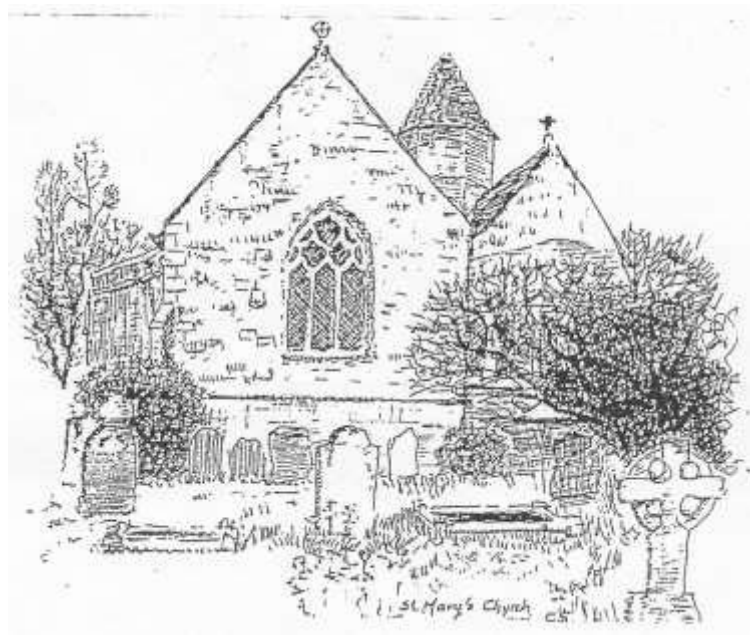


# **St Mary's Church, Cogges**

## **Annual Report and Financial Statements of the Parochial Church Council for the year ended 31 December 2016**



# Cogges Parochial Church Council

registered with the Charity Commission as  
***"The Parochial Church Council of the Ecclesiastical Parish of St Mary Cogges"***  
with charity number 1129824

## **Parish Church:**

St. Mary's Church, Cogges  
in the Deanery of Witney,  
Archdeaconry of Dorchester and Diocese of Oxford

## **Address:**

Cogges Parish Office  
Cogges Church Centre, Church Lane  
Witney, Oxon. OX28 3LA  
☎ 01993 779613  
Email: [office@coggesparish.com](mailto:office@coggesparish.com)  
Web site: [coggesparish.com](http://coggesparish.com)

## **Incumbent:**

The Revd Simon T Kirby  
Cogges Priory, Church Lane,  
Witney, Oxon. OX28 3LA

## **Bankers:**

CAF Bank Ltd  
Kingshill, West Malling,  
Kent. ME19 4TA

## **Independent examiner:**

A J Carter & Co  
22b High Street  
Witney, Oxon. OX28 6RB

This is the form of annual report and financial statements required by the *Charities Act 2011* and the *Church Accounting Regulations 2006* together with the *Statement of Recommended Practice 2015* published by the Charity Commission. It covers the PCC's financial year, January to December 2016.

## COGGES PAROCHIAL CHURCH COUNCIL

### ANNUAL REPORT FOR 2016

#### Background

**Cogges PCC** has the responsibility of co-operating with the vicar, the Rev Simon Kirby, in promoting in the ecclesiastical parish the whole mission of the Church, pastoral, evangelistic, social and ecumenical. It also has maintenance responsibilities for the parish church, St Mary's, for the Cogges Church Centre and for the Old School House. The PCC is registered as the charity 'The Parochial Church Council of the Ecclesiastical Parish of St Mary Cogges' with charity number 1129824.

#### Trustees

The members of the PCC are the charity trustees; they are either *ex-officio* or elected by the Annual Parochial Church Meeting (APCM) in accordance with the *Church Representation Rules*. During 2016, the following served as members of the PCC:

##### Members ex-officio

Rev Simon Kirby (*Incumbent & chairman*), Rev Margaret Dixon (*Associate Minister*), Rev Nick Pike (*Curate/Associate Minister*), Rev Richard White (*Curate*)<sup>1</sup>; Mr Richard Osman<sup>2</sup>, Mr Gerry Wait<sup>3</sup> and Mr James Webster (*Churchwardens*); Mrs Mari Graves, Mr Ian Smith and Mr Richard Young (*co-opted Licensed Lay Ministers*); Mrs Barbara Eaton, Mr Mark Kingston<sup>2,4</sup> and Miss Elizabeth Knowles (*elected representatives on the Deanery Synod*).

##### Elected members

Mr David Calfo, Dr Ruth Carr<sup>3</sup>, Mrs Jane Harper, Mr Malcolm Harper (*PCC secretary*), Mr Stuart Harrison, Mr Keith Harwood (*PCC treasurer*), Mr Craig Hobbs<sup>3</sup>, Mrs Mel James<sup>5</sup>, Mr Harvey Leach (*PCC vice chairman*), Dr Laura Lewis<sup>5,6</sup>, Mr Eddie Lyle, Mr David Smith, Mrs Kathryn Smith, Mr Martin Thomas and Mr Gerry Wait.

<sup>1</sup>From Jul 2016; <sup>2</sup>Until Jun 2016; <sup>3</sup>From APCM (Feb 2016); <sup>4</sup>Co-opted to PCC (Jun 2016); <sup>5</sup>From Mar 2016; <sup>6</sup>Co-opted until APCM (Feb 2016)

#### Church attendance

There were 244 people on the Church Electoral Roll at the 2016 APCM, including 121 who were not resident in the parish. The previous Roll contained 214 names, including 105 non-resident. The average Sunday attendance at St Mary's Church was 17 at the early communion services, 100 at 9:15am baptism and dedication services, 40 at other 9:15am services and 180 at the 10.30am morning services, 26 at the quarterly healing services and 44 at the evening services. These figures exclude festival services and may include some people attending more than one service. Attendance at festival services was 39 at the Maundy Thursday communion, 62 at the Good Friday meditation service, 32 at the Easter Sunday family communion, 304 at the Easter Sunday morning celebration service, 166 at the Christingle service, 202 and 145 at the carol services, 246 at a Family Nativity service on Christmas Eve, 132 at the first communion of Christmas, 55 at the Christmas Day family communion at 9:15am and 205 at the Christmas Day family service at 10:30am.

#### Committees

The **Standing Committee** is required to exist by the *Church Representation Rules*. It consisted of the vicar, the churchwardens, the PCC vice chairman, the PCC secretary, the PCC treasurer and one or two elected members: Mr Calfo and from March 2016 Dr Lewis. The Standing Committee has power to transact the business of the PCC between its meetings, subject to any directions given by Council.

The **Finance Committee** was set up by the PCC to assist the Treasurer to prepare recommendations to the PCC on matters such as financial policies, fund raising and budgets.

The **Strategic Development Group** was set up to help the vicar plan future developments.

## COGGES PCC: ANNUAL REPORT FOR 2016

### Review of the year

There were five full meetings of the PCC during the year and three meetings of the Standing Committee. The average attendance by elected members at the PCC meetings was 79%.

