

Charity Registration No. 1147737

ST CHRISTOPHER'S CHURCH, HINCHLEY WOOD
PAROCHIAL CHURCH COUNCIL'S REPORT AND UNAUDITED
ACCOUNTS
FOR THE YEAR ENDED 31 DECEMBER 2015

ST CHRISTOPHER'S CHURCH, HINCHLEY WOOD

LEGAL AND ADMINISTRATIVE INFORMATION

Parochial Church Council

Revd Caroline Mullins (Curate and Ex Officio Member)
Mr Mark Schuringa (Church Warden from APCM 2013)
Mrs Tracey Warren (Chair, Elected Member from APCM 2012 and Church Warden from APCM 2013)
Mrs Heather Allen (Elected Member APCM 2014)
Mr Tim Blair (Elected Member from APCM 2015)
Mrs Moira Beardshall (Elected Member from APCM 2013)
Mrs Ann Ellis (Elected Member from APCM 2013)
Mrs Celia Francis (Elected Member and Deputy Warden from APCM 2013)
Mrs Eileen Griffiths (Elected Member and Deputy Warden from APCM 2013)
Ms Liz Hammond (Deanery Synod Representative from 2013, Ex Officio Member)
Mrs Rachel Herbert (Elected Member APCM 2014)
Mrs Suzie Pepperell (Deputy Warden and Deanery Synod Rep. from APCM 2013, Ex Officio Member)
Mrs Margaret Thompson (Elected Member from APCM 2013)
Mr N Thurlbeck (Elected Member from APCM 2015)
Mrs I Wylde (Co-opted Member 13/07/2015)

Secretary

Mrs Heather Allen (Elected Member and Parochial Church Council Secretary)

Charity number

1147737

Independent examiner

Frances Wilde FCCA DChA
Warner Wilde
Chartered Certified Accountants
4 Marigold Drive
Bisley
Surrey
GU24 9SF

Bankers

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ST CHRISTOPHER'S CHURCH, HINCHLEY WOOD

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ST CHRISTOPHER'S CHURCH, HINCHLEY WOOD

PAROCHIAL CHURCH COUNCIL'S REPORT

FOR THE YEAR ENDED 31 DECEMBER 2015

The Parochial Church Council presents its report and accounts for the year ended 31 December 2015.

The accounts have been prepared in accordance with the accounting policies set out in note 1 to the accounts and comply with the charity's governing document, the Charities Act 2011 and Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard for Smaller Entities published on 16/07/2014.

Structure, governance and management

The charity was established by the Parochial Church Councils (Powers) Measure 1956 as amended and the Church Representation Rules (contained in Schedule 3 to the Synodical Government Measure 1969 as amended). The Parish is within the Diocese of Guildford.

The PCC was previously an excepted charity, but in accordance with the Charities Act 2006 has now registered as a charity, number 1147737.

The members of the Parochial Church Council who served during the year were:

Parochial Church Council

Revd John Kronenberg (Vicar and Chairman until September 2015)
Revd Caroline Mullins (Curate and Ex Officio Member)
Mr Mark Schuringa (Church Warden from APCM 2013)
Mrs Tracey Warren (Elected Member from APCM 2012 and Church Warden from APCM 2013)
Mrs Heather Allen (Elected Member from APCM 2014)
Mr Tim Blair (Elected Member from APCM 2015)
Mrs Moira Beardshall (Elected Member from APCM 2013)
Mrs Ann Ellis (Elected Member from APCM 2013)
Mrs Celia Francis (Elected Member and Deputy Warden from APCM 2013)
Mrs Eileen Griffiths (Elected Member and Deputy Warden from APCM 2013)
Ms Liz Hammond (Deanery Synod Representative from 2013, Ex Officio Member)
Mr Anthony Haycroft (Co-opted 19/05/2014, retired APCM 2015)
Mrs Rachel Herbert (Elected Member APCM 2014)
Mrs Imina Wylde (Co-opted Member 13/07/2015)
Mrs Suzie Pepperell (Deputy Warden and Deanery Synod Representative from APCM 2013, Ex Officio Member)
Mrs Margaret Thompson (Elected Member from APCM 2013)
Mr Jonathan Thornton (Elected Member APCM 2014, retired APCM 2015)
Mr Neville Thurlbeck (Elected Member from APCM 2015)

Secretary Mrs Heather Allen (Elected Member and Parochial Church Council Secretary)

ST CHRISTOPHER'S CHURCH, HINCHLEY WOOD

PAROCHIAL CHURCH COUNCIL'S REPORT

FOR THE YEAR ENDED 31 DECEMBER 2015

The method of appointment of Parochial Church Council ('PCC') members is set out in the Church Representation Rules. All Church attendees are encouraged to register on the Electoral Roll and stand for election to the PCC.

The PCC meets six times a year in addition to any emergency meetings which may be convened. PCC meetings are preceded by meetings of Standing Committee which aims to manage the process of PCC business. Meetings are convened and minuted by the PCC secretary. Since moving into the interregnum a management committee of the Wardens, Caroline, Tim and Suzie has been formed to discuss matters arising around the running of the church, meeting fortnightly.

The Parochial Church Council have assessed the major risks to which the charity is exposed, and are satisfied that systems are in place to mitigate exposure to the major risks. Maintenance, repair, or replacement of essential installations is carried out periodically so that key operational objectives of St Christopher's are delivered. Fire safety inspections occur annually ensuring that high-risk areas are adequately supplied with fire safety equipment. All building and liability insurances are in place reducing financial risk. The Child Protection Policy has been adopted in accordance with statutory requirements as they come into force.

Objectives and activities

The charity's objectives are to co-operate with the management committee, in promoting in the ecclesiastical parish the whole mission of the church, pastoral, evangelistic, social and ecumenical. The PCC also has maintenance responsibilities for St Christopher's.

The Parochial Church Council have paid due regard to guidance issued by the Charity Commission in deciding what activities the charity should undertake.

A summary of the activities carried out has been incorporated within the 'Achievements and performance' section of the PCC report.

Achievements and performance

The strategy for the PCC has remained unchanged for the last 3 years, focusing on building the congregation, especially younger families, and closing the gaps in our Parish Share commitments.

It was unexpected news from John when he announced in the summer his decision to move on from St Christopher's and start a new chapter in his life at St John's Redhill. We would like to acknowledge the work both he and Philippa contributed to our Parish over the 10 years they were here. John's passion and tenacity were key to realising the plan to become a Community Hub, a legacy he has certainly left for us. He also worked tirelessly behind the scenes with the Diocese ensuring they also saw his vision for Hinchley Wood and agreed to give us the time and space to make it a reality. We thank God for sending us John to start our journey and pray that the Holy Spirit will guide us through this next chapter as we plan for our next incumbent with the Diocese.

Following John's departure we have been incredibly fortunate that Caroline and Diana have agreed to run our Sunday services giving the congregation stability and consistency every week. We thank them both for their commitment.

Given the smaller team, we have needed to review the services we offer and as a consequence we have dropped to one monthly mid week communion, no morning prayer and reduced Sunday evening prayer services. These decisions have not been taken lightly by the team but are a reflection of the congregation numbers that were attending them.

ST CHRISTOPHER'S CHURCH, HINCHEY WOOD

PAROCHIAL CHURCH COUNCIL'S REPORT

FOR THE YEAR ENDED 31 DECEMBER 2015

During 2015 there was no Alpha Course run but Tim will be running a new one this year – if you are interested please let him know.

Mandy continues to drive the revenue streams, hiring the church out more and more, while the hall is at near full capacity for regular hirers. These buildings are an important revenue stream for us as they help fund the work we need to undertake to maintain the buildings. We continue to welcome in Zumba, Yoga, Blood donors, and ballet as regular hirers. We've even hosted the odd Indian Wedding.

The grants received through the hard work of Tim in 2014 are being well spent and we have seen many improvements happening. The introduction of the solar panels mean that we can reduce our electricity bills to £0 in the coming years as we generate our own and hopefully we will have enough sunshine to be able to sell some back to the grid and make further financial gains.

Towards the end of the year the boilers have again proved problematic and we are currently discussing with various people the best way to solve the issues. Everyone agrees it is to replace the very old, overworked boilers but we are looking for the most cost effective way to do this.

After many years we finally have a new kitchen in the church that meets the health and safety standards and offers good storage and a dishwasher! The work had to be carefully planned due to the level of activity in the church and often our fitter was in at 6am doing a few bits before the first group would arrive. Many thanks go to Mandy and Tim for managing the schedule.

We have again attracted good numbers of baptisms during the year. Revd Caroline Mullins is responsible for this part of church life. Caroline visits the families three times to get to know them and prepares them for the service. All the families baptized are invited to an annual Baptism celebration service in September.

Messy Church continues to attract families who find Sunday morning difficult to attend. Messy Church runs the first Friday of every month from 3.30pm – 6.00pm and attracts around 60 people per month. Each meeting is divided into sessions, after a quick pit stop for a drink and biscuits the craft tables start around 4pm; there is a short service at 5pm where songs are sung and bible stories are told before the children enjoy a home cooked meal by one of the many volunteers.

Mustard Seeds has also been introduced so that the Messy Church families can attend church midway through the month. This service is on the third Sunday of the month at 3pm, offering younger families (children 0-5) a short service with activities before a lovely afternoon tea together.

Girls@Georgies run by Revd Caroline Mullins continues to grow in numbers, especially amongst the younger congregation members. They meet on the first Wednesday of the Month in the local Wine bar to discuss various topics chosen by the members. Throughout 2015 members have offered to run the session choosing topics they want to discuss, covering everything from 'men in church' to the 7 day NHS.

Theology at the Angel, run by Roger Thompson continues to meet at the Angel pub in Thames Ditton on the first Monday of the month discussing topics of spiritual, ethical and religious interest to men.

Liz Hammond continues to run a monthly service at Gibson Court and Margaret has started to run film nights for adults, similar to the ones we run for children, just without the hot dogs.

We again ran our Talents challenge to help fundraise for the new boilers – we received over £1,700 from this year's challenge which will be put to good use in the near future. The events team again ran

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PAROCHIAL CHURCH COUNCIL'S REPORT

FOR THE YEAR ENDED 31 DECEMBER 2015

a wide variety of activities raising over £6,000, greatly helped by match funding and charity donations from our working congregation.

2015 also saw the launch of our new look community magazine which has gone from strength to strength. With a distribution of over 2,200 we are now making a profit from the publication and receiving requests for advertising space every week. The balance of adverts and articles, many featuring our congregation has been a big part of the success. The team is made up of many people who are not in the congregation, so it is now truly a community mag.

FINANCIAL STATEMENT

Planned giving

For many years now we have been subsidized by the Diocese, or more accurately, by real people in other Parishes that have paid extra so that we could have a full time incumbent. Understandably the Diocese is no longer prepared to continue this situation and has made it clear that St. Christopher's will only be allowed a full time incumbent if it can pay for one.

In 2015 we have paid £34,500 Parish share, which is 27% more than the year before and we are enormously grateful to all who helped achieve that. However, it is still short of the £45,000 we were asked to pay, whilst that figure itself is capped – the real cost to the Diocese is closer to £60,000.

In November we started a new stewardship program, strongly aimed at increasing our planned giving. The income streams derived from church and hall hire are essential to support our financial recovery, but no one should think that they could ever take the place of the regular giving from the congregation. It is planned giving that pays for a vicar and it has been unrealistically low for many years.

The message we launched in November is simple: we need to raise an extra £2,000 of planned giving per month (before Gift Aid) so if we all pay £20 per month extra we will achieve our goal of being able to pay for a full time vicar.

As at the end of January we have achieved £800 per month extra. Led by the PCC, the congregation has generously responded to the call, creating hope and confidence that, somewhere in 2016, we can get the go-ahead from the Diocese. Make no mistake though: we are not yet there. With the continued help of the Holy Spirit who so clearly is with us on this, we are confident that each one of us will be inspired to do what is necessary.

The thought of Hinchley Wood without a Parish Church is unthinkable and we owe it to the whole community, past, present and future to ensure that never happens. We all need to question where the church sits within our financial priorities - before or after that Costa coffee, bottle of wine, pint down the pub? Will our response to the question be honest, compassionate and generous or will we simply turn our backs and expect others to answer the call?

Please be encouraged by these numbers, but don't be complacent. We will reach our goal if we all raise our standing order, or start a new one, for a minimum of £20 per month. If we all do a little, a little is all we need to do!

ST CHRISTOPHER'S CHURCH, HINCHLEY WOOD

PAROCHIAL CHURCH COUNCIL'S REPORT

FOR THE YEAR ENDED 31 DECEMBER 2015

Major refurbishment of the Church and Hall

Under the inspired leadership of Tim Blair, who has put in so much more work than any of us could imagine, we have this year embarked on a major project to modernize St. Christopher's. These works will be completed in the Spring of 2016.

The total cost of these works is just over £105,000, of which St. Christopher's pays only one third as Tim Blair and John Kronenberg have secured grants worth £70,000.

Part of the work has been completed in 2015, at a net cost to St. Christopher's of £13,000 after capitalization of the solar panels.

Profit & Loss

Referring to below table, total income for 2015 was £130,000, which includes £17,000 of grant money. Although planned giving is about £5,000 higher than in 2014, overall donations are lower due to the falling away of the very successful 2014 Lent Appeal.

