

Trustees' Annual Report and Financial Report

of

The Parochial Church Council of the Ecclesiastical Parish of Southbourne with West Thorney

Registered Charity no. 1130876

For the year ended 31 December 2018

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Website: www.stjohnssouthbourne.com

St John's Church, Stein Road, Southbourne, Hampshire PO10 8LB

Incumbent: The Revd Matthew Luff, The Vicarage, 271 Main Road, Southbourne PO10 8JE

Independent Examiner: Mr. Kent Mason, 36 Bradbury Court, 16 St John's Park, London SE3 7TP

Bankers: Lloyds Bank, Havant Branch, 4 West Street, Havant, Hants PO9 1PE

PARISH OF SOUTHBOURNE WITH WEST THORNEY

TRUSTEES' REPORT 2018

Our aims and purposes as a charity

The PCC has the responsibility, along with Revd Matthew Luff, of:

- The promotion of the gospel of the Lord Jesus Christ according to the doctrines and practices of the Church of England
- Engaging with our local community
- Providing Christian teaching to all age groups through Sunday services and mid-week small group activities

What we plan to do to achieve our charitable objectives

When planning our activities for the year, we have considered the Charity Commission's guidance on public benefit and, in particular, the specific guidance on 'charities for the advancement of religion'.

For 2018 we discussed and planned the following objectives and activities to fulfil our aims:

- Providing accessible worship, to enable as many people as possible to participate in worship
- Engaging with our local community through our Love Southbourne activities
- Developing a new Families and Youth Ministry within the Parish
- Providing Christian teaching to all age groups through Sunday services and mid-week small group activities
- Provision of pastoral care for people living in the parish
- Giving grants to missionary organisations and Christian charities
- Maintaining contact with non-church goers through our daily coffee shop, 'Coffee Connect', Love Southbourne and by hosting village events
- Refitting the kitchen in the Church Centre for Church family and village events.
- Maintaining the church and the grounds as a focus of village life

What we achieved and how we affected beneficiaries' lives

Attendance at worship

The church family welcomes visitors from the locality and those visiting the area. We are always delighted to welcome those who have chosen to attend our worship and take part in our services of worship. We firmly believe that the provision of services of worship is a major public benefit of our activities.

Teaching, baptising and nurturing new and existing believers

In 2018 St John's was awarded a grant from the diocese to assist in funding a new Family and Youth Ministry within the Parish. We welcomed Richard and Kim Carter as Family & Youth Ministers (job share) in September 2018 and they are developing our programme for young in Southbourne.

We have around a dozen homegroups who meet on a regularly share and nurture each other's faith. It is encouraging that we have started another new group this year.

As a church family we have met together on various occasions to share food and fellowship, including a games night, football world cup events with a bbq and a fundraising quiz evening for Tear Fund.

Provision of the church building and grounds for people to enjoy

We celebrated 14 baptisms, 2 weddings and 5 funerals in our churches during the year. During the day the churches are both open for parishioner and visitors for prayer and reflection; it is pleasing to see that many take advantage of

this opportunity.

During the year we have made our buildings and ground available for village events. Within the parish the Sussex Fete Day hosted by the St John's has become a popular annual event.

St John's has welcomed Little Stars Nursery, Southbourne Infant and Junior Schools to the church for Harvest and Christmas Services. In addition, we have led assemblies at the local infant and primary schools.

St Nicholas' church, dating from the 12th century, is a local landmark situated on the shore of Thorney Island in Chichester Harbour. In 2018 the final stage of renovation at St Nicholas' church was completed with the repair of the east gable. This was the culmination of 13 years work; a service of thanksgiving was held in October to mark this occasion. A new exhibition was created in the Vestry with a display recounting some of the history of the Island and the Church. A website remains a continuing resource for adding local stories.

Engaging with our local community

St. John's Church is committed to our local community, our neighbours, schools, families and friends. Located in the centre of the village of Southbourne we are ideally placed to use our buildings and grounds to engage with the local community. Our regular activities include toddlers, children and youth groups; book and film groups and events for seniors.

We continued to develop our Love Southbourne programme with a children's party in August, a second harvest fun day as well as Easter and Christmas events. These events continue to be popular in the village, bringing the community together on the recreation grounds in the north of the parish. The harvest fun day was attended by about 450 people; the facebook post was viewed by over 4,700 people.



In the autumn we also carried out major redevelopment on the church centre kitchen. The new larger, catering standard kitchen will enable us to offer food and fellowship at events for the local community, building on our popular coffee shop, Coffee Connect.

Future Projects

In 2019 we will continue to develop the work of the Family and Youth Ministry. The new kitchen will enable us to offer meals to the local community e.g. light lunches after toddler groups, curry evenings, Valentine's day suppers for couples.

The Love Southbourne community programme for 2019 includes an Easter Fun Day, August children's party and Christmas carol singing events.

