

THE PARISH CHURCH OF CHENIES & LITTLE CHALFONT

(Charity No: 1130134)

St Michael's Church, Chenies
St George's Church, Little Chalfont

TRUSTEES ANNUAL REPORT

AND

FINANCIAL STATEMENTS

OF THE

PAROCHIAL CHURCH COUNCIL

1 January 2018 - 31 December 2018

Incumbent

The Reverend David Whale (Priest-in-Charge)
(Licensed 2nd December 2018)
The Rectory
Chenies, Bucks
WD3 6ER

Bank

The National Westminster Bank plc
13 High Street
Chesham, Bucks

Independent Examiner

T E A Collerton FCCA ACA CTA
Wilkins Kennedy LLP
Anglo House
Bell Lane Office Village
Bell Lane
Amersham, HP6 6FA

CHENIES AND LITTLE CHALFONT PAROCHIAL CHURCH COUNCIL

TRUSTEES REPORT for the year ended 31st December 2018

The trustees present their annual report and financial statements of the charity for the year ended 31st December 2018. The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the accounts and comply with the charity's trust deed, the Charities Act 2011 and Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015).

Objectives and activities

Mission Statement

- To know Christ and to make Christ known,
- through personal discipleship,
- through community action,
- through taking an active part in the church family

The Parochial Church Council (PCC) has the responsibility of co-operating with the incumbent, the Reverend David Whale, in promoting within the ecclesiastical parish the whole mission of the Church, pastoral, evangelistic, social and ecumenical. It also has the responsibility for the upkeep of St George's and St Michael's churches and ancillary properties. The Benefice was in interregnum until December 2018.

Public Benefit

The trustees have considered the guidance published by the Charity Commission and have concluded that the activities, as set out under Achievements and performance, address the principles of identifiable public benefit and demonstrate that fulfilment of the public benefit requirement under the Charities Act 2011.

Achievements and performance:

Fabric Report for St Michael's Church (Sandra Kemp, Churchwarden)

I report that all goods and ornaments are as recorded in the Terrier and Inventory.

The clock, fire extinguishers and lightning conductor were all serviced as usual during the year. The flag of St George was replaced on Easter Sunday.

The Electrical Installation Condition Inspection took place as planned and the report showed no problems. The Quinquennial Inspection did not show any urgent problems and works highlighted for completion over the next few years should not prove too expensive. The water damage to the chancel wall was repaired and the wall repainted.

The restoration of the floor tiles is proving difficult and we are now seeking reclaimed tiles that will be suitable for replacing those that are badly damaged.

The St Michael's Committee have been discussing making alterations to the south aisle to make this area more suited to small social gatherings and children's activities. Plans include plumbing a sink unit in the Preston Room. However, as usual, carrying out such work in a Grade 1 listed building surrounded by a churchyard is not easy. Conversations are continuing and decisions will be made soon.

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TRUSTEES REPORT for the year ended 31st December 2018 (cont.)

A beautiful new cover for the font made from English oak has been given to the church by Adrian Beard in memory of his mother, Sue. This matches the altar given by Sue herself some years ago as a memorial to Ron, her late husband and their two daughters, who had both died before them. We are most sincerely grateful to the Beard family for their generosity and their years of service to St Michael's.

As usual, I must thank all those who give so generously of their time to keep St Michael's clean and welcoming for worshippers and visitors, and to those who maintain the churchyard and new graveyard. On behalf of the PCC, the staff and myself, thank you for the work that you do in support of our church and our activities. May God bless you all.

Fabric Report for St George's Church (Mr. Bill Stokes)

The church house continues to be made available to All Star Kids Club who produce a Christian magazine and You Tube videos.

We also continue to let spaces in the car park as reported last year.

There has been no significant movement on the redevelopment in 2018. This has been on hold pending the appointment of our new Rector Designate.

We continue with our practice of hold off on significant spending on church plant. However, we have taken steps to modernize the kitchen by replacing some of the old kitchen appliances and installing a new sink.

Finally, and most importantly, I would like to extend my thanks to the dedicated team of individuals that keep the church running and support me in my role as churchwarden in so many different ways. Their tireless devotion, good humour and sound advice are a real blessing.

Deanery Synod (Keith Wright)

The Deanery Synod met four times during 2018, each meeting being hosted in a different church in the Deanery. A speaker is invited to the meetings and talk on a wide range of topics, notices and information from the Oxford Diocese Synod and changes in the Deanery are announced. Our parish, St. Michael's and St. George's have 3 representatives, Jo Herrera, Philip Lovegrove and Keith Wright.

Jennie Dziegiel came to the February meeting to give a talk about Messy Church – where it started, what it looks like, its values, impact, strengths and weaknesses. Jennie also told us her experiences of helping with Messy Church in Lancaster. Several churches in the deanery run Messy Church sessions, they were successful where people attending found acceptance, valued and felt loved.

Synod received and accepted the Deanery's annual report and budget for 2018.

Seer Green and Jordans Children and Family Minister, Janner Holder, who works with Holy Trinity and the Baptist Church, came in May to tell us about her work in the churches and village. As well as the Sunday services, Janner has run Open the Book at local schools and meets young people at clubs held on different nights of the week. The holiday club held in the Baptist church had over 100 children attend.

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TRUSTEES REPORT for the year ended 31st December 2018 (cont.)

The Deanery Plan is in preparation by the Lay Chair, who is focused on support to individual churches based on their individual Mission Action Plans. Diocesan Synod Elections will be held later in the year Amersham Deanery qualifies for 4 clergy members and 6 lay members, nomination forms are available and Synod was encouraged to nominate members for the position.

