

ST BARNABAS CHURCH Emmer Green Reading

Registered Charity No: 1164759

REPORT AND FINANCIAL STATEMENTS

for the year ended

31st DECEMBER 2018

ST BARNABAS CHURCH Emmer Green Reading

Administrative Information

St Barnabas Church is situated on St Barnabas Road, Emmer Green, Reading RG4 8RA.
It is in the Reading Deanery of the Diocese of Oxford within the Church of England.
It is managed by the Parochial Church Council, which is a body corporate (PCC Powers Measure 1956, Church Representation Rules 2011) and is a Charity registered with the Charity Commission.
Members of the PCC are registered trustees of the charity .

- 1 **Registered Charity No: 1164759**
- 2 **Registered Address:** St Barnabas Vicarage, 20 St Barnabas Road, Emmer Green, Reading RG4 8RA
- 3 **Telephone:** 0118 947 8239
- 4 **Website:** www.saintbarnabas.org.uk
- 5 **Trustees and members of the Parochial Church Council :**

Ex Officio:

Incumbent: Rev. Derek Chandler (Chairman)
Wardens: David Howell
Sandra Rice

Elected Members:

Deanery Synod Representatives:

Mark Burton
Roger Moore (Church Secretary)

Members:

Bob Abel (Treasurer)
Joyce Bedingfield (until November 2018)
Felicity Chapman
Richard Cunningham (Assistant Warden)
Susie Downer
Hilary Lee
Wendy Howell

- 6 **Independent Examiner:** Ian McKinlay
Raven Lodge, 46 Highdown Hill Road, Reading RG4 8QP
- 7 **Bankers:** **Barclays Bank plc - Caversham**
2 & 4 Church Road, Caversham, Reading RG4 7AE

CCLA

Senator House, 85 Queen Victoria Street,
London EC4V 4ET

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ST BARNABAS CHURCH Emmer Green Reading

Finance Report

Financial Review

Unrestricted income in 2018 was £103,532 (2017: £104,462), a decrease of £930. Planned giving of £44,435 was £540 lower than the previous year (2017: £44,975), but ordinary collections at services rose from £3,210 in 2017 to £3,436 (an increase of £226). Donations were significantly reduced from £10,598 in 2017 to £8,604 in 2018 (down £1,994), though still higher than in 2016 (£7,466), and we also received a legacy of £1,000. Gift aid tax recovered was £3,020 higher (£12,060 in 2017; £15,080 in 2018). This was partly due to the more immediate repayment through the Parish Giving Scheme being used by a significant proportion of our donors, but also reflects a claim being submitted to cover the period up to the end of November (rather than to the end of September as in 2017). In summary, total voluntary receipts increased by £712 from £71,843 (in 2017) to £72,555 in 2018, despite the loss of income from several members who have moved out of the Parish.

The Church Hall is used by over 20 local groups as well people arranging children's parties and other events. Rental income (note 1b) increased by £1,979 from £21,306 in 2017 to £23,285 in 2018. This was partly due to a 7% increase in the hire charge, the first for several years, but more importantly was the result of the dedication of our Hall manager in supporting users and ensuring that the Hall is an attractive venue. It makes an important contribution to general Church funds (£10,000 in 2018).

Unrestricted expenditure in 2018 was £94,637, an increase of £3,483 on the 2017 figure (£91,154). Contributing factors were an increased cost of maintenance on the Church, including tree trimming, (although this was offset by reduced maintenance on the Hall), the appointment of an organist and pianist to lead worship, an increase in funeral fees for the year and a 4.4% rise in the Parish Share (£55,542 paid in 2017, £58,005 in 2018).

