

ST CHRISTOPHER'S CHURCH, HINCHLEY WOOD
ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2019

ST CHRISTOPHER'S CHURCH, HINCHLEY WOOD

LEGAL AND ADMINISTRATIVE INFORMATION

Parochial Church Council

Ex-Officio Members

Vicar: Rev Peter Jenner
Associate Minister: Rev Caroline Mullins
Churchwarden: Mrs Margaret Thompson (until APCM 2019)
Churchwarden: Mrs Heather Allen
Churchwarden: Mrs Emma Rush (from APCM 2019)
Deanery Synod Representative: Ms Liz Hammond (until October 2019)
Diocesan Synod Representative: Mrs Jane Barnett

Elected Members

Mrs Ann Ellis, Electoral Roll Officer
Mrs Moira Beardshall, Treasurer
Miss Stephanie Post, PCC Secretary
Mr John O'Neill
Mr Roy Turner
Mrs Helen Davison (until APCM 2019)
Mrs Jean Hoseason (from APCM 2019)
Mrs Margaret Thompson (from APCM 2019)

Co-opted Member

Ms Julia Bowden (from 20 May 2019)
Mr Simon Crome (from 20 May 2019)

Charity number

1147737

Independent examiner

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

Bankers

Lloyds Bank Plc
Surbiton Branch
1 Claremont Road
Surbiton
Surrey
KT6 4QS

Co-operative Bank Plc
P.O. Box 250
Delf House
Southway
Skelmersdale
WN8 6WT

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 2019

The Parochial Church Council presents its report and accounts for the year ended 31 December 2019.

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 applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2016)"

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

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Ex-Officio Members

Vicar: Rev Peter Jenner
Associate Minister: Rev Caroline Mullins
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Churchwarden: Mrs Margaret Thompson (until APCM 2019)
Churchwarden: Mrs Emma Rush (from APCM 2019)
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Mrs Moira Beardshall, Treasurer
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Mrs Jean Hoseason (from APCM 2019)
Mrs Margaret Thompson (from APCM 2019)

Co-opted Members:

Ms Julia Bowden (from 20 May 2019)
Mr Simon Crome (from 20 May 2019)

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.

ST CHRISTOPHER'S CHURCH, HINCHLEY WOOD

PAROCHIAL CHURCH COUNCIL'S REPORT

FOR THE YEAR ENDED 31 DECEMBER 2019

The PCC meets six times a year to take the main policy decisions of the church. The Standing Committee is a statutory group which consists of the Church Wardens, Vicar and Officers of the PCC. It meets when necessary to conduct the day to day business and implement the policies of the PCC, and reports to the PCC.

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 PCC has ensured that the church complies with the latest safeguarding policies and practices for children and vulnerable adults issued by the House of Bishops and has appointed a safeguarding officer to whom any concerns can be directed.

Objectives and activities

The charity's objectives are to co-operate with the vicar, 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

2019 was Rev Peter Jenner's second year as Vicar of St Christopher's and overall it has been a year of consolidation, with the familiar worship pattern being maintained with a few innovations, and work undertaken to ensure we had all the up-to-date good governance policies in place. There have also been some new initiatives, particularly with regard to environmental policy.

All-Age Eucharist services were held on the 1st, 3rd and 5th Sundays of the month, with the more traditional Sung Eucharists on the 2nd and 4th Sundays. Average weekly attendance at Sunday services was 37 adults and four children. We were delighted that seven children were baptised at Sunday morning baptism services.

We were also delighted that two PCC members embarked on training towards contributing to the ministry in our church. Julia Bowden undertook and completed training to become an Occasional Preacher and has started preaching which she is authorised to do up to five times a year. Emma Rush started the Bishop's Certificate 'Growing in Faith and Life' which is held in Southwark Diocese.

Messy Church for all ages was held on the first Friday of the month during term times and average attendance was 18 adults and 18 children. The children's age range was usually 1 to 10, with one twelve-year-old also assisting with the music and PowerPoint. Unfortunately, it was not possible to pursue employing a Children and Families worker this year jointly with other local churches due to insufficient funds being available. However, we hope this might be an option for the future.

Father Peter introduced a new style of service, called a Praise Party, from September, taking place once a month on Sunday afternoons from 5.30 to 6.30 pm. This consisted of modern worship songs, prayers and a short address. The aim was to draw young people into the church, but attendance to date has been from the existing membership of the church, usually around 14 people.

