

**ANNUAL REPORT AND FINANCIAL STATEMENTS  
FOR THE YEAR ENDED  
31ST DECEMBER 2018**

**THE PCC OF THE ECCLESIASTICAL  
PARISH OF ST MARY'S CHURCH  
WALBERTON**

**DIOCESE OF CHICHESTER**  
Church of England

**REGISTERED CHARITY NUMBER: 1175197**

Independent Examiners Ltd  
Sovereign Centre  
Poplars  
Yapton Lane  
Walberton  
W. Sussex  
BN18 OAS

**THE PCC OF THE ECCLESIASTICAL PARISH OF ST MARY'S CHURCH, WALBERTON  
DIOCESE OF CHICHESTER**

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**THE PCC OF THE ECCLESIASTICAL PARISH OF ST MARY'S CHURCH, WALBERTON  
DIOCESE OF CHICHESTER**

**LEGAL AND ADMINISTRATIVE INFORMATION**

<b>DIOCESE NAME</b>	Diocese of Chichester
<b>MEMBERS OF THE CHURCH -</b>	<b>PCC Members</b>
<b>INCUMBENT</b>	Rev Timothy Ward
<b>PCC TRUSTEES AS AT 31ST DECEMBER 2018</b>	Susan Martineau Andrew Blumer Gaye Reynolds Andrew Harris Jean Strickland Bernard Lane Emma Sandieson Julie Allday Kevin Durban-Jackson Steven Phillips Susan Cox Thomas Evans Rev Timothy Ward
<b>LEGAL STATUS</b>	Registered Charity
<b>GOVERNING INSTRUMENT</b>	PCC Powers Measure (1956) As Amended and Church Representation Rules that came into Force on 2nd January 1957.
<b>REGISTERED ADDRESS</b>	St Marys Church Office Booker's Yard The Street Walberton Arundel West Sussex BN18 0PF
<b>BANKERS</b>	NatWest Bank Plc 154 The Street Rustington West Sussex BN16 3ZZ
<b>INDEPENDENT EXAMINER</b>	C.B Maizi FCIE FMAAT Independent Examiners Ltd Sovereign Centre Poplars Yapton Lane Walberton West Sussex BN18 0AS

## INDEPENDENT EXAMINER'S REPORT ON THE ACCOUNTS

This report on the financial statements for the PCC of the Ecclesiastical Parish of St Marys Church, Walberton for the year ended 31st December 2018, which are set out on the following pages, is in respect of an examination carried out in accordance with the Church Accounting Regulations 2006 ('the regulations') and s.145 of the Charities Act 2011 ('The Act').

### Respective Responsibilities of the PCC and the Examiner

As the members of the PCC you are responsible for the preparation of the financial statements; you consider that the audit requirement of Regulations and section 144(2) of the Charities Act 2011 (the Act) does not apply. It is my responsibility to issue this report on those financial statements accounts in accordance with the terms of the Regulations.

### Basis of Independent Examiner's Report

My examination was carried out in accordance with the General Directions given by the Charity Commission under section 145 (5)(b) of the Act and to be found in the Church Guidance, 2006 edition, issued from the Finance Division of the Archbishops' Council. That examination includes a review of the accounting records kept by the PCC and a comparison of the accounts with those records. It also includes considering any unusual items or disclosures in the accounts and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently 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 accounts which accord with the accounting records and to 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.

C.B Maizi FCIE FMAAT  
Independent Examiners Ltd  
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West Sussex  
BN18 0AS



Dated: 11th April 2019

**THE PCC OF THE ECCLESIASTICAL PARISH OF ST MARY'S CHURCH, WALBERTON  
DIOCESE OF CHICHESTER**

**TRUSTEES ANNUAL REPORT  
FOR THE YEAR ENDED 31ST DECEMBER 2018**

**Our aims and purposes as a charity**

The PCC has the responsibility of co-operating with the incumbent, the Rev'd Timothy Ward, in:

- i) - The promotion of the gospel of the Lord Jesus Christ according to the doctrines and practices of the Church of England
- ii) - Promoting in the parish the whole mission of the church, pastoral, social, evangelistic and ecumenical
- iii) - Knowing Jesus Christ better and making him better known
- iv) - Practical support and care for people in the parish, from the youngest to the eldest, irrespective of level of need or, ability to pay
- v) - Providing financial support for those in need and to other organisations with similar objectives

