



Wheathampstead
Parochial Church Council

Annual Report & Accounts

for the year ended
31st December 2017

St Helen's + St Peter's · Wheathampstead
living and working for the glory of God



Introduction to Annual Report and Accounts

Once again, 2017 demonstrated God's limitless grace, as we continued to see the fruit of our vision. We decided that our churches should be places where we are *Growing in Faith, Growing in the Number of people who know and love Jesus and Growing in the Loving Service* we offer to our local community. Bishop Michael of Hertford encouraged us to identify one or two *Wildly Important Goals (WIGs)* – those things which will make the biggest possible difference to the life of our church if we are able to accomplish them.

Progress with our two WIGs has been steady through the year, although in God's timing things move more slowly than we might sometimes wish:

The Partnership with the URC to bring their site on Brewhouse Hill back into community use was given a real boost when over 300 people responded to our survey, confirming our belief that a fitness centre would be both a valuable asset to the village and a good tool for the mission of the church. The plan to establish an afternoon congregation meeting weekly for relaxed, informal, family-friendly worship in the Hilldyke area of the village received a big set-back when the previous Head teacher at Beech Hyde school left suddenly. Although relations with the school are good, it is unlikely we will be able to meet in the school for the foreseeable future. As so often happens, when one door closes, another opens: St Helen's School welcomed us with open arms, and during the Autumn of 2017 a small and committed team established Tea Time Church meeting every Sunday afternoon at 3:30pm.

It is impossible in this short space to describe all the high points in the life of our church, but here are a few... in the Summer we celebrated the Ordination of Kate Daymond as Priest and said goodbye to Stephen Tudway as he is ordained Deacon to serve his curacy in Markyate and Flamstead. We took a very exciting and bold step to employ Linda Thomas as Children and Families Minister and she has settled wonderfully quickly into the role and is making a tremendous impact. Our Charity Partnership Team carried out detailed research and a comprehensive consultation with the congregation. We have now established links with The Children's Society, Azalea, Orphans Know More and Kimbilio as four charities which all focus on Vulnerable Children and Orphans. The traditional side of our worship is supported by a resurgent choir under Rob Milner our dedicated Choir Master. It's especially pleasing to see a growing number of children and young people involved. The variety of worship we offer is a great strength – especially the creative worship at St Peter's. Lastly, just in time for Christmas, the long anticipated and much needed car park was finished making access to St Helen's so much easier for everyone – especially the disabled.

There are plenty of challenges ahead of us – but we approach them with confidence and faith because the God we serve is bigger than the obstacles we face! Although our income remained strong in 2017, capital expenditure made another big dent in our reserves. We no longer have sufficient reserves to undertake the projects we believe God is calling us to. This means serious prayer and discernment will be required as we seek to prioritise carefully and raise necessary funds.

As Christians we follow Jesus, our "Servant King". So, inspired by His example and empowered by the Holy Spirit, the ministry we offer is made possible by the amazing number of people who serve at St Helen's and St Peter's. Often this service is behind the scenes and unglamorous, but it is never unseen or unappreciated. Thank you! We are truly grateful for the contribution everyone makes and it continues to be my great pleasure and privilege to serve alongside you as Rector here in Wheathampstead.

God bless you, Richard

The Parish Vision: adjusting the focus

In October 2016 the Parish updated its Vision and strategic plan for the five years to 2021.

Our *Mission* is that we are Living and Working to the Glory of God.

Our *Vision* is that

By 2021, St Helen's and St Peter's will be Christian communities

- Growing in faith
- Growing in numbers
- Growing in loving service

During 2017 it became clear that two special opportunities were developing, entirely consistent with our Vision. The Vision Steering Group and the PCC chose to recognise both of these as "Wildly Important Goals":

1. Grow Tea Time Church into a viable, sustainable new congregation of at least 50 sharing weekly family-friendly, informal, contemporary worship by the end of 2020.
2. Seek a joint venture to refurbish the URC site to provide recreational, meeting and worship facilities for the village and the churches, with agreement by the end of 2018, followed by potential interim use of the church building from 2019 and building work on the hall commencing by the start of 2020.

Good progress with these two Wildly Important Goals would represent giant steps towards our Vision for 2021. So we have resolved that the three Strategic Priorities for our current Vision will be channelled particularly to supporting the development and enrichment of Tea Time Church as a key element of our parish; and to seeking to find the right way forward with the URC site so that it too can support our growth in faith, in numbers and in loving service. The three strategic priorities are:

1. *To help each one of us draw nearer to God by deepening our understanding of our Christian faith*
2. *Bringing more people of all ages to faith and the Good News of Jesus*
3. *Inspired by our faith, to live out God's love by serving our community*

During 2017, Growth in Faith rejoiced in the confirmation of 4 adults and 15 young people, the launch or relaunch of some small groups, and planning for developing study and house groups further, including by offering an organised progression through enquirers' and other courses. Growth in Numbers has focused especially on the preparations for a viable Tea Time Church congregation. We continue to work at making the 9.30 service more welcoming, especially for families, as the focus of children and young people's work moves towards Tea Time Church. Growth in Loving Service celebrated a further increase in summer hamper numbers to 29 and the lively continuation of other initiatives such as "not such fun to cook for one" lunches.

