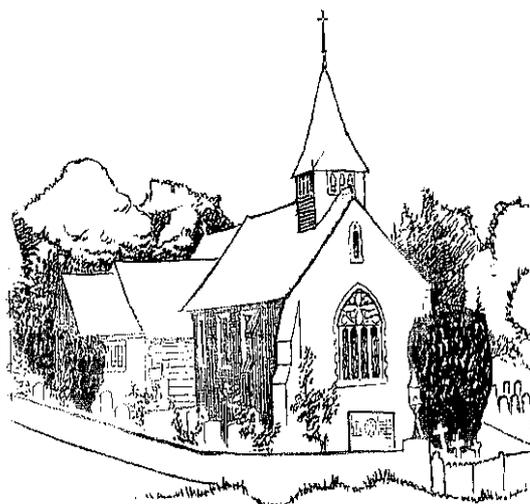


**ST MARY THE VIRGIN, BUCKLAND
PAROCHIAL CHURCH COUNCIL**

ANNUAL REPORT AND ACCOUNTS

31 DECEMBER 2018



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

ANNUAL REPORT

For the year ended 31 December 2018

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PAROCHIAL CHURCH COUNCIL**

ANNUAL REPORT

For the year ended 31 December 2018

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 23rd April 2019 at 7.30pm**. 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 Sally Sayce.

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

Revd Canon Carol Coslett	(Rector)	Until 5 th March 2018 and thereafter vacant
Mrs Elizabeth Vahey	(Churchwarden)	Mrs Rosey Davy (Secretary)
Mr. David Sayce	(Churchwarden)	Mr Richard Wheen
Mrs Barbara Thomas	(Treasurer)	Mrs Sarah Munro
Mrs Jean Cooke	(Deanery Synod)	Mr Trevor Cooke
Mr. Tom Briscombe	(Deanery Synod)	Mrs Carol Leeds

Mrs Sally Sayce is co-opted as necessary as Safeguarding 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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During the absence of the Rector on Sabbatical and the interregnum, we have relied heavily on David Eaton our Priest in Retirement. He has taken on the role of taking many of the services while giving us spiritual leadership and overseeing the running of the Parish.

We are indebted to him in many ways and he has given us the confidence to be able to carry out our duties as wardens during this period for which neither of us had any previous experience. David has been assisted by many other members of the clergy, in the main David Evans and Neil Vigers, who have taken services for us. In particular we were very grateful to St Marks Reigate and Moira Astin for seconding Anna Moore, curate at St Marks, to us from August, and her presence was very warmly welcomed not only to take some of the load off David Eaton but also in her own right to give her experience of a rural ministry in contrast to the urban nature of St Marks. Her secondment came to an end in October for the best of reasons: she was appointed our new rector but needed to complete her curacy and so she will join us formally in April.

We have continued the central tradition using Common Worship and BCP, but vestments are worn and we have an offertory procession. Every month we have had one 8 o'clock service, one Iona service, evening prayer, two parish communions, and every third Sunday a family service held jointly with our neighbouring parish of St Michael Betchworth and alternating between the two churches.

At St. Mary's we had 3 baptisms and we were very happy that two mature members of our congregation decided to be confirmed.

We are also very grateful to Melvin Hughes our organist who has unstintingly played the organ for our services, helped in producing a choir for special services with anthems and has played a leading role in the process of repairing the organ. We also thank Christine Deards our Parish Administrator for all the help she gives us with for instance the weekly publication of Pews News.

This continuance has also depended on the many members of the congregation and beyond who assist in some many ways such as sidesmen, serving duties, choir, bellringers, those who prepare the rotas, open and close the church, flowers arrangers, cleaners, those who do many small fabric maintenance tasks and produce the monthly parish magazine. The church remains open every day and this remains a fundamental purpose for the presence of the church in the Parish.

Achievements and performances

This year has been one of consolidation and continuity being in an interregnum since March when Carol Coslett left us officially with her licensing as archdeacon of Chesterfield. However, since she was on sabbatical from January onwards, we have been in effect without rector for the whole of the year.