In September Dr. Graeme Fletcher a retired GP, spoke to Synod about his experience of mental health. He described several mental health problems and their treatments. Dr. Graeme said it was important to talk openly and be supportive with people. Don't make promises you can't follow through. Signpost to GP or Samaritans and share concerns with trusted colleagues.

The results of the Diocesan Synod Election were announced, 3 Clergy with one vacancy and 5 lay also with one vacancy were elected.

Steve Poulson the Deanery Mission Partner, working with street children in Honduras, was visiting the UK and spoke in November. Steve spoke about the one to one mentoring he was doing and how the scheme was helping 18 children and would double the number being helped by the end of the year. He also spoke about the migrant caravan – there are some 9000 people waiting at the Mexican border trying to get to the USA this is not the answer. Honduras is one of the world's poorest countries and corruption is widespread. One of the youngsters Steve was supporting – Kevin has left to join the migrant caravan. Steve asked for our help by prayer, giving, and to go and see the work being done in Honduras.

The Deanery Share Allocations 2019 was presented and accepted by Synod.

Parishes were encouraged to join the Parish Giving Scheme as it improves income and cash flow. It was announced that David Whale would be installed at St Michael's on Advent Sunday.

Pastoral Care Team (Brenda Johnson)



The Pastoral Care team meet on a regular basis with the Clergy. Home communions are taken to those who are unable to get to Church due to illness or getting too frail. The team try to ensure that those in need for whatever reason are helped in any way possible. The recently bereaved and those unable to get to church are sent Christmas and Easter cards which always seem to be appreciated.

Chess Valley Churches Together (Brenda Johnson)

The Ecumenical Committee consists of Clergy and members from our churches together with St. Aidan's Catholic Church, the Methodist Church and Chenies Baptist church. We meet three or four times a year to discuss the events that we take part in together. These include Women's World Day of Prayer, the Walk of Witness and Service on Good Friday, Christian Aid Coffee Morning at the Methodist Church, the Activities in the Park for children during the holidays, Helping at Services for Easter, Harvest and Christmas at the Epilepsy Centre, the Memorial Service on the Village Green on Remembrance Sunday and Carols on the Green just before Christmas. There was not a Lent Course in 2018 due to lack of Clergy to lead it but it has started again for this year.

CHENIES AND LITTLE CHALFONT PAROCHIAL CHURCH COUNCIL

TRUSTEES REPORT for the year ended 31st December 2018 (cont.)

We would welcome one or two new members on our Committee if anyone would like to join.

Outreach & Events:

At St Michael's thanks to the active support of the clergy team and the help of many from the congregations we completed a busy year of outreach and social events despite being without an incumbent for most of it.

We held all our usual Sunday services, welcoming several visiting clergy from other churches in the Deanery to help with these, for whose support we are very thankful. We also held our annual services to mark Candlemas, Good Friday, and so on. We arranged a Songs of Praise to celebrate Rogation Sunday. This followed a short walk around parts of Chenies with prayers, poems and hymns and was one of several services where the collection was for an outside charity and not for church funds.

It was St Michael's turn to host the Women's World Day of Prayer service but, unfortunately this had to be cancelled at the last moment because of snow and ice. It was eventually held 2 weeks later when weather conditions had improved.

Gwen and John Woodbridge continued to arrange the popular monthly coffee mornings which give an opportunity for fellowship and conversation. Thanks are owed to them for giving us this chance to meet together and also to support the needs of the world outside of church by charitable giving. Two Sunday afternoon concerts were held in the church, both followed by refreshments and again proceeds were for charity in both cases.

The Garden Party was once again successfully held in the church and churchyard. It was blessed with fine weather and drew lots of people into the church during the afternoon.

St Michael's hosted the harvest lunch for the Parish in the Garden Room at the Manor thanks to the support of Charles and Boo Macleod Mathews, who also kindly allowed us to use the Long Room as a robing room for the Service of Induction for Revd David Whale who became our priest -in-Charge on Advent Sunday. This was perhaps the highlight of the year at St Michael's with a full congregation of people from all churches/communities in the Benefice, other local churches and our Area Bishop and Assistant Archdeacon to lead our worship.

St. George's Outreach has again been active in Westwood Park providing refreshment and craft for both children and, often, adults. St George's shared the Easter holiday with Little Chalfont Methodists, and were a presence during five weeks of the summer holiday, one day a week. We have been providing this service for several years now and are well known amongst the users of the playground.

We also open and monitor the toilets which would otherwise be shut.

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TRUSTEES REPORT for the year ended 31st December 2018 (cont.)

A small group from the congregation have also met on several occasions on the village green to show Gods love, talk to people about their concerns and to pray for anyone who asks.

Thursday church and lunch continues to grow. The service provides the opportunity for Holy Communion to those unable to attend on a Sunday, and the lunch is always greatly appreciated.

This year St G's has, with help from other local church members, continued taking the program 'Open the Book' (OTB) into St Georges infant school. During this year we were able to introduce a team at Chalfont Valley E-ACT primary academy. It has been a great success to date and is very popular with both staff and children. OTB presents bible stories in a simple but dramatic and interactive way, with the children themselves taking the main parts in the stories.

Oasis Café (Sue Nash)

Oasis café runs every Friday morning from 9-11am during term time. The café continues to be well supported mainly by local mums who come straight from dropping their older children off at school. The numbers have grown and it continues to serve the people who come regularly as a safe place to relax, share life's ups and downs and receive the love and care that the church team provides.

We are linked with the Food Share scheme and receive bakery goods cooked the day before from Tescos Little Chalfont that would otherwise be wasted. We occasionally receive fruit and vegetables from Waitrose in Chesham too. These goods are very helpful to those on a tight budget and prevent waste.

