rental is due.

Investment income - This is included in the accounts when receivable.

Investment gains and losses - This includes any gain or loss on the sale of investments and any gain or loss resulting from revaluing investments to market value at the end of the year.

PAROCHIAL CHURCH COUNCIL OF ST MARY MAGDALENE, GILLINGHAM

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

d Expenditure and Liabilities

Liability recognition - Liabilities are recognised as soon as there is a legal or constructive obligation and settlement is probable and quantifiable.

Governance costs - Include costs of the preparation and examination of statutory accounts, the costs of trustee meetings and cost of any legal advice to trustees on governance or constitutional matters.

Grants payable without performance conditions - These are recognised in the accounts when a commitment has been made externally and there are no pre-conditions still to be met for entitlement to the grant which remain within the control of the PCC.

e Assets

Consecrated and beneficed property - In so far as consecrated and benefice property of any kind is excluded from the statutory definition of "charity" by Section 10(2) (a) and (c) of the Charities Act 2011 such assets are not capitalised in the financial statements.

Movable church furnishings - These are capitalised at cost and depreciated over their useful economic life other than where insufficient cost information is available. In this case the item is not capitalised, but all items are included in the Church's inventory in any case.

Tangible fixed assets for use by the Church - These are capitalised if they can be used for more than one year, and cost at least £1,000. They are valued at cost or else, for gifts-in-kind, at a reasonable estimate of their open market value on receipt.

Depreciation is calculated to write off the cost of tangible fixed assets less their currently anticipated residual fair value over their estimated useful lives as follows:

Land	Nil
Buildings*	Nil
Fixtures & Fittings	20 years
Computers	3 years
Motor vehicles	x years

* No depreciation is provided on buildings as the currently estimated residual value of the properties is not less than their carrying value and the remaining useful life of these assets currently exceeds 50 years, so that any depreciation charges would be immaterial. An impairment review is carried out at each year-end and any resultant loss identified and included in expenditure for the year.

Investments - Investments quoted on a recognised stock exchange or whose values derive from them (CIFs, etc.) are valued at market value at the year end. Other investments assets are included at trustees' best estimate of the market value.

Trading Stocks - These are valued at the lower of cost (or gift value) or year end fair value.

Short term deposits - Include cash held on deposit either with the CBF Church of England Funds or at the bank.

PAROCHIAL CHURCH COUNCIL OF ST MARY MAGDALENE, GILLINGHAM

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

2 Income and endowments from:

		Unrestricted Funds £	Designated Funds £	Restricted Funds £	Endowment Funds £	TOTAL FUNDS 2018 £	Unrestricted Funds £	Designated Funds £	Restricted Funds £	Endowment Funds £	TOTAL FUNDS 2017 £
a	<i>Voluntary income</i>										
	Planned giving - gift aid	A1	16,801	0	0	0	16,801	18,938	0	0	18,938
	Income tax recoverable on planned giving	A2	3,337	0	0	0	3,337	4,110	0	630	4,740
	Other planned giving	A3	0	0	0	0	0	0	0	0	0
	Collections	A4	2,640	0	0	0	2,640	5,815	0	0	5,815
	Donations and appeals	A5	3,601	500	3,405	0	7,506	2,732	35	6,760	9,527
	Income tax recoverable on donations and appeals	A6	742	0	0	0	742	704	0	0	704
	Grants	A7	0	0	0	0	0	0	0	0	0
	Legacies	A8	0	0	0	0	0	0	0	0	0
			27,123	500	3,405	0	31,027	32,301	35	7,390	39,726
b	<i>Activities for generating funds</i>										
	Church hall lettings to non church organisations	A9	0	0	0	0	0	0	0	0	0
	Fetes, bazaars and other fund-raising events	A10	3,704	0	0	0	3,704	3,633	0	0	3,633
	Magazine advertising	A11	0	0	0	0	0	0	0	0	0
	Other fundraising	A12	0	0	0	0	0	292	0	0	292
			3,704	0	0	0	3,704	3,925	0	0	3,925
c	<i>Income from investments</i>										
	Dividends and interest	A13	625	146	61	0	833	612	153	20	785
			625	146	61	0	833	612	153	20	785
d	<i>Church activities</i>										
	Fees from weddings etc	A14	9,901	0	0	0	9,901	7,236	0	0	7,236
	Magazine sales	A15	0	0	0	0	0	29	0	0	29
	Partnership usage of church	A16	0	0	0	0	0	0	0	0	0
	Sequestration Income	A20	0	0	0	0	0	0	0	0	0
	Church lettings	A17	1,320	0	0	0	1,320	817	0	0	817
			11,221	0	0	0	11,222	8,082	0	0	8,082
e	<i>Other income</i>										
	Insurance receipt	A18	0	0	0	0	0	0	0	0	0
	Church group receipts	A19	16	0	0	0	16	0	1,354	0	1,354
	Donated services		670	0	0	0	670	0	0	0	670
			686	0	0	0	686	670	1,354	0	2,024
Total incoming resources			43,358	646	3,465	0	47,472	45,590	1,541	7,409	54,541