**What we planned to do to achieve our charitable objectives**

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

For 2018 we discussed and planned to bring to fruition many of the developments that had started in 2017 through our extensive consultation with our church members and our appreciation of the needs of the wider community that had been mapped in the Neighbourhood Plan, drawn up by a team, in which church members participated, under the leadership of the Parish Council. We also planned to maintain most of the activities that we were already undertaking, seeing them as relevant to the achievement of our charitable objectives. Accordingly:

**We enable as many people as possible to worship at our church**

We aim to ensure that our church is a safe and welcoming place for all age groups and for those who have disabilities of some kind. The PCC has complied with the duty under section 5 of the Safeguarding and Clergy Discipline Measure 2016 fully recognising its duty to have due regard to the House of Bishops' guidance on safeguarding children and vulnerable adults. A group from HFT Walberton who are vulnerable adults do regularly attend the church with a carer.

To help the wider community relate to our church in ways that resonate with 21<sup>st</sup> century life styles we have developed and are in the process of implementing a communications strategy. Our aim is that this will encourage people to move from a position of knowing what is going on to actually becoming a part of the church family. Within that family the communications strategy will also build a greater sense of cohesion. Our website and Facebook page are regularly updated with Church news including the promotion of forthcoming events.

**We offer services of worship to God**

As a village church we seek to provide services at which people from all church traditions or none will feel comfortable. On Sunday mornings the usual pattern is for there to be both a service using traditional liturgy and a less formal service which appeals particularly to those with young families. Unusually for a village church we also have a regular formal sung evening service which attracts around 20 people most weeks. This year we have continued to hold a half hour prayer meeting every Tuesday morning at 8.30am. In 2018 there were 174 people on the Electoral Roll of whom 45 were non-resident in the parish. The usual Sunday attendance, including sick communions, is 90 adults and 14 children.

*"Lively service and friendly congregation"*

We make a special effort to involve the wider community in services such as Harvest Festival, Remembrance Sunday, at a Christingle service and Carol, Nativity and Crib Services in which the children play an active role. Adults who do not normally feel a need to come and worship nevertheless attend such services without any possible embarrassment or sense of being outsiders. Non church families often appear and are welcomed at baptisms which normally take place during an informal service. In 2018 2 baptisms took place.

**THE PCC OF THE ECCLESIASTICAL PARISH OF ST MARY'S CHURCH, WALBERTON  
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**TRUSTEES ANNUAL REPORT  
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This year we also held a service called In 'Grateful Memory' for the bereaved which was new, and a Pet Service, which were both very well attended.

The church has very close links to the Walberton & Binsted Primary School and held a joint School service at the end of April – Education Sunday. This involved participation from the children of Years 2, 5 and 6 who read prayers and enacted out their stories through drama in front of the church congregation, friends and families. The School also contributed to the Christingle and Carol Services.

The church is the hub for formal teaching through sermons, some of which are also available on our website, and in 2018 we had a course of sermons to support "The Year of the Prayer". It also provides a worship opportunity for young people who are increasingly involved in the service itself before separating for structured teaching at Sunday School.

Bishop Richard visited St Mary's in his Prayer Pilgrimage in May when he made his way across the diocese from Iden in East Sussex to Chichester Cathedral. He led a short service of prayer and lit a candle at St Mary's as part of his Prayer Pilgrimage. The parish ran a prayer retreat at the Palace attended by 15 people and also attended Bishop Richard's Thy Kingdom Come service at the Cathedral.

**We promote the gospel and pray that those outside our current church family may find life in Christ Jesus**

In early 2019 an Alpha course is planned. Such courses are open to all. We pray for different streets in our parish each month and visit as many as possible before Christmas and Easter.

Four home groups have met during the year studying a variety of materials from the bible. The home groups came together to consider how to deepen their prayer life and how to reach out to the community.

Bishop Michael and a number of parishioners enjoyed a pilgrimage to Rome and Assisi. Highlights included visiting the Basilica of St Paul Outside the Walls and joining the community of Sant' Egidio at the Basilica of Santa Maria in Trastevere.