The activities planned by the PCC complied with the Charity Commission's guidance on public benefit, and were in general open to (and often were intended for) residents of the parish and the wider area.

#### Church services

The weekly service pattern established last year has continued: 8am Holy Communion, 9:15am Morning Worship (including monthly Family Baptism) or Holy Communion, 10.30am Morning Worship or Holy Communion and 6.30pm Evening Service (including a monthly Celebration service, usually with a visiting speaker). The quarterly Healing Service takes place in the afternoon. After the 9.15am services there is the opportunity for fellowship in Cogges Kitchen (the café in Cogges Farm) with tea or filter coffee available free with vouchers provided by the church to those at the church service.

#### Personnel

There have been a number of changes in personnel during the year.

Rich White (minister in training) was ordained deacon in July and is now serving his curacy in the Cogges and South Leigh benefice. He will be ordained priest at Dorchester Abbey on Sunday 25<sup>th</sup> June 2017.

The PCC agreed to a restructuring of the church administration, with the existing part-time job share posts replaced by two new enhanced posts. This was in part to introduce longer hours and more responsibility but made the existing posts redundant. Mo McKay and Elaine Beechey accepted a redundancy offer. Sara Wild was appointed Office Administrator from October 2016 and Judy Marshall was appointed Office and Facilities Manager from November 2016. Andy McCulloch (Operations Director) reduced his hours from September 2016 as he started his ordination training.

Ben Osman and Beth Evans have been appointed as youth and children's work interns.

#### PCC meetings

A feature of PCC meetings which continued in 2016 was the opportunity to discuss issues in small groups of 3 or 4 members before reconvening together to gather ideas. Matters discussed in this way included: future Cogges (where we would like to see the church in 3–5 years' time); strategy for the distribution of the tithe of our income to home and overseas mission; uses for a possible new church building; vision, values and culture; becoming disciple making disciples. There were also discussions reviewing Christmas services; on interim plans to cope with growth in attendance; redefining the relationship between PCC, standing committee and staff; on Mr Kirby's Study Leave / Sabbatical; and on practical flourishing (what practical step could be taken in 2017 to promote flourishing).

The PCC has approved a number of policy documents: Data Protection Policy, Health and Safety Policy, Parish Safeguarding Policy, Guidelines for Human Resources. An early draft of a Volunteering Policy was also circulated. The PCC has agreed to review its policies each year.

#### The Blake School

The September meeting of the PCC was again held at the Blake Church of England Primary School and included a 'learning walk' around the facilities, led by the headteacher, Mr Edwards-Grundy. The PCC was pleased to learn that the sale of the Old School House by the Blake Educational Trust to the PCC had given the Trust resources to pay for equipment and building work in the school and to support the appointment of a part-time home-school link worker. The PCC was able to pray for Mr Edwards-Grundy and for the school.

The PCC has since agreed to commit funding for 3 years to enable the hours of the home-school link worker to be increased from 15 hours/week to 20 hours/week.

Stuart Palmer was appointed as a foundation governor; Jane Slater's term as a governor has ended.

## COGGES PCC: ANNUAL REPORT FOR 2016

### Property

The PCC agreed a 7 year lease with the diocese for the car park (originally the old school playground). In June there was a discussion on prioritising major expenditure on facilities and the PCC agreed to proceed in 2016 with work on the car park to form a new entrance and to install new fencing. This was in part to comply with a condition of the planning permission that work should begin within 3 years.

However, the PCC agreed that we had outgrown the planned development of the Church Centre and that we should not build the extension as originally planned. The Church Centre would be refurbished over time and it remains important to pay off the mortgage with funds already committed to the *Beyond the Lychgate* project.

As reported in the Vicar's report at the 2016 Annual Parochial Church Meeting, there have been discussions on the possibility of a new church building within the parish to provide a larger worship space (perhaps seating 300–500) and facilities for community ministry and this needs further investigation. A small group has visited a few new build churches elsewhere to gather their experience.

A faculty application was submitted for a memorial to commemorate Audrey Eileen Hadden.

### Finance

The PCC is responsible for all parish finance, and its management and control, and has appointed a treasurer to supervise this area. The PCC receives reports on the state of the finances at most meetings, as well as approving the annual accounts for presentation to the Annual Parochial Church Meeting.

The financial statements of 2016 show a 11% increase in voluntary general income over the previous year, this follows a 22% increase in 2015. The PCC approved a 2017 budget for the church.

The other main financial item considered by the PCC was the distribution of grants to charities and other causes working in mission and social action at home and overseas. The PCC has an agreed policy to give away at least a tithe of its general fund income (in addition to earmarked donations). The PCC agreed to a distribution of the tithe for 2016, with £6,047 allocated to overseas mission, £3,160 for overseas social action, £10,840 for home mission (including £7,000 to Adventure Plus) and £4,850 for home social action and funding. The total earmarked income for distribution to charities and mission in 2016 was £7,199.

The PCC approved a revision of the local service fees and to the rents for hiring the church centre. In 2016 the PCC has been able to meet its commitment to pay the Parish Share. The full amount of Parish Share (£69,084.19) is shown in the accounts.

*Reserves policy:* It is the policy of this church to hold reserves equivalent of two months' general running costs and an additional one month's salary costs (currently a total of £49,100). Our current General fund reserves of £44,039 fall £5,000 short of this amount. However, the Church has £19,300 of Designated funds which could be called upon if required.

*Internal financial controls:* The PCC reviewed these procedures in 2016 and is satisfied that the controls are providing sufficient security. The list of bank signatories has been updated. The procedures will be reviewed in 2017.

*Actual vs 2016 budget:* The budgeted General Fund surplus for 2016 was £7,000. Both income and expenditure were above budget resulting in the year-end surplus being only £700. A significant part of the difference was largely due to unexpected staff redundancy costs during the year.

### Outreach and activities

Reports on aspects of outreach have been received at all the main meetings of the PCC, with a number of activities: *Alpha*, a *Retirement conference*, an *Alongsiders* mentoring ministry, the *Friday Chill* youth club, *Cogges Kids Crew*, a *Ceilidh*, a *Summer Sundays* programme, a *Summer seminars* programme, the traditional *Children's parties* on 31<sup>st</sup> October, the *Willow Creek Global Leadership Summit*, a *Thanksgiving and memorial* service and various seasonal services and activities. Consent was given for a youth day trip to *Soul Survivor* in Stafford.

## COGGES PCC: ANNUAL REPORT FOR 2016

A new *Cogglets* (the weekly toddler group) has started in Madley Park Hall. Other outreach activities have continued during the year, including *Cogglets* in the Church Centre and a related daytime toddler friendly home group, and the monthly meetings of the *Cogges Seniors Group* and the *Time Travellers* groups. Cogges church members are involved in Besom, Fairtrade, Street Pastors, Christians Against Poverty and Christian Aid as well as a number of local charities.

The children's work has been increasing and more volunteer help is always needed.