PAROCHIAL CHURCH COUNCIL OF ST MARY MAGDALENE, GILLINGHAM

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

3 Resources expended

		Unrestricted Funds	Designated Funds	Restricted Funds	Endowment Funds	TOTAL FUNDS 2018	Unrestricted Funds	Designated Funds	Restricted Funds	Endowment Funds	TOTAL FUNDS 2017	
		£	£	£	£	£	£	£	£	£	£	
a	Church activities											
	Missionary and charitable giving (Note 11):	B3	187	100	0	0	287	87	100	0	0	187
	Ministry costs:											
	Diocesan parish contribution	B4	12,000	0	0	0	12,000	6,000	0	0	0	6,000
	Stipend	B5	0	0	0	0	0	0	0	0	0	0
	Working expenses	B6	954	0	0	0	954	812	0	0	0	812
	Vicarage expenses	B7	(345)	0	0	0	(345)	2,129	0	0	0	2,129
	Assistant Staff	B8	0	0	0	0	0	0	0	0	0	0
	Sequestration Expenses	B23	0	0	0	0	0	0	0	0	0	0
	Upkeep of services	B9	1,918	0	0	0	1,918	1,551	0	0	0	1,551
	Church running and maintenance	B10	10,638	0	0	0	10,638	10,282	0	0	0	10,282
	Church reordering project costs	B11	0	0	0	0	0	0	0	0	0	0
	Training, publicity and social	B12	323	0	0	0	323	396	0	0	0	396
	Parish magazine	B13	0	0	0	0	0	0	0	0	0	0
	Parochial hall costs	B14	0	0	0	0	0	0	0	0	0	0
	Parochial hall sale costs	B15	0	0	0	0	0	0	0	0	0	0
	Administration	B16	2,467	0	0	0	2,467	3,082	0	0	0	3,082
	Church groups payments	B17	0	0	0	0	0	975	0	0	0	975
	Church major repairs	B18	0	0	0	0	1,235	0	0	0	1,235	0
	Depreciation	B19	482	0	0	0	482	482	0	0	0	482
	Cost of planned giving	B1	72	0	0	0	72	86	0	0	0	86
	Cost of annual accounts - Independent examination fee	B20	300	0	0	0	300	312	0	0	0	312
	Bookkeeping service	B21	1,017	0	0	0	1,017	1,172	0	0	0	1,172
	Other governance costs	B22	0	0	0	0	0	0	0	0	0	0
			30,014	100	0	0	30,114	27,626	1,075	0	0	28,701
b	Raising funds											
	Fund raising costs	B2	120	0	143	0	263	170	0	0	0	170
			120	0	143	0	263	170	0	0	0	170
c	Other resources expended											
	Donated services - Cleaning		670				670	670	0	0	0	670
			670	0	0	0	670	670	0	0	0	670

