

ACCOUNTS FOR THE YEAR 2017

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Parochial Church Council of St. Stephen, Castle Hill, Ealing						Accounts	
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STATEMENT OF FINANCIAL ACTIVITIES							
For the year ended 31 December 2017							
			Unrestricted	Restricted	TOTAL FUNDS		
	Note	Funds	Funds		2017	2016	
		£	£		£	£	
INCOME AND ENDOWMENTS FROM							
Donations & legacies	2a	183,668	46,985		230,654	229,081	
Other trading activities	2b	25,746	5,032		30,778	30,725	
Income from investments	2c	8,662	-		8,662	237	
Income from church activities	2d	12,821	-		12,821	18,138	
TOTAL INCOME AND ENDOWMENTS		230,898	52,017		282,914	278,180	
RESOURCES EXPENDED							
Charitable activities	3a	228,174	38,883		267,057	246,481	
Raising Funds	3b	1,019	-		1,019	708	
TOTAL RESOURCES EXPENDED		229,192	38,883		268,076	247,189	
NET INCOMING/EXPENDITURE		1,705	13,134		14,839	30,991	
NET MOVEMENT IN FUNDS		1,705	13,134		14,839	30,991	
BALANCES BROUGHT FORWARD							
AT 1 JANUARY 2017		211,433	85.76		211,519	180,528	
BALANCES CARRIED FORWARD							
AT 31 DECEMBER 2017		213,138	13,219		226,357	211,519	
Notes on pages 3 to 8 form part of these accounts							

BALANCE SHEET AT 31 DECEMBER 2017

	Note	2017 £	2016 £
FIXED ASSETS			
26 Drayton Gardens	1	94,777	94,777
Missional Housing Bond	1	5,000	5,000
		99,777	99,777
CURRENT ASSETS			
Debtors & prepaid expenses	5	23,019	17,243
CBF Deposit Fund		40,009	39,897
Bank balances	6	72,952	63,285
		135,980	120,425
LIABILITIES			
Amounts falling due within one year			
Creditors & accrued expenses	7	(9,399)	(8,683)
		126,581	111,742
NET CURRENT ASSETS			
		126,581	111,742
TOTAL NET ASSETS			
		226,357	211,519
FUNDS			
Unrestricted Funds	8		
General Fund		48,971	41,520
Designated Funds:			
Mission Fund		1,026	1,087
Maintenance Reserve Fund		40,835	30,288
Cottage Maintenance Fund		95	95
Special Purposes Fund		8,958	23,771
Support to People In Need		79	1,499
St. Lukes Fund		-	18,397
		99,965	116,656
26 Drayton Gardens		94,777	94,777
		194,742	211,433
Restricted Funds	9	31,616	86
		226,357	211,519
TOTAL FUNDS			

Notes on pages 3 to 8 form part of these accounts

Approved by the Parochial Church Council on March 25th 2018 and signed on its behalf by:

The Rev Stephen Newbold
VicarRosemary Beardow
ChurchwardenGeoff Thomas
Churchwarden

NOTES TO THE FINANCIAL STATEMENTS
For the year ended 31 December 2017

1 ACCOUNTING POLICIES

The principal accounting policies adopted, judgements and key sources of estimation uncertainty in the preparation of the financial statements are as follows:

Basis of preparation

The financial statements 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 applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015) - (Charities SORP (FRS 102)) as amended by Update Bulletin 1, the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Charities Act 2011 and UK Generally Accepted Practice as it applies from 1 January 2015. The accounts (financial statements) have been prepared to give a true and fair view and 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 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) issued on 16 July 2014 rather than the Accounting and Reporting by Charities: Statement of Recommended Practice effective from 1 April 2005 which has since been withdrawn.

St Stephens 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 note(s).

Going concern

The leadership team have considered the resources available and current plans. St Stephens is well placed to meet these activities and have adequate resources for the foreseeable future. Accordingly the PCC continues to adopt the going concern basis in the preparation of the financial statements.

