

**THE PARISH OF HOLLINGBOURNE
(ALL SAINTS' CHURCH)**

**ANNUAL REPORT
AND
FINANCIAL STATEMENTS
OF THE
PAROCHIAL CHURCH COUNCIL
FOR THE YEAR ENDED
31 DECEMBER 2013**



All Saints Church, Hollingbourne

Reference and Administrative Information

All Saints' Church is situated in Upper Street, Hollingbourne. It is part of a single benefice with the parishes of Leeds and Broomfield and Huckling. It is part of the Diocese of Canterbury within the Church of England.

The correspondence address is The Vicarage, Upper Street, Hollingbourne. ME17 1UJ

The Parochial Church Council is a charity excepted from registration with the Charity Commission. There is one associated restricted fund, the Culpeper Chapel Fund, which exists to provide financial assistance with essential maintenance of the Culpeper Chapel.

Priest-in-Charge: The Revd Nigel Fry

Assistant Priest: The Revd Canon Robin Gill

Authorised Lay Minister Mr Derek Bilbrough

Churchwarden Mr Jim Findlay

Representatives on the Deanery Synod:

Mr Derek Bilbrough
Mrs Paula Bilbrough

Elected Members:

Mr Jim Johnson
Mrs Paula Bilbrough
Mrs Shula Lee
Mr John Cobbett
Mrs Sue King
Mrs Val Lurcock
Miss Marion Pring
Mr Philip Smith
Mrs Pauline Stubbs
Mrs Natalie Williams

Treasurer
Secretary
Electoral Roll Officer

Bankers: National Westminster Bank plc
3 High Street
Maidstone ME14 1HJ

Independent Examiner: Elizabeth M Jordan F.C.A.
UHY Hacker Young
Thames House
Roman Square
Sittingbourne ME10 4BJ

Structure, Governance and Management

The method of appointment of PCC members is set out in the Church Representation Rules. All Church attendees are encouraged to register on the Electoral Roll and stand for election to the PCC.

The PCC has the following four committees:-

Standing Committee

This committee is required by law. It has the power to transact the business of the PCC between its meetings, subject to any directions given by the Council. The members of the Standing Committee are the Priest-in-Charge and the Churchwarden.

Finance Committee

The committee meets as required to review income and expenditure and to suggest which charities and organisations should be the subject of the year's outward giving and advises the PCC accordingly.

Fabric Committee

This committee meets as required to review the requirements of the Quinquennial inspection, undertake everyday maintenance of the church building and fabric and advise the PCC accordingly.

Social Committee

The social committee was chaired by Mrs Pauline Stubbs. Its membership is not confined to members of the PCC. This committee has relieved the PCC of the time required to arrange the various social and fund raising activities.

Objectives and Activities

All Saints' is a parish church in a small village – the PCC makes sure that everyone is welcome to all of our services. Our church remains open for most of the day and provides a spiritual place of rest and refreshment for visitors and pilgrims travelling along the Pilgrims/North Downs Way.

When planning our activities for the year, the PCC has given consideration to the Charity Commission's guidance on charities and, in particular, the specific guidance on charities for the advancement of religion.

The Priest-in-Charge and the PCC try to enable ordinary people to live out their faith as part of our parish community through:-

Worship and prayer; learning about the Gospel and developing their knowledge and trust in Jesus.

Provision of pastoral care for people living in the parish.

Missionary and outreach work.

As well as our regular services, which are advertised on the Notice Board and Porch Board, we enable the community to celebrate and thank God at the milestones of the journey through life with Baptisms, Marriages and Funerals.

Hollingbourne PCC has the responsibility of co-operating with the Ministry Team in promoting in the Parish of Hollingbourne the whole mission of the church, pastoral, evangelistic, social and ecumenical. It has the responsibility for the maintenance of the fabric of the church, All Saints', Upper Street, Hollingbourne and the furniture, furnishings etc. within it.

Electoral Roll

The Electoral Roll for 2013 has 51 persons (38 resident and 13 non-resident).

Shula Lee

Finance

The report of the Independent Examiner and the Accounts for the year will be found later in this report.

