

**THE PAROCHIAL CHURCH OF ST MARY'S & ST CUTHBERT'S  
ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 DECEMBER 2018**

# THE PAROCHIAL CHURCH OF ST MARY'S & ST CUTHBERT'S

## LEGAL AND ADMINISTRATIVE INFORMATION

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<b>The Incumbent</b>	The Rev. David J Tully
<b>Charity number</b>	01130847
<b>Principal address</b>	Church Chare Chester-le-Street County Durham DH3 3QB
<b>Independent examiner</b>	Baldwins (Portobello) Limited Rowlands House Portobello Road Birtley County Durham DH3 2RY
<b>Bankers</b>	Barclays Bank PLC 6/7 Market Place County Durham DH1 3ND

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# THE PAROCHIAL CHURCH OF ST MARY'S & ST CUTHBERT'S

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# THE PAROCHIAL CHURCH OF ST MARY'S & ST CUTHBERT'S

## COUNCIL MEMBERS REPORT

### FOR THE YEAR ENDED 31 DECEMBER 2018

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The Council members present their report and financial statements for the year ended 31 December 2018.

The accounts have been prepared in accordance with the accounting policies set out in note 1 to the accounts and comply with the PCC's governing document, the Charities Act 2011 and "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015)"

#### Objectives and activities

St Mary and St Cuthbert's Parochial Church Council (PCC) has responsibility for co-operating with the incumbent, Revd David J Tully, in promoting in the ecclesiastical parish the whole mission of the Church, pastoral, evangelistic, social and ecumenical. It also has maintenance responsibilities of the Church Centre complex of the Parish Church of St Mary and St Cuthbert, Chester-le-Street. Correspondence may be addressed to the Church Office, Parish Centre, Church Chare, Chester-le-Street, Co Durham, DH3 3QB.

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

The PCC is governed by the Church of England measures which comprise of 1) the Parochial Church Councils (Powers) Measure 1956 as amended and 2) the Church Representation Rules (contained in schedule 3 to the Synodical Government Measure 1969 as amended).

When planning our activities for the year, the incumbent and the PCC have considered the Commission's guidance on public benefit and, in particular, the specific guidance on charities for the advancement of religion. We have described some of the activities we have undertaken to fulfill our objectives below.

#### Achievements and performance

Our Parochial Church Council met six times through the year as usual.

The PCC have undergone training (using the CPAS *PCC Tonight* materials). We have had five 40minute sessions. It started in November 2017.

As usual we aim to give away 10% of the congregation's giving from the previous year and we have achieved that goal - to the agreed charities/mission agencies - local, national and international.

The PCC still hold to **our Parish Values** (agreed in January 2013):

- Reaching out with God's love
- Serving the people of Chester-le-Street
- Doing everything for Jesus.

The **priorities to develop** in the next few years, agreed by PCC in November 2017, slightly modified from the previous ones:

- Parish Centre improvement and developing our links through it
- Children's and Youth work development
- Faith sharing.

We received a new curate, a deacon - Rev Mark Harrison who joined the staff in July. He is here for 3 to 4 years. He is expected to be ordained priest in June 2019.

Our former non-stipendiary curate, Rev Danie Lindley left us in September. She went to be Priest in charge of Gateshead Fell and Windy Nook.

# THE PAROCHIAL CHURCH OF ST MARY'S & ST CUTHBERT'S

## COUNCIL MEMBERS REPORT (CONTINUED)

### FOR THE YEAR ENDED 31 DECEMBER 2018

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A team of mainly lay people continue to run "Open the Book" in our Church of England primary school, using the Bible Society's resources.

We did a number of HOPE events throughout 2017. The diocese had a 4 day mission entitled *Talking Jesus* with bishops and their teams from all over the north of England. Our deanery welcomed the Bishop of Sherwood, Tony Porter – a number of much appreciated events were held in our parish.

We ran two nurture courses through the year – *Start* and *Moving On*.

