



## **Annual Report & Financial Statements**

**of the Parochial Church Council**

**for 2018**

presented to the  
Annual Parochial Church Meeting  
on 28<sup>th</sup> April 2019



St Peter & St Paul Parish Church, Buckingham

Castle Street, Buckingham MK18 1BS

Parish Office 01280 821509

www.bpchurch.org.uk

Charity No 1128704

Incumbent: The Revd Will Pearson-Gee  
The Rectory, 8 Aris Way, Buckingham MK18 1FX

Churchwardens: Mr Patrick Collins  
1 Fishers Field, Buckingham MK18 1SF

Mr Mike Evans  
16 Embleton Way, Buckingham MK18 1FS

Banks: CAF Bank Ltd  
25 Kings Hill Avenue, Kings Hill,  
West Malling, Kent ME19 4JQ

Lloyds TSB Bank  
19 Market Square, Buckingham MK18 1NP

Auditor: Hills & Burgess,  
20 Bridge Street, Leighton Buzzard LU7 7AL

Contents

Page

Agenda for Annual Parochial Church Meeting 28<sup>th</sup> April 2019

5

Minutes of Annual Parochial Church Meeting 26<sup>th</sup> April 2018

6

Annual Report for 2018

13

Financial Statement for year ending 31<sup>st</sup> December 2018

17





## **Vestry and Annual Parochial Church Meeting**

Sunday 28 April 2019

10.45am

### **Agenda**

Opening Hymn – Be Thou My Vision, and Prayer

Children go to their groups

Confession

### **Vestry Meeting**

1. Appointment of a secretary for the meeting
2. Apologies for absence
3. The election of Churchwardens  
(during which any parishioner plus those on the electoral roll may vote)

### **Annual Parochial Church Meeting**

1. Minutes of the Annual Parochial Church Meeting held on 26 April 2018
2. Matters arising
3. Presentation of the Electoral Roll
4. Elections and Appointments (only those on Electoral Roll may vote)
  - i. Election of Deputy Wardens
  - ii. Election of PCC Members
  - iii. Appointment of Sides-Persons for the coming year

Pray for those elected

5. Hymn – Before the Throne of God Above
6. Finance and Stewardship Report
7. Presentation of the Annual Report and Accounts  
Appointment of the Auditor for 2019  
Pray for Finances
8. Hymn - Here is love vast as the Ocean
9. Children's, Young Persons and Families Video (followed by prayer)
10. Mission and Outreach Group Video (followed by prayer)
11. Reading – TBC
12. Rector's Report and look ahead
13. AOB (Any items for discussion should be notified to the Rector at least 24 hours before the meeting or they may not be taken)
14. Q&A during which children are collected - followed by Holy Communion
15. Hymn - O Lord my God /How Great Thou Art (omit v2)
16. Closing Prayer

LUNCH IS SERVED



## MINUTES

**MEETING OF:** Annual Church Meeting of Buckingham Parish Church

**DATE & TIME:** Thursday 26th April 2018 at 7.30pm

### Opening Hymn & Prayer

The meeting opened with the hymn 'Be Thou My Vision'. Prayers were led by Revd. Will Pearson-Gee.

### Vestry Meeting

#### 1 Appointment of clerk for the meetings

Sarah Dumbleton was proposed by Elaine Causer and seconded by Mike Evans as secretary for the meeting. All were in favour.

#### 2. Apologies for absence

96 people attended the meeting and 20 apologies were recorded.

#### 3. Motion; 'This meeting agrees that Paddy Collins, who has served as Churchwarden for 6 years, can stand for a further year'

It was noted that the General Synod in 2001 passed a measure restricting Churchwardens to 6 years in office. Pat Cox proposed and Sarah North seconded the motion that Paddy Collins, who had served as Churchwarden for 6 years, could stand for a further year. All were in favour.

#### 4. Election of Church Wardens

4.1 There were two nominations for Churchwarden. Both Paddy Collins and Mike Evans were proposed by Ray Mitchell and Karin Lorenti. There being no other nominations they were duly elected.

4.2 Revd. Will Pearson-Gee expressed his thanks to Sarah North, who had stepped down as Churchwarden, for all of her hard work and support.

### Annual Parochial Church Meeting

#### 1. Minutes of the Annual Meeting held on 3 April 2017

Tina Mitchell proposed and Paul Hirons seconded that the minutes be approved as a correct record of the APCM meeting held on 3 April 2017. All were in favour

#### 2 Matters Arising

Revd. Will Pearson-Gee reported that at the last APCM meeting Rie Saito expressed concern that the west door was sometimes locked when the Church was in use and that she thought that this presented a serious health and safety risk (minute 12.0). It had been agreed that users of the church building would be reminded to unlock the door. Rie Saito and Amanda Shepherd had recently reported that the door had continued to be locked this past year during times when the church building had been in use. Nigel Collinson, the new Health and Safety Officer, thanked Amanda for raising this at the meeting and reported that he would consult the Fire Prevention Officer and come up with an agreed policy.

### **3 Presentation of the Electoral Roll**

3.1 Gill Stopps presented the Electoral Roll. This was the fifth year of revision following the complete renewal of the Electoral Roll in 2013. The roll is completely renewed every six years. At last year's APCM, there were a total of 264 names on the roll. During the course of the year 5 names had been added and 2 names removed. At this revision 19 names had been added and 7 removed, giving a current total of 279, of which 92 are non-resident in this ecclesiastical parish.

3.2 The Electoral Roll was proposed by Bill Mercer and seconded by Rob Tucker and accepted by the meeting.

3.3 It was noted that this would be Gill Stopps' last report to the APCM after 28 years' service as Electoral Roll Officer. Revd Will Pearson-Gee expressed his sincere thanks to Gill for all her work in such an important role.

### **4 Finance and Stewardship Report**

4.1 Harry Morten, the Head of Finance, introduced himself and presented a series of slides giving the financial highlights for 2017, and looking forward to 2018.

#### **4.2 Financial highlights for 2017:**

- The total incoming resources were £494k, this had increased by £206k compared to the previous year, largely due to legacy money of £180k received in late 2017.
- £265k came from regular giving, and the remainder of the income came from grants, events, investment income and ancillary trading such as wedding fees, use of the church and The Centre.
- Total expenditure was £335k, which represented a decrease of £14k on 2016. The year-on-year decrease in resources used was due to a higher spend on projects in the previous year and delay on some expenditure to 2018.
- Net movement in funds was £177k due to the £180k legacies received, plus the underspend in 2017 on capital projects, which resulted in an improvement in our net balance of £214k for 2017, compared to a shortfall of £36k in 2016.
- The general fund showed an increase in our balance by the year, but this was bolstered by the legacy money. In reality this was really a deficit of £22,525, in comparison to a deficit last year of only £5,922.
- Staff team costs was the single highest item of expenditure at nearly £115k. This followed on from the incredible growth in activities that they are leading.
- Other expenditure included £84k for the Parish Share (24% of the total cost), and £34k on building maintenance, which included £11k for the final nave lighting upgrade.
- Charitable Giving at £17k came under-budget, however Harry reported that our mission costs were significant and included Alpha, the Food Service, Outreach, Pastoral Care, the mini bus and other activities at The Centre.

4.3 Harry expressed his thanks to the BPC Treasurer, Pam Fox, for her sterling work paying all the bills and maintaining the accounts; Judith Bundock, for her work as Stewardship Co-ordinator and for pