



**St Robert of Knaresborough, Pannal
Accounts of the PCC
for the year ended 31st December 2018**

Incumbent

The Reverend John Smith
St Robert's Vicarage
21 Crimple Meadows
Pannal
Harrogate HG3 1EL

Banks

National Westminster Bank plc
3 Cambridge Crescent
Harrogate HG1 1PJ

CAF Bank Limited
25 Kings Hill Avenue
Kings Hill
West Malling
Kent ME19 4JQ

CCLA Investment Management Ltd
The Central Board of Finance Church of England Funds
80 Cheapside
London EC2V 6DZ

Independent Examiner

Mr John Littlewood

Treasurer

Mrs Anita Hawker

Statement of Financial Activities

For the year ended 31 December 2018

	Notes	Unrestricted Funds	Restricted Funds	Total Funds	
				2018	2017
Incoming resources					
Voluntary income	2a	110384	12153	122537	132064
Activities for generating funds	2b	9652	1000	10652	13896
Income from investment	2c	2	-	2	2
Income from church activities	2d	10544	-	10544	13174
Total incoming resources		130582	13153	143735	159136
Resources expended					
Church activities	3a	125559	12378	137937	157683
Raising funds	3b	3214	-	3214	4486
Total resources expended		128773	12378	141151	162169
Net incoming/(outgoing) resources					
		1809	775	2584	-3033
Unrealised gain on investments	6	1214	-	1214	7519
Realised gain on investments	6	-	-	-	-
Net movement in funds		3023	775	3798	4486
Balances brought forward at 1 January		69383	2670	72053	67567
Transfer between funds		2773	-2773	-	-
Balances carried forward at 31 December	11	75179	672	75851	72053

Balance Sheet

At 31 December 2018

	Note	2018	2017
Fixed assets			
Investment assets	6	67599	66385
Total fixed assets		67599	66385
Current assets			
Debtors	7	3370	3306
Short term deposits	8	53	53
Cash at bank	8	5127	5649
Total current assets		8550	9008
Liabilities			
Creditors	9	298	226
Donations received in advance		-	3114
Net current assets		8252	5668
Net assets		75851	72053
Funds			
Unrestricted	11	75179	69383
Restricted	11	672	2670
Total funds		75851	72053

The notes on the following pages form part of these accounts.

Approved by the Parochial Church Council on 19th March 2019 and signed on its behalf by

Rev John Smith
Chairman

Anita Hawker
Treasurer

1 Accounting policies

Basis of preparation

The PCC is a public benefit entity within the meaning of FRS102. The financial statements have been prepared under the Charities Act 2011 and in accordance with the Church Accounting Regulations 2006 governing the individual accounts of PCCs, and with the Regulations' "true and fair view" provisions, together with FRS102 (2016) as the applicable accounting standard and the 2016 version of the Statement of Recommended Practice, Accounting and Reporting by Charities (SORP(FRS102)).

Funds

Unrestricted funds represent the funds of the PCC that are not subject to any restrictions regarding their use and are available for application on the general purposes of the PCC.

Restricted funds are those funds that are collected for a stated purpose, the use of which is restricted to that purpose.

Designated funds are general funds set aside by the PCC for use in the future. Designated funds remain unrestricted and the PCC will move any surplus to other general funds.

Incoming resources

Planned giving, collections and similar donations are recognised when received. Tax refunds are recognised when the incoming resource to which they relate is received. Grants and legacies are accounted for when the PCC is entitled to the use of the resources, their ultimate receipt is considered reasonably certain and the amounts due are reliably quantifiable. Dividends are accounted for when declared receivable, interest as and when accrued by the payer.

Resources expended

Grants and donations are accounted for when paid over, or when awarded, if that award creates a binding or constructive obligation on the PCC. The diocesan parish share expected to be paid over is accounted for when paid.

All other expenditure is generally recognised when it is incurred and is accounted for gross.

Fixed assets

Consecrated and benefice property is not included in the accounts in accordance with s.10(2)(a) and (c) of the Charities Act 2011.

Movable church furnishings held by the vicar and churchwardens on special trust for the PCC and which require a faculty for disposal are inalienable property, listed in the church's inventory, which can be inspected (at any reasonable time). For anything acquired prior to 2000 there is insufficient cost information available and therefore such assets are not valued in the financial statements. Subsequently no individual item has cost more than £1000 so all such expenditure has been written off when incurred. They are listed in the church's inventory which can be inspected at any reasonable time.

Equipment used within the church premises is depreciated on a straight line basis over 5 –10 years, as recommended by the Finance Sub-Committee. Individual items of equipment with a purchase price of less than £5000 are written off when the asset is acquired.

Investment assets

Investments are stated at market value at 31 December.

Current assets

Amounts owing to the PCC at 31 December in respect of fees, rents or other income are shown as debtors less provision for amounts that may prove uncollectable.

Short term deposits include cash held on deposit with the Church of England Central Board of Finance Funds.

Notes to the financial statements for the year ended 31 December 2018 cont.

