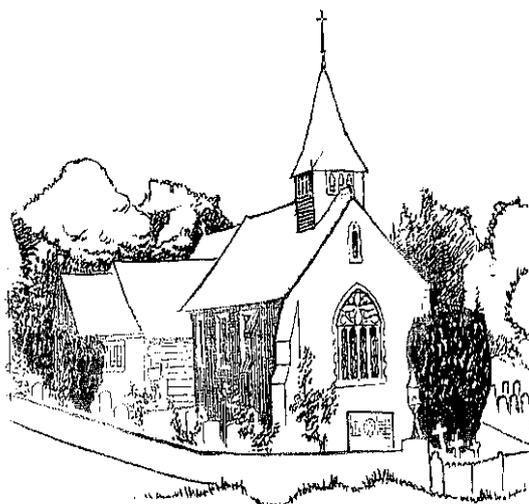


**ST MARY THE VIRGIN, BUCKLAND
PAROCHIAL CHURCH COUNCIL**

ANNUAL REPORT AND ACCOUNTS

31 DECEMBER 2016



**ST MARY THE VIRGIN, BUCKLAND
PAROCHIAL CHURCH COUNCIL**

ANNUAL REPORT

For the year ended 31 December 2016

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**ST MARY THE VIRGIN, BUCKLAND
PAROCHIAL CHURCH COUNCIL**

ANNUAL REPORT

For the year ended 31 December 2016

Introduction

This Annual Report, which contains a review of activities within the parish during the past year, is prepared in accordance with the Church Accounting Regulations 2006, the Church Representation Rules and the Charities Act 2011 and is submitted to and received by the Annual Parochial Church Meeting, which is then free to discuss it. The Annual Parochial Church Meeting will be held in **The Reading Room Buckland** on **Tuesday 25th April 2017 at 7.30 pm**. All on the Electoral Roll of the parish are entitled to attend and will be most welcome.

Administrative information, governance and management

The Rector, the Churchwardens, the Treasurer and the Secretary are members of the PCC together with a number of volunteers from those on the Electoral Roll of the parish. PCC members are the Charity Trustees of the parish. There is no specified term of office and they have often served for many years in the past, but it is hoped that there can be a more regular change in appointments to provide new insight and enthusiasm and give all church members an opportunity to serve without being committed for a lengthy period. Representatives on the Deanery Synod are ex-officio members of the PCC. Our Safeguarding Officer was Mrs Hannah Wilson, but has now been replaced by Mrs Sally Sayce.

The members of the PCC during the year were the following:

Revd Canon Carol Coslett	(Rector)	
Mrs Elizabeth Vahey	(Churchwarden)	Mrs Rosey Davy (Secretary)
Mr. David Sayce	(Churchwarden)	Mr Richard Wheen
Mr Trevor Cooke	(Treasurer)	Mrs Pat Evans
Mrs Jean Cooke	(Deanery Synod)	Mrs Caroline Gale
Mr. Tom Briscombe	(Deanery Synod)	

Mrs Carol Leeds co-opted as necessary as Fabric Officer

The PCC met four times during the year, when it received regular reports on finance, church fabric and churchyard, choir, outreach and education, Upper Mole Group and Deanery Synod, safeguarding and health and safety. **The PCC Secretary is Mrs Rosey Davy** and correspondence should be addressed to her at c/o The Parish Office, The Reading Room, Old Road, Buckland, RH3 7DY.

The Parochial Church Council is a corporate body established by the Church of England and is presently exempted from registration with the Charity Commission. Our bankers are National Westminster Bank plc, Reigate branch; legal advice, when required, is sought from Morrisons, Redhill; our independent examiner is Mrs Christine Braidwood, FCA. The appointment of members of the PCC is governed by and set out in the Church Representation Rules.

There have been no transactions between the PCC and related parties (as defined by the Charities Act 2011 and the Charities SORP) nor has the PCC identified any major risks which impact the work of the church in the parish. The safety of grave headstones in the churchyard is kept under regular review.

Objectives and activities

The Council is required, under the Parochial Church Councils (Powers) Measure 1956, to co-operate with the minister in promoting in the parish the whole mission of the Church, pastoral, evangelical, social and ecumenical.

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Carol our Rector has been typically active and encouraging in her stewardship and spiritual leadership of our Parish throughout the year. She remains the centre of our Christian community in Buckland. We have been helped greatly by the Revd Canon David Eaton in taking many services and preaching and also Father Jonathan Ewer both of whom are Priests in retirement. On occasions we have also been fortunate to listen to our Reader His Honour Peter Slot and appreciate the time and trouble he takes in preparing his thoughts. It is also good to welcome Mr Robert Slater (Reader for the UMG) who has preached occasionally for us.