We will be offering

Provision of pastoral care for people living in the parish

The Pastoral team coordinates hospital visits and home communions. The parish also holds a regular services in two care homes and has now started working closely with a third. These services are an important aspect in the lives of those who are too frail to attend services.

Ministry to the Thorney Island community

With the support of Army Chaplains, regular Sunday worship is held in St Nicholas, which continues to host baptisms, weddings and funerals for the Thorney Island community.

Provision of support to the poor and needy

The gifts from our Harvest Festival were distributed to the Food Bank; the church supports the Food Bank as a point of collection for food donations and also as an emergency distribution point for food parcels. During the year the church also gave to the charities listed below.

Other charitable giving

The parish tithes our income and gives 10% of our income to charitable and missionary causes. Our Mission team prayerfully considers the donation of these funds. In 2018 we supported a wide range of organisations including: 2serve, Emmanuel International, The Mande family, Education West Africa, Concordis, Callum and Rhianne Adams, Japan Link, Filling Station, Life Words, FEBA, Bereaved Family Holiday, BEATS, British Legion, MAF, Children's Society, Stone Pillow, Street Pastors and Through the Roof.

Safeguarding

The PCC has due regard to the House of Bishops' Safeguarding Policy and Practice Guidance on safeguarding children and vulnerable adults. A PCC member is Safeguarding Officer for the parish and ensures that we comply with best practice. This year we have implemented the diocese's new safeguarding programme 'Simple Quality Protects' (SQL).

2018 Financial Review

The church prepares accruals accounts for the calendar year with an independent examination in accordance with Charity Commission guidance. We are very grateful to Kent Mason for performing the independent examination. As our income has exceeded £250,000 this year (due to a £71,900 Heritage Lottery Fund grant for repair of St Nicholas') it has been necessary to engage an examiner with relevant accounting qualifications.

We are pleased to see that St John's committed giving has reversed the negative trend of previous years and shows a healthy increase of 11% in 2018. This is in addition to the £10,315 given by church members specifically for the kitchen refurbishment. Whilst it is very encouraging to see an increase in giving it should be noted that our giving remains insufficient to cover the cost of the Family Ministry and Youth team once the grant has been used up. The Diocesan Mission Funded has given us a grant of £40,000 spread over 2018, 2019, and 2020 to help towards the

Family and Youth Ministry team costs. It is estimated that a further increase in giving of 4% above inflation is required for the next few years to continue this ministry and maintain an adequate reserve.

The cost of refurbishment of the kitchen has been covered by:

General church funds	£11,800
Coffee connect funds	£10,000
Grants	£4,550
Specific donations	£10,315
Gift Aid (to be recovered)	£ 900

Trustee expenses and payments have been carefully controlled and reported in the published accounts in accordance with Charity Commission guidelines.

Two grants were awarded from the Timothy Trust this year in line with the aims of the trust.

The minimum reserves level of £25,000 decided by the PCC has been maintained. The St John's cash balance remains well above the reserve level at present.

Structure, Governance and Management

The Parochial Church Council (PCC) is registered with the Charity Commission as required by the Charities Act 2011. Its governing document is the Parochial Church Council (Powers) Measure 1956.

During the year, the following served as members of the Parochial Church Council and as trustees:

Incumbent: The Revd Matthew Luff - Chairman

Church Wardens: Peter Hall
Gill Prosser

Co-opted Members: Andrew Walkley

Deanery Synod Representatives: Anne Poulter - Secretary
Timothy Marsden
Barbara Wilson
Margaret McNeill

Elected Members: Christine Liddle
Sarah Maclennan
John Temple
Neil Watt - Treasurer
James Webb (from April 2018)
Jon Robinson
Susanna Shaw
Karen Mears
Barbara Simmonds (from April 2018)
Peter Spreckley (until April 2018)

Statement of Financial Activities for Southbourne with West Thorney

	Unrestricted Fund	Restricted Fund/s	Endowed Fund/s	Total Funds 2018	Total Funds 2017	Notes
	£	£	£	£	£	
Income and endowments from:						
Donations and legacies	167,165	71,881	-	239,046	128,833	
Charitable activities	7,441	-	-	7,441	10,024	
Other trading activities	3,235	-	-	3,235	2,461	
Investments	212	150	-	362	288	
Other receipts	-	15,855	-	15,855	2,000	
Total income	178,053	87,886	-	265,939	143,606	2
Expenditure on:				-	-	
Raising funds	64	-	-	64	66	
Charitable activities	176,649	105,021	-	281,670	139,322	
Other trading activities	4,515	-	-	4,515	4,684	
Total expenditure	181,228	105,021	-	286,249	144,072	3
Net gains (or losses) on investments	-	481	-	481	3,041	
Net income or (net expenditure)	(3,175)	(16,654)	-	(19,829)	2,575	
Transfers between funds	-	-	-	-	-	7
	(3,175)	(16,654)	-	(19,829)	2,575	
Other recognised gains/(losses):						
Gains/(losses) on revaluation of fixed assets	-	-	-	-	-	
Other gains/(losses)	-	-	-	-	-	
<i>Reconciliation of funds:</i>						
Net movement in funds	(3,175)	(16,654)	-	(19,829)	2,575	
Total funds brought forward	126,697	53,747	-	180,444	177,869	
Total funds carried forward	123,522	37,093	-	160,615	180,444	