The Parochial Church Council (PCC)

The combination of mission, vision and strategic priorities provides a framework within which the PCC evaluates our progress and promotes new initiatives for growth.

Role

In accordance with the Church of England Rules, the Wheathampstead Parochial Church Council (“PCC”) shares with the Rector and other Ministers the work of promotion in the Parish of “the whole mission of the Church, pastoral, evangelistic, social and ecumenical”. It is responsible for the churches of St Helen’s and St Peter’s, Gustard Wood. The PCC is registered as Wheathampstead PCC with the Charity Commission (charity number 1132924) and can be contacted at the Parish Office, St Helen’s Church, High Street, Wheathampstead, AL4 8AA. In planning the activities for the year, the PCC has considered the Commission’s guidance on public benefit and, in particular, the specific guidance on charities for the advancement of religion.

PCC Activities in 2017

The PCC has met on seven occasions since the last APCM. Meetings comprise devotions, discussions and decision-taking. Annual reports are received from many areas of church life. In addition, the Ministerial Team, sub-committees and working groups have also met on several occasions and reported to the PCC during the year reflecting the many aspects of Church life.

Membership

Members of the PCC are ex officio, co-opted or elected by the Annual Parochial Church Meeting. There are up to twelve elected lay members. The list of members who served in 2017 is elsewhere in this report. The PCC wishes to record their gratitude to all who have tirelessly assisted in maintaining the momentum of the progress of our vision for Wheathampstead and beyond.

In April 2017 three PCC members retired: Mark Pointer, Michael Lea and Stephen Tudway whom we congratulate on his ordination as a Deacon and appointment to serve as Curate at St. Leonard’s Flamstead and St. John’s Markyate. Jacqui Chaston was elected. Madeleine Bigmore was re-elected. Sabrina Shafer was co-opted at the May PCC meeting. Brian Golesworthy, David Pangbourne and Stephen Wilson were re-elected as Deanery Synod members. Our grateful thanks go to all who have contributed to the governance and decision-making of the church and maintained the momentum of the progress towards our vision through their service on the PCC. The summary of our Vision is shown on the previous page and more detail is contained in our Annual Review presentation. Vacancies exist for lay members to be elected either as Churchwardens at the Meeting of Parishioners or to the PCC at the APCM. Simon Best, Rosemary Nelson and Jenny Spurgeon retire by rotation and are eligible for re-election to the PCC. Linda Thomas retires as Churchwarden and is eligible for election to the PCC.

List of PCC Members

The following members served on the PCC following the APCM in April 2017:

Name	Capacity	Serving from	Serving to
Revd Richard Banham	Rector & PCC Chair	April 2010	While in office
Revd Kate Daymond	Curate	July 2016	While in office
Roger Payne	Retired Reader	October 2016	While in office
Mr David Pangbourne	Churchwarden PCC Vice Chair Deanery Synod Member	Elected April 2017	April 2018
Mrs Linda Thomas	Churchwarden	Elected April 2017	April 2018
Mr Simon Best	Elected Lay Member	Elected April 2015	April 2018
Mrs Madeleine Bigmore	Elected Lay Member Hon. Treasurer	Elected April 2017	April 2020
Mrs Jacqui Chaston	Elected Lay Member	Elected April 2017	April 2020
Mr Karl Fenwick	Elected Lay Member	Elected April 2016	April 2019
Mr Brian Golesworthy	Deanery Synod Member	Elected April 2017	May 2020
Mr David Hartley	Elected Lay Member	Elected April 2016	April 2019
Mr Peter Hudson	Elected Lay Member	Elected April 2016	April 2019
Mrs Clare Mackay	Elected Lay Member	Elected April 2016	April 2019
Mrs Rosemary Nelson	Elected Lay Member	Elected April 2015	April 2018
Mr David Perch	Elected Lay Member	Elected April 2016	April 2019
Mrs Sabrina Shafer	Co-opted Lay Member	Co-opted May 2017	April 2018
Mrs Jenny Spurgeon	Elected Lay Member	Elected April 2015	April 2018
Mr Stephen Wilson	Deanery Synod Member Hon. Secretary	Elected April 2017	May 2020

Team of Ministers

As with so many areas of church life, we are fortunate to have such a capable and committed team of Ministers who lead our worship and do so much good work away from the spotlight of Sunday Services.