While the main responsibility of managing the Parish's business falls to the Rector and her team, we acknowledge willingly the many members of our congregation who assist in various roles from sidesman and serving duties, choir, flower arranging through to many mundane but nevertheless important duties. We are pleased to see a larger number of congregation undertaking service roles. We continue to insist that the church should be open at all times during the day; it's a fundamental part of what we provide and we know that the solace and peace provided by the church has been used and is of benefit to people.

We have a 'central' tradition, using Common Worship and the BCP, but vestments are worn and we have an offertory procession. We have decided to drop the 8 o'clock Holy Communion service held on the first Sunday in each month because suitable alternatives exist and also to ease the pressure on the ministry team. Once a month we have a Parish Communion in the Iona tradition which is popular and Evening Prayer is said once a week. Every third Sunday there is a family service, held jointly with the neighbouring parish of St Michael's, Betchworth and alternating between the two churches. Our young people were encouraged to participate in the communion services, as acolytes or bringing up the offertory. Baptisms are generally conducted at the monthly family services although we have occasionally offered an afternoon baptism. Confirmations are held annually at a church in the area.

This year across the United Benefice there have been: 18 Baptisms, 4 Admissions to communion, 2 Confirmations, 10 Weddings, 18 Funerals, either in church or at the local crematorium, and 5 Burials of Cremated remains.

Achievements and performances

We are very appreciative of the service and support given to us by Mr. Melvin Hughes, our organist and choir master, and the work put in by him and others in the Parish to organise choirs for special services. We thank Melanie Marsh for her support as the Parish Administrator.

There have been a number of significant events throughout the year:-

1. We were and continue to be delighted at Helen Burnett's ordination in June at Southwark Cathedral; many people supported her at the Ordination Service and wish her well in her placement north of Reigate. We have followed her journey with great interest and have no doubt that she and the Parish which she serves will be rewarded richly.
2. The Mission Action Plan was reviewed in October in a morning session attended by both Parishes – Buckland and Betchworth. It was a full and open meeting and challenged us to look at what we all should be doing as our mission. A Prayer Board has been installed and is used. A mission grant of £2000 was received, which has helped fund messy church educational and outreach projects during the year. A full list of our priorities can be found in Part 2.
3. The proposal to remove 3 pews at the front of the church was re visited and an application for a faculty has been submitted on line and at present we are working our way through it. This proposal has aroused

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For the year ended 31 December 2016

substantial interest and opinion not only this year but in previous years. The PCC thus insisted on and subsequently approved a formal resolution in the autumn to give the Rector the authority to apply for the faculty. While the vote was considerably in favour, there is an acknowledgement that the proposal is sensitive and care will be taken in taking the matter forward.

4. As part of the Pews removal proposal we had an access survey carried out on the church by the Diocesan Disability Adviser in which he raised the issue of the two steps up to the communion rail and the need to create an environment that is accessible to all especially in the administration of communion. Removal of the front pews would allow all people to receive communion in a way that is inclusive of everyone. He also raised other matters such as the level of the porch floor being higher than the church floor. The report has been carefully considered by the PCC, and funds permitting we would aim to create a church that is appropriate for use and in which all people with different needs can feel welcomed.
5. We were all delighted at the installation in September of the Rector as an Honorary Canon, and many attended the service at Southwark Cathedral. A well-deserved honour for all the work and enthusiasm which she puts into the Parish and Deaconry.
6. A major fund raising event was held on August Bank Holiday with the 3 day Flower and Arts festival held in the Church and the Reading Room. Both of us pay tribute to the immense amount of work by many people over several months to put on such an event. The flower displays were amazingly creative and much admired, and they complimented the Art exhibition and refreshment provided in the Reading Room. We were delighted that The Rt Revd Jonathan Clark Bishop of Croydon was able to be with us and preach at the Songs of Praise on the Sunday of the festival.
7. A Fairtrade breakfast was held at the Rectory to contribute towards Fairtrade fortnight, and the usual Christian Aid collections were distributed and collected in the Spring.
8. We had a periodic inspection from our insurers and undertook a number of works to ensure compliance with the policy requirements. One of these involved installing a gate at the top of the steps down to the vault under the vestry, and that prompted the clearance of the vault itself, a task well over due removing decades of accumulated rubbish, for the disposal of which we are indebted to Duncan Ferns.

