



**ST MARY'S CHURCH  
PURTON  
ANNUAL ACCOUNTS  
2019**

**Treasurer: Miss Roberta Legg**

**Auditor: Mrs Christine Makings**

## **Independent examiner's report to the PCC of St Mary's Purton**

This report on the accounts of the PCC for the year ended 31 December 2019 which are set out on the following pages, is in respect of an examination carried out under Regulation 3(3) of the Church Accounting Regulations 1997 to 2001 ('the Regulations') and s.43 of the Charities Act 1993 ('the Act').

### **Respective responsibilities of the PCC and the examiner**

As members of the PCC you are responsible for the preparation of the accounts; you consider that the audit requirements of Regulation 3 (3) and section 43(2) of the Act do not apply. It is my responsibility to issue this report on those accounts in accordance with the terms of Regulation 25.

### **Basis of this report**

My examination was carried out in accordance with the General Direction given by the Charity Commission under sections 43(7)(b) of the Act and to be found in the Church guidance, 2001 edition, issued by the Finance Division of the Archbishops' Council. That 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 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 I do not express an audit opinion on the view given by the accounts.

### **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 41 of the Act; and

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



Mrs Christine Makings

Dated: 24<sup>th</sup> April 2020

Parochial Church Council of Purton 2019 accounts

2018	RECEIPTS	2019		2018	EXPENDITURE	2019	
		£				£	
43829.13	<b>Regular Giving</b>	<b>45552.17</b>		3940.51	<b>The Ministry</b>	<b>2992.69</b>	
	Cash £4409.91			56.38	<b>Miscellaneous cost</b>		
	Non gift aid £1402.50			8847.35	<b>Heat, light, insurance</b>	<b>6914.68</b>	
	Gift aided £17445.90				Oil £1865.33		
	Parish Giving £22293.86				Insurance £4141.95		
					electric/water etc £907.40		
8822.50	<b>tax refund</b>	<b>10060.91</b>		1327.52	<b>Maintenance</b>	<b>1631.83</b>	
2882.89	<b>fundraising</b>	<b>3480.38</b>		698.22	<b>Photocopier &amp; Printing</b>	<b>1435.14</b>	
4586.00	<b>Bristol Diocese Fees</b>	<b>4131.00</b>		1700.00	<b>Honorarium</b>	<b>1665.00</b>	
3566.00	<b>Wedding/Funeral Fees</b>	<b>3433.00</b>		540.16	<b>Upkeep of services</b>	<b>326.56</b>	
359.76	<b>Trust Income</b>	<b>359.76</b>		119.49	<b>Messy/Junior Church</b>	<b>693.59</b>	
6880.00	<b>PCC Fees</b>	<b>5966.11</b>		4559.00	<b>Bristol Diocese Fees</b>	<b>4573.00</b>	
330.00	<b>Donations</b>	<b>1803.86</b>			<b>Fundraising Expenses</b>	<b>272.50</b>	
824.47	<b>floodlight</b>	<b>838.00</b>		3564.00	<b>Wedding/Funeral Exp</b>	<b>3433.00</b>	
50.25	<b>Bequests</b>	<b>0.00</b>		39500.00	<b>Parish Share</b>	<b>40500.00</b>	
	<b>Special Collections</b>	<b>800.26</b>		770.95	<b>Charities and Mission</b>	<b>1100.00</b>	
	<b>u/c cheque not cashed</b>	<b>43.00</b>		751.80	<b>ccli and membership</b>	<b>1085.15</b>	
					<b>other</b>	<b>360.46</b>	
				889.61	<b>admin expenses</b>	<b>287.87</b>	
72131.00	<b>Total Receipts</b>	<b>76468.45</b>		3334.50	<b>Admin officer payroll</b>	<b>2935.00</b>	
				1600.00	<b>to youth account</b>	<b>4000.00</b>	
0.00	<b>Transfer from Reserves</b>	<b>0.00</b>			<b>Special Collections</b>	<b>800.26</b>	
72131.00	<b>Total</b>	<b>76468.45</b>		72199.49	<b>Total</b>	<b>75006.73</b>	
5577.93	<b>b/fwd 2018</b>	<b>5509.46</b>		5509.46	<b>bal c/fwd 2018</b>	<b>6971.18</b>	
77708.95	<b>Total for Balance</b>	<b>81977.91</b>		77708.95	<b>Total for balance</b>	<b>81977.91</b>	

**Charities and Mission Giving**

	Restricted income	19072.18			Direct	1100.00	
	Unrestricted income	57396.27			As part of Parish Share	2725.00	
					<b>Total (and as % of unrestricted income)</b>	<b>3825.00</b>	<b>6.7%</b>
					Special Collections (and as %)	800.26	1.4%

## Parish Giving to Charities and Mission

We believe that as Church Family we should give a proportion of our income to support those outside our Church Family who are less well-off and in need. Up until 2019 we had not put any specific target on this giving but at the PCC meeting on 24th June 2019 we agreed to set initial targets as follows:

Parish Giving to Charities and Mission should be:

- 7% of our **unrestricted income**, plus;
- the equivalent of at least 3% of our unrestricted income raised by **Special Collections** during the year.

