



For the Lord is good and His love
endures for ever; his faithfulness
continues through all generations
Psalm 100:5

Annual Report and Financial Statements

for the parish of St Mary, Kingsclere
Registered with the Charity Commission, Number 1164911

For the year ended 31st December 2018

Introduction and statutory information

The parish of Kingsclere is one of two parishes which together make up the United Benefice of Kingsclere and Ashford Hill with Headley, within the Diocese of Winchester, within the Church of England. Rev Ben Read is the incumbent. The parish church is St Mary's which is situated on Newbury Road, Kingsclere. The correspondence address is The Vicarage, Fox's Lane, Kingsclere, Newbury, RG20 5SL. The Parochial Church Council (PCC) has the responsibility of working with the incumbent in promoting the whole mission of the Church – pastoral, evangelistic, social and ecumenical – together with care of the church buildings and churchyard.

Kingsclere PCC has defined its mission as **“to live and share the Gospel of our Lord Jesus Christ in and around Kingsclere, in partnership with other Christian churches in the village.”**

The membership of the PCC during 2018 was as follows:

Vicar (Chair)	Rev Ben Read
Churchwardens	Eileen Selsey (until April 2018) Sarah Mussett (from April 2017) Andrew Kitch (from April 2018)
Deanery Synod Members	Chryssie Green Nicholas Selsey
PCC Members	Chris Williams (from April 2017) Maggy Wallace (from April 2016) Eileen Selsey (from April 2018) Janet Larkins (from April 2018) Tony Savin (from April 2018)
Secretary	Emma Rivers

PCC members are elected for a three year term according to the Church Representation Rules. At its APCM in 2005, Kingsclere passed a resolution to set a limit of 3 years for continuous service (unless elected in another capacity) after which an individual would be required to step down for a minimum of 1 year. This has been in operation since April 2006

Officers:

- Rev Ben Read – PCC Chair
- Emma Rivers, Benefice Administrator, acted as secretary for the year
- Chris Williams was elected as Treasurer
- Chryssie Green was re-elected as Electoral Roll Officer.

Sub-Committees:

The PCC fulfils its responsibilities by delegating to various Sub-Committees. The Standing Committee is a statutory sub-Committee and made up of the Vicar and Churchwardens (ex-officio) and at least two representatives of the PCC. In April 2018 the standing committee consisted of: Ben Read, Sarah Mussett, Andrew Kitch, Chris Williams and Emma Rivers. Other Sub-committees or task groups were:

- **Fabric Sub-committee**
- **Fete Sub-committee**
- **Tower Management Committee**
- **Pastoral Visitors Group**
- **BMAP Group**

What has the PCC done during the year?

The PCC met 6 times during the year in addition to a brief meeting following the Annual Meeting to elect officers, The level of attendance was 84%.

During the year, the PCC

- Sought out and then supported new initiatives for outreach with our local children and young people including: Visits from the Bus of Hope, an Interactive Lord's Prayer Trail in conjunction with Kingsclere Primary School and "Here comes the Sun" a week-long holiday club for primary-school aged children
- Completed the re-decoration project of the main body of the church – meaning a bright, clean and cared for church building to worship in and welcome others to.
- Upgraded the Audio System
- Increased the Administrator's hours
- Donated to our link Deanery in Uganda with the help of a fundraising service and meal.
- Began work on the Benefice Mission Action Plan (BMAP)
- Completed repairs on the church building, including the Chancel Roof
- Supported the local British Legion branch in commemorating 100 years since the end of WW1
- Appointed a new church architect
- Purchased new worship equipment including keyboard, microphones and speakers as we expand our home-grown worship band

In addition regular reports were received from the Treasurer of the PCC accounts, the above mentioned sub-committees, Kingsclere Primary School, the PCC representative on the Friends of St Mary's, the Deanery representatives and others to ensure that the PCC were monitoring and supporting all the activities being undertaken in its name.

Risk

The Council identifies risk in relation to the investments and take appropriate actions to minimise the financial effect of that risk. The Council endeavours to identify the risks relating to their activities and take such action to avoid or minimise such risks.

Statement of trustees' responsibilities

Charity law requires the trustees to prepare financial statements for each financial year which show a true and fair view of the state of affairs of the charity and its financial activities for that year and of its financial position at the end of the year. In preparing those financial statements the trustees are required to:

- Set suitable accounting policies and then apply them consistently;
- Make judgements and estimates that are reasonable and prudent;
- State whether applicable accounting standards and statements of recommended practice have been followed, subject to any departures disclosed and explained in the financial statements; and
- Prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operational existence.

The Council is responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and to enable them to ensure that the financial statements comply with the Charities Act 2011. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The above report was adopted by PCC at its meeting on 4th March 2019



Rev Ben Read (Chair)

St Mary's Church, Kingsclere

Financial Report - Year ending 31st December 2018

Independent examiner's report to the trustees of Parochial Church Council of St Mary's Church, Kingsclere

I report to the trustees on my examination of the accounts of the Parochial Church Council of St Mary's Church, Kingsclere for the year ended 31 December 2018.

Responsibilities and basis of report

As the charity trustees you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

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

Independent examiner's statement

I have completed my examination. I confirm that no material 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 Trust as required by section 130 of the Act; or
2. the accounts do not accord with those records.

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 accounts to be reached.