We continue to operate with other churches of the town – doing *Street Friends* – on the last Saturday evening of each month.

We began a termly Job Club in June, with an enthusiastic and committed team of lay people – using the training and materials produced by *Christians Against Poverty* – in our Parish Centre.

All the incumbent status clergy of the diocese have been asked to undergo *Missional Leadership for Growth* training, David did that through 2017. He decided that his project would be to seek to set up a monthly *Sweaty Church* on Sunday afternoons in 2018.

The Rector – Rev David Tully continued his chaplaincy of three local football clubs (under the auspices of the Northern League) – Chester-le-Street, Birtley Town and Durham City. He also represented Durham diocese in the Church of England's Northern Sports Ministry as the home of the Archbishop of York. Rev David then spoke to the Diocesan Synod about opportunities for sports mission and ministry in November.

We continued with our Marriage preparation sessions, which are offered to all the couples to be married in our church through the year. We conducted about 80 baptisms, about 30 weddings and about 140 funerals through the year - which involve a vast amount of contact with our local community.

Our PCC applied for a faculty (with the backing of the Diocesan Advisory Committee) to put screens on 4 pillars of the church to replace our current projection system. The chancellor of the diocese decided it needed to go to consistory court, which was held in February and adjourned and continued in July. His judgement was that most of the scheme could not go forward. It left the PCC with a bill of £5,300 for costs. Donations were made of £12,000 to cover those costs and pay for a different scheme to upgrade our projection system.

Our Church primary school had an OFSTED in December and was given a "*Requires Improvement*" assessment.

#### **Church attendance**

Our church attendance has declined slightly at most services through the year.

At the 2018 Annual meeting our Electoral Roll stood at 415, exactly the same figure as 2017. 21 had joined, but 16 had either died and 5 had moved away.

#### **Financial review**

The general, unrestricted income of the PCC in 2018 was £306,268 compared to unrestricted income in 2017 of £304,998. Income has remained consistent and there has been an increase in covenanted giving and collections.

The organ restoration fund balance stood at £6,727 at the year end. This is restricted towards the repairs and restoration of the organ, and much of the work was undertaken during the year.

As regards unrestricted expenditure, £102,000 Parish Share has been paid over during the year compared with £100,000 in 2017. Overall, the excess of ordinary unrestricted expenditure over income gave rise to a deficit for the year on unrestricted funds of £23,462 compared to a deficit of £27,915 in 2017.

Looking forward to 2018, the PCC's finances should follow the same pattern.

# THE PAROCHIAL CHURCH OF ST MARY'S & ST CUTHBERT'S

## COUNCIL MEMBERS REPORT (CONTINUED)

**FOR THE YEAR ENDED 31 DECEMBER 2018**

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The policy of the PCC is to maintain a minimum cash reserve within its unrestricted funds of £10,000, to enable it to manage the church's normal expenditure requirements. Year end unrestricted bank balances total £64,265, well in excess of the £10,000 limit. Restricted funds are held until such time as expenditure arises for which they may be used in accordance with the restrictions placed upon their use.

### **Risk Factors**

The Council members has assessed the major risks to which the PCC is exposed, and are satisfied that systems are in place to mitigate exposure to the major risks.

In relation to the management of the major risks that have the potential to adversely affect the work of the church, these are considered by the relevant sub-committees and issues are raised at Council meetings where action is necessary. A formal policy for the protection of children and vulnerable adults has been put in place by the PCC and, in accordance with its terms, the necessary DBS searches are made through diocesan channels.

The Parish Centre Management Committee is responsible for health and safety and maintenance issues within the Parish Centre.

The Standing Committee is responsible for the initial management on behalf of the PCC of financial risks. The same Committee also manages health and safety and maintenance issues within the church building and for compliance with the 5 yearly programme of inspection required of church buildings by the Church of England central authorities. The 5 yearly quinquennial survey was carried out in 2013 and therefore the next report is due in 2018.