Minister	Role
Rev Richard Banham	Rector
Rev Kate Daymond	Curate
Rt Rev John Gladwin	Retired Bishop
Rev Brian Gwinn	Retired Minister
Rev Jill Hazelwood	Retired Minister
Linda Thomas	Children and Families Minister

Minister	Role
Claire Banham	Reader
Carol Hopper	Reader
Pippa Legg	Reader
John Grace	Retired Reader
Roger Payne	Retired Reader
Barbara Doye	Reader in Training

Working Groups, Committees and Sub-committees

The PCC appointed the following officers: Stephen Wilson as **Honorary Secretary**, Madeleine Bigmore as **Honorary Treasurer**, Judith Lambert as **Electoral Roll Officer**, Jacqui Chaston as **Safeguarding Officer**, Laurence Mallett (until October 2017) and Jacqui Chaston (from October 2017) as **Data Protection Officer**, and Michael Hollick as **Health & Safety Officer**.

The PCC elects a **“Standing Committee”** with power, subject to the directions of the PCC, to transact business between PCC meetings. Its members are Richard Banham, David Pangbourne, Linda Thomas, Madeleine Bigmore and Stephen Wilson.

The overall co-ordinating **“Vision Steering Group”** is led by Simon Best as chairman.

The PCC is advised by a **“Fabric Committee”** which is chaired by Stephen Scowcroft.

Financial Review

The Financial Statements of the PCC are attached, see pages 9 to 15.

The Statement of Financial Activities shows our income and expenditure for the year on our General (Unrestricted) Fund; on the Designated Funds we have set aside for fabric, reserves and development; and the Restricted Funds we have been given for particular purposes. The Balance Sheet shows the state of our finances at the year end and both these statements are supported by a number of notes.

The Unrestricted Funds show an excess of income over expenditure for the year of £1,781 compared with an excess of £6,310 in 2016. These figures take into account our income for general purposes, from which is deducted our normal annual outgoings on the church and its activities, together with our contribution to the Diocese and the Parish's own giving. There has been a very small increase in planned giving and associated Gift Aid of £1,679, which represents just 1.2% of the 2016 giving income. The budget for 2018 suggests that we will need to increase our income by about £10,000pa to cover our normal annual expenditure and it is planned to shortly ask members of the congregation to review the amounts that they are able to give to our churches.

There is an overall deficit of £12,565 in the total funds due mainly to the cost of the work done on resurfacing the car park. Part of the cost has been covered by the remaining balance of the Basil Burr Bequest and the balance from our own Fabric Fund. The figures can be seen in note 5 and also in note 10. Our income has been boosted by a legacy of £30,000 which has been set aside for work on improving the sound system.

We would like to thank our Treasurer, Madeleine Bigmore and her team of Christine Donnet, Brenda Mallett, Mel Tay, Jennie King and Bill Morris. Thanks go to David Pangbourne for his assistance in preparing these accounts. We also thank Nick Dilworth for his work as Independent Examiner.

Reserves Policy

The PCC follows the recommendations of the Diocese and sets aside funds to provide cover against a sudden loss of income and unforeseen capital expenditure. These reserves are shown in note 10 to the annual accounts as designated funds and currently stand at £74,000 for loss of income and the same amount for capital expenditure.

St Helen's and St Peter's Charity Partnership Team

Discussion groups were held after a 9.30 St Helen's service in February, following which the congregation were invited to give their feedback and then vote on suggestions that our donations be themed towards specific areas of need and distributed to local, national and international charities meeting certain criteria and Christian values. The results of the congregation's votes were announced in March which revealed that an overwhelming majority favoured supporting charities who work with Vulnerable and Orphaned Children and the PCC approved a proposal for the Charity Partnership Team to research appropriate charities working in these fields and to report back to them with their findings. The CP Team spent some time in considering a large number of candidate charities working in the relevant fields which were then assessed and rated in compliance with the order of the criteria the congregation had set, namely: Christian faith and values, reputation of the organisation, percentage of income spent on administration and central costs, additional opportunities in supporting the charity, relationship opportunities, location, organisation size and the age of the organisation.

Following this research, further consultation and a number of meetings with various charities over the summer months, the C P Team were able to put to the PCC recommendations for three charities, Azalea, with particular emphasis on their work in tackling Child Sexual Exploitation and vulnerable children (local), The Children's Society (national) and Orphans Know More (international) respectively to be supported by St Helen's and St Peter's. These recommendations were accepted and approved by the PCC in September. It was also agreed by the PCC that the long standing support of the CMS Kimbilio project, led by Ian Harvey, through the Congo Children's Trust would continue.

The aim, which we continue to pursue, is for the church to donate over 10% of annual church income to designated charities, subject to our financial position at the end of each year. For 2017, total donations were given to Azalea of £3,000, The Children's Society £3,000, Congo Children's Trust/Kimbilio £3,500 and Orphans Know More £4,500. Unfortunately, our financial position at the end of 2017 did not enable us to make any additional top-up payments as we had hoped.