Services and events

A lent course was offered with a series of sessions on Grieving and Loss in the Reading Room. This was led by Revd Canon David Eaton and Linda Slater (churchwarden of Betchworth) It followed the Church of England Grave Matters publication, including recent experiences of death from Revd Helen Burnett and Revd Neil Vigers. Winter lunches were provided in the Reading Room, (see report in part 2.) We joined the Women's World Day of Prayer with a service at Leigh on the 4th March.

We held the normal traditional range of services. Holy Week and Easter services were well supported with a Candlelight vigil on Easter Eve and Easter Day celebration. All Souls service on the 30th October. The Nine Lessons and Carol service, on the 21st December was well attended and atmospheric. Buckland hosted the United Benefice's Midnight Service which worked well and was attended by over 60 people.

Attendance at Special services amounted to: Easter 81, Harvest 42, Christmas: 295.

It is uplifting to see and welcome those couples who wish marry in the church coming to the services as part of their preparation. We continue to play a full part in the Upper Mole Group and participate in the joint services and held a joint service on the 30th October at Sidlow Bridge after a joint Choral Evensong in

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Betchworth on the 15th May. We also joined together for an Advent Carol Service on 27th November in St Bartholomew's Leigh.

Harvest celebrations started with a traditional service on the 4th October following which a harvest lunch was served in the Reading Room. This was the first time we had hosted a lunch for Harvest but it seemed to be well received by all, particularly the elderly, who do not always feel able to come out in the evening. We did not participate in the Heritage Weekend deferring to Betchworth's involvement and considerable contribution. A team from the Parish stewarded at Brockham bonfire thus raising welcome funds for the church.

*Elizabeth Vahey and David Sayce
Churchwardens*

Joint Parish Worship Sub-Committee

The Rector, churchwardens, organist, musicians and choir directors have discussions on different forms of music and the planning of services. A worship committee is responsible to the PCC for reviewing and encouraging the worship life across both parishes in the united benefice including:

- Being alert to trends and movements of worship
- Assisting in providing a variety of experiences in worship reflecting the differing needs and tastes within the church community
- Participating in the planning of special occasions and assisting in the choice and provision of music in worship

The Committee has met twice during 2016, in January and June discussing joint services, ideas for changes in services and plans for future festival services.

Joint Parishes Education Outreach Committee

This committee is responsible to each PCC in Betchworth and Buckland for planning, recommending and organising:

- Outreach - by establishing and encouraging new opportunities within the local community and establishing a dialogue with them, with the ultimate objective of deepening their Christian commitment.
- Educational programmes and activities - aimed at all members of the congregation and others who may wish to participate and whose involvement is designed to stimulate participation, helping everyone along their journey to faith, whatever stage they may have reached.
- Initiatives to broaden our Christian proclamation to the parish by establishing non-threatening points of contact - by encouraging people to approach us and providing them with soft points of entry to explore and discover what the church has to offer.

The Committee has met three times during the year, and is a valuable medium to help plan and get support for outreach projects and our work with younger families in the villages. (see detailed report in part 2)

Friends of St Marys

The Friends of St Mary's continue to organise fundraising events and now has reached a membership of 138. We are very grateful for all those who help to support the fabric costs of the church through their membership subscriptions and attendance at fundraising events. The contribution that the Friends make to the church's fabric is crucial. The annual subscription itself is a regular reminder but also acts as a constant imperative that the church has to continue to be relevant.

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Safeguarding

During 2016 Hannah Waters has stepped down as Safeguarding office and temporarily this role was covered by Margaret Miller safeguarding officer for Betchworth, and Sally Sayce has now taken on the role. A copy of our Safe Church policy can be found in the "Safe church" handbook kept in the vestry and also in the Rectory office along with the current files on CD, and a summary of the policy is displayed in the Porch. During 2016 we were not required to complete a Safeguarding Audit, due to changes in procedure at Diocesan Trinity House and nationally, but we are required to complete one for March 2017. All the highlighted items on the previous Action Plan have been completed and all DBS checks are up to date. The New Diocesan Safeguarding advisors are: Kate Singleton and Steve Short. Uzma Osimbi is the new Administrator for all DBS vetting.

Church Electoral Roll

As of 31st December 2016 there are 73 persons on the Electoral Roll of whom 26 are resident and 47 are non-resident. (2015: 61 20 R 41NR) This shows an increase of 12 in total of which 6 are resident and 6 are non-resident. This is due to some new people moving into the village, and others who have who have joined the worshipping community but live outside the parish. A verbal report will be given at the meeting.