As members of the church family we try to live lives not only pleasing to God but also as known ambassadors for Godly living within our village community. Members of our church family are to be found in virtually every village group and activity, frequently playing an active role. For example the church has taken up its right to nominate a trustee to the Village Hall trustee board.

**We engage in evangelism and outreach to the parish in various ways**

The Outreach Action Group (a PCC sub-committee) continued to provide a number of events open to all members of the community, including a Harvest Supper with a live band. In addition the PCC promoted a very popular Songs of Praise at Walbinfont during the month of July and an enjoyable wine tasting evening in May.

A welcome brochure is available which provides much useful general information for those moving into the village and is also of value during house to house visiting. Such visiting took place before Easter and Christmas.

The Parish News continues to be widely distributed, with a large number of regular subscribers, and advertises church services and a diary of church and local events.

**We provide a building for people to enjoy**

The Consecration, in February 2018, of the new extension to our churchyard, was a wonderful ceremony, attended by 80 parishioners. The ceremony was performed by Rt. Bishop Mark Sowerby, Bishop of Horsham, supported by Rev Timothy Ward.

The reseeded part of the new extension to the churchyard was very successful and the whole new area has blended in beautifully. To date only one burial has taken place there.

The defibrillator is accessible when the church is open for worship. Sadly the church has had to remain locked during part of the year due to a spate of burglaries in local churches. We review our security arrangements regularly.

**THE PCC OF THE ECCLESIASTICAL PARISH OF ST MARY'S CHURCH, WALBERTON  
DIOCESE OF CHICHESTER**

**TRUSTEES ANNUAL REPORT  
FOR THE YEAR ENDED 31ST DECEMBER 2018**

**We provide tangible pastoral support throughout the parish.**

We have sought to alleviate loneliness amongst elderly people by helping to promote the work of another charity – Village Friends. Our Vicar and Wardens are ex officio members of the Sick Poor Fund and help many local families. PCC members continue to provide a weekly drop in coffee stop which brings together people of all ages which is well attended.

Our open youth club fluctuates in numbers but continues to provide a range of interesting activities on a weekly basis. It fills a gap in youth work provision that exists not just in our own parish but in adjoining parishes. Planning safe events and providing leadership makes considerable demands upon our Vicar but provides an opportunity to help young people at a time in their lives when they are beginning to think more seriously about adult issues.

**We consider the needs of people served by other charities and overseas**

We sometimes provide a platform for representatives of specific charities to speak at our morning services with our loose collections that day passed on to the charity. As a church we aim annually to donate money to other charities at home and abroad with a target based on 10% of our voluntary income, including restricted charitable receipts within the target figure. A note to the accounts shows our charitable and community giving for 2018.

**Financial Review**

**Statement of Financial Activities**

The 2018 accounts show an overall surplus on the year of £997. However, taking out the Churchyard extension fund expenditure sees this increase to £4,277.

The Churchyard Extension paid out £3,280 (including £665 for a new mower). There was no additional income into that fund in 2018. However, we carried forward a balance of £4,147, leaving £867 in the fund, which is intended to be used to complete the path to the newly-positioned southern kissing gate.

Overall our general income for 2018 remained similar to 2017, if we excluded the Graveyard extension income for 2017. However, overall giving decreased slightly, but we were able to mitigate much of that through additional tax recovered via the Gift Aid Small Donations Scheme (GASDS). GASDS allows tax relief to be claimed on small cash donations up to £20 taken in our plate collections. Where the plate collections were for a specific charity, any tax recovered was paid out to that charity. In 2018 we claimed £1250 from tax year 2015/16 and £2000 from year 2016/17 (the maximum allowed for those years under HMRC rules).

General expenditure decreased in 2018, mainly due to lower expenditure on the Churchyard, but also we did not employ a youth worker in 2018 and the fact that some of our outward giving for 2016 was not paid out until 2017. There were, however, some cost increases – notably our contribution to the diocese increased 1.9%, plus we were required to pay directly for our own insurance (before it was included in our diocesan contribution) – effectively meaning an overall increase of 5% overall. 2019 sees a further increase of 4% to our contributions. Furthermore, we expect to see some quinquennial repair costs in 2019.

**Balance Sheet**

Our monetary assets have stabilised with this year's surplus offsetting some of the previous years' losses. We have been able to operate the General Fund without the need to utilise funds from the General Reserve account. No transfer has been made to or from the Quinquennial Fund. Interest on the deposit accounts remains very low.

