

## **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 2014, 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 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.

(signed)



Jonathan Wood  
Amberley House  
The Cleave  
Harwell  
OXON

28 - Feb-15

**St. Matthew's Church, Harwell**  
**Financial Statements for the Year Ended 31 December 2014**

**Receipts & Payments Account**

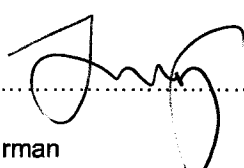
	Unrestricted Funds £	Designated Funds £	Restricted Funds £	Total 2014 £	Total 2013 £
<b>Receipts</b>					
Voluntary Receipts					
Regular Giving					
Planned Giving (note 5a)	59,139		0	59,139	59,248
Income tax Recovered (note 2a)	15,262		3,049	18,311	28,724
<b>Total Regular Giving</b>	<b>74,401</b>	<b>0</b>	<b>3,049</b>	<b>77,450</b>	<b>87,972</b>
Other voluntary receipts (note 5b)	74,424	0	21,157	95,581	16,348
Non-recurring income (note 5c)	0			0	825
Activities for generating funds (note 5d)	0	0	144	144	16,416
Receipts from Church activities (note 5e)	8,482	0	8,985	17,467	11,222
Investment income (note 5f)	249	84	0	333	142
<b>Total Receipts</b>	<b>157,557</b>	<b>84</b>	<b>33,335</b>	<b>190,975</b>	<b>132,925</b>
<b>Payments</b>					
Church Activities					
Diocesan Parish Share	46,133			46,133	46,599
Ministry (note 5g)	13,259			13,259	8,200
Missions & Charities	10,060			10,060	9,510
Maintenance, Utilities & Insurance (note 5h)	23,689	2,988	2,055	28,732	23,065
Administration, stationery (note 5i)	3,034			3,034	2,526
Other (note 5j)	883	0	16,208	17,090	33,996
<b>Total Payments</b>	<b>97,058</b>	<b>2,988</b>	<b>18,263</b>	<b>118,308</b>	<b>123,896</b>
<b>Excess of Receipts over Payments</b>	<b>60,499</b>	<b>-2,904</b>	<b>15,072</b>	<b>72,667</b>	<b>9,029</b>
Transfers Between Funds	-60,909	67,319	-6,410	0	0
<b>Excess of Receipts over Payments after Transfers</b>	<b>-410</b>	<b>64,415</b>	<b>8,662</b>	<b>72,667</b>	<b>9,029</b>
Bank current and deposit accounts 1 Jan	32,968	5,705	4,250	42,923	33,894
Excess receipts over payments after tfers	-410	64,415	8,662	72,667	9,029
Bank current and deposit accounts 31 Dec	32,558	70,120	12,912	115,590	42,923

## Statement of Assets and Liabilities

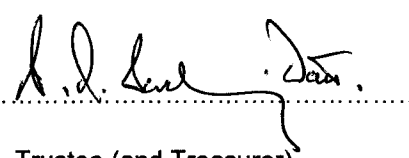
	Unrestricted Funds £	Designated Funds £	Restricted Funds £	Total 2014 £	Total 2013 £
<b>Cash Funds</b>					
Bank Current and Deposit Account:	15,112			15,112	22,762
CBF deposit fund	17,444	70,120	12,914	100,478	20,161
<b>Total Cash Funds</b>	<b>32,556</b>	<b>70,120</b>	<b>12,914</b>	<b>115,590</b>	<b>42,923</b>
<b>Debtors</b>					
Income Tax recoverable	4,132		1,943	6,075	4,427
LPW grant - VAT reclaim	1,230			1,230	
ODBF Fees ( <i>Accidentally overpaid</i> )					47
<b>Total Debtors</b>	<b>5,362</b>	<b>0</b>	<b>1,943</b>	<b>7,305</b>	<b>4,474</b>
<b>Assets Retained for Church Use</b>					
Church Hall (note 2)				137,644	137,644
<b>Liabilities</b>					
ODBF Fees			54	54	
<b>Total Liabilities</b>	<b>0</b>	<b>0</b>	<b>54</b>	<b>54</b>	<b>0</b>

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 20th January, 2015 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.
- 2a Tax reclaimed in 2013 also included tax for the whole of 2012
- 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 £
<b>Designated</b>					
Church Interior	4,760		2,760		2,000
Bell Repairs	445		228		217
Talbot Legacy	0	84		67,319	67,403
Insurance excess	500				500
	<u>5,705</u>	<u>84</u>	<u>2,988</u>	<u>67,319</u>	<u>70,120</u>
<b>Restricted</b>					
Altar frontal fund	1,583	1,334	1,257		1,660
Bookkeepers fund	0	1,000	602		398
Church Redecoration	0	2000	2000		0
CFW fund	0	15,052	432	-6,173	8,447
Chilton joint account	0	4,390	4,390		0
Dominic School fees	876	3,950	3,930		896
ODBF Fees	-47	4,178	4,257	180	54
Rector's Discretionary Fund	145	415	200		360
Prepayment of Weddings and Funerals	0	417		-417	0
Memorial Fund	1,602	405	1,139		868
Tower Floodlighting	91	195	55		231
	<u>4,250</u>	<u>33,336</u>	<u>18,262</u>	<u>-6,410</u>	<u>12,914</u>

- 4 Christingle Service raised £44 for the Children's Society,  
Boxes in homes raised £466 for CMS.  
Commissioning Service raised £192 for the Bishops Outreach Fund  
Harvest Sale raised £335 for Tear Fund  
Prepayment of Weddings and Funerals is split between  
ODBF Fees and transfer to General Fund to cover PCC fees.