A lot of activities were organised by the various ministry hubs and ministry teams, including the creation of geographical Area Links to provide a link to people who live in an area, to welcome newcomers living in the area and to provide extra support during a pastoral crisis.

Prayer support has continued throughout the year through Connect groups and prayer triplets and with prayer meetings most weeks for Blake School (which also covers the Pathfinders youth group) and for Wood Green School. The Church's activities and members' needs are faithfully remembered in prayer at the Thursday morning prayer group throughout the year. The termly meeting for praise and prayer, *Pursuit*, has continued.

### Other activities

The PCC received and accepted an annual report from its Safeguarding Officer and reviewed its safeguarding guidelines.

The PCC received regular reports on meetings of Churches Together in Witney and District and of the Deanery Synod. The Vicar was able to report to each PCC meeting, listing his activities since the previous meeting and answering any questions. There was also an opportunity for a regular report from the foundation governors of the Blake School.

Plans to dissolve the Plurality linking the benefice of Cogges and South Leigh and the benefice of North Leigh were reported to PCC.

James Webster was appointed as Data Protection Officer and Andy McCulloch as Health and Safety Officer. Keith Harwood and Kathryn Smith were appointed as Representative Trustees of the Cogges Ecclesiastical Charities.

## **Related Trusts and Charities**

The Blake Educational Trust owns the site of the Blake School. The Trustees of the Blake Educational Trust are the Incumbent, a Churchwarden, 2 members appointed by the PCC and 3 independent members appointed by the Trust.

5<sup>th</sup> February 2017

on behalf of the PCC

## COGGES PAROCHIAL CHURCH COUNCIL

### INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES

I report on the accounts of St Mary's Church, Cogges, for the year ended 31<sup>st</sup> December 2016, which are set out on pages 8 to 19.

#### Respective Responsibilities of Trustees and Examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144 of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed. The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of the Institute of Chartered Accountants in England and Wales.

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. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently 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

Your attention is drawn to the fact that the charity has prepared the financial statements in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard for Smaller Entities published 16<sup>th</sup> July 2014 in preference to the Accounting and Reporting by Charities: Statement of Recommended Practice issued on 1<sup>st</sup> April 2005 which is referred to in the extant regulations but has been withdrawn.

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 Acthave 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.

*M D A Gyde FCA DChA*  
A J Carter & Co, Chartered Accountants  
22b High Street, Witney, Oxon, OX28 6RB

.....

..... February 2017

# COGGES PAROCHIAL CHURCH COUNCIL

## STATEMENT OF FINANCIAL ACTIVITIES for the year ended 31st December 2016

	Unrestricted funds £	Designated funds £	Restricted funds £	Endowment funds £	Total this year £	Total last year £
<b>Income and endowments from:</b>						
Incoming resources from donors	236,278.19	—	41,721.83	—	278,000.02	279,734.05
Other voluntary incoming resources	2,122.10	11,500.00	515.00	—	14,137.10	4,602.60
Activities in furtherance of the council's objects	14,985.03	1,941.43	—	—	16,926.46	14,217.92
Other trading activities	—	—	—	—	—	959.75
Income from investments	56.73	4.70	792.79	—	854.22	1,191.79
Other income	189.08	—	—	—	189.08	463.23
<b>Total income</b>	<b>253,631.13</b>	<b>13,446.13</b>	<b>43,029.62</b>	<b>—</b>	<b>310,106.88</b>	<b>301,169.34</b>
<b>Expenditure on:</b>						
Costs of generating funds	—	—	—	—	—	1,478.23
Grants	24,996.90	2,023.90	5,175.00	—	32,195.80	30,624.42
Activities relating to the work of the Church	221,468.91	3,035.50	24,203.09	—	248,707.50	180,790.26
Support costs	851.96	—	4,645.74	—	5,497.70	506.30
Church management and administration	12,677.15	5.00	2,645.00	—	15,327.15	18,959.07
<b>Total expenditure</b>	<b>259,994.92</b>	<b>5,064.40</b>	<b>36,668.83</b>	<b>—</b>	<b>301,728.15</b>	<b>232,358.28</b>
<b>Net income / (expenditure) resources before transfer</b>	<b>(6,363.79)</b>	<b>8,381.73</b>	<b>6,360.79</b>	<b>—</b>	<b>8,378.73</b>	<b>68,811.06</b>
<b>Transfers</b>						
Gross transfers between funds - in	8,113.86	23.90	8,251.80	23.90	16,413.46	14,777.32
Gross transfers between funds - out	(1,046.34)	(15,193.12)	(150.10)	(23.90)	(16,413.46)	(14,777.32)
<b>Other recognised gains / losses</b>						
Gains / losses on investment assets	—	—	—	2,879.48	2,879.48	246.21
<b>Net movement in funds</b>	<b>703.73</b>	<b>(6,787.49)</b>	<b>14,462.49</b>	<b>2,879.48</b>	<b>11,258.21</b>	<b>69,057.27</b>
<b>Total funds brought forward</b>	<b>43,335.83</b>	<b>26,084.98</b>	<b>205,953.62</b>	<b>23,401.32</b>	<b>298,775.75</b>	<b>229,718.48</b>
<b>Total funds carried forward</b>	<b>44,039.56</b>	<b>19,297.49</b>	<b>220,416.11</b>	<b>26,280.80</b>	<b>310,033.96</b>	<b>298,775.75</b>
<b>Represented by</b>						
<b>Unrestricted</b>						
General fund	44,039.56	—	—	—	44,039.56	43,335.83
<b>Designated</b>						
Church building fund	—	10,574.70	—	—	10,574.70	7,070.00
Church equipment	—	496.47	—	—	496.47	3,000.00
Cogglets Toddler Group	—	1,070.78	—	—	1,070.78	490.99
Evangelism fund	—	—	—	—	—	2,000.00
House Purchase	—	—	—	—	—	7,079.26
Madley Park Outreach	—	710.81	—	—	710.81	—
Vicars Discretionary	—	6,444.73	—	—	6,444.73	6,444.73
<b>Restricted</b>						
Chancel repair fund	—	—	10,029.66	—	10,029.66	9,272.36
Church Centre fund	—	—	73,832.56	—	73,832.56	76,237.42
Church building fund	—	—	1,668.32	—	1,668.32	1,419.93
Gesenyi	—	—	1,510.44	—	1,510.44	—
House Purchase	—	—	129,652.42	—	129,652.42	116,169.96
Intern Fund	—	—	(1,210.30)	—	(1,210.30)	—
Madley Park Outreach	—	—	33.79	—	33.79	1,760.73
Social Action Fund	—	—	—	—	—	150.00
Vicars Discretionary	—	—	4,899.22	—	4,899.22	943.22
<b>Endowment</b>						
Chancel repair fund	—	—	—	26,280.80	26,280.80	23,401.32
<b>TOTALS</b>	<b>44,039.56</b>	<b>19,297.49</b>	<b>220,416.11</b>	<b>26,280.80</b>	<b>310,033.96</b>	<b>298,775.75</b>