### **Structure, governance and management**

The PCC is governed by the Church of England measures which comprise of 1) the Parochial Church Councils (Powers) Measure 1956 as amended and 2) the Church Representation Rules (contained in schedule 3 to the Synodical Government Measure 1969 as amended).

# THE PAROCHIAL CHURCH OF ST MARY'S & ST CUTHBERT'S

## COUNCIL MEMBERS REPORT (CONTINUED)

### *FOR THE YEAR ENDED 31 DECEMBER 2018*

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Members of the PCC are either ex officio or elected by the Annual Parochial Church Meeting (APCM) in accordance with the Church Representation Rules, or may be co-opted.

During the year the following served as members of the PCC:

Clergy (ex officio):

The Rev'd David J Tully

The Rev'd Danielle Lindley, Curate (resigned September 2018)

The Rev'd Jon Wilkinson

Church Wardens (ex officio):

Mr Alex Webster

Mrs Sylvia Wroe

Mrs Jennie McDougall

Mrs Edna Sanderson

Mr Terry Culkin

Dorothy Hall

Deanery Synod Representatives (ex officio):

Mr Jeff Gray

Mr Alex Webster

Mr Alex Nelson

Mrs Edna Sanderson

Mrs Ann Curry

Mrs Jennifer McDougall (deceased January 2019)

Elected and Co-opted Members:

Jim Sothard

David Holborn

Les Stockdale

Mike Alton

Doreen Butts

Ian Goulding

Deborah Orange (Treasurer)

Malcolm Rowland

Norma Hedley

John Hopper

June Austin

PCC Secretary:

Mrs Dorothy Hall

Parish Administrator:

Mrs Jan Rowland

Youth worker:

S White

## **Committees**

Our Parochial Church Council met six times through the year as usual.

The PCC operates through a number of committees, which meet between full meetings of the PCC:

**Standing Committee:**

This is the only committee required by law. It has power to transact the business of the PCC between its meetings, subject to any directions given by the Council.

Attends to the Financial concerns of the Parish and the Fabric of the Church and Curates' Houses.

**Building's Team:**

Attends to matters relating to the stewardship of the Parish Centre.

# **THE PAROCHIAL CHURCH OF ST MARY'S & ST CUTHBERT'S**

## **COUNCIL MEMBERS REPORT (CONTINUED)**

***FOR THE YEAR ENDED 31 DECEMBER 2018***

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The Council members report was approved by the Board of Council Members.

.....  
**Rev. David J Tully**

Dated: .....



# THE PAROCHIAL CHURCH OF ST MARY'S & ST CUTHBERT'S

## INDEPENDENT EXAMINER'S REPORT

### TO THE COUNCIL MEMBERS OF THE PAROCHIAL CHURCH OF ST MARY'S & ST CUTHBERT'S

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I report to the Council members on my examination of the financial statements of The Parochial Church of St Mary's & St Cuthbert's (the PCC) for the year ended 31 December 2018.

#### **Responsibilities and basis of report**

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

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

#### **Independent examiner's statement**

Since the PCC's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of ICAEW, which is one of the listed bodies.

Your attention is drawn to the fact that the charity has prepared financial statements in accordance with Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) in preference to the Accounting and Reporting by Charities: Statement of Recommended Practice issued on 1 April 2005 which is referred to in the extant regulations but has now been withdrawn.

I understand that this has been done in order for financial statements to provide a true and fair view in accordance with Generally Accepted Accounting Practice effective for reporting periods beginning on or after 1 January 2015.

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

- 1 accounting records were not kept in respect of the PCC as required by section 130 of the 2011 Act; or
- 2 the financial statements do not accord with those records; or
- 3 the financial statements do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a true and fair view which is not a matter considered as part of an independent examination.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the financial statements to be reached.

David Nairn (FCA)

Rowlands House  
Portobello Road  
Birtley  
County Durham  
DH3 2RY

Dated: .....

