

PAROCHIAL CHURCH COUNCIL OF ST. JOHN THE BAPTIST, CROWTHORNE

REPORT AND ACCOUNTS

FOR THE YEAR 31 DECEMBER 2019



Registered Charity number 113373

www.crowthorneparishchurch.org.uk

ANNUAL REPORT AND ACCOUNTS FOR THE YEAR ENDED 31st
DECEMBER 2019.

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Report approved by the PCC by email on 24th March 2020.

PCC REPORT FOR THE YEAR ENDED 31st DECEMBER 2019.

1. Introduction.

The Parochial Church Council of St. John the Baptist Church, Crowthorne has the responsibility of co-operating with the Incumbent, Licensed Lay Ministers the Church Wardens, and Appointed Officers in promoting the whole mission of the Church of England in the Ecclesiastical Parish of Crowthorne in the Diocese of Oxford. It also has responsibility for maintaining the Church and Grounds in Waterloo Road, Crowthorne and also has the responsibility of acting as Managing Trustees of the Crowthorne Parish Church Trust.

2. Principal Office, Legal and Administrative Information.

Principal Address: - The Parish Office.
St. John the Baptist Church,
Waterloo Road,
Crowthorne,
Berkshire. RG45 7NT

Bankers: -

CAF Bank
25 Kings Hill Avenue
Kings Hill, West Malling
Kent ME19 4JQ

Barclays Bank PLC.
208 High Street,
Crowthorne,
Berkshire, RG45 7AR.

CCLA Investment Management Ltd.
Senator House
85 Queen Victoria Street
London EC4V 4ET

Incumbent: - Rev Dr Lisa Cornwell.

Church Wardens: - Mrs Leigh Welham
Mr Les Richardson

Appointed Officers: -

Secretary: - Mrs M Harwood

Treasurer: - Mrs R Al Jadir

Independent Examiner: - Mrs L Myers ACMA

3. Trustees and Membership of the PCC

The members (Trustees) of the PCC are Ex officio or elected by the Annual Parochial Church Meeting in accordance with the Church Representation Rules. Persons Co-opted during the year as members or appointed officers do not have voting rights until elected at the following year's Annual Meeting.

The PCC operates on a sub-committee basis, the full PCC met 6 times during the year with an average attendance of 12. Committees met between meetings and reports of their deliberation were received by the full PCC and discussed where necessary. The 7th meeting of the year was cancelled due to the Corona virus, and the year end accounts were approved by email instead.

The sub-committees during the year were: -

Standing Committee - This is the only committee required by law. It has the power to transact the business of the PCC between its meetings, subject to any directions given by the Council. The Standing Committee normally meets with the officers of the PCC to form a Steering Committee in preparation for PCC meetings.

Fabric Committee - Attends to matters relating to the stewardship of the churchyard, the church buildings and the equipment and fittings thereof and health and safety matters.

Stewardship - Concerned with the stewardship of time and talents as well as money, also with Deanery and ecumenical matters.

Missions - Liaises with and promotes the work of selected Christian missions and the missionary work of the Church in the local area.

Social - Aims to develop outreach and fellowship through a programme of social events.

Outreach - This is to promote and innovate new ideas and ways of outreach into our community.

Worship – Facilitates new innovations and variety to worship, whilst safeguarding the existing patterns of worship that should be retained.

May Fair – Organising committee for St. John's May Fair which raises funds for the Church.

Safeguarding – the administration of the Parish Safeguarding Policy.

Communications – Aims to co-ordinate and support church publicity both externally and within the church community.

The following Ex officio members served as members (Trustees) during the year: -

<i>Incumbent</i>	The Revd Dr Lisa Cornwell	Ex officio (Chair)
<i>Curate</i>	Revd David Ramsbottom	Ex officio – retired December 2019
<i>Licensed Lay</i>	Mrs Hazel Berry	Ex officio
<i>Ministers</i>		
	Dr Lewis Simmons	Ex officio
	Mrs Gillian Gyenes	Ex officio
	Mrs Julia Norton	Ex officio

The following elected members served as members (Trustees) during the year.