We have been running a bible reading session during the last half hour of the morning in the church. We offer prayer during this session and often listen to some worship music. We also offer prayer, when appropriate, during the café as we chat to the mums.

We link this ministry in with Restore Hope and try to encourage the ladies to take up the offer of courses run by the Restore Hope team. We also do some pastoral visiting and support these families outside of the café slot.

Thank you to the committed team who support this ministry for their faithful service and prayers.



Sunday school at St George's (Sharon Chapman, Sunday school teacher and administrator)

Attendance at Sunday school has been similar to previous years, with an average of three children attending per week and rising to a maximum of eight. However, the majority of the children attending in recent months have been age five and below, which means that we often have one or two parents coming in with the very young ones.

We have continued using Scripture Union, Bubbles, which has activities suitable for our current age range and older children requiring less adult assistance. In addition to our usual crafts, games and bible story we are trying to introduce more music and song into our weekly sessions. For instance,

CHENIES AND LITTLE CHALFONT PAROCHIAL CHURCH COUNCIL

TRUSTEES REPORT for the year ended 31st December 2018 (cont.)

we now sing a thank you prayer before the snack and bible story and also hope to introduce a children's song with actions within the session. Dancing and the use of musical instruments have also proved popular recently!

The recent change in the service time means that children come directly into Sunday school and no longer go into church first. Instead they get the opportunity to join their parents near the end of the service and show the congregation what they have done.

To comply with the Oxford Diocese safeguarding policy, our Sunday teachers and helpers have all attended the C1 parish safeguarding training and are also booked on the C2S1 safeguarding training course.

St George's School: (Julia Dawson Governor)

St George's School is proud of its distinct Christian character and the importance placed on the core school values; compassion, community, courage, commitment and love. The values are used to support the vision of the school which is to enable each child to develop the skills and knowledge they need to help them to flourish in their next step and beyond. The staff provide a supportive and nurturing school community where children grow and learn in an inclusive environment.

This year, the SIAMS (Statutory Inspection of Anglican and Methodist Schools) requirements have changed and there is a greater focus on the teaching of RE. At St George's School we are very fortunate to have a wonderful RE coordinator who has undertaken the Understanding Christianity training offered by the diocese and developed a programme for the school which places RE at the centre of the whole curriculum. One element of this work is to produce a Big Frieze, which identifies key topics through the bible. One such topic is Creation and you may have seen some of the beautiful art work on this theme produced by the children, displayed on the windows in Tescos.

Each year, the staff and governors produce a School Development Plan which highlights key priorities for the school. This year, one of the priorities is to develop a greater sense of responsibility across the wider community. With this in mind, Mrs Accastello is keen to strengthen the links we already have with St George's Church and to encourage more members of the congregation to visit the school, joining in with special collective worship sessions, school concerts etc. Please watch out for invitations in the parish page. The teachers were extremely touched by the donations from the congregation to fund a small activity book about Lent for each child to take home and in fact your generosity has provided enough funding for the Christmas edition too. The children thoroughly enjoy these books and they are a great way of sending a Christian message home to each household.

As a governor, I am continuously amazed by the dedication of the staff and their knowledge of each and every child, the enthusiasm and joy of the children and the countless innovative ways employed to ensure children receive the best possible start in life. I could write a book about the excellent work taking place along the road at St George's School but the best way for you to find out about it is to visit the school and see for yourself. I promise you will come away with a smile on your face and a better understanding of how St George's maintains its distinct Christian character.



CHENIES AND LITTLE CHALFONT PAROCHIAL CHURCH COUNCIL

TRUSTEES REPORT for the year ended 31st December 2018 (cont.)

Financial Review: (Mrs Linda Dunning)

The General Fund deficit for the year under review was £10,180 for the year, compared to last year's deficit of £11,952 despite another fall in our collections and stewardship giving. Gift aid recoverable is up from the previous year as the current year's figures include 15 months of gift aid recoverable. The trend of a fall in income from stewardships and collections is a result of an ageing congregation and a fall in numbers in both congregations. It is also a result of members of the congregation overlooking the need to review their stewardship giving on an annual basis. Expenditure has also decreased from £114,923 in the previous year to £110,014 in the current financial year. This is mainly due to the fall in the Clergy, associate minister and other employment costs in the year, partially due to the period of inter-regnum and due to the fact that our Associate Minister, Ruth Boughton went from full time employment to two days per week in October 2018. Other core costs have been kept under control and increase largely in line with inflation. Our largest cost, the Parish Share was £70,053 for 2018, which was reduced by a deanery rebate and a 1% discount for paying by direct debit, resulting in a final sum of £68,270 paid for the year. The Parish Share for 2019 is £70,726, which is an increase of 0.096%, but will reduce again by an expected deanery rebate of £1,616 and the 1% discount for paying by direct debit.

The Designated Fund's reserves have increased in the year by £8,575, of which £6,048 related to St Michael's designated fund. Although general donations and legacies were down in the year, there was a significantly less spent on repairs in the year.

The Restricted Fund's reserves have increased in the year from £71,400 in 2017 to £81,656. Rental income from the car park increased during the year. Dividend income of £1,998 (2017- £1,940) was received from investments held on behalf of the charity's trustees by the Oxford Diocese and we received a rebate of £2,546 from Chiltern District Council re overpaid council tax on the parsonage.

Policy on Reserves:

Reserves will continue to be managed and invested in order that the short term requirements of the two churches can be adequately met and funds made available to satisfy any needs, as and when they arise. The trustees aim to maintain free reserves in unrestricted funds at a level which equates to approximately two and a half months of unrestricted charitable expenditure.