# COGGES PAROCHIAL CHURCH COUNCIL

## BALANCE SHEET for the year ended 31st December 2016

	As at 31/12/2016	As at 31/12/2015
<b>Fixed assets</b>		
Tangible assets	366,367.82	353,905.88
Investments	26,280.80	23,401.32
	<b>392,648.62</b>	<b>377,307.20</b>
<b>Current assets</b>		
Debtors	18,697.02	15,806.68
Cash at bank and in hand	77,516.76	75,335.29
	<b>96,213.78</b>	<b>91,141.97</b>
<b>Liabilities</b>		
Creditors: Amounts falling due in one year	31,878.57	13,875.63
	<b>31,878.57</b>	<b>13,875.63</b>
<b>Net current assets less current liabilities</b>	<b>64,335.21</b>	<b>77,266.34</b>
<b>Total assets less current liabilities</b>	<b>456,983.83</b>	<b>454,573.54</b>
<b>Liabilities</b>		
Creditors: Amounts falling due after more than one year	146,949.87	155,797.79
<b>Total net assets less liabilities</b>	<b>310,033.96</b>	<b>298,775.75</b>
<b>Represented by</b>		
<b>Unrestricted</b>		
General fund	44,039.56	43,335.83
<b>Designated</b>		
Cogglets Toddler Group	1,070.78	490.99
House Purchase	—	7,079.26
Madley Park Outreach	710.81	—
Youth Work	—	—
Church building fund	10,574.70	7,070.00
Church Centre fund	—	—
Church equipment	496.47	3,000.00
Evangelism fund	—	2,000.00
Vicars Discretionary	6,444.73	6,444.73
<b>Restricted</b>		
Gesenyi	1,510.44	—
Chancel repair fund	10,029.66	9,272.36
Vicars Discretionary	4,899.22	943.22
Social Action Fund	—	150.00
House Purchase	129,652.42	116,169.96
Intern Fund	(1,210.30)	—
Madley Park Outreach	33.79	1,760.73
Church building fund	1,668.32	1,419.93
Church Centre fund	73,832.56	76,237.42
<b>Endowment</b>		
Chancel repair fund	26,280.80	23,401.32
<b>Funds of the church</b>	<b>310,033.96</b>	<b>298,775.75</b>

Approved by the Parochial Church Council on 5<sup>th</sup> February 2017 and signed on its behalf by:

.....  
Rev S T Kirby (PCC Chairman)

.....  
(PCC member)

## COGGES PAROCHIAL CHURCH COUNCIL

### NOTES TO THE FINANCIAL STATEMENTS for the year ended 31st December 2016

#### 1. ACCOUNTING POLICIES

The financial statements have been prepared in accordance with the Church Accounting Regulations together with applicable accounting standards and the Charities SORP.

The financial statements have been prepared under the historical cost convention except for the valuation of investment assets, which are shown at market value.

#### **Funds**

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

The accounts include all transactions, assets and liabilities for which the PCC is responsible in law. They do not include the accounts of informal gatherings of Church members.

#### **Incoming Resources**

##### *Voluntary Income*

Offerings are recognised when received by or on behalf of the PCC.

Planned giving is recognised only when received.

Income tax recoverable on gift aid donations is recognised when the income is recognised.

Grants and legacies to the PCC are accounted for as soon as the PCC is notified of its legal entitlement, the amount due is quantifiable and its ultimate receipt by the PCC is reasonably certain.

##### *Other Incoming Resources*

Rental income from the letting of church premises is recognised when the rental is due.

##### *Investment Income*

Dividends and interest are accounted for when receivable.

Tax recoverable on such income is recognised in the same accounting year.

##### *Gains and Losses on Investments*

Realised gains or losses are recognised when investments are sold.

Unrealised gains or losses are accounted for on revaluation of investments at 31st December.

#### **Resources Used**

##### *Grants*

Grants and donations are accounted for when paid over, or when awarded if that award creates a binding obligation on the PCC.

## COGGES PAROCHIAL CHURCH COUNCIL

### NOTES TO THE FINANCIAL STATEMENTS for the year ended 31st December 2016 (continued)

#### ACCOUNTING POLICIES (continued)

##### *Church Expenditure*

The parish share is accounted for when payable. Any parish share unpaid at 31st December is provided for in these accounts as an operational (though not a legal) liability and is shown as a creditor in the Balance Sheet.

#### **Fixed Assets**

##### *Consecrated Land and Buildings and Movable Church Furnishings*

Consecrated and beneficed property is excluded from the accounts by section 10 of the Charities Act 2011.

No value is placed on movable church furnishings held by the churchwardens on special trust for the PCC and which require a faculty for disposal since the PCC considers this to be inalienable property. All expenditure incurred during the year on consecrated or beneficed buildings and movable church furnishings, whether maintenance or improvements, is written off as expenditure in the Statement of Financial Activity and separately disclosed.

##### *Freehold Land and Buildings*

Land and buildings are valued at cost and depreciated on a straight line basis over 50 years.

##### *Leasehold Property*

Capital expenditure on leasehold property is depreciated over the period of the lease.

##### *Office Fixtures and Equipment*

Fixtures and equipment used within the church premises are depreciated on a straight line basis over 5 years. Individual items or equipment with a purchase price of £1,000 or less are written off when the asset is acquired.

#### **Investment**

Investments are valued at market value at 31<sup>st</sup> December.

#### **Current Assets**

Amounts owing to the PCC at 31<sup>st</sup> December in respect of fees, rents or other income are shown as debtors less provision for amounts that may prove uncollectable.