5 Receipts and Payments Analysis

	Unrestricted	Designated	Restricted	Total	Total
	Funds	Funds	Funds	2014	2013
	£	£	£	£	£
<b>Receipts</b>					
(a) Planned Giving					
Gift-aided Planned Giving	55,257			55,257	55,587
Other Planned Giving	3,882			3,882	3,661
<b>Total Planned Giving</b>	<b>59,139</b>	<b>0</b>	<b>0</b>	<b>59,139</b>	<b>59,248</b>
(b) Donations					
Gift-Aided Donations					
General	1,032			1,032	6300
GASDS	3,894			3,894	3,897
Rector's Discretionary Fund				0	20
Bookkeepers Fund			800	800	0
Children & Family worker			11,230	11,230	
Church Interior Redec'n			2,000	2,000	0
Dominic School Fees			3,140	3,140	4,320
Memorial Fund			324	324	0
Altar Frontal Fund			955	955	575
<b>Total Gift-aided Donations</b>	<b>4,926</b>	<b>0</b>	<b>18,449</b>	<b>23,375</b>	<b>15,112</b>
Other Donations	2,275			2,275	1,236
Children & Family Worker			2,293	2,293	
Talbot legacy	67,223	0		67,223	
Rector's Discretionary Fund			415	415	
Photocopier				0	0
<b>Total Other Donations</b>	<b>69,498</b>	<b>0</b>	<b>2,708</b>	<b>72,206</b>	<b>1,236</b>
<b>Total Donations</b>	<b>74,424</b>	<b>0</b>	<b>21,157</b>	<b>95,581</b>	<b>16,348</b>
(c) Non-recurring income					
VAT reclaim - LPW grant				0	825
(d) Activities for Generating Funds					
Tower Floodlighting			144	144	200
Digital upgrade				0	12,706
<b>Total Activities for Generating Funds</b>	<b>0</b>	<b>0</b>	<b>144</b>	<b>144</b>	<b>12,906</b>
(e) Receipts from Church activities					
Fees	3,119		4,178	7,297	6,905
Prepayment of weddings and funerals			417	417	0
Church Hall income	5,363			5,363	3,510
Chilton joint account			4,390	4,390	4,317
<b>Total Receipts from Church Activities</b>	<b>8,482</b>	<b>0</b>	<b>8,985</b>	<b>17,467</b>	<b>14,732</b>
(f) Receipts from Investments					
Bank interest	15			15	16
CBF Deposit fund interest	234	84		318	126
<b>Total Receipts from Investments</b>	<b>249</b>	<b>84</b>	<b>0</b>	<b>333</b>	<b>142</b>

Payments	Unrestricted	Designated	Restricted	Total	Total
	Funds	Funds	Funds	2014	2013
	£	£	£	£	£
<b>(g) Ministry</b>					
Minister's Expenses	724			724	1,309
Assistant Minister's Expenses	469			469	727
Children and Families Worker	6,173			6,173	0
Visiting Speaker	13			13	0
Administrator	3,509			3,509	3,440
Youth Work	253			253	705
Outreach	818			818	656
Services	905			905	648
Organist	396			396	715
<b>Total Ministry</b>	<b>13,259</b>			<b>13,259</b>	<b>8,200</b>
<b>(h) Maintenance and Utilities</b>					
Bell Repairs		228		228	150
Church Maintenance	4,965	2,760	2,000	9,725	8,057
Church Utilities	3,951		55	4,006	4,059
Church Hall Maintenance and Cleaning	8,183			8,183	3,820
Church Hall Utilities	2,232			2,232	2,543
Church Insurance	3,753			3,753	3,838
Church Hall Insurance	605			605	598
<b>Total Maintenance and Utilities</b>	<b>23,689</b>	<b>2,988</b>	<b>2,055</b>	<b>28,732</b>	<b>23,065</b>
<b>(i) Administration &amp; Stationery</b>					
Envelopes	53			53	96
Bank charges	200			200	210
Stationery	469			469	357
Office costs	900			900	708
Website	784			784	653
Outsourced Printing	627			627	502
<b>Total Administration and Stationery</b>	<b>3,034</b>	<b>0</b>	<b>0</b>	<b>3,034</b>	<b>2,526</b>
<b>(j) Other</b>					
Gifts, Subs and Courses	751			751	565
Miscellaneous	132			132	89
Alter Frontal Fund			1,258		
Bookkeepers Fund			603		
Children & Family Worker Fund			432		
O.D.B.F. fees			4,257	4,257	5,175
Prepayment of Fees				0	0
Chilton Joint Account			4,390	4,390	4,317
Dominic School Fees			3,930	3,930	5,806
Memorial Fund			1,139		
Rectors Discretionary Fund			200		
Digital Upgrade				0	18,044
				0	0
<b>Total Other</b>	<b>883</b>	<b>0</b>	<b>16,208</b>	<b>17,090</b>	<b>33,996</b>