The new Charity Partnerships were launched in November and Rachel Brockie, area representative of The Children's Society (the charity which instigated Christingle services) was our first charity guest speaker at Parish Communion on 26th November. Our traditional Christingle Service, the proceeds of which are donated to The Children's Society, followed in Advent. Also during Advent collections were made of practical items and cash, in support of the Azalea Christmas Appeal, including generous gifts from our "Storytime" Parents, Carers and Toddler Group who meet on Monday mornings. Since the end of the year further charity partnership visits to our Parish Communion Services have been arranged, the first of which was on 4th March 2018, when Suzi and John Peachey of Orphans Know More came to St Helen's.

The Charity Partnership Notice Board by the South Door gives current information on each of the charities we are partnering, keeping the congregation informed and aware of the vital ongoing work which we, as a congregation, are supporting. We look forward to continuing to develop our practical and prayerful relationships and demonstrate our faith in positive ways towards those children in such need, locally, nationally and internationally.

Safeguarding

The PCC is committed to safeguarding and promoting the welfare of all children and vulnerable adults who attend church or church activities. We have in place – and regularly review – a policy for Safeguarding. All relevant volunteers are DBS-checked and issued with appropriate guidance for their role. We are committed to training for all our volunteers. The PCC has complied with the duty under section 5 of the Safeguarding and Clergy Discipline Measure 2016 (duty to have due regard to House of Bishops' guidance on safeguarding children and vulnerable adults).

Risk & Statutory Policies

As required by law, the PCC has considered the major risks within its responsibility and the systems designed to minimise those risks; this has included annual Health and Safety Inspections with recommendations reported to the PCC.

The PCC has in place statutory policies in the following areas:

- DBS checks;
- Safeguarding of children and vulnerable adults;
- Data protection;
- Race equality; and
- Health and safety.

Where appropriate, these are in line with Diocesan guidance and all are reviewed regularly by the PCC.

Goods, Fabric and Ornaments

The annual inventory of Church goods, fabric and ornaments was completed during 2017 and all items found to be present and correctly accounted for. The main work of the Fabric Committee has been to take further the programme of redecoration and repairs at St. Helen's which has included the re-surfacing of the car park; other large and small projects at both churches are under consideration. A digital piano has been donated to St. Peter's.

Stewardship & Renewal

A new Stewardship Team is being formed to take forward this work. We are grateful for those many people who are committed to regular giving. The PCC is grateful to the Friends of St. Helen's Church (Registered Charity No 1048053) for its on-going generous support.

The above report was approved by the Wheathampstead Parochial Church Council on the 22nd March 2018.

A handwritten signature in black ink that reads "Richard Banham". The signature is written in a cursive style with a horizontal line underneath the name.

Rev Richard Banham
Chairman

Annual Accounts 2017

WHEATHAMPSTEAD PAROCHIAL CHURCH COUNCIL						
2017 Accounts						
STATEMENT OF FINANCIAL ACTIVITIES - For the year ended 31 December 2017						
		Unrestricted Funds	Designated Funds	Restricted Funds	TOTAL 2017	FUNDS 2016
	Note	£	£	£	£	£
INCOME & ENDOWMENTS						
Incoming resources from donors						
Planned giving (Gift Aid)		89,981			89,981	90,411
Tax recoverable on planned giving		22,496			22,496	22,624
Planned giving (non-Gift Aid)		12,862			12,862	12,114
Collections: St Helen's		15,031			15,031	13,897
Collections: St Peter's		981			981	1,065
Tax recoverable on Small Donations Scheme		2,451			2,451	2,012
Collections for specific purposes				1,661	1,661	2,966
Collections for the Community Fund				1,200	1,200	2,338
Legacies, donations etc.	2	7,182	30,932	5,205	43,319	98,551
		150,984	30,932	8,066	189,982	245,978
Income from investment						
Interest and dividends		396	604	74	1,074	1,455
Income from charitable trading/fees						
Magazine sales and advertising						4,888
Coffee in the Chancel		4,610			4,610	4,986
Charitable Trading		3			3	57
Fees for weddings and funerals		18,052			18,052	19,914
		22,665			22,665	29,845
Other incoming resources						
Christmas Fair						1,173
Coffee after services		1,044			1,044	1,214
Rental income		7,628			7,628	7,515
VAT recovered on building works		513			513	23,162
Insurance recovered		260			260	
Flowers				1,965	1,965	2,215
Admin support for Rural Dean		2,000			2,000	2,000
Other income (Retreats & Trips etc.)		831			831	895
		12,276		1,965	14,241	38,174
Total Incoming resources before transfers		186,321	31,536	10,105	227,962	315,452
Transfers of funds: Music Fund	10	(1,050)		1,050		
TOTAL INCOME		185,271	31,536	11,155	227,962	315,452
EXPENDITURE						
Giving	3	16,590		3,050	19,640	24,236
For the work of the Church	5	142,735	23,465	30,522	196,722	280,491
Church management and administration	4	24,165			24,165	17,299
TOTAL EXPENDITURE		183,490	23,465	33,572	240,527	322,026
NET MOVEMENT IN FUNDS		1,781	8,071	(22,417)	(12,565)	(6,574)
TOTAL FUNDS BROUGHT FORWARD	10	142,760	212,625	40,504	395,889	402,463
TOTAL FUNDS CARRIED FORWARD	10	144,541	220,696	18,087	383,324	395,889