Fabric and Churchyard

Mr. Chris Huffey continues to cut the grass and keep the rose beds in good order and generally looks after all the churchyard. We always get comments on how lovely the Churchyard looks and it is all down to Mr.Huffey. In 2016 we had work done to some of the trees to allow more light in and also to make room for more burials. Thanks must also go to Everett Leeds for his pruning and general upkeep of the rose trees. Some of these need renewing this year. We did not have a work party last year but a note has gone into the Church magazine with dates for a work party to tidy the Churchyard before Easter 2017. Visitors to the Church will also see that our large Yew bushes have now had a haircut; this work has been carried out by Chris Long. Some of the work is quite drastic but they will soon grow back.

Regarding the fabric of the Church, work is in hand for jobs that are mentioned in our Quinquennial Review. The PAT electrical test was carried out and the periodic electrical inspection of the church has been ordered. In very high winds and rains, minor water penetration was seen beneath the ringing chamber but after inspecting the roof and the internal structure no obvious defect was found. The PCC commissioned Ian Bell organ consultant to advise on the pipe organ, and we await the results and reports from the recommended organ builders. (See music report in part 2)

The cellar vault was completely cleared of rubbish going back many years and a gate installed at the top of the steps for safety reasons. The side gate by the vestry has had a new post and been re hung.

Carol Leeds, Fabric officer

Upper Mole Group - Secretary's Report for 2016/17

(Comprising the Parishes Betchworth, Buckland, Charlwood, Sidlow Bridge, Brockham and Leigh)

The Group Council, consisting of Licensed Clergy and Churchwardens of the six Churches has met on three occasions during 2016, February, May 2016, and September 2016. The May 2016 meeting was the Annual Meeting and only attended by Betchworth, Buckland, Charlwood and Sidlow Bridge as Brockham and Leigh were not officially constituted. It is with great pleasure the Group can now report that as from the January 2017 meeting Brockham and Leigh are fully constitutional members. They attended the meeting on January 24th2017. All meetings are held at Emmanuel Church Sidlow Bridge.

The Clergy have met separately, regularly throughout the year for prayer and discussion on common concerns. Congratulations to Carol Coslett who was appointed the position of Canon.

Joint services were held at Betchworth, Sidlow and Leigh with Guest Speaker and the Group are looking forward to the **Celebration Service on 30 April** with the New Archdeacon as Guest to celebrate the joining of Brockham and Leigh to the Upper Mole Group.

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Key services were: 4th March Women's World Day of Prayer at Leigh, 15th May Choral Evensong in Betchworth, 30th October All Saints 10.30 Communion Service Sidlow Bridge, 27th November Advent Carol Service Leigh, and December 11th Tree of Light service Brockham.

All the choirs came together to sing at these services.

Lent Courses this year were arranged by the individual Parishes with a joint course being held for 2017. Parishes joined together for a Joint **Quiet day at The Ark at Oakwood Hill.**

Discussions have been held on Youth Worker involvement, sharing of Mission Action Plans and Wedding Preparation Days.

A **Joint Candlemas family workshop** and activity day was hosted in Buckland Reading rooms at the end of January. Revd Sue Weakley prepared prayer stations for use in church, the children made candles, candle stamp collages, and told the story in music and pictures. The event was well supported but it flagged up the issue that it is hard to get a cross section of all the churches and people do not always support events in churches other than their own. This is particularly pertinent in trying to work with youth and young families. Deanery Dates are discussed and flagged for interest.

News from around the Parishes and Dates for Diaries are shared and reported on in the Minutes (made available to the PCC's) from every meeting as a form of sharing amongst the Churches and open invitations to various events held throughout the Parishes. This concludes the report for the year.

Emma Isbill (Secretary)

Reigate Deanery Synod Report

The **Deanery Synod** met three times in **2016** at churches within the Reigate Deanery. Chair- Revd Canon Andrew Cunningham, Area Dean, Lay Chair -Mr Christopher Elliott, Mrs Christine Elliott Secretary. The Archdeacon The Venerable Danny S.K. Kajumba Service of Farewell held 8th March.

February's meeting: (9th Feb) Holy Trinity Redhill. Guest speaker: Revd Canon Will Cookson – Dean of Fresh Expressions – His job to look and see where 21st Century Christian Mission is going through a detailed Mission shaped report. Building a team of pioneering practitioners, Will concluded that 'Diversity' is the norm. (Parishes contributed more through the Parish Support Fund.)

June's meeting: (15th June) St Matthew's Church Redhill. Welcomed by Revd Canon Andrew Cunningham, Area Dean it was the 150th Anniversary of this church that historically welcomed 800 plus on Sundays. We had a brief on the proposed Deanery MAP, Kerry Evans spoke of CATCH-IT workshops for children. Louise Ellis Discipleship & Vocations Missioner lectured. The DCT had major plans for Clergy & Parsonage housing. New Deacons: Helen Burnett and Doug Ross to be ordained and talk of new refugees arriving.