# COGGES PAROCHIAL CHURCH COUNCIL

## NOTES TO THE FINANCIAL STATEMENTS for the year ended 31st December 2016 (continued)

### 2 ANALYSIS OF NET ASSETS BY FUND TYPE

#### Statement of Assets and Liabilities (as at 31<sup>st</sup> December 2016)

	General £	Designated £	Restricted £	Endowment £	This year £	Last year £
<b>Fixed assets - Tangible assets</b>						
Computer 2015 2 x desktop 3 x laptop	1,278.79	—	—	—	1,278.79	1,705.06
CCC Dishwasher 2014	753.60	—	—	—	753.60	1,130.40
Car Park & Fencing	—	—	21,169.87	—	21,169.87	—
Church Centre building	—	—	73,665.56	—	73,665.56	76,070.42
The Old School House	—	—	269,500.00	—	269,500.00	275,000.00
<b>Totals</b>	<b>2,032.39</b>	<b>—</b>	<b>364,335.43</b>	<b>—</b>	<b>366,367.82</b>	<b>353,905.88</b>
<b>Fixed assets - Investments</b>						
CofE Investment Fund shares	—	—	—	26,280.80	26,280.80	23,401.32
<b>Totals</b>	<b>—</b>	<b>—</b>	<b>—</b>	<b>26,280.80</b>	<b>26,280.80</b>	<b>23,401.32</b>
<b>Current assets - Cash at bank and in hand</b>						
Current Account	(107.96)	1,178.17	4,816.23	23.90	5,910.34	11,244.30
Service Fees Account	332.00	—	3,037.64	—	3,369.64	2,075.81
Restricted Funds Current Account	113.86	2,099.89	3,522.60	(23.90)	5,712.45	961.06
General Fund Deposit Account	32,353.01	—	—	—	32,353.01	43,065.50
Restricted Funds Deposit Account	8,000.00	15,452.64	6,114.02	—	29,566.66	17,373.23
Vicars Discretionary Account	—	566.79	—	—	566.79	566.79
Petty Cash - Youth Work	37.87	—	—	—	37.87	48.60
<b>Totals</b>	<b>40,728.78</b>	<b>19,297.49</b>	<b>17,490.49</b>	<b>—</b>	<b>77,516.76</b>	<b>75,335.29</b>
<b>Current assets - Debtors</b>						
Accounts Receivable	17,632.93	—	1,064.09	—	18,697.02	14,706.68
Rental Deposits	—	—	—	—	—	1,100.00
<b>Totals</b>	<b>17,632.93</b>	<b>—</b>	<b>1,064.09</b>	<b>—</b>	<b>18,697.02</b>	<b>15,806.68</b>
<b>Liabilities - Agency accounts</b>						
Agency collections	—	—	5,101.84	—	5,101.84	1,178.66
<b>Totals</b>	<b>—</b>	<b>—</b>	<b>5,101.84</b>	<b>—</b>	<b>5,101.84</b>	<b>1,178.66</b>
<b>Liabilities - Creditors: Amounts falling due after more than one year</b>						
Mortgage for House	—	—	146,949.87	—	146,949.87	155,797.79
<b>Totals</b>	<b>—</b>	<b>—</b>	<b>146,949.87</b>	<b>—</b>	<b>146,949.87</b>	<b>155,797.79</b>
<b>Liabilities - Creditors: Amounts falling due in one year</b>						
Accounts Payable	16,354.54	—	10,422.19	—	26,776.73	12,696.97
<b>Totals</b>	<b>16,354.54</b>	<b>—</b>	<b>10,422.19</b>	<b>—</b>	<b>26,776.73</b>	<b>12,696.97</b>
<b>Grand total</b>	<b>44,039.56</b>	<b>19,297.49</b>	<b>220,416.11</b>	<b>26,280.80</b>	<b>310,033.96</b>	<b>298,775.75</b>

### 3 FUND DETAILS

The endowment fund comprises the St Mary's Church, Cogges, Chancel Repair Fund. This is a permanent endowment which requires income to be spent on the upkeep, repair and insurance of the Chancel of St Mary's Church, Cogges and if there is sufficient money remaining this may be used for the upkeep and repair of the fabric of the remainder of the Church. It is primarily represented by Investment Assets as per note 7(b). All but the Investment Assets, which are held as Perpetual Capital, was spent on the repair of the Chancel Roof during 2003 but dividends and interest of £757.30 have been received during the year.

# COGGES PAROCHIAL CHURCH COUNCIL

## NOTES TO THE FINANCIAL STATEMENTS for the year ended 31st December 2016 (continued)

### 4 FUND MOVEMENTS BY TYPE

	Opening	Incoming	Outgoing	Transfers	Gains/losses	Closing
<b>COGGLETS - Cogglets Toddler Gro</b>						
Designated	490.99	899.59	319.80	—	—	1,070.78
<b>Sub-total for COGGLETS</b>	<b>490.99</b>	<b>899.59</b>	<b>319.80</b>	<b>—</b>	<b>—</b>	<b>1,070.78</b>
<b>Gesenyi - Gesenyi</b>						
Restricted	—	1,510.44	—	—	—	1,510.44
<b>Sub-total for Gesenyi</b>	<b>—</b>	<b>1,510.44</b>	<b>—</b>	<b>—</b>	<b>—</b>	<b>1,510.44</b>
<b>HOUSE - House Purchase</b>						
Designated	7,079.26	—	—	(7,079.26)	—	—
Restricted	116,169.96	23,967.99	17,564.79	7,079.26	—	129,652.42
<b>Sub-total for HOUSE</b>	<b>123,249.22</b>	<b>23,967.99</b>	<b>17,564.79</b>	<b>—</b>	<b>—</b>	<b>129,652.42</b>
<b>INTERN - Intern Fund</b>						
Restricted	—	625.00	1,835.40	0.10	—	(1,210.30)
<b>Sub-total for INTERN</b>	<b>—</b>	<b>625.00</b>	<b>1,835.40</b>	<b>0.10</b>	<b>—</b>	<b>(1,210.30)</b>
<b>Madley-Pk - Madley Park Outreach</b>						
Designated	—	927.98	217.17	—	—	710.81
Restricted	1,760.73	—	1,726.94	—	—	33.79
<b>Sub-total for Madley-Pk</b>	<b>1,760.73</b>	<b>927.98</b>	<b>1,944.11</b>	<b>—</b>	<b>—</b>	<b>744.60</b>
<b>Youth-Work - Youth Work</b>						
Designated	—	113.86	—	(113.86)	—	—
<b>Sub-total for Youth-Work</b>	<b>—</b>	<b>113.86</b>	<b>—</b>	<b>(113.86)</b>	<b>—</b>	<b>—</b>
<b>Building - Church building fund</b>						
Designated	7,070.00	11,504.70	—	(8,000.00)	—	10,574.70
Restricted	1,419.93	2,187.89	1,939.50	—	—	1,668.32
<b>Sub-total for Building</b>	<b>8,489.93</b>	<b>13,692.59</b>	<b>1,939.50</b>	<b>(8,000.00)</b>	<b>—</b>	<b>12,243.02</b>
<b>General - General fund</b>						
Unrestricted	43,335.83	253,631.13	259,994.92	7,067.52	—	44,039.56
<b>Sub-total for General</b>	<b>43,335.83</b>	<b>253,631.13</b>	<b>259,994.92</b>	<b>7,067.52</b>	<b>—</b>	<b>44,039.56</b>
<b>CCC - Church Centre fund</b>						
Restricted	76,237.42	—	2,404.86	—	—	73,832.56
<b>Sub-total for CCC</b>	<b>76,237.42</b>	<b>—</b>	<b>2,404.86</b>	<b>—</b>	<b>—</b>	<b>73,832.56</b>
<b>Ch.equip - Church equipment</b>						
Designated	3,000.00	—	2,503.53	—	—	496.47
<b>Sub-total for Ch.equip</b>	<b>3,000.00</b>	<b>—</b>	<b>2,503.53</b>	<b>—</b>	<b>—</b>	<b>496.47</b>
<b>Chancel - Chancel repair fund</b>						
Restricted	9,272.36	757.30	—	—	—	10,029.66
Endowment	23,401.32	—	—	—	2,879.48	26,280.80
<b>Sub-total for Chancel</b>	<b>32,673.68</b>	<b>757.30</b>	<b>—</b>	<b>—</b>	<b>2,879.48</b>	<b>36,310.46</b>
<b>Evangelism - Evangelism fund</b>						
Designated	2,000.00	—	2,023.90	23.90	—	—
Restricted	—	700.00	700.00	—	—	—
<b>Sub-total for Evangelism</b>	<b>2,000.00</b>	<b>700.00</b>	<b>2,723.90</b>	<b>23.90</b>	<b>—</b>	<b>—</b>
<b>VicarsDF - Vicars Discretionary</b>						
Designated	6,444.73	—	—	—	—	6,444.73
Restricted	943.22	8,281.00	4,475.00	150.00	—	4,899.22
Endowment	—	—	—	—	—	—
<b>Sub-total for VicarsDF</b>	<b>7,387.95</b>	<b>8,281.00</b>	<b>4,475.00</b>	<b>150.00</b>	<b>—</b>	<b>11,343.95</b>
<b>Social - Social Action Fund</b>						
Restricted	150.00	—	—	(150.00)	—	—
<b>Sub-total for Social</b>	<b>150.00</b>	<b>—</b>	<b>—</b>	<b>(150.00)</b>	<b>—</b>	<b>—</b>