# THE PAROCHIAL CHURCH OF ST MARY'S & ST CUTHBERT'S

## STATEMENT OF FINANCIAL ACTIVITIES

FOR THE YEAR ENDED 31 DECEMBER 2018

### Current financial year

		Unrestricted funds	Designated funds	Restricted funds	Endowment funds general	Total	Unrestricted funds	Designated funds	Restricted funds	Endowment funds general	Total
	Notes	2018 £	2018 £	2018 £	2018 £	2018 £	2017 £	2017 £	2017 £	2017 £	2017 £
<b><u>Income and endowments from:</u></b>											
Donations and legacies	2	171,775	-	40,147	-	211,922	170,585	-	31,115	-	201,700
Charitable activities	3	44,506	-	-	-	44,506	48,846	-	-	-	48,846
Other trading activities	4	88,003	-	10,052	-	98,055	85,118	-	4,223	-	89,341
Investments	5	603	-	15,193	-	15,796	449	-	278	7	734
Feed in tariff	6	1,381	-	-	-	1,381	-	-	-	-	-
<b>Total income and endowments</b>		<b>306,268</b>	<b>-</b>	<b>65,392</b>	<b>-</b>	<b>371,660</b>	<b>304,998</b>	<b>-</b>	<b>35,616</b>	<b>7</b>	<b>340,621</b>
<b><u>Expenditure on:</u></b>											
Raising funds	7	70,680	-	-	-	70,680	68,676	-	-	-	68,676
Charitable activities	8	258,914	4,768	196,883	-	460,565	256,561	3,482	34,088	-	294,131
De-recognition of investment	11	-	-	-	-	-	-	-	-	115,985	115,985
<b>Total resources expended</b>		<b>329,594</b>	<b>4,768</b>	<b>196,883</b>	<b>-</b>	<b>531,245</b>	<b>325,237</b>	<b>3,482</b>	<b>34,088</b>	<b>115,985</b>	<b>478,792</b>
Net gains/(losses) on investments		-	-	-	(862)	(862)	-	-	-	962	962
<b>Net outgoing resources before transfers</b>		<b>(23,326)</b>	<b>(4,768)</b>	<b>(131,491)</b>	<b>(862)</b>	<b>(160,447)</b>	<b>(20,239)</b>	<b>(3,482)</b>	<b>1,528</b>	<b>(115,016)</b>	<b>(137,209)</b>

# THE PAROCHIAL CHURCH OF ST MARY'S & ST CUTHBERT'S

## STATEMENT OF FINANCIAL ACTIVITIES (CONTINUED)

**FOR THE YEAR ENDED 31 DECEMBER 2018**

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<b>Net outgoing resources before transfers</b>	(23,326)	(4,768)	(131,491)	(862)	(160,447)	(20,239)	(3,482)	1,528	(115,016)	(137,209)
Gross transfers between funds	(136)	12,057	(11,921)	-	-	(7,676)	23,212	(6,093)	(9,443)	-
<b>Net movement in funds</b>	(23,462)	7,289	(143,412)	(862)	(160,447)	(27,915)	19,730	(4,565)	(124,459)	(137,209)
Fund balances at 1 January 2018	146,741	19,730	700,539	6,475	873,485	174,656	-	705,104	130,934	1,010,694
<b>Fund balances at 31 December 2018</b>	<u>123,279</u>	<u>27,019</u>	<u>557,127</u>	<u>5,613</u>	<u>713,038</u>	<u>146,741</u>	<u>19,730</u>	<u>700,539</u>	<u>6,475</u>	<u>873,485</u>

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

All income and expenditure derive from continuing activities.