ST CHRISTOPHER'S CHURCH, HINCHLEY WOOD

PAROCHIAL CHURCH COUNCIL'S REPORT

FOR THE YEAR ENDED 31 DECEMBER 2019

To celebrate Harvest, we held a special Pets Service with some trepidation, but the canine and feline participants were very well behaved!

An Alpha course was run, but only one person took it up this time and for a limited period.

There were no funerals held in our church this year, but our ministers officiated at three crematorium funeral services.

Our pastoral assistants, Liz Hammond and Margaret Thompson, continued to minister to those who were unable to join us in church. Margaret held monthly services at the Gibson Court retirement flats and Liz provided home communion where needed and visited the bereaved after the funerals of their loved ones.

One House Group continued to meet for Bible study once a month; and the men's discussion group, "Theology at the Angel" also met regularly on the first Monday evening of the month. Women's Wednesday Fellowship was reconstituted under the authority of the PCC as "Hinchley Wood Fellowship" and continued to run a programme of monthly talks and outings open to anyone in the local community.

A new electoral roll was drawn up, as required every six years by the Church Representation rules. On completion, there were 74 people on the roll for 2019. Five adults and five children joined us as new members of our congregation during the year; however an equal number left us, so we maintained the same number overall. We had 63 regular worshippers.

At the initiative of Liz Hammond and Jane Barnett, St Christopher's committed to becoming an "Eco-Church", pursuing green policies in all aspects of its life. Working groups were set up to achieve these aims, two services were dedicated to this theme and in the autumn we achieved a Bronze Award from the A Rocha charity for all aspects of church life. We have started working towards a Silver Award. The PCC also agreed in November that we should sign up to be a Fairtrade church.

As part of our Eco-Church initiative, Emma Rush launched a Coats for Children appeal in September (recycling unwanted coats); and on a similar charitable theme, a (new) Socks Appeal for homeless people in December, working with the local primary school the community, donating to charities helping low-income families and the homeless: Oasis Childcare in Cobham and Kingston Churches on Homelessness respectively. These elicited a very generous response from the local community, including additional donations of second-hand coats and sleeping bags for the homeless.

Also in November, we began to prepare for our Vision Day in January 2020, with an explanatory meeting with the Diocese of Guildford's parish development team leader. The Vision Day would be the first step towards developing a new Church Development Plan to focus our future activity, with discipleship at its centre.

Friendly links were maintained with Hinchley Wood Primary and Secondary Schools, and with the local Scouts and Guides. The primary school children came to church for four assemblies at Harvest, Christmas, Easter and end of term. Their school choir and parents also joined us for Education Sunday in February. Year One pupils also came into the church as part of their education to understand more about the Christian Faith. We had a stall at the Scouts' annual fair in the Memorial Gardens and the Guides had a stall at our Christmas bazaar. All four organisations came together with us for the Remembrance Sunday service in the Memorial Gardens.

St Christopher's Church and the church hall continued to act as the community hub, offering facilities for many activities of benefit to the local community. Christopher Robin Nursery continued to provide a high standard of pre-school provision during term-time weekdays in the church hall; followed by the

ST CHRISTOPHER'S CHURCH, HINCHLEY WOOD

PAROCHIAL CHURCH COUNCIL'S REPORT

FOR THE YEAR ENDED 31 DECEMBER 2019

now well-established Robin Hood After-School Club for school-age children. A wide range of leisure activities was on offer in the evenings and weekends, including dance classes, drama groups, music groups, yoga, martial arts. The church hall was also a popular venue for private parties. The church's excellent acoustics made it an ideal venue for the Surrey-based Enigma Orchestra's second concert there, which filled the church to capacity. The church continued to be used on a regular donor centre for the NHS Blood Transfusion Service and will continue to serve as a polling station, although an alternative venue had to be found for the December 2019 general election due to a prior concert booking.

The church organised a number of social events during the year to reach out to the local community. The two quiz nights organised by Jane and Derek Barnett filled the church with keen competitors and jollity. We held a further two very enjoyable and tranquil Music and Poetry events celebrating the seasons of winter and summer, arranged by Heather Allen, following on from the autumn event in 2018. There was a vicarage barbecue to celebrate the feast of St Christopher in July, a Heritage Day in September and a Christmas Bazaar, organised by Celia Francis and Roger Thompson, which proved particularly popular due to the participation of local author, Serena Hassan, who gave several readings of her new book for children. A Christmas lunch was arranged for church members and friends at Georgie's, our local café.