continued

# COGGES PAROCHIAL CHURCH COUNCIL

## NOTES TO THE FINANCIAL STATEMENTS for the year ended 31st December 2016 (continued)

### FUND MOVEMENTS BY TYPE (continued)

	Opening	Incoming	Outgoing	Transfers	Gains/losses	Closing
<b>Ordinand - Ordinand funding</b>						
Restricted	—	5,000.00	6,022.34	1,022.34	—	—
<b>Sub-total for Ordinand</b>	<b>—</b>	<b>5,000.00</b>	<b>6,022.34</b>	<b>1,022.34</b>	<b>—</b>	<b>—</b>
<b>Grand total</b>	<b>298,775.75</b>	<b>310,106.88</b>	<b>301,728.15</b>	<b>—</b>	<b>2,879.48</b>	<b>310,033.96</b>

## 5 ANALYSIS OF INCOME AND EXPENDITURE

### Incoming resources

	Unrestricted	Designated	Restricted	Endowment	Total this year	Total last year
<b>Incoming resources from donors</b>						
0101005 - Gift Aid - Bank	135,243.50	—	—	—	135,243.50	129,003.22
0101010 - Gift Aid - Envelopes	4,831.45	—	—	—	4,831.45	4,799.20
0101015 - Gasenyi receipts GA	—	—	1,186.35	—	1,186.35	835.55
0101017 - Scheilla Gift Aid	—	—	—	—	—	2,381.25
0101025 - Ordinand Gift Aid	—	—	5,000.00	—	5,000.00	—
0103A05 - Charity Credits	10,155.00	—	—	—	10,155.00	6,735.00
0203A00 - Other planned giving	30,764.00	—	—	—	30,764.00	20,534.00
0203A05 - Planned Giving GA	3,140.00	—	—	—	3,140.00	3,242.00
0203A10 - NGA envelopes & B/O	960.00	—	—	—	960.00	960.00
0304000 - Loose plate Collections	11,419.82	—	—	—	11,419.82	10,240.62
0405B00 - Wall Boxes	—	—	335.74	—	335.74	132.08
0501020 - VDF Gift Aid	—	—	6,624.00	—	6,624.00	5,673.50
0501040 - House Purchase GA	—	—	18,330.00	—	18,330.00	44,646.25
0501045 - Church Building GA	—	—	650.00	—	650.00	—
0504010 - Other Offerings	610.00	—	—	—	610.00	50.00
0504040 - House Purchase NGA	—	—	970.00	—	970.00	1,880.58
0504045 - Church Building NGA	—	—	1,024.65	—	1,024.65	706.90
0504B31 - Gasenyi NGA	—	—	50.00	—	50.00	—
0504B32 - Scheilla Non Gift Aid	—	—	—	—	—	170.00
0505B05 - One-off Gift Aid gifts	1,994.00	—	700.00	—	2,694.00	1,077.55
0602000 - General GA Recovered	37,160.42	—	—	—	37,160.42	33,791.10
0602015 - Gasenyi GA recovered	—	—	274.09	—	274.09	52.50
0602017 - Scheilla GA Recovered	—	—	—	—	—	540.00
0602020 - VDF GA Recovered	—	—	1,657.00	—	1,657.00	1,391.50
0602035 - Intern GA recovered	—	—	125.00	—	125.00	—
0602040 - House Purchase GA Rec.	—	—	4,632.50	—	4,632.50	10,891.25
0602045 - Church Building GA Rec.	—	—	162.50	—	162.50	—
<b>Total</b>	<b>236,278.19</b>	<b>—</b>	<b>41,721.83</b>	<b>—</b>	<b>278,000.02</b>	<b>279,734.05</b>

### Other voluntary incoming resources

0503B00 - Donations appeals etc.	366.40	—	500.00	—	866.40	2,651.60
0702000 - Legacies	1,755.70	11,500.00	—	—	13,255.70	1,000.00
0801A00 - Recurring grants	—	—	15.00	—	15.00	483.50
08A1000 - One off Grants	—	—	—	—	—	467.50
<b>Total</b>	<b>2,122.10</b>	<b>11,500.00</b>	<b>515.00</b>	<b>—</b>	<b>14,137.10</b>	<b>4,602.60</b>

# COGGES PAROCHIAL CHURCH COUNCIL

## NOTES TO THE FINANCIAL STATEMENTS for the year ended 31st December 2016 (continued)

### ANALYSIS OF INCOME AND EXPENDITURE (continued)

#### Incoming resources (continued)

	Unrestricted	Designated	Restricted	Endowment	Total this year	Total last year
<b>Activities in furtherance of the council's objects</b>						
1102005 - Service Fee PCC received	4,397.17	—	—	—	4,397.17	2,989.00
1202A00 - Ch hall lettings	8,860.62	—	—	—	8,860.62	9,092.30
1205000 - Event Income Cogglets	—	1,791.89	—	—	1,791.89	787.06
1205100 - Event Income Children	80.96	—	—	—	80.96	—
1205200 - Event Income Youth	392.83	—	—	—	392.83	—
1206000 - Event Income Outreach	432.70	149.54	—	—	582.24	1,349.56
1206100 - Event Income Social	820.75	—	—	—	820.75	—
Total	14,985.03	1,941.43	—	—	16,926.46	14,217.92
<b>Other trading activities</b>						
0903B01 - Fund raising events	—	—	—	—	—	959.75
Total	—	—	—	—	—	959.75
<b>Income from investments</b>						
1001000 - Dividends	—	—	757.30	—	757.30	894.33
1001001 - Bank interest	56.73	4.70	35.49	—	96.92	297.46
Total	56.73	4.70	792.79	—	854.22	1,191.79
<b>Other income</b>						
1302010 - Other Income	189.08	—	—	—	189.08	463.23
Total	189.08	—	—	—	189.08	463.23
<b>Total Incoming resources</b>	<b>253,631.13</b>	<b>13,446.13</b>	<b>43,029.62</b>	<b>—</b>	<b>310,106.88</b>	<b>301,169.34</b>

