

ST. MATTHEW'S CHURCH, HARWELL

FINANCIAL STATEMENT FOR THE YEAR ENDED 31 DECEMBER 2002

General Fund Receipts and Payments Account

	2002		2001	
	£	£	£	£
<i>Receipts</i>				
<u>Donations</u>				
Planned Giving		32,253		32,252
Tax Recovered		9,483		6,899
Loose Alms		7,814		8,750
Donations/Legacies		8,610		5,851
Transfer from Designated Funds		7,032		0
Donations for Church Hall		<u>360</u>		<u>491</u>
	65,552		54,243	
<u>Other Income</u>				
Insurance claims		0		1000
Fees		1153		840
Interest		1766		2,307
Contributions from Chilton PCC		<u>5,441</u>		<u>3,650</u>
	<u>8,360</u>		<u>7,797</u>	
Total Receipts	73,912		62,040	
<i>Payments</i>				
<u>Joint Expenses with Chilton</u>				
<u>Ministry</u>				
Ministerial Expenses		2,879		3,053
Assistant Minister's Expenses		854		1,622
Visiting Speaker		40		50
Secretary's Salary & Expenses		<u>2,860</u>		<u>2,716</u>
	6,633		7,441	
<u>Administration</u>				
Stationery		823		733
Office Costs		5,508		743
Subscriptions and courses		576		863
Broadsheet		1,354		1,291
Miscellaneous		181		11
Assistant Minister's House		0		496
Designated to the Photocopier Fund		<u>0</u>		<u>1,700</u>
	<u>8,442</u>		<u>5,837</u>	
	15,075		13,278	
<u>Harwell PCC Expenses</u>				
<u>Parish Share and Mission Giving</u>				
Parish Share		29,947		24,927
Mission Giving		<u>8,500</u>		<u>7,400</u>
	38,447		32,327	
<u>Buildings Committee</u>				
Maintenance & Minor Repairs		1,634		4,762
Electricity, Cleaning & Water		1,718		2,989
Insurance		2,949		2,811
Hall Maintenance & Services		2,587		2,302
Hall Insurance		496		496
Designated to the Nave Chair and Bell Pulley Repair Funds		0		1,000
Designated to West End Furniture and Kitchen/ Toilet Funds		<u>6000</u>		<u>0</u>
	15,384		14,360	
<u>Administration</u>				
Administration		200		175
Bank Charges		199		200
Services		306		60
Transferred to New Sound System Fund		2000		0
Organist's Remuneration		450		297
Subscriptions & Courses		85		146
Sunday Schools, Pathfinders, GB, Scouts		747		687
Miscellaneous		<u>619</u>		<u>64</u>
	<u>4,606</u>		<u>1,629</u>	
	58,437		48,316	
Total	73,512		61,594	

Excess of Receipts over Payments	400	446
Bank current and deposit accounts at 1/01/2002	<u>45,251</u>	<u>44,805</u>
Bank current and deposit accounts at 31/12/2002	<u>45,651</u>	<u>45,251</u>

Bell Repairs Fund Receipts and Payments Account – Designated Fund

<i>Receipts</i>	0	500
<i>Payments</i>	358	0
<i>Transfer to General Fund</i>	142	0
Excess of Receipts over Payments	(500)	0
Bank current account at 1 January 2002	500	0
Bank Current Account at 31 December 2002	0	500

New Bellropes Fund Receipts and Payments Account – Designated Fund

<i>Receipts</i>	1200	0
<i>Payments</i>	529	0
<i>Transfer to General Fund</i>	671	0
Excess of Receipts over Payments	0	0
Bank current account at 1 January 2002	0	0
Bank Current Account at 31 December 2002	0	0

New Photocopier Fund Receipts and Payments Account – Designated Fund

<i>Receipts</i>	0	1700
<i>Transfer to General Fund</i>	1700	0
Excess of Receipts over Payments	(1700)	0
Bank current account at 1 January 2002	1700	0
Bank Current Account at 31 December 2002	0	0

New Nave Chairs Fund Receipts and Payments Account – Designated Fund

<i>Receipts</i>	0	500
<i>Payments</i>	500	0
Excess of Receipts over Payments	(500)	0
Bank current account at 1 January 2002	500	0
Bank current account at 31 December 2002	0	500

New Sound System Fund Receipts and Payments Account – Designated Fund

<i>Transfer from General Fund</i>	2000	402
<i>Payments</i>	0	0
Excess of Receipts over Payments	2000	0
Bank current account at 1 January 2002	402	0
Bank current account at 31 December 2002	2402	402

Alpha Courses Receipts and Payments Account – Designated Fund

<i>Receipts</i>	637	1,257
<i>Payments</i>	541	1,024
Excess of Receipts over Payments	96	233
Bank current account at 1 January 2002	233	0
Bank current account at 31 December 2002	329	233

BibleLands Collections Receipts and Payments Account – Restricted Fund

<i>Receipts</i>	95	168
<i>Payments</i>	95	168
Excess of Receipts over Payments	0	0
Bank current account at 1 January 2002	0	0
Bank current account at 31 December 2002	0	0

Bishop's Outreach Fund Receipts and Payments Account – Restricted Fund

<i>Receipts</i>	354	318
<i>Payments</i>	354	318
Excess of Receipts over Payments	0	0
Bank current account at 1 January 2002	0	0
Bank current account at 31 December 2002	0	0

