

PCC of St JOHN THE BAPTIST CHURCH YEOVIL

ACCOUNTS FOR THE YEAR ENDED 31 DECEMBER 2018

CONTENTS

	Page
Independent Examiner's Report	1
Statement of Financial Activities	2
Balance Sheet	3
Cash Flow	4
Notes to the Financial Statements	5 - 8

Note: The full Annual Report for 2018 including a finance report is available separately and will be filed together with these accounts with the Charity Commission

PCC of St John the Baptist Church Yeovil is a Registered Charity No. 1134345

Independent Examiner's Report to the Trustees of The PCC of St John The Baptist Church Yeovil.

I report on the accounts of the Trust for the year ended 31 December 2018 which are set out on pages 2 to 8.

Respective responsibilities of trustees and examiner

The charity's trustees are responsible for the preparation of the accounts. The charity'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. The charity is preparing accrued accounts and I am qualified to undertake the examination by being a qualified member of the Institute of Chartered Accountants in England and Wales.

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 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 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 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 next statement.

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; and
- 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.

CHHowes

Name: Mr Craig Howes

Relevant professional qualification or body: ICAEW

Address: 22 Watercombe Heights, Yeovil, Somerset, BA20 2TA

Date: 27.02.2019

PCC of St JOHN THE BAPTIST CHURCH YEOVIL

Statement of Financial Activities
For the Year to December 31st 2018

	Unrestricted Funds	Designated Funds	Restricted Funds	Total Funds 2018	Unrestricted Funds	Designated Funds	Restricted Funds	Total Funds 2017	
Note	£	£	£	£	£	£	£	£	
Incoming Resources									
Incoming resources from donors	2a	227,201	5,257	56,845	289,303	221,560	30,064	55,458	307,082
Other Voluntary incoming resources	2b	2,252	541	0	2,793	17,308	486	0	17,794
Income from charitable & ancillary trading	2c	10,700	7,166	3,768	21,634	10,039	5,814	1,152	17,005
Other ordinary incoming resources	2d	0	0	0	0	0	392	0	392
Income from investments	2e	472	2,120	1,211	3,803	250	2,070	95	2,415
Total Incoming Resources		240,625	15,084	61,824	317,533	249,157	38,826	56,705	344,688
Resources Used									
Grants	3a	23,798	0	0	23,798	23,668	0	10,000	33,668
Activities directly related to the work of the church	3b	190,327	15,933	67,127	273,387	183,903	62,730	51,365	297,998
Grant from Feeofees transferred to Schoolrooms Fund		0	0	2,500	2,500	0	0	0	0
Fund-raising & publicity	3c	0	0	0	0	0	0	0	0
Church management & administration	3d	41,890	684	0	42,574	40,116	792	0	40,908
Total Resources Used		256,015	16,617	69,627	342,259	247,687	63,522	61,365	372,574
Net Incoming/ (Outgoing) Resources		(15,390)	(1,533)	(7,803)	(24,726)	1,470	(24,696)	(4,660)	(27,886)
Gains & Losses on Investments									
- Realised	2f	0	0	446	446	0	0	0	0
- Unrealised		0	(736)	5,149	4,413	0	4,723	27,163	31,886
Net Movement in Funds		(15,390)	(2,269)	(2,208)	(19,867)	1,470	(19,973)	22,503	4,000
Balances brought forward at 1st January 2017									
General Fund - St John's		31,355			31,355	32,288			32,288
General Fund - St Andrew's		40,938				38,535			
Organ Fund			659		659		657		657
School Rooms Fund (Gross)			11,522		11,522		11,822		11,822
Fabric Funds			69,831		69,831		89,850		89,850
Flower Guild Investment Fund			423		423		497		497
Youth Development Investment Fund			8,589		8,589		8,507		8,507
Equipment Replacement Reserve			437		437		101		101
Bell Ringers' Investment Fund			15		15		15		15
Restoration Fund				15,786	15,786			1,109	1,109
Tom Setter Belfry Fund				2,772	2,772			4,754	4,754
Peter Wakely Community Fund				231,940	231,940			224,859	224,859
Christians Against Poverty Fund				26,960	26,960			24,232	24,232
Total Brought Fwd. Balance		72,293	91,476	277,458	400,289	70,823	111,449	254,954	398,691
Balances carried forward at 31st December 2018									
General Fund - St John's		30,380			30,380	31,355			31,355
General Fund - St Andrew's		26,525			26,525	40,938			40,938
Organ Fund			762		762		659		659
School Rooms Fund (Gross)			12,809		12,809		11,522		11,522
Fabric Investment Fund (Gross)			0		0				0
Fabric Fund			66,459		66,459		69,831		69,831
Flower Guild Investment Fund			460		460		423		423
Youth Development Investment Fund			7,865		7,865		8,589		8,589
Equipment Replacement Reserve			837		837		437		437
Bell Ringers' Investment Fund			16		16		15		15
Restoration Fund				13,307	13,307			15,786	15,786
Tom Setter Belfry Fund				7,015	7,015			2,772	2,772
Peter Wakely Community Fund				225,455	225,455			231,939	231,939
Christians Against Poverty Fund				29,472	29,472			26,960	26,960
Total Carried Forward Balance		56,905	89,208	275,249	421,362	72,293	91,476	277,457	441,226

