



**PAROCHIAL CHURCH COUNCIL OF St. ANNE,  
SALE WITH St. FRANCIS, SALE MOOR**

**Statement of Financial Activities 2018**

**Final Accounts**



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(copy to be submitted to Charity Commission)**
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## Financial Summary

Annual



<b>1 Income &amp; Expenditure in 2018</b>		<b>2017</b>	
A	Income	£170,655	£158,300
B	Expenditure	£181,318	£217,715
C	Profit / Loss for the period year to date	<b>-£10,662</b>	<b>-£59,415</b>
<b>2 Balances</b>			
<b>A Treasurer Account (current account)</b>			
1	Annual Opening Balance	£37,724	£57,266
2	Annual Closing Balance	£26,901	£37,724
3	Movement of Funds	<b>-£10,823</b>	<b>-£19,543</b>
<b>B Deposit Account</b>			
1	Annual Opening Balance	£32,266	£72,088
2	Annual Closing Balance	£32,427	£32,266
3	Movement of Funds	£160	<b>-£39,822</b>
<b>C Petty Cash</b>			
1	Opening Balance	£94	£144
2	Closing Balance	£94	£94
3	Movement of Funds	£0	<b>-£50</b>
<b>D Overall Balance</b>			
A	Total Opening Balance (All Balances)	£70,084	£129,499
B	Total Closing Balance (All Balances)	£59,422	£70,084
C	Final Overall Balance	<b>-£10,662</b>	<b>-£59,414</b>

# Financial Summary

Annual



<b>3</b>	<b>Analysis Of Funds</b>	<b>2017</b>	
<b>A</b>	<b>Unrestricted Funds</b>		
	Opening Balance	£43,032	£108,429
	Closing Balance	£28,767	£43,032
	Movement of Funds	-£14,265	-£65,397
<b>B</b>	<b>Restricted Funds</b>		
	Opening Balance	£24,868	£18,891
	Closing Balance	£28,466	£24,868
	Movement of Funds	£3,598	£5,977
<b>C</b>	<b>Endowment Funds</b>		
	Opening Balance	£2,039	£2,034
	Closing Balance	£2,043	£2,039
	Movement of Funds	£5	£5
<b>D</b>	<b>Total Movement of Funds</b>		
	Opening Balance	£69,939	£129,354
	Closing Balance	£59,277	£69,939
	<b>Difference</b>	<b>-£10,662</b>	<b>-£59,415</b>
	Change in Creditors	£0	£0
Overall Movement of Funds		-£10,662	-£59,415

## **4 Total Funds Available**

<b>A</b>	<b>Total Funds</b>	<b>£59,277</b>	<b>£69,939</b>
	<b>Current Creditors</b>	<b>£0</b>	<b>£0</b>
	<b>Total Available Funds</b>	<b>£59,277</b>	<b>£69,939</b>

**Statement of Financial Activities  
(SOFA)**

(copy to be submitted to Charity Commission)



**PCC of St Anne, Sale, with St Francis, Sale Moor**

**Charity Number: X50695/0**

**Annual Accounts January 2018 - December 2018**

**CC39a**

Receipts					Payments				
Category	Unrestricted funds	Restricted funds	Total	Total	Category	Unrestricted funds	Restricted funds	Total	Total
	2018	2018	2018	2017		2018	2018	2018	2017
<b>Voluntary Receipts (1)</b>	59,981	-	59,981	61,674	<b>Costs of Generating Income (14)</b>	282	321	603	450
<b>Other Planned Giving (2)</b>	10,787	-	10,787	12,881	<b>Church Activities (15)</b>	12,415	327	12,742	12,896
<b>Collections at Services (3)</b>	4,180	-	4,180	5,001	<b>Diocesan Parish Share (16)</b>	64,978	-	64,978	62,796
<b>Other Recurring Giving / Donations (4)</b>	278	-	278	320	<b>Salaries, Wages &amp; Honoraria (17)</b>	5,972	-	5,972	9,096
<b>Non-Recurring Giving / Donations (5)</b>	2,917	3,986	6,903	6,828	<b>Clegy &amp; Staff Expenses (18)</b>	9,849	-	9,849	5,150
<b>Tax Recovered Through Gift Aid (6)</b>	23,905	-	23,905	11,679	<b>Church Expenses (19)</b>	16,886	0	16,886	17,106
<b>Legacies Received (7)</b>	0	0	0	1,500	<b>Insurance (20)</b>	9,594	-	9,594	8,736