October's meeting: (13th Oct) St Mark's Church Redhill. Guest speaker: Dave Farris – Children's Society – produced a litany of statistics including 3,000 in poverty in Reigate. He asked if MAP's supported vulnerable children. Sue Mallinson, Diocesan Environment Officer advised of standards and awards achieved with the application of 'green' electricity. Revd Helen Burnett had drafted a letter to the local MP in respect of more Refugee action. Revd Canon Carol Coslett reported that the Board of Education within the Diocese will be setting up at a Multi Academy Trust.

The DS representatives for Buckland and Betchworth are: Tom Briscoombe, Jean Cooke, Linda Slater, Margaret Miller, Pam Armitage and Ginny Eaton on Diocesan Synod.

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Financial Review 2016

For the year ended 31st December 2016 St. Mary's General Funds have shown a surplus of £1,130 (2015 loss £3,841). This positive outcome was the result of a very generous bequest from the estate of Revd Pattie Vigers, who died in 2015 after many years of dedicated service to and vital support for St. Mary's, and a very successful Flower Festival and Art Exhibition held over the August Bank Holiday. The year-end balance rose to £15,262.

The Church and Church Fabric Fund (CCFF), a valuable contributor over many years, was again able to increase its annual contribution to £2,250 and The Friends of St. Mary's (FOSM) donated £3,686 to help cover specific qualifying expenses. Both the CCFF and FOSM are important sources of non-mission funding for the church and the PCC works closely with the FOSM committee to identify church costs which fall within their mandate. The PCC encourages parishioners and visitors to consider making donations to both organisations. The necessary literature is available in the church.

The PCC is very thankful for the support of the CCFF and FOSM, but the core funding comes, as always, from the generosity of members of the congregation and other supporters, who regularly donate, either by means of a covenant, usually paid monthly or quarterly, one off annual payments or weekly through service collections. These receipts with the associated Gift Aid recovery and including special collections for charitable donations make up around 70% of St. Mary's core income, excluding fees and fund raising. However, it is the case that changes in the structure of the St. Mary's congregation, as in many semi-rural parishes, resulted in 2016 in a drop in service cash collections and planned giving. Despite this, the willingness of the continuing congregation to try to meet the needs of the church and mission responsibilities remains undimmed. Nevertheless, the support from external sources such as the CCFF, FOSM and fund raising events is vital to St. Mary's.

In 2016 St. Mary's benefitted from a Diocesan Mission Grant of £2,000, to help with the work associated with the parish Mission Action Plan.

The Flower Festival and Art Exhibition, held over the August Bank Holiday, was hugely successful, raising £5,305, £300 of which was donated to the Brigitte Trust. This event is a major undertaking and can only be contemplated every three years at most. Very many thanks are due to all involved for making it such a successful and worthwhile event.

The St. Mary's annual contribution to the costs of maintaining a full-time Rector, funded through the Parish Support Fund (PSF) jointly with St. Michael's, our joint benefice partner church, was set at £20,000 for 2016 and paid within the year. For 2017 the PCC has agreed to pay £21,000 into the PSF.

Charitable giving in 2016 was £2,599, including the Brigitte Trust donation. The Christian Aid service collection for 2015 was added to 2016, making £206.19 and including the door-to-door collection the parish total was £1,713.

Advertising revenue from the Parish Magazine was £3,434 and reader subscriptions amounted to £1,274. The recommended minimum subscription was kept at £8 in 2016, although many subscribers actually pay more. Despite this, even at £8, the return is less than expected from the number of magazines distributed. After seven years at £8 the recommended subscription for 2017 will be £10. Thanks to editor Richard Wheen for all his hard work.

Church running costs were kept under control and were down by 6% on the previous year while support and governance costs showed mixed fortunes with salary, equipment costs and subscriptions up, partly offset by a drop in Parish Office charges.

The comparisons with prior year's results for the recently refurbished Reading Room are skewed by the impact of the hiatus caused by the project and further improvements to facilities in the year. However, regular letting income rose 19% year on year and all letting fees by an overall 10%.

The 2016 outcome for General Funds was better than the PCC budget for the year. However, with the balance at the start of 2017 at £15,262 the financial caution exercised in all previous years must be maintained as we start the year.