CMS Box Collections Receipts and Payments Account – Restricted Fund

<i>Receipts</i>	586	436
<i>Arrears from 1999</i>	258	0
<i>Payments</i>	844	436
Excess of Receipts over Payments	0	0
Bank current account at 1 January 2002	0	0
Bank current account at 31 December 2002	0	0

Children's Society Receipts and Payments Account – Restricted Fund

<i>Receipts</i>	156	62
<i>Arrears from 1998</i>	168	0
<i>Payments</i>	324	62
Excess of Receipts over Payments	0	0
Bank current account at 1 January 2002	0	0
Bank current account at 31 December 2002	0	0

Donations for Mission from Sunday School Receipts and Payments Account – Restricted Fund

<i>Receipts</i>	45	88
<i>Payments</i>	45	88
Excess of Receipts over Payments	0	0
Bank current account at 1 January 2002	0	0
Bank current account at 31 December 2002	0	0

Funeral Collections Receipts and Payments Account – Restricted Fund

<i>Receipts</i>	1,283	1,661
<i>Payments</i>	1,283	1,661
Excess of Receipts over Payments	0	0
Bank current account at 1 January 2002	0	0
Bank current account at 31 December 2002	0	0

Heating and Lighting Project Receipts and Payments Account – Designated Fund

<i>Receipts</i>	90	1,170
<i>Income Tax recovered</i>	0	334
<i>Payments</i>	811	0
<i>Transfer to General Fund</i>	4,518	0
Excess of Receipts over Payments	(5,239)	1,504
Bank current account at 1 January 2002	5,239	3,735
Bank current account at 31 December 2002	0	5,239

Joy's Leaving Present Receipts and Payments Account – Restricted Fund

<i>Receipts</i>	282	0
<i>Payments</i>	282	0
Excess of Receipts over Payments	0	0
Bank current account at 1 January 2002	0	0
Bank current account at 31 December 2002	0	0

Kitchen/Toilet Refurbishment Fund Receipts and Payments Account – Designated Fund

<i>Transfer from General Fund</i>	5000	0
<i>Payments</i>	0	0
Excess of Receipts over Payments	5000	0
Bank current account at 1 January 2002	0	0
Bank current account at 31 December 2002	5000	0

ODBF Statutory Fees Receipts and Payments Account – Restricted Fund

<i>Receipts</i>	1,800	284
<i>Payments</i>	1,889	0
Excess of Receipts over Payments	(89)	284
Bank current account at 1 January 2002	284	0
Bank current account at 31 December 2002	195	284

Tear Fund Receipts and Payments Account – Restricted Fund

<i>Receipts</i>	491	418
<i>Payments</i>	491	418
Excess of Receipts over Payments	0	0
Bank current account at 1 January 2002	0	0
Bank current account at 31 December 2002	0	0

Tower Floodlighting Receipts and Payments Account – Designated Fund

<i>Receipts</i>	11	83
<i>Payments</i>	120	40
Excess of Receipts over Payments	(109)	43
Bank current account at 1 January 2002	243	200
Bank current account at 31 December 2002	134	243

Village Hall Collection Receipts and Payments Account – Restricted Fund

<i>Receipts</i>	200	0
<i>Payments</i>	200	0
Excess of Receipts over Payments	0	0
Bank current account at 1 January 2002	0	0
Bank current account at 31 December 2002	0	0

West End Furniture Fund Receipts and Payments Account – Designated Fund

<i>Transfer from General Fund</i>	1000	0
<i>Payments</i>	0	0
Excess of Receipts over Payments	1000	0
Bank current account at 1 January 2002	0	0
Bank current account at 31 December 2002	1000	0

The short-term Designated Fund for the Altar Frontal was set up last year and has had no receipts this year.

Altar Frontal Fund £1200

The Heating and Lighting Fund and Bell Repair Funds were wound up during the year and the residue transferred to the General Fund. The New Photocopier Fund was transferred to the General Fund before the photocopier was purchased, as this comes from the Joint budget with Chilton and the New Photocopier Fund was exclusively Harwell money.

Statement of Assets and Liabilities at 31 December 2002**Monetary assets**

	General Fund	Tower Floodlighting	Alpha Courses	ODBF Statutory Fees	Short-term funds	Total 2002	Total 2001
Bank current account	2,588	134	329	195	1,602	4,848	10,725
CBF Deposit Fund	43,063	0	0	0	8,000	51,063	44,827
Total cash	45,651	134	329	195	9,602	55,911	55,552

Other Assets (included at purchase price)

Church Hall (1994)	137644	0	0	0	0	137644	137644
Photocopier (2002)	4,406	0	0	0	0	4,406	3,231
Computer (2002)	1,037	0	0	0	0	1,037	1,959

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 2002, when the claim is put in after April 5th, 2003.

Liabilities

Overestimated Chilton PCC contributions of £843, which are taken into account in the calculation of their contributions for 2003.

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 West End Furniture, Kitchen/Disabled Toilet Refurbishment, Altar Frontal, and Sound System funds.

Financial Statement for the year ended 31 December 2002

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 2002 which are set out on pages 1 to 5, 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

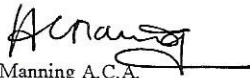
My examination was carried out in accordance with the General Directions given by the Charity Commission under section 43(7)(b) of the Act and to be found in the guidance from the CBF. That examination includes a review of the accounting records kept by the PCC and a comparison of the accounts with those 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 21st, 2003