# Statement of Financial Activities (SOFA)

(copy to be submitted to Charity Commission)



Income From Grants (8)	0	0	0	0	Miscellaneous (21)	7,543	-	7,543	8,911
Activities For Generating Funds (9)	7,373	343	7,716	7,690	Churchyards (22)	2,666	-	2,666	1,328
Income From Investments (10)	7,712	47	7,758	9,684	Upkeep of Services (23)	2,910	125	3,034	2,569
Church Activities (11)	8,606	-	8,606	10,055	Church Utility Bills (24)	14,895	-	14,895	12,535
Bookstall, Hall Lettings, Magazine Sales etc (12)	33,872	-	33,872	30,727	Costs of Trading (25)	4,099	0	4,099	4,386
Other Receipts (13)	6,670	-	6,670	260	Major Church Repairs (26)	28,457	0	28,457	71,756
					Major Repairs to Other PCC Property (27)	0	0	0	0
Totals	166,280	4,375	170,655	158,300	Totals	180,545	773	181,318	217,715

# Statement of Financial Activities (SOFA)

(copy to be submitted to Charity Commission)



Other Funds									
Receipts					Payments				
	2018		2017			2018		2017	
Endowment Funds	0		0		Endowment Funds	0		0	
Bank Adjustment	0		0		Bank Adjustment	0		0	
Cash Drawn	0		0		Cash Drawn	0		0	
Post Box	0		0		Post Box	0		0	
Total	0		0		Total	0		0	
	2018					2017			
	Unrestricted Funds	Restricted Funds	Endowment Funds	Total		Unrestricted Funds	Restricted Funds	Endowment Funds	Total
Net Incoming (Outgoing) Resources Before Other Recognised Gains / Losses	-14,265	3,598	5	-10,662		-65,397	5,977	5	-59,415

# Statement of Financial Activities (SOFA)

(copy to be submitted to Charity Commission)



Other Recognised Gains (Losses)									
	2018					2017			
	Unrestricted Funds	Restricted Funds	Endowment Funds	Total		Unrestricted Funds	Restricted Funds	Endowment Funds	Total
Gains and Losses on Revaluation of Fixed Assets for the Charity's own use	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
Gains & Losses on investment assets	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
Total Funds									
	2018					2017			
	Unrestricted Funds	Restricted Funds	Endowment Funds	Total		Unrestricted Funds	Restricted Funds	Endowment Funds	Total
Net Movement in Funds	-14,265	3,598	5	-10,662		-65,397	5,977	5	-59,415
Total Funds Brought Forward	43,032	24,868	2,039	69,939		108,429	18,891	2,034	129,354
Total Funds Carried Forward	28,767	28,466	2,043	59,277	43,032	24,868	2,039	69,939	



## NOTES – To SOFA

(1) Tax efficient Giving – Money that is given regularly. Money is recorded net – i.e. excluding tax recovered. Also includes money given through charity vouchers.

(15) Includes giving to missions & charities

(2) Money given regularly without Gift Aid

(16) All payments made during the year.

(3) Collections on Sunday, midweek, Baptisms, weddings and funerals. Includes one-off gifts. Excludes specific charity events (e.g. Christian Aid Week)

(17) All payments to staff

(4) Gift days, money given in church boxes and ad hoc donations

(18) Working expenses of the incumbent, telephone, travel, stationery. Includes costs of assistant staff, pastoral staff

(5) Includes one-off donations and special appeals (usually restricted), and one-off Gift Days

(19) Mission & evangelism; outreach costs. Also includes routine repairs & maintenance

(6) The amount of tax recovered from HMRC

(20) Insurance costs

(7) The capital amount of legacies received, excluding interest (if any)

(21) Cleaning materials, church / office phone etc.