<i>Churchwardens</i>	Mrs Leigh Welham	Elected 2019 for 4 years
	Mr Les Richardson	Elected 2017 for 4 years
<i>Deputy Churchwarden</i>	Mr David Rance	Re-elected 2019 for 1 year
<i>Deanery Synod</i>		
	Mrs Gillian Gyenes	Elected 2017 for 3 years
	Mrs Carol Frost	Elected 2017 for 3 years
	Jenny McKeever	Elected 2017 for 3 years

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Leigh Welham Elected 2017 for 3 years

Elected members

Mr Nigel Cavell	Elected 2018 for 3 years
Mrs Carol Frost	Re-Elected 2019 for 3 years
Mrs Diana Gray	Elected 2018 for 3 years
Mrs Lia Davies	Elected 2017 for 3 years
Mrs J McKeever	Re-Elected 2019 for 3 years
Mrs Sarah Dewson	Re-Co-opted 2018 for 1 year , re signed November 2019
Mr James Laverick	Elected 2017 for 3 years
Mr Richard Ireson	Re-elected 2017 for 3 years
Mrs Anne Ireland	Elected 2017 for 3 years
Mrs J Richardson	Re-Elected 2019 for 3 years

Appointments

Mrs Beccy Al Jadir	Appointed Treasurer Oct 2007
Mrs M Harwood	Appointed Hon Secretary April 2013

4. Objectives of the PCC.

St John's is an active church catering to a wide range of parishioners providing a broad range of activities to the Church. Amongst these are:

- The Eucharist at the centre of much of our worship
- The robed choir, The Net (St John's Children's Church) and Pathfinders
- Two services on a Sunday morning and other occasional evening services varying in style.
- The annual Confirmation Services for Crowthorne children and adults
- The strong tradition of teaching, together with Emmaus and study groups
- The Mother's Union and work amongst women of all ages
- The weekly Minus Fives worship and activities
- The social activities and strong parish involvement in practical activities on roles and rotas.
- The outreach – Baptismal Support Group; Praying for Streets
- The active links with Churches Together in Crowthorne
- The regular giving to our Mission Organisations
- The strong links with local schools, and Messy Church 3 times a year

Mission statement: "The transformation of all human life under God in Christ." (Oxford Diocese - adapted)

Parish Vision statement and strategy

We are grounded in the faith and traditions of the past but also open to God's glorious future:

Centred on **Christ**: worship of God as Father, Son and Holy Spirit, energises and sustains all that we are and do.

Strategic Planning – Targets

(What we are going to do)

- Offer a wide range of relevant worship
- Immerse the life of the church in prayer
- Encourage and support the development of music and singing as a means of glorifying God
- Maximise the use of our sacred space as a means of engaging with God

PAROCHIAL CHURCH COUNCIL OF ST. JOHN THE BAPTIST, CROWTHORNE

As the **Church**, the body of Christ: we aim to be a community caring for all, bearing one another's burdens in love, building fellowship through friendliness and fun. We encourage and nurture Christian discipleship and maturity. All are called to share the work of God's mission and ministry and collaborate together to foster growth.

Strategic Planning – Targets

(What we are going to do)

- Foster a loving and caring church community
- Offer opportunities for teaching and nurture in the Christian faith for different stages of discipleship
- Encourage responsible stewardship to resource the vision and strategy
- Develop existing and grow new church leaders
- Expand and maintain work with children and young people

At the heart of our local **Community**: offering the warmth and hospitality of God. We seek to be accessible and inclusive, sharing the Christian hope and being generous with our resources. We partner with other organisations in order to meet the needs of our community through loving service.

Strategic Planning – Targets

(What we are going to do)

- Re-establish school based prayer groups
- Develop the church hall to offer a warm, hospitable environment for church and community groups
- Work in partnership with Churches Together in Crowthorne to identify and serve the needs of our community
- Maximize opportunities afforded by church contact through occasional offices
- Find appropriate ways to share the love of God and good news of the gospel with those on the fringe or outside of the church

Concerned for the whole of **Creation**: passionate about global justice, peace and the sustainability of our planet.