**Our giving from unrestricted income** for 2019 was about 7% from two sources:

- **Direct.** This was donations to Growing Hope, Africa Naturally, Farming for Orphans in Mozambique
- **Parish Share.** Of the £40,500 we gave the diocese for our Parish Share, the diocese estimate that about £5,450 helps to support poorer parishes. As the calculation involves many factors, we have allowed just 50% of this figure (£2,725) to represent charitable giving from our parish in 2019.

The Church Family gave £800.26 through **Special Collections** at church in 2019. The money donated goes directly to the charities concerned (Children's Society and Mercy Ships).

### Unrestricted and Restricted Income – explanation

**Unrestricted Income.** This is income over which we have full discretion on its use. All of the money we receive from Regular Giving by church members (plus the Gift Aid tax refunds on this giving) makes up the majority of the Unrestricted income. In addition, we have assumed that 50% of our general fundraising is Unrestricted.

**Restricted income.** This is income which is specified, or understood to be, for a specific purpose related to the church. Restricted income has been taken to include:

- Bristol Diocese fees. Although collected by the Church from weddings and funerals all the fee goes directly to Bristol Diocese
- Wedding/funeral fees. Although collected by the Church all the fee goes directly to those providing services, e.g. choir
- PCC fees from weddings/funerals etc. These are set by the Diocese and, as we understand it, are intended for church use.
- Bequests and donations. These are usually specifically for the church (e.g. for maintenance or for children's activities)
- Floodlighting. This is a service we provide for the village. The fees are set to recover running costs (maintenance and electricity) and for long term replacement of assets (installed under investment expenditure).
- Trust income. It is unclear what constraints there are on the use of the interest received from this Trust fund but the main purpose of such funds is generally as reserves to support the upkeep of the church

**PCC of Purton Renewal Accounts (Restricted)**

	£
b/fwd NWB a/c 1 jan 2019	9988.77
b/fwd CBF a/c 1 Jan 2019	105627.35
<b>Total balance 1 Jan 2019</b>	<b>115616.12</b>
<b>Income</b>	
Donations	93860.00
Interest	930.11
gift aid	18608.75
fundraising	1083.50
<b>Total income</b>	<b>114482.36</b>
<b>Expenditure</b>	£
Architect fees	18875.45
other invoices	18654.28
<b>Total expenditure</b>	<b>37529.73</b>
NWB Bal 31 December 2019	61011.29
CBF Bal 31 December 2019	131557.46
<b>Total Balance 31 December 2019</b>	<b>192568.75</b>

**PCC of Purton Roof Repair Account**

	£
b/fwd 01Jan 2019	6881.62
<b>Income</b>	
None	
<b>Total income</b>	<b>0.00</b>
<b>Expenditure</b>	£
Architect fees	395.52
West Country Tiling	2636.83
<b>Total expenditure</b>	<b>3032.35</b>
<b>Balance 31 December 2019</b>	<b>3849.27</b>

u/c cheque £1680.68

**PCC Youth Worker Account (restricted)****NWB**

Balance b/fwd 1 Jan 2019		1592.33
Donations		851.88
Gift aid		401.75
t/f Bank Account		4000.00
Upper Thames Methodist		-6000.00
Balance 31 December 2019		845.96

**PCC Young Person's Work Account (Restricted)****NWB**

Balance b/fwd 1 Jan 2019		1491.95
Income		228.06
Balance 31 december 2019		1720.01

**PCC Friends Account (unrestricted)****NWB**

Balance b/fwd 1 Jan 2019		2826.29
donations		1595.00
gift aid		357.01
Balance 31 December 2019		4778.30

**Emily Osborne fund (unrestricted)****CBF London**

Value of fund 01Jan 2019		72171.01
increase		13706.56
Value 31 December 2019		85877.57