As part of our reporting, we are also declaring some of our key assets (including mowers for use in the churchyard and IT equipment), as well as liabilities (notably our obligation to provide Parish News adverts in 2019 that were paid for in 2018).

**Notes on the Accounts**

A detailed breakdown is available of receipts and expenditure, including all outward giving from plate collections and from the PCC.

THE PCC OF THE ECCLESIASTICAL PARISH OF ST MARY'S CHURCH, WALBERTON  
DIOCESE OF CHICHESTER

TRUSTEES ANNUAL REPORT  
FOR THE YEAR ENDED 31ST DECEMBER 2018

**Structure governance and management of the charity**

Since 17<sup>th</sup> October 2017 the Parochial Church Council has been registered with the Charity Commission (Reg no 1175197) as required by the Charities Act 2011. Its governing document is the Parochial Church Councils (Powers) Measure 1956.

The PCC is supported by a Standing Committee and oversees the work of three sub committees, namely the Outreach Action Group, the Pastoral Action Group and the Communications Group. The PCC met on 6 occasions during the year. At one of these meetings they spent additional time in general discussion with a focus on 2019.

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

**Ex Officio members**

<b>Incumbent:</b>	The Revd. Timothy Ward
<b>Licensed Reader:</b>	Mrs Julie Allday
<b>Wardens:</b>	Mr Kevin Durban Jackson (From 22nd April 2018) Mr Steven Phillips Mrs Jean Strickland (Until 22nd April 2018)
<b>Elected Membership:</b>	Mr Andrew Blumer Mr Peter Brown (Until 22nd April 2018) Mr Kevin Durban Jackson (Until 22nd April 2018) Mrs Sue Cox Mr Tom Evans (Hon Treasurer) Mr Andrew Harris Mrs Gaye Reynolds Mrs Emma Sandieson Mrs Jean Strickland (From 22nd April 2018)
<b>Deanery Synod:</b>	Mr Bernard Lane Mrs Susan Martineau

Membership of the PCC is determined under the Church Representation Rules and consists of certain ex-officio members (the incumbent/priest in charge, curate, readers licensed to officiate in the parish), the churchwardens and members of the Deanery, Diocesan or General Synods and 9 members of the church who are elected at the Annual Parochial Church Meeting (APCM) and serve for three years. Church members are warmly encouraged to stand for election to the PCC and we try to ensure a balance of skills and experience where possible.

**Trustees Responsibilities**

The Charities Act 2011 require the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the trust and of the surplus of the trust for that period. In preparing those financial statements the trustees are required to:

- i) Select suitable accounting policies and apply them consistently
- ii) Make judgements and estimates that are reasonable and prudent
- iii) Prepare financial statements on the going concern basis unless it is inappropriate to presume that the trust will continue in existence.

The trustees are responsible for keeping proper accounting records, which disclose with reasonable accuracy at any time the financial position of the trust. They are also responsible for safeguarding the assets of the trust and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Approved by the Trustees on ..... 8/4/2019

Signed on their behalf by ..... TOWNS

Print Name:

REV T. J. C. WARD, Vicar and Chairman



**THE PCC OF THE ECCLESIASTICAL PARISH OF ST MARY'S CHURCH, WALBERTON  
DIOCESE OF CHICHESTER**

**STATEMENT OF FINANCIAL ACTIVITIES  
FOR THE YEAR ENDED 31ST DECEMBER 2018**

	Notes	Unrestricted Funds £	Designated Funds £	Restricted Funds £	TOTAL 2018 £	TOTAL 2017 £
<b>INCOMING RESOURCES</b>						
Donations & Legacies	2a	91,365	-	-	91,365	95,808
Activities for Generating Funds	2b	454	-	-	454	3,004
Investment Income	2c	210	14	-	224	137
Charitable Activities	2d	12,896	-	-	12,896	12,676
Other Incoming Resources	2e	35	-	-	35	181
<b>TOTAL INCOMING RESOURCES</b>		<b>104,960</b>	<b>14</b>	<b>-</b>	<b>104,974</b>	<b>111,806</b>
<b>RESOURCES USED</b>						
Cost of Charitable Activities	3a	98,410	-	3,280	101,690	126,290
Activities for Generating Funds	3b	40	-	-	40	728
Governance Costs	3c	2,247	-	-	2,247	-
<b>TOTAL RESOURCES USED</b>		<b>100,697</b>	<b>-</b>	<b>3,280</b>	<b>103,977</b>	<b>127,018</b>
<b>NET INCOMING RESOURCES</b>		<b>4,263</b>	<b>14</b>	<b>(3,280)</b>	<b>997</b>	<b>(15,212)</b>
<b>NET MOVEMENT IN FUNDS</b>		<b>4,263</b>	<b>14</b>	<b>(3,280)</b>	<b>997</b>	<b>(15,212)</b>
Balances Brought Forward		25,750	15,891	4,147	45,788	61,000
Transfer Between Funds		-	-	-	-	-
<b>BALANCES CARRIED FORWARD</b>		<b>30,013</b>	<b>15,905</b>	<b>867</b>	<b>46,785</b>	<b>45,788</b>

Movements on all reserves and all recognised gains and losses are shown above. All of the PCC's operations are classed as continuing.

The notes on pages 11 to 17 form part of these financial statements.

**THE PCC OF THE ECCLESIASTICAL PARISH OF ST MARY'S CHURCH, WALBERTON  
DIOCESE OF CHICHESTER**

**BALANCE SHEET  
AS AT 31ST DECEMBER 2018**

	Note	Unrestricted Funds £	Restricted Funds £	31-Dec-18 Total £	31-Dec-17 Total £
<b>Fixed Assets</b>					
Tangible Assets	1	-	-	-	-
<b>Current Assets</b>					
Debtors & Prepayments	5	-	-	-	-
Cash at bank and in hand	4	46,568	867	47,435	45,788
<b>Total Current Assets</b>		<b>46,568</b>	<b>867</b>	<b>47,435</b>	<b>45,788</b>
<b>Creditors: Due Within One Year</b>	6	650	-	650	-
<b>NET CURRENT ASSETS</b>		<b>45,918</b>	<b>867</b>	<b>46,785</b>	<b>45,788</b>
<b>TOTAL ASSETS less current liabilities</b>		<b>45,918</b>	<b>867</b>	<b>46,785</b>	<b>45,788</b>
<b>Creditors: Due in More than One Year</b>	7	-	-	-	-
<b>NET ASSETS</b>		<b>45,918</b>	<b>867</b>	<b>46,785</b>	<b>45,788</b>
<b>Funds of the Charity</b>					
Unrestricted Funds		30,013	-	30,013	25,750
Designated Funds	8	15,905	-	15,905	15,891
Restricted Funds	9	-	867	867	4,147
		<b>45,918</b>	<b>867</b>	<b>46,785</b>	<b>45,788</b>

Approved by the Trustees on 8/4/2019

Signed on their behalf by TJCW

Print Name: REV T.J.C. WARD, Vicar and Chairman.

**THE PCC OF THE ECCLESIASTICAL PARISH OF ST MARY'S CHURCH, WALBERTON  
DIOCESE OF CHICHESTER**

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31ST DECEMBER 2018**

**1. ACCOUNTING POLICIES**

**a) Basis of Preparation of Financial Statements & Assessment of Going Concern**

The accounts are prepared under the historical cost convention, in accordance with the Church Accounting Regulations 2006 and Accounting and Reporting by Charities: Statement of Recommended Practice applicable to Charities preparing their accounts in accordance with FRS 102 (effective 1 January 2015) - (Charities SORP (FRS 102)) and the Charities Act 2011.

The primary objective of the charity is to promote the gospel of our Lord Jesus Christ according to the doctrine and practice of the Church of England. The charity meets the definition of a public benefit entity under FRS 102.

Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy notes.

There are no material uncertainties about the charity's ability to continue as a going concern.

The church is a registered charity in England and Wales. The Trustees are the members of the PCC named on page 3.

**b) Reconciliation with previous Generally Accepted Accounting Practice**

In preparing the accounts, the trustees have considered whether in applying the accounting policies required by the Charities SORP FRS 102 the restatement of comparative items was not required.

**c) Fund accounting**

PCC funds are required to be analysed under specific headings, as follows.

**General funds** represent the 'free' funds of the PCC that are not subject to any restriction regarding their use and are available for application for the general purposes of the PCC.