It is a tribute to all involved with the Church, the many people who give of their time willingly and without any fuss, that the traditional pattern of services and associated activities have been maintained. We had winter and lent lunches, Christian Aid week with the distribution and collection of envelopes, attended Upper Mole Group meetings, held a Fairtrade breakfast in the Reading Room, celebrated the centenary of the 1918 Armistice, attended the Women's World Day of Prayer service at Brockham in March, held harvest elevens instead of a supper immediately after the 0930 Communion service on the 7th October, organised with St Michael's Betchworth the Lent course comprising four morning discussion meetings in February and March, and held the moving and much appreciated candlelight Thanksgiving of the Faithful Departed Service. Buckland did not participate in the Heritage Open Day Weekend, preferring to support Betchworth.

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We have started the process of raising funds for the repair of the organ, a report on which was produced in 2016 and for which we have a sub-committee dedicated to this role.

Much of the year for us has been taken up with the process of appointing a new rector. This has been done in close and harmonious conjunction with the two wardens of St Michaels, Linda Slater and Bernard Hawkins. The process started with writing a Parish Profile, in effect what our parishes are and want from a new incumbent, and as part of that we consulted through a parish wide survey which informed the Profile. That took 3 months to complete and gain the requisite approval of our Archdeacon so that the post could be advertised in September (rather than August). Along with Bishop Jonathan, we interviewed two candidates in October and were delighted to appoint Anna Moore. Throughout this we were, and still are being, helped considerably by our Archdeacon Moira Astin, the Area Dean firstly Andrew Cunnington and then Anita Colpas, in guiding us through the complexities that exist within the structure of the Diocese.

*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 not met during the interregnum but is expected to be convened to review the service pattern under the Chairmanship of the Rector following her institution in April 2019.

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. These are 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 several 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)

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Friends of St Marys

The Friends of St Mary's has reached a membership of 135. 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.

Safeguarding

The Parish Safeguarding Officer is there to be a contact for anyone who is, or thinks another is, being bullied, suffering abuse or may be at risk of physical or mental harm. The officer is responsible for arranging a DBS check (Data Barring Service) on anyone who is working, through the Church, with young or vulnerable children or adults. 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 2018, safeguarding training was offered in the diocese. The last safeguarding audit was completed in March 2018; a further audit will be undertaken shortly after the arrival of the new Rector, Anna Moore. The Diocesan Safeguarding advisors are: Kate Singleton and Steve Short. Uzma Osimbi is the Administrator for all DBS vetting.

Sally Sayce

(Safeguarding officer)

Church Electoral Roll

As of 31st December 2018 there are 70 persons on the Electoral Roll of whom 26 are resident and 44 are non-resident. A new Electoral Roll is in the process of being compiled.

Fabric and Churchyard

Mr. Chris Huffey continues to cut the grass and keep everything in the Churchyard looking good. Thanks must also go to Everett Leeds for his pruning and general upkeep of the rose trees. Some of these will need renewing in 2019. Work has been done on some tree branches. A note will be put in the Church magazine asking for help in another Spring Tidy-up.

We continue to monitor the vestry crack.

New heaters were put in the belfry.

David Sayce/Carol Leeds (fabric & churchyard).

Upper Mole Group Report for 2018/19

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

The Group Council consists of Licensed Clergy and Churchwardens of the six Churches who have met on three occasions during 2018 in January, May and August.

The May 2018 Meeting was the Annual Meeting at which Liz Vahey (Buckland) was elected Vice chair and discussions were held on the sharing of resources between the parishes.

All six parishes are now active members of the group and the Clergy have met separately and regularly throughout the year for prayer and discussion on common concerns.

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Joint Services have been held at Brockham (Songs of Praise) in September and at Sidlow (Candlemas). In February 2019 and the Wedding Preparation Day in February each year continues to be a great success.

A Lent course featuring “Faith in the Workplace” has been organized for Spring 2019. This includes presentations by representatives of the Police, Citizens Advice Bureau, a judge and a teacher all held at different locations across the group.

Deanery dates and news are discussed and flagged for interest. News from around the Parishes and Dates for Diaries are shared and reported in the Minutes (made available to the PCC’s as a form of sharing amongst the Churches), and open invitations included to various events held throughout the Parishes.