We continued to produce the Hinchley Wood Community Magazine, filled with interesting articles and news about the local community and funded by local business advertisers. We view this as a valuable means of drawing the community together and keeping people in touch with events, including our own. Our thanks go to Mandy Ali, our Parish Administrator, for her hard work on the magazine production; also to Father Peter, who has undertaken the final layout, to Jon Usher for the front cover, Darren Salanson for the photographs and to all the other magazine team members.

At our APCM in March, Margaret Thompson stepped down as Churchwarden, whilst Heather Allen was re-elected for a third year; Emma Rush was elected as the second Churchwarden; Helen Davison retired from the PCC; and Jean Hoseason was elected to the PCC. The PCC subsequently co-opted Julia Bowden and Simon Crome to join the PCC. Liz Hammond stepped down from the PCC and as the Deanery Synod representative in October.

As part of good governance, the PCC adopted new policies on Conflicts of Interest, Health and Safety, Data Protection and Information Security. Our thanks go to Emma Rush and Julia Bowden for their hard work on these. All PCC members took part in GDPR training in March, led by Emma Rush. The Parish Safeguarding Statement was adopted in May and a self-audit report was completed by our Safeguarding Officer, Denise Tinson. An Asbestos Management Survey was also commissioned, as required by statute.

FINANCIAL STATEMENT

Overview

Taken as a whole, including legacies and restricted funds, our income in 2019, at £138,762, was just slightly above the previous year's total of £131,892. However, if one excludes the legacies and restricted funds, then our income decreased slightly from £126,792 in 2018 to £126,578 in 2019. This is principally due to a reduction in planned giving offset by an increase in rental income.

Our expenditure was £120,249, compared with £120,952 in 2018. This leaves us with a surplus of £7,786 in our income and expenditure account, excluding legacies and restricted funds.

ST CHRISTOPHER'S CHURCH, HINCHLEY WOOD

PAROCHIAL CHURCH COUNCIL'S REPORT

FOR THE YEAR ENDED 31 DECEMBER 2019

Parish Share

We are thankful that, since 2016, we have been able to pay our full Parish Share, which for 2019 totalled £66,954. This is our single largest item of expenditure and covers our vicar's salary and pension costs and a share of the Diocese's costs, including the training of new curates for ministry. This will continue to have the highest priority in our budget and expenditure.

Planned Giving

Our Planned Giving income decreased by just over £1,000 in the past year: from £45,770 in 2018 to £44,667 in 2019. We are hoping to gain new donors in the year ahead and will be working hard to build up our church community. We are, however, very grateful to all our generous, existing givers. Tax recovered on Planned Giving through Gift Aid totalled £11,566, a very welcome boost to our income.

Inflation, of course, affects the real value of our income, so we are asking our planned givers to review their donations in the light of inflation, and where possible to switch to the Church of England's Parish Giving Scheme, which administers the donations, including Gift Aid where applicable, and allows givers to elect to have their donations increase annually in line with inflation, if they so wish.

Church and Hall Hire

We were pleased to see our regular church hire income increase from £7,645 in 2018 to £10,226 in 2019. However, disappointingly our regular hall hire decreased slightly due to the loss of several hirers for a variety of personal reasons. Ad hoc church and hall hire also fell slightly. These reductions were mitigated by the additional income from the Robin Hood After-School Club from September 2018, but reduced our expected budget by over £8,000.

We increased our hire fees roughly in line with inflation from September 2019, as we had done the previous year; and we will be working to market our facilities to new hirers in 2020.

Legacies

We are very grateful for the £10,700 we received in legacies in 2019. The PCC adopted a Legacy Policy in July 2019 to put all legacies into a designated fund to help finance significant development projects, or items to enhance our worship, which remind us of those whom we remember with affection as friends and greatly valued members of our church.

Maintenance Costs

Total maintenance costs for church and hall were £8,077. This exceeded the budget of £6,840 due to unforeseen improvement work deemed necessary when the hall boiler room was inspected during annual servicing. Two significant items of expenditure in 2019 were the budgeted payments for the Quinquennial Report and the Asbestos Management Survey.

ST CHRISTOPHER'S CHURCH, HINCHLEY WOOD

PAROCHIAL CHURCH COUNCIL'S REPORT

FOR THE YEAR ENDED 31 DECEMBER 2019

Reserves Policy

Our reserves policy, based on advice from our independent examiner, is to keep sufficient reserves to cover 6 months of activity without revenue.

deceased

Mrs Moira Beardshall,
Elected Member and Treasurer

On behalf of the Parochial Church Council

9 March 2020

Peter D. Jenner

~~Julia Bowden,~~
~~Lay Vice-Chair of PCC.~~

Vicar: Fr. Peter Jenner
Trustee and PCC Chair.

ST CHRISTOPHER'S CHURCH, HINCHLEY WOOD

INDEPENDENT EXAMINER'S REPORT

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

I report to the Parochial Church Council on my examination of the financial statements of St Christopher's Church, Hinchley Wood (the charity) for the year ended 31 December 2019.

Responsibilities and basis of report

As the Parochial Church Council of the charity you are responsible for the preparation of the financial statements in accordance with the requirements of the Charities Act 2011 (the 2011 Act).

I report in respect of my examination of the charity's financial statements carried out under section 145 of the 2011 Act. In carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

Independent examiner's statement

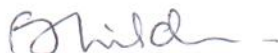
Your attention is drawn to the fact that the charity has prepared financial statements in accordance with Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) in preference to the Accounting and Reporting by Charities: Statement of Recommended Practice issued on 1 April 2005 which is referred to in the extant regulations but has now been withdrawn.

I understand that this has been done in order for financial statements to provide a true and fair view in accordance with Generally Accepted Accounting Practice effective for reporting periods beginning on or after 1 January 2015.

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

- 1 accounting records were not kept in respect of the charity as required by section 130 of the 2011 Act; or
- 2 the financial statements do not accord with those records; or
- 3 the financial statements do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a true and fair view which is not a matter considered as part of an independent examination.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the financial statements to be reached.



Frances Wilde FCCA DChA

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

Dated: 18 September 2020

ST CHRISTOPHER'S CHURCH, HINCHLEY WOOD

STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31 DECEMBER 2019

		Unrestricted funds general	Unrestricted funds Designated	Restricted funds	Total	Total
	Notes	2019 £	2019 £	2019 £	2019 £	2018 £
<u>Income and endowments from:</u>						
Donations and legacies	3	60,365	10,700	1,484	72,549	69,382
Charitable activities	4	10,206	-	-	10,206	11,942
Other trading activities	5	2,661	-	-	2,661	4,608
Investments	6	49,949	-	-	49,949	45,123
Other income	7	3,397	-	-	3,397	837
Total income		126,578	10,700	1,484	138,762	131,892
<u>Expenditure on:</u>						
Raising funds	8	7,120	-	-	7,120	7,326
Charitable activities	9	111,672	-	1,457	113,129	113,626
Total resources expended		118,792	-	1,457	120,249	120,952
Net income for the year/ Net movement in funds		7,786	10,700	27	18,513	10,940
Fund balances at 1 January 2019		55,052	10,000	7,368	72,420	61,480
Fund balances at 31 December 2019		62,838	20,700	7,395	90,933	72,420

The statement of financial activities includes all gains and losses recognised in the year.

All income and expenditure derive from continuing activities.

ST CHRISTOPHER'S CHURCH, HINCHLEY WOOD

BALANCE SHEET

AS AT 31 DECEMBER 2019

	Notes	2019 £	£	2018 £	£
Fixed assets					
Tangible assets	14		5,381		6,873
Current assets					
Debtors	15	14,108		7,195	
Cash at bank and in hand		77,263		63,688	
		<u>91,371</u>		<u>70,883</u>	
Creditors: amounts falling due within one year	16	<u>(5,819)</u>		<u>(5,336)</u>	
Net current assets			85,552		65,547
Total assets less current liabilities			<u>90,933</u>		<u>72,420</u>
Income funds					
Restricted funds	19		7,395		7,368
<u>Unrestricted funds</u>					
Designated funds	20	20,700		10,000	
General unrestricted funds		<u>62,838</u>		<u>55,052</u>	
			83,538		65,052
			<u>90,933</u>		<u>72,420</u>

The financial statements were approved by the Parochial Church Council on 14/09/2020

Peter D. Jenner

 Vicar: Fr. Peter Jenner
 Trustee

deceased

 Mrs Moira Beardshall, Treasurer
 Trustee

ST CHRISTOPHER'S CHURCH, HINCHLEY WOOD

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 DECEMBER 2019

1 Accounting policies

Charity information

St Christopher's Church, Hinchley Wood is a charity registered with the Charity Commission, constituted under the PCC Powers Measure Act 1956, Church Representation rules 2006.

1.1 Accounting convention

The accounts have been prepared in accordance 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 applicable in the UK and Republic of Ireland (FRS 102)" (as amended for accounting periods commencing from 1 January 2016). The charity is a Public Benefit Entity as defined by FRS 102.

The charity has taken advantage of the provisions in the SORP for charities applying FRS 102 Update Bulletin 1 not to prepare a Statement of Cash Flows.

The financial statements have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a true and fair view. This departure has involved following the Statement of Recommended Practice for charities applying FRS 102 rather than the version of the Statement of Recommended Practice which is referred to in the Regulations but which has since been withdrawn.

The financial statements are prepared in sterling, which is the functional currency of the charity. Monetary amounts in these financial statements are rounded to the nearest £.

The financial statements have been prepared under the historical cost convention, modified to include the revaluation of freehold properties and to include investment properties and certain financial instruments at fair value. The principal accounting policies adopted are set out below.

1.2 Going concern

At the time of approving the financial statements, the Parochial Church Council have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. Thus the Parochial Church Council continue to adopt the going concern basis of accounting in preparing the financial statements.

1.3 Charitable funds

Unrestricted funds are available for use at the discretion of the Parochial Church Council in furtherance of their charitable objectives unless the funds have been designated for other purposes.

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 financial statements.

Endowment funds are subject to specific conditions by donors that the capital must be maintained by the charity.

1.4 Incoming resources

Income is recognised when the charity is legally entitled to it after any performance conditions have been met, the amounts can be measured reliably, and it is probable that income will be received.

Cash donations are recognised on receipt. Other donations are recognised once the charity has been notified of the donation, unless performance conditions require deferral of the amount. Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

ST CHRISTOPHER'S CHURCH, HINCHLEY WOOD

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2019

1 Accounting policies

(Continued)

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

Turnover is measured at the fair value of the consideration received or receivable and represents amounts receivable for goods and services provided in the normal course of business, net of discounts, VAT and other sales related taxes.

1.5 Resources expended

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

1.6 Tangible fixed assets

Tangible fixed assets are initially measured at cost and subsequently measured at cost or valuation, net of depreciation and any impairment losses.

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:

Plant and machinery

Fixtures, fittings & equipment

15-25% straight line

The gain or loss arising on the disposal of an asset is determined as the difference between the sale proceeds and the carrying value of the asset, and is recognised in net income/(expenditure) for the year.

1.7 Impairment of fixed assets

At each reporting end date, the charity reviews the carrying amounts of its tangible assets to determine whether there is any indication that those assets have suffered an impairment loss. If any such indication exists, the recoverable amount of the asset is estimated in order to determine the extent of the impairment loss (if any).

Intangible assets with indefinite useful lives and intangible assets not yet available for use are tested for impairment annually, and whenever there is an indication that the asset may be impaired.

1.8 Cash and cash equivalents

Cash and cash equivalents include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities.

1.9 Financial instruments

The charity has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instruments Issues' of FRS 102 to all of its financial instruments.

Financial instruments are recognised in the charity's balance sheet when the charity becomes party to the contractual provisions of the instrument.

Financial assets and liabilities are offset, with the net amounts presented in the financial statements, when there is a legally enforceable right to set off the recognised amounts and there is an intention to settle on a net basis or to realise the asset and settle the liability simultaneously.

ST CHRISTOPHER'S CHURCH, HINCHLEY WOOD

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2019

1 Accounting policies

(Continued)

Basic financial assets

Basic financial assets, which include debtors and cash and bank balances, are initially measured at transaction price including transaction costs and are subsequently carried at amortised cost using the effective interest method unless the arrangement constitutes a financing transaction, where the transaction is measured at the present value of the future receipts discounted at a market rate of interest. Financial assets classified as receivable within one year are not amortised.

Basic financial liabilities

Basic financial liabilities, including creditors and bank loans are initially recognised at transaction price unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of the future payments discounted at a market rate of interest. Financial liabilities classified as payable within one year are not amortised.

Debt instruments are subsequently carried at amortised cost, using the effective interest rate method.

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of operations from suppliers. Amounts payable are classified as current liabilities if payment is due within one year or less. If not, they are presented as non-current liabilities. Trade creditors are recognised initially at transaction price and subsequently measured at amortised cost using the effective interest method.