**Designated funds** are earmarked by the PCC for purposes but are nevertheless still unrestricted as the PCC can reassign the funds if it wishes.

**Restricted funds** are funds collected or donated for a purpose and cannot be used by the PCC for any other purpose except by agreement with the donor.

The funds of the PCC have been appropriately analysed, and the statement of financial activities has been prepared in accordance with this analysis.

**d) Accounting Requirements**

The accounts are required to include all transactions, assets and liabilities for which the PCC can be held responsible.

**e) Income**

(i) **Donations** - Collections and planned giving are included in the SOFA when the funds are received. Income tax recoverable on gift aid donations is recognised when claimable.

(ii) **Other donations** - Any grants or legacies to the PCC are accounted for as soon as the PCC is notified of its legal entitlement and the amount due.

(iii) **Trading and ancillary activities:** All funds raised by parish activities such as the bookstall, and catering etc. are accounted for gross. Rental income from non-investment property and room lettings is recognised when the rental is due. Parochial fees for weddings, funerals etc., are accounted for when due.

(iv) **Investments** - Income earned on short-term deposits with the bank and Central Board of Finance is accounted for when received. Realised gains or losses are recognised when investments are sold. Unrealised gains or losses are accounted for on revaluation of investments at the year-end.

**THE PCC OF THE ECCLESIASTICAL PARISH OF ST MARY'S CHURCH, WALBERTON  
DIOCESE OF CHICHESTER**

**NOTES TO THE FINANCIAL STATEMENTS (continued)  
FOR THE YEAR ENDED 31ST DECEMBER 2018**

**f) Application of Resources**

(i) Grants and outward giving are accounted for in the SOFA when paid, unless an obligation, whether constructive or legal, exists to the recipient in accordance with the Charities SORP and FRS102.

(ii) Parish share and other costs directly relating to the work and activities of the Church are accounted for when they are incurred or become due and payable.

**g) Fixed Assets**

(i) **Consecrated land and buildings and moveable church furnishings** - Consecrated and beneficed property, is excluded from the accounts by S10(2)(a & c) of the Charities Act 2011. No value is attributed to moveable church furnishings held by the Churchwardens on special trust for the PCC and which require a faculty for disposal since the PCC considers this to be inalienable property. All expenditure incurred during the year on consecrated or beneficed buildings and moveable church furnishings, whether for maintenance or improvement, is written off as expenditure in the SOFA and separately disclosed.

(ii) **Other land and buildings** - Other land and buildings held on behalf of the PCC for its own purposes are valued at a fair but prudent valuation which is a reasonable estimate of the current value "in use" of the property. No depreciation has been charged in respect of such properties as they are kept in sound condition and any expenditure on maintenance or improvement following regular review is written off as incurred.

(iii) **Other fixtures, fittings and office furniture** - Equipment used for church purposes is capitalised and written off on a straight-line basis over the assets estimated useful life.

Routine replacements and renewals are written off as expenditure in the SOFA. Other equipment purchases of under £7,500 are also written off as expenditure in the SOFA.

**h) Current Assets**

Amounts owing to the PCC at the year end in respect of tax reclaims and other income are shown as debts less any provision for amounts which may prove to be uncollectable. Short-term deposits include cash held on deposit either with the Central Board of Finance or at a bank.

**i) Tax Status**

As a charity, the PCC is exempt from paying income and corporation tax but does have to pay value added tax.

**THE PCC OF THE ECCLESIASTICAL PARISH OF ST MARY'S CHURCH, WALBERTON  
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**NOTES TO THE FINANCIAL STATEMENTS (continued)  
FOR THE YEAR ENDED 31ST DECEMBER 2018**

