

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 2008, which are set out on pages 2 to 8, 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) 

Alison Mignanelli

Ganymede
Wantage Road
Rowstock

10th March, 2009

Harwell Parochial Church Council

Statement of Financial Activities
for the year ended 31 December 2008

		Unrestricted	Designated	Restricted	TOTAL	FUNDS
	Notes	funds	funds	funds	2008	2007
Incoming resources		£	£	£	£	£
Voluntary income	3a	72,524	690	1,852	75,066	111,531
Non-recurring income	3b	42	810	3,393	4,245	21,646
Activities for generating funds	3c	0		258	258	5,865
Income from investments	3d	1,771	118	400	2,289	2,611
Church activities	3e	1,912		8,115	10,027	9,737
TOTAL INCOMING RESOURCES		76,249	1,618	14,018	91,885	151,390

Resources expended						
Cost of generating voluntary income	4a	114			114	77
Church activities	4b	73,762	5,740	17,322	96,824	142,239
TOTAL RESOURCES EXPENDED		73,876	5,740	17,322	96,938	142,316

NET INCOMING RESOURCES BEFORE TRANSFERS BETWEEN FUNDS		2,373	-4,122	-3,304	-5,053	9,074
Transfers between funds		-2,575	2,820	-245	0	
NET MOVEMENT IN FUNDS		-202	-1,302	-3,549	-5,053	9,074
Total funds brought forward		45,193	6,277	141,490	192,960	183,886
Total funds carried forward	9	44,991	4,975	137,941	187,907	192,960

The notes on pages 4 to 12 form part of these accounts.

Harwell Parochial Church Council

Balance Sheet at 31 December 2008

		Unrestricted	Designated	Restricted	TOTAL	FUNDS
	Notes	funds	funds	funds	2008	2007
		£	£	£	£	£
FIXED ASSETS						
Tangible	6	1,620		137,644	139,264	139,804

CURRENT ASSETS						
CBF Deposit account		23,864	4,828	-1,689	27,003	29,187
Debtors	7	11,970	147	1,986	14,103	14,023
Cash at bank		8,035			8,035	23,467
		43,869	4,975	297	49,141	66,677

LIABILITIES

Creditors: amounts falling due in one year	8	498	0	0	498	13,521
<i>Net current assets/(liabilities)</i>		43,371	4,975	297	48,643	53,156
<i>Total assets less current liabilities</i>		44,991	4,975	137,941	187,907	192,960

TOTAL NET ASSETS		44,991	4,975	137,941	187,907	192,960
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PARISH FUNDS

Unrestricted		44,991			44,991	45,193
Designated			4,975		4,975	6,277
Restricted				137,941	137,941	141,490
Total		44,991	4,975	137,941	187,907	192,960

The notes on pages 4 to 11 form part of these financial statements.

These financial statements were approved by the Parochial Church Council on March 10th, 2009 and signed on their behalf by

Chairman

CJ Stott
10/3/2009

Trustee (and Treasurer)

C House
10/3/2009
C.House

Rev. C.J Stott

Financial Statements for the year ended 31 December 2008

Notes

1. BASIS OF PREPARATION

The financial statements have been prepared in accordance with the Church Accounting Regulations 2006, the Charities Act 1993, applicable accounting standards and the Statement of Recommended Practice "Accounting and Reporting by Charities" (revised 2005).

2. ACCOUNTING POLICIES

Unrestricted funds are general funds available for the general objectives of the church.

Designated funds are unrestricted funds that have been set aside by the PCC for particular purposes.

Restricted funds can only be used for the purposes for which they have been given, within the objectives of the church. The cost of raising and administering such funds are charged against those specific funds. The aim and use of each fund is explained later in the Notes.

Incoming resources

All incoming resources are included in the SOFA when the church becomes legally entitled to the income and when the amount can be quantified with reasonable certainty.