Treasurer's Report

Results for the year show a deficit of £5,806. In comparison with the previous year the major factors were :

- Receipts fell by £3,000 due mainly to reduced Fee income from weddings and funerals as a result of a new Diocesan scheme
- Payments were about the same, though some Fabric works of approximately £2,400 were deferred. Parish Share increased by £1,880

(these figures ignore the cost of tree surgery work in the churchyard, which was generously covered by the Friends of Hollingbourne's Historic Church, and a private donation for restoring the Church clock)

Overall reserves stand at £32,713. The provisional budget for 2014 indicates a deficit of about £7,500, due mainly to increased fabric spending in order to fulfil requirements arising from the Quinquennial Review and another substantial rise in Parish Share. Included in this forecast, Leeds and Broomfield Parochial Church Council have agreed to contribute approximately 2/3 of the Parish Share increase, as their parish has a corresponding reduction in Parish Share.

The calculation method used by the Diocese for allocating Parish Share is currently under review and, from Hollingbourne's perspective, it is to be hoped that it will change for the better. Under the present system we can expect further significant increases and although Leeds and Broomfield's help is most welcome, the future looks uncertain for Hollingbourne's finances. Reserves could decline sharply, leaving the parish vulnerable to cashflow shortage and a lack of funds for new initiatives or unexpected problems.

As an example: for 2014 the total expected receipts will cover only the Parish Share and the annual insurance premium, both considered essential items of expenditure. All other expenditure to run the church must be either covered by unexpected income such as donations or taken from reserves.

The PCC will launch a TRIO programme during 2014, aimed at boosting income from Giving. More details will be available in due course and it is hoped that the church community will respond positively, perhaps resulting in a brighter outlook for 2015 and beyond.

Reserves Policy

The PCC seeks to maintain a level of reserves which is considered prudent with regards to the mission of the Church and its responsibility for the fabric of its historic building.

Jim Johnson

Children and Vulnerable Adults Protection

Hollingbourne Church continues to follow the guidelines laid down by Canterbury Diocese regarding the "Protection of Children and Vulnerable Adults." The coordinators have received training. The CRB checks have been replaced by a new system called "Disclosure and Barring Service" and copies of the Disclosure Certificates must be sent back to Canterbury when applicants receive clearance. Checks are in place for those people working at the "Messy Church" days of activities for children. We are aware that new bells for the church may mean young people attending Bell Ringing and checks and safeguards will be carried out for those people. Hollingbourne is committed to ensure that children and vulnerable adults are welcome into our community and their safeguarding is paramount to us all.

Dawn Perry and Mary Rabbett

Achievements and Performance

Church Attendance

The average weekly attendance, counted during October, was 45, this figure includes the Harvest Family Service and two Baptisms. The average attendance throughout the year was 39. Attendances at services for festivals, Carol service and the various Christmas services were significantly higher than this. Attendances at the Easter Eucharist was 80 including 50 communicants.

Jim Findlay

Review of the Year

Clergy report

In January 2013 Jan and I were given a month sabbatical by Bishop Trevor. We spent a month away in Cornwall, reflecting on our ministry in the Benefice. I was helped with some Spiritual Accompaniment from a member of the clergy in Truro Diocese and it was a great help towards discerning our vocation over the next few years. We came back to Hollingbourne with a deepened confidence in God's calling. I am indebted to local clergy (including the Archdeacon of Maidstone) and Derek Bilbrough our ALM, who helped in covering services for me during January.

This month's retreat in Cornwall, for me seemed to flow helpfully into our Benefice Away Day on 9th February at Otham Church. This was a change from our usual location of Leeds Castle and we are indebted to the Vicar and Churchwardens of Otham Church. Our day was a retreat led by Bishop Trevor who gave three very thoughtful addresses on prayer. We spent some time in discussion groups and some time in worship together. Our Away Day also allowed me some time to speak about my retreat in Cornwall and particularly to emphasize my part time (half time) role and the challenges of this ministry in a five church Benefice.

We didn't hold a Lent Course in 2013 but our Home Group did meet monthly at the Vicarage and we discussed a book written by Bearsted resident Margaret Doak '*The Wedding Feast*'.

Derek Bilbrough has continued to help me in the Benefice by assisting me at Family and Morning Worship services. I am grateful for his help, especially when I am away. I am also grateful to local clergy who provide sacramental cover for me when I am on holiday, including Revd. Robin Gill for his help when he is back from Gibraltar. The number of Christmas services in 2013 were a little daunting without help – but I was rewarded by the good attendance at all our services in the Benefice.

Messy Church met several times in 2013 at Hollingbourne and once at Leeds – providing Bible based Christian teaching and worship combined with some craft work and refreshments – for all ages, but particularly for children and young families. We had a very well attended afternoon on 9th June at the Findlay's home at Broad Street and, blessed with good weather, we used the swimming pool to do some teaching about Baptism!

Towards the latter part of 2013 we began to explore, as a Benefice, and with the Archdeacon of Maidstone, whether a single parish might provide a more sustainable model of ministry for the future. The three PCCs of Hollingbourne, Huckling and Leeds & Broomfield have agreed to explore the benefits and possibility of one single PCC/Parish whilst maintaining the uniqueness of 4 separate churches. We will continue this journey through 2014.

Jan's health has not been a lot better than mine over the last year but I am so very thankful for her support and

encouragement. She has had to give up doing one or two activities in 2013 but continues to be a rock for my ministry.

Nigel Fry

PCC Report

Hollingbourne PCC met at the Vicarage on six occasions in 2013. Members of the PCC also attended three Benefice Councils held at the Vicarage. Shula Lee, Val Lurcock, Philip Smith and Natalie Williams were elected to the PCC at the Annual Meeting on the 7th April.

The PCC Ministry and Mission discussions included the possible union of the parishes within the benefice, the Deanery Day, the purchase of new hymn books, the revision of the electoral roll, support for the Maidstone food bank, Messy Church and the House Group.

Other discussions covered Chancel repair liability, purchase of publicity banners, the Mens' Breakfast, work in the churchyard and the painting and repair of the clock face on the Tower.

Jim Findlay

Events and Activities

The 'Hollingbourne Helpers' initiative, which was developed by the church, continues to provide a valuable service in organising lifts, collecting prescriptions and generally providing neighbourly support through the village. There is a list of helpers and co-ordinators in the parish magazine.

The Parish magazine (produced by the church) continues to be a valuable resource for the village community and provides useful information on church services, activities and social events. In addition, the magazine provides useful information and reports of local village clubs and societies.

In addition to our special Lenten Worship Services this year we held a Benefice Away Day at Otham Church on 9th February when the Rt Revd Trevor Wilmott (Bishop of Dover) came to lead us in a Retreat Day on Prayer.

The church values the close links with Hollingbourne Primary School and representatives from the church and local community serve as Governors and also provide voluntary help. Nigel Fry takes an assembly at the school once a week and the whole school visits the church for a seasonal Service of Worship once a term. The links with the school help towards encouraging local families and children to attend Family Services and Seasonal Services at Christmas, Easter and Harvest. Making children and their families welcome into our church community is a priority of the clergy and PCC.

The church continued to be called upon for a growing number of baptisms, weddings and funerals. Confirmation Preparation classes were held earlier in the year and two people were confirmed by Bishop Trevor at Boxley Church on 6th March.

Our seasonal services (Easter, Harvest and Christmas) were very well attended by the local community. The Christingle Service on Christmas Eve continues to draw people from the local community and beyond.

The church provided hospitality for many groups of pilgrims who walk through the village via the Pilgrims /North Downs Way to or from Canterbury, including a group from St Martin's in the Fields and the L'Arche Community. Many other groups visit the Church and enjoy a peaceful rest. Bell ringers too come to the tower with groups of supporting visitors.

The Family Service on the first Sunday of each month continues to be well attended by children and young families. Baptisms are held in these services.

The Morning Worship service on the 4th Sunday of each month allows an opportunity for those who are not confirmed to attend a church service that is not quite as informal as the Family Service.

Midweek Eucharistic services continued to be held monthly in the chapel in the Village Hall.