Incoming Resources

Incoming resources are included in the Statement of Financial Activities (SOFA) when:

1. the PCC becomes legally entitled to the benefit of use of the resources;
2. their ultimate receipt is virtually certain; and
3. the monetary value can be measured with sufficient reliability.

Funds raised by the Bazaar, Jumble sales and similar events are reported gross.

Grants, donations and legacies are included in the SOFA when any pre-conditions preventing their use by the PCC have been met. For collections and planned giving this is when the funds are received.

Gift Aid and other tax claims are included in the SOFA at the same time as the cash donations to which they relate.

Rental income from the letting of church premises is recognised when the rental is due.

Investment income is accounted for when receivable.

The value of any voluntary help is not included in the accounts but is described in the annual report.

Expenditure and Liabilities

Liabilities are recognised as soon as the legal or constructive obligation arises.

Grants and donations are recognised when a commitment has been made externally and there are no pre-conditions still to be met for entitlement to the grant which remain within the control of the PCC.

Fixed Assets

Consecrated and benefice property of any kind is excluded from the financial statements by Sections 10(2) (a) and (c) of the Charities Act 2011. All expenditure on such property, whether improvement or maintenance, is written off in the year it is incurred. The buildings are insured for £1,725,000 and contents for £175,000. Such buildings include the Church, Church Centre and Church Cottage.

The movable church furnishings are capitalised at cost and depreciated over their useful economic life other than where insufficient cost information is available. In this case the item is not capitalised, but all items are included in the Church's inventory in any case.

No value is placed on any movable church furnishings that cannot be disposed of without a faculty, and which are regarded as "inalienable" property held on special trust on behalf of the PCC, and forming part of the consecrated property excluded from the financial statements by the Charities Act 2011.

Other tangible fixed assets are capitalised if they can be used for more than one year and cost at least £5,000. They are otherwise written off in the year of acquisition.

The house at 26 Drayton Gardens, currently occupied by a curate, is a freehold property valued at its purchase price in 1992. It is not depreciated as its estimated residual value is not less than its carrying value and it has an expected useful life in excess of 50 years, so any depreciation charge would be immaterial. It is maintained in good order and is insured for a rebuilding cost of £232,066.

During 2016, the PCC agreed to rollover a sum of £5000 for a further 3 years with the Missional Housing Bond Fund. The issue is unsecured but believed to be relatively low risk given the nature of the underlying assets (London housing stock). The Bond is operated by Affordable Christian Housing, (ACH) a Christian housing association with over 20 years experience in providing affordable housing to key Christian workers. It is registered with the Financial Conduct Authority and has charitable status. ACH followed FCA guidance in determining how to issue the bond. As an Industrial and Provident Society, ACH did not require FCA approval to issue the Bond.

Funds

Unrestricted funds represent the remaining income funds of the PCC that are available for spending on the general purposes of the PCC, including amounts designated by the PCC for fixed assets for its own use, or for spending on a future project and which are therefore not included in its "free reserves" as disclosed in the Annual Report.

Restricted funds are income funds that must be spent on restricted purposes and details of the funds held and restrictions provided are shown in the notes to the accounts.

Charitable Giving

The PCC has a long standing policy of allocating 10% of regular income (stewardship, tax refunds, cash collections and gift aid donations in church), for giving to charity. See Note 11 for further details.

NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 December 2017

		Unrestricted Funds	Restricted Funds	TOTAL FUNDS	
				2017	2016
		£	£	£	£
2					
2a	Donations and legacies				
	Stewardship	129,040	-	129,040	135,281
	Gift Aid Donations	4,164	-	4,164	3,262
	Tax Refunds on Giving (Note 4)	28,494	-	28,494	32,616
	Cash Collections	8,201	-	8,201	5,187
	Sub-total (Note 11)	169,898	-	169,898	176,347
	Mission Collections	222	5,498	5,720	9,283
	Legacies, Donations	9,380	487	9,867	13,452
	Community Fete Grants/Donations	4,169	-	4,169	-
	St. Lukes Fund	-	41,000	41,000	30,000
		183,668	46,985	230,654	229,081
2b	Other Trading Activities				
	Christmas Bazaar/Craft Fair	615	5,032	5,647	4,753
	Hall Lettings	25,049	-	25,049	25,877
	Photocopier	82	-	82	95
		25,746	5,032	30,778	30,725
2c	Income from Investments				
	Rent from 26 Drayton Gdns	8,500	-	8,500	-
	CBF interest	112	-	112	187
	Housing Bond and Bank Interest	50	-	50	50
		8,662	-	8,662	237
2d	Income from Church Activities				
	Traidcraft Stall	1,948	-	1,948	1,999
	Bookstall	654	-	654	1,279
	Social Events, Courses & Other Activities	867	-	867	3,471
	150th Anniversary	468	-	468	-
	Outreach - Holiday Club	680	-	680	-
	Youth Activities	366	-	366	725
	Alpha	-	-	-	-
	Amazing Grace Play	-	-	-	873
	Growing Leaders	-	-	-	385
	Bishop's Discretionary	-	-	-	-
	Banns, Funeral Fees, Verger Fees	2,739	-	2,739	2,995
	Rebates and one-off	5,099	-	5,099	6,411
		12,821	-	12,821	18,138
	TOTAL INCOME AND ENDOWMENTS	230,898	52,017	282,914	278,180

NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 December 2017

		Unrestricted	Restricted	TOTAL FUNDS	
		Funds	Funds	2017	2016
		£	£	£	£
3a	EXPENDITURE ON CHARITABLE ACTIVITIES				
	Missionary and Charitable Giving				
	Amos Trust	2,600	-	2,600	2,600
	Christian Solidarity Worldwide	2,600	-	2,600	2,600
	Church Army	2,600	-	2,600	2,600
	Ealing Soup Kitchen	2,600	-	2,600	2,600
	Ealing Christians Against Poverty	2,600	480	3,080	2,600
	LAMB Health Foundation	2,600	-	2,600	2,600
	Grenfell	-	430	430	-
	Tearfund	-	850	850	2,549
	Ealing Churches Winter Night Shelter	28	5,615	5,643	1,223
	Ealing Foodbank	-	-	-	4,156
	Discover	-	-	-	173
	Zamabia Project	-	-	-	600
	Support to People in Need	1,870	-	1,870	641
	Lent Project Bishop of London	-	-	-	6,283
	YWAM - Becky Young	-	-	-	1,135
	St. David's Home	-	586	586	-
	Water Aid	-	1,742	1,742	-
	Richard Chartres Fund 2017	1,087	-	1,087	-
	The Grove Missional Community	-	6,666	6,666	6,666
		18,585	16,369	34,954	39,026
	The Work of the Church				
	Diocesan Fund	87,000	-	87,000	84,000
	Vicar's Expenses	1,200	-	1,200	1,077
	Outside Speakers	282	-	282	46
	Curate's Expenses	866	-	866	1,190
	Associate Vicar's Expenses	314	-	314	578
	Training / Staff Training/Retreat	1,772	-	1,772	1,391
	Children and Youth	977	-	977	2,182
	Music & Copyright Licensing	3,251	-	3,251	11,462
	Outreach & Publicity	2,797	-	2,797	3,452
	Bookstall	642	-	642	1,175
	Traidcraft Stall	1,677	-	1,677	1,118
	Amazing Grace Costs	-	-	-	808
	Social Events	1,043	-	1,043	1,629
	Community Fete Costs	7,374	-	7,374	-
	150th Anniversary	2,150	-	2,150	-
	Growing Leaders	188	-	188	258
	Refreshments	1,650	-	1,650	1,548
	Gifts	1,055	-	1,055	373
	Flowers	240	497	737	705
	Communion & Worship Costs	1,073	-	1,073	1,100
	Diocesan Fees	1,695	-	1,695	1,642
	Vergers Fees	-	-	-	40
	Bishop's Discretionary Fund	-	-	-	-
	Marriage Course Costs	-	-	-	587
	Worship Minister Expenses	-	323	323	560
	Youth Worker Expenses	-	169	169	560
	Intern Expenses & Rent	-	2,962	2,962	560
	SLDF Expenses	-	90	90	560
		117,246	4,041	121,287	116,921
	CARRIED FWD TO NEXT PAGE	135,831	20,410	156,240	155,946

NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 December 2017

	Unrestricted Funds	Restricted Funds	TOTAL FUNDS	
	£	£	2017 £	2016 £
BROUGHT FORWARD FROM LAST PAGE	135,831	20,410	156,240	155,946
Church Management and administration				
Printing, stationery & Postage	6,182	-	6,182	4,985
Salary Costs	23,834	18,473	42,307	28,546
Computing & Website Costs	1,368	-	1,368	1,351
Payroll & Accounting Software Fees	577	-	577	1,004
Stewardship administration	-	-	-	75
Subscriptions, Licences, Fees	406	-	406	134
PCC/Leadership	89	-	89	80
Independent Examiner Fee	300	-	300	300
Television Licence	151	-	151	151
	32,906	18,473	51,379	36,624
Centre Running Costs	9,033	-	9,033	2,942
Water, Light and Heat	7,345	-	7,345	6,748
Telephone	582	-	582	1,153
Insurance	3,035	-	3,035	2,990
Council Tax	1,661	-	1,661	1,636
Gratuties	130	-	130	-
Cleaning	5,546	-	5,546	7,408
	27,331	-	27,331	22,877
Gardening	-	-	-	3,800
Maintenance Costs	30,756	-	30,756	25,739
Cottage Works	500	-	500	-
26 Drayton Gardens	849	-	849	1,495
	32,105	-	32,105	31,034
	228,174	38,883	267,057	246,481
3b Cost of Generating Funds				
Christmas Bazaar	1,019	-	1,019	708
	1,019	-	1,019	708
TOTAL RESOURCES EXPENDED	229,192	38,883	268,076	247,189

NOTES TO THE FINANCIAL STATEMENTS
For the year ended 31 December 2017

4 Gift Aid Recovered

In addition to the tax reclaims disclosed in note 2a, relating to planned giving, other voluntary donations include tax reclaims in their totals:

	2017 £	2017 £	2017 £	2016 £
	Unrestricted	Restricted	Total	Total
Tax reclaims on planned giving (2a)	28,494	-	28,494	32,616
Tax reclaims on other voluntary donations	722	-	722	1,475
	<u>29,216</u>	<u>-</u>	<u>29,216</u>	<u>34,091</u>

5 Debtors & prepaid expenses

	2017 £	2016 £
Prepaid expenses - Insurance	3,027	3,035
Tax refunds due on gift aid donations	6,850	10,328
Sundry debtors	13,142	3,880
	<u>23,019</u>	<u>17,243</u>

6 Bank balances

	2017 £	2016 £
Current account	72,942	63,265
Stewardship account	10	20
	<u>72,952</u>	<u>63,285</u>

7 Creditors and accrued expenses

	2017 £	2016 £
Charitable payment accruals	6,327	6,327
Sundry year-end expense accruals	3,072	2,354
	<u>9,399</u>	<u>8,682</u>

8 Unrestricted Funds

	Brought Forward £	Additions Income £	Transfers £	Amounts Used £	Carried Forward £
Designated Funds					
Mission Fund	1,087	-	16,626	(16,687)	1,026.3
Maintenance Reserve Fund	30,288	6,900	20,000	(16,353)	40,834.7
Cottage Maintenance Fund	95	-	-	-	95.0
Special Projects Fund	23,771	468	-	(15,281)	8,958.0
Support to People in Need	1,499	150	300	(1,870)	79.2
St. Lukes Fund	18,397	-	18,397	-	-
	<u>75,136</u>	<u>7,518</u>	<u>18,529</u>	<u>(50,190)</u>	<u>50,993.3</u>
26 Drayton Gardens	94,777	-	-	-	94,776.9
General Fund	41,520	223,380	(36,926)	(179,002)	48,971.4
	<u>211,433</u>	<u>230,898</u>	<u>(18,397)</u>	<u>(229,192)</u>	<u>194,741.6</u>

The Mission Fund represents planned giving designated for charitable donations (see Notes 1 and 11).