Southwark Diocesan Synod

In June 2018 I was re-elected to the Diocesan Synod for a further three years’ service. The term or synodical triennial runs from August 2018 till July 2021. The new Synod’s first meeting was Saturday 17th November 2018 at St Mark’s Kennington, to which I went along with others on the Reigate Deanery team who were also elected. Our next meeting of Diocesan Synod is Saturday 9th March (to which I am unable to attend). Then 17th July evening (same as our PCC!) and 16th November all day, both of which I intend to attend. I made a report to the Betchworth January PCC about the November Diocesan Synod meeting, which stated how there had been a 5% increased attendance at churches over all in our Diocese. Also, the Parish Share, which is the amount parishes give to the Diocese to support its huge work in all the parishes and with training costs for clergy and lay members, increased by 2% in 2017. Clergy stipends increased by the same percentage and curates’ by 1%. It was proposed at this November Synod that the Diocese spend up to £23.7million recognising that the income anticipated is £24.3million. The business is always followed by a Eucharist celebrated by Bishop Christopher for all on Synod, although in November he was on sabbatical and the Bishop of Kingston Presided.

The Southwark Diocesan Board of Education, SDBE, is the Trustee Board of mostly elected members from the Diocesan Synod. I was re-elected in the autumn for the three-year term which runs from January 2019 till December 2021. We meet in March, July and November with an induction meeting in January for the new Board. I am unable to attend this March’s meeting as I am away on holiday but intend getting along to July’s and November’s. The meetings take place in the SDBE building near to the Shard in London at 5pm-6.30/7pm. They are interesting meetings about the work of the Board of Education for the 106 church schools in the Diocese and the Academy schools which have chosen to be part of the SDBE Multi Academy Trust. It is a high performing Diocesan Board of Education with a good track record.

Ginny Eaton

Reigate Deanery Synod Report

The Deanery Synod representatives for Buckland and Betchworth are: Tom Briscoombe, Jean Cooke, Linda Slater, Margaret Miller, with Ginny Eaton on the Diocesan Synod.

The Deanery Synod has met three times this year. During that time the office of Area Dean has passed from Andrew Cunnington to Anita Colpus.

February's meeting: (6th Feb) The Wisdom of God, Lower Kingswood

The meeting started with an explanation by Adrian Greenwood of how the “Five Marks of Mission” had come about and how they could be remembered as the five “T’s”; Tell, Teach, Tend, Transform and Treasure. The emphasis at this meeting was on “Tell” and explored our attitude to how we live our lives and to disclosing our faith in the workplace. The Archbishop of Canterbury was instanced as a good example, who frequently spoke about Jesus with confidence. The ability of the Deanery and Diocese to help build confidence was then discussed and a follow up course announced.

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Changes to the Deanery Committees were proposed and it was agreed that the Area Dean and Lay Chair should draw up terms of Reference for the Deanery Leadership Team. The Lay Chair suggested the setting up of a Deanery Charitable Trust to give the Deanery legal status and enable it to employ staff. The Area Dean, Lay Chair and Treasurer would investigate further.

Reports were then received about the St Matthew's Food Bank, the ten days of Thy Kingdom Come activities, and work with refugees and asylum seekers. Announcements were made about another Healing Service in Brockham in April and the Deanery Conference in September.

June's meeting: (13th June) St Francis Horley

The location had been transferred from St Michael Betchworth due to the interregnum. The Area Dean Andrew Cunnington talked about the second mark of mission namely "Teach". He likened this to the act of breathing and suggested we lived in a world where we needed to catch our breath occasionally, before breathing out and scattering God's love across the world.

Election results were announced for the Diocesan Synod and the Deanery Treasurer reported on the accounts. Reports were received on the Diocesan Synod, Diocesan Council of Trustees and Diocesan Board of Education along with a review of Thy Kingdom Come. It was planned to repeat this in 2019. The next Deanery Quiet Day would be on 13th April 2019

October's meeting: (18th Oct) The Good Shepherd, Tadworth

Rev Tim Astin conducted worship for St Luke's day. Rev. Anna Moore spoke about the third Mark of Mission "Tend". She introduced three speakers from the Wayside Hostel in Reigate which she regularly visits. This is a women's hostel which accommodates 19 residents aged between 18 and 59 and is run in line with Christian morals. There is a strong emphasis on community, and all residents are expected to participate in communal meals and decision making. They had recently moved away from funding by Surrey County Council and were in need of additional local funding.