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Reserves Policy

The Reserves held by the PCC are applied either for general funds or for the repair fund and are being spent as required. As at 31 December 2016 this sum, so described, amounted to £7,000 or approximately 150% of three months basic running costs.

The Maintenance Fund for the Reading Room represents a contingency fund for on-going repair and maintenance work. This Maintenance Fund is retained so as to preclude, so far as possible, the need for the PCC to have to meet repair and maintenance expenditure of the Reading Room. The balance of this Fund as at 31st December 2016 was £14,444.

Signed:

Carol Coslett, Rector March 2017

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Independent Examiner's report to the Parochial Church Council of St Mary the Virgin Buckland

This report on the financial statements of the PCC for the year ended 31 December 2016, which are set out on pages 12 to 19 is in respect of an examination carried out in accordance with the Church Accounting Regulations 2006 ('The Regulations') and s.144 of the Charities Act 2011 ('The Act').

Respective responsibilities of the PCC and the examiner

As members of the PCC you are responsible for the preparation of the financial statements and you consider that an Audit is not required for this year under section 144 of the Charities Act 2011 and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the Charities Act
- follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the Charities Act, and
- to state whether particular matters have come to my attention.

Basis of independent examiners statement

My examination was carried out in accordance with the general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the PCC and a comparison of the financial statements with those records. It also includes considering any unusual items or disclosures in the financial statements and seeking explanations from you concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair' view and the report is limited to those matters set out in the statement below.

Independent examiner's statement

In connection with my examination, no matter has come to my attention:

- 1) which gives me reasonable cause to believe that in any material respect the requirements
 - to keep accounting records in accordance with section 130 of the Act; and
 - to prepare financial statements 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.

signed..... Mrs Chris Braidwood FCA

Braidwood & Company
Chartered Accountants
Lowood
The Street
Betchworth
RH3 7DJ

STATEMENT OF FINANCIAL ACTIVITIES for the year ended 31 December 2016

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	Notes	General Funds £	Reading Room Funds £	Grave Funds £	Friends of St Mary's £	Total Funds 2016 £	Total Funds 2015 £
Incoming Resources							
Voluntary Income							
Planned giving inc collection envelopes	3	10,415				10,415	14,578
Income tax recoverable on planned giving		4,252				4,252	5,511
Other giving inc CAF & charitable trusts	3	5,100				5,100	5,613
Service collections exc envelopes		1,098				1,098	1,631
Donations		511			138	649	2,936
Special collections	1	2,436				2,436	1,807
Legacies and special donations received		5,900				5,900	0
Contribution from Friends of St. Mary's		3,686				3,686	3,246
Grant from Churchyard Trust		2,250				2,250	2,150
Friends' of St Mary's Subscriptions		405			1,401	1,806	2,822
		36,053			1,539	37,592	40,294
Activities for Generating Funds							
Fund raising events	2	5,751			288	6,039	5,020
Reading Room letting income			7,005			7,005	6,405
Equipment Hire						0	20
Contributions/Donations			810			810	17,765
EDF FIT			587			587	412
		5,751	8,402		288	14,440	29,622
Investment Income							
Interest & dividends received		31		117		148	176
Parish magazine & bookstall		4,831				4,831	4,891
Fees		1,635				1,635	2,399
		6,466				6,466	7,290
Sundry Receipts					405	405	20
Total Incoming Resources		48,300	8,402	117	2,230	59,051	77,403
Resources expended							
Grants - special collections	1	2,599				2,599	1,946
Charitable activities	4	40,960		117		41,077	43,576
Support & governance costs	5	3,105				3,105	2,826
Reading Room running costs			8,263			8,263	34,559
Friends' Payments & Disbursements		506			3,081	3,587	3,850
Total Resources expended		47,170	8,263	117	3,081	58,631	86,757
Net outgoing/incoming resources		1,130	139	0	(849)	420	(9,354)
<i>Gains/(Losses) on investment assets</i>	7			445		445	54
Net Movement in funds		1,130	139	445	(849)	865	(9,300)
Fund balances at 1 January 2016		14,131	14,305	3,602	21,616	54,171	63,472
Fund Balances at 31 December 2016		15,262	14,444	4,047	20,767	55,036	54,171

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**BALANCE SHEET
as at 31 December 2016**

	Notes	2016	2015
Current Assets			
CBF Deposit account		7,500	7,500
Bank Balance		8,794	7,597
Cash in hand		139	105
Prior year adjustment			(164)
		16,432	15,038
Reserved Funds	9	(1,170)	(907)
		15,262	14,131
Grave Funds			
Investments at market value	7	4,100	3,656
		19,362	17,787
Accumulated Funds			
General Reserves			
opening balance	8	14,131	17,973
Surplus/deficit for the year		1,130	(3,841)
		15,262	14,131
Grave Funds			
At cost: Collier		27	27
Cowderoy		500	500
		527	527
Valuation Reserve		4,100	3,656
		19,362	17,787