# THE PAROCHIAL CHURCH OF ST MARY'S & ST CUTHBERT'S

## BALANCE SHEET

AS AT 31 DECEMBER 2018

	Notes	2018 £	£	2017 £	£
<b>Fixed assets</b>					
Tangible assets	12	545,005		536,577	
Investments		5,613		6,475	
		<u>550,618</u>		<u>543,052</u>	
<b>Current assets</b>					
Stocks	14	269		1,500	
Debtors	16	30,789		61,842	
Cash at bank and in hand		140,139		277,396	
		<u>171,197</u>		<u>340,738</u>	
<b>Creditors: amounts falling due within one year</b>	17	<u>(8,777)</u>		<u>(10,305)</u>	
Net current assets		162,420		330,433	
<b>Total assets less current liabilities</b>		<u>713,038</u>		<u>873,485</u>	
<b>Capital funds</b>					
Endowment funds - general		5,613		6,475	
<b>Income funds</b>					
Restricted funds		557,127		700,539	
Designated funds		27,019		19,730	
Unrestricted funds		123,279		146,741	
		<u>713,038</u>		<u>873,485</u>	

The accounts were approved by the Council Members on .....

.....  
Deborah Orange  
Trustee

.....  
Sylvia Wroe  
Trustee

# THE PAROCHIAL CHURCH OF ST MARY'S & ST CUTHBERT'S

## NOTES TO THE FINANCIAL STATEMENTS

**FOR THE YEAR ENDED 31 DECEMBER 2018**

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### **1 Accounting policies**

#### **Charity information**

The Parochial Church of St Mary's & St Cuthbert's is governed by the Church of England measures which comprise of 1) the Parochial Church Councils (Powers) Measure 1956 as amended and 2) the Church Representation Rules (contained in schedule 3 to the Synodical Government Measure 1969 as amended)

#### **1.1 Accounting convention**

These accounts have been prepared in accordance with the Church Accounting Regulations 2006, FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland" ("FRS 102"), "Accounting and Reporting by Charities" the Statement of Recommended Practice for charities applying FRS 102, the Charities Act 2011 and UK Generally Accepted Accounting Practice as it applies from 1 January 2015. The PCC is a Public Benefit Entity as defined by FRS 102.

The accounts have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a true and fair view. This departure has involved following the Statement of Recommended Practice for charities applying FRS 102 rather than the version of the Statement of Recommended Practice which is referred to in the Regulations but which has since been withdrawn.

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

The financial statements have been prepared under the historical cost convention, modified to include the revaluation of freehold properties and to include investment properties and certain financial instruments at fair value. The principal accounting policies adopted are set out below.

#### **1.2 Going concern**

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

#### **1.3 Charitable funds**

General funds represent the funds of the PCC that are not subject to any restrictions regarding their use and are available for application on the general purposes of the PCC. Funds designated for a particular purpose by the PCC are also unrestricted.

Restricted funds are subject to specific conditions by donors as to how they may be used. The purposes and uses of the restricted funds are set out in the notes to the financial statements.

Endowment funds are subject to specific conditions by donors that the capital must be maintained by the PCC.

The accounts include all transactions, assets and liabilities for which the PCC is responsible in law. They do not include the accounts of church groups that owe their main affiliation to another body or those that are informal gatherings of church members.

#### **1.4 Income recognition**

Collections are recognised when received by the PCC.

Planned giving receivable under Gift Aid is recognised only when received.

Income tax recoverable on Gift Aid donations is recognised when the income is recognised.

# THE PAROCHIAL CHURCH OF ST MARY'S & ST CUTHBERT'S

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

**FOR THE YEAR ENDED 31 DECEMBER 2018**

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### **1 Accounting policies**

**(Continued)**

Grants and legacies to the PCC are accounted for as soon as the PCC is notified of its legal entitlement, the amount due is quantifiable and its ultimate receipt by the PCC is reasonably certain.

Funds raised by the Autumn Fayre and similar events are accounted for gross.

Sales of books and magazines are accounted for gross.

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

### **1.5 Expenditure recognition**

Expenditure is recognised on an accrual basis as a liability is incurred.

Fundraising costs comprise the costs associated with attracting voluntary income and the costs of trading for fundraising purposes including the PCC's cafe.

Charitable expenditure comprises those costs incurred by the PCC in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

Governance costs include those costs associated with meeting the constitutional and statutory requirements of the PCC.