Mark Ellis
21 Coppice Road
Kingsclere
Newbury
RG20 5RR
14th March 2019

Financial Statements for the Year Ended 31 December 2018

Receipts and Payments Accounts

	Unrestricted funds	Restricted funds	Total 2018	Total 2017
Note	£	£	£	£
RECEIPTS				
Voluntary receipts:				
Planned giving	31,775	130	31,905	29,962
Collections	3,739	996	4,735	5,907
All other giving/voluntary receipts	15,181	1,940	17,121	18,873
Gift Aid recovered	12,321	-	12,321	9,183
	<u>63,016</u>	<u>3,066</u>	<u>66,082</u>	<u>63,925</u>
Activities for generating funds	19,985	-	19,985	19,290
Investment income	5,472	-	5,472	12,838
Church activities	13,197	-	13,197	8,397
Total receipts	<u>101,670</u>	<u>3,066</u>	<u>104,736</u>	<u>104,450</u>
PAYMENTS				
Church activities:				
Diocesan parish contribution	43,295	-	43,295	45,154
Clergy and staffing costs	17,505	33	17,538	12,667
Church running expenses	40,554	38,134	78,688	27,788
	<u>101,354</u>	<u>38,167</u>	<u>139,521</u>	<u>85,609</u>
Cost of generating funds	10,706	-	10,706	9,354
Total payments	<u>112,060</u>	<u>38,167</u>	<u>150,227</u>	<u>94,963</u>
(Deficit)/surplus of receipts over payments	(10,390)	(35,101)	(45,491)	9,487
Transfers between funds	(3,062)	3,062	-	-
	<u>(13,452)</u>	<u>(32,039)</u>	<u>(45,491)</u>	<u>9,487</u>
Cash at bank and in hand at 1 January	147,504	35,192	182,696	173,209
Cash at bank and in hand at 31 December	<u>134,052</u>	<u>3,153</u>	<u>137,205</u>	<u>182,696</u>

Financial Statements for the Year Ended 31 December 2018

Statement of Assets and Liabilities

		Unrestricted funds	Restricted funds	Total 2018	Total 2017
	Note	£	£	£	£
Cash funds					
Bank current account		49,979	3,153	53,132	28,730
Deposit funds		18,167	-	18,167	37,456
		<u>68,146</u>	<u>3,153</u>	<u>71,299</u>	<u>66,186</u>
Investment assets					
Investment funds held at market value	2	69,858	-	69,858	124,594
Liabilities at year end					
		(3,952)	-	(3,952)	(8,084)
Assets retained for church use					
		<u>134,052</u>	<u>3,153</u>	<u>137,205</u>	<u>182,696</u>

Notes

1. The financial statements of the PCC have been prepared in accordance with the Church Accounting Regulations 2006 using the Receipts and Payments basis.

2. Funds are held in the CCLA CBF Church of England Investment Fund. Returns are used for ordinary church purposes.

3. The movements in restricted funds during the year were:

	b/fwd	Transfers	Receipts	Payments	c/fwd
Breakfast fund	-	152	220	372	-
Flower fund	250	115	150	515	-
Keystone fund	23,320	2,600	-	25,920	-
Kyankowe fund	-	-	996	-	996
Legacy fund	11,132	195	-	11,327	-
Mission fund	-	-	1,700	33	1,667
Nave Chair fund	490	-	-	-	490

The Breakfast fund represents monies to pay for meals before services within the Parish.

The Flower fund represents donations to be spent on flowers at the Church.

The Keystone fund is designed to develop and improve the present Church building to make it suitable for the needs and expectations of a 21st century population.

The Kyankowe fund represents funds raised to be donated to Mityana Projects Trust.

The Legacy fund is a legacy from Mrs S Crawford to be used for specific projects and not the ordinary running expenses of the Church.

The Mission fund represents monies restricted to only be spent on proselytising.

The Nave Chair fund represents donations to replace the pews with flexible seating.

Financial Statements for the Year Ended 31 December 2018

4. Further Analysis of Receipts and Payments Accounts

	Note	Unrestricted funds £	Restricted funds £	Total 2018 £	Total 2017 £
RECEIPTS					
a) All other giving/voluntary receipts					
Donations		4,699	440	5,139	11,347
Grants		-	1,500	1,500	1,000
Contribution from AHWH		10,482	-	10,482	5,136
Keystone receipts		-	-	-	1,390
		<u>15,181</u>	<u>1,940</u>	<u>17,121</u>	<u>18,873</u>
b) Activities for generating funds					
Fete		6,306	-	6,306	6,163
Parish magazine		11,244	-	11,244	9,774
Lights, Coffee Mornings and other		2,435	-	2,435	3,353
		<u>19,985</u>	<u>-</u>	<u>19,985</u>	<u>19,290</u>
c) Church activities					
Fees for weddings and funerals		12,933	-	12,933	7,757
Kingsmill room hire		264	-	264	640
		<u>13,197</u>	<u>-</u>	<u>13,197</u>	<u>8,397</u>
PAYMENTS					
d) Church running expenses					
Donations		3,619	-	3,619	1,861
Utilities		2,802	-	2,802	1,960
Cost of services		9,732	887	10,619	9,092
Repairs and maintenance		20,007	25,920	45,927	10,664
AV and music upgrade		-	11,327	11,327	-
Insurance		4,394	-	4,394	4,211
		<u>40,554</u>	<u>38,134</u>	<u>78,688</u>	<u>27,788</u>