The balance held as unrestricted funds at 31st December was £88,951, of which £15,591 are regarded as free reserves, after allowing for funds tied up in tangible fixed assets. Based on the current year's expenditure, 1.7 months cash payments totalled around £15,585.

As we will be paying the Associate Minister a part time salary in 2019, we hope that we will be able to increase the free reserves in the General Fund to an acceptable level in 2019. The trustees consider the reserves held in the designated and restricted funds to be adequate for their purpose.

CHENIES AND LITTLE CHALFONT PAROCHIAL CHURCH COUNCIL

TRUSTEES REPORT for the year ended 31st December 2018 (cont.)

Risk Management

Risk management is an on-going process as the PCC continues to monitor all risks relating to its various activities. These include registering those associated with young peoples' work in accordance with Government and Diocesan requirements. Health and Safety policies are available for both churches and risk Assessments are undertaken for specific events.

Plans for the future

At a recent meeting of the Benefice Wardens and Treasurers it was agreed that the benefice appoint a clergy assistant to aid in the administration of the parishes. The post will be for 12hrs a week. Recruitment will begin as soon as the salient details are finalised.

Structure governance and management

The PCC is a charity under the auspices of the Charity Commission, registration number 1130134. Members of the PCC are either ex officio or elected by the Annual Parochial Church Meeting in accordance with the Church Representation Rules.

The Staff Team

The staff team consists of Priest in Charge (Rector Designate) David Whale, Associate Minister (with responsibility for Flaunden) Rev. Ruth Boughton; House for Duty Minister, in vacancy, plus two Licensed Lay Ministers (Lay Readers) Mrs Pat Ansell, and Mr Philip Lovegrove.

A Synopsis of the Year

The PCC held twelve meetings during 2018. A précis of the main business of each meeting is available to be read by parishioners.

A Standing Agenda is used for meetings throughout the year to ensure a thorough oversight of Health, Safety and Child Protection issues. The following matters were also discussed: finance; gift aid; personnel; the fabric of our churches; St George's redevelopment progression; the contents of Parish Profile, advertising and appointment of Priest-in-Charge (Rector designate); the need for an administrator; charitable giving; stewardship campaigns; communication including the need for a more dynamic website; risk assessments; planned events; outreach; home groups; pastoral care.

Key management personnel remuneration

The trustees comprise the key personnel of the charity in charge of directing and controlling the charity and running and operating the charity on a day to day basis. All trustees give of their time freely and no trustee remuneration was paid in the year. Details of trustee expenses and related party transactions are disclosed in note 10 of the accounts.

CHENIES AND LITTLE CHALFONT PAROCHIAL CHURCH COUNCIL

TRUSTEES REPORT for the year ended 31st December 2018 (cont.)

Reference and administrative information

Trustees

During the year the following served as members of the PCC:

The Incumbent: (from December 2018)

The Reverend David Whale, the Chairman

Associate Minister:

The Reverend Ruth Boughton

The Churchwardens:

Mr William Stokes (St George's)

Mrs Sandra Kemp (St Michael's)

Representatives on the Deanery Synod:

Mrs Jo Herrera, Mr Philip Lovegrove,
Mr Keith Wright

Elected Members up to the APCM 2018

Mr Phil Chapman, Mission Co-Ordinator

Mrs Julia Dawson Child Protection officer

Mrs Linda Dunning, Treasurer

Mrs Sue Nash

Mr Allan Steven, Secretary

Mrs Gwen Woodbridge

Elected Members from the APCM 2018

Mr Phil Chapman, Mission Co-Ordinator

Mrs Ann Cummings

Mrs Julia Dawson, Child Protection Officer

Mrs Linda Dunning, Treasurer

Mrs Sue Nash

Mrs Helen Tyers

Mrs Gwen Woodbridge

Mr Philip Cummings

Co-opted Member from the APCM 2018

Ruth Lawrie, Secretary



Committees

Standing Committee: Comprising the Incumbent, Churchwardens, Secretary and Treasurer; transacts urgent business of the PCC between meetings, subject to directions given by the full Council and is required by law.

Finance Committee: Comprising the Rector, Churchwardens and Treasurer; monitors the income, expenditure and budgeting of the Parish.

CHENIES AND LITTLE CHALFONT PAROCHIAL CHURCH COUNCIL

TRUSTEES REPORT for the year ended 31st December 2018 (cont.)

St Michael's Committee: meets regularly to discuss matters relating to St Michael's.
Ann Cummings, Philip Cummings, Pat Dite, Brenda Johnson, Sandra Kemp
Gwen Woodbridge and the Incumbent
Patsy Kay-Smith and Allan Steven both left the committee during the course of the year.

St George's Committee: meets regularly to discuss matters relating to St George's.
Jo Bolton, Ann Chapman, Phil Chapman, Jo Herrera, Sue Nash, Lesley-Anne Simpson
Penny Steven, Bill Stokes, Gill Seymour and the Incumbent

**CHENIES AND LITTLE CHALFONT PAROCHIAL CHURCH COUNCIL
TRUSTEES REPORT for the year ended 31st December 2018 (cont.)**

Trustees' responsibilities in relation to the financial statements

The charity trustees are responsible for preparing a trustees' annual report and financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities in England and Wales requires the charity trustees to prepare financial statements for each year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources, of the charity for that period. In preparing the financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the applicable Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards have been followed, subject to any material departures that must be disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

The trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charity and to enable them to ensure that the financial statements comply with the Charities Act 2011, the applicable Charities (Accounts and Reports) Regulations, and the provisions of the Trust deed. They are also responsible for safeguarding the assets of the charity and taking reasonable steps for the prevention and detection of fraud and other irregularities.