Our 'Open Church' policy is welcomed by our many visitors. The current enthusiasm to trace ancestors brings requests to view the Burial Register and also the record of gravestones and monuments which was compiled by Helen Allison and a team of helpers.

Nigel Fry

Gift Aid Secretary's Report

The healthy increase in Gift Aid receipts in 2013 reflects a catch up from last year's unrepresentative figure. On a comparable basis, each of the last three years' figures were very similar.

Gift Aid continues to be an important source of income for the Church. Anyone who would like our Church to benefit from Gift Aid on their donations should contact me.

Canterbury is thinking of introducing a new audit system next year which it is hoped will lead to a swifter payment of Gift Aid by HMRC.

Jim Findlay

Friends of Hollingbourne's Historic Church

The Friends have provided funds for work to be done on the trees in the churchyard and there is still some work to be done which the committee have agreed to pay for.

The PCC are in the process of looking at the possibility of organising work to repair the churchyard wall. Depending on cost, the Friends will be prepared to cover the costs of this work.

Funds continue to be collected from the generous annual gifts from a small number of donors. More are required to keep the fund growing as there is bound to be expense in the future that we do not know about.

The committee are actively looking for more people who are prepared to give a small amount each month or each year to the funds.

Andrew Brice

Fabric Report

Following last year's Quinquennial report, the required electrical repairs were carried out to the switchbox. As suggested by our Architect, arrangements were made to clear the Church's gutters annually to reduce the risk of water damage to the fabric. The major item outstanding from the Quinquennial review is work to replace the roof flashings.

Our tree surgeon returned to the Churchyard and worked diligently to improve the health of our stock of trees. This task had not been carried out for many years and we were perhaps fortunate in our timing that it was completed before the violent winds struck later in the year, without any material damage to our trees. This work was financed by our 'Friends' to whom we are grateful for their continuing support.

A generous benefactor offered to pay for the cost of repainting the clock face on the Tower and the servicing of the clock. This work has now been carried out and the benefit is clearly visible to all. Mick Hart kindly donated his time and painted the main Church door which now looks as bright as the clock face.

The maintenance of our closed Churchyard is undertaken by the local council who cut the grass and the yew hedge. There are always additional tasks to be carried out to ensure that high standards are maintained and occasional working parties help with this.

The flower beds near the entrance to the Church are lovingly looked after by Mary Rabbett and Pauline Stubbs. Many thanks too to all those who are on the Church flower rota and to those who clean the Church each week. It is a real village effort.

Jim Findlay

Sacristan

We are grateful to Marjorie Noar who ensures that the Church is prepared for the range of services offered at Hollingbourne Church. Often an unseen role but central to our worship.

Jim Findlay

Prayer Corner

The Prayer Corner, now into its fourth year, continues to be in regular use and is appreciated by visitors and members of the congregation. The book in which prayers are written is regularly offered up at the altar.

Prayers include those for the healing of individuals and those affected by disaster and war. Thankfulness for life's many blessings, such as weddings and the birth of grandchildren is also offered. The screens in the Prayer Corner have pictorial and written displays to denote the passing seasons and festivals of the Church.

Frances Crossley

Tea and Coffee Duty

Grateful thanks go to all on the coffee rota. We also appreciate the weekly backup support that Val Prentice and Rosemary Stratton give with their dedication and cheerfulness when setting up the urn, coffee cups and in the washing up afterwards.

Frances Crossley

Church Music

This year's report shows little change from past routine. The Choir continues to serve the Church as it has done for past years providing choral music for Services, Weddings and any other special occasions. The number of regular singers remains fairly constant although we have lost one long serving member. As I have said so often in past reports, we are always in need of additional voices, but there is never any enthusiastic response from existing folk in our congregation. I will again suggest that with the passage of time we shall be faced with empty choir stalls. Forgive my pessimism, but I am facing the facts of life! In the meantime, we will continue to do our best with the limited resources at our disposal. Fortunately, we continue to have the very welcome support of our organists, Sue King, Judith Sweatman and Markham Chesterfield, all of whom give our Church their services which are so much appreciated by our choristers.

Vernon Finch

Church Flowers

We now have 11 ladies on the flower rota. Last year we were not required to arrange flowers for any weddings. I would like to thank all on the rota for their help over the past year.