PCC of St JOHN THE BAPTIST CHURCH YEOVIL

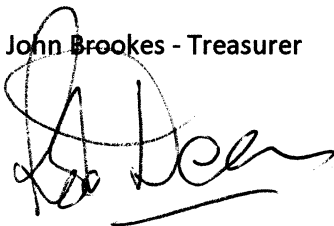
Balance Sheet as at December 31st 2018

	Note	2018 £	2017 £
FIXED ASSETS			
Tangible	1 (iv)	0	0
Investment Assets	1 (v)	284,914	294,020
		<u>284,914</u>	<u>294,020</u>
CURRENT ASSETS			
Stock			
Debtors & Prepayments	5	14,404	14,478
Short Term Deposits & Bonds		50,370	48,200
Cash at Bank & in hand		78,564	95,090
		<u>143,338</u>	<u>157,768</u>
LIABILITIES			
Amounts falling due within one year	6	(6,891)	(10,562)
		<u>136,447</u>	<u>147,206</u>
NET CURRENT ASSETS			
NET ASSETS	7	<u>421,361</u>	<u>441,226</u>
FUNDS			
Unrestricted		56,904	72,293
Designated		89,208	91,476
Restricted		275,249	277,457
		<u>421,361</u>	<u>441,226</u>

These accounts were approved on 24th February 2019 by:



John Brookes - Treasurer



Rob Dean - Church Warden

PCC of St JOHN THE BAPTIST CHURCH YEOVIL

Cash Flow Statement

For the Year to December 31st 2018

	2018	2017
	£	£
Reconciliation of Net (Outgoing) / Incoming Resources to net Cash Flow from Operating Activities		
Net (outgoing) / incoming resources before gains on investment assets	(24,726)	(27,886)
Investment Income	(3,803)	(2,415)
Roundings	0	0
Net cash (outflow) from operating activities	<u>(28,529)</u>	<u>(30,301)</u>
Cash Flow Statement		
Net cash (outflow) from operating activities	(28,529)	(30,301)
Movements on Debtors	77	676
Movements on Creditors	(3,671)	2,035
Sale of Investments	13,965	15,466
Returns on investments	3,803	2,415
Cash Flow/ Decrease in Cash	<u>(14,355)</u>	<u>(9,709)</u>
Net Funds at 1st January 2017	143,290	152,999
Net Funds at 31st December 2018	<u>128,935</u>	<u>143,290</u>
	<u>(14,355)</u>	<u>(9,709)</u>

PCC of St JOHN THE BAPTIST CHURCH YEOVIL

NOTES to the Financial Statements

For the Year to December 31st 2018

1 ACCOUNTING POLICIES

i) Format of Accounts

The Financial statements of the Parochial Church Council (PCC) have been prepared in accordance with Church Accounting Regulations, on the accrual basis, except as stated below.(Para. iii)

The accounts include transactions, assets and liabilities for which the St. John the Baptist PCC can be held responsible. They include the figures for St. Andrews church.

The accounts for 2018 show that total Income is	£317,533
and Total expenditure is	£342,259

ii) Funds

General funds represent the funds of the PCC that are not subject to any restrictions regarding their use and are available for application to the general purposes of the PCC.