WHEATHAMPSTEAD PAROCHIAL CHURCH COUNCIL

2017 Accounts

BALANCE SHEET - Year ended 31 December 2017

	Note	2017 £	2016 £
FIXED ASSETS			
Tangible fixed assets	6	761	1,113
Investments	6	1,276	1,167
		2,037	2,280
CURRENT ASSETS			
Amounts receivable and prepayments	7	19,062	42,581
Cash at bank and on short term deposit		407,025	359,786
		426,087	402,367
AMOUNTS PAYABLE WITHIN ONE YEAR	8	44,800	8,758
		381,287	393,609
NET CURRENT ASSETS		381,287	393,609
NET ASSETS		383,324	395,889
FUNDS			
Endowment	10	1,276	1,167
Restricted	10	16,811	39,337
		18,087	40,504
Designated	10	220,696	212,625
Unrestricted	10	144,541	142,760
		383,324	395,889

These financial statements were approved by the Parochial Church Council on 22nd March 2018

Signed on behalf of the PCC

Richard Banham

M. Bigmore

**The Rvd Richard Banham
Chairman**

**Madeleine Bigmore
Treasurer**

WHEATHAMPSTEAD PAROCHIAL CHURCH COUNCIL

2017 Accounts

NOTES TO THE ACCOUNTS - Year ended 31 December 2017

1 ACCOUNTING POLICIES

The PCC is a public benefit entity within the meaning of FRS102. The financial statements have been prepared under the Charities Act 2011 and in accordance with the Church Accounting Regulations 2006 governing the individual accounts of PCCs, and with the Regulations' "true and fair view" provisions, together with FRS102 (2016) as the applicable accounting standards and the 2016 version of the Statement of Recommended Practice, Accounting and Reporting by Charities (SORP(FRS102)).

The historical cost convention is adopted except for investments, which are shown at market value at the balance sheet date.

The statements are prepared on the accruals basis.

Funds

Unrestricted funds are those available for the general purposes of the PCC. The purpose of restricted funds is noted in the statements. Interest, other income and tax recoverable related to amounts allocated to particular funds is credited to those funds.

The statements include transactions for which the PCC is responsible but not those of informal groups of members or of separately constituted bodies from which the PCC may benefit.

Income and use of resources

Collections, covenants, donations and similar income are recognised on receipt.

Income tax recoverable on covenants and donations is recognised when the income is recognised.

Funds raised by fairs, sales of magazines and coffee are shown as income. The related expenses are included within resources used. Grants and legacies are recognised in the period when they become due.

Expenditure is accounted for when incurred.

Assets

In so far as consecrated and benefice property of any kind is excluded from the statutory definition of "charity" by Section 10(2) (a) and (c) of the Charities Act 2011, such assets are not capitalised in the financial statements.

Depreciation is provided on equipment used by the PCC over the useful life of the asset. Items of equipment costing less than £1000 are written off when the expenditure is incurred.

Short term deposits include cash held in a Church of England Central Board of Finance account and at the bank.

2 LEGACIES, DONATIONS, NAVE BOXES, ETC.

	Unrestricted Funds £	Designated Funds £	Restricted Funds £	TOTAL 2017 £	FUNDS 2016 £
Donations, nave boxes etc.	2,953		10	2,963	6,579
Legacies		30,000		30,000	
Friends of St Helens					66,960
Donations for Flower Fund			300	300	300
Donations for Organ					16,362
Donations for Mustard Seed Fund			396	396	700
Donation for Special Project Fund			2,842	2,842	
Donations from Women's Fellowship	285			285	255
Donation for Mission & Outreach lunch	465			465	346
Donations for Hampers	1,634			1,634	1,835
Donations for Music Fund			900	900	
Donations for Sound System Fund		747		747	
Miscellaneous income	24		109	133	414
Tax recoverable on donations	1,821	185	648	2,654	4,800
	7,182	30,932	5,205	43,319	98,551