# COGGES PAROCHIAL CHURCH COUNCIL

## NOTES TO THE FINANCIAL STATEMENTS for the year ended 31st December 2016 (continued)

### ANALYSIS OF INCOME AND EXPENDITURE (continued)

#### Resources used

	Unrestricted	Designated	Restricted	Endowment	Total this year	Total last year
<b>Costs of generating funds</b>						
1700001 - Fees paid to fund raisers	—	—	—	—	—	875.00
1700004 - Cost fetes & other events	—	—	—	—	—	603.23
<b>Total</b>	<b>—</b>	<b>—</b>	<b>—</b>	<b>—</b>	<b>—</b>	<b>1,478.23</b>

#### Grants

1801000 - Grants - o/s mission	6,046.55	1,623.90	700.00	—	8,370.45	3,687.49
1802000 - Grants - o/s relief & dev	3,159.90	—	—	—	3,159.90	7,781.59
1803000 - Grants - home mission	10,940.45	—	—	—	10,940.45	8,955.33
1804000 - Grants - home relief	4,850.00	400.00	4,475.00	—	9,725.00	9,957.50
<b>Total</b>	<b>24,996.90</b>	<b>2,023.90</b>	<b>5,175.00</b>	<b>—</b>	<b>32,195.80</b>	<b>30,381.91</b>

#### Activities relating to the work of the Church

1901010 - Parish share	69,084.19	—	—	—	69,084.19	64,758.87
2000001 - Admin - salary & expenses	58,117.15	—	—	—	58,117.15	29,051.36
2000050 - Admin training costs	572.75	—	—	—	572.75	—
2004000 - Assistant staff costs	30,203.47	—	—	—	30,203.47	14,982.20
2004010 - Ordinand costs	991.06	—	4,999.90	—	5,990.96	13,378.72
2004020 - Intern Costs	(144.00)	—	2,857.84	—	2,713.84	1,252.75
2102000 - Vicar travel costs	1,073.91	—	—	—	1,073.91	1,271.21
2102001 - Vicar telephone	459.11	—	—	—	459.11	561.05
2102002 - Vicar other exps	914.88	—	—	—	914.88	1,608.38
2102003 - Vicar Training & Conferences	694.35	—	—	—	694.35	485.00
2102004 - Vicar resources	623.87	—	—	—	623.87	464.71
2102005 - Visiting speakers	1,125.00	—	—	—	1,125.00	850.00
2102010 - Childrens Worker Travel Exp	122.20	—	—	—	122.20	—
2102012 - Childrens Worker Other Expenses	—	—	—	—	—	429.94
2102013 - Childrens Worker Training & Conf	1,308.90	—	—	—	1,308.90	1,134.55
2102015 - Youth Worker Travel	224.39	—	—	—	224.39	—
2102016 - Youth Worker Telephone	10.00	—	—	—	10.00	—
2102017 - Youth Worker Other Expenses	21.10	—	—	—	21.10	—
2102018 - Youth Worker Training & Conf	485.00	—	—	—	485.00	—
2102020 - Curate travel expenses	67.50	—	—	—	67.50	37.58
2102021 - Curate telephone	155.00	—	—	—	155.00	319.00
2102022 - Curate other expenses	—	—	—	—	—	70.10
2102023 - Curate training/courses	685.00	—	—	—	685.00	294.00
2102024 - Curate resources	15.82	—	—	—	15.82	137.88
2103000 - Clergy housing	750.00	—	—	—	750.00	—
2103010 - Curates Rent	6,850.44	—	—	—	6,850.44	—
2216010 - Baptism Materials	149.20	—	—	—	149.20	195.79
2216020 - Hospitality consumables	2,786.12	—	—	—	2,786.12	1,931.01
2216030 - Hospitality literature & equipment	3,363.88	—	—	—	3,363.88	1,241.28
2217000 - Parish training and mission	470.00	—	—	—	470.00	270.00
2217001 - Education	120.00	—	—	—	120.00	—
2217010 - Regular Outreach	—	—	—	—	—	150.00
2217012 - Outreach - Special events	1,842.82	—	—	—	1,842.82	979.49
2217014 - Cogglets expenses/resources	11.50	531.97	1,180.64	—	1,724.11	—
2217015 - Childrens Outreach	1,530.15	—	297.00	—	1,827.15	653.19
2217016 - JAM Club	83.23	—	—	—	83.23	55.53
2217018 - Childrens Church	2,519.36	—	—	—	2,519.36	1,869.59
2217020 - Youth Outreach	1,385.91	—	—	—	1,385.91	1,290.22
2217021 - Youth Church	268.17	—	—	—	268.17	—
2217022 - Small Groups	6.81	—	—	—	6.81	43.59
2217023 - Connect Groups	113.72	—	—	—	113.72	—
2217025 - Pastoral Care	—	—	—	—	—	561.75