The Maintenance Reserve Fund represents funds designated for spending on long term maintenance and improvement of the church buildings.

The Cottage Maintenance Reserve Fund represents funds designated for spending on improvements to the Church Cottage.

The Special Projects Fund represents excess General Funds designated for future projects.

The Support to People in Need fund represents funds designated for assisting individuals in need of financial support towards specific expenses.

NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 December 2017

9 Restricted Funds

	Brought Forward £	Additions Income £	Transfers £	Amounts Used £	Carried Forward £
Mission Fund	76	10,530	-	(9,703)	903
Flower Fund	10	487	-	(497)	-
St. Luke's Fund	-	41,000	18,397	(28,683)	30,713
Total Restricted Funds	86	52,017	18,397	(38,883)	31,616

The Mission Fund represents donations for missionary and charitable giving as disclosed in Note 3a.
The Flower Fund represents donations towards expenditure on church flowers throughout the year.
Community Fete Donations represent grants and donations towards the running costs of the Fete.

10 Analysis of Net Assets By Fund

	Unrestricted £	Restricted £	Total 2017 £	Total 2016 £
Fixed Assets:				
26 Drayton Gardens	94,777	-	94,777	94,777
Missional Housing Bond	5,000	-	5,000	5,000
Net Current Assets	94,965	31,616	126,581	111,742
Total Net Assets	194,742	31,616	226,357	211,519

11 Payments to Mission Partners from Tithe

Per Note 1, the PCC has a long standing policy of allocating 10% of regular giving to charity. During 2017, charitable payments were made to the following charities from regular giving:
The figure below is below 10% as £1026 is being carried forward to be allocated to a Mission partner in 2018.
The carry forward is shown in the Balance Sheet.

	2017 £	2016 £
Amos Trust	2,600	2,600
Ealing Soup Kitchen	2,600	2,600
Church Army	2,600	2,600
Ealing Christians Against Poverty	2,600	2,600
LAMB Health Foundation	2,600	2,600
Christian Solidarity Worldwide	2,600	2,600
Richard Chartres Fund	1,087	-
Zambia Project	-	600
YWAM - Becky Young	-	1,110
Deduct prior year unallocated tithe spent		
Unallocated Tithe Balance C/F		
	16,687	17,310

Independent examiner's report on the accounts



CHARITY COMMISSION
FOR ENGLAND AND WALES

Section A

Independent Examiner's Report

Report to the trustees/
members of

PCC of St Stephens Ealing

On accounts for the year
ended

31 December 2017

Charity no
(if any)

1133772

Set out on pages

1 - 8

(remember to include the page numbers of additional sheets)

Respective
responsibilities of
trustees and examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144 of the Charities Act 2011 ("the Charities Act") and that an independent examination is needed. The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of ICAEW.

It is my responsibility to:

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

Basis of independent
examiner's statement

My examination was carried out in accordance with 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 the 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 Charities Act; and
 - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities Act 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.

* Please delete the words in the brackets if they do not apply.

Signed:

Valerie Steward

Date:

22 March 2018

Name:

VALERIE STEWARD

Relevant professional qualification(s) or body (if any):

BSc ACA FCCA FRSA

Address:

Greenfield Farm, 23 West Street, Hibaldstow, North Lincs., DN20 9NY

Section B

Disclosure

Only complete if the examiner needs to highlight material problems.(E.g. accounting records have not been kept in accordance with s132 of the Charities' Act 2011 and those accounts do not comply with the requirements of the 2008 Regulations setting out the form and content of charity accounts; any material expenditure or action which appears not to be in accordance with the trusts of the charity; any failure to be provided with information and explanations by any past or present trustee, officer or employee; and any material consistency between the accounts and the trustees' annual report.)

Give here brief details of any items that the examiner wishes to disclose.