Profit & Loss	2015	2014	difference
Income			
Donations (all, incl. Gift Aid)	£59,000	£63,500	-£4,500
Lettings	£35,000	£32,000	£3,000
Magazine	£4,000	£200	£3,800
Events	£8,000	£8,300	-£300
Grants	£17,000		£17,000
Total	<u>£130,000</u>	<u>£112,000</u>	<u>£18,000</u>
Expenditure			
Maintenance	£7,000	£10,000	-£3,000
Office	£24,000	£22,000	£2,000
Parish share	£34,500	£27,300	£7,200
Church and Hall running costs	£16,000	£14,000	£2,000
Services, clergy & caretaking	£9,500	£10,700	-£1,200
Mission & outreach	£500	£0	£500
Events	£3,000	£4,500	-£1,500
Magazine	£3,000	£1,600	£1,400
Grant works	£40,000		£40,000
Total	<u>£143,000</u>	<u>£95,600</u>	<u>£47,400</u>
Balance	-£13,000	£16,400	-£29,400

Income from lettings increased by 10%, which is a fantastic result, thanks to Mandy Ali and despite the temporary closure of the Hall due to the laying of a new floor.

Also worth mentioning is the Magazine, that not only delights the community and is a very powerful way for us to reach Hinchley Wood, it has also already shown a profit.

ST CHRISTOPHER'S CHURCH, HINCHLEY WOOD PAROCHIAL CHURCH COUNCIL'S REPORT

FOR THE YEAR ENDED 31 DECEMBER 2015

Total expenses come in at £143,000 of which £40,000 are grant works. Stripping these out we have spent £8,000 more than in 2014, which is roughly the increase in Parish Share. We are mindful though of increasing costs and are addressing this for 2016.

Balance Sheet

The overall result of 2015 is that we have spent nearly £13,000 more than we received. Because we capitalize £10,000 for the solar panels, which will be depreciated over 10 years, the balance sheet total decreases by only £2,000 – from £82,000 down to £80,000.

There is one restricted fund, the Eco fund, which will depreciate to 0 over the next 10 years. There are two designated funds, both of which will be used up in 2016:

Planned Capital Projects, for the remainder of the grant works: £ 21,450

Boiler Fund, to replace the boilers: £25,500

This leaves us with £23,000 free reserves, enough to cover 3 months without any revenues.

As in 2014 there were no new legacies in 2015.

Budget 2016

It is our aim to be able to pay our capped 2016 Parish Share so that the Diocese will approve a new full time incumbent. This will increase our expenses by £16,000. At the same time we will restore our maintenance budget to viable levels, which will cost us another £10,000 extra. We are very aware of the need to maintain and indeed improve the condition of our buildings – we think this will be a powerful way to show Hinchley Wood that we are a vibrant, growing and attractive bunch of people where the Holy Spirit is doing great things. Finally we will allocate £5,000 to Ministry & Outreach, to do God's work in our community.

These increased expenses will be financed through cost control on the one hand (£5,000) and increased planned giving on the other (£13,000), leaving a planned deficit for the year of £5,000.

Reserves Policy

The PCC maintains unrestricted reserves to enable it to meet its ongoing commitments and continue to meet its objectives during times of short term fluctuations in income or expenditure. The PCC considers that unrestricted reserves equal to approximately 6-9 months operating costs is appropriate.

The PCC reviews its financial health including reserves levels at PCC meetings and adjusts budgeted income and expenditure according to funds required to meet objectives whilst maintaining appropriate reserves levels.

Designated funds are not included in the consideration of unrestricted reserves required as these are also reviewed regularly and reflect funds required for planned exceptional expenditure.

ST CHRISTOPHER'S CHURCH, HINCHLEY WOOD

PAROCHIAL CHURCH COUNCIL'S REPORT

FOR THE YEAR ENDED 31 DECEMBER 2015

CONCLUSION

Looking back at 2015, it is not only John who has started a new chapter. We at St Christopher's have also begun our journey to find a new incumbent. As a Parish who does not pay its full Parish Share we have been placed into 'Living Suspension' for a maximum of 5 years. The time sounds very scary, that is the maximum length of time we can be suspended for legally. It will not stop us from preparing our vision and requesting a full time vicar from the Diocese. The key to us being granted a new full time incumbent by the Bishop is to start paying full Parish Share from this year. We have been asked to contribute £50,447 in 2016 which will represent an increase of £16,000 from our payments in 2015. We have been able to find the £50,447 in our budget for 2016 which has only been possible by the congregation's response to our financial challenge set out November. While the response has been amazing and we thank you all for your contributions we are not at the finishing line yet. Our annual increases are currently capped so they can only increase 4%, our true Parish Share for 2016 would actually be £63,798. Our appeal target for £2,000 extra per month would ensure we have the funds to pay the £63,798. Our efforts to reach our full contribution this year will be recognized favorably by the Diocese but they will also seek reassurance that we will be able to continue to pay our full share into the future, including any annual increases, with or without the 4% cap.

The PCC truly believe we are in good place to not only continue growing our congregation and in turn our finances but also to bring the community of Hinchley Wood together. The launch of the new magazine is the start of that journey and it is now run by a cross functional team of both regular worshippers and non-worshippers, truly embracing that 'forging community' spirit that is our vision.