Our charitable giving is set out in notes 6 and 7 to the Financial Statements. In 2018 we raised £9,460 (£8,450 in 2017) through fund raising activities, collections and from general funds, and distributed this to 19 charities. Three fund raising events are aimed at long term support for 3 charities operating in Africa: Education for Life (with which our Children's Church have been particularly involved); Masiphumilele; and Christian Engineers in Development. The £1,010 increase over 2017 reflects the decision of the PCC to use the proceeds of one of our three fund raising events this year for charitable purposes rather than general fund raising. Collections at funerals in 2018 totalled £1,328 (£172 in 2017) benefitting a further 4 charities nominated by the relatives of the deceased.

Unrestricted funds showed an excess of receipts over payments of £8,895 for 2018 (£13,308 in 2017) and the accumulated balance on our general fund at 31st December 2017 was £47,153 (£38,259 in 2017). This level of reserves represents approximately 6 months cover for our current annual running costs.

The restricted funds (note 5) show a negative balance of £110 at 31st December 2018. This is the amount still to be recovered from HMRC for a tax refund on gift aid donations made to our charities towards the end of the year.

Reserves Policy

It is the PCC policy to maintain a balance on unrestricted funds which equates to at least 3 months' unrestricted payments. This is equivalent to £23,660 and is held to smooth out fluctuations in cash flow.

The bank balances held at 31st December 2018 were £47,153 of which £38,016 was held on current accounts with Barclays Bank for regular running costs and a further £9,137 held on deposit with the CBF Church of England Deposit Fund to meet any emergency requirement. (In addition the Barclays account holds £500 in a designated fund and has a negative balance of £110 in a restricted fund).

ST BARNABAS CHURCH Emmer Green Reading

**Independent examiner's report to the members/trustees of St Barnabas Church, Emmer Green,
Parochial Church Council**

I report to the trustees on my examination of the accounts of St Barnabas Church Emmer Green (the Trust) for the year ended 31st December 2018.

Responsibilities and basis of report

As the charity trustees of the Trust 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 Trust'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.

Signed:



Name: Ian McKinlay

Address: Raven Lodge, 46 Highdown Hill Road, Reading RG4 8QP

Date: 24 January 2019

ST BARNABAS CHURCH Emmer Green Reading

Financial Statements for the Year Ended 31st December 2018

1 <u>Receipts and Payments Accounts</u>	Notes	Unrestricted Funds £	Designated Fund £	Restricted Funds £	Total 2018 £	Total 2017 £
Receipts						
Voluntary Receipts						
Planned Giving		44,435	0	0	44,435	44,975
Collections at Services		3,436	0	2,256	5,692	5,524
Other giving and voluntary receipts	1(a)	9,604	0	0	9,604	11,608
Gift Aid Tax Recovered		15,080	0	79	15,159	12,304
		<u>72,555</u>	<u>0</u>	<u>2,335</u>	<u>74,890</u>	<u>74,411</u>
Activities for generating funds	1(b)	25,390	0	4,026	29,416	28,405
Investment Income	1(c)	45	0	0	45	25
Church Activities	1(d)	5,542	478	1,328	7,348	7,554
Total Receipts		<u>103,532</u>	<u>478</u>	<u>7,689</u>	<u>111,699</u>	<u>110,395</u>
Payments						
Church Activities						
Parish Share		58,005	0	0	58,005	55,542
Clergy and Staffing Costs		1,552	300	0	1,852	1,769
Wedding and Funeral Expenses		3,722	0	0	3,722	4,149
Church Running and Service Expenses	1(e)	6,761	0	0	6,761	5,580
Church Building Expenses	1(f)	13,459	0	0	13,459	11,421
Mission Giving and Donations	1(g)	3,025	0	7,763	10,788	8,622
		<u>86,524</u>	<u>300</u>	<u>7,763</u>	<u>94,587</u>	<u>87,083</u>
Cost of Generating Funds	1(h)	8,113	0	25	8,138	10,027
Total Payments		<u>94,637</u>	<u>300</u>	<u>7,788</u>	<u>102,725</u>	<u>97,110</u>
Excess/(Deficit) of Receipts over Payments		8895	178	(£99)	8974	13285
Cash at Bank at 1st January		38258	322	(£11)	38569	25284
Cash at Bank at 31st December		<u>47153</u>	<u>500</u>	<u>(£110)</u>	<u>47543</u>	<u>38569</u>
2 <u>Statement of Assets and Liabilities</u>						
	Notes	Unrestricted Fund £	Designated Fund £	Restricted Fund £	Total 2018 £	Total 2017 £
Cash Funds						
Barclays Bank Current Account		38,016	500	(£110)	38,406	29,477
CBF Church of England Deposit Fund		9,137	0	0	9,137	9,092
		<u>47,153</u>	<u>500</u>	<u>(£110)</u>	<u>47,543</u>	<u>38,569</u>
Other Monetary Assets						
Income Tax recoverable		636	0	111	746	3,776
Parish Share Deanery Refund		2,958	0	0	2,958	1,733
		<u>3,594</u>	<u>0</u>	<u>111</u>	<u>3,704</u>	<u>5,509</u>
Assets retained for Church use	8	<u>410,909</u>	<u>0</u>	<u>0</u>	<u>410,909</u>	<u>410,909</u>
Liabilities						
Loan		0	0	5,000	5,000	5,000
Other expenses		0	0	0	0	84
		<u>0</u>	<u>0</u>	<u>5,000</u>	<u>5,000</u>	<u>5,084</u>