**General Bequest Funds (restricted)****CBF London**

Value of fund 1 Jan 2019		1631.49
increase		39.68
Value 31 December 2019		1671.17

**Woodward Account (unrestricted)****CBF London**

Balance b/fwd 1 Jan 2019		56097.62
interest		421.68
Balance 31 December 2019		56519.30

**General Reserve (unrestricted)****CBF London**

Balance b/fwd 1 Jan 2019		8520.53
interest		78.00
Income E Osborne account		2496.26
Income Braydon Fund		1599.27
transfer		0.00
Balance 31 December 2019		12694.06

# **ST MARY'S ASSETS end 2019**

## **Braydon fund (Endowment Fund)**

£

2870 CBF Investment fund units (£46234.55 end 2018)	55015.32
4341 CBF Fixed Interest Fund Units (£6953.03 end 2018)	7259.75

## **Bequest and Legacies**

Woodward	56519.30
General Bequest Fund	1671.17
Emily Osborne	85877.57

**Total Permanent Assets** **£206343.11**

## **CURRENT ASSETS**

General Funds	Bank Account	6971.18
	General Reserve Account	12694.06
Special Funds	Youngs Persons Work A/c	1720.01
	Friends of St Mary's	4778.30
	Youth Worker Account	845.96
	Renewal Project (Bank a/c)	61011.29
	Renewal Project (CBF London)	131557.46
	Roof Account	3849.27

**Total Current Assets** **£223427.53**

## **TOTAL ALL ASSETS end 2019**

**£429770.64**

2018 £325551.00

### **Notes:**

1. Uncleared cheques' liability at 31 December is 2019 £3598.98 (£1918.30 Main a/c and £1680.68 Renewal a/c).
2. Approximately £277,000 of the assets shown here are allocated for the Church Renewal Project which is planned to progress in 2020. This sum comprises about £192,000 in the Special Fund accounts (from donations and fundraising) and £85,000 which the PCC has agreed to spend from reserves (permanent assets).

## Running costs budget for 2020

### Receipts

2018		2019	2019		2020		
Actual	Item	Actual	Budget	Comment on 2019 actuals relative to budget	Budget	Difference Budget - 2019 Actual	Comment on differences
43829	Regular giving	45552	46500		45500	-52	
1528	Youth worker reg. giv.	851	1528	Fewer donors	650	-201	Donors likely to decrease
9691	Tax refund	10060	10000		10000	-60	
2883	Fundraising	3208	3500		2500	-708	
824	Floodlighting	838	800		300	-538	Church closure - Fewer requests
4387	Investment income	4517	4400		2000	-2517	£85k investment will be used for Renewal
6880	PCC Fees	5966	6500	Fewer weddings	500	-5466	Church closure - Fewer weddings etc
2496	FOSM regular giving	1595	2496	Fewer donors	1900	305	
380	Donation/bequests	1803	500	Unexpectedly high	500	-1303	Donations unusually high in 2019
72898	<b>Total</b>	<b>74390</b>	<b>76224</b>		<b>63850</b>	<b>-10540</b>	Overall about £10k less income expected
	transfer from General Reserve			Nothing needed from reserve*	6560	6560	Needed to balance*
	<b>Total</b>	<b>74390</b>	<b>76224</b>		<b>70410</b>		

### Expenditure

2018		2019	2019		2020		
Actual	Item	Actual	Budget	Comment on 2019 actuals relative to budget	Budget	Difference Budget - 2019 Actual	Comment on differences
3940	The Ministry	2993	4000		3500	507	
3334	Parish Administrator	2935	3500		3500	565	
1698	ccli and other	1025	1000		1000	-25	
8847	Utilities	6914	9000	Less oil used	7000	86	
3578	Maintenance	1632	8000	Delayed maintenance	3000	1368	Some catch-up on delayed maintenance in 2019
698	Photocopying	1435	700		1000	-435	Less new service sheets
1675	Honorarium	1665	1700		1100	-565	Reduced workload
540	Upkeep of services	327	600		500	173	
119	Junior/messy church	693	500		0	-693	To young person's work acc
39500	Parish Share	40500	40500		41310	810	Inflation increase
4500	Youth worker	6000	6000		6000	0	
	Rent for School				1500	1500	Church closure for Renewal
770	Charitable giving	1100	1230		1000	-100	
69199	<b>Total</b>	<b>67219</b>	<b>76730</b>		<b>70410</b>	<b>3191</b>	

\* In 2019 no transfer was needed from the General Reserve - in fact, income exceeded expenditure by about £7000. This is very close to the deficit (£6560) expected in 2020.