The following funds are categorised as 'Designated Funds' within the terms of the Act.

- School Rooms Fund
- Office Equipment Reserve Fund
- Organ Fund
- Fabric & Fabric Investment Funds
- Youth Minister Investment Fund
- Bell Ringers' Investment Fund
- Flower Guild Fund

The following funds are categorised as 'Reserved Funds' within the terms of the Act.

- Restoration Fund
- Tom Setter Belfry Fund
- Christians Against Poverty
- Peter Wakely Community Fund

Placement of Funds

The PCC's financial policy is to invest the bulk of its liquid assets with the Church Commissioners (CCLA). Operating funds are retained in NatWest Bank current a/cs.

iii) A full analysis of Investment placement is shown in the Balance Sheet (Funds Statement).

All material items of income and expenditure are accounted for on an accruals basis, regardless of their not having been received or paid during the year.

iv) Tangible Fixed assets

The church is believed not to own any significant fixed assets, particularly the church building or clergy residences, at 31st December 2018

Any fixed assets acquired by the P.C.C. which the PCC is then free to dispose of at a future date, without faculty, and where the original cost exceeds £1,000 (One Thousand Pounds), are reviewed for capitalisation and depreciation over the useful economical life of those assets as determined by the Finance Committee.

Both the decision to Capitalise an asset and the resultant depreciation policy is determined by the Finance Committee.

No assets of this type were capitalised by the PCC during the period under review.

v) Fixed asset investments

Investments are held in the following funds

Peter Wakely Community Fund - CBF Church of England Investment Funds accumulation shares

Fabric Investment Fund - CBF Church of England Investment Funds Income Shares

	Cost	Value at 31st Dec 18
	£	£
Peter Wakely Community Fund - CBF Church of England Investment Funds accumulation shares	159,078	226,982
Fabric Investment Fund - CBF Church of England Investment Funds Income Shares	47,000	57,932
	<u>206,078</u>	<u>284,914</u>