Loan: At 31st December 2018 an indefinite loan of £5,000 remained outstanding. This sum had been assigned to the Organ Fund but, with the completion of the organ regeneration, is now available, by agreement, for general church purposes at the discretion of the Vicar and Wardens.

The attached notes form part of these financial statements

ST BARNABAS CHURCH Emmer Green Reading

Notes to the Financial Statements for the Year Ended 31st December 2018

1 Analysis of Receipts and Payments	Notes	Unrestricted Fund £	Designated Fund £	Restricted Funds £	Total 2018 £	Total 2017 £
Receipts						
a) Other giving and voluntary receipts						
Donations		8,604	0	0	8,604	10,608
Legacy		1,000	0	0	1,000	1,000
		9,604	0	0	9,604	11,608
b) Activities for generating funds						
Fund raising events		509	0	4,026	4,535	5,654
Rent from Church Hall Hire		23,285	0	0	23,285	21,301
Parish Centre café		1,596	0	0	1,596	1,450
		25,390	0	4,026	29,416	28,405
c) Investment Income						
CBF Deposit Fund Interest		45	0	0	45	25
d) Church Activities						
Fees for Weddings and Funerals		5,519	0	1,328	6,847	7,135
Vicar's Discretionary Fund		0	478	0	478	0
Other Activities		23	0	0	23	419
		5,542	478	1,328	7,348	7,554
Payments						
e) Church Running and Service Expenses						
Altar requisites/flowers		390	0	0	390	859
Organist/choir		1,597	0	0	1,597	631
Vicar's Discretionary Fund		478	0	0	478	0
Children & young people		948	0	0	948	972
Stationery/printing		1,910	0	0	1,910	1,793
Fees and subscriptions		1,136	0	0	1,136	542
Other activities		302	0	0	302	783
		6,761	0	0	6,761	5,580
f) Church Building Expenses						
Equipment/consumables		574	0	0	574	387
Church insurance		1,683	0	0	1,683	1,634
Utilities		3,995	0	0	3,995	3,605
Maintenance		5,145	0	0	5,145	3,781
Cleaning		2,062	0	0	2,062	2,014
		13,459	0	0	13,459	11,421
g) Mission Giving and Donations						
Donations from collections at Funerals	6	0	0	1,328	1,328	172
Donations for charitable purposes	6 & 7	3,025	0	6,435	9,460	8,450
		3,025	0	7,763	10,788	8,622
h) Cost of Generating Funds						
Fund raising events		261	0	25	286	581
Church Hall expenses		7,852	0	0	7,852	9,446
		8,113	0	25	8,138	10,027

ST BARNABAS CHURCH Emmer Green Reading

Notes to the Financial Statements for the Year Ended 31st December 2018 (continued)

2 Basis of Accounting

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

3 Fund Accounting

Unrestricted funds are available for use at the discretion of the PCC in furtherance of the general objectives of the Church. Restricted funds are subject to restrictions on their expenditure imposed by the donors or through the terms of an appeal, or fund raising events or collections as agreed by the PCC. The designated fund represents amounts set aside by the PCC for use at the discretion of the fund holder.