Derecognition of financial liabilities

Financial liabilities are derecognised when the charity's contractual obligations expire or are discharged or cancelled.

1.10 Employee benefits

The cost of any unused holiday entitlement is recognised in the period in which the employee's services are received.

Termination benefits are recognised immediately as an expense when the charity is demonstrably committed to terminate the employment of an employee or to provide termination benefits.

1.11 Retirement benefits

Payments to defined contribution retirement benefit schemes are charged as an expense as they fall due.

2 Critical accounting estimates and judgements

In the application of the charity's accounting policies, the Parochial Church Council are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised where the revision affects only that period, or in the period of the revision and future periods where the revision affects both current and future periods.

ST CHRISTOPHER'S CHURCH, HINCHLEY WOOD

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2019

3 Donations and legacies

	Unrestricted funds general	Unrestricted funds Designated	Restricted funds	Total 2019	Total 2018
	£	£	£	£	£
Donations and gifts	60,365	-	1,484	61,849	64,382
Legacies receivable	-	10,700	-	10,700	5,000
	<u>60,365</u>	<u>10,700</u>	<u>1,484</u>	<u>72,549</u>	<u>69,382</u>
For the year ended 31 December 2018	<u>64,282</u>	<u>5,000</u>	<u>100</u>		<u>69,382</u>
Legacies receivable					
Legacies	-	10,700	-	10,700	5,000
	<u>-</u>	<u>10,700</u>	<u>-</u>	<u>10,700</u>	<u>5,000</u>

4 Charitable activities

	Parish magazine and Stay and Play	Fundraising	Fees	Total 2019	Total 2018
	2019 £	2019 £	2019 £	£	£
Sales within charitable activities	<u>6,370</u>	<u>3,251</u>	<u>585</u>	<u>10,206</u>	<u>11,942</u>

5 Other trading activities

	Unrestricted funds general 2019 £	Total 2018 £
Line Dancing income	1,000	3,568
Fundraising events	<u>1,661</u>	<u>1,040</u>
Other trading activities	<u>2,661</u>	<u>4,608</u>

ST CHRISTOPHER'S CHURCH, HINCHLEY WOOD

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2019

6 Investments

	Unrestricted funds general 2019 £	Total 2018 £
Rental income	49,940	45,121
Interest receivable	9	2
	<u>49,949</u>	<u>45,123</u>

7 Other income

	Unrestricted funds general 2019 £	Total 2018 £
Other income	2,812	837
Solar power credits	585	-
	<u>3,397</u>	<u>837</u>

8 Raising funds

	Unrestricted funds general 2019 £	Total 2018 £
<u>Fundraising and publicity</u>		
Staging fundraising events	162	688
<u>Fundraising trading</u>		
Other trading activities	6,958	6,638
	<u>7,120</u>	<u>7,326</u>

ST CHRISTOPHER'S CHURCH, HINCHLEY WOOD

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2019

9

Charitable activities

	Ministry	Church	Total	Total
	2019	2019	2019	2018
	£	£	£	£
Depreciation and impairment	-	1,492	1,492	1,492
Diocesan Parish Share	66,955	-	66,955	65,099
Clergy and vicarage expenses	2,433	-	2,433	4,668
Church running expenses	-	7,446	7,446	9,324
Church maintenance	-	6,754	6,754	3,914
Church services	-	1,683	1,683	2,496
Hall running expenses	-	4,843	4,843	2,059
Youth fund	-	-	-	18
	<u>69,388</u>	<u>22,218</u>	<u>91,606</u>	<u>89,070</u>
Grant funding of activities (see note 10)	630	-	630	1,608
Share of support costs (see note 11)	19,548	-	19,548	21,462
Share of governance costs (see note 11)	1,345	-	1,345	1,486
	<u>90,911</u>	<u>22,218</u>	<u>113,129</u>	<u>113,626</u>
Analysis by fund				
Unrestricted funds - general	90,911	20,761	111,672	110,462
Unrestricted funds - Designated	-	-	-	1,707
Restricted funds	-	1,457	1,457	1,457
	<u>90,911</u>	<u>22,218</u>	<u>113,129</u>	<u>113,626</u>
For the year ended 31 December 2018				
Unrestricted funds - general	92,616	17,846		110,462
Unrestricted funds - Designated	1,707	-		1,707
Restricted funds	-	1,457		1,457
	<u>94,323</u>	<u>19,303</u>		<u>113,626</u>