Balance Sheet for Southbourne with West Thorney

	Total Funds <u>2018</u>	Total Funds <u>2017</u>	Notes
	£	£	
Intangible assets	-	-	
Tangible assets	13,298	5,950	
Heritage assets	-	-	
Investments	26,707	26,226	
Total fixed assets	40,005	32,175	8
Stocks	-	-	
Debtors	23,821	22,802	10
Investments	-	-	
Cash at bank and in hand	98,575	145,101	14
Total current assets	122,396	167,903	
Creditors: Amounts falling due within one year	(1,786)	(7,134)	11
Net current assets or (liabilities)	120,610	160,769	
Total assets less current liabilities	160,615	192,944	
Creditors: Amounts falling due after more than one year	-	(12,500)	12
Provisions for liabilities	-	-	
Total net assets or (liabilities)	160,615	180,444	
The funds of the charity:			
Endowment funds	-	-	
Restricted income funds	37,093	53,747	
Unrestricted funds	123,522	126,697	
Total charity funds	160,615	180,444	

This Annual Financial Report, for the year ended 31st December 2018, including the notes following, was

Approved by the PCC and signed on its behalf by

The Revd Matthew Luff, PCC Chairman

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Date 28/2/19

1 Accounting policies

a Accounting convention

The financial statements have been prepared under the Church Accounting Regulations 2006 in accordance with applicable accounting standards and the current (2015) Statement Of Recommended Practice, Accounting and Reporting by Charities SORP (FRS 102).

The financial statements have been prepared under the historical cost convention as modified by the inclusion of investments at market value. The financial statements 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 affiliation to another body, nor those which are informal gatherings of church members.

b Funds accounting

Funds held by the PCC are:

Unrestricted funds - general funds which can be used for PCC ordinary purposes.

Designated funds - monies set aside by the PCC out of unrestricted funds for specific future purposes or projects.

Restricted funds - a) income from trusts or endowments which may be expended only on those restricted objects provided in the terms of the trust or bequest; b) donations or grants received for a specific object or invited by the PCC for a specific object. The funds may only be expended on the specific object for which they were given. Any balance remaining unspent at the end of the year is carried forward as a balance on that fund.

Endowment funds - funds the capital of which must be maintained; only income arising from the investment of the endowment may be used, either as restricted or unrestricted funds, depending on the purpose set out in the terms of the original endowment.

c Income and endowments

All income and endowments are accounted for without deduction for any costs of receivability, are recognised when there is evidence of entitlement, receipt is probable, and the amount can be measured reliably.

Donations and legacies

Collections are recognised when received.

Planned giving receivable is recognised when there is evidence of entitlement, receipt is probable, and the amount accords with the Gift Aid declaration or other record of intention to donate.

Gift aid recovered is recognised when the income to which it is attached is recognised.

Grants and legacies are recognised when the formal offer in writing of the funding, is received by the PCC.

Charitable activities

Fees for weddings and funerals are recognised when the events are in the accounting year and receipt is probable.

Other trading activities

Trading activities are where income is receivable in return for selling goods or providing services. Income from trading is recognised when received.

Investment income

Interest entitlements are accounted for as they accrue.

All other income

All other income is recognised in accordance with the above overall policy.

Gains and losses on investments

Realised gains are recognised when the investments are sold.

Unrealised gains and losses are accounted for on revaluation at 31 December.

d Expenditure

Expenditure is accounted for on an accruals basis and accounted for gross.

Grants

Grants and donations are accounted for when paid over, or when awarded where the award creates a binding obligation on the PCC.

Church Activities

The diocesan parish contribution is accounted for on an annual basis, reflecting the allocation set by our Deanery. Any parish contribution unpaid at 31 December is provided for in these accounts as an operational (though not a legal) liability and is shown as a creditor in the balance sheet.

e Fixed Assets

Tangible fixed assets

Consecrated and beneficed property of any kind is excluded from the accounts by s.10(2) of the Charities Act 2011. Movable church furnishing held by the Vicar and Churchwardens on special trust for the PCC and which require a faculty for disposal, are accounted as inalienable property unless consecrated. They are listed in the church's inventory which can be inspected but are not included in the financial statements. For other property acquired prior to 2010 there is insufficient cost information available and therefore the cost of such assets is not stated in the financial statements.

All expenditure on consecrated or beneficed buildings and individual items costing under £1,000 are written off in the year they were incurred.