All costs are allocated between the expenditure categories of the SOFA on a basis designed to reflect the use of the resource. Costs are analysed in the notes to the accounts as requested by the Trustees. This is a departure from the SORP which requires support costs to be allocated between the different activities engaged. The analysis in these accounts is thought to provide a more meaningful analysis to the readers of the accounts.

### **1.6 Tangible fixed assets**

#### **Consecrated land and buildings and moveable church furnishings**

Consecrated and benefice property is excluded from the accounts by s.96(2)(a) of the Charities Act 2011.

No value is placed on moveable church furnishings held by the church wardens on special trust for the PCC and which require a faculty for disposal since the PCC considers this to be inalienable property. All expenditure incurred during the year on consecrated or benefice buildings and moveable church furnishings, whether maintenance or improvement, is written off as expenditure in the SOFA and separately disclosed.

#### **Other fixtures, fittings and equipment**

Tangible fixed assets are initially measured at cost and subsequently measured at cost or valuation, net of depreciation and any impairment losses.

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

Plant and machinery	15% reducing balance
Fixtures, fittings & equipment	15% reducing balance

Freehold land and buildings are retained for Church use. These are stated at cost and have not been depreciated due to their market value being considered to be higher than their carrying value.

# THE PAROCHIAL CHURCH OF ST MARY'S & ST CUTHBERT'S

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2018

### 1 Accounting policies

(Continued)

#### 1.7 Pensions

Payments to defined contribution retirement benefit schemes are charged as an expense as they fall due.

#### 1.8 Investments

Investments are a form of basic financial instrument and are initially recognised at their transaction value and subsequently measured at their fair value as at the balance sheet date using the closing quoted market price. The statement of financial activities includes the net gains and losses arising on revaluation and disposals throughout the year.

All gains and losses are taken to the Statement of Financial Activities as they arise. Realised gains and losses on investments are calculated as the difference between sales proceeds and their opening carrying value or their purchase value if acquired subsequent to the first day of the financial year. Unrealised gains and losses are calculated as the difference between the fair value at the year end and their carrying value. Realised and unrealised investment gains and losses are combined in the Statement of Financial Activities.

Dividends and interest are accounted for when receivable.

#### 1.9 Stock

Stocks are stated at the lower of cost and estimated selling price.

### 2 Donations and legacies

	Unrestricted funds	Restricted funds	Total 2018	Total 2017
	£	£	£	£
Gift Aid	90,279	660	90,939	88,796
Regular non gift aid donations	29,124	-	29,124	33,685
Sundry donations	4,166	5,937	10,103	32,912
Miscellaneous appeals	-	33,385	33,385	2,076
Income tax recoverable on gift aid	26,472	165	26,637	22,034
Collections (open plate) at all services	21,734	-	21,734	22,197
	<u>171,775</u>	<u>40,147</u>	<u>211,922</u>	<u>201,700</u>

In 2017 the total restricted income was £170,585, and total unrestricted income £31,115.

# THE PAROCHIAL CHURCH OF ST MARY'S & ST CUTHBERT'S

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2018

### 3 Charitable activities

	Magazine income £	PCC fees £	Clergy fees £	Total 2018 £	Total 2017 £
Sales within charitable activities	<u>1,370</u>	<u>23,167</u>	<u>19,969</u>	<u>44,506</u>	<u>48,846</u>

All of the income for 2017 and 2018 is unrestricted.

### 4 Other trading activities

	Unrestricted funds £	Restricted funds £	Total 2018 £	Total 2017 £
Fundraising	4,830	10,052	14,882	8,752
Parish centre lettings	24,388	-	24,388	21,516
Catering income	58,785	-	58,785	59,073
Other trading activities	<u>88,003</u>	<u>10,052</u>	<u>98,055</u>	<u>89,341</u>

In 2017 £4,223 of the income was restricted.