Strategic Planning – Targets

(What we are going to do)

- Promote an eco-friendly Church
- Raise awareness about issues of global peace and justice and take appropriate action

Our Parish Vision has been in place since 2009. At the start of each year, the PCC reviews the progress made on each target then sets new priorities, listing the actions necessary and the people/ committees responsible for achieving those targets in the coming year. The Vision priorities are then presented to the Parish at the APCM.

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5. Worship attendance.

	Service Type	Average Attendance
Sunday		
8:00 am	Common Worship Holy Communion, BCP 3 rd Sunday of the month.	14 communicants
10.00 am	Common Worship Parish Communion (crèche operates during the service). Followed by coffee. The Net, St John's Children's church (3–11 year olds, membership 30) Pathfinders (11–18 year olds, membership 10)	78 Communicants 9 2
6.00 pm	Evening worship – varied	35
Weekday		
	Sick Communion for individuals and in Nursing and Residential Homes	Monthly: 31 communicants
10:00 am Wednesday	Holy Communion BCP	12 communicants
9.30-11.30 am	Minus Fives	13 children plus 11 adults
Additional Services		
Advent and Christmas	Crib, 9 Lessons & Carols, Midnight Mass etc	1713
Lent, Holy Week and Easter	Ash Wednesday, Maundy Thursday, Vigil, Good Friday, Easter etc	255
Baptisms	11 in 2019	Varies
Confirmation	0 in 2019	Varies
Weddings including Wellington College	1 in 2019	Varies
Funeral Services	4 in church and 8 in crematorium in 2019,	Varies
Remembrance Day	British Legion and Uniform groups	410

6. Financial Review.

Looking at the first column of page 2 of the accounts, you will see we have a good surplus this year on unrestricted funds of £7,639 (2018:2,472). This increases our general reserves to £70,729.

There was a net surplus of £6,902 on restricted funds which when added to the reserves brought forward of £129,438 means we have a total of £160,837 to carry forward.

So total reserves stand at £231,566 as shown at the end of page 2 and is also reflected at the bottom of the balance sheet on page 3.

Turning now to the income and expenditure on unrestricted activities, 'Voluntary income' increased from £120,971 to £128,335 as shown in note 2. Within this, unrestricted voluntary giving decreased from £111,356 to £109,282 and voluntary restricted income increased from £9,615 to £19,053. Further analysis is given in note 2.

'Activities for generating funds' shown on page 2 totals £12,947 (2018: £15,300). The details can be

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found in note 3. The May Fair made a surplus of £6,830 (2018: £8,601). The social committee made a surplus of £648 for general funds (2018: £725).

Interest income from cash deposits continues to be low due to the very low interest rates, however, £2,256 (2018:£2,992) income was received/receivable from the Crowthorne Parish Trust investments, see note 4.

The details of 'Incoming resources from charitable activities', £12,946 (2018:£12,286) can be seen in note 5. Church hall lettings income remained steady and fees for weddings and funerals were higher this year.

Turning now to Resources Expended, Charitable (Church) Activities on page 2 of the accounts, the details of the total of £137,726 are shown in note 8 on page 9. The main item to point out under Unrestricted Funds is the Missions figure of £13,466 (2018:12,845); this figure is based on 12.5% of unrestricted planned giving and collections, excluding special collections, and the associated gift aid. The Parish Share decreased by 3.3% to £77,137. Church maintenance is down this year from £11,019 to £4,672 as in 2018 it included major electrical costs totalling £8,763. A donation of £7,500 for this was received in 2018 and was included in voluntary income. Under Restricted Funds, £11,999 was spent on Major works including the renovation of the Lady Chapel stained glass window and architect's fees in respect of investigations in to the nave floor.

On the Balance Sheet, page 3 of the accounts, Debtors have increased by £8,698 to £18,322. The supporting note, note 13, shows this change mainly related to Gift Aid recoverable.

Cash at the bank has increased by £7,531 to £84,651.

Creditors have increased by £1,688 to £18,410 this year, see note 14 in the accounts. Most of the creditors figure relates to the year-end accrual for Mission giving.