Approved by the PCC on 6th March 2017 and signed on its behalf

Revd. Canon Carol Coslett, Rector

NOTES to STATEMENT OF FINANCIAL ACTIVITIES and REVENUE ACCOUNT

**ST MARY THE VIRGIN, BUCKLAND
PAROCHIAL CHURCH COUNCIL**

ANNUAL REPORT

For the year ended 31 December 2016

for the year ended 31 December 2016

	2016	2015
	£	£
1 Special Collections		
Bishops Lent Call	Lent	250
Christian Aid	Service collections 2016/2017	206
Church Urban Fund	Donation	45
Brigitte Trust	Flower Festival	300
Lungi Sierra Leone	Harvest	212
Farm Crisis Network	Harvest	50
Against Malaria Foundation	Harvest	50
Syrian Refugees		0
Royal British Legion	Remembrance Day	130
United Society	Christmas	452
St Catherine's Hospice	Christmas	452
The Children's Society	Christmas	452
	2,599	1,807
2 Activities for generating funds		
	Brockham Bonfire	450
	Flower Festival & Art Exhibition	5,005
	Teas/cakes/jam/candles	248
	Change for Change	12
	Messy Church	36
	5,751	467
3 Freewill offerings		
	Gift Aid receipts ex collection env	7,162
	Collection envelopes	3,253
	10,415	14,578
	CAF and other planned giving	5,100
	15,515	20,192
4 Expenditure directly relating to the work of the church		
a)	Ministration and quota	
	Diocesan quota	23,000
	Clergy expenses	1,356
	24,356	26,378
b)	Choir and organist	
	Organist fees	1,310
	Organ maintenance	709
	RSCM affiliation fee	99
	CCL licence	108
	2,226	2,039
c)	Church running costs	
	Cleaning	780
	Electricity and gas	2,637
	Water rates	46
	Fire extinguishers and general maintenance	2,064
	Flowers and sundry expenses	185
	Insurance	3,076
	Printed materials	176
	8,963	9,210

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**NOTES to STATEMENT OF FINANCIAL ACTIVITIES, REVENUE ACCOUNT
and BALANCE SHEET for the year ended 31 December 2016 (continued)**

	2016	2015
	£	£
d)		
	Church and churchyard maintenance	
	General repairs and maintenance	0
	Gas boiler service contract	288
	Grass cutting	1,981
	Trees & Hedges	755
	2,530	3,024
Summary		
	Expenses as above	40,651
	Parish magazine costs	2,925
	41,077	43,576
5	Church support and governance expenses	
	£	£
	Stationery & copier maintenance	476
	Sundry expenses and administration	1,286
	Independent examiner's fee	120
	Donations and subscriptions	125
	Parish Office	799
	Sundry	20
	3,105	2,826
6	The Financial Statements have been prepared on a receipts and payments basis.	
7	Grave Fund investments at market value	
	£	£
	Cash	42
	267 CBF Church of England Inv Fund - Inc Shares	3,614
	4,100	3,656
	Increase/(Decrease) in value	54
8	General Reserves	
	Balances at 1st January 2016	17,973
	Surplus/Deficit for the year	(3,841)
	Balance at 31st December 2015	14,131
9	Reserved Funds	
	Flower Fund	34
	Choir Fund	752
	Rose Bed Fund	121
	1,171	907

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ST. MARY'S BUCKLAND READING ROOM ACCOUNTS YEAR ENDED 31 DECEMBER 2016

OPERATING ACCOUNT

for the year ended 31st December 2016

	2016		2015	
	£	£	£	£
Income				
Regular lettings	6,135		5,160	
Casual lettings	870		1,265	
EDF FIT	587		412	
		7,592		6,837
Expenditure				
Refurbishment project/kitchen	5,319		31,028	
Routine repairs	285		649	
Cleaning	921		745	
Insurance	772		742	
Electricity	729		1,053	
Water	185		180	
Sundries	52		162	
		8,263		34,599
Surplus/(deficit) from hire activities		(671)		(27,722)
Plant sales		500		600
Grants/donations		310		17,166
Total surplus (deficit)		139		(9,956)
BALANCE SHEET				
Assets at start of period		14,305		24,261
Surplus/deficit for year		139		(9,956)
Assets at end of period		14,444		14,305
<i>Represented by</i>				
Bank balance		14,534		14,305
Cash in hand		300		-
Prepayments for 2017 bookings		(390)		-
		14,444		14,305

