

## Secretary's Report (2019)

Another year has come and gone as I write my third and last report as Church Secretary.

2018 was a year of somewhat mixed fortunes at St Paul's with several of our members experiencing illness or injury. Sadly, we again said goodbye to a few old friends. Archie Borthwick, Tom Hodge, Margaret Lowe and Ian McLeod (our former minister) died during the year and each will be missed.

After many years involvement, the monthly visits to Heath Lodge were discontinued due to an apparent lack of management support and our 11+ Group ceased activity because of poor attendance.

Disappointingly, there has been no change in the method of calculating the annual Ministry & Mission payment that each Church in the Synod is expected to pay and this remains a financial burden to us despite repeated communications from us over a number of years.

On the positive side, attendance at our Sunday morning services remained high and our organisations in the main continued to flourish. We again made several donations to charity through a variety of initiatives.

Ten individuals were admitted to Church Membership, a number of 'fresh faces' joined more familiar ones in coffee and laundry duties and we benefitted from the services of three new Elders. Several key positions changed hands over the last twelve months – some after lengthy periods of commitment. We are indebted to those who have now stood down from their roles, those who have taken on new responsibilities and all our various helpers, without whom the Church could not operate successfully.

New data protection regulations (GDPR) came into effect in May and we were aided in ensuring necessary compliance by valuable information, specific to church requirements, provided by URC.

Churches in the Yorkshire Synod were each asked to respond to a paper entitled 'A Crisis and an Opportunity', concerned with ministerial deployment in the future and about their life and hope as a church organisation. Although we have received a letter of thanks for our participation in the process, it remains to be seen what will eventually transpire from these deliberations. We were also asked for our opinion on a proposed new promise to be made by elders regarding what they are expected to be and to do, which met with general approval at our November Church Meeting. Responses from the various church meetings will be reviewed at a General Assembly in 2020.

On the property side, a number of maintenance, repair and improvement activities have again been carried out and the dedicated stewardship and hard work in this area was recognised by a positive/favourable Quinquennial Report. The major project of the year was, of course, the refurbishment of the Hall Kitchen which despite one or two setbacks was subsequently completed within the allotted time frame. We were aided in the funding of this work by money raised through appeal and provided through grants.

Our well maintained garden again provided a colourful and pleasing welcome to everyone entering the church and its buildings. New tenants moved into the Manse in July and this remains a valuable source of income.

Finally, I would particularly like to thanks Chris, my wife, and Sarah for their unstinting help throughout quite a challenging year.

**ST PAUL'S UNITED REFORMED CHURCH HARROGATE**

**STATEMENT OF ACCOUNTS**

**FOR THE YEAR ENDED 31 DECEMBER 2018**

**ST PAUL'S UNITED REFORMED CHURCH**  
**Income and Expenditure**  
**for the year ended 31 December 2018**

Page 1

	<b>2018</b>	<b>2017</b>
	<b>£</b>	<b>£</b>
<b>Income</b>		
FWO and Standing Orders	74,168	77,333
Open Plate	13,484	12,643
Income Tax Refunds	20,120	20,335
	<b>107,772</b>	<b>110,311</b>
Donations from Church Organisations	1,920	967
Sundry Donations	1,221	1,020
Room Contributions	7,082	8,362
Newsletter Contributions	405	1,066
Newsletter Advertising	1,200	0
Bank and Building Society Interest	264	291
Sundry Income	992	330
Special Collections	1,309	1,516
<b>Annual Income</b>	<b>122,165</b>	<b>123,863</b>