7. Reserves policy.

The reserves policy of the PCC is that at a minimum the Unrestricted Designated or Other Charitable Funds covers 3 months average expenditure. The actual unrestricted reserves balance of £70,729 covers over 6 months worth of expenditure.

The reserve policy on restricted funds is wholly dependent on the source and application, of how the funds were obtained and their purposes, detailed records are maintained of these funds.

The Trust fund now stands at £147,004, (2018: £122,506) following the revaluation at the year end. Income from this goes towards the Repair and Renovation fund and other special projects. The capital can only be spent on property.

The Repair and Renovation fund stands at £7,557 at the year end.

It is our policy to invest our cash deposits with the CBF Church of England Deposit Fund, which is with CCLA Investment Management Ltd.

8. Crowthorne Parish Church Trust.

The PCC members are the Managing Trustees of the Crowthorne Parish Church Trust with the Oxford Diocesan Board of Finance being the Custodian Trustee

The Crowthorne Parish Trust goes back to 1945 when Property was left to the Parish by Mary

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Constance Lavie, this property being “St John’s Cottage” and “Hobart”. These were sold and property at 49 Greenwood Road purchased. The property at Greenwood Road was later sold and 49 Church Road was purchased jointly with the Oxford Diocesan Board of Finance. In 1992 this property was sold and the trusts split of the net proceeds being £59,439.57. When the property was sold the proceeds were invested and in July 1994 they were reported to be £70,000. Income from the investments has been used for the renovation projects, being the roof, central heating, church hall roof, AVS, and organ.

The Funds of this Trust are fully reported within the Accounts of the PCC and as at the 31st December 2019 stood at £147,004 (2018: £122,506) and are detailed in notes 12, 15 and 17 of the Accounts. Further information is given in the note above.

INDEPENDENT EXAMINERS REPORT TO THE PCC OF ST JOHN THE BAPTIST, CROWTHORNE.

I report on the financial Statements of the PCC for the year ended 31st December 2019, which are set out on the following pages (section 3 pages 2 to 13),

Respective responsibilities of the PCC and the examiner.

As members of the PCC you are responsible for the preparation of the financial statements; you consider that the audit requirements of Regulation 3(3) and section 144 (2) of the 2011 Act do not apply. It is my responsibility to:

1. Examine the accounts under section 145 of the 2011 Act
2. To follow procedures laid down in the general Directions given by the Charity Commission under section 145(5(b) of the 2011 Act and
3. 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 under the 2011 Act and to be found in PCC Accountability guidance, 5th edition, 2017, issued by the Finance Division of the Archbishops' Council. The examination includes a review of the accounting records kept by the PCC and a comparison of the accounts with those records. It also considers any unusual items or disclosures in the accounts and seeks 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 S 130 of the 2011 Act; and
 - To prepare financial statements which accord with the accounting records and comply with the requirements of the 2011 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.

Signed: -

Dated: 25th March 2020 _____

Laura Myers
5 Hatch Ride, Crowthorne, Berkshire, RG45 6LF

**STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31st DECEMBER 2019.**

	<u>Notes</u>	<u>Unrestricted Funds</u> £	<u>Designated and Restricted Funds</u> £	<u>Total 2019</u> £	<u>Total 2018</u> £
<u>Incoming resources</u>					
Voluntary income	2	109,282	19,053	128,335	120,971
Activities for generating funds	3	12,232	715	12,947	15,300
Income from Investments	4	364	2,256	2,620	3,234
Incoming resources from charitable activities	5	12,274	672	12,946	12,286
Other incoming resources	6	-	-	-	-
Total incoming resources		134,152	22,696	156,848	151,791
<u>Resources expended</u>					
Cost of generating voluntary income	7	-	-	-	-
Fund-raising trading costs	3	4,581	-	4,581	4,999
Charitable (church) activities	8	121,932	15,794	137,726	142,225
Governance costs	9	-	-	-	-
Total resources expended		126,513	15,794	142,307	147,224
Net incoming resources		7,639	6,902	14,541	4,567
Gain or (Losses) on Investment Assets on revaluation	12	-	24,497	24,497	(15,650)
Net movement in funds		7,639	31,399	39,038	(11,083)
Funds balances as at January 1 st		63,090	129,438	192,528	203,611
Fund Balances as at December 31st		70,729	160,837	231,566	192,528