Depreciation

Depreciation is calculated to write down the cost of tangible fixed assets, excluding freehold properties, over their expected useful lives. The rates generally applicable are:

Fixtures and fittings	20%
Audio visual equipment	33%
Office equipment	25%

No depreciation is provided on freehold property as it is the PCC's policy to maintain these assets in a continual state of sound repair. The useful economic life of these assets is so long and residual values so high that any depreciation would not be material. These assets will be subject to annual impairment reviews. Provision will be made if there has been any permanent diminution in value.

Investments

Investments are stated at market value at the balance sheet date.

f Current Assets

Amounts owing to the PCC at 31 December in respect of fees, rents or other income are shown as debtors less provision for amounts that may prove uncollectible.

Short-term deposits include cash held on deposit either with the CBF Church of England Funds, or at the bank.

Notes to the financial report (continued)

2 Analysis of income and endowments

	Unrestricted Fund	Restricted Fund/s	Endowed Fund/s	Total Funds 2018	Total Funds 2017	Notes
	£	£	£	£	£	
Committed giving - (excl. tax refunds)	104,317	360	-	104,677	98,949	
Appeals and Donations	11,478	401	-	11,879	947	
Gift Aid recoverable	23,111	200	-	23,311	24,145	
Other Income	3,709	-	-	3,709	2,569	
Legacies	-	-	-	-	-	
Grants	24,550	70,920	-	95,470	2,223	19
Donations and legacies	£167,165	£71,881	-	£239,046	£128,833	
Fees for weddings & funerals	627	-	-	627	1,691	
Coffee Connect income	5,355	-	-	5,355	6,787	
Social Events	1,459	-	-	1,459	1,546	
Charitable activities	£7,441	-	-	£7,441	£10,024	
Church centre hiring fees	3,093	-	-	3,093	2,023	
Printing Contributions	142	-	-	142	438	
Other trading activities	£3,235	-	-	£3,235	£2,461	
Bank & CBF deposit interest	212	150	-	362	288	
Investment Gain	-	481	-	481	3,041	
Investments	£212	£631	-	£843	£3,329	
Other receipts	-	15,855	-	15,855	2,000	
Total income	£178,053	£88,367	-	£266,420	£146,647	

Notes to the financial report (continued)

3 Analysis of expenditure on:

	Unrestricted Fund	Restricted Fund/s	Endowed Fund/s	Total Funds 2018	Total Funds 2017	Notes
	£	£	£	£	£	
Stewardship costs (e.g. printing envelopes)	64	-	-	64	66	
Grants costs (e.g. making E/Heritage application)	-	-	-	-	-	
Cost of raising funds	£64	-	-	£64	£66	
Missionary and charitable giving	15,118	566	-	15,684	14,413	4
Ministry:						
<i>diocesan parish share</i>	67,978	-	-	67,978	65,525	
<i>other clergy and staff expenses</i>	810	-	-	810	407	
<i>visiting speakers</i>	30	-	-	30	500	
Staff Salaries	19,093	-	-	19,093	12,661	5
Cost of services	2,278	110	-	2,388	1,858	
Church running costs	2,686	-	-	2,686	2,852	
Organist	-	-	-	-	235	
Youth Work Expenses	8,092	-	-	8,092	3,693	
Repair and Maintenance	37,805	98,947	-	136,752	16,329	
Vicarage maintenance and repair	4,387	-	-	4,387	4,455	
Office Expenses	1,238	7	-	1,245	984	
Printing Costs	1,415	-	-	1,415	2,438	
Books, Leaflets and Pastoral	254	-	-	254	209	
Audio visual	189	5,391	-	5,580	58	
Outreach	2,830	-	-	2,830	1,817	
Leaving Gifts	133	-	-	133	56	
Coffee Connect Expenses	2,130	-	-	2,130	2,662	
Coffee Connect Community Support	-	-	-	-	455	
Cost of Social Events	1,667	-	-	1,667	1,826	
Miscellaneous	170	-	-	170	599	
Depreciation	8,346	-	-	8,346	5,288	
Governance	-	-	-	-	-	6
Cost of charitable activities	£176,648	£105,021	-	£281,670	£139,322	
Church Centre running costs	4,515	-	-	4,515	4,684	17
Other trading costs	-	-	-	-	-	
Cost of other trading activities	£4,515	-	-	£4,515	£4,684	
Total expended on all funds	£181,227	£105,021	-	£286,249	£144,072	

Notes to the financial report (continued)