**2. INCOMING RESOURCES**

	Unrestricted Funds £	Designated Funds £	Restricted Funds £	TOTAL 2018 £	TOTAL 2017 £
<b>a) Donations &amp; Legacies</b>					
Gift Aid Donation	52,130	-	-	52,130	53,378
Gift Aid Tax Recoverable	16,086	-	-	16,086	14,115
Gifts & Donations	18,062	-	-	18,062	24,350
Collections Plate	4,880	-	-	4,880	3,807
Visitor Box	207	-	-	207	158
	<b>91,365</b>	<b>-</b>	<b>-</b>	<b>91,365</b>	<b>95,808</b>
<b>b) Activities for Generating Funds</b>					
Outreach	454	-	-	454	-
Harvest Supper	-	-	-	-	115
Walberton Open Gardens	-	-	-	-	2,889
	<b>454</b>	<b>-</b>	<b>-</b>	<b>454</b>	<b>3,004</b>
<b>c) Investment Income</b>					
Bank Interest	5	210	14	-	224
		<b>210</b>	<b>14</b>	<b>-</b>	<b>137</b>
<b>d) Charitable Activities</b>					
Youth Church	224	-	-	224	388
Parish Magazine	8,476	-	-	8,476	7,057
Churchyard & Service Fees	4,196	-	-	4,196	5,231
	<b>12,896</b>	<b>-</b>	<b>-</b>	<b>12,896</b>	<b>12,676</b>
<b>e) Other Incoming Resources</b>					
Sundry Income	35	-	-	35	181
	<b>35</b>	<b>-</b>	<b>-</b>	<b>35</b>	<b>181</b>

**THE PCC OF THE ECCLESIASTICAL PARISH OF ST MARY'S CHURCH, WALBERTON  
DIOCESE OF CHICHESTER**

**NOTES TO THE FINANCIAL STATEMENTS (continued)  
FOR THE YEAR ENDED 31ST DECEMBER 2018**

**3. RESOURCES EXPENDED**

	Unrestricted Funds £	Designated Funds £	Restricted Funds £	TOTAL 2018 £	TOTAL 2017 £
<b>a) Cost of Charitable Activities</b>					
Bank Charges	20	-	-	20	-
Charitable Giving	7,715	-	-	7,715	10,672
Church Running Costs	1,790	-	-	1,790	2,575
Churchyard Expenses	6 830	-	2,625	3,455	18,925
Clergy Expenses	1,550	-	-	1,550	1,395
Communication Costs	2,756	-	-	2,756	2,655
Diocese Quota	52,757	-	-	52,757	51,773
Equipment Costs	6 -	-	655	655	1,664
Junior Church	702	-	-	702	1,041
Music Costs	335	-	-	335	189
Office Costs	152	-	-	152	891
Office Rent	2,548	-	-	2,548	1,536
Organist Fees	3,036	-	-	3,036	5,005
Outreach	241	-	-	241	200
Parish Magazine Costs	532	-	-	532	377
Photocopiers Costs	6,320	-	-	6,320	5,214
Quinquennial Costs	-	-	-	-	2,958
Repairs & Maintenance	-	-	-	-	360
Salary Costs	10 7,763	-	-	7,763	6,672
Service Fees	1,103	-	-	1,103	1,320
Sundry Expenses	185	-	-	185	135
Telephone Costs	354	-	-	354	501
Utility Costs	4,023	-	-	4,023	3,800
Vicarage Expenses	2,925	-	-	2,925	3,159
Visiting Speakers Expenses	248	-	-	248	12
Youth Church	525	-	-	525	3,261
	<b>98,410</b>	<b>-</b>	<b>3,280</b>	<b>101,690</b>	<b>126,290</b>
<b>b) Cost of Generating Funds</b>					
Harvest Supper	40	-	-	40	115
Outreach Costs	-	-	-	-	236
Walberton Open Gardens	-	-	-	-	377
	<b>40</b>	<b>-</b>	<b>-</b>	<b>40</b>	<b>728</b>
<b>b) Governance Costs</b>					
Independent Examiners Fees	650	-	-	650	-
Insurance Costs	1,597	-	-	1,597	-
	<b>2,247</b>	<b>-</b>	<b>-</b>	<b>2,247</b>	<b>-</b>

**THE PCC OF THE ECCLESIASTICAL PARISH OF ST MARY'S CHURCH, WALBERTON  
DIOCESE OF CHICHESTER**

**NOTES TO THE FINANCIAL STATEMENTS (continued)  
FOR THE YEAR ENDED 31ST DECEMBER 2018**

**4. CASH AT BANK AND IN HAND**

	<b>31-Dec-18</b>	<b>31-Dec-17</b>
	<b>£</b>	<b>£</b>
Cash at Bank and in Hand	47,435	45,788
	<u>47,435</u>	<u>45,788</u>

**5. DEBTORS & PREPAYMENTS**

The PCC held no debtors during this or the previous financial period

**6. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR**

	<b>31-Dec-18</b>	<b>31-Dec-17</b>
	<b>£</b>	<b>£</b>
Independent Examiners Fee	650	-
	<u>650</u>	<u>-</u>

**7. CREDITORS: AMOUNTS FALLING DUE IN MORE THAN ONE YEAR**

There were no long term liabilities held during this or the previous financial period.