<b>Expenditure</b>	<b>2018 Budget</b>		
Ministry and Mission Fund	73,176	73,176	84,432
Yorkshire Synod Levy	1,690	1,690	1,950
Housing Allowance	10,000	9,896	9,896
Expenses of Ministry	3,500	4,736	3,171
Motor Expenses	4,500	3,982	4,212
Church Utilities	6,000	3,885	4,690
Church Insurance	3,600	3,624	3,361
Church Cleaner	4,750	5,006	6,516
Church Fabric and Repairs	7,500	8,434	41,945
Postage, Stationery, Publications	750	288	340
Printing	2,000	1,808	1,619
Organists' Fees	7,000	6,780	6,720
Donations to charities	1,250	1,234	1,266
Bank Charges	650	620	597
Sundry Expenses	1,750	1,933	1,678
Contingencies	1,000	0	0
Special Collections	0	1,309	1,516
<b>Annual Expenditure</b>	<b>129,116</b>	<b>128,401</b>	<b>173,909</b>

<b>Total Net Income/(Expenditure)</b>	-6,769	-6,236	-50,046
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Transfer from Fabric Reserve	0	1,075
Transfer from Manse Reserve	9,896	9,896
Transfer from Memoriam Fund	0	37,963
<b>Surplus/(Deficit) of Income Over Expenditure</b>	<b>£3,660</b>	<b>-£1,112</b>

**ST PAUL'S UNITED REFORMED CHURCH**  
**Balance Sheet as at 31 December 2018**

**Page 2**

	<b>2018</b>	<b>2017</b>
	<b>£</b>	<b>£</b>
<b>Current Assets</b>		
Building Society Accounts:		
Leeds Building Society	58,139	63,109
Yorkshire Building Society	70,473	70,245
Bank:		
Extra Interest Account	7,572	7,568
Current Account	25,635	13,373
House Account	5,074	5,940
Cash in hand	606	0
Debtors	983	0
<b>Current Assets</b>	<b>168,482</b>	<b>160,235</b>
<b>Current Liabilities</b>		
Sundry Creditors	6,508	7,283
<b>TOTAL ASSETS LESS LIABILITIES</b>	<b>£161,974</b>	<b>£152,952</b>

**Represented by:**

**General Reserve**

As at 1 January 2018	6,717	7,829
Profit/(Deficit) for the Year	3,660	-1,112
	<b>10,377</b>	<b>6,717</b>

**Manse Reserve**

<b>In Memoriam Fund</b>	77,215	81,495
<b>Organ Fund</b>	16,250	16,250

<b>£161,974</b>	<b>£152,952</b>
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**Julie Sanderson ACA**  
**Treasurer**  
**06 February 2019**

**ST PAUL'S UNITED REFORMED CHURCH**  
**Capital Accounts as at 31 December 2018**

**Page 3**

<b>Kitchen Refurbishment Fund</b>	<b>£</b>	<b>£</b>
Income:		
Donations	4,978	
Gift Aid	1,060	
Grants:		
North Yorkshire County Council	1,500	
Terry & Liz Bramall Foundation	2,000	
URC Leeds General Purposes Fund	<u>2,000</u>	11,538
Refurbishment costs		-15,818
Deficit		<u>-4,280</u>
Transfer from In Memoriam Fund		4,280
As at 31 December 2018		<u><u>£0</u></u>
<b>In Memoriam Fund</b>		
As at 1 January 2018		81,495
Transfer to Kitchen Refurbishment Fund		-4,280
As at 31 December 2018		<u><u>£77,215</u></u>
<b>Manse Reserve</b>		
As at 1 January 2018		48,490
Rental Income Received		20,947
Manse Expenses		-1,409
Transfer to General Reserve		-9,896
As at 31 December 2018		<u><u>£58,132</u></u>
<b>Organ Fund</b>		
As at 1 January 2018 and 31 December 2018		<u><u>£16,250</u></u>
<b>SPECIAL COLLECTIONS IN THE YEAR</b>		
Commitment for Life		1,050
2017 Christmas Charity- Vision Support		<u>259</u>
		<u><u>£1,309</u></u>

**ST PAUL'S UNITED REFORMED CHURCH**

**Page 4**

**Report of the Independent Examiner to the Members of St Paul's United Reformed Church**

I report on the accounts of St Paul's United Reformed Church for the year ended 31 December 2018, which are set out on pages 1 to 3.