Sue King

Social Committee

I took over from Jan Fry as Chairman of the committee in January 2013 and have been 'learning the ropes' ever since. I found the committee very welcoming and supportive and it has been a pleasure to have been involved with such a hardworking group. We were sorry to lose Deborah & Barnie Nesbit from the committee and delighted to welcome Pippa Joyner. Natalie Williams kindly volunteered to take Minutes at the Meetings.

Our Social events were as follows

- Mothering Sunday posies and Simnel cake
- Easter Egg hunt
- Hospitality for L'Arche Community
- Stalls at Village Fete
- Fundraising Coffee morning, chosen charity, Guide Dogs for the Blind
- BBQ in Vicarage garden
- Monthly Open House coffee morning in Vicarage
- Harvest supper
- Christmas Market
- Christingle Service

The posies for Mothering Sunday were made by Sue King and Alison Finch. The Easter Egg hunt was held in the church owing to inclement weather. 25 L'Arche pilgrims had supper and stayed overnight in the Village Hall. Weather, once again played a major role at the Village Fete. Trying to prevent gazebos from uprooting and disappearing was everyone's major preoccupation. Luckily we also managed to raise some useful funds for the Church. Weather for the barbeque was just right. Harvest supper confirmed that the catering skills of the Social

Committee are excellent. Our year ended with the Christmas Market and Christingle Service. Christingles provided by Shula Lee and Julia Davies.

Pauline Stubbs

Parish Magazine

The magazine continues to be an important source of Church and village news and views. Our thanks to Katrine, our editor, for producing a magazine of such high quality. We are also indebted to all the Distributors who ensure that the magazine is regularly available each month. Thanks too to Jim Johnson for his work with the advertisers.

Jim Findlay

Men's Breakfast

Three breakfasts were well attended (about 20-25) at the Vicarage on 16th Feb, 8th June and 19th October and our speakers were Revd Dick Venn from Len Valley Benefice, me and then lastly Bishop Trevor. Many thanks to our cooks Jan, Mary and Barbara. We have been doing Men's Breakfasts at the Vicarage for the last 8-9 years and I am afraid it is time to give our cooks a well earned rest! So future Men's Breakfasts will be held in the 'Dirty Habit'.

Nigel Fry

Christian Aid

The total raised by door-to-door collection last year was £746.50 – slightly down on the previous year due mainly to a reduced number of collectors. However, an extremely unexpected gift of £500, generously donated by a member of the parish, was sent direct to Christian Aid, so we were unable to count it in the collection or collect gift aid. The school was unable to do a cake stall this year, so we had to rely on pounding the streets!

As usual I thank my treasurer, Linda Ritchie and also Jean Talboys who helped with the counting – I couldn't have managed without their help.

As Linda has now moved and I have to cut down on my activities 2013 will be our last fundraising for Christian Aid. We do hope that someone will come forward to take over and carry on the last 10 years of fund raising for a very needy cause.

Jan Fry

Hollingbourne Helpers

There have been one or two problems with the scheme this past year but, as far as I know, we have fulfilled every request with cheerful helpers. We met in the summer over a glass of wine and discussed our occasional difficulties and challenges. I could always do with more drivers and some of our street co-ordinators would like to find replacements. Please let me know if you are willing to help out in this very worthwhile community scheme.

Jan Fry

Help for the Homeless

This year weekly donations of food have been brought into Sunday services and delivered to Christian Care in Maidstone. Another Christmas Tree for the Homeless was decorated and in use for the Area WI Carol Service at the beginning of December 2013. Gifts of food were brought to the service which were greatly appreciated. Also throughout December other gifts from the congregation and village were added. In total 26 bags of food, 17 litres of long life milk and 9 bags of clothing were taken to Christian Care, who were grateful for our efforts.

Frances Crossley

Deanery Synod

The Election took place of new lay chair, Bruce Rylands at the July Meeting after Molly Poulter, stood down in April and Michael Taylor, the Treasurer of Detling, has agreed to become Deanery Treasurer. Also Simone May has agreed to take on the position of Deanery Secretary after the sudden death Stephen LeHegarar.