**THE PCC OF THE ECCLESIASTICAL PARISH OF ST MARY'S CHURCH, WALBERTON  
DIOCESE OF CHICHESTER**

**NOTES TO THE FINANCIAL STATEMENTS (continued)  
FOR THE YEAR ENDED 31ST DECEMBER 2018**

**8. DESIGNATED FUNDS**

	<b>Balance 01-Jan-18</b>	Income	Expenditure	Transfers	<b>Balance 31-Dec-18</b>
	£	£	£	£	£
Quinquennial Fund	15,891	14	-	-	15,905
	<b>15,891</b>	<b>14</b>	<b>-</b>	<b>-</b>	<b>15,905</b>

The Churches designated funds are wholly represented by cash reserves held and are to be expended as described above.

**9. RESTRICTED FUNDS**

	<b>Balance 01-Jan-18</b>	Income	Expenditure	Transfers	<b>Balance 31-Dec-18</b>
	£	£	£	£	£
Churchyard Fund	4,147	-	3,280	-	867
	<b>4,147</b>	<b>-</b>	<b>3,280</b>	<b>-</b>	<b>867</b>

The Churches restricted funds are wholly represented by cash reserves held and are to be expended as specified above.

**10. ANALYSIS OF NET ASSETS BY FUND**

	Unrestricted Fund	Restricted Fund	<b>31-Dec-18 Total</b>	<b>31-Dec-17 Total</b>
	£	£	£	£
Fixed Assets and Investments	-	-	-	-
Current Assets	46,568	867	47,435	45,788
Liabilities (due in more than one year)	-	-	-	-
	<b>46,568</b>	<b>867</b>	<b>47,435</b>	<b>45,788</b>



**THE PCC OF THE ECCLESIASTICAL PARISH OF ST MARY'S CHURCH, WALBERTON  
DIOCESE OF CHICHESTER**

**NOTES TO THE FINANCIAL STATEMENTS (continued)  
FOR THE YEAR ENDED 31ST DECEMBER 2018**

**11. STAFF COSTS AND NUMBERS**

	2018 £	2017 £
Gross Wages and Salaries	7,763	6,672
Employer's National Insurance Costs	-	-
Pension Contributions	-	-
	<u>7,763</u>	<u>6,672</u>

Employees who were engaged in each of the following activities:

	2018	2017
Activities in furtherance of organisation's objects	4	4

The organisation operates a PAYE scheme to pay all employed members of staff and the organisation also employs members of staff on a self employed basis. No employees received emoluments in excess of £60,000. (2017:None)

**12. PAYMENTS TO PCC MEMBERS**

The only payments made to the Trustees and related parties related to reimbursement of expenses incurred on behalf of the Charity in furthering the Charity's objects.

No other payments were made to PCC Members or any persons connected with them during this financial period. No material transaction took place between the charity and a PCC Member or any person connected with them.

**13. RISK ASSESSMENT**

The trustees actively review the major risks which the charity faces on a regular basis and believe that maintaining the free reserves stated, combined with the annual review of the controls over key financial systems carried out on an annual basis will provide sufficient resources in the event of adverse conditions. The trustees have also examined other operational and business risks which they face and confirm that they have established systems to mitigate the significant risks.

**14. RESERVES POLICY**

The trustees have considered the level of reserves they wish to retain, appropriate to the charity's needs. This is based on the charity's size and the level of financial commitments held. The trustees aim to ensure the charity will be able to continue to fulfil its charitable objectives even if there is a temporary shortfall in income or unexpected expenditure. The trustees will endeavour not to set aside funds unnecessarily.

**15. PUBLIC BENEFIT**

The charity acknowledges its requirement to demonstrate clearly that it must have charitable purposes or 'aims' that are for the public benefit. Details of how the charity has achieved this are provided in the Trustees report. The Trustees confirm that they have paid due regard to the Charity Commission guidance on public benefit before deciding what activities the charity should undertake.