(8) Income from grants, trusts and other funding bodies, for general purposes.

(22) All costs involved in their maintenance.

(9) Fund Raising – money raised from sponsored activities, jumble sales, fetes & other activities. Excludes costs of fund raising

(23) Organ tuning, worship materials, choir robes

(10) Dividends, bank and other deposits interest and income from property. Includes dividends from shareholdings

(24) Total costs of all bills.

(11) Statutory fees, weddings, funerals etc, Retained by the PCC – excludes fees due to Clergy and organist etc...

(25) Costs of running trading items (magazine, bookstall etc...)

(12) Income received from trading activities

(26) Such works that are not routine or maintenance

(13) All other receipts – generally they are capital in nature. Include sale of buildings, insurance claims.

(27) Major repairs to other PCC property.

(14) Includes the cost of fundraising events including costs of supporting regular giving (e.g. envelopes)

# Balance Sheet

copy to be submitted to Charity  
Commission



## Section B

## Balance sheet

		Total 2018		Total 2017	
		£		£	
		F01	F02		
<b>Fixed assets</b>	<b>Note</b>				
<b>Tangible assets (Note 8)</b>	B01	477,200	477,200		
	B02	0	0		
<b>Investments (Note 9)</b>	B03	0	0		
<b>Total fixed assets</b>	B04	477,200	477,200		
<b>Current assets</b>					
<b>Debtors (Note 10)</b>	B06	-	-		
<b>(Short term) investments</b>	B07	32,427	32,266		
<b>Cash at bank and in hand - Bank Account</b>	B08	26,901	37,724		
<b>Petty Cash - St Anne</b>		94	94		
<b>Petty Cash - Wardens</b>		0	0		
<b>Petty Cash - St Francis</b>		0	0		
<b>Total current assets</b>	B09	59,422	70,084		
<b>Creditors: amounts falling due within one year (Note 11)</b>	B10	0	0		
<b>Net current assets/(liabilities)</b>	B11	59,422	70,084		
<b>Total assets less current liabilities</b>	B12	536,622	547,284		

# Balance Sheet

copy to be submitted to Charity  
Commission



**Creditors: amounts falling due after one year (Note 11)**

B13

	0	0
	0	0

**Provisions for liabilities and charges**

B14

**Net assets**

B15

536,622	547,284
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## Funds of the Charity

**Unrestricted funds**

B16

527,210	537,918
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**Designated funds**

B17

0	0
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**Total unrestricted funds**

B18

527,210	537,918
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**Restricted income funds (Note 12)**

B18

8,498	8,456
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**Endowment funds (Note 12)**

B19

915	910
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**Total funds**

B20

536,622	547,284
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Signed by one or two trustees on behalf of all  
the trustees

Signature

Date of approval


# Annual Balance Sheet

(PCC version)



## Balance Sheet - Annual 2018

### Current Assets

<b>Deposit Account</b>		<b>£32,427</b>
<i>Unrestricted Funds</i>	<i>£23,014</i>	
<i>Restricted Funds</i>	<i>£8,498</i>	
<i>Endowment Funds</i>	<i>£915</i>	
<b>Treasurer Account</b>		<b>£26,901</b>
<b>Petty Cash</b>	<b>St Anne</b>	<b>£94</b>
	<b>Wardens</b>	<b>£0</b>
	<b>St Francis</b>	<b>£0</b>
<b>Total</b>		<b>£59,422</b>

### Income

Unrestricted Income	£166,166	
Restricted Income	£4,329	
Interest	£160	
<b>Total</b>		<b>£170,655</b>

### Expenditure

Unrestricted Expenditure	£180,545	
Restricted Expenditure	£773	
Bank Charges	£0	
<b>Total</b>		<b>£181,318</b>