10 Grants payable

	Ministry 2019 £	Ministry 2018 £
Grants to institutions:		
Other	630	1,608
	<u>630</u>	<u>1,608</u>

ST CHRISTOPHER'S CHURCH, HINCHLEY WOOD

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2019

11 Support costs

	Support costs	Governance costs	2019	2018
	£	£	£	£
Staff costs	15,416	-	15,416	14,811
General expenses including copier lease and ICT	1,466	-	1,466	4,226
Printing and Stationery	2,618	-	2,618	2,377
Bank charges and interest	48	-	48	48
Accountancy and Independent Examination fees	-	1,345	1,345	1,486
	<u>19,548</u>	<u>1,345</u>	<u>20,893</u>	<u>22,948</u>
Analysed between				
Charitable activities	<u>19,548</u>	<u>1,345</u>	<u>20,893</u>	<u>22,948</u>

12 Parochial Church Council

None of the Parochial Church Council (or any persons connected with them) received any remuneration, one (2018: one) was reimbursed travel, books and journals expenditure of £575 (2018: £1,864).

ST CHRISTOPHER'S CHURCH, HINCHLEY WOOD

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2019

13 Employees

Number of employees

The average monthly number of employees during the year was:

	2019 Number	2018 Number
Administration	1	1
Caretaking	5	5
	<u>6</u>	<u>6</u>

Employment costs

	2019 £	2018 £
Wages and salaries	14,433	14,459
Other pension costs	983	352
	<u>15,416</u>	<u>14,811</u>

There is one (2018: one) part-time administrator equivalent to one full-time person. There are 5 (2018 : 5) members of the caretaking team who are equivalent to less than one full time person. The caretaking team did not all work for the whole of the year.

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

14 Tangible fixed assets

	Plant and machinery £	Fixtures, fittings & equipment £	Total £
Cost			
At 1 January 2019	13,032	1,500	14,532
At 31 December 2019	<u>13,032</u>	<u>1,500</u>	<u>14,532</u>
Depreciation and impairment			
At 1 January 2019	6,229	1,430	7,659
Depreciation charged in the year	1,457	35	1,492
At 31 December 2019	<u>7,686</u>	<u>1,465</u>	<u>9,151</u>
Carrying amount			
At 31 December 2019	<u>5,346</u>	<u>35</u>	<u>5,381</u>
At 31 December 2018	<u>5,443</u>	<u>1,430</u>	<u>6,873</u>

ST CHRISTOPHER'S CHURCH, HINCHLEY WOOD

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2019

15 Debtors

	2019 £	2018 £
Amounts falling due within one year:		
Other debtors	14,108	7,195
	<u> </u>	<u> </u>

16 Creditors: amounts falling due within one year

	Notes	2019 £	2018 £
Deferred income	17	4,499	3,965
Accruals and deferred income		1,320	1,371
		<u> </u>	<u> </u>
		5,819	5,336
		<u> </u>	<u> </u>

17 Deferred income

	2019 £	2018 £
Other deferred income	4,499	3,965
	<u> </u>	<u> </u>

18 Retirement benefit schemes

Defined contribution schemes

The charity operates a defined contribution pension scheme for all qualifying employees. The assets of the scheme are held separately from those of the charity in an independently administered fund.

The charge to profit or loss in respect of defined contribution schemes was £546 (2018: £352).

ST CHRISTOPHER'S CHURCH, HINCHLEY WOOD

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2019

19 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 2019	Incoming resources	Resources expended
	£	£	£
Eco Fund	7,268	-	(1,457)
Vicar's Community Fund	100	-	-
Hinchley Wood Fellowship	-	1,185	-
Lent Charity	-	299	-
	<u>7,368</u>	<u>1,484</u>	<u>(1,457)</u>
	<u>7,368</u>	<u>1,484</u>	<u>(1,457)</u>

The Ecofund provides for fabric improvements to increase the efficiency of the church buildings.

20 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 2019	Incoming resources	Balance at 31 December 2019
	£	£	£
Legacy Projects Fund	10,000	10,700	20,700
	<u>10,000</u>	<u>10,700</u>	<u>20,700</u>

The Legacy Projects fund ring fences legacy gifts to be used in specific projects rather than absorbed into the day to day running costs of the Church.