Chris Elliott presented the draft Deanery Trust Deed which would give the Deanery legal and charitable status. The Deanery Leadership Board were happy with this and it incorporated the Arch Deacons suggestions. The document was approved unanimously, and it was hoped that Trustees could be appointed by 1st December (Area Dean, Lay Chair, Treasurer and one representative from the House of Clergy and the House of Laity).

An Area Mission Grant of £3,000 had been received of which £2,000 was for Sparkfish with the remainder split between Healing Ministry and Thy Kingdom Come. This latter would be held from 30th May to 9th June in 2019, when it was planned to have an Ascension Day Service on Reigate Hill, prayer walks across the Deanery and Pentecost in the Park.

Rachel Gardner spoke about training courses for Youth Workers and about Messy Splash at Southwark Cathedral, which offered baptism in the cathedral. Andrew Cunnington talked about the Carers Conference in February 2019 which aimed to bring together carers, young and old, providers of assistance and also involve the political community. Chris Elliot and Ann Colpus then thanked Andrew for his years of hard work as Rural Dean and presented him with some theatre vouchers.

Financial Review 2018

For the year ended 31st December 2018 St. Mary's General Funds have shown a surplus of £4,762 compared to a loss of £7,064 in 2017. The 2018 surplus resulted in a year-end bank balance of £6,735 and was mainly due to the additional income generated by the 2017 Stewardship campaign, the Open Gardens

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event held jointly with FOSM, the reduction in Clergy expenses due to the Interregnum and continuing supporter donations. The PCC would like to convey its thanks to all those who help generate this much needed income.

St Marys Churchyard and Church Fabric Fund (CCFF) a valuable contributor over many years, was again able to increase its annual contribution, donating £2,550 for 2018. In 2018 the Reading Rooms (RR) kindly agreed to contribute 25% of an adjusted hire surplus towards Church running expenses on an annual basis. This resulted in a donation of £1,124. The Friends of St. Mary's (FOSM) generously donated £1,962 towards qualifying expenses and further £570 of funding has already been received in 2019. These are all important sources of non-mission funding for the church and the PCC works closely with FOSM to identify church costs which fall within their mandate. The PCC encourages parishioner and visitors to consider making donations to CCFF and FOSM and the necessary literature is available in the church. The PCC is very thankful for the support of the CCFF, RR and FOSM.

Core funding comes, as always, from the generosity of congregation members and our other supporters who regularly donate, either by means of regular payment schedules or through service collections. This voluntary giving together with the associated Gift Aid generated income of £26,025 (57% of total income) and our thanks go out to our loyal congregation who continue to give so regularly and generously. However, the importance of the ongoing support from external and one-off income sources remains vital to the financial health of St. Mary's. In 2018 just under £20,000 (circa 40% of total income) was obtained from external bodies such as the CCFF, Reading Rooms, FOSM, Parish Magazine revenues, fund raisers, or from one-off donations and legacies.

The St. Mary's annual contribution to the Parish Support Fund (PSF) was set at £21,500 for 2018 and paid within the year. The PSF represents the costs of maintaining clergy and is paid jointly with St. Michael's. For 2019 the PCC has agreed a reduced contribution of £20,000.

Charitable giving in 2018 was £1,395 and represented just under 4% of our core income. £217 was donated to the British Legion following the Remembrance Day service and just over £700 was split between the two nominated Christmas charities, St Catherine's Hospice and The Children's Society. Special collections were also held during the year for Open Doors and Christian Aid.

Advertising revenue from the Parish Magazine was £3,533 and reader subscriptions amounted to £1,353. The recommended minimum subscription remains at £10 despite printing costs rising over £300 in the year. It should be noted that many subscribers actually pay more and thanks must be given to its editor Richard When for all his hard work and also to the distributors for ensuring that that this useful and informative magazine it is available to all villagers.

Church running costs remain under control at just under £40,000 and the fall of circa 10% in 2018 was due primarily to the reduced clergy costs during the Interregnum and reduction in maintenance costs following last year's quinquennial expenses. Our thanks must be given to David Eaton, the Church Wardens and all our other supporters who volunteer significant amounts of their time and skills allowing us keep these costs as low as possible.

Reading Room

Our income from lettings in 2018 was £8,040, an increase of 7% on 2017, with an additional weekly Bridge Club session and a 15% increase in casual bookings, thanks to improvements in the bookings process introduced by our Bookings Secretary, Stella Cantor. As a result, we have been able to hold regular user charges constant for a fifth successive year.