# COGGES PAROCHIAL CHURCH COUNCIL

## NOTES TO THE FINANCIAL STATEMENTS for the year ended 31st December 2016 (continued)

### ANALYSIS OF INCOME AND EXPENDITURE (continued)

#### Resources used (continued)

	Unrestricted	Designated	Restricted	Endowment	Total this year	Total last year
<b>Activities relating to the work of the Church (continued)</b>						
2217030 - Prayer Ministry	15.00	—	—	—	15.00	—
2217045 - Church Social Events	885.62	—	—	—	885.62	—
2300040 - Admin - subs & licences	943.65	—	—	—	943.65	699.67
2300045 - Worship - subs and licences	751.02	—	—	—	751.02	854.64
2300050 - Depreciation	803.07	—	11,431.51	—	12,234.58	3,561.73
2305020 - Church - Insurance	3,602.69	—	—	—	3,602.69	2,971.37
2306000 - Church minor repairs	162.50	—	359.50	—	522.00	179.40
2306020 - Sound Vision Equip minor	666.27	867.72	—	—	1,533.99	144.26
2306022 - Sound Vision Equip major	280.00	1,635.81	—	—	1,915.81	3,914.57
2306025 - Organ repairs	—	—	—	—	—	599.70
2307000 - Church Services	1,271.38	—	—	—	1,271.38	1,162.23
2308000 - Upkeep of churchyard	1,680.87	—	—	—	1,680.87	565.88
2405005 - Church Oil	1,601.38	—	—	—	1,601.38	2,121.29
2405010 - Church Electricity	752.92	—	—	—	752.92	616.29
2510010 - Church Centre electricity	679.91	—	—	—	679.91	1,437.41
2510011 - Church Centre Oil	1,402.77	—	—	—	1,402.77	2,243.64
2510012 - Church Centre Water	710.67	—	—	—	710.67	595.89
2510015 - Church Centre insurance	2,250.46	—	—	—	2,250.46	2,189.80
2510020 - Church Centre Rep & Equip	7,668.59	—	249.30	—	7,917.89	2,946.88
2510025 - Church Centre caretaking	3,125.52	—	—	—	3,125.52	2,785.11
2511000 - Other PCC property rep	758.00	—	—	—	758.00	36.00
2617020 - Activities PCC Expenses	1,331.71	—	—	—	1,331.71	4,808.55
2712010 - Major Church Repairs inc Decor	—	—	75.00	—	75.00	962.21
2812000 - Major repairs other PCC property	1,080.00	—	—	—	1,080.00	50.00
2812005 - Major installations not church	—	—	350.00	—	350.00	—
2913015 - New building Hall	—	—	2,402.40	—	2,402.40	5,015.00
9999999 - Suspense	(17.05)	—	—	—	(17.05)	—
<b>Total</b>	<b>221,468.91</b>	<b>3,035.50</b>	<b>24,203.09</b>	<b>—</b>	<b>248,707.50</b>	<b>180,790.26</b>
<b>Support costs</b>						
9900010 - Mortgage Interest	851.96	—	4,645.74	—	5,497.70	506.30
<b>Total</b>	<b>851.96</b>	<b>—</b>	<b>4,645.74</b>	<b>—</b>	<b>5,497.70</b>	<b>506.30</b>
<b>Church management and administration</b>						
2004013 - Pension Costs - Staff	2,835.05	—	—	—	2,835.05	866.20
2004015 - Pension Costs - employer	3,188.69	—	—	—	3,188.69	944.44
2500010 - Office rent	—	—	—	—	—	6,330.00
2500015 - Office Electricity	342.50	—	—	—	342.50	262.19
2500020 - Admin phone post int	989.62	—	—	—	989.62	823.02
2500025 - Bank Charges	35.00	5.00	5.00	—	45.00	—
2500030 - Admin office supplies	1,515.86	—	—	—	1,515.86	869.42
2500035 - Photocopying	1,913.73	—	—	—	1,913.73	1,440.15
2500040 - Admin Office Equipment	946.70	—	—	—	946.70	785.68
2600045 - Professional Fees	910.00	—	2,640.00	—	3,550.00	6,637.97
<b>Total</b>	<b>12,677.15</b>	<b>5.00</b>	<b>2,645.00</b>	<b>—</b>	<b>15,327.15</b>	<b>18,959.07</b>
<b>Total Resources used</b>	<b>259,994.92</b>	<b>5,064.40</b>	<b>36,668.83</b>	<b>—</b>	<b>301,728.15</b>	<b>232,115.77</b>
<b>GRAND TOTALS</b>	<b>(6,363.79)</b>	<b>8,381.73</b>	<b>6,360.79</b>	<b>—</b>	<b>8,378.73</b>	<b>69,053.57</b>

# COGGES PAROCHIAL CHURCH COUNCIL

## NOTES TO THE FINANCIAL STATEMENTS for the year ended 31st December 2016 (continued)

### 6 STAFF COSTS

	2016	2015
Assistant Staff Wages & Salaries	36,194	28,361
Administration Wages & Salaries	58,117	29,051
Pension Costs	<u>3,188</u>	<u>1,810</u>
Wages and salaries	<u>£97,499</u>	<u>£59,222</u>

During the year the PCC employed an Administrator, an Administrative assistant, a Children & Families Worker, a Director of Operations, a Youth Worker, an Ordinand and an Office and Facilities Manager, none of whom earned £40,000 per annum or more. The average number of employees during the year was 5.5. The clergy (Vicar and Curate) were reimbursed for travelling expenses of £1,141 and £3,548 for other expenses. Apart from the above, no other PCC member received any reimbursement of expenses or remuneration. As is typical of the average PCC, substantial amounts of voluntary help have been received in all areas of its activities. No attempt has been made to place a value on these contributions in these accounts.

### 7 FIXED ASSETS FOR USE BY THE PCC

#### 7(a) *Tangible Fixed Assets*

	Freehold land and buildings £	Equipment £	Total £
GROSS BOOK VALUE			
At 1 <sup>st</sup> January 2016	395,243	8,583	403,826
Additions	<u>24,696</u>	<u>0</u>	<u>24,696</u>
At 31 <sup>st</sup> December 2016	<u>419,939</u>	<u>8,583</u>	<u>428,522</u>
DEPRECIATION			
At 1 <sup>st</sup> January 2016	44,173	5,748	49,921
Charge for the year	<u>11,431</u>	<u>803</u>	<u>12,234</u>
At 31 <sup>st</sup> December 2016	<u>55,604</u>	<u>6,551</u>	<u>62,155</u>
NET BOOK VALUE			
At 31 <sup>st</sup> December 2016	<u>£364,335</u>	<u>£2,032</u>	<u>£366,367</u>
At 31 <sup>st</sup> December 2015	<u>£351,070</u>	<u>£2,835</u>	<u>£353,905</u>

The freehold land and buildings are valued at cost and comprise the Church Centre and the Old School House, both located at Church Lane, Witney. This cost is being written off over 50 years.

Improvements were made to the Car Park on which the Church has a seven year lease with the Diocese. These costs are being written off over 7 years.

Equipment consists of heating in the House at Cogges Church Centre (already written off), one ride-on mower, a dishwasher purchased in 2014 and 5 computers purchased in 2015. These are being written off over 5 years.

# COGGES PAROCHIAL CHURCH COUNCIL

## NOTES TO THE FINANCIAL STATEMENTS for the year ended 31st December 2016 (continued)

### FIXED ASSETS FOR USE BY THE PCC (continued)

7(b) <i>Investment Assets</i>	2016 £	2015 £
CBF Church of England Investment Fund: 1729 (2014: 1729) shares	<u>£26,281</u>	<u>£23,401</u>

The historical cost of the shares at 31st December 2016 was £1,463 (2015: £1,463).

### 8 DEBTORS

	2016 £	2015 £
Gift Aid recoverable	10,171	10,223
Prepayments	5,527	3,872
Other debtors	<u>2,999</u>	<u>1,712</u>
	<u>£18,697</u>	<u>£15,807</u>

### 9 LIABILITIES: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2016 £	2015 £
Agency Collections	5,102	1,179
Other creditors	17,984	4,168
CAF Bank Mortgage capital due in 2017	<u>8,792</u>	<u>8,529</u>
	<u>£31,878</u>	<u>£13,876</u>

### 10 LIABILITIES: AMOUNTS FALLING DUE AFTER MORE THAN ONE YEAR

	2016 £	2015 £
CAF Bank Mortgage capital due after 2017	<u>146,949</u>	<u>155,797</u>
	<u>£146,949</u>	<u>£155,797</u>

### 11 CHARITABLE COMMITMENTS

The PCC is committed to support:

- Adventure *Plus* for £3,600 in 2017
- A family working in South East Asia for £600 in 2017
- A UK mission worker for £600 in 2017