PCC of St JOHN THE BAPTIST CHURCH YEOVIL

NOTES to the Financial Statements

For the Year to December 31st 2018

2	INCOMING RESOURCES	Unrestricted Funds	Designated Funds	Restricted Funds	Total Funds 2018	Unrestricted Funds	Designated Funds	Restricted Funds	Total Funds 2017
		£	£	£	£	£	£	£	£
2a	Incoming resources from donors								
	Planned giving:								
	Net amounts (incl. Gift Aided giving)	157,312	0	0	157,312	143,931	0	0	143,931
	Income Tax recoverable	34,462	0	0	34,462	33,963	0	0	33,963
	Collections for charitable purposes	1,559	0	0	1,559	1,921	0	0	1,921
	All other Collections	14,165	0	0	14,165	13,159	0	0	13,159
	Grants Received								
	Restoration	0	0	0	0	10,000	0	13,790	23,790
	Casual Gift Aid Income (in Fabric	0	84	0	84	0	49	0	49
	Restoration	0	0	20	20	0	0	290	290
	Schoolrooms	0	175	0	175	0	4,313	0	4,313
	Youth Minister	0	0	0	0	0	18	0	18
	Floral Group	0	578	0	578	0	447	0	447
	General	3,395	0	0	3,395	5,123	0	0	5,123
	Christians Against Pov	0	0	42,825	42,825	0	0	35,928	35,928
	Sundry donations								
	General	4,226	0	0	4,226	3,379	0	0	3,379
	Fabric	0	1,820	0	1,820	0	68	0	68
	Youth Minister	0	0	0	0	0	49	0	49
	Peter Wakely Legacy	12,082	0	0	12,082	10,084	0	0	10,084
	Schoolrooms transfer	0	0	0	0	0	25,000	0	25,000
	Organ	0	2,500	0	2,500	0	120	0	120
		0	100	0	100	0	0	0	0
	Office Equipment Res	0	0	0	0	0	0	0	0
	Tom Setter Belfry	0	0	14,000	14,000	0	0	5,450	5,450
		227,201	5,257	56,845	289,303	221,560	30,064	55,458	307,082
2b	Other Voluntary incoming resources								
	Legacy - General Fund	752	0	0	752	15,808	0	0	15,808
	Fundraising								
	Flower Guild	0	141	0	141	0	86	0	86
	Transfers from General Fund	0	400	0	400	0	400	0	400
	Costs Recovered from St.Andrews	1,500	0	0	1,500	1,500	0	0	1,500
		2,252	541	0	2,793	17,308	486	0	17,794
2c	Income from charitable & ancillary trading								
	Magazine advertisements	400	0	0	400	435	0	0	435
	Sale of Guide Books	14	0	0	14	15	11	0	26
	Church Hall Lettings	4,536	5,726	0	10,262	4,067	5,803	0	9,870
	Fees and Chuch Lettings	5,750	0	0	5,750	5,522	0	0	5,522
	VAT repaid	0	1,440	3,768	5,208	0	0	1,152	1,152
		10,700	7,166	3,768	21,634	10,039	5,814	1,152	17,005
2d	Other ordinary incoming resources								
	Insurance Claims	0	0	0	0	0	392	0	392
		0	0	0	0	0	392	0	392
2e	Income from investments								
	General Fund	472	0	0	472	250	0	0	250
	Schoolrooms	0	54	0	54	0	18	0	18
	Organ Fund	0	3	0	3	0	2	0	2
	Fabric Fund	0	2,035	0	2,035	0	50	0	50
	Fabric Investment Fund	0	0	0	0	0	1,984	0	1,984
	Ringer Investment Fund	0	0	0	0	0	0	0	0
	Repayment of War Stock	0	0	0	0	0	0	0	0
	Christians Against Poverty	0	0	146	146	0	0	60	60
	Tom Setter Belfry Fund	0	0	1,000	1,000	0	0	0	0
	Restoration Fund	0	0	61	61	0	0	34	34
	Peter Wakely Community Fund	0	0	4	4	0	0	1	1
	Youth Development Investment Fund	0	26	0	26	0	15	0	15
	Flower Guild Investment Fund	0	2	0	2	0	1	0	1
		472	2,120	1,211	3,803	250	2,070	95	2,415
	Gains & Losses on Investments								
2f	- Realised	0	0	446	446	0	0	0	0
	- Unrealised	0	0	0	0	0	0	0	0
	Peter Wakely Community Fund	0	(736)	5,149	4,413	0	0	27,163	27,163
	Fabric Investment Fund	0	0	0	0	0	4,723	0	4,723
		0	(736)	5,595	4,859	0	4,723	27,163	31,886
	TOTAL INCOMING RESOURCES	240,625	14,348	67,419	322,392	249,157	43,549	83,868	376,574

PCC of St JOHN THE BAPTIST CHURCH YEOVIL
NOTES to the Financial Statements (Continued)
For the Year to December 31st 2018

3. RESOURCES USED

3a. Grants

	Unrestricted Funds	Designated Funds	Restricted Funds	Total Funds 2018	Unrestricted Funds	Designated Funds	Restricted Funds	Total Funds 2017
	£	£	£	£	£	£	£	£
Missionary & Charitable Giving (Special Collns.)	1,649	0	0	1,649	1,921	0	0	1,921
Grant towards St Andrew's Kitchen Refurbishment	0	0	0	0	0	0	10,000	10,000
Transfer of grant from Restoration Appeal to Schoolrooms	0	0	2,500	2,500	0	0	0	0
External Donations from Church funds	22,149	0	0	22,149	21,747	0	0	21,747
	23,798	0	2,500	26,298	23,668	0	10,000	33,668

3b. Activities directly related to the work of the church

Ministry:

Diocesan Quota	149,085	0	0	149,085	137,647	0	0	137,647
Clergy Expenses	7,277	0	0	7,277	6,605	0	0	6,605
Clergy Housing	96	0	0	96	96	0	0	96
Pastoral Care Coordinator costs	0	0	12,083	12,083	0	0	10,084	10,084
Fabric Investment Fund transfer to Schoolrooms	0	0	0	0	0	25,000	0	25,000

Church Running Costs :