WHEATHAMPSTEAD PAROCHIAL CHURCH COUNCIL

2017 Accounts

NOTES TO THE ACCOUNTS - Year ended 31 December 2017

3 GIVING

	From Parish income		Special collections, Community Fund	
	2017	2016	2017	2016
	£	£	£	£
Overseas missions				
Church Mission Society		11,000		
Congo's Children Trust	3,500	3,000		
	<u>3,500</u>	<u>14,000</u>		
Home missions etc.				
Payments from funeral collections				791
				<u>791</u>
Other charities				
St Helen's School	2,550	2,550		
The Royal British Legion			314	498
Bishop's Harvest Appeal			1,353	1,633
Beds & Herts HCT	40	40		
Christians Against Poverty		1,600		
Open Doors UK		1,600		
Orphans Know More	4,500			
Childrens Society	3,000			
Azalea	3,000		42	
Watford & Three Rivers Refugee Partnership			42	22
Crisis				22
Step		700		
Payments from Community Fund			1,299	780
	<u>13,090</u>	<u>6,490</u>	<u>3,050</u>	<u>2,955</u>
TOTAL	<u>16,590</u>	<u>20,490</u>	<u>3,050</u>	<u>3,746</u>

Note: Giving to St Helen's School is by standing order which is continuing into 2018.

4 CHURCH MANAGEMENT AND ADMINISTRATION

	Unrestricted	Designated	Restricted	TOTAL FUNDS	
	Funds	Funds	Funds	2017	2016
	£	£	£	£	£
Stationery, post, telephone, print	6,574			6,574	6,073
Staff salaries	17,003			17,003	10,806
Pension contributions to a Defined Contribution Scheme	120			120	19
Payroll costs	428			428	364
Miscellaneous	40			40	37
	<u>24,165</u>			<u>24,165</u>	<u>17,299</u>

Note

During the year the PCC employed a parish administrator, an organist, and from October, a Children and Families Minister, all on a part time basis. No National Insurance costs were incurred

WHEATHAMPSTEAD PAROCHIAL CHURCH COUNCIL						
2017 Accounts						
NOTES TO THE ACCOUNTS - Year ended 31 December 2017						
5 RESOURCES USED FOR THE WORK OF THE CHURCH						
	Unrestricted	Designated	Restricted	TOTAL FUNDS		
	Funds	Funds	Funds	2017	2016	
	£	£	£	£	£	
Parish share to Diocese	95,453			95,453	93,168	
Fees paid to Diocese	3,674			3,674	4,877	
Wedding Disbursements	2,496			2,496	1,660	
Funeral Disbursements	1,004			1,004	1,665	
Plaques and other memorials	396			396	444	
Ministry expenses	2,230			2,230	1,877	
Electricity & Water (St Helens)	2,362			2,362	2,345	
Electricity & Water (St Peters)	620			620	615	
Gas (St Helen's)	3,874			3,874	4,501	
Maintenance (St Helens)	5,524			5,524	7,486	
Maintenance (St Peters)	2,398			2,398	3,830	
Insurance (St Helens)	3,566			3,566	3,497	
Insurance (St Peters)	835			835	549	
Growth in Loving service (M&O)	3,136		385	3,521	3,267	
Growing in Numbers	1,076		2,706	3,782		
Services	1,914		85	1,999	2,438	
Choir and music	2,686			2,686	1,709	
Casual organists for regular Church services	930			930	4,620	
Growing in Faith (G&T)	698			698	390	
Retreats & Trips	830			830	775	
Children, Youth & Schools	2,884		88	2,972	1,976	
Hospitality	1,519			1,519	320	
Training	634			634	646	
Magazine expenses					4,419	
Coffee in the Chancel expenses	717			717	1,173	
Charitable Trading expenses						
Christmas Fair expenses					43	
Stewardship costs	111			111	108	
Hall Hire	570			570	570	
Flowers			2,038	2,038	2,506	
Coffee machine depreciation	352			352	293	
Lawnmower expense	187			187	921	
Bells			75	75	443	
Contribution to the Rector's Holy Land Study Tour			1,371	1,371		
Major Fabric and Projects expenditure						
North Aisle & Transept					79,080	
SW corner floor and Pews					5,813	
Organ					39,828	
Project 21	59			59		
Car Park Surfacing		17,942	23,774	41,716		
Sound System		2,831		2,831		
North Door Extension		1,591		1,591	2,639	
Stoneworks		1,101		1,101		
	142,735	23,465	30,522	196,722	280,491	
Note						
No payments or expenses were paid to PCC members, persons closely connected with them or related parties, except that a small immaterial portion of the working expenses paid to the Rector and other clergy may relate to their services as Chairman or as a member of the PCC.						