2016 is a year to start looking forward, not only to our plans for a new full time incumbent but also to the benefits of our new building. The work we have been able to undertake with the grants secured by Tim has given the buildings a much needed make over for the outside and will hopefully encourage the community to reappraise the church. We will slowly start to see the benefits of the solar panels making us energy efficient and cutting our bills and the improved parking at the front of the church will make the building feel more accessible and used. We still have more to do, focusing more now on maintenance of the church and hall covering everything from changing light bulbs to cleaning. We will continue to look for ways to save money across all our expenses. The more volunteers who can help out with regular tasks means we can save money on handymen or caretakers which will ease the pressure on Parish Share contributions.

Mrs Tracey Warren
Chair

On behalf of the Parochial Church Council

Date..........

ST CHRISTOPHER'S CHURCH, HINCHEY WOOD

INDEPENDENT EXAMINER'S REPORT

TO THE PAROCHIAL CHURCH COUNCIL OF ST CHRISTOPHER'S CHURCH, HINCHEY WOOD

I report on the accounts of the charity for the year ended 31 December 2015, which are set out on pages 9 to 20.

Respective responsibilities of Parochial Church Council and examiner

The charity's Parochial Church Council are responsible for the preparation of the accounts. The charity's Parochial Church Council consider that an audit is not required for this year under section 144 of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to:

- (i) examine the accounts under section 145 of the 2011 Act;
- (ii) to follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act; and
- (iii) to state whether particular matters have come to my attention.

Basis of independent examiner's report

My examination was carried out in accordance with the general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of 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:

- (a) which gives me reasonable cause to believe that in any material respect the requirements:
 - (i) to keep accounting records in accordance with section 130 of the 2011 Act; and
 - (ii) to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Act;have not been met; or
- (b) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



Frances Wilde FCCA DChA
Warner Wilde
Chartered Certified Accountants
4 Marigold Drive
Bisley
Surrey
GU24 9SF

Dated: 15 March 2016

ST CHRISTOPHER'S CHURCH, HINCHLEY WOOD

STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31 DECEMBER 2015

	Notes	Unrestricted funds £	Designated funds £	Restricted funds £	Total 2015 £	Total 2014 £
<u>Income and endowments</u>						
Donations and legacies	2	54,984	500	164	55,648	61,787
Activities for generating funds	3	3,528	-	-	3,528	4,272
Investment income	4	35,502	-	-	35,502	31,739
		<u>94,014</u>	<u>500</u>	<u>164</u>	<u>94,678</u>	<u>97,798</u>
Incoming resources from charitable activities	5	18,006	-	17,000	35,006	13,791
Other incoming resources	6	812	-	-	812	477
		<u>112,832</u>	<u>500</u>	<u>17,164</u>	<u>130,496</u>	<u>112,066</u>
<u>Expenditure</u>						
<u>Costs of raising funds</u>						
Costs of generating donations and legacies		2,988	-	-	2,988	5,015
Fundraising trading	3	2,160	-	-	2,160	2,400
		<u>5,148</u>	<u>-</u>	<u>-</u>	<u>5,148</u>	<u>7,415</u>
<u>Charitable activities</u>						
Ministry		65,852	-	-	65,852	52,789
Church		41,748	-	18,989	60,737	35,641
Governance costs		957	-	-	957	879
		<u>113,705</u>	<u>-</u>	<u>18,989</u>	<u>132,694</u>	<u>96,724</u>
<u>Net (outgoing)/incoming resources before transfers</u>						
		(873)	500	(1,825)	(2,198)	15,342
Gross transfers between funds		(15,012)	18,363	(3,351)	-	-
		<u>(15,885)</u>	<u>18,863</u>	<u>(5,176)</u>	<u>(2,198)</u>	<u>15,342</u>
<u>Net movement in funds</u>						
Fund balances at 1 January 2015		38,408	28,087	15,359	81,854	66,512
		<u>22,523</u>	<u>46,950</u>	<u>10,183</u>	<u>79,656</u>	<u>81,854</u>
<u>Fund balances at 31 December 2015</u>						
		<u>22,523</u>	<u>46,950</u>	<u>10,183</u>	<u>79,656</u>	<u>81,854</u>

ST CHRISTOPHER'S CHURCH, HINCHLEY WOOD

BALANCE SHEET

AS AT 31 DECEMBER 2015

	Notes	2015 £	£	2014 £	£
Fixed assets					
Tangible assets	14		10,913		1,474
Current assets					
Debtors	15	7,860		6,859	
Cash at bank and in hand		62,669		77,601	
		<u>70,529</u>		<u>84,460</u>	
Creditors: amounts falling due within one year	16	<u>(1,786)</u>		<u>(4,080)</u>	
Net current assets			68,743		80,380
Total assets less current liabilities			<u>79,656</u>		<u>81,854</u>
The funds of the charity					
Restricted funds	17		10,183		15,359
Unrestricted funds:					
Designated funds	18		46,950		28,087
Other charitable funds			22,523		38,408
Total charity funds			<u>79,656</u>		<u>81,854</u>