4 Missionary and charitable giving:

	Unrestricted Fund	Restricted Fund/s	Endowed Fund/s	Total Funds 2018	Total Funds 2017	Notes
	£	£	£	£	£	
St John's Tithe and Charitable Giving						
<i>2 Serve Trust</i>	1,400	-	-	1,400	1,150	
<i>Emmanuel International</i>	1,400	-	-	1,400	700	
<i>Frontiers Central Asia</i>	-	-	-	-	400	
<i>Release International</i>	-	-	-	-	450	
<i>SIM (The Wheatleys)</i>	-	-	-	-	1,700	
<i>BEATS</i>	700	-	-	700	450	
<i>Rachel & Eric Mande</i>	1,400	-	-	1,400	1,500	
<i>Love in Action</i>	-	-	-	-	250	
<i>Education West Africa</i>	1,400	-	-	1,400	400	
<i>Concordis</i>	1,400	-	-	1,400	250	
<i>Callum & Rianne Adams</i>	1,400	-	-	1,400	750	
<i>Japan Christian Link</i>	1,400	-	-	1,400	250	
<i>Lifecentre Chichester</i>	-	-	-	-	200	
<i>Family Support Work Chichester</i>	-	-	-	-	300	
<i>Filling Station</i>	300	-	-	300	200	
<i>Lifewords</i>	429	-	-	429	327	
<i>Love Russia</i>	-	-	-	-	300	
<i>FEBA</i>	300	-	-	300	200	
<i>Christian Concern</i>	-	-	-	-	200	
<i>CMJ</i>	-	-	-	-	200	
<i>Care for the Family</i>	-	-	-	-	200	
<i>FRRME</i>	-	-	-	-	200	
<i>Through the Roof</i>	300	-	-	300	200	
<i>Acorn Trust</i>	-	-	-	-	200	
<i>Soteria</i>	-	-	-	-	300	
<i>CAP (Christians Against Poverty)</i>	-	-	-	-	200	
<i>MAF</i>	229	-	-	229	200	
<i>CPAS</i>	-	-	-	-	200	
<i>Bible Society</i>	-	-	-	-	300	
<i>Bereaved Family Holidays</i>	331	-	-	331	218	
<i>Discretionary Donations</i>	140	-	-	140	618	
<i>British Legion</i>	921	-	-	921	405	
<i>Children's Society</i>	150	-	-	150	-	
<i>Stone Pillow</i>	202	-	-	202	-	
<i>Street Pastors</i>	200	-	-	200	-	
<i>Timothy Fund Grants</i>	-	566	-	566	-	
St Nicholas' Tithe and Charitable Giving						
<i>Combat Stress Association</i>	-	-	-	-	320	
<i>PTSD Resolution</i>	475	-	-	475	-	
<i>Soldiers, Sailors & Airmen Families Association (Thorney)</i>	250	-	-	250	320	
<i>British Legion</i>	391	-	-	391	356	
	£15,118	£566	-	£15,684	<i>£14,413</i>	

Notes to the financial report (continued)

5 Staff costs

	Unrestricted Fund	Restricted Fund/s	Endowed Fund/s	Total Funds 2018	Total Funds 2017	Notes
	£	£	£	£	£	
a Remuneration						
<i>Wages and salaries</i>	18,398	-	-	18,398	12,649	
<i>Employer Social Security Costs</i>	78	-	-	78	12	
<i>Employer Pension costs</i>	617	-	-	617	-	
	£19,093	-	-	£19,093	£12,661	16

6 Governance

	Unrestricted Funds	Restricted Fund/s	Endowed Fund/s	Total Funds 2018	Total Funds 2017	Notes
	£	£	£	£	£	
<i>Independent examination/Accounts Production</i>	-	-	-	-	-	
	-	-	-	-	-	

	Unrestricted Funds	Restricted Fund/s	Endowed Fund/s	Total Funds 2018	Total Funds 2017	Notes
	£	£	£	£	£	
7 Analysis of transfers between funds						
<i>Transfer from St Nicholas's General to St Nicholas' Renovation</i>	-	-	-	-	(1,500)	
	-	-	-	-	£(1,500)	

Notes to the financial report (continued)

8 Fixed Assets

a Investments

	Unrestricted Fund	Restricted Fund/s	Endowed Fund/s	Total Funds 2018	Notes
	£	£	£	£	
Market value 1 January 2018	-	26,226	-	26,226	
Disposals at carrying value	-	-	-	-	
Purchases at cost	-	-	-	-	
Net gains and revaluation	-	481	-	481	
Market value 31 December 2018	-	£26,707	-	£26,707	

Part of the Timothy fund is held in a CBF Church of England Investment Fund. The holding at 31 December 2018 was 726 shares which were valued at £26,707.

b Tangible fixed assets

	Freehold land and buildings	Audio visual equipment	Office equipment	Total fixed assets	Notes
	£	£	£	£	
Cost or valuation					
At 1 January 2018	-	14,293	37,142	51,435	
Additions	-	931	14,762	15,693	
Disposals	-	-	(485)	(485)	
Revaluation	-	-	-	-	
At 31 December 2018	-	15,224	51,419	66,643	
Depreciation					
At 1 January 2018	-	(9,783)	(35,701)	(45,484)	
Charge for the Year	-	(3,736)	(4,610)	(8,346)	
Disposals	-	-	485	485	
Revaluation	-	-	-	-	
At 31 December 2018	-	(13,519)	(39,826)	(53,345)	
Net book amounts					
At 31 December 2018	-	£1,705	£11,593	£13,298	
<i>At 31 December 2017</i>	-	<i>£4,510</i>	<i>£1,440</i>	<i>£5,950</i>	

The new kitchen equipment assets are included as 'Office Equipment'.