WHEATHAMPSTEAD PAROCHIAL CHURCH COUNCIL

2017 Accounts

NOTES TO THE ACCOUNTS - Year ended 31 December 2017

6 FIXED ASSETS				
		2017	2016	
		£	£	
	Tangible assets			
	Coffee equipment	1,406	1,406	
	Depreciation on Coffee equipment (25%)	(645)	(293)	
	Net book value	<u>761</u>	<u>1,113</u>	
	Investments at market value			
	Central Board of Finance Investment Fund	1,276	1,167	
		<u>1,276</u>	<u>1,167</u>	
7 AMOUNTS RECEIVABLE				
		2017	2016	
		£	£	
	Income tax recoverable	18,562	20,659	
	From Friends of St Helens for funded works		17,887	
	VAT recoverable on building works		1,169	
	Other amounts receivable	500	2,592	
	Prepayments		274	
	TOTAL	<u>19,062</u>	<u>42,581</u>	
8 AMOUNTS PAYABLE				
		2017	2016	
		£	£	
	Accrued expenses	44,800	3,358	
	Amounts due to charities		5,400	
	TOTAL	<u>44,800</u>	<u>8,758</u>	
9 COMMITMENTS				
<p>At 31 December 2017 the PCC was committed to expenditure at St Helen's on the repairs to the SE Buttress and the Lady Chapel roof, repairs to coping stones on the NW corner, completion of the North Aisle redecoration and the completion of the car park surfacing. The total cost of these works is expected to be approximately £42,000 excluding VAT where it is expected to be recoverable.</p>				

WHEATHAMPSTEAD PAROCHIAL CHURCH COUNCIL

2017 Accounts

NOTES TO THE ACCOUNTS - Year ended 31 December 2017

10	FUNDS	1 Jan 2017 £	Incoming Resources £	Resources Used £	31 Dec 2017 £
	Endowment funds	1,167	109		1,276
	Restricted funds				
	Basil Burr Bequest	23,741	33	(23,774)	
	Community Fund	9,525	1,226	(1,684)	9,067
	St Peter's fund	137		(85)	52
	Flower fund	1,393	2,269	(2,038)	1,624
	Tots time	238	1	(88)	151
	New AV system	2,798	20		2,818
	Bell Fund	1,038	2	(75)	965
	Mustard Seed/Tea Time Church	377	397	(774)	
	Special Project Fund		3,303	(3,303)	
	Music Fund		2,134		2,134
	Specific collections	90	1,661	(1,751)	
		39,337	11,046	(33,572)	16,811
	Total restricted funds	40,504	11,155	(33,572)	18,087
	Designated funds				
	Designated Fabric Fund	64,403	150	(20,634)	43,919
	Designated Income Reserve	73,796	204		74,000
	Designated Capital Reserve	73,796	204		74,000
	Designated Development Fund	630	2		632
	Designated Sound System Fund		30,976	(2,831)	28,145
		212,625	31,536	(23,465)	220,696
	Unrestricted funds				
	General fund	142,760	185,271	(183,490)	144,541
	TOTAL FUNDS	395,889	227,962	(240,527)	383,324

Notes

Endowment Funds

These are the Fenwick and Bracey bequests, the investment of which is mainly in the CBF Investment Fund shown in the Balance Sheet. Income from the Fenwick bequest is for the church and churchyard upkeep. These funds, and their annual movement in value, are included within the restricted funds.

Basil Burr Bequest

This is a bequest from the estate of Mr Basil Burr to be used mainly for the upkeep of the churchyard at St. Helen's.

Community Fund

This fund is from collections at weddings and baptisms, and some donations, which are set aside to provide assistance to those in need mainly in the parish of Wheathampstead.

St Peter's Fund

This represents monies received for the work and upkeep of that church.

Bell Fund

For the renovation, repairs and maintenance of the bells, including handbells, and related structures, fixtures and fittings, plus the support and development of the bell ringers.

Special Project Fund

This is donations given in 2017 for the Rector's Holy Land Study Tour and the Easter Eggs for pupils at St Helen's and Beech Hyde Schools, together with related gift aid.

Restricted Music Fund

This is monies set aside by the PCC for the Music in the Parish as shown by the transfer between funds in the Statement of Financial Activities, together with other donations for this purpose

Designated Fabric Fund

This is a legacy received in 2005 which the PCC has designated for use on any future major fabric expenditure. The legacy was made with no restriction as to its use and is therefore included in unrestricted funds.

Designated Income Reserve and Designated Capital Reserve

As the Diocese recommends, the PCC maintains designated funds as a reserve against sudden total loss of income and unforeseen capital expenditure. Reserves were set at an initial level of £60,000 each in 2005 with interest to be accrued to the funds as a protection against inflation.

Designated Sound System Fund

Money from a legacy and other donations for development of a Audio Visual system in the church

Independent Examiner's Report

I report on the accounts of the PCC for the year ended 31 December 2017, which are set out on pages 9-15.

Respective responsibilities of trustees and examiner

The members of the PCC are responsible for the preparation of the accounts. The members of the PCC consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the 2011 Act;
- to follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act; and
- to state whether particular matters have come to my attention.

Basis of independent examiner's report

My examination was carried out in accordance with the general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the PCC and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as PCC members concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

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 the requirements:
 - to keep accounting records in accordance with section 130 of the 2011 Act; and
 - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Act
 - have not been met; or
2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



Nicholas Patrick Dilworth BSc (Hons) FCA
St Albans
3 April 2018

Trustees of Wheathampstead Church School

The Rector and Churchwardens are trustees of a fund, the beneficiary of which is St Helen's School, Wheathampstead, and manage a fund invested with the Church of England Central Board of Finance (CBF) through CCLA. The income from the investment is used to contribute towards Governors' liability for the external repairs to the School.