2 Incoming resources

	Unrestricted funds	Restricted funds	Total funds	
			2018	2017
2a Voluntary income				
Planned giving				
Gift Aid donations	83186	-	83186	77115
Income tax recoverable	19062	2141	21203	21051
Collections (open plate) at services	5800	-	5800	6096
Grants	-	1709	1709	14593
Donations	2336	-	2336	12709
Legacy	-	-	-	500
Clock Appeal	-	8303	8303	-
Total	110384	12153	122537	132064
2b Activities for generating funds				
Fundraising events (gross)	9652	1000	10652	13896
Total	9652	1000	10652	13896
2c Income from investment				
CBF and bank interest	2	-	2	2
Total	2	-	2	2
2d Income from church activities				
Fees (weddings and funerals)	3619	-	3619	5273
Parish magazine	1689	-	1689	2425
Chapter House lettings	5236	-	5236	5476
Total	10544	-	10544	13174
Total incoming resources	130582	13153	143735	159136

3 Resources expended

	Unrestricted funds	Restricted funds	Total funds	
			2018	2017
3a Church activities				
Charitable giving (see note 5)	5200	-	5200	5100
Ministry				
Diocesan parish share	90000	-	90000	102604
Clergy expenses & costs	2430	-	2430	2206
Church running expenses				
Cleaner's wages and equipment	1916	-	1916	1644
Heating and lighting	3548	-	3548	2879
Insurance	2351	-	2351	2164
Church maintenance				
(incl minor repairs and replacements)	3207	-	3207	5163
Major repairs & replacements		12378	12378	20424
Church services				
(incl books, wine, wafers, candles etc)	3005	-	3005	2962
Parish magazine	-	-	-	712
Organists' payment for services (excl. fees)	3270	-	3270	3509
Office and administration costs	10632	-	10632	8316
Total	125559	12378	137937	157683
3b Raising Funds				
Fundraising costs	3214	-	3214	4486
Total resources expended	128773	12378	141151	162169

4 Staff costs

During the year the PCC employed organists, an office administrator and a cleaner, whose combined payments amounted to £9340. Other roles within the church which might ordinarily attract payment are being undertaken on a voluntary basis.

5 Grants – charitable giving

PCC CHARITIES FOR 2018	
USPG	1000
Wellspring Therapy & Training	1000
Armley Mission Partners (CCACP Ltd)	1000
Compassion UK	1000
Harrogate Homeless Project	600
The Harrogate Hub	400
Therapy Dogs Nationwide	200
Total PCC charities	5200
Agency collections	
Children's Society	437
St Michael's Hospice - in memoriam	450
Parkinson's UK - in memoriam	420

6 Fixed assets

Investment assets

At 31st December 2017 the PCC held 1834.17 accumulation shares in the CBF Church of England Investment Fund at 3619.35 pence per share. As no shares were sold during the year, at 31 December 2018 the PCC still held 1834.17 shares, and the share price was 3685.52 pence per share, an increase of 1.8%.

	2018	2017
Market value at 1 January	66385	58866
Book value at disposal	-	-
Market value at 31 December	67599	66385
Unrealised gain	1214	7519
Realised gain on disposal	-	-

7 Debtors

	2018	2017
Tax reclaimable	2161	2223
Other debtors	1209	1083
Total	3370	3306

8 Short term deposits & cash at bank

The PCC holds short term deposits with the CBF Church of England Deposit Fund which amounted to £53 at 31 December 2018.

The PCC has two bank accounts with the National Westminster Bank (General Account and Planned Giving Account) and one with CAF Bank (General Account). The balances in these accounts at 31 December 2018 were £259, £2629 and £2239 respectively, a total of £5127.

9 Creditors

There was one creditor at the year end for £298 which has since been paid.

The Parish Share for 2018 was not paid in full, giving the PCC an 'historic share' of £9677. This is not reflected in the Balance Sheet as we do not anticipate paying it in the next year. No other historic share is outstanding.

10 Gifts in kind & intangible income

The PCC receives, and gratefully acknowledges, substantial voluntary help. In accordance with s.8.48 of the CBF Church of England Guidance and Regulations this intangible benefit is not accounted for in the SOFA.

11 Analysis of net assets by fund

	Unrestricted Funds	Restricted Funds	2018	2017
Investment assets	67599	-	67599	66385
Current assets	7878	672	8550	9008
Current liabilities	-298	-	-298	-3340
Fund balance	75179	672	75851	72053

12 Restricted fund details

	2018	2017
Flower Fund	672	672
Churchyard Fund	-	188
Altar Frontal	-	1000
Clock Restoration (Bridge Day)	-	810
Total	672	2670

In addition, the Diocesan Board of Finance holds a deposit fund on behalf of St Robert's for the following gift:

Churchyard maintenance £500

The capital from this cannot be used but the interest is paid quarterly into St Robert's General Account.

The Diocese also holds an endowment fund of £7697.44 in trust for St Robert's. This capital sum cannot be used and the interest from it is paid into the Diocese Stipend Fund.

Independent Examiner's report to the PCC of St Robert's, Pannal

I report on the accounts for the year ended 31st December 2018, which are set out on the preceding pages

Respective responsibilities of the Trustees and Independent Examiner

As trustees of the charity, the members of the PCC are responsible for the preparation of the accounts. They consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to

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

Basis of Independent Examiner's Statement

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 a 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 matters have come to my attention

1. which give me reasonable cause to believe that in any material respect the requirements

- to keep accounting records in accordance with s.130 of the 2011 Act; or
- to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 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.

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Mr John Littlewood

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Date