The trustees are responsible for the maintenance and integrity of the charity and financial information on the charity's website in accordance with legislation in the United Kingdom governing the preparation and dissemination of financial statements.

Approved by the trustees on

and signed on their behalf by:

Rev. David Whale (Chairman)

Thank you



The PCC would like to extend its grateful thanks to the many members of the congregation who give their time and skills resulting in churches that are well maintained and welcoming. Without you, our services would not run so smoothly. Thank you.

The time ahead will be one of change...as former Rector David always said, 'Change is a friendly word' and with the prayers, wisdom, and patience of the congregation, the PCC members will be equipped to guide our churches to the best of our ability, into the future.

CHENIES AND LITTLE CHALFONT PAROCHIAL CHURCH COUNCIL
TRUSTEES REPORT for the year ended 31st December 2018 (cont.)

Appendix 1

Services and Occasional Offices

38 adults at Midnight Communion, St Michael's

Service	8am	10am	11am	6pm	Thursday
St. Michael's	14		25adults 1 children	9	
St. George's		35 adults 4 children			18
Easter 2018	22	38 adults 2 children	52 adults 3 children	5	
Christmas 2018	15	30 adults 0 children	42 adults 11 children	No service	

Occasional Offices

Office	St. Michael's	St. George's	Totals
Funerals at Crematorium			2
Graveside funerals			0
Funerals in church	5	0	5
Interment of Ashes	1		1
Weddings	4	0	4
Service of Dedication after civil marriage	0	0	0
Baptisms	2	3	5

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TRUSTEES REPORT for the year ended 31st December 2018 (cont.)

Appendix 2

Sidespersons 2018

<u>St Michael's Church, Chenies</u>	<u>St George's, Little Chalfont</u>
Dennis Darling	Jo Bolton
Pat Dite	Martin Bull
Ron Dite	Rita Bull
Chris Ingham	Phil Chapman
V J Irons	Ann Chapman
Brenda Johnson	Sharon Chapman
Chris Kemp	Julia Dawson
Sandra Kemp	Linda Dunning
Margaret Nice	Jenny Evason
John Parton	Pauline Godden
Joan Parton	Jo Herrera
Allan Steven	Ruth Lawrie
John Watkins	Sue Nash
Sarah Watkins	Tim Phillips
Gwen Woodbridge	Jan Phillips
John Woodbridge	Gill Seymour
	Jim Seymour
	Lesley-Anne Simpson
	Penny Steven
	Bill Stokes
	Sue Stokes
	Peter Sutton
	Susan Sutton
	Mary Treharne
	Brian Treharne
	Alan Turner
	Vera Turner
	Keith Wright
	Lesley Wright

Lay members Pastoral Care team: Brenda Johnson, Pat Dite, Gwen Woodbridge, Pat Ansell, Ken Ansell, Jo Herrera and Ann Chapman (no longer a member).

CHENIES AND LITTLE CHALFONT PAROCHIAL CHURCH COUNCIL
TRUSTEES REPORT for the year ended 31st December 2018 (cont.)

Appendix 3

Services in the Parish each month

St Michael's, Chenies

Every Sunday

8am Traditional Holy Communion from the Book of Common Prayer

6pm Traditional Evening Prayer (sung) from the Book of Common Prayer

1st & 3rd Sundays at **11am**; (11.15am from 1-02-19) Holy Communion

2nd & 4th Sundays at **11am**; (11.15am from 1-02-19) Morning Praise



Though attendance is irregular, there is always something for the children at the 11am services and refreshments afterwards



5th Sundays – please look for 11am service details inside the church

St. George's, Little Chalfont

Every Sunday

10am; (11.15am from 1-02-19)

1st & 3rd Sundays; Morning Praise

2nd & 4th Sundays; Morning Praise including Holy Communion

All include traditional and contemporary worship, Bible teaching and children's activities

followed by refreshments in the hall

The 5th Sunday varies in style of services

12.30pm, every Thursday, Holy Communion followed by lunch

7.30 for 8pm 1st Friday; P3T (Pudding, Praise, Prayer, Teaching by guest speakers)

Details of parish services can be found on the Benefice Website

www.cheniesbenefice.org

CHENIES AND LITTLE CHALFONT PAROCHIAL CHURCH COUNCIL
FINANCIAL STATEMENTS for the year ended 31st December 2018

STATEMENT OF FINANCIAL ACTIVITIES

	Unrestricted/ Designated	Restricted	2018	2017	
Note	Funds £	Funds £	£	£	
Income and endowments from:					
Donations & legacies	2(a)	116,405	850	117,255	137,388
Income from charitable activities	2(b)	5,351	-	5,351	11,964
Income from investments	2(c)	1,585	11,040	12,625	9,681
Total		123,341	11,890	135,231	159,033
		=====	=====	=====	=====
Expenditure on:					
Raising funds	3(a)	-	-	-	-
Charitable Activities	3(b)	122,326	1,634	123,960	164,125
Other – Depreciation	3(c)	2,620	-	2,620	2,620
Total		124,946	1,634	126,580	166,745
		=====	=====	=====	=====
Net income/(expenditure)		(1,605)	10,256	8,651	(7,712)
Transfer between funds		-	-	-	-
Net movement in funds		(1,605)	10,256	8,651	(7,712)
Reconciliation of funds:					
Total funds brought forward		137,906	71,400	209,306	217,018
Total funds carried forward		136,301	81,656	217,957	209,306
		=====	=====	=====	=====

All of the above results are derived from continuing activities. There were no recognised gains and losses other than the result for the year.