During this year, the total income was £257. According to the mid-market prices as per the statements provided by CCLA Investment Management Ltd at 31st December 2017, the total value of the two funds at that date was £7,500. Together with cash held in the bank of £1,043 the total assets of the Trust stand at £8,543.

These accounts have been prepared based on the bank and investment statements by Jennie Griffiths, ACMA.

Revd Richard Banham, Linda Thomas and David Pangbourne

Trustees

10 April 2018

Fund Account
for the year to 31 December 2017

	Year ended 31 Dec <u>2017</u>	Year ended 31 Dec <u>2016</u>
Dividends received:		
Fixed Interest Securities Fund	76	83
Income Investment Fund	181	149
	<hr/>	<hr/>
	257	231
	<hr/> <hr/>	<hr/> <hr/>
Changes in market value of investments:		
Fixed Interest Securities Fund	(16)	107
Income Investment Fund	460	509
	<hr/>	<hr/>
	444	615
	<hr/> <hr/>	<hr/> <hr/>
Payments from Barclays account:		
Payment to St Helen's school	-	-
	<hr/>	<hr/>
	-	-
	<hr/> <hr/>	<hr/> <hr/>
Net movement in funds during the year	£ 701	£ 847
	<hr/> <hr/>	<hr/> <hr/>

Net Asset Statement
as at 31 December 2017

	31 Dec <u>2017</u>	31 Dec <u>2016</u>
Investments:		
Cost: 1999	£ 5,862	£ 5,862
	<hr/>	<hr/>
At valuations:		
Fixed Interest Securities Fund	1,939	1,956
Income Investment Fund	5,561	5,100
	<hr/>	<hr/>
	7,500	8,056
Cash at bank	1,043	786
	<hr/>	<hr/>
	£ 8,543	£ 7,842
	<hr/> <hr/>	<hr/> <hr/>

Independent Examiner's Report

I confirm that the above financial statements accord with the bank and investment records of the Trust.



Jennie Griffiths ACMA
10 April 2018

Sidespersons & Welcomers 2017-18

Our Welcoming team comprises both Sidespersons (being those on the electoral roll) and Welcomers (for those not on the electoral roll). The team has continued its vital work this year and will continue to provide the welcome we would all wish to have as we enter God's house.

Sidespersons

Mrs Kath ANDREWS	Mr Brian GOLESWORTHY	Mrs Phyllis MITCHELL
Mr Keith ANDREWS	Mrs Jenny GOLESWORTHY	Mrs Anne MORRIS
Mrs Clare BANGE	Mrs Catherine HAWKEN	Mr Ron MORRIS
Mrs Madeleine BIGMORE	Dr Ian HARNETT	Mrs Judith MORRIS
Mrs. Alison BROWN	Dr Sara HARNETT	Mr Bill MORRIS
Mrs Jenny BULLOCK	Mr David HARTLEY	Mrs Alison PANGBOURNE
Mr Michael BULLOCK	Mrs Hilary HOLLICK	Mr David PANGBOURNE
Prof John BURLAND	Mrs Sarah HOLLOWAY	Mrs Jan PARKE
Mr Chris CALLOW	Mr Tim HOLLOWAY	Mr Mike PARKE
Mrs Elizabeth CARTER	Mrs Carol HOPPER	Mrs Margaret PEARCE
Mrs Jacqueline CHASTON	Mr Stewart HOPPER	Mr Brian PEARCE
Mrs Eli CHEATLE	Mrs Ruth JEAVONS	Mr David PERCH
Mrs Margaret CLAPP	Mrs Mary JONES	Mrs Ulla PERCH
Mrs Lindy CLAY	Mrs Lilian KERR	Mr Chris POOLE
Mrs Ruth COLES	Mr Andrew LARGE	Mrs Isobel POOLE
Mrs Brenda DAWES	Mrs Penny LARGE	Mrs Sue SLATER
Mrs Jean DOWLING	Mrs Suzanne LOCKS	Mr Peter SLATER
Mrs Louise EDWARDS	Mr Rodney LOCKS	Mrs Jenny SPURGEON
Mr James FINLAY	Mr Sayling LOW	Mrs Kathy WARE
Mrs Rosemary FINLAY	Mrs Clare MACKAY	Mr Peter WOODS
Mr David FRENCH	Mrs Brenda MALLET	Mrs Janet WOODS

Welcomers

Mr Laurie BARKER	Ms Britt DAHLE	Mrs Justine SOOTHILL
Mrs Angela BARNES	Mrs Rachael GAVAN	Mrs Wendy WILLANS
Mr Peter BARNES	Mrs Sabrina SHAFER	Mr Phil WILLANS