The Synod agreed the appointment of a youth worker in the Len Valley Benefice.

The Deanery arranged a Consultation Day at Lenham in October. The Area Dean and Lay Chair looked at the material gathered from the feedback forms and reduce the number of issues to ten to be considered by Synod.

A Parish Profile style questionnaire was suggested to identify the resources available to the Deanery before reducing these to an achievable three or four.

Derek Bilbrough and Paula Bilbrough

Plans for Future Periods

To continue as a welcoming church that seeks to bring more people to join the worshipping community of the church in addition to continuing to provide regular traditional worship.

To continue working with the local school, young children and their families.

To increase our pastoral care and support for the parish and the wider community.

To continue to care for and improve the fabric of All Saints' Church.

INDEPENDENT EXAMINER'S REPORT TO THE MEMBERS / TRUSTEES OF THE PAROCHIAL CHURCH COUNCIL OF ALL SAINTS CHURCH, HOLLINGBOURNE

I report on the financial statements for the year ended 31st December 2013, which are set out on pages 11 to 14.

Respective Responsibilities of the Trustees and Independent Examiner

The charity's trustees 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 financial statements under section 145 of the 2011 Act;
- follow the procedures laid down in the General Directions given by the Charity Commissioners section 145(5)(b) of the 2011 Act; and
- state whether particular matters have come to my attention

Basis of Independent Examiner's Statement

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 charity and a comparison of the financial statements presented with those records. It also includes consideration of any unusual items or disclosures in the financial statements, and seeking explanations from the management committee concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in a full audit, and consequently I do not express an audit opinion on the financial statements.

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 s.130 of the 2011 Act; and
 - to prepare financial statements which accord with these accounting records have not been met; or
- 2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the financial statements to be reached.

Elizabeth M. Jordan FCA
UHY Hacker Young
Thames House,
Roman Square,
Sittingbourne, Kent.

17th March 2014

ALL SAINTS CHURCH, HOLLINGBOURNE

FINANCIAL STATEMENTS for the year ended 31st DECEMBER 2013

GENERAL (UNRESTRICTED) FUND RECEIPTS AND PAYMENTS ACCOUNT

2012

RECEIPTS

Voluntary Receipts

Regular Giving

Planned Giving	11,432	12,645
Collections and Other Giving	3,176	3,264
Income Tax Recovered	3,797	2,660

18,405

18,569

Other Voluntary Receipts

Donations	1,503	2,307
Donations – Clock Face	3,500	-
Donations – Tree Surgery	1,950	-

6,953

2,307

Receipts from Activities for Generating Funds

Magazine Advertisement Fees	1,000	1,504
Fund Raising	2,559	2,567
Parish Magazine Sales	1,481	1,073

5,040

5,144

Receipts from Church Activities

Fees	1,394	3,391
Ministry Contribution from Kingswood Church	250	250

1,644

3,641

Receipts from Investments

Bank Interest	35	81
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TOTAL RECEIPTS

£32,077

£29,742

Approved by the Parochial Church Council on 17th March 2014
and signed on its behalf by:

.....
JIM FINDLAY
Chairman

.....
JIM JOHNSON
Treasurer

ALL SAINTS CHURCH, HOLLINGBOURNE

FINANCIAL STATEMENTS for the year ended 31st DECEMBER 2013

GENERAL (UNRESTRICTED) FUND RECEIPTS AND PAYMENTS ACCOUNT

		<i>2012</i>
PAYMENTS		
Grants to Further the Work of the Church		
Missionary and Charitable Giving	995	764
Church Activities		
Diocesan Parish Share	21,832	19,952
Church Running Expenses	5,135	4,945
Clergy Expenses	1,072	871
Cost of Services	471	725
Magazine Printing and Stationery	1,567	1,981
Fabric – Maintenance	1,248	3,092
– Clock Face	3,500	-
– Tree Surgery	1,950	-
	-----	-----
	36,775	31,566
Fund Raising and Publicity		
Fund Raising	113	160
	-----	-----
TOTAL PAYMENTS	£37,883	£32,490
	=====	=====
EXCESS OF PAYMENTS OVER RECEIPTS	(5,806)	(2,748)
Bank Current and Deposit Accounts at 1 st January 2013	29,610	32,358
Transfer from Fabric Fund	2,500	-
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BANK CURRENT AND DEPOSIT ACCOUNTS AT 31ST DECEMBER 2013	£26,304	£29,610
	=====	=====