The notes on pages 18 to 25 form part of these financial statements.

CHENIES AND LITTLE CHALFONT PAROCHIAL CHURCH COUNCIL

FINANCIAL STATEMENTS

BALANCE SHEET AS AT 31ST DECEMBER 2018

	Note	2018	2017
		£	£
FIXED ASSETS			
Tangible fixed assets	4	73,360	75,980
CURRENT ASSETS			
Short term deposits	6	23,431	23,315
Debtors	6	42,309	40,153
Cash at bank and in hand	6	83,226	82,360
		<hr/>	<hr/>
TOTAL ASSETS		148,966	145,828
LIABILITIES: AMOUNTS FALLING DUE WITHIN ONE YEAR	7	(4,369)	(12,502)
		<hr/>	<hr/>
NET CURRENT ASSETS		144,597	133,326
		<hr/>	<hr/>
NET ASSETS		217,957	209,306
		=====	=====
FUNDS			
Unrestricted	8	88,951	99,131
Designated	8	47,350	38,775
Restricted	8	81,656	71,400
		<hr/>	<hr/>
		217,957	209,306
		=====	=====

The notes on pages 18 to 25 form part of these financial statements.

These accounts were approved by the Trustees on _____ and signed on their behalf by;

Rev. David Whale (Chair)

CHENIES AND LITTLE CHALFONT PAROCHIAL CHURCH COUNCIL
FINANCIAL STATEMENTS for the year ended 31st December 2018

CASH FLOW STATEMENT

	Note	Unrestricted/ Designated Funds £	Restricted Funds £	2018 £	2017 £
Net Cash (used in) provided by					
Operating Activities	9	(10,882)	(761)	(11,643)	2,448
Interest and Rents from Investments	2(c)	1,585	11,040	12,625	9,681
		-----	-----	-----	-----
Change in Cash & Cash Equivalents in period		(9,297)	10,279	982	12,129
Reconciliation of funds:					
Cash & Cash Equivalents at Beginning		34,101	71,574	105,675	93,546
		-----	-----	-----	-----
Cash & Cash Equivalents at End		24,804	81,853	106,657	105,675
		=====	=====	=====	=====
Short term deposits		15,751	7,680	23,431	23,315
Cash at bank and in hand		9,053	74,173	83,226	82,360
		-----	-----	-----	-----
		24,804	81,853	106,657	105,675
		=====	=====	=====	=====

The notes on pages 18 to 25 form part of these financial statements.

CHENIES AND LITTLE CHALFONT PAROCHIAL CHURCH COUNCIL
FINANCIAL STATEMENTS for the year ended 31st December 2018

NOTES TO THE ACCOUNTS

1. Accounting Policies

(a) Basis of preparation and assessment of going concern

The financial statements have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant note to these accounts. The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the accounts and comply with the charity's trust deed, the Charities Act 2011 and Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015). The trust constitutes a public benefit entity as defined by FRS 102.

The trustees consider that there are no material uncertainties about the charity's ability to continue as a going concern.

(b) Fixed assets

Consecrated land and buildings and moveable church furnishings

Consecrated and beneficial property is excluded from the accounts by section 10 of the Charities Act 2011. No value is placed on moveable church furnishings held by the Churchwardens on special trust for the PCC and which requires a faculty for disposal since the PCC considers this to be inalienable property. All expenditure incurred during the year on consecrated or benefice buildings and moveable church furnishings, whether maintenance or improvement, is written off as expenditure in SOFA and separately disclosed.

Freehold land and buildings are depreciated on a straight line basis over 50 years.

Other fixtures, fittings and office equipment

Individual items of equipment with a purchase price of £3,000 or less are written off when the asset is acquired.

(c) Funds structure

Unrestricted income funds comprise those funds which the trustees are free to use for any purpose in furtherance of the charitable objectives of the church. Unrestricted funds include designated funds where the trustees, at their discretion, have created a fund for a specific purpose.

Restricted funds are funds which are to be used in accordance with specific instructions imposed by the donor or trust deed. The St. George's Trust Fund is restricted and can only be used for the purposes for which the funds have been given.

Further details of each fund are disclosed in note 8.

CHENIES AND LITTLE CHALFONT PAROCHIAL CHURCH COUNCIL
FINANCIAL STATEMENTS for the year ended 31st December 2018

NOTES TO THE ACCOUNTS

(d) Incoming recognition

- Collections are recognised when received by or on behalf of the PCC.
- Planned giving receivable under Gift Aid is recognised only when claimed.
- Income tax recoverable on Gift Aid donations is recognised when the income tax has been received. Any claimed since the year end is included in debtors on the Balance Sheet.
- Grants and legacies to the PCC are accounted for as soon as the PCC is notified of its legal entitlement and the amount due.
- Rental income from the letting of the church premises is recognised when the rental is due.
- Dividends and interest are accounted for when received.
- Funds raised by a fete, garden party or similar event are accounted for gross.
- Unrestricted income can be used for the running the Parish or in whatever way is agreed by the PCC.
- Restricted income is to be used solely for the purpose for which it was donated.

(e) Expenditure recognition

Expenditure is included on an accruals basis and is recognised when there is a legal or constructive obligation to pay for the goods or services. All costs have been directly attributed to various categories within the Statement of Financial Activities and as the churches are not registered for VAT, all expenditure is shown inclusive of VAT.

The parish share or diocesan quota is accounted for when paid. Any parish share unpaid at 31st December is provided for as a creditor in the Balance Sheet.