### Balances

#### Deposit Account

<i>Opening: Unrestricted Funds</i>	<i>£22,900</i>	
<i>Opening: Restricted Funds</i>	<i>£8,456</i>	
<i>Opening: Endowment Funds:</i>	<i>£910</i>	<i>£32,266</i>
<b>Treasurer Account</b>		
<i>Opening: (Treasurer &amp; Petty Cash)</i>		<i>£37,818</i>
<i>Opening: Total</i>		<i><b>£70,084</b></i>

# Annual Balance Sheet (PCC version)



## Deposit Account

Closing: Unrestricted Funds £23,014

Closing: Restricted Funds £8,498

Closing: Endowment £915

## Treasurer Account

Closing (Treasurer & Petty Cash) £26,995

Closing: Total £59,422

Cumulative Profit (Loss) -£10,662

## Creditors

Opening Amount £0

Closing Amount £0

Net Creditors £0

Net Movement of Funds (Net Creditors + Profit / Loss) -£10,662

**Total Available Funds £59,422**

## Annual Income



Income Annual			
Item Number	Item Description		2018
Sunday Services			
Planned Giving			
1	Gift Aided	Envelopes	£15,060
2		Standing Orders	£44,921
3	Non	Envelopes	£6,897
4	Gift Aided	Standing Orders	£3,889
Non-Planned Giving			
5	Gift Aided		£3,456
6	Non Gift Aided		£0
Plate Money - Other Services			
Mid-Week Additional Services, Baptisms, Weddings & Funerals			
5	Gift Aided		£140
6	Non Gift Aided		£584
Totals			
7	Gift Aided		£63,577
8	Non Gift Aided		£11,371
9	Grand Total Giving at All Services		£74,948
Donations, Legacies & Grants			
10	Donations	Restricted	£3,986
11		Unrestricted	£2,917
12	Legacies	Restricted	£0
13		Unrestricted	£0
14	Grants	Restricted	£0
15		Unrestricted	£0
Church Boxes			
16	Spire	Sales	£567
17		Advertising	£2,120
18	Votive Candles		£278

## Annual Income



19	Church Bookstall		£1,089
20	Hall Bookstall		
<b>Fund Raising</b>			
20	Sponsored	Restricted	£0
21	Income	Unrestricted	£0
22	Luncheon	Restricted	£0
23	Club	Unrestricted	£704
24	Lunches &	Restricted	£343
25	Coffee Mornings	Unrestricted	£6,669
26	Fetes	Restricted	
27	& Bazaars	Unrestricted	
28	Other	Restricted	
29	Events	Unrestricted	
<b>Fees &amp; Charges</b>			
30	Weddings		£3,928
31	Funerals		£4,678
<b>Rents &amp; Building Income</b>			
32	St Anne's Hall		£14,320
33	St Francis		£15,776
34	No 3 Windermere		£7,458
35	St Anne's Church		£140
<b>Rebates , Interest &amp; Refunds</b>			
36	Interest	Deposit Account Restricted	£42
37		Deposit Account Designated	£5
38		Deposit Account Non-Restricted	£114
39	Income Tax Rebate		£23,905
40	Refunds from Suppliers		£6,670
41	Insurance Claims		
42	Utilities		
43	Surplus on Sale of Fixed Assets		
<b>Income Totals</b>			
44	<b>Total Unrestricted income</b>		<b>£166,280</b>
45	<b>Total Restricted Income</b>		<b>£4,375</b>
46	<b>Total Income</b>		<b>£170,655</b>

## Annual Expenditure



Expenditure - Annual				
Expenditure			2018	
			Unrestricted	Restricted
Costs Of Generating Funds	Holiday At Home		£0	£321
	Messy Church		£50	£0
	Autumn Fair		£0	£0
	Other		£232	£0
	Total		<b>£282</b>	£321
Costs of Clergy	Parish Share		£64,978	
	Assignment		£2,794	
	Clergy Expenses		£9,849	
	Clergy Fees		£0	
	Total		<b>£77,621</b>	
Insurance & Licences	Building Insurance	St Anne's Church	£3,781	
		St Francis	£2,175	
		Church Hall	£2,091	
		School	£0	
		No 3 Windermere	£383	
		Total	<b>£8,430</b>	