The accounts were approved by the Parochial Church Council on 15 February 2016



Mr Mark Schuringa (Church Warden from APCM 2013)

PCC member



Mrs Tracey Warren (Chair, Elected Member from APCM 2012 and Church Warden from APCM 2013)

PCC member

ST CHRISTOPHER'S CHURCH, HINCHLEY WOOD

NOTES TO THE ACCOUNTS

FOR THE YEAR ENDED 31 DECEMBER 2015

1 Accounting policies

1.1 Basis of preparation

The accounts have been prepared under the historical cost convention.

The accounts have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard for Smaller Entities published on 16/07/14, the Financial Reporting Standard for Smaller Entities (FRSSE), and the Charities Act 2011 and applicable regulations.

1.2 Incoming resources

Legacies are recognised when the PCC becomes entitled to them, this is usually on receipt of notification from the executor.

Grants are recognised when the PCC become entitled to them. If the grantor specifies the period that the grant is to cover, the grant will be recognised in that accounting period and apportioned accordingly.

1.3 Resources expended

Liabilities are recognised when a legal or constructive obligation exists.

Costs of generating funds includes activities such as line dancing and the cost of fetes and other primarily fund raising events.

Corporate governance costs include the costs of preparing and Independently Examining the financial statements, legal fees and costs of PCC meetings.

Irrecoverable VAT is allocated in the same manner as the expenditure to which it relates.

1.4 Tangible fixed assets and depreciation

Tangible fixed assets are stated at cost less depreciation. Consecrated and benefice property is not included in the accounts in accordance with s.96(2) Charities Act 1993. Moveable church furnishings held by the vicar and church wardens on special trust for the PCC and which require a faculty for disposal are inalienable property, listed on the church inventory, which can be inspected at any reasonable time. Individual items of equipment with a purchase price of £100 or less are written off when the asset is acquired. Depreciation is provided at rates calculated to write off the cost less estimated residual value of each asset over its expected useful life, as follows:

Fixtures, fittings & equipment	15-25% straight line
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1.5 Leasing and hire purchase commitments

Rentals payable under operating leases are charged against income on a straight line basis over the period of the lease.

1.6 Accumulated funds

Restricted funds are subject to specific conditions by donors as to how they may be used. The purposes and uses of the restricted funds are set out in the notes to the accounts.

ST CHRISTOPHER'S CHURCH, HINCHLEY WOOD

NOTES TO THE ACCOUNTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2015

2 Donations and legacies

	Unrestricted funds £	Designated funds £	Restricted funds £	Total 2015 £	Total 2014 £
Donations and gifts	<u>54,984</u>	<u>500</u>	<u>164</u>	<u>55,648</u>	<u>61,787</u>
Donations and gifts					
Unrestricted funds:					
Planned Giving: Gift Aid				39,124	21,293
Planned Giving: Tax Reclaim				11,278	11,052
Open Plate Collections				1,805	2,067
Donations				2,777	12,942
				<u>54,984</u>	<u>47,354</u>
Restricted funds:					
Planned Giving: Gift Aid Restricted				164	933
Donations: Restricted				-	12,998
Restricted Fund: Chair Appeal donations				-	118
Restricted Fund: Stay and Play				-	384
				<u>164</u>	<u>14,433</u>

Of the £55,648 received in 2015 (2014: £61,787), £664 (2014: £14,433) is restricted fund income.

3 Activities for generating funds

	2015 £	2014 £
Activities for generating funds	3,528	4,272
Fundraising trading	<u>(2,160)</u>	<u>(2,400)</u>
Net Activities for generating funds	<u>1,368</u>	<u>1,872</u>

ST CHRISTOPHER'S CHURCH, HINCHEY WOOD

NOTES TO THE ACCOUNTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2015

4 Investment income

	2015 £	2014 £
Rental income	35,344	31,595
Interest receivable	158	144
	<u>35,502</u>	<u>31,739</u>

5 Incoming resources from charitable activities

	Unrestricted funds £	Restricted funds £	Total 2015 £	Total 2014 £
Parish magazine	4,206	-	4,206	205
Church and Hall refurbishment	-	17,000	17,000	-
Fundraising	10,227	-	10,227	10,512
Fees	3,573	-	3,573	3,074
	<u>18,006</u>	<u>17,000</u>	<u>35,006</u>	<u>13,791</u>