4 Designated Fund - Vicar's Discretionary Fund

	2018	2017
Balance at 1st January	£322	£328
Receipts	478	10
Payments	300	16
Balance at 31st December	£500	£322

5 Restricted Funds

	Choir	Charities	2018	2017
	£0	(£11)	Total	Total
Balance at 1st January	£0	(£11)	(£11)	£6
Receipts				
Donations received				
Collections at Funerals		1,328	1,328	172
Christmas & Other Collections		2,256	2,256	2,142
Fundraising events		4,026	4,026	3,365
Gift Aid Tax recovered		79	79	244
	0	7,689	7,689	5,923
Payments				
Expenses		25	25	153
Funeral Donations		1,328	1,328	172
Donations made to Charities		6,435	6,435	5,615
	0	7,788	7,788	5,940
Balance at 31st December	£0	(£110)	(£110)	(£11)

6 Donations made for Charitable purposes were as follows:

Education for Life	1,865	Funeral donations:	
Christian Engineers in Development	1,598	Sue Ryder	266
Massiphumelele	1,598	Blind Veterans UK	25
Children's Society	105	Thames Valley Air	102
Churches in Reading - Drop in Centre	406	Ambulance	
Churches in Reading - Women's Centre	406	Royal Berks Charity	935
Bishop of Oxford's Outreach Fund	149		£1,328
DEC Indonesia tsunami appeal	308		
	£6,435		

The Choir Fund represented wedding and funeral fees and donations received to meet expenses incurred on music and other items purchased for use by the Choir. All funds were expended in 2017 and the PCC agreed that all needs would be met in future from general funds.

The Charities fund includes collections and sale proceeds from fund raising events donated to charitable causes as nominated each year by the PCC plus donations given at funerals.

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Notes to the Financial Statements for the Year Ended 31st December 2018 (continued)

7 Charitable Giving : 2018	The following gifts were made from General Funds during the year:		
	£		£
Christian Community Action	275	Reading Family Aid	275
Faith Christian Group	275	Reading Christian Network (Street Pastors)	275
Headway Thames Valley	275	Wyfold Riding for the Disabled	275
Green Shoots (Ways & Means Trust)	275	Mercy Central	275
Home Start Reading	275	Yeldall Manor	275
Reading Autism Families Together	275		
	Total - 2018		<u>£3,025</u>

8 Fixed assets retained for Church use are:	2018	2017
	£	£
The Church Hall dedicated as a Church in 1897	N/A	N/A
The Parish Centre completed in 2009	332,967	332,967
The Parish Centre Garden completed in 2010	18,206	18,206
The regenerated Church Organ completed in 2016	59,736	59,736
	<u>£410,909</u>	<u>£410,909</u>

Fixed assets are stated at cost where known.

9 Caversham Group Ministry

The following fund is held by the Rector and Churchwardens of St Peter's Church, Caversham, for the benefit of the Caversham Group Ministry:

Canon Nash Memorial funds for grants to ordination candidates and others training for work in the Church of England.

Two other funds (the Marjorie Cole Trust and the Ryder Memorial Trust) were closed during the year with the agreement of the PCCs of the Caversham Group Ministry. Of the £4,426 released, £4,000 has been donated to REInspired with the residue being held by the Rector and Churchwardens of St Peter's Church Caversham for the benefit of the Caversham Group Ministry, whose treasurer provides the financial statements for all three funds.