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Our overall income, including the feed in tariff for our solar panels and a most welcome increase in fund raising by Tilly Mitchell through plant sales, rose to £8,650.

During 2017, we had developed plans for a number of major projects: redecoration of the Reading Room, improvements to the toilets and sanding down/resealing the Reading Room floor. All these projects were completed in 2018. We also dealt with decayed timber over the storeroom at the rear of the building. The total cost of these major projects was £6,751.

Given the increased use of the building, we have increased the frequency of cleaning from once to twice each week. This, together with some other smaller expense items, increased our expenditure on routine repairs, maintenance and utilities from £3,599 to £5,536 in 2018. The result of this increased expenditure and major projects in 2018 was a deficit of £3,846, compared with a surplus of £4,497 in 2017.

We have more limited plans for improvement projects in 2019 and expect to produce a modest surplus this year, assuming we are able to maintain income at or close to the recent level.

During 2018, we reached agreement with the PCC to contribute to Church funds 25% of the adjusted surplus from hire activities each year. For this purpose, the surplus is adjusted by adding back the cost of major projects such as those undertaken in 2018, in order to reduce fluctuations in our contributions. Payments will be made only if we are able to retain a Maintenance Fund of at least £10,000. A payment of £1,124 was made in relation to the 2017 accounts, and a further payment of £779 is due in respect of 2018.

Our Maintenance Fund at the end of 2018, after providing for this further payment, stood at £14,321.

I would like to record my thanks to all members of the Committee for their continued hard work and many hours behind the scenes over the past 12 months.

Signed:

14 March 2019

Churchwarden, in absence of Rector: *Elizabeth Vahey*

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INDEPENDENT EXAMINER'S REPORT

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 2018, which are set out on pages 12 to 20 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 14.3.2019 *Chris Braidwood* Mrs Chris Braidwood FCA

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

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STATEMENT OF FINANCIAL ACTIVITIES for the year ended 31 December 2018

	Notes	General Funds £	Reading Room Funds £	Grave Funds £	Friends of St Mary's £	Total Funds 2018 £	Total Funds 2017 £
<u>Incoming Resources</u>							
Voluntary Income							
Planned giving inc collection envelopes	3	14,581				14,581	11,118
Income tax recoverable on planned giving		5,494				5,494	2,981
Other giving inc CAF & charitable trusts	3	3,750				3,750	5,170
Service collections exc envelopes		746				746	918
Donations		180				180	669
Special collections	1	1,275				1,275	2,114
Legacies and special donations received		5,670			2,350	8,020	3,500
Contribution from Friends of St. Mary's		1,962				1,962	3,086
Grant from Churchyard Trust (CCFF)		2,550				2,550	2,350
Contribution from Reading Rooms		1,124				1,124	0
Friends' of St Mary's Subscriptions		405			1,736	2,141	2,226
		37,737	0	0	4,086	41,823	34,132
Activities for Generating Funds							
Fund raising events	2	1,762	570		725	3,057	1,509
Reading Room letting income			8,040			8,040	7,520
Equipment Hire						0	0
Contributions/Donations						0	350
EDF FIT			610			610	576
		1,762	9,220	0	725	11,707	9,955
Investment Income							
Interest & dividends received		11		184		195	207
Parish magazine & bookstall		4,964				4,964	4,880
Fees		1,818				1,818	1,182
		6,782				6,782	6,062
Sundry Receipts		105				105	129
Total Incoming Resources		46,397	9,220	184	4,811	60,612	50,485
<u>Resources expended</u>							
Grants - special collections	1	1,395				1,395	2,199
Charitable activities	4	36,276		184		36,460	40,257
Support & governance costs	5	3,458				3,458	3,907
Reading Room running costs			12,287			12,287	3,599
Contribution to St Marys PCC			1,124			1,124	0
Friends' Payments & Disbursements		506			1,962	2,468	3,592
Total Resources expended		41,635	13,411	184	1,962	57,192	53,554
Net outgoing/incoming resources		4,762	(4,191)	0	2,849	3,420	(3,069)
<i>Gains/(Losses) on investment assets</i>	7			(12)		(12)	277
Net Movement in funds		4,762	(4,191)	(12)	2,849	3,408	(2,792)