### 5 Investments

	Unrestricted funds £	Restricted funds £	Endowment funds general £	Total 2018 £	Total 2017 £
Income from unlisted investments	<u>603</u>	<u>15,193</u>	<u>-</u>	<u>15,796</u>	<u>734</u>

In 2017 investment income was £449 unrestricted, £278 restricted and £7 endowment funds.

### 6 Other income

	Total 2018 £	Total 2017 £
Feed in tariff	<u>1,381</u>	<u>-</u>



# THE PAROCHIAL CHURCH OF ST MARY'S & ST CUTHBERT'S

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

**FOR THE YEAR ENDED 31 DECEMBER 2018**

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### 7 Raising funds

	2018	2017
	£	£
<u>Trading costs</u>		
Catering costs	38,958	38,493
Parish centre costs	31,722	30,183
	<hr/>	<hr/>
Trading costs	70,680	68,676
	<hr/>	<hr/>
	70,680	68,676
	<hr/>	<hr/>

# THE PAROCHIAL CHURCH OF ST MARY'S & ST CUTHBERT'S

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2018

### 8 Charitable activities

	Unrestricted £	Designated £	Restricted £	2018 £	2017 £
Depreciation and impairment	3,703	4,768	-	8,471	6,984
Missionary Societies	11,339	-	-	11,339	7,449
Relief agencies	3,293	-	-	3,293	1,745
Magazine costs	991	-	-	991	1,007
Parish centre costs	18,526	-	1,716	20,242	20,429
Clergy fees surrendered to Diocese	24,257	-	-	24,257	27,577
Parish shares	102,000	-	-	102,000	100,000
Bank charges	-	-	95	95	15
Clergy expenses	-	-	4,024	4,024	3,024
Organ restoration	-	-	134,539	134,539	15,756
Assistant staff	33,599	-	825	34,424	34,209
Curate house expenses	1,647	-	-	1,647	1,964
Church running expenses	26,392	-	55,684	82,076	44,227
Pension contributions	561	-	-	561	286
Salaries, wages and honoraria	21,863	-	-	21,863	19,716
Sundry expenses	814	-	-	814	888
Machine lease and expenditure	3,665	-	-	3,665	3,665
Accountancy fees	4,238	-	-	4,238	4,340
Independent examination fees	850	-	-	850	850
Legal fees	1,176	-	-	1,176	-
	<u>258,914</u>	<u>4,768</u>	<u>196,883</u>	<u>460,565</u>	<u>294,131</u>
	<u>258,914</u>	<u>4,768</u>	<u>196,883</u>	<u>460,565</u>	<u>294,131</u>

### Analysis by fund

# THE PAROCHIAL CHURCH OF ST MARY'S & ST CUTHBERT'S

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

**FOR THE YEAR ENDED 31 DECEMBER 2018**

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### 8 Charitable activities

(Continued)

Unrestricted funds	258,914
Designated funds	4,768
Restricted funds	196,883
	<hr/>
	460,565
	<hr/>

#### For the year ended 31 December 2017

Unrestricted funds	256,561
Designated funds	3,482
Restricted funds	34,088
	<hr/>
	294,131
	<hr/>

# THE PAROCHIAL CHURCH OF ST MARY'S & ST CUTHBERT'S

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

**FOR THE YEAR ENDED 31 DECEMBER 2018**

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### 9 Council Members

None of the Council members (or any persons connected with them) received any remuneration or benefits from the PCC during the year.

### 10 Employees

#### Number of employees

There were 7 employees during the year none of whom were paid in excess of £60,000 a year.

Employment costs	2018 £	2017 £
Wages and salaries	76,890	72,859
Social security costs	854	87
Other pension costs	561	286
	<u>78,305</u>	<u>73,232</u>

### 11 De-recognition of investment

	2018 £	2017 £
De-recognition of investment	-	115,985
	<u>-</u>	<u>115,985</u>

This trust fund was deemed to belong to the Durham Diocesan Board of Finance not the PCC and as such this has been removed from the PCC's reserves.