PAROCHIAL CHURCH COUNCIL OF ST MARY MAGDALENE, GILLINGHAM

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

4 Staff costs

	2018 £	2017 £
a Wages and salaries		0
Average number of employees	0	0

PCC members and all church workers, employed or volunteer, are entitled to claim travelling and other expenses; those claimed are noted in the accounts.

b Related party transactions

There were no reportable payments in respect of PCC members, persons closely connected with them or other parties. The total donations by PCC members was £x

5 Tangible fixed assets

	Freehold land and buildings	Church equipment	TOTAL
	£	£	£
Cost or valuation			
At 1 January 2018	200	10,899	11,099
Additions			0
Disposals			0
Revaluation			0
At 31 December 2018	200	10,899	11,099
Depreciation			
At 1 January 2018		6,561	6,561
Provided in the year		482	482
Disposals			0
At 31 December 2018	0	7,043	7,043
Net book amounts			
At 31 December 2018	200	3,856	4,056
At 31 December 2017	200	0	4,538

The freehold land and buildings comprise the plot of land at Sharps Green.

The value of the plot of land at Sharps Green has been estimated at £200.

Equipment used within the Church premises is depreciated on a straight-line basis over four years, other than the sound system purchased in 2002 which has now been fully depreciated over ten years on a straight-line basis. Individual items of equipment with a purchase price of £1000 or less are written off when acquired.

PAROCHIAL CHURCH COUNCIL OF ST MARY MAGDALENE, GILLINGHAM

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

6 Investments

	£
At 1 January 2018	0
Disposals at carrying value	
Purchases at cost	
Net gains and revaluation	0
At 31 December 2018	0

The following investments are held:

	Units	Valuation p	Value £
3.5% Conversion Stock	485.71	0	0
			0

The 3.5% Conversion Stock is held in the Pearce Bequest for the poor restricted fund shown in Note 10.

The 3.5% Conversion Stock was redeemed in April 2015, investigations are underway to realise the asset, it is held as

7 Debtors

	2018 £	2017 £
Income tax recoverable	4,870	6,188
Prepayments and accrued income	255	405
Other debtors		
	5,125	6,593

8 Creditors

Creditors: amounts falling due within one year

	2018 £	2017 £
Other accrued expenses	691	770
Charitable giving	(63)	(63)
Parochial hall deposits	25	25
Wedding deposits	2,004	3,900
	2,657	4,632

9 Analysis of Net assets by fund

	Unrestricted Funds £	Designated Funds £	Restricted Funds £	Endowment Funds £	Total Funds 2018 £	Total Funds 2017 £
Fixed assets for church use	4,056				4,056	4,538
Investment fixed assets				0	0	0
Current assets	195,785	63,236	63,374		322,395	307,467
Current liabilities	(2,720)		63		(2,657)	(4,632)
Long term liabilities					0	0
	197,121	63,236	63,437	0	323,794	307,373