**Respective responsibilities of Elders and examiner**

The Elders are responsible for the preparation of the accounts. The Elders 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;
- to follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act, and
- to state whether particular matters have come to my attention.

**Basis of independent examiner's 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 Church and a comparison of the accounts presented with those records. It also includes consideration of unusual items or disclosures in the accounts and seeking explanations from the Elders concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

**Independent examiner's statement**

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

(1) which gives me reasonable cause to believe that in any material respect the requirements:

to keep accounting records in accordance with section 130 of the 2011 Act

to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Act

have not been met; or

(2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

**DR PHILIP A THAKE FCA**  
**24 February 2019**

**ST PAUL'S UNITED REFORMED CHURCH**  
**2019 BUDGET**

Page 5

<b>INCOME</b>	<b>Actual 2017</b>	<b>Actual 2018</b>	<b>Budget 2019</b>
	<b>£</b>	<b>£</b>	<b>£</b>
Envelopes, Standing Orders	77,333	74,168	74,200
Open Plate	12,643	13,484	13,500
Income Tax Refunds	20,335	20,120	20,200
	<b>110,311</b>	<b>107,772</b>	<b>107,900</b>
Donations from Church Organisations	967	1,920	1,500
Sundry Donations	1,020	1,221	1,000
Room Contributions	8,362	7,082	6,300
Newsletter Contributions	1,066	405	1,000
Newsletter Advertising	0	1,200	600
Bank and Building Society Interest	291	264	270
Sundry income	330	992	500
Special Collections	1516	1309	1,000
<b>TOTAL INCOME</b>	<b>123,863</b>	<b>122,165</b>	<b>120,070</b>

<b>EXPENDITURE</b>	<b>Actual 2017</b>	<b>Actual 2018</b>	<b>Budget 2019</b>
Ministry and Mission Fund	84,432	73,176	69,720
Yorkshire Synod Levy	1,950	1,690	1,610
Housing Allowance	9,896	9,896	9,900
Expenses of Ministry	3,171	4,736	4,800
Motor Expenses	4,212	3,982	4,200
Church Utilities	4,690	3,885	5,200
Church Insurance	3,361	3,624	3,800
Church Cleaning	6,516	5,006	5,200
Church Fabric and Repairs	41,945	8,434	6,500
Postage, Stationery, Publications	340	288	300
Printing	1,619	1,808	1,900
Organists' Fees	6,720	6,780	7,000
Donations	1,266	1,234	1,250
Bank Charges	597	620	650
Sundry Expenses	1,678	1,933	2,000
Special Collections	1516	1309	1,000
Contingencies	0	0	1,000
<b>TOTAL EXPENDITURE:</b>	<b>173,909</b>	<b>128,401</b>	<b>126,030</b>

<b>(Deficit)</b>	<b>-£50,046</b>	<b>-£6,236</b>	<b>-£5,960</b>
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<b>Transfer from Manse Reserve</b>		<b>9,896</b>	<b>9,896</b>
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<b>Surplus of Income Over Expenditure</b>		<b>£3,660</b>	<b>£3,936</b>
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**ST PAUL'S UNITED REFORMED CHURCH HARROGATE**

**STATEMENT OF ACCOUNTS**

**FOR THE YEAR ENDED 31 DECEMBER 2018**

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**Income and Expenditure**  
**for the year ended 31 December 2018**

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**In Memoriam Fund**

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**Organ Fund**

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**Julie Sanderson ACA**

**Treasurer**

**06 February 2019**

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**24 February 2019**

**ST PAUL'S UNITED REFORMED CHURCH**  
**2019 BUDGET**

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Contingencies	0	0	1,000
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<b>(Deficit)</b>	<b>-£50,046</b>	<b>-£6,236</b>	<b>-£5,960</b>
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<b>Transfer from Manse Reserve</b>		<b>9,896</b>	<b>9,896</b>
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<b>Surplus of Income Over Expenditure</b>		<b>£3,660</b>	<b>£3,936</b>
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