Collections are recognised when received by or on behalf of the PCC. Planned giving is recognised only when received. Grants and legacies are recognised as soon as the PCC becomes aware of its legal entitlement and the amount due is quantifiable with reasonable certainty.

Income tax recoverable on gift-aid donations is accounted for when the gift is received, not when the tax refund is received.

When incoming resources have related expenditure (as with fundraising income) the incoming resources and the related resources expended are accounted for gross in the SOFA.

Gifts in kind are accounted for at a reasonable estimate of their value to the church or the amount actually realised. Gifts in kind for use by the church are included in the SOFA as incoming resources when receivable.

Dividends and interest are accounted for when receivable.

Resources expended

Expenditure is included on an accruals basis and is recognised when there is a legal or constructive obligation to pay for goods or services.

All costs have been directly attributed to the various categories within the SOFA.

Grants and charitable giving are accounted for when paid over or when awarded.

Parish Share is accounted for when paid.

Fixed assets

All capital expenditure in excess of £1000, for a single item or a group of similar items, is capitalised.

Depreciation is provided on all tangible fixed assets, except for the Church Hall, at rates calculated to write off the cost evenly over the expected useful economic life of assets as follows:

Furniture, fittings and equipment – 5 years. No depreciation is provided on the Church Hall as any charge will not be material due to the long expected useful economic life and because its expected residual value is not materially less than its carrying value.

3. INCOMING RESOURCES

3.a Voluntary Income

	Unrestricted	Designated	Restricted	TOTAL	FUNDS
	funds	funds	funds	2008	2007
	£	£	£	£	£
Planned giving:					
Gift-Aided donations	36,094	543	1,145	37,782	61,788
Tax recoverable	10,178	147	323	10,648	13,572
Other	7,259	0	0	7,259	16,086
Collections (open plate)	4,895	0	0	4,895	4,846
Donations, appeals etc (G/A).	6,348	0	16	6,364	447
Tax recoverable	1,790	0	4	1,794	0
Other	5,960	0	364	6,324	126
Tax recovered	0	0	0	0	14,666
Total	72524	690	1,852	75,066	111531

3b Non-recurring Income

	Unrestricted	Designated	Restricted	TOTAL	FUNDS
	funds	funds	funds	2008	2007
	£	£	£	£	£
Grants			0	0	11,800
Gifts in kind (pianos)					2,700
VAT reclaim	42	810	3,393	4,245	7,146
Total	42	810	3,393	4,245	21,646

3.c Activities for Generating Funds

	Unrestricted	Designated	Restricted	TOTAL	FUNDS
	Funds	funds	funds	2008	2007
	£	£	£	£	£
Sponsored quarter meal for Tower Fund					48
Christmas Bazaar for Tower Fund			0	0	40
Sponsored Swim for Tower Fund			0	0	-
Gift-Aided	-	-	0	0	220
Other	-	-	0	0	135
Quiz Night for Tower Fund			0	0	1,009
Opera Evening			0	0	2,321
Flower Festival for Tower	-	-	0	0	1,632
Lead graffiti			0	0	187
Merchandise	-	-	258	258	273
Total	-	-	258	258	5,865

3.d. Income from Investments

	Unrestricted	Designated	Restricted	TOTAL	FUNDS
	Funds	funds	funds	2008	2007
	£	£	£	£	£
Bank interest	472	-	-	472	787
CBF Deposit interest	1299	118	400	1817	1,824
Total	1,771	118	400	2,289	2,611

3.e. Income from Church Activities

	Unrestricted	Designated	Restricted	TOTAL	FUNDS
	Funds	funds	funds	2008	2007
	£	£	£	£	£
Fees – weddings, funerals etc.	1,912	0	3,967	5,879	4,283
Parish Weekend (Feb 2007)	0	0	0	0	4,520
Holy Land trip	0	0	0	0	272
Jean's Gift	0	0	0	0	315
YF Weekend (2008)	0	0	3,141	3,141	60
Tax recoverable	0	0	857	857	17
Funeral collections	0	0	0	0	10
Tax recoverable	0	0	0	0	3
Bishop's Outreach	0	0	150	150	257
Total	1,912	0	8,115	10,027	9,737