ALL SAINTS CHURCH, HOLLINGBOURNE

FINANCIAL STATEMENTS for the year ended 31st DECEMBER 2013

**CULPEPER CHAPEL FUND RECEIPTS AND PAYMENTS ACCOUNT
(RESTRICTED FUND)**

2012

Receipts

Interest from CBF Deposit Fund	4	6
	-----	-----
Excess of Receipts over Payments	4	6
Bank Current and Deposit Accounts at 1 st January 2013	637	631
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Bank Current and Deposit Accounts at 31 st December 2013	£641	£637
	=====	=====

FABRIC FUND RECEIPTS AND PAYMENTS ACCOUNT (DESIGNATED FUND)

Receipts

Interest from CBF Deposit Fund	38	72
	-----	-----
Excess of Receipts over Payments	38	72
Transfer to General Funds	(2,500)	-
Bank Current and Deposit Accounts at 1 st January 2013	8,230	8,158
	-----	-----
Bank Current and Deposit Accounts at 31 st December 2013	£5,768	£8,230
	=====	=====

STATEMENT OF ASSETS AND LIABILITIES AT 31st DECEMBER 2013

	General Fund	Culpeper Chapel Fund	Fabric Fund	Totals	
				2013	2012
Monetary Assets					
Bank Current Accounts	21,122	-	-	21,122	20,428
CBF Deposit Fund	5,182	641	5,768	11,591	18,049
	-----	-----	-----	-----	-----
	£26,304	£641	£5,768	£32,713	£38,477
	=====	=====	=====	=====	=====

ALL SAINTS CHURCH, HOLLINGBOURNE

NOTES FORMING PART OF THE FINANCIAL STATEMENTS

For the year ended 31st DECEMBER 2013

Statement of Accounting Policies

The financial statements of the Parochial Church Council have been prepared in accordance with the Church Accounting Regulations 2006, using the Receipts and Payments basis.

The financial statements have been prepared under the historical cost convention except for the valuation of investment assets, which are shown at market value. The financial statements include all transactions, assets and liabilities for which the PCC is responsible in law. They do not include the accounts of church groups that owe their main affiliation to another body, nor those that are informal gatherings of church members.

Funds

General Funds represent the funds of the Parochial Church Council that are not subject to any special restrictions regarding their use and are available for application to the general purposes of the Parochial Church Council. Funds designated for a particular purpose for the Parochial Church Council are included in Restricted Funds.

The financial statements include monetary transactions, assets and liabilities, for which the Parochial Church Council 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.

All the funds of the Parochial Church Council are maintained either in bank current accounts with major high street banks, or on deposit with CBF Church of England funds. The deposit interest applicable to any restricted fund is allocated to this fund, but other deposit interest is treated as part of the general fund income and not apportioned to the various other restricted funds.

Subject to the above, receipts and payments include income as received and expenditure when irrevocably paid.

Incoming resources

Planned giving, collections and donations are recognized when received. Tax refunds are recognized when received. Grants and legacies are accounted for when the PCC is legally entitled to the amounts due. Dividends and interest are accounted for when received. All other income is recognized when it is received. All incoming resources are accounted for gross.

Statement of Assets and Liabilities

The following assets are not recognised nor valued in the Statement of Assets and Liabilities:

Moveable church furnishings held by the Churchwardens on special trust for the Parochial Church Council and which require a faculty for disposal.

Land and buildings held on behalf of the Parochial Church Council.

Other fixtures, fittings and other equipment where the Parochial Church Council is free to dispose of such assets without faculty.

Amounts owing from the HM Revenue & Customs, where a formal claim has been made.

Any other amounts owing to the Parochial Church Council, including lettings and insurance claims.

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

Any loans or overdrafts advanced to the PCC.