PAROCHIAL CHURCH COUNCIL OF ST MARY MAGDALENE, GILLINGHAM

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

10 Statement of funds

	At 1 Jan 2018 £	Income £	Expenditure £	Transfers, other gains and losses £	At 31 Dec 2018 £
Unrestricted Funds - undesignated	185,568	43,358	(30,804)	(1,000)	197,121
Unrestricted Funds - designated					
Church Repair Fund	39,508	146	0	1,000	40,654
Church Hall Repair Fund	0	0	0	0	0
Bell ringers	3,989	0	0	0	3,989
Ladies Fellowship	99	0	(100)	0	(1)
Parent/toddler group	0	0	0	0	0
Printer fund	719	0	0	0	719
Operational reserve fund	16,863	0	0	0	16,863
Sound system	0	500	0	0	500
Youth drop in fund	320	0	0	0	320
Flowers	192	0	0	0	192
	61,690	646	(100)	1,000	63,236
Restricted Funds					
Missions & Charities Fund	129	0	0	0	129
Choir lighting	1,264	0	0	0	1,264
Organ maintenance	387	0	0	0	387
Bell chamber repairs	209	0	0	0	209
Youth activities	221	0	0	0	221
Church Repair fund	10,185	0	0	0	10,185
Roof repair fund	0	0	0	0	0
Flowers	(79)	0	0	0	(79)
Bell ringers	0	0	0	0	0
Training fund	65	0	0	0	65
Pearce Bequest	43	0	0	0	43
Projector	0	0	0	0	0
Alter cloth & linen	140	0	0	0	140
High Altar Rug	100	0	0	0	100
Appeal fund	47,451	3,465	(143)	0	50,773
	60,115	3,465	(143)	0	63,437
Endowment Funds					
Pearce Bequest	0	0	0	0	0
	0	0	0	0	0
Total funds	307,373	47,469	(31,047)	0	323,794

The unrestricted funds include the Social and Fellowship Fund which is included in Notes 2 and 3. The balance in the fund as at 31 December 2016 is £294.85

The designated funds comprise:

The Church Repair Fund and Church Hall Repair Fund have been designated by the PCC for the repair of the respective buildings. The funds are held in deposit accounts with Rochester Diocese Board of Finance; the Church Repair Account contains both unrestricted and restricted funds.

The Bell ringers and Ladies Fellowship are funds designated for those organisations and are held in separate accounts.

The printer fund is designated by the PCC towards a new printer when the current printer needs replacing. The funds are held in the bank deposit account with some restricted funds.

The Operational reserve fund was designated by the PCC to meet future net deficits in the general fund if and when they occur. The money was designated from the proceeds from the sale of the Brasenose investments which was calculated as the amount of insurance costs paid by the general fund in the seven years 2003 to 2009.

The youth drop in fund was designated by the PCC in 2010 from money raised carol singing.

PAROCHIAL CHURCH COUNCIL OF ST MARY MAGDALENE, GILLINGHAM

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

10 Statement of funds (continued)

The restricted funds comprise:

The Missions and Charities Fund is for donations received or invited by the PCC specifically for mission and the corresponding giving to charities.

The Choir Lighting Fund, Organ Maintenance Fund, Bell-chamber Repairs Fund and Youth Activities Fund result from donations received specifically for these purposes.

The Church Repair Fund and Roof Repair Fund are for grants and donations received specifically for the repair of the church or the repair of the roof. Significant work was carried out on the church roof in 2009 and with the exception of some monies held over to pay retention fees, the Roof Fund has now been closed.

Donations to the Flowers Fund, Bell ringers Fund and Training Fund which are restricted to spending on flowers, bells and training are carried forward to the extent they have not been spent on such purposes during the year.

11 Missionary and charitable giving

	2018	2018	2017	2017
	£	£	£	£
	General	Restricted	General	Restricted
Action Aid	72	0	72	0
Friends of Kent Churches	5	0	5	0
Friends of Rochester Cathedral	10	0	10	0
Gillingham Baptist Church	200	0	100	0
	287	0	187	0