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Fund balances at 1 January 2018	8,197	19,291	4,324	19,915	51,727	54,519
Fund Balances at 31 December 2018	12,959	15,100	4,312	22,764	55,135	51,727

**BALANCE SHEET
as at 31 December 2017**

	Notes	2018		2017
Current Assets				
CBF Deposit account		7,500		7,500
Bank Balance		6,735		1,942
		14,235		9,442
Reserved Funds	9	(1,276)		(1,245)
			12,959	8,197
Grave Funds				
Investments at market value	7		4,312	4,378
			17,271	12,575
Accumulated Funds				
General Reserves				
opening balance	8		8,197	15,261
Surplus/deficit for the year			4,762	(7,064)
			12,959	8,197
Grave Funds				
At cost: Collier			27	27
Cowderoy			500	500
			527	527
Valuation Reserve			4,312	4,378
			17,271	12,575

Approved by the PCC on 13th March 2019 and signed on its behalf

Churchwarden: *Elizabeth Vahey* 14.3.2019

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

ANNUAL REPORT

For the year ended 31 December 2018

NOTES to STATEMENT OF FINANCIAL ACTIVITIES and REVENUE ACCOUNT for the year ended 31 December 2018

	2018	2017
	£	£
1 Special Collections (inc. gift aid)		
Bishops Lent Call	Lent 201	291
Christian Aid	Service collection 97	84
Church Urban Fund	Donation 0	0
Brigitte Trust	Flower Festival 0	0
Lungi Sierra Leone	Harvest 0	150
Farm Community Network	Harvest 60	50
The Fisherman's mission	Harvest 60	0
Against Malaria Foundation	Harvest 0	50
Welcare	Harvest 0	38
Royal British Legion	Remembrance Day 217	232
United Society	Christmas 0	266
St Catherine's Hospice	Christmas 316	266
The Children's Society	Christmas 403	266
Open Doors	Service collection 41	226
Women's World Day of Prayer	Service collection 0	195
Church Army	Donation 0	20
Canine Partners	Donation 0	65
	1,395	2,199
2 Activities for generating funds		
	Brockham Bonfire 450	650
	Teas/cakes/jam/candles 16	46
	Open Gardens 725	0
	Change for Change 386	0
	Pledge Fund raising direct donation 0	175
	Teas on the Green 185	0
	U3A concert 0	243
	1,762	1,114
3 Freewill offerings		
	Gift Aid receipts ex collection env 10,614	8,155
	Collection envelopes 3,967	2,963
	14,581	11,118
	CAF and other planned giving 3,750	5,170
	18,331	16,288
4 Expenditure directly relating to the work of the church		
a)	Ministration and quota	
	Diocesan quota 21,500	21,000
	Clergy expenses 0	1,411
	21,500	22,411
b)	Choir and organist	
	Organist fees 1,380	1,550
	Organ maintenance 778	745
	RSCM affiliation fee 123	121
	CCL licence 152	111
	2,433	2,527

**ST MARY THE VIRGIN, BUCKLAND
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For the year ended 31 December 2018

**NOTES to STATEMENT OF FINANCIAL ACTIVITIES, REVENUE ACCOUNT
and BALANCE SHEET for the year ended 31 December 2018 (continued)**

	2018	2017
	£	£
c)		
	Church running costs	
	Cleaning	820
	Electricity and gas	3,117
	Water rates	47
	Fire extinguishers and general maintenance	75
	Flowers and sundry expenses	-
	Insurance	3,224
	Printed materials	54
		7,337
		8,927
d)		
	Church and churchyard maintenance	
	General repairs and maintenance	0
	Gas boiler service contract	483
	Grass cutting	1,417
	Trees & Hedges	96
		1,996
		3,513
Summary		
	Expenses as above	33,266
	Parish magazine costs	3,010
		36,276
		40,073
5	Church support and governance expenses	
	Stationery & copier maintenance	505
	Sundry expenses and administration	2,393
	Independent examiner's fee	168
	Donations and subscriptions	19
	Parish Office	258
	Sundry	115
	Quinquennial expenses	0
		3,458
		3,907
6	The Financial Statements have been prepared on a receipts and payments basis.	
7	Grave Fund investments at market value	
	267 CBF Church of England Inv Fund - Inc Shares	4,312
		4,312
		4,324
	Increase/(Decrease) in value	(12)
		277
8	General Reserves	
	Balances at 1st January 2018	8,197
	Surplus/Deficit for the year	4,762
	Balance at 31st December 2017	12,959
		8,197
9	Reserved Funds	
	Flower Fund	403
	Choir Fund	752
	Rose Bed Fund	121
		1,276
		1,245