**BALANCE SHEET
AS AT 31st DECEMBER 2019**

	<u>Notes</u>	<u>£</u>	<u>2019</u> <u>£</u>	<u>£</u>	<u>2018</u> <u>£</u>
<u>Fixed Assets</u>					
Tangible investments	12		147,003		122,506
<u>Current Assets</u>					
Debtors	13	18,322		9,624	
Cash at bank and in hand		84,651		77,120	
		102,973		86,744	
Creditors: amounts falling due within one year.	14	(18,410)		(16,722)	
Net current assets			84,563		70,022
Total Net Assets			231,566		192,528
<u>Parish Funds</u>					
Restricted and Designated Funds	15		160,837		129,438
Other Charitable Funds	16		70,729		63,090
Total Parish Funds			231,566		192,528

The accounts were approved by the members of the PCC on 24th March 2020 by email and signed on its behalf by:

Rev L Cornwell
Vicar

Mr L Richardson
Church Warden.

Mrs L Welham.
Church Warden.

Mrs R Al Jadir
Treasurer.

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31st DECEMBER 2019

1. Accounting Policies.

1.1. Basis of preparation.

The financial statements have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK (SORP (FRS102)) and the Charities Act 2011. The PCC is a public benefit entity within the meaning of FRS 102.

The financial statements have been prepared under the “Historic Cost Convention” with the exception of the valuation of Invested Assets, which are shown at market value on the accounts date. 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 main affiliation to another body, nor those that are informal gatherings of Church Members.

1.2. Incoming resources.

Income has been recognised when received or legally entitled to under SAP revenue recognition guidelines.

All revenues wherever possible are accounted as gross and any expenses incurred to generate that income is included under resources expended.

1.3. Resources expended.

Expenditure is recognised when expended and accrued where necessary in the year end accounts for any committed or known expenditure.

Mission giving is accrued for the year to 31st December.

1.4. Tangible fixed assets.

1.4.1. Consecrated land and buildings and movable church furnishings.

Consecrated and beneficed property of any kind is excluded from the accounts by S 10(2) (a) and (c) of the Charities Act 2011.

Movable church furnishings 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 (at any reasonable time). For inalienable property acquired prior to new requirements in 2000 such assets are not valued in the accounts. There have been no assets acquired since that date, but any future items acquired over £1,000, apart from pew cushions, will be capitalised and depreciated in the accounts over the anticipated useful life on a straight-line basis.

All expenditure incurred in the year on consecrated or beneficed buildings on individual items under £1,000 is written off.

1.4.2. Other fixtures, fittings and office equipment.

Equipment used within the Church premises is depreciated on a straight-line basis over 4 years. Individual items of equipment with a purchase price of £1,000 or less are written off when the asset is acquired. No assets have been capitalised in the last 18 years.

**NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31st DECEMBER 2019
(Cont'd)**

1.5. Investments.

Investments are valued at market value at 31st December.

Realised gains or losses are recognised when investments are sold. Unrealised gains or losses are accounted for on revaluation of investments at 31st December. Both are included in the Statement of Financial Activities.

1.6. Stock.

No account has been taken of any stocks of Books, Fair Trade goods or other materials held at 31st December.

1.7. Other Current Assets.

1.7.1. Debtors - Amounts owing to the PCC as at 31st December include Fees, Rents, Income Tax recoverable plus any pre-payments for goods or services, and VAT recoverable under the Listed Places of Worship Scheme.