Notes to the financial report

9 Analysis of net assets by fund

	Unrestricted Funds	Restricted Fund/s	Endowed Fund/s	Total Funds 2018	Total Funds 2017	Notes
	£	£	£	£	£	
Fixed assets for church use	13,298	-	-	13,298	5,950	
Investment fixed assets	-	26,707	-	26,707	26,226	
Current assets (except cash)	-	-	-	-	-	
Cash at bank and on deposit	88,189	10,386	-	98,575	145,101	
Debtors	23,631	190	-	23,821	22,802	
Current liabilities	(1,786)	-	-	(1,786)	(7,134)	
Long term liabilities	-	-	-	-	(12,500)	
	£123,331	£37,283	-	£160,615	£180,445	

10 Debtors

	Unrestricted Funds	Restricted Fund/s	Endowed Fund/s	Total Funds 2018	Total Funds 2017	Notes
	£	£	£	£	£	
Income tax recoverable	22,431	190	-	22,621	22,620	
Prepayments and accrued income	-	-	-	-	182	
Other debtors	1,200	-	-	1,200	-	
	£23,631	£190	-	£23,821	£22,802	

11 Creditors: amounts falling due within one year

	Unrestricted Funds	Restricted Fund/s	Endowed Fund/s	Total Funds 2018	Total Funds 2017	Notes
	£	£	£	£	£	
Deferred income	-	-	-	-	-	
Accruals for utilities and other costs	1,316	-	-	1,316	210	
Archdeacon's loan	-	-	-	-	6,250	
Other creditors	470	-	-	470	674	18
	£1,786	-	-	£1,786	£7,134	

12 Creditors: amounts falling due after more than one year

	Unrestricted Funds	Restricted Fund/s	Endowed Fund/s	Total Funds 2018	Total Funds 2017	Notes
	£	£	£	£	£	
Deferred income	-	-	-	-	-	
Accruals for utilities and other costs	-	-	-	-	-	
Archdeacon's loan	-	-	-	-	12,500	
Other creditors	-	-	-	-	-	
	-	-	-	-	£12,500	

Note: The Archdeacons loan of £12,500 has been fully paid off this year and is no longer a creditor.

Notes to the financial report

13 Statement of funds

	Balances b/fwd 1 Jan 2018	Income	Expenditure	Transfers, other gains and losses	Balances c/fwd 31 Dec 2018	Notes
	£	£	£	£	£	
	-	-	-	-	-	
Total of all endowed funds	-	-	-	-	-	
Timothy Fund	34,133	520	(566)	-	34,087	
St Nicholas' Repairs and Renovation Fund	19,614	87,847	(104,455)	-	3,006	
Total of all restricted funds	53,747	88,367	(105,021)	-	37,093	
St John's General fund	68,077	167,655	(160,059)	11,578	87,251	
St Nicholas' General fund	9,093	5,043	(5,148)	-	8,989	
Coffee Connect Fund	17,163	5,355	(4,271)	(11,578)	6,669	
St John's Discretionary Fund	2,363	-	(140)	-	2,223	
St John's Designated Quinquennial Fund	30,000	-	(11,610)	-	18,390	
Total of all unrestricted funds	126,697	178,053	(181,228)	-	123,522	
Total funds	£180,444	£266,420	£(286,249)	-	£160,615	

There are no Endowed Funds.

The restricted funds comprise the Timothy Fund, which provides grants to young people from the parish working on mission projects and the St Nicholas' renovation fund which helps fund renovation work at St Nicholas'. Restricted funds are not invested permanently, but are to be spent within reasonable timescales.

The unrestricted fund includes a designated sum which the PCC has set aside towards the cost of the St John's Quinquennial repairs and a Discretionary fund to be used to meet specific needs within the parish from time to time.

14 Analysis of cash and cash equivalents

	Total Funds 2018	Total Funds 2017	Notes
	£	£	
Cash in hand	30,865	62,424	
Notice deposits (less than 3 months)	67,710	82,677	
Total cash and cash equivalents	£98,575	£145,101	

Notes to the financial report (continued)

15 Trustee and related party transactions

No trustees were remunerated for their role as trustees.

Rev. Matt Luff received a stipend from the Diocese as the vicar.

Ten trustees have together received £3,218 in expenses. All expenses were incurred by the trustees in line with the PCC's expenses policy and were directly related to the charitable activities of the PCC. Expenses paid covered:

- travel for trustees and visiting speakers;
- books and literature required for ministry purposes;
- supplies required for church social events and Coffee Connect;
- supplies required for youth ministry;
- costs incurred for providing hospitality as part of church ministry;
- vicarage broadband;
- supplies required for undertaking church maintenance.