Included within income relating to Church and Hall refurbishment are the following grants

Surrey Community Action	15,000	-
Loseley Christian Trust	2,000	-
	<u>17,000</u>	<u>-</u>

6 Other incoming resources

	2015 £	2014 £
Other income	<u>812</u>	<u>477</u>

ST CHRISTOPHER'S CHURCH, HINCHLEY WOOD

NOTES TO THE ACCOUNTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2015

7 Total resources expended

	Staff costs £	Depreciation £	Other costs £	Grant funding £	Total 2015 £	Total 2014 £
Costs of generating funds						
Costs of generating donations and legacies	-	-	2,988	-	2,988	5,015
Fundraising trading	-	-	2,160	-	2,160	2,400
Total	-	-	5,148	-	5,148	7,415
Charitable activities						
<u>Ministry</u>						
Activities undertaken directly	-	-	39,190	-	39,190	32,932
Grant funding of activities	-	-	-	480	480	845
Support costs	17,355	-	8,827	-	26,182	19,012
Total	17,355	-	48,017	480	65,852	52,789
<u>Church</u>						
Activities undertaken directly	-	1,250	59,487	-	60,737	35,641
	17,355	1,250	107,504	480	126,589	88,430
Governance costs	-	-	957	-	957	879
	17,355	1,250	113,609	480	132,694	96,724

Governance costs includes fees due to the Examiner of £890 (2014: £890) for the preparation and independent examination of the financial statements.

Of the £132,694 expenditure in 2015 (2014: £96,724), £18,989 was charged to restricted funds (2014: £3,364) and the balance in 2015 and 2014 to unrestricted funds.

ST CHRISTOPHER'S CHURCH, HINCHLEY WOOD

NOTES TO THE ACCOUNTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2015

8 Activities undertaken directly

	2015 £	2014 £
Other costs relating to Ministry comprise:		
Diocesan Parish Share	34,500	27,300
Clergy Expenses	4,382	4,648
Vicarage Expenses	308	984
	<u>39,190</u>	<u>32,932</u>
Other costs relating to Church comprise:		
Church Running Expenses	16,327	15,906
Church Maintenance	7,122	6,280
Church Services	1,636	1,359
Parish Magazine	-	113
Church refurbishment	4,397	-
Hall Running Expenses	4,509	6,361
Hall Refurbishment	7,694	-
Caretaker	-	2,174
Restricted fund: church maintenance	-	2,601
Restricted fund: Church refurbishment	629	-
Restricted Youth Fund: General	152	401
Restricted fund: Sound system	-	146
Restricted fund: Hall refurbishment	17,021	-
	<u>59,487</u>	<u>35,341</u>

Caretaker costs in 2015 are included within staff costs in note 7.

9 Grants payable

	2015 £	2014 £
Ministry	<u>480</u>	<u>845</u>

10 Support costs

	2015 £	2014 £
General expenses including copier lease and ICT	3,293	2,577
Printing and Stationery	5,534	3,526
Staff costs	17,355	12,909
	<u>26,182</u>	<u>19,012</u>

ST CHRISTOPHER'S CHURCH, HINCHLEY WOOD

NOTES TO THE ACCOUNTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2015

11 Governance costs

	2015 £	2014 £
Other governance costs comprise:		
Independent Examination	890	855
Other costs	67	24
	<u>957</u>	<u>879</u>

12 Parochial Church Council

None of the Parochial Church Council (or any persons connected with them) received any remuneration or were reimbursed any expenses during the year.

13 Employees

Number of employees

The average monthly number of employees during the year was:

	2015 Number	2014 Number
Administration	1	1
Caretakers	9	4
	<u>10</u>	<u>5</u>

Employment costs

	2015 £	2014 £
Wages and salaries	<u>17,355</u>	<u>12,909</u>

There is one (2014: one) part-time administrator equivalent to one full-time person. There are nine (2014: four) members of the caretaking team who are equivalent to less than one full time person.

There were no employees whose annual remuneration was £60,000 or more.

ST CHRISTOPHER'S CHURCH, HINCHLEY WOOD

NOTES TO THE ACCOUNTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2015

14 Tangible fixed assets

	Plant and machinery	Fixtures, fittings & equipment	Total
	£	£	£
Cost			
At 1 January 2015	2,344	1,500	3,844
Additions	10,689	-	10,689
At 31 December 2015	13,033	1,500	14,533
Depreciation			
At 1 January 2015	2,370	-	2,370
Charge for the year	1,187	63	1,250
At 31 December 2015	3,557	63	3,620
Net book value			
At 31 December 2015	9,476	1,437	10,913
At 31 December 2014	1,223	251	1,474

15 Debtors

	2015 £	2014 £
Income tax recoverable	3,492	2,338
Other debtors	4,368	4,335
Prepayments and accrued income	-	186
	7,860	6,859

16 Creditors: amounts falling due within one year

	2015 £	2014 £
Other creditors	896	1,096
Accruals	890	2,984
	1,786	4,080

Other Creditors includes £(393) (2014: £761) and £335 (2014: £335) Vicar and Churchwarden's Fund.