4. RESOURCES EXPENDED

4.a Cost of generating voluntary income

	Unrestricted	Designated	Restricted	TOTAL	FUNDS
	Funds	funds	funds	2008	2007
	£	£	£	£	£
Weekly Giving and Gift-Aid Envelopes	114	-	-	114	77
Total	114	0	0	114	77

4.b Church Activities

Mission giving		Unrestricted	Designated	Restricted	TOTAL	FUNDS
		funds	funds	funds	2008	2007
		£	£	£	Total	£
Soul in Didcot		0			0	200
John Abu Bakker		600			600	400
CPAS		800			800	700
Action Partners (Christine Perkins)		1,700			1,700	1,500
Gideons		600			600	500
Scripture Union		500			500	400
Bible Society		500			500	400
Andrew Thomas		300			300	200
CMS (Sharlands)		2,800			2,800	2,600
Church Army		400			400	300
Dugdales		300			300	0
Missionary Aviation Fellowship		600			600	500
Barnabas Fund		400			400	0
Total		9,500			9,500	7,700

Local and Emergency Giving		Unrestricted	Designated	Restricted	TOTAL	FUNDS
		funds	funds	funds	2008	2007
		£	£	£	£	£
Pelvic Partnership		0			0	100
Flood relief		0			0	100
Bangladesh Cyclone		0			0	100
Bible Reading Fellowship		0			0	100
Train		200			200	100
Needy families in Harwell		200			200	50
Total		400			400	550

Ministry					TOTAL	FUNDS
		Unrestricted	Designated	Restricted	2008	2007
		funds	funds	funds		
		£	£	£	£	
	Diocesan Parish Share	41,933			41,933	39,581
	Minister's expenses	1,631			1,631	1,714
	Assistant Minister's expenses	336			336	674
	Visiting Speaker	143			143	117
	Secretary's remuneration	2,876			2,876	2,800
	Outreach	241			241	25
	Gifts, Subscriptions & Courses	490			490	565
	Total	47,650	0	0	47,650	45,476
	Church running and Maintenance				TOTAL	FUNDS
		Unrestricted	Designated	Restricted	2008	2007
		funds	funds	funds		
		£	£	£	£	£
	Clock repair	0	5,440	0	5,440	0
	Tower Repair	0	-	7,858	7,858	61,764
	Maintenance & Repairs	2,808	-	0	2,808	2,483
	Historic Churches Preservation Trust contribution	50	-	-	50	50
	Electricity Cleaning and Water	2,251	0	72	2,323	1,862
	Church Hall Maintenance & Services	2,410	-	0	2,410	1,834
	Church Insurance	3,957	-	0	3,957	3,779
	Church Hall Insurance	586	-	0	586	565
	Total	12,062	5,440	7,930	25,432	72,337
	Upkeep of Services				TOTAL	FUNDS
		Unrestricted	Designated	Restricted	2008	2007
		funds	funds	funds		
		£	£	£	£	£
	Services	368	-	-	368	439
	Flowers	0	-	-	0	0
	Organist	304	-	-	304	362
	Total	672	0	0	672	801