One related party James Luff received a grant of £283 to attend a Christian summer camp.

16 Staff costs and employee benefits

The church has employed 4 staff.

None of the staff have received more than £60,000 in employee benefits.

17 Church Centre Running Costs

The church centre running costs include only the utility costs.

18 Other Creditors

The other creditors are made up of fees which are due to the Diocesan Board of Finance.

19 Grants

Grants towards the refurbishment of the kitchen have kindly been donated by the following organisations:

Jacob Trust	£3,000
Chichester District Council	£1,000
Shippams Trust	£ 300
Co-op	£ 250

A grant of £20,000 has been received from the Diocesan Mission fund towards the Family Ministry.

A grant of £70,920 was received from the Heritage Lottery Fund towards the St Nicholas Restoration.

St John's General Fund

Statement of financial activities by Fund Year Ended 31 December 2018

	Total Funds 2018	Total Funds 2017	Notes
Income	£	£	
Committed Giving (St John's)	100,335	92,437	
Appeals and Donations	11,088	-	d
Gift Aid Tax Reclaimed	22,439	22,639	
Investment Income	213	131	
Hire of Church Centre	3,092	2,023	
Printing Contributions	142	438	
Income from Social events	1,459	1,544	
Income from Weddings/Funerals	627	991	
Other Income	3,709	2,206	c
Grants	24,550	-	
Total Income	£167,655	£122,410	
Expenditure			
Parish contribution	64,592	61,600	
Vicarage Expenses	4,387	4,455	
Church Running expenses	2,575	2,109	
Church Centre Running expenses	4,515	4,684	
Cost of Services	2,079	1,858	
Visiting Speakers	30	500	
Clergy and Readers Expenses	810	407	
Staff Salaries	18,398	12,664	
Staff Social Security and Pensions	695	12	
Youth and Children's Expenses	8,092	3,693	
Repairs and Maintenance	24,843	2,676	
Organ Maintenance	903	231	
Consumables	111	345	
Office expenses	1,238	880	
Printing Costs	1,415	2,438	
Stewardship Costs	64	66	
Books & Leaflets & Pastoral	254	209	
Audio Visual Expenses	189	58	
Charitable Donations	13,863	13,417	
Outreach	830	1,817	
Leaving Gifts	133	56	
Cost of Social Events	1,667	1,826	
Independent Examiners fees	-	-	
Miscellaneous	170	565	
Depreciation	8,206	5,288	
Total Expenditure	£160,059	£122,076	
Transfers			
Transfer to Quinquennial Fund	-	-	
Transfer from Coffee Connect	1,346	2,046	
Transfer to Coffee Connect	-	(2,000)	
Transfer from Coffee Connect to fund kitchen	10,000	-	
Net Movement of Funds	£18,941	£379	
Reconciliation of Funds			
Prior year adjustment	233	-	b
Total funds brought forward	68,077	67,698	
Total funds carried forward	£87,251	£68,077	a

a The fund value carried forward includes tangible assets with a value of £13,064.

The cash value of the fund carried forward is £74,142

b The prior year adjustment corrects overstated coffee connect funds in 2017.

c Other income includes a refund of £3,120 printing costs.

d £10,315 was specifically donated for the kitchen refurbishment

Coffee Connect

Statement of financial activities by Fund Year Ended 31 December 2018

	Total Funds <u>2018</u>	Total Funds <u>2017</u>	Notes
Income	£	£	
Coffee Connect Income	5,355	6,787	
Total Income	£5,355	£6,787	
Expenditure			
Coffee Connect Expenses	2,130	2,662	
Coffee Connect -Community Support	2,000	455	<i>b</i>
Depreciation	141		
Total Expenditure	£4,271	£3,117	
Transfers			
Transfer from St John's General Fund	0	2,000	
Transfer to St John's General Fund	(11,346)	(2,046)	<i>c</i>
Net Movement of Funds	£(10,262)	£3,624	
Reconciliation of Funds			
Prior year adjustment	(233)		<i>e</i>
Total funds brought forward	£17,163	13,539	
Total funds carried forward	£6,669	£17,163	<i>d</i>

b The expense was towards the cost of Love Southbourne

c The transfer to the General fund is a contribution towards use of the centre and cleaning of the centre plus £10,000 towards the kitchen renovation.

d The fund value carried forward includes tangible assets with a value of £281. The cash value of the fund is £6,388 which is the year end bank account value.

e The prior year adjustment includes depreciation for 2017 which was wrongly included in St John's General Fund and a correction of £92.