Power/Light/Heat	7,601	0	0	7,601	6,668	0	0	6,668
Telephone	816	0	0	816	773	0	0	773
Insurance	4,739	0	0	4,739	4,530	0	0	4,530
Repairs & Maintenance	7,911	0	0	7,911	8,065	0	0	8,065
Major Works	5,498	7,582	0	13,080	0	2,296	0	2,296
							460	460
							7,501	7,501
			60	60	0	0	60	60

Donation to Somerset Churches Trust

Altar Requisites	459	0	0	459	344	0	0	344
Costs of Choir & Music	1,131	0	0	1,131	1,197	0	0	1,197

C.A.P Activity

Expenses of project	0	0	40,459	40,459	0	0	33,260	33,260
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Parish Room & Sunday School Costs :

Youth Work	1,428	750	0	2,178	1,470	0	0	1,470
Other Costs	4,286	7,601	0	11,887	16,508	35,434	0	51,942
	190,327	15,933	67,127	273,387	183,903	62,730	51,365	297,998

3c Fund-raising & publicity

	0	0	0	0	0	0	0	0
	0	0	0	0	0	0	0	0

3d Church management & administration

Church Office expenses & magazine	2,836	0	0	2,836	3,341	184	0	3,525
Wages & Fees (Organist & Verger & Administrator)	35,432	0	0	35,432	34,177	0	0	34,177
Printing & Stationery	261	0	0	261	271	0	0	271
Books etc (inc. Hymn Books)	107	0	0	107	(150)	0	0	(150)
Sundries	3,256	684	0	3,940	2,477	608	0	3,085
	2,881	0	40,379	42,576	40,116	792	0	40,908

TOTAL RESOURCES USED

	217,006	15,933	110,006	342,261	247,687	63,522	61,365	372,574
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PCC of St JOHN THE BAPTIST CHURCH YEOVIL

NOTES to the Financial Statements

For the Year to December 31st 2018

4. STAFF COSTS

	2018		2017	
	£		£	
Wages and Salaries				
Organist (Sub-Contract Position)	4,128		3,800	
Verger/Facilities Manager	12,726		12,349	
Cleaner (Schoolrooms) - Sub Contract	2,392		2,040	
CAP Centre Manager	12,794		12,794	
CAP Centre Money Coach	8,120		8,120	
Pastoral Care Coordinator	11,261		10,878	
Parish Administrator	6,838	58,259	6,685	56,666

During the year the P.C.C. employed :-

Verger/Facilities Manager	Full time	1	1
Manager - CAP Centre	3 days p.w.	1	1
Money Coach - CAP Centre	3 days p.w.	1	1
Parish Administrator	Part time	1	1
Pastoral Care Coordinator	3 days p.w.	1	1

The P.C.C. also used the services of the following Sub-Contractors:-

Organist - St John's and St Andrew's	2	2
Cleaner (Parish room)	1	1

5. DEBTORS

	2018		2017	
	£		£	
Debtors also including prepayments and accrued income				
General Fund	12,554		17,834	
Restoration Fund	1,100		6	
Schoolrooms	750		55	
Christians Against Poverty	0		676	
Tom Setter Belfry Fund	0		30	
Fabric	0		6	
Contra Peter Wakely Legacy transfer included in creditors	0	14,404	(4,129)	14,478

6. CREDITORS

Creditors also relate to accrued expenses & unallocated suspense balances

General Fund	6,166	9,263
Schoolrooms	725	1,299
Peter Wakely Legacy Fund	0	4,129
Contra Peter Wakely Legacy transfer included in General Fund debtors	0	6,891
		(4,129)
		10,562

7. ANALYSIS of NET ASSETS by FUND

	as at:- 31st December 2018					as at:- 31st December 2017				
	Unrestricted	Designated	Restricted	Consol Adj.	Total	Unrestricted	Designated	Restricted	Consol Adj.	Total
	£	£	£	£	£	£	£	£	£	£
Fixed Assets & Investments	0	57,932	226,982	0	284,914	0	58,668	235,352	0	294,020
Current Assets	63,068	32,001	48,267	0	143,336	81,557	34,107	46,233	(4,129)	157,768
Current Liabilities	(6,163)	(725)	0	0	(6,888)	(9,263)	(1,299)	(4,129)	4,129	(10,562)
	56,905	89,208	275,249	0	421,362	72,294	91,476	277,456	0	441,226