(f) Employee Pensions

The churches pay into a defined benefit contribution scheme for its employee, to which the employee does not contribute. The annual contributions paid are charged against income.

(g) Governance costs

This represents direct expenditure on the governance of the church. Most of the management is carried out without charge by volunteers. This intangible cost is not included in the Statement of Financial Activities since there is no measurable cost to the volunteers for their service.

CHENIES AND LITTLE CHALFONT PAROCHIAL CHURCH COUNCIL

FINANCIAL STATEMENTS for the year ended 31st December 2018

2. ANALYSIS OF INCOME

	Unrestricted Funds £	Designated Funds £	Restricted Funds £	Total 2018 £	2017 £
<i>(a) Donations and legacies</i>					
Collections	4,240	129	-	4,369	4,774
Stewardships	68,566	-	-	68,566	70,301
Lent offering	-	-	-	-	-
Income Tax Recoverable (Gift Aid)	19,154	-	-	19,154	18,953
General donations & legacies	6,459	15,882	850	23,191	41,307
Wall safe	-	737	-	737	974
Parish Outreach	-	-	-	-	21
Teaching	278	-	-	278	505
Second collection donations	-	960	-	960	553
	-----	-----	-----	-----	-----
	98,697	17,708	850	117,255	137,388
	=====	=====	=====	=====	=====
<i>(b) Income from charitable activities</i>					
Service fees	1,998	-	-	1,998	4,071
Fundraising	202	3,151	-	3,353	7,893
	-----	-----	-----	-----	-----
	2,200	3,151	-	5,351	11,964
	=====	=====	=====	=====	=====
<i>(c) Income from investments</i>					
Dividends and interest	50	28	1,998	2,076	1,984
Church hall lettings	1,507	-	-	1,507	1,026
Rental income	-	-	9,042	9,042	6,671
	-----	-----	-----	-----	-----
	1,557	28	11,040	12,625	9,681
	=====	=====	=====	=====	=====
TOTAL INCOME	102,454	20,887	11,890	135,231	159,033
	=====	=====	=====	=====	=====

CHENIES AND LITTLE CHALFONT PAROCHIAL CHURCH COUNCIL
FINANCIAL STATEMENTS for the year ended 31stDecember 2018

3. ANALYSIS OF EXPENDITURE

	Unrestricted Funds £	Designated Funds £	Restricted Funds £	Total 2018 £	2017 £
(a) Raising funds					
Gift Aid envelopes	-	-	-	-	-
	=====	=====	=====	=====	=====
(b) Charitable Activities					
Diocesan Quota	68,270	-	-	68,270	67,542
Vicar's expenses	321	-	-	321	2,598
Other Staff expenses	-	-	-	-	30
Associate Minister	22,919	-	-	22,919	27,947
Insurance	-	3,103	2,065	5,168	5,198
Legal & professional fees	645	750	-	1,395	635
Church utilities	6,772	-	-	6,772	5,705
Parsonage running costs	-	-	(1,461)	(1,461)	2,767
Church running costs & minor repairs	3,403	2,639	-	6,042	6,208
Major repairs	-	1,778	1,030	2,808	34,405
Charitable donations – specific	-	4,042	-	4,042	1,223
Charitable donations – general	146	-	-	146	407
Printing, postage & stationary	2,213	-	-	2,213	4,217
Bank charges	254	-	-	254	310
Advertising	1,458	-	-	1,458	-
Parish Outreach	127	-	-	127	564
Teaching	400	-	-	400	862
Sanctuary, organist & music	3,086	-	-	3,086	3,507
	-----	-----	-----	-----	-----
	110,014	12,312	1,634	123,960	164,125
	=====	=====	=====	=====	=====
(c) Other					
Depreciation of parsonage & hall	2,620	-	-	2,620	2,620
	=====	=====	=====	=====	=====
TOTAL EXPENDITURE	112,634	12,312	1,634	126,580	166,745
	=====	=====	=====	=====	=====

Included in Charitable Activities are:-	2018	2017
Independent examiner's fees	600	600
	=====	=====

CHENIES AND LITTLE CHALFONT PAROCHIAL CHURCH COUNCIL
FINANCIAL STATEMENTS for the year ended 31st December 2018

NOTES TO THE ACCOUNTS

4. FIXED ASSETS FOR USE BY THE PCC

<i>Tangible fixed assets</i>	Freehold land & buildings	£
Gross Book Value	At 1 st January 2018	131,000
	Additions	-

	At 31 st December 2018	131,000
		=====
Depreciation	At 1 st January 2018	55,020
	Charge for the year	2,620

	At 31 st December 2018	57,640
		=====
Net Book Value	At 31 st December 2018	73,360
		=====
	At 31 st December 2017	75,980
		=====

The freehold land and buildings comprise the Hall extension to St George's Church and the curate's house. Gross book value of the former is the cost of construction in 1991/92 and the latter is at estimated historic cost in 1963.

5. PAID EMPLOYEES

Staff costs

	2018	2017
	£	£
Gross wages	20,874	25,120
Pension costs	1,125	1,350
Other costs, including expenses	920	1,477
	-----	-----
	22,919	27,947
	=====	=====

The average number employed in the area of governance in the year was 1 (2017 – 1)

These costs are included in unrestricted funds.