ST CHRISTOPHER'S CHURCH, HINCHLEY WOOD

NOTES TO THE ACCOUNTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2015

17 Restricted funds

The income funds of the charity include restricted funds comprising the following unexpended balances of donations and grants held on trust for specific purposes, funds in deficit only exist where spending is in advance of restricted grant income received:

	Movement in funds				
	Balance at 1 January 2015	Incoming resources	Resources expended	Transfers	Balance at 31 December 2015
	£	£	£	£	£
Youth Fund	599	-	(66)	(533)	-
Eco Fund	11,184	-	(1,001)	-	10,183
Church Sound System Fund	678	-	(184)	(494)	-
Surrey Community Action	-	15,000	(15,000)	-	-
Stay and Play Fund	1,788	-	-	(1,788)	-
Fixtures and Fittings Fund	650	-	(650)	-	-
Organ Scholars	147	164	(88)	(223)	-
Loseley Christian Trust	-	2,000	(2,000)	-	-
Small Funds	313	-	-	(313)	-
	<u>15,359</u>	<u>17,164</u>	<u>(18,989)</u>	<u>(3,351)</u>	<u>10,183</u>

Restricted funds comprise donations given for youth related activities, provision of a new sound system for the band, chairs, a new boiler, the Stay and Play children's activity, provision of a new sound system for the church and liturgical hangings. The Ecofund provides for fabric improvements to increase the efficiency of the church buildings, Surrey Community Action and Loseley Christian Trust are part funding a program of improvements to the hall and church buildings.

Small funds includes brought forward balances as follows: Chair fund £118; Band sound system £47 and Liturgical hangings £148.

The Stay and Play children's activity comprises small voluntary donations given by persons attending the activity. The amounts are not restricted and therefore the balance brought forward has been adjusted via transfer to unrestricted funds.

ST CHRISTOPHER'S CHURCH, HINCHEY WOOD

NOTES TO THE ACCOUNTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2015

18 Designated funds

The income funds of the charity include the following designated funds which have been set aside out of unrestricted funds by the trustees for specific purposes:

	Balance at 1 January 2015 £	Movement in funds		Transfers £	Balance at 31 December 2015 £
		Incoming resources £	Resources expended £		
Boiler Fund	15,604	500	-	9,396	25,500
Planned Capital Projects	12,483	-	-	8,967	21,450
	<u>28,087</u>	<u>500</u>	<u>-</u>	<u>18,363</u>	<u>46,950</u>

The Boiler Fund represents the cost anticipated for the replacement of the boiler in 2016.
The Planned Capital Projects fund is the amount of St Christopher's cost in excess of grant funding for planned capital projects in 2016.

19 Analysis of net assets between funds

	Unrestricted funds £	Designated funds £	Restricted funds £	Total £
Fund balances at 31 December 2015 are represented by:				
Tangible fixed assets	10,913	-	-	10,913
Current assets	13,396	46,950	10,183	70,529
Creditors: amounts falling due within one year	(1,786)	-	-	(1,786)
	<u>22,523</u>	<u>46,950</u>	<u>10,183</u>	<u>79,656</u>

In 2014, assets and liabilities represented fund balances as follows: Tangible fixed assets £354 unrestricted fund and £1,120 restricted fund; Current assets £42,134 unrestricted fund, £14,239 restricted fund and £28,087 designated fund. Current liabilities of £4,080 related to unrestricted funds.

20 Commitments under operating leases

At 31 December 2015 the company had annual commitments under non-cancellable operating leases as follows:

	2015 £	2014 £
Expiry date:		
Between two and five years	<u>1,298</u>	<u>1,298</u>

ST CHRISTOPHER'S CHURCH, HINCHLEY WOOD

NOTES TO THE ACCOUNTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2015

21 Capital commitments

	2015	2014
	£	£
At 31 December 2015 the company had capital commitments as follows:		
Expenditure contracted for but not provided in the year.	1,020	-

Kitchen refurbishment costs of £1,020 were contracted for but not provided for in the financial statements at the year end. The PCC was committed to the cost, but the work had not been carried out as at 31 December 2015.

22 Related parties

A spouse of a PCC member provided services to the PCC during the year and was paid £1,500 (2014: £1,148), the same person and one other person provided pro bono services to the PCC valued at £700 in 2014.