cnocode	cnodesc	h1desc	h2desc
0101	Gift Aid - Bank	Incoming resources	Incoming resources
0110	Gift Aid - Envelopes	Incoming resources	Incoming resources
0150	Gift aid on planned giving	Incoming resources	Incoming resources
0201	Other planned giving	Incoming resources	Incoming resources
0301	Loose plate collections	Incoming resources	Incoming resources
0401	Regular gift days	Incoming resources	Incoming resources
0410	Giving through church boxes	Incoming resources	Incoming resources
0501	One-off Gift Aid gifts	Incoming resources	Incoming resources
0510	Gifts of quoted securities	Incoming resources	Incoming resources
0550	Donations appeals etc	Incoming resources	Incoming resources
0575	Stipend support	Incoming resources	Incoming resources
0601	Tax recoverable on Gift Aid	Incoming resources	Incoming resources
0701	Legacies	Incoming resources	Incoming resources
0801	Recurring grants	Incoming resources	Incoming resources
0811	Non-recurring one-off grants	Incoming resources	Incoming resources
0901	Fayres	Incoming resources	Incoming resources
0910	Monday drop in	Incoming resources	Incoming resources
0915	Fundraising calendars	Incoming resources	Incoming resources
0920	History of Church	Incoming resources	Incoming resources
0930	Income from printing	Incoming resources	Incoming resources
0940	Other fundraising	Incoming resources	Incoming resources
1220	Bookstall sales - fund raising	Incoming resources	Incoming resources
1240	Church hall lettings - fund raising	Incoming resources	Incoming resources
1245	Church hall lettings - other income	Incoming resources	Incoming resources
1250	Magazine income - advertising	Incoming resources	Incoming resources
1001	Dividends	Incoming resources	Incoming resources
1020	Bank and building society interest	Incoming resources	Incoming resources
1030	Rent from lands or buildings	Incoming resources	Incoming resources
1101	Fees for weddings	Incoming resources	Incoming resources
1111	Heating in church	Incoming resources	Incoming resources
1121	Other wedding fees	Incoming resources	Incoming resources
1131	Wedding and Baptism certificates	Incoming resources	Incoming resources
1151	Fees for funerals	Incoming resources	Incoming resources
1200	Partnership usage of church	Incoming resources	Incoming resources
1205	Sequestration Income	Incoming resources	Incoming resources
1210	Bookstall sales to promote objectives	Incoming resources	Incoming resources
1230	Church hall lettings - objectives	Incoming resources	Incoming resources
1260	Parish magazine sales	Incoming resources	Incoming resources
1301	Church Groups income	Incoming resources	Other incoming
1310	Insurance claims	Incoming resources	Other incoming
1320	Surplus - sales of fixed assets	Incoming resources	Other incoming
1600	Wedding suspense account	Incoming resources	Other incoming
1701	Fees paid to fund raisers	Resources used	Cost of genera
1710	Costs of applying for grants	Resources used	Cost of genera
1720	Costs of stewardship campaign	Resources used	Cost of genera
1730	Costs of fetes & other events	Resources used	Cost of genera
1740	Investment management costs	Resources used	Cost of genera
1801	Giving to missionary societies	Resources used	Charitable activ
1830	Giving - relief and development agencies	Resources used	Charitable activ
1840	Global Cares Unit	Resources used	Charitable activ
1850	Home mission	Resources used	Charitable activ
1870	Secular charities	Resources used	Charitable activ
1890	Vicar's discretionary giving	Resources used	Charitable activ
1901	Stipends quota	Resources used	Charitable activ
1905	Stipend support	Resources used	Charitable activ