## Annual Expenditure



Insurance & Licences	Music & Performing Rights (CCLI)	St Anne's Church	£850	
		St Francis	£75	
		Church Hall	£238	
		<b>Total</b>	<b>£1,164</b>	
Church Running Expenses	St Anne's & St Francis	Altar Requisites	£843	£0
		Worship Material	£286	£0
		Music	£1,240	£125
		Upkeep of Services - general	£0	£0
		Weddings	£0	£0
		Funerals	£540	£0
		<b>Total</b>	<b>£2,910</b>	<b>£125</b>
Younger Church Expenses	Children & Youth Services		£0	£0
	Sunday School		£154	£0
	School Expenses (Excluding Donations)		£409	
	Youth Group		£0	£0
	<b>Total</b>		<b>£563</b>	£0
Cash Payments	St Anne's	Wardens	£750	
		Choir	£159	

## Annual Expenditure



Cash Payments	St Francis	Wardens	£0	
	Total		£909	£0
Magazine & Bookstall	Spire		£3,450	
	Church Bookstall	St Anne's	£649	
		St Francis	£0	
	Total		£4,099	
Salaries & Wages	Organist, Verger, Choir Leader		£3,178	
Church Giving	Missionary (Overseas)		£4,800	£327
	Relief & Development		£0	£0
	Home Missions & Church Societies		£1,796	£0
	Secular		£2,722	£0
	St Anne's School		£3,097	£0
	Total		£12,415	£327
Management & Administration	Equipment Hire		£2,249	
	Legal & Professional Fees		£2,026	
	Postage, Printing & Stationary		£1,532	
	Administration		£1,736	
	Total		£7,543	

## Annual Expenditure



<b>Buildings</b>	<b>St Anne's</b>	<b>Rates &amp; Council Tax</b>	£0	
		<b>Major Building Works</b>	£28,457	£0
		<b>General Repair</b>	£4,538	£0
		<b>Utilities</b>	£7,600	
		<b>Grounds</b>	£1,986	
		<b>Fixtures &amp; Fittings</b>	£0	£0
		<b>Total</b>	<b>£42,581</b>	£0
	<b>St Francis</b>	<b>Rates &amp; Council Tax</b>	£0	
		<b>Major Building Works</b>	£0	£0
		<b>General Repair</b>	£2,015	£0
		<b>Utilities</b>	£3,562	
		<b>Grounds</b>	£680	
		<b>Fixtures &amp; Fittings</b>	£0	£0
		<b>Total</b>	<b>£6,256</b>	£0
	<b>Church Hall</b>	<b>Rates &amp; Council Tax</b>	£0	
		<b>Major Building Works</b>	£0	£0
		<b>General Repair</b>	£6,348	£0
		<b>Utilities</b>	£3,239	
		<b>Grounds</b>	£0	£0

## Annual Expenditure



Buildings	Church Hall	Fixtures & Fittings	£0	£0	
		Total	£9,587	£0	
	Vicarage	Rates & Council Tax	£339		
		Major Building Works	£0	£0	
		General Repair	£2,175	£0	
		Utilities	£494		
		Grounds	£0	£0	
		Fixtures & Fittings	£0	£0	
		Total	£3,008	£0	
	No 3 Windermere	Rates & Council Tax	£0		
		Major Building Works	£0	£0	
		General Repair	£0	£0	
		Utilities	£0		
		Grounds	£0	£0	
		Fixtures & Fittings	£0	£0	
		Total	£0	£0	
Post Box Items					
Total Expenditure From Unrestricted Funds			£180,545		
Total Expenditure From Restricted Funds				£773	
Total Expenditure					£181,318

**Independent Examiner's Report to the PCC of St. Anne, Sale  
with St. Francis, Sale Moor**

This report on the accounts of the PCC for the year ended 31<sup>st</sup> December 2018, which are set out herewith is in respect of an examination carried out under Regulation 3(3) of the Church Accounting Regulations ('the regulations') and s.43 of The Charities Act 1993 ('the act').