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For the year ended 31 December 2016

NOTES TO READING ROOM MAINTENANCE FUND ACCOUNTS

for the year ended 31 December 2016

- 1 The Reading Room Maintenance Fund was established so that the enlarged Reading Room might be Maintained without recourse to St Mary's Buckland Parochial Church Council, although the Reading Room is leased from the Buckland Estate in the name of "The Rector and Churchwardens for the time being". The ultimate responsibility for maintenance is, therefore, with the PCC, to the extent it has the resources available.
- 2 In order to recognise the role and aspirations of the Reading Room Management Committee, the accounts of the Reading Room are kept separate from those of the PCC. Since the initial appeal for funds, the main source of funds for the maintenance of the building has been the surplus arising from the operation and use of the Reading Room.

**ST MARY THE VIRGIN, BUCKLAND
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For the year ended 31 December 2016

SUNDAY SCHOOL FUND

31 December 2016

		2016		2015
	£	£	£	£
Capital fund	(Notes 2 & 3)	31,511		28,953
Income account	as at 1 January 2016	11,775		10,654
Investment income	1,120		1,155	
Interest earned during year	34		41	
		1,154		1,196
		12,929		11,850
Less: Outgoings				
Sunday School/toddler expenses	180		0	
Books & materials for parochial use	825		45	
Training	84		0	
Emmaus, confirmation & study groups	70		30	
Use of Reading Room	300		0	
		1,459		75
Balance at 31 December 2016	(Note 4)	11,470		11,775

Note 1 This fund was established under The Diocese of Southwark (Education Endowments) Order 1989 (Statutory Instrument, Education, England and Wales 1989 No 2289) whereby 3/14 of the proceeds of the sale of the premises of the St Mary's Church of England School was allotted to a foundation known as Buckland, St Mary's Church of England Sunday School Fund. The trustees received the sum of £13,245. The Order appoints the Vicar and Churchwardens for the time being of the Parish of St Mary's Buckland as trustees to apply the income, and the capital, for the provision within the parish of religious education within the tenets of the Church of England.

Note 2 The capital of £13,245 was indexed from December 1989 to 31 December 1993 in line with the Retail Prices Index in order to maintain its real value. On 27 April 1994, £5,000 was invested with each of Charifund, Charishare and Charinco. Further investments in Charinco and Charishare were made on 22 March 1996 at a cost of £707.

Note 3 At 31 December 2016 the market value of these investments was £31,358 (2015 £28,798). The Capital Fund is represented by these investments together with £153 balance at bank, a total value of £31,511 at 31 December 2016 (2015 £28,951). The increase in value during the year was £2,558 (2015 £281).

Note 4 The income Account balance is represented by a £8,200 deposit with the CBF Church of England Deposit Fund and a bank balance of £3,270; a total balance of £11,470.

Note 5 As part of the promotion of Christian beliefs among the young people of the parish, the trustees continue to support the choir and the Sunday School. Support is also given when required to the parish House Group with their reading material and to the normal Lent Course for any books being studied. The Education Outreach Group is also supported and material for mission is purchased, together with books for confirmation candidates, wedding couples and those involved with Emmaus courses.

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**FRIENDS OF ST MARY'S
31 December 2016**

Income	2016	2015
	£	£
Subscriptions received	1,806	2,241
Donations	138	1,500
Fund raising events	288	4,553
	<u>2,232</u>	<u>8,294</u>
Expenses		
St. Mary's Funding	(3,081)	(3,850)
	<u>(3,081)</u>	<u>(3,850)</u>
Net Income	<u>(849)</u>	<u>4,444</u>
 Balance Sheet		
Opening balance 1 st January 2015	21,616	17,172
Net incoming/(outgoing) resources	(849)	4,444
	<u>20,767</u>	<u>21,615</u>
 Bank	 19,969	 21,509
Cash	816	1,026
Uncleared payments	(138)	(912)
	<u>20,647</u>	<u>21,616</u>

Notes

1. The Friends of St. Mary's, Buckland (Friends) was established in 2012 to create a support group for the fabric, and certain appropriate running costs of St. Mary's. Friends assume responsibility for managing a number of events through each year which, together with annual subscriptions from members, will provide funds to meet the Friends' objectives.
2. A Friends' committee has been mandated by the PCC, to manage the affairs of Friends independently. Funds raised are shown in the PCC accounts and form part of the Total Funds, but are designated as "restricted funds" to ensure separation from the PCC General Funds.