1910	Ministry parish share etc	Resources used	Charitable activ
2001	Assistant staff costs	Resources used	Charitable activ
2040	Sequestration Expenses	Resources used	Charitable activ
2050	Salary of parish administrator	Resources used	Charitable activ
2101	Working expenses of incumbent	Resources used	Charitable activ
2120	Council tax	Resources used	Charitable activ
2130	Vicarage expenses	Resources used	Charitable activ
2140	Water rates - vicarage	Resources used	Charitable activ
2150	Vicar's telephone	Resources used	Charitable activ
2170	Education	Resources used	Charitable activ
2201	Parish training	Resources used	Charitable activ
2251	Parish mission	Resources used	Charitable activ
2271	Church Groups expenses	Resources used	Charitable activ
2301	Church running - insurance	Resources used	Charitable activ
2310	Church office - telephone	Resources used	Charitable activ
2311	Church office - Broadband	Resources used	Charitable activ
2315	Choir	Resources used	Charitable activ
2320	Organ / piano tuning	Resources used	Charitable activ
2325	Organist's salary	Resources used	Charitable activ
2330	Church maintenance	Resources used	Charitable activ
2331	Church Cleaning	Resources used	Charitable activ
2340	Upkeep of services	Resources used	Charitable activ
2345	Flowers	Resources used	Charitable activ
2350	Upkeep of churchyard	Resources used	Charitable activ
2360	Administration	Resources used	Charitable activ
2361	Admin - Photocopier rental	Resources used	Charitable activ
2362	Admin - photocopier usage	Resources used	Charitable activ
2363	Admin - paper	Resources used	Charitable activ
2365	Bank errors	Resources used	Charitable activ
2370	Visiting speakers / locums	Resources used	Charitable activ
2401	Church running - electric	Resources used	Charitable activ
2410	Church running - gas	Resources used	Charitable activ
2420	Church running - water	Resources used	Charitable activ
2430	Church running - materials	Resources used	Charitable activ
2440	Church running - heating and lighting	Resources used	Charitable activ
2501	Magazine expenses	Resources used	Charitable activ
2505	Printer machine expenses	Resources used	Charitable activ
2510	Bookstall costs	Resources used	Charitable activ
2520	Hall running - waste management	Resources used	Charitable activ
2525	Hall running - Caretaker	Resources used	Charitable activ
2530	Hall running - casual work	Resources used	Charitable activ
2535	Hall running - electricity	Resources used	Charitable activ
2540	Hall running - gas	Resources used	Charitable activ
2550	Hall running - insurance	Resources used	Charitable activ
2560	Hall running - maintenance	Resources used	Charitable activ
2570	Hall running - telephone	Resources used	Charitable activ
2580	Hall running - water	Resources used	Charitable activ
2590	Hall running - Cleaner	Resources used	Charitable activ
2595	Hall running - bank charges	Resources used	Charitable activ
2701	Church major repairs	Resources used	Charitable activ
2710	Church major repairs - installation	Resources used	Charitable activ
2720	Church interior and exterior decorating	Resources used	Charitable activ
2730	Church reordering project costs	Resources used	Charitable activ
2801	Hall + major repairs - structure	Resources used	Charitable activ
2820	Hall + major repairs - installation	Resources used	Charitable activ
2830	Hall + interior and exterior decorating	Resources used	Charitable activ

2840	Hall sale costs	Resources used	Charitable activ
2850	Other PCC property upkeep	Resources used	Charitable activ
2901	New building parsonage house	Resources used	Charitable activ
2910	New building house for curate	Resources used	Charitable activ
2920	New building Church	Resources used	Charitable activ
2930	New building Hall	Resources used	Charitable activ
2950	Depreciation	Resources used	Charitable activ
2601	Governance costs examination/audit fee	Resources used	Governance cc
2610	Governance costs - bookkeeping	Resources used	Governance cc
2651	Governance other expenses	Resources used	Governance cc

7 June 2019

**Independent Examiner's report to the Member/Trustees
of Gillingham St Mary Magdalene**

I report on the accounts for the year ended 31 December 2018 which are set out on the pages following.

Respective responsibilities of the Trustees and Independent Examiner

The church's trustees are responsible for the preparation of the accounts. The church's trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to

- Examine the accounts under section 145 of the 2011 Act;
- Follow the procedures laid down in the General Directions given by the Charity Commissioners section 145(5)(b) of the 2011 Act; and
- State whether particular matters have come to my attention.

Basis of Independent Examiner's Statement

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 consideration of any unusual items or disclosures in the accounts, and seeking explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

Independent Examiner's statement

Since the gross income for the year exceeds the amount provided in section 143(3) of the Act, I confirm that I am qualified to act as an Independent Examiner under the provisions of that section of the Act and that my qualifications are set out as below.

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 2011 Act; or
 - to prepare accounts which accord with these accounting records 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.

Yours sincerely



Martyn Burt

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