# THE PAROCHIAL CHURCH OF ST MARY'S & ST CUTHBERT'S

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2018

### 12 Tangible fixed assets

	Land and buildings	Plant and machinery	Fixtures, fittings & equipment	Total
	£	£	£	£
<b>Cost</b>				
At 1 January 2018	497,000	86,077	69,019	652,096
Additions	-	-	16,899	16,899
At 31 December 2018	497,000	86,077	85,918	668,995
<b>Depreciation and impairment</b>				
At 1 January 2018	-	72,878	42,641	115,519
Depreciation charged in the year	-	1,980	6,491	8,471
At 31 December 2018	-	74,858	49,132	123,990
<b>Carrying amount</b>				
At 31 December 2018	497,000	11,219	36,786	545,005
At 31 December 2017	497,000	13,199	26,378	536,577

The freehold land and buildings comprise of the Parish Centre and associated land, Waldrige Mission Church site and the equity share of 16 Park Road North.

### 12 Fixed asset investments

	2018 £	2017 £
THE LISLE AND DOROTHY PATTISON GIFT		
394.189 Charifund units	5,613	6,475
	<b>5,613</b>	<b>6,475</b>

The Trust Fund is an endowment trust and the income earned may be used for the general purposes of the PCC.

### 14 Stocks

	2018 £	2017 £
Finished goods and goods for resale	269	1,500

# THE PAROCHIAL CHURCH OF ST MARY'S & ST CUTHBERT'S

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

### FOR THE YEAR ENDED 31 DECEMBER 2018

#### 15 Fund details

The unrestricted funds comprise the General and Areas/Groups Funds as well as the equity share of 16 Park Road North. All other funds are restricted in their use.

The endowment funds comprise of the trust fund as shown in note 12.

The bank account balances are represented by funds as follows:-

Fund		Balance @ 01.01.18 £	Change in year £	Transferred in year	Balance @ 31.12.18 £
General		87,584	(25,004)	(136)	62,444
Youth	R	2,551	496		3,047
Charities	R	92	(10)		82
Fabric	R	33,924	(5,280)		28,644
Organ restoration fund	R	131,324	(124,583)		6,741
Miscellaneous	R	(1,330)	17,265	136	16,071
Centre recoupment	R	21,289	-		21,289
Areas/Groups		1,962	(141)		1,821
		277,396	(137,257)	-	140,139
Total restricted bank balances	R				75,874
Total unrestricted bank balances					64,265

#### 16 Debtors

	2018 £	2017 £
<b>Amounts falling due within one year:</b>		
Trade debtors	1	-
Income tax recoverable	22,735	22,199
Prepayments and accrued income	8,053	39,643
	<u>30,789</u>	<u>61,842</u>

#### 17 Creditors: amounts falling due within one year

	2018 £	2017 £
Accruals and deferred income	<u>8,777</u>	<u>10,305</u>

# THE PAROCHIAL CHURCH OF ST MARY'S & ST CUTHBERT'S

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

**FOR THE YEAR ENDED 31 DECEMBER 2018**

### 18 Analysis of net assets between funds

	Unrestricted funds 2018 £	Designated funds 2018 £	Restricted funds 2018 £	Endowment funds 2018 £	Total 2018 £	Total 2017 £
Fund balances at 31 December 2018 are represented by:						
Tangible assets	37,986	27,019	480,000	-	545,005	536,577
Investments	-	-	-	5,613	5,613	6,475
Current assets/ (liabilities)	85,293	-	77,127	-	162,420	330,433
	<u>123,279</u>	<u>27,019</u>	<u>557,127</u>	<u>5,613</u>	<u>713,038</u>	<u>873,485</u>

### 19 Transfer between funds

During the year £136 was transferred from unrestricted to restricted funds. This was to cover the shortfall in fund raising for a trip and a book grant given.

£12,057 was transferred from restricted to designated funds as this amount related to funds donated towards specific assets, which were purchased during the year.