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

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For the year ended 31 December 2018

ST. MARY'S BUCKLAND READING ROOM ACCOUNTS YEAR ENDED 31 DECEMBER 2018

OPERATING ACCOUNT

for the year ended 31st December 2018

	2018		2017	
	£	£	£	£
Income				
Regular lettings	6,230		5,945	
Casual lettings	1,810		1,575	
EDF FIT	610		587	576
		8,650		8,096
Expenditure				
Major Projects	6,751		0	
Routine repairs	1,667		831	
Cleaning	1,521		851	
Insurance	828		790	
Electricity	1,047		729	
Water	144		143	
PPL/PRS Levy	151		0	
Sundries	178		213	
		12,287		3,599
Surplus/(deficit) from hire activities		(3,637)		4,497
Plant sales		570		350
Grants/donations		0		0
less: St. Mary's PCC contribution paid		(1,124)		
		(4,191)		4,847
BALANCE SHEET				
Assets at start of period		19,291		14,444
Surplus/deficit for year		(4,191)		4,847
Assets at end of period		15,100		19,291
<i>Represented by</i>				
Bank balance		15,782		19,441
Cash in hand		240		340
Prepayments, accruals, creditors		(922)		(490)
		15,100		19,291

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

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For the year ended 31 December 2018

NOTES TO READING ROOM MAINTENANCE FUND ACCOUNTS

for the year ended 31 December 2018

- 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
PAROCHIAL CHURCH COUNCIL**

ANNUAL REPORT

For the year ended 31 December 2018

SUNDAY SCHOOL FUND

31 December 2018

	£	2018 £	£	2017 £
Capital Fund (Notes 2 & 3)		29,920		33,241
Represented by:				
Investments at Market Value				
M&G Chain Fund		9,925		11,235
Common Investment Fund – Black Rock 0004158104		19,995		22,006
		<u>29,920</u>		<u>29,920</u>
Income Fund				
Income				
Investment income	1,046		1,188	
Interest earned during year	32		26	
		1,078	<u>1,214</u>	1,214
Less: Expenditure				
Sunday School/toddler expenses	30		112	
Books & materials for parochial use	586		223	
Emmaus, confirmation & study groups	0		95	
		616	<u>430</u>	430
Surplus for the year		462		784
Add Balance at 1.1.2018		12,254		11,470
Balance at 31.12.18		<u>12,716</u>		<u>12,254</u>
Represented by: (Note 4)				
Bank balance		4,516		4,054
CBF Deposit fund 771868001D		8,200		8,200
		<u>12,716</u>		<u>12,254</u>

**ST MARY THE VIRGIN, BUCKLAND
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For the year ended 31 December 2018

SUNDAY SCHOOL FUND (CONTINUED)

- 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 2018 the market value of these investments was £29,920 (2017 £33,241). The Capital Fund is represented by these investments of £29,920 at 31 December 2018 (2017 £33,241). The decrease in value during the year was £3,321 (2017 £1,883 increase).
- Note 4 The income Account balance is represented by an £8,200 deposit with the CBF Church of England Deposit Fund and a bank balance of £4,516; a total balance of £12,716.
- 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.

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

ANNUAL REPORT

For the year ended 31 December 2018

**FRIENDS OF ST MARY'S
31 December 2018**

Income	2018	2017
	£	£
Subscriptions received	1,635	1,720
Donations/gift aid	2,451	101
Fund raising events	725	395
Other	0	18
	<u>4,811</u>	<u>2,234</u>
 Expenses		
St. Mary's Funding	<u>(1,962)</u>	<u>(3,081)</u>
	(1,962)	(3,081)
 Net Income	 <u>2,849</u>	 <u>(849)</u>

Balance Sheet

Opening balance 1 st January 2018	19,915	20,767
Net incoming/(outgoing) resources	2,849	(852)
	<u>22,764</u>	<u>19,915</u>
 Closing balance 31 st December 2018		
Bank	22,168	19,234
Cash	90	60
Uncleared (payments)/lodgements	506	621
	<u>22,764</u>	<u>19,915</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.