

Independent Examiner's Report to the Parochial Church Council of St. Matthew's, Harwell

This report on the financial statements of the PCC for the year ended 31 December 2017, which are set out on pages 2 to 6 is in respect of an examination carried out in accordance with the Church Accounting Regulations 2006 ('the Regulations') and s.43 of the Charities Act 1993 ('the Act').

Respective responsibilities of the PCC and the examiner

As the members of the PCC you are responsible for the preparation of the financial statements; you consider that the audit requirement of the Regulations and s.43(2) of the Act does not apply. It is my responsibility to issue this report on those financial statements in accordance with the terms of the Regulations.

Basis of this report

My examination was carried out in accordance with the General Directions given by the Charity Commission under s.43(7)(b) of the Act and to be found in the Church guidance, 2006 edition. That examination includes a review of the accounting records kept by the PCC and a comparison of the accounts with those records. It also includes consideration of any unusual items or disclosures in the financial statements 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, I do not express an audit opinion on the view given by the accounts.

Independent examiner's statement

In connection with my examination, no matter has come to my attention:

- (i) which gives me reasonable cause to believe that in any material respect the requirements
 - to keep accounting records in accordance with section 41 of the Act; and
 - to prepare accounts which accord with the accounting records and comply with the requirements of the Act and the Regulations have not been met; or
- (ii) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



Jane Moreton
Harrow House
Burr Street
Harwell
OXON

18/3/2018

St. Matthew's Church, Harwell
Financial Statements for the Year Ended 31 December 2017

Receipts & Payments Account

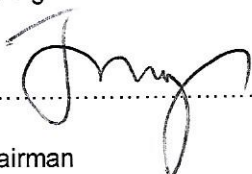
	Unrestricted Funds £	Designated Funds £	Restricted Funds £	Total 2017 £	Total 2016 £
Receipts					
Voluntary Receipts					
Planned Giving (note 5a)	63,242			63,242	60,007
Collections at Services	6,364			6,364	5,930
Collections at Community Buildings	141			141	191
Other voluntary receipts (note 5b)	1,295		18,627	19,922	75,668
Non-recurring income (note 5c)				0	0
Gift Aid received	16,840		4,177	21,017	27,053
Activities for generating funds (note 5d)			160	160	70
Investment income (note 5e)	154	198	0	352	496
Receipts from Church activities (note 5f)	5,692		9,883	15,575	18,483
Total Receipts	93,728	198	32,847	126,773	187,899
Payments					
Church Activities					
Diocesan Parish Share	48,409			48,409	46,530
Ministry (note 5g)	21,500		669	22,169	34,584
Maintenance, Utilities & Insurance (note 5h)	34,314	15,000	13,612	62,926	33,193
Administration & Stationery (note 5i)	3,880			3,880	4,228
Missions & Charities	8,498			8,498	7,380
Other (note 5j)	3,562		12,200	15,762	13,793
Total Payments	120,163	15,000	26,481	161,644	139,708
Excess of Receipts over Payments	-26,436	-14,802	6,366	-34,871	48,191
Transfers Between Funds	36,379	-22,000	-14,379	0	0
Excess of Receipts over Payments after Transfers	9,944	-36,802	-8,013	-34,871	48,191
Bank current and deposit accounts 1 Jan	12,381	90,341	69,368	172,090	123,900
Excess receipts over payments after trfers	9,944	-36,802	-8,013	-34,871	48,191
Bank current and deposit accounts 31 Dec	22,325	53,539	61,355	137,219	172,090

Statement of Assets and Liabilities

	Unrestricted Funds £	Designated Funds £	Restricted Funds £	Total 2017 £	Total 2016 £
Cash Funds					
Bank Current and Deposit Accounts	22,325	13,050		35,375	70,590
CBF Deposit Account		40,489	61,355	101,844	101,500
Total Cash Funds	22,325	53,539	61,355	137,219	172,090
Debtors					
Gift Aid recoverable	4,057		1,728	5,785	5,241
VAT recoverable (LPW scheme)	1,559			1,559	0
Total Debtors	5,616	0	1,728	7,344	5,142
Assets Retained for Church Use					
Church Hall (note 2)				137,644	137,644
Liabilities					
CMS collection boxes in homes			20	20	0
ODBF Fees			262	262	189
Total Liabilities	0	0	262	262	306

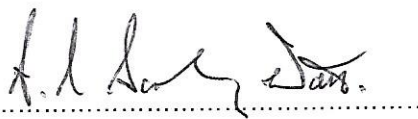
The attached notes on pages 4 to 6 form part of these financial statements.

These financial statements were approved by the Parochial Church Council on 9th January, 2018 and signed on their behalf by



Chairman

Jonathan Mobey



Trustee (and Treasurer)

Peter Barclay-Watt

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 Fixed asset retained for church use is the Church Hall, built in 1994, at cost.
- 3 Movements in designated and restricted funds (including tax reclaimed where applicable as part of income) over the year were:

	Bal B/fwd £	Receipts £	Payments £	Transfer £	Bal C/fwd £
Designated					
Bell Repairs	217				217
CFW Commitment (note 3a)	20,000			-20,000	0
Church Interior	2,000			-2,000	0
Talbot Legacy	60,868	56		-60,924	0
Improved Heating	0			15,000	15,000
Church Re-ordering	0		15,000	15,000	0
Phase 2 Building	0	143		30,924	31,067
Missionary Giving	6,756				6,756
Insurance excess	500				500
	<u>90,341</u>	<u>199</u>	<u>15,000</u>	<u>-22,000</u>	<u>53,540</u>
Restricted					
Administrator Fund	0	7,700		-7,700	0
Altar frontal fund	3,699	600	400	-3,000	899
Apprenticeship	1,850			-1,850	0
Assorted Collections	0	299	299		0
CAP	989		220		769
CAP Centre	1,875			1,225	3,100
CFW fund	927	4,868		-5,795	0
CFW extension fund	22,992	2,445	520		24,917
Chilton joint account	0	8,119	8,119		0
Christmas Together	23	231	149		105
Church Fabric/Redecoration	900	100			1,000
CMS	0	20			20
Dominic School fees	386		386		0
E Stringer Legacy	20,000				20,000
Fledglings Garden Fund	1,385	49	1,249		185
Insurance Claim	3,289	889	4,178		0
ODBF Fees	189	2,536	2,656	193	262
Outreach	6,532				6,532
Prepayment of wedding	572		120	-452	0
Rector's Discretionary fund	386				386
Seating/Re-ordering		4,831	7,831	3,000	0
Sound System Upgrade	3,000		194		2,806
Tower Floodlighting	161	160	160		161
Youth Fund	214				214
	<u>69,369</u>	<u>32,847</u>	<u>26,481</u>	<u>-14,379</u>	<u>61,356</u>

- 3a Only £79 of the Commitment was required to cover costs, the balance has been returned the general fund.
- 4 The confirmation Services raised £92.51 for the Bishop's Outreach Fund
Harvest service and lunch collections raised £115.15 for Tear Fund

5 Receipts and Payments Analysis (Receipts exclude Gift Aid received)

Receipts	Unrestricted Funds £	Designated Funds £	Restricted Funds £	Total 2017 £	Total 2016 £
(a) Planned Giving					
Gift-aided Planned Giving	60,783			60,783	56,084
Other Planned Giving	2,459			2,459	3,924
Total Planned Giving	63,242	0	0	63,242	60,007
(b) Other Giving and Donations					
General	1,295			1,295	6,418
Administrator			6,160	6,160	6,160
Altar Frontal Fund			495	495	750
Assorted Collections			299	299	379
CAP				0	75
CAP Centre				0	1,500
CFW extension			1,923	1,923	18,617
Chancel Re-ordering				0	4,100
Children & Family worker			3,630	3,630	8,845
Christmas Together			231	231	70
Church Maintenance			100	100	0
Church Re-ordering			4,831	4,831	0
CMS			20	20	0
Dominic School Fees				0	380
Fledglings Garden Fund			49	49	1,385
Funeral Collections				0	50
Insurance Claim - Roof			889	889	3,897
Ministry Apprenticeship scheme				0	1,500
Rector's Discretionary Fund				0	42
Sound System Upgrade				0	1,500
Stringer Legacy				0	20,000
Total Donations	1,295	0	18,627	19,922	75,668
(c) Non-recurring income					
VAT reclaim - LPW grant				0	0
(d) Activities for Generating Funds					
Tower Floodlighting			160	160	70
Total Activities for Generating Funds	0	0	160	160	158
(e) Receipts from Investments					
Bank interest	8			8	22
CBF Deposit Account interest	146	198		345	475
Total Receipts from Investments	154	198	0	352	496
(f) Receipts from Church activities					
Fees	2,199		2,536	4,735	5,360
Prepayment of weddings/funerals			0	0	572
Church Hall income	3,493			3,493	5,172
Chilton joint account			7,347	7,347	7,379
Total Receipts from Church Activities	5,692	0	9,883	15,575	18,483

Payments	Unrestricted Funds £	Designated Funds £	Restricted Funds £	Total 2017 £	Total 2016 £
(g) Ministry					
Minister's Expenses				0	467
Assistant Minister's Expenses	578			578	593
Children and Families Worker	6,424			6,424	17,596
CFW extension			520	520	0
Curates Expenses	97			97	206
Ministry Apprenticeship				0	25
Visiting Speaker	27			27	60
Administrator	10,664			10,664	10,816
Youth Work and Kids Church	794			794	922
Outreach	1,846			1,846	2,346
Christmas Together			149	149	47
Services	433			433	944
Organist	638			638	561
Total Ministry	21,500	0	669	22,169	34,584
(h) Maintenance and Utilities					
Insurance Claim - Lead Roof			4,178	4,178	608
Church Maintenance	19,914			19,914	18,681
Church Re-ordering		15,000	7,831	22,831	0
Sound System upgrade			194	194	0
Church Utilities	3,652		160	3,812	2,924
Church Hall Maintenance and Cleaning	2,711		1,249	3,960	2,944
Church Hall Utilities	2,850			2,850	2,805
Church Insurance	4,461			4,461	4,519
Church Hall Insurance	726			726	712
Total Maintenance and Utilities	34,314	15,000	13,612	62,926	33,193
(i) Administration & Stationery					
GA Envelopes	48			48	46
Bank charges	202			202	200
Stationery	245			245	425
Office costs	1,135			1,135	1,836
Website	1,100			1,100	905
Outsourced Printing	1,152			1,152	816
Total Administration and Stationery	3,880	0	0	3,880	4,229
(j) Other					
Gifts, Subs and Courses	988			988	1,088
Miscellaneous	240			240	164
Alter Frontal Fund			400	400	0
O.D.B.F.fees			2,656	2,656	3,178
Chilton Joint Account			8,119	8,119	8,285
Dominic School Fees			386	386	225
Funeral Collections				0	340
Assorted Collections			299	299	379
Prepayment of weddings/funerals			120	120	0
CAP	2,333		220	2,553	134
Total Other	3,562	0	12,200	15,762	13,793

- 6 Under a written agreement with the PCC, £2076 was paid to the spouse of PCC member Lizi Bowerman for periodic cleaning work in the Church Hall.