St John's Quinquennial Fund

Statement of financial activities by Fund Year Ended 31 December 2018

	Total Funds 2018	Total Funds 2017	Notes
Income	£	£	
	-	-	
Total Income	-	-	
Expenditure	-	-	
	-	-	
Pigeon related expenses	10,971	-	
Quinquennial Inspection	639	-	
Total Expenditure	£11,610	-	
Transfers			
	-		
Transfer from St John's General	-		
Net Movement of Funds	£(11,610)	-	
Reconciliation of Funds			
	£30,000	30,000	
Total funds brought forward	£30,000	30,000	
Total funds carried forward	£18,390	£30,000	

This page does not form part of the statutory financial statements

St Nicholas' General Fund

Statement of financial activities by Fund Year Ended 31 December 2018

	Total Funds <u>2018</u>	Total Funds <u>2017</u>	Notes
Income	£	£	
Committed Giving	3,982	6,152	
Appeals and Donations	391	355	
Gift Aid Tax Reclaimed	671	1,433	
Income from Social events	-	1.85	
Net Income from Weddings/Funerals	-	700	
Other Income	-	-	
Total Income	£5,044	£8,642	
Expenditure			
Parish contribution	3,386	3,925	
Cost of Services	199	343	
Clergy and Staff	-	-	
Repairs and Maintenance	448	142	
Charitable Donations	1,115	995	
Miscellaneous	-	33	
Total Expenditure	£5,148	£5,438	
Transfers			
Transfer to St Nicholas' Renovation	-	(1,500)	
Net Movement of Funds	£(104)	£1,704	
Reconcillation of Funds			
Total funds brought forward	£9,093	7,390	
Total funds carried forward	£8,990	£9,093	

Note: These accounts are prepared on an accruals basis.

St Nicholas sub account is prepared on a cash basis.

The two version will differ in some respects.

St Nicholas' Repairs and Renovation Fund (Restricted)

Statement of financial activities by Fund Year Ended 31 December 2018

	Total Funds 2018	Total Funds 2017	Notes
Income	£	£	
Committed Giving	360	360	
Appeals and Donations	400	591	
Gift Aid Tax Reclaimed	200	72	
Investment Income	112	134	
Grants	70,920	2,223	
Other Income	15,855	-	17
Total Income	£87,847	£3,382	
Expenditure			
Cost of Services	110	55	
Repairs and Maintenance	98,947	13,281	
Office expenses	7	104	
Audio Visual Expenses	5,391	-	
Miscellaneous	-	-	
Total Expenditure	£104,455	£13,440	
Transfers			
Transfer from St Nicholas' General	-	1,500	
Net Movement of Funds	£(16,608)	£(8,558)	
Reconciliation of Funds			
Total funds brought forward	£19,614	28,173	
Total funds carried forward	£3,007	£19,614	

Note: These accounts are prepared on an accruals basis.

St Nicholas sub account is prepared on a cash basis.

The two version will differ in some respects.

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Timothy Fund (Restricted)

Statement of financial activities by Fund Year Ended 31 December 2018

	Total Funds 2018	Total Funds 2017	Notes
Income	£	£	
Investment Income	520	3,063	e
Total Income	£520	£3,063	
Expenditure			
Charitable Donations	566	-	
Total Expenditure	£566	-	
Transfers	-	-	
Net Movement of Funds	£(46)	£3,063	
Reconciliation of Funds			
Prior year adjustment	-	-	
Total funds brought forward	34,133	31,070	
Total funds carried forward	£34,087	£34,133	

e This fund is partly invested in the CBF Investment Fund - Accumulation Shares

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Discretionary Fund

Statement of financial activities by Fund Year Ended 31 December 2018

	Total Funds 2018	<i>Total Funds</i> <i>2017</i>	<i>Notes</i>
Income	£	£	
Other Income	-	2,363	
Total Income	-	£2,363	
Expenditure			
Discretionary Donations	140	-	
Total Expenditure	£140	-	
Transfers			
	-	-	
Net Movement of Funds	£(140)	£2,363	
Reconciliation of Funds			
Total funds brought forward	£2,363	-	
Total funds carried forward	£2,223	£2,363	

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Section A Independent Examiner's Report

Report to the trustees/ members of

Charity Name The Parochial Church Council of the Ecclesiastical Parish of Southbourne with West Thorney

On accounts for the year ended

31 December 2018 Charity no (if any) 1130876

Set out on pages

2 to 25 (remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31 / 12 / 2018 .

Responsibilities and basis of report

As the charity's trustees, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

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

Independent examiner's statement

The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of the Institute of Chartered Accountants in England and Wales ("the ICAEW").

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

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
the accounts did not accord with the accounting records; or
the accounts did 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 accounts to be reached.

Signed: [Signature]

Date: 2 April 2019

Name: Kent Mason

Relevant professional qualification(s) or body

Institute of Chartered Accountants in England and Wales.

(if any): Chartered Accountant

Address: 36 Bradbury Court, 16 St. Johns Park, London, SE3 7TP

Section B Disclosure

Only complete if the examiner needs to highlight material matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose.