CHENIES AND LITTLE CHALFONT PAROCHIAL CHURCH COUNCIL
FINANCIAL STATEMENTS for the year ended 31st December 2018

NOTES TO THE ACCOUNTS

6. CURRENT ASSETS

Debtors	Unrestricted/ Designated Funds	Restricted Fund	Total 2018	Total 2017
	£	£	£	£
Income tax recoverable	3,805	-	3,805	-
Sundry debtors	2,848	-	2,848	1,350
Prepayments & accrued income	595	3	598	3,745
Deferred expenditure	35,058	-	35,058	35,058
	-----	-----	-----	-----
	42,306	3	42,309	40,153
	=====	=====	=====	=====
Short Term Deposits				
CBF Church of Eng. Deposit Funds	15,751	7,680	23,431	23,315
	=====	=====	=====	=====
Cash at bank and in hand				
NatWest account	9,053	74,173	83,226	82,360
	=====	=====	=====	=====

7. LIABILITIES: AMOUNTS FALLING DUE WITHIN ONE YEAR

Creditors	Unrestricted/ Designated Funds	Restricted Fund	Total 2018	Total 2017
	£	£	£	£
Accounts payable	2,066	-	2,066	10,821
Other creditors	2,003	200	2,203	1,681
Accruals	100	-	100	-
	-----	-----	-----	-----
	4,169	200	4,369	12,502
	=====	=====	=====	=====

CHENIES AND LITTLE CHALFONT PAROCHIAL CHURCH COUNCIL
FINANCIAL STATEMENTS for the year ended 31st December 2018

NOTES TO THE ACCOUNTS (cont.)

8. FUND DETAILS

MOVEMENT IN FUNDS	Balance at 1st Jan	Receipts	Payments	Transfers	Balance at 31st Dec
Unrestricted Funds					
General Fund	99,131	102,454	112,634	-	88,951
Total Unrestricted Funds	99,131	102,454	112,634	-	88,951
Designated Funds					
Specific Donations Fund	-	4,022	4,042	-	(20)
Re-Development Fund	13,538	2,546	-	-	16,084
St Michael's Restoration Fund	25,237	14,319	8,270	-	31,286
Total Designated Funds	38,775	20,887	12,312	-	47,350
Restricted Funds					
St George's Fund	71,400	11,890	1,634	-	81,656
Total Restricted Funds	71,400	11,890	1,634	-	81,656

The Designated Funds comprise of:

St. Michael's Restoration Fund, was set up to raise funds for larger maintenance, refurbishment and insurance costs incurred in relation to St Michael's Church, Chenies.

Specific Donations Fund was set up to deal with monies raised or donated for specific external charities.

The Re-Development Fund has been set up, as the Trust is planning to sell off part of the land on which St George's Church, Little Chalfont stands and to carry out major refurbishment work on the existing church building. Planning permission has been granted during the financial year but no building work has commenced, as the decision to go ahead with the development has not yet been agreed. As a result, all costs incurred during the year have been carried forward in debtors, as deferred expenditure.

The Restricted Fund is St. George's Trust Fund. The main purpose for the fund is to use the income for the managing of the St George's church property, including major repairs and the insurance of the buildings. After payment of these costs, the trustees may use the remaining income in furthering the religious and other charitable work in the parish of Chenies & Little Chalfont.

CHENIES AND LITTLE CHALFONT PAROCHIAL CHURCH COUNCIL
FINANCIAL STATEMENTS for the year ended 31st December 2018

NOTES TO THE ACCOUNTS (cont.)

9. RECONCILIATION OF NET INCOME/EXPENDITURE TO NET CASH FLOW FROM OPERATING ACTIVITIES

	Unrestricted/ Designated Funds £	Restricted Funds £	2018 £	2017 £
Net income/(expenditure) for period (as per SOFA)	(1,605)	10,256	8,651	(7,712)
Depreciation charges	2,620	-	2,620	2,620
Interest and Rents from Investments	(1,585)	(11,040)	(12,625)	(9,681)
(Increase)/Decrease in debtors	(2,179)	23	(2,156)	7,863
Increase/(Decrease) in creditors	(8,133)	-	(8,133)	9,358
	<hr/>	<hr/>	<hr/>	<hr/>
Net cash (used in) provided by operating activities	(10,882)	(761)	(11,643)	2,448
	=====	=====	=====	=====

10. RELATED PARTY TRANSACTIONS AND TRUSTEES' EXPENSES AND REMUNERATION

Stipends of the vicar are paid by the Diocese out of a fund raised from parishes charged to the PCC as part of the Parish Share. The Associate Minister (Ruth Boughton) is paid from unrestricted funds, a breakdown of which is shown in note 5. All the other trustees give freely their time and expertise without any form of remuneration. During the year, the expenses reimbursed to the clergy, incurred on charity business, were £1,241 (2017 - £2,093), of which £198 related to visiting clergy during the interregnum period. Expenditure was in relation to travel, business calls, and meetings. In the year 2 (2017 - 2) trustees claimed reimbursement of expenses. The trustees, other than the clergy, received no remuneration or reimbursed expenses during the year.

The charity made £1,125 of contributions to the pension plan operated by Standard Life on behalf of the employee (2017: £1,350). For more information about the pension contributions refer to note 1(f).

11. CONTINGENCIES & COMMITMENTS

A lease for the office photocopiers started on 4th June 2014 for 5 years at a cost of £1,530 per year.

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF
CHENIES AND LITTLE CHALFONT PAROCHIAL CHURCH COUNCIL**

for the year ended 31st December 2018

I report on the accounts of the charity for the year ended 31st December 2018, which are set out on pages 15 to 25.

Responsibilities and basis of report

As the charity's trustees you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

I report in respect of my examination of the charity's accounts carried out under section 145 of the Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the charity as required by section 130 of the Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair view' which is not a matter considered as part of an independent examination.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

T E A Collerton, FCCA ACA CTA

Wilkins Kennedy LLP
Anglo House
Bell Lane Office Village, Bell Lane
Amersham, HP6 6FA

Date: _____

