

St. MATTHEW'S CHURCH, HARWELL

FINANCIAL STATEMENT FOR THE YEAR ENDED 31 DECEMBER 2001

General Fund Receipts and Payments Account

	2001		2000	
	£	£	£	£
<i>Receipts</i>				
<u>Donations</u>				
Planned Giving		32,252		28,437
Tax Recovered		6,899		5,257
Loose Alms		8,750		8,527
Donations/Legacies		5,851		3,478
Donations for Church Hall		<u>491</u>		<u>129</u>
	54,243		45,828	
<u>Other Income</u>				
Insurance claims		1,000		53
Fees		840		748
Interest		2,307		2,993
Contributions from Chilton PCC		<u>3,650</u>		<u>3,756</u>
	<u>7,797</u>		<u>7,550</u>	
Total Receipts	62,040		53,378	
<u>Payments</u>				
Joint Expenses with Chilton				
<u>Ministry</u>				
Ministerial Expenses		3,053		2,788
Assistant Minister's Expenses		1,622		1,956
Visiting Speaker		50		0
Secretary's Salary & Expenses		<u>2,716</u>		<u>2,650</u>
	7,441		7,394	
<u>Administration</u>				
Stationery		733		676
Office Costs		743		1,142
Subscriptions and courses		863		436
Broadsheet		1,291		755
Miscellaneous		11		79
Assistant Minister's House		496		890
Designated to the Photocopier Fund		<u>1700</u>		<u>0</u>
	<u>5,837</u>		<u>3,978</u>	
	13,278		11,372	
<u>Harwell PCC Expenses</u>				
<u>Parish Share and Mission Giving</u>				
Parish Share		24,927		22,256
Mission Giving		7,400		8,800
	32,327		31,056	
<u>Buildings Committee</u>				
Maintenance & Minor Repairs		4,762		2,457
Electricity, Cleaning & Water		2,989		1,872
Insurance		2,811		5,401
Hall Maintenance & Services		2,302		2,740
Hall Insurance		496		998
Designated to the Nave Chair fund		500		0
Designated to the Bell Pulley repair fund		<u>500</u>		<u>0</u>
	14,360		13,468	
<u>Administration</u>				
Administration		175		269
Bank Charges		200		250
Services		60		796
Organist's Remuneration		297		341
Subscriptions & Courses		146		204
Sunday Schools, Pathfinders, GB, Scouts		687		671
Miscellaneous		<u>64</u>		<u>164</u>
	<u>1,629</u>		<u>2,695</u>	
	48,316		47,219	
Total	61,594		58,591	
Excess of Receipts over Payments	446		(5,213)	
Bank current and deposit accounts at 1 01/2001	<u>44,805</u>		<u>50,018</u>	
Bank current and deposit accounts at 31 12/2001	<u>45,251</u>		<u>44,805</u>	

Alpha Courses Receipts and Payments Account - Designated Fund

Receipts

	1,257	0
<i>Payments</i>	<u>1,024</u>	<u>0</u>
Excess of Receipts over Payments	233	0
Bank current account at 1 January 2001	0	0
Bank current account at 31 December 2001	<u>233</u>	<u>0</u>

BibleLands Collections Receipts and Payments Account - Designated Fund

Receipts

	168.54	228.56
<i>Payments</i>	<u>168.54</u>	<u>228.56</u>
Excess of Receipts over Payments	0	0
Bank current account at 1 January 2001	0	0
Bank current account at 31 December 2001	<u>0</u>	<u>0</u>

Bishop's Outreach Fund Receipts and Payments Account - Designated Fund

Receipts

	318.35	0
<i>Payments</i>	<u>318.35</u>	<u>0</u>
Excess of Receipts over Payments	0	0
Bank current account at 1 January 2001	0	0
Bank current account at 31 December 2001	<u>0</u>	<u>0</u>

CMS Box Collections Receipts and Payments Account - Designated Fund

Receipts

	436.01	446.20
<i>Payments</i>	<u>436.01</u>	<u>446.20</u>
Excess of Receipts over Payments	0	0
Bank current account at 1 January 2001	0	0
Bank current account at 31 December 2001	<u>0</u>	<u>0</u>

Children's Society Receipts and Payments Account - Designated Fund

Receipts

	61.55	0
<i>Payments</i>	<u>61.55</u>	<u>0</u>
Excess of Receipts over Payments	0	0
Bank current account at 1 January 2001	0	0
Bank current account at 31 December 2001	<u>0</u>	<u>0</u>

Donations for D&E Meader from Sunday School Receipts and Payments Account - Designated Fund

Receipts

	87.71	0
<i>Payments</i>	<u>87.71</u>	<u>0</u>
Excess of Receipts over Payments	0	0
Bank current account at 1 January 2001	0	0
Bank current account at 31 December 2001	<u>0</u>	<u>0</u>

Donations for D&E Meader Car Receipts and Payments Account - Designated Fund

Receipts

	885.00	0
<i>Payments</i>	<u>885.00</u>	<u>0</u>
Excess of Receipts over Payments	0	0
Bank current account at 1 January 2001	0	0
Bank current account at 31 December 2001	<u>0</u>	<u>0</u>

Heating and Lighting Project Receipts and Payments Account – Designated Fund

	2001		2000	
	£	£	£	£
<i>Receipts</i>				
Donations		1,170		2,220
Income Tax Recovered		334		529
Bill overestimate		<u>0</u>		<u>487</u>
	1,504		3,236	
<i>Payments</i>				
	<u>0</u>		<u>1,224</u>	
Excess of Receipts over Payments	1,504		2,012	
Bank current account at 1 January 2001	3,735		1,723	
Bank current account at 31 December 2001	<u>5,239</u>		<u>3,735</u>	

Mary's Leaving Present Receipts and Payments Account – Designated Fund

<i>Receipts</i>		
	1353.29	0
<i>Payments</i>		
	<u>1353.29</u>	<u>0</u>
Excess of Receipts over Payments	0	0
Bank current account at 1 January 2001	0	0
Bank current account at 31 December 2001	<u>0</u>	<u>0</u>

ODBF Fees Receipts and Payments Account – Designated Fund

<i>Receipts</i>		
	207	1,459
<i>Payments</i>		
	<u>486</u>	<u>1,448</u>
Excess of Receipts over Payments	(279)	11
Bank current account at 1 January 2001	279	268
Bank current account at 31 December 2001	<u>0</u>	<u>279</u>

ODBF Statutory Fees Receipts and Payments Account – Designated Fund

<i>Receipts</i>		
	284	0
<i>Payments</i>		
	<u>0</u>	<u>0</u>
Excess of Receipts over Payments	284	0
Bank current account at 1 January 2001	0	0
Bank current account at 31 December 2001	<u>284</u>	<u>0</u>

Pastoral Care Course Receipts and Payments Account – Designated Fund

<i>Receipts</i>		
	83.20	0
<i>Payments</i>		
	<u>83.20</u>	<u>0</u>
Excess of Receipts over Payments	0	0
Bank current account at 1 January 2001	0	0
Bank current account at 31 December 2001	<u>0</u>	<u>0</u>

Portable Font Receipts and Payments Account – Designated Fund

<i>Receipts</i>		
	548.00	0
<i>Payments</i>		
	<u>548.00</u>	<u>0</u>
Excess of Receipts over Payments	0	0
Bank current account at 1 January 2001	0	0
Bank current account at 31 December 2001	<u>0</u>	<u>0</u>

Social Committee Receipts and Payments Account – Designated Fund

Receipts

	0	269
<i>Payments</i>	<u>305</u>	<u>282</u>
Excess of Receipts over Payments	(305)	(13)
Bank current account at 1 January 2001	305	318
Bank current account at 31 December 2001	<u>0</u>	<u>305</u>

Tear Fund Receipts and Payments Account – Designated Fund

Receipts

	417.54	432.60
<i>Payments</i>	<u>417.54</u>	<u>432.60</u>
Excess of Receipts over Payments	0	0
Bank current account at 1 January 2001	0	0
Bank current account at 31 December 2001	<u>0</u>	<u>0</u>

Tower Floodlighting Receipts and Payments Account – Designated Fund

Receipts

	83	380
<i>Payments</i>	<u>40</u>	<u>180</u>
Excess of Receipts over Payments	43	200
Bank current account at 1 January 2001	200	0
Bank current account at 31 December 2001	<u>243</u>	<u>200</u>

The following short-term Designated Funds were set up this year and have had only receipts:

Sound System Fund £402
 Altar Frontal Fund £1200
 Nave Chairs Fund £500, Bell Pulley Repairs £500, Photocopier Fund £1700 -
 receipts comprise transfers of designated income from the general fund.

Statement of Assets and Liabilities at 31 December 2001

Monetary assets

	General Fund	Heating & Lighting	Tower Floodlighting	Alpha Courses	ODBF Statutory Fees	Short-term funds	Total 2001	Total 2000
Bank current account	424	5,239	243	233	284	4,302	10,725	6,624
CBF Deposit Fund	44,827	0	0	0	0	0	44,827	42,700
Total cash	45,251	5,239	243	233	284	4,302	55,552	49,324

Other Assets (included at purchase price)

Church Hall (1994)	137644	0	0	0	0	137644	137644
Photocopier (1996)	3231	0	0	0	0	3231	3231
Computer (1996)	1959	0	0	0	0	1959	1959

Church furnishings are included in the Inventory and vested in the wardens on special trust.

It is estimated that £6,000 will be recovered from the Inland Revenue for April-December 2001, when the claim is put in after April 5th, 2002.

Liabilities

Overestimated Chilton PCC contribution of £330, which is taken into account in the calculation of their contributions for 2002.

Accounting policies

The financial statements of the PCC have been prepared in accordance with the Church Accounting Regulations 1997 using the Receipts and Payments basis.

Funds

General funds represent the funds of the PCC that are not subject to any special restrictions regarding their use and are available for application to the general purposes of the PCC. These include funds designated for a particular purpose by the PCC.

The accounts include monetary transactions, assets and liabilities for which the PCC can be held responsible. They do not include the accounts of other Church groups that owe an affiliation to another body, nor those that are informal gatherings of Church members. Subject to the above, receipts and payments include income as received and expenditure when irrevocably paid.

Statement of Assets and Liabilities

The following assets are recognised but not valued in the Statement of Assets and Liabilities:

- Moveable church furnishings held by the churchwardens on special trust for the PCC and which require a faculty for disposal.
- Land and buildings held on behalf of the PCC.
- Other fixtures, fittings and office equipment where the PCC is free to dispose of such assets without faculty and where the original cost exceeded £1,000.
- Amounts owing from the Inland Revenue where a formal claim has been made.
- Any other amounts owing to the PCC including insurance claims.
- Legacies where formal notification of entitlement and amount has been received at 31 December by the PCC.

Closing bank balances as shown in the receipts and payments account.

The following liabilities are recognised in the Statement of Assets and Liabilities:

- Creditors for goods or services where the supply has been received and invoiced by December 31.

Note: The Short-Term funds named under Monetary assets consist of the New Photocopier, Altar Frontal, Sound System, Nave Chairs and Bell Repairs funds. The ODBF Statutory Fees contra account replaces another for the same purpose, to coincide with the new methods of accounting used by the Diocese for this.

Financial Statement for the year ended 31 December 2001

Independent Examiner's Report to the PCC of St. Matthew's, Harwell

This report on the accounts of the PCC for the year ended 31 December 2001 which are set out on pages 1 to 3, is in respect of an examination carried out under Regulation 3(3) of the Church Accounting Regulations 1997 and s.43 of the Charities Act 1993.

Respective responsibilities of trustees and examiner

As the members of the PCC you are responsible for the preparation of the accounts; you consider that the audit requirement of Regulation 3(3) of the Church Accounting Regulations 1997 and section 43(2) of the Charities Act 1993 (The Act) do not apply. It is my responsibility to issue this report on those accounts in accordance with the terms of Regulation 25 of the Church Accounting Regulations 1997 and Regulation 7 of the Charities (Accounts and Reports) Regulations 1995.

Basis of independent examiner's report

My examination was carried out in accordance with the General Directions given by the Charity Commission under section 43(7)(b) of the Act and to be found in the guidance from the CBF. 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 considering 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 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:

- (1) which gives me reasonable cause to believe that in any material respect of 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 to comply with the requirements of the Act, as also contained in the Church Accounting Regulations 1997
- 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.



Alison Manning A.C.A.

Brook House, Blenheim Hill, Harwell

February 8th, 2002