	Unrestricted	Designated	Restricted	TOTAL	FUNDS
	funds	funds	funds	2008	2007
	£	£	£	£	£
Youth Work	526			526	982
Miscellaneous	107			107	84
Office Costs	408			408	920
Stationery	524			524	413
Broadsheet	1,056			1,056	1,065
Bank Charges	200			200	200
Administration	117			117	0
Depreciation	540			540	540
Total	3,478			3,478	4,204
Other costs				TOTAL	FUNDS
	Unrestricted	Designated	Restricted	2008	2007
	funds	funds	funds		
	£	£	£	£	£
Chilton overpayment			0	0	521
Holy Land Trip	0	0	0	0	272
Jean's Gift	0	0	0	0	315
O.D.B.F.fees	0	0	3,967	3,967	3,583
Parish Weekend	0	0	0	0	5664
Bishop's Outreach	0	0	150	150	257
Altar Frontal	0	0	1200	1200	0
YF weekend	0	0	4075	4075	0
Bench outside Church	0	0	0	0	200
Lectern Bible	0	0	0	0	247
Mission Reserve	0	300	0	300	0
Funeral collection	0	0	0	0	13
Youth Fund	0	0	0	0	99
Total	0	300	9392	9692	11,171
Overall total	73,762	5,740	17,322	96,824	142,239

5. Payments to PCC Members

David Evans gets £7.25 per hour as organist

Kate Evans sells things from Omega Images

6. FIXED ASSETS

Tangible		Church Hall	Church Equipment	Total 2008
Cost or valuation				
at 1 January 2008 and 31 December 2008		137,644	2,700	140,344
Depreciation				
at 1 January 2008		-	540	540
Charge for year		-	540	540
at 31 December 2008		-	1,080	1,080
Net book value				
at 1 January 2008		137,644	2,160	139,804
at 31 December 2008		137,644	1,620	139,264

The Church Hall was purchased from a restricted fund. The Church Equipment consists of two pianos.

7. DEBTORS

	Unrestricted	Designated	Restricted	Total	Total
				2008	2007
Tax recoverable	11,970	147	1,986	14,103	14,023
Total	11,970	147	1,986	14,103	14,023

Note: Tax recoverable includes £802 from Tear Fund, Funeral Collections and Pastor Dominic School fees which do not appear in these accounts.

8. LIABILITIES

	Unrestricted	Designated	Restricted	Total	Total
				2008	2007
Chilton running overpayment	498	0	0	498	521
Bosher & West Waddy bills for Tower	0	0	0	0	13,000
Total	498	0	0	498	13,521

2. FUND MOVEMENTS

	At 01/01/08	Receipts	Payments	Transfers	At 31/12/08
	£	£	£	£	
General Fund	45,193	76,249	-73,876	-2,575	44,991

Designated Funds					
Church Hall Screens	1,038	43	0	0	1,081
Church Hall Painting	1,039	35	0	-180	894
Mission Reserve	300	0	-300	0	0
Organ blower funds	0	0	0	3000	3000
Clock Repair	3,900	1,540	-5,440	0	0
Total designated fund movements	6,277	1618	-5740	2,820	4,975

Restricted Funds					
Chilton underpayment	-521	0	0	521	0
Church Hall	137,644	0	0	0	137,644
Tower Repair	3,758	4,741	-7,858	-641	0
Tower Floodlighting	62	162	-72	0	152
Altar Frontal	200	1000	-1,200	0	0
ODBF Statutory Fees	0	3,967	-3,967	0	0
Youth Fund	145	0	0	0	145
Bishop's Outreach	0	150	-150	0	0
Bench outside Church	56	0	0	-56	0
Lectern Bible	69	0	0	-69	0
YF Weekend (2008)	77	3998	-4,075	0	0
Total Restricted Fund movements	141,490	14,018	-17,322	-245	137,941

The other restricted funds are or were all for special purposes connected with the church or its supported missionaries.

Total Fund movements	192,960	91,885	-96,938	0	187,907
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10. Collections for charity

The regular CMS boxes in people's homes raised £534; The Christingle Service raised £211 for the Children's Society. Funeral collections raised £2092 for various charities. The Harvest Sale and Lunch raised £614 for TEAR fund. £3444 was raised for Pastor Dominic's children's school fees in Tanzania.

11. Movable church furnishings

These are held by the rector and churchwardens on special trust for the PCC and require a faculty for disposal. They are inalienable property listed in the church inventory.