1.7.2. Cash at Bank and in Hand - Short term deposits either with CBF Church of England Funds or at the Bank.

**NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31st DECEMBER 2019 (Cont'd)**

2. Voluntary Income.

	<u>Unrestricted</u> <u>Funds</u> <u>£</u>	<u>Restricted</u> <u>Funds</u> <u>£</u>	<u>Total</u> <u>2019</u> <u>£</u>	<u>Total</u> <u>2018</u> <u>£</u>
Voluntary Income	109,282	19,053	128,335	120,971
Incoming resources from donors				
Unrestrictive funds:				
Planned Giving	82,247	-	82,247	76,676
One-off gift aid donations through envelopes	2,642	-	2,642	3,150
Income Tax recoverable	16,938	-	16,938	16,936
Open plate collections	5,785	-	5,785	5,721
Donations and grants	1,670	-	1,670	8,873
	<u>109,282</u>	<u>-</u>	<u>109,282</u>	<u>111,356</u>
Restricted funds:				
Repair & Renovation Fund appeal	-	15,107	15,107	4,597
Organ fund	-	-	-	10
Special collections (see note 8)	-	2,196	2,196	4,038
Grants & donations for churchyard	-	650	650	970
Donations	-	1,100	1,100	-
	<u>-</u>	<u>19,053</u>	<u>19,053</u>	<u>9,615</u>

Donations and grants under Unrestricted Funds includes donations from the Crowthorne Symphony Orchestra, Thames Voyces, Meraki Concert, Rotary Club and Bulb, and £809 in respect of a grant for VAT on maintenance from the Listed Places of Worships Scheme. Last year a donation of £7,500 was received for the major electrical work.

Income tax recoverable has remained flat despite planned giving increasing by 7% due to more gifts under the gift aid small donations scheme being in excess of the annual total £8,000 limit, and the effect of donors becoming non taxpayers.

Under Restricted Funds, the Repair and Renovation Appeal includes £4,000 from the Tom and Vanessa Burrell in memory of Betty towards the new church notice board purchased near the end of last year and the Lady Chapel stained glass window renovations. It also includes £1,716 receivable from the Listed Places of Worship scheme in respect of a grant for VAT on the renovations, and £457 raised from the stained glass window raffle.

Grants and donations for churchyard mainly relate to a grant received from Crowthorne Parish Council for the upkeep of the churchyard £500 (2018: £500). Other donations include £500 for the AVS work to be incurred in 2020.

**NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31st DECEMBER 2019 (Cont'd)**

3. Activities for generating funds.

	<u>Unrestricted</u> <u>Funds</u> <u>£</u>	<u>Restricted</u> <u>Funds</u> <u>£</u>	<u>Total</u> <u>2019</u> <u>£</u>	<u>Total</u> <u>2018</u> <u>£</u>
Gross Income of Events;				
May Fair	10,402	-	10,402	12,898
Advent Fair	-	715	715	729
Fair Trade	710	-	710	720
Other Events & Activities	1,120	-	1,120	953
Total Gross Income	<u>12,232</u>	<u>715</u>	<u>12,947</u>	<u>15,300</u>
Cost of Events;				
May Fair	3,572	-	3,572	4,297
Advent Fair	-	-	-	-
Fair Trade	537	-	537	474
Other Events & Activities	472	-	472	228
Total Cost	<u>4,581</u>	<u>-</u>	<u>4,581</u>	<u>4,999</u>
Net Income	<u>7,651</u>	<u>715</u>	<u>8,366</u>	<u>10,301</u>

This year the Advent Fair proceeds, £715 went to the R&R fund, as last year (£729).

4. Investment income.

	<u>Unrestricted</u> <u>Funds</u> <u>£</u>	<u>Designated</u> <u>Funds</u> <u>£</u>	<u>Total</u> <u>2019</u> <u>£</u>	<u>Total</u> <u>2018</u> <u>£</u>
Interest receivable	364	-	364	242
Income from CPT investments	-	2,256	2,256	2,992
	<u>364</u>	<u>2,256</u>	<u>2,620</u>	<u>3,234</u>

The income received from GAM was lower than usual in 2019, but the annual income received in February 2020 showed a return to normal levels.

**NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31st DECEMBER 2019 (Cont'd)**

5. Incoming resources from charitable activities.

	<u>Unrestricted</u> <u>Funds</u> <u>£</u>	<u>Restricted</u> <u>Funds</u> <u>£</u>	<u>Total</u> <u>2019</u> <u>£</u>	<u>Total</u> <u>2018</u> <u>£</u>
Other Income – flowers & courses	600	-	600	260
Bookstall/books/cards/candles	135	672	807	934
Church Hall lettings	7,227	-	7,227	7,403
Fees (weddings and funerals)	4,312	-	4,312	3,689
	<u>12,274</u>	<u>672</u>	<u>12,946</u>	<u>12,286</u>

Fees for weddings and funerals are net of fees remitted to the Diocese as per PCC Accountability guidance, 5th edition, 2017.

6. Other Incoming Resources.

There are no Other Incoming Resources; all income is shown under the previous headings.

7. Cost of generating voluntary income.

All costs pertaining to generating voluntary income have been judged to be part of normal Church activities and have been included under that heading.

**NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31st DECEMBER 2019 (Cont'd)**

8. Charitable Activities

	Unrestricted Funds £	Restricted Funds £	Total 2019	Total 2018 £
Church Activities	121,932	15,794	137,726	142,225
Mission Giving	13,466	-	13,466	12,845
Christmas Collections:				
- Children's Society – Christingle January 2019	-	376	376	337
- Pilgrims Heart Trust (2018: Embrace Middle East)	38	649	687	750
Other Collections:				
- Royal British Legion	-	779	779	1,530
- Embrace Middle East	-	-	-	432
- Leprosy Mission – from Lent lunch	-	391	391	-
- Pilgrim Hearts Trust –from Lent lunch	-	-	-	713
Bishop's Outreach Fund	-	-	-	258
Grants to Institutions	13,504	2,195	15,699	16,865
Ministry -				
- Parish share	77,137	-	77,137	79,738
- Clergy expenses	1,850	-	1,850	2,161
- Other clergy costs	1,351	-	1,351	1,081
- Other levies	465	-	465	582
Church Running Costs:				
- Church running costs	10,271	-	10,271	9,809
- Church maintenance	4,672	-	4,672	11,019
- Churchyard maintenance	-	428	428	997
- Expenditure on booklets/cards	129	672	801	880
- Worship & music, Sunday school, flowers, training	10,343	-	10,343	11,041
- Major works – Organ and pew cushions, nave floor investigation	-	11,999	11,999	6,251
- Outreach – CAP course, Summer activities etc	-	500	500	31
- Telephone & postage	360	-	360	448
- Printing & stationery	1,072	-	1,072	921
- Sundry	394	-	394	401
Bank charges	384	-	384	-
	108,428	13,599	122,027	125,360

Mission Giving, £13,466 (2018: £12,845), is calculated and represents 12.5% of unrestricted Planned Giving and Collections excluding special collections. Included in Booklets/cards above is an amount of £672 (2018:£654) in respect of Christmas card purchases from Embrace the Middle East. Major works this year included the renovation of the Lady Chapel stained glass window and window repairs, £10,697, and £1,302 in respect of the architect's investigations into the nave floor. Major works last year included £4,389 for the organ humidifier and casework. The related grant for the VAT for both years is included under restricted income.

**NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31st DECEMBER 2019 (Cont'd)**

The Mission Giving is distributed equally to the following charities - Bible Society, Leprosy Mission, Corrymeela, Church Army, Church Missionary Society, Hope Zone and Embrace the Middle East.

9. Governance Costs.

No governance costs have been incurred. Governance costs relate to audit and other professional fees.

10. Members of the PCC.

No members of the PCC (or any persons knowingly connected with them) received any remuneration during the year with exception of repayments of amounts spent on behalf of the PCC and the incumbent receives mileage and other expenses as set out in note 8.

11. Employees. - There were no employees during the year.

Honaria paid to organists and the choir director amounted to £6,455 (2018: £6,693), including £0 paid in respect of weddings (2018: £130).

**NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31st DECEMBER 2019 (Cont'd)**

12. Fixed Assets – Investments.

	2019 £	2019 £	2018 £	2018 £
Historical Cost as at December 31st -		-		
- CBF Investment Fund – was Chariguard		45,329		45,329
- GAM – was THS IGVF "Y" Shares		40,649		40,649
		<hr/> 85,978		<hr/> 85,978
Market Value as at 1st January -				
- CBF Investment Fund		53,036		53,844
- GAM		69,470		84,312
		<hr/> 122,506		<hr/> 138,156
Change in value of unsold units				
-CBF Investment Fund	9,920		(808)	
-GAM	14,577		(14,842)	
	<hr/>	24,497	<hr/>	(15,650)
		<hr/> 147,003		<hr/> 122,506
Market Value as at 31st December -				
- CBF Investment Fund		62,956		53,036
-GAM		84,047		69,470
		<hr/> 147,003		<hr/> 122,506

**NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31st DECEMBER 2019 (Cont'd)**

13. Debtors.

	2019	2018
	<u>£</u>	<u>£</u>
Income tax recoverable – Gift Aid	13,194	4,018
Other debtors	4,726	5,288
Prepayments	402	318
	<u>18,322</u>	<u>9,624</u>

Gift aid recoverable was higher than last year as no in year claims were made, apart from those made by the Parish Giving Scheme. Other debtors this year includes £2,525 in respect of a grant receivable from the Listed Places of Worships scheme for VAT on repairs and £879 in respect of hall hirers.

14. Creditors: Amounts falling due within one year.

	2019	2018
	<u>£</u>	<u>£</u>
Mission giving & special collections	14,118	13,622
Accruals & deposits	4,292	3,100
	<u>18,410</u>	<u>16,722</u>

Accruals includes costs for heat and light, fees payable to ODBF, choir director and organists' fees and church maintenance.

15. Restricted and Designated Funds.

The income funds of the charity include restricted funds comprising the following unexpended balances of donations and grants held on trust for special purposes: -

	<u>Balance at</u> <u>1st January</u> <u>2019</u> <u>£</u>	<u>Movement</u> <u>in funds</u> <u>Incoming</u> <u>Resources</u> <u>£</u>	<u>Resources</u> <u>Expended</u> <u>£</u>	<u>Balance</u> <u>at</u> <u>31st December</u> <u>2019</u> <u>£</u>
Trust Fund	122,507	24,497	-	147,004
Repair & Renovation fund	3,733	15,823	11,999	7,557
For Churchyard	-	650	428	222
Other Designated	2,992	2,256	-	5,248
Other restricted Income / Expenditure	206	3,967	3,367	806
	<u>129,438</u>	<u>47,193</u>	<u>15,794</u>	<u>160,837</u>

The Other Designated fund income is the investment income from the Crowthorne Parish Trust investments, which may be used to fund a part time youth worker or repair and renovation projects.

**NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31st DECEMBER 2019 (Cont'd)**

16. Other Charitable Funds.

	<u>1st</u> <u>January</u> <u>2019</u> £	<u>Incoming</u> <u>Resources</u> £	<u>Resources</u> <u>expended</u> £	<u>31st</u> <u>December</u> <u>2019</u> £
Non restricted or designated funds	63,090	134,152	126,513	70,729
	_____	_____	_____	_____

17. Analysis of Net Assets between funds.

	<u>Unrestricted</u> <u>Funds</u> £	<u>Restricted</u> <u>Funds</u> £	<u>Total</u> £
Fund Balances at 31st December 2019 are represented by: -			
Investments	-	147,003	147,003
Debtors	13,948	4,374	18,322
Cash at Bank and in Hand	74,539	10,112	84,651
Creditors amounts falling due within one year	(17,758)	(652)	(18,410)
	_____	_____	_____
	70,729	160,837	231,566
	_____	_____	_____

Unrealised gains included above: -

On Investments (see below) – Restricted Funds

Reconciliation of Movement in unrealised gains on: -

	£
Unrealised gains at 31 st December 2019	36,528
Realisation of revaluations of previous years	-
Net Gain/(loss) on revaluations in year (see note 12)	24,497

Unrealised gains at 31st December 2019	61,025