As members of the PCC you are responsible for the preparation of the accounts; you consider that the audit requirements of Regulation 3(3) of the regulations and s.43(2) of the Act do not apply. It is my responsibility to issue this report of those accounts in accordance with the terms of Regulation 25 of the Regulations and Regulation 7 of the Charities (Accounts & Reports) Regulations 1995.

My examination was carried out in accordance with the General Directions given by the Charity Commission under s.43(7) of the Act and to be found in the guidance from the CBF. The examination includes a review of the accounting records kept by the PCC and a comparison of the accounts with those records. It also includes considering any unusual items or disclosures in the accounts seeking explanations from you as trustees concerning any such matters.

The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently I do not express an audit opinion on the view given by the accounts.

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 s.41 of the Act; and to prepare accounts which accord with the accounting records and to comply with the requirements of the Act, as also contained in the Regulations have not been met; or
- (2) To which, in my opinion, attention should be drawn to enable a proper understanding of the accounts to be reached.

**Chris Jones Independent Examiner**.....

Approved by the Parochial Church Council on the ..... 2019

And signed on its behalf by:

..... **Alison Cox, Chairman**

..... **Member**

# **TREASURER'S REPORT FOR THE YEAR 2018**

Our finances took a bit of a hammering during 2018. The East Window repairs came in at around £57,000 and there was the unscheduled expense of the roof repairs in the early part of the year. Our deposit account which had held around £72,000 in 2017 bore the brunt of the costs with £40,000 being transferred over to the current account to help pay for it. We have not held sufficient funds since then to transfer any monies back again.

Giving has fallen quite markedly over the past twelve months. This has been most noticeable in the amounts raised using weekly unplanned giving (pink) pew envelopes. Donations via the yellow envelopes and via standing orders have remained more or less constant. One notices this when compiling a donations schedule for claiming Gift-Aid from the HMRC. Two claims are made per year – the first is the period January to March, the second is the period from April to December. On each claim schedule exact amounts of donations are entered. The amount of rebate is a percentage of that total.

The amounts for the period April – December in previous years have been around £51,000 or £52,000 (perhaps not in 2016) and the rebate has been as follows:

2015: £12,231.72

2016: £11,420.12

2017: £12,740.31

For the same period in 2018 the total amount on the schedule had dropped to £46,325 causing us to consider we would be lucky if our rebate reached £10,000 but despite this I am pleased to report that the rebate was actually £11,587.22.

Another positive boost to our finances was to come from a **V.A.T. claim** made by the wardens on the large sums paid out on the East Window repairs. This came in at £10,539.52.

**Easy FundRaising** has also been set up by Rachel Boyle and 2018 saw the first full year of using the scheme. This has raised over £200 so far. Well over three quarters of this came with purchases made immediately before Christmas. As with the Gift-Aid this bonus has only been realised recently.

## **FUTURE FOUNDATIONS**

In the early part of 2018 people gave very generously to this fund which is for the re-ordering. So far we have raised £6,600. A separate account is being set up to deposit this money and keep it separate from ordinary every day running costs.

## **THE NEXT TWELVE MONTHS**

At the February 2019 PCC meeting I was in buoyant mood as the funds in the current account had climbed back to £50,000 with the Gift-Aid rebate and the VAT being largely responsible. However, there have been some substantial payouts since and the bank has begun to impose charges. The only solution seems to be to move our account elsewhere but options appear to be limited. I am predicting a turbulent few months ahead while this is sorted. Although it may appear that we are in a healthy financial situation we still need to be careful and wise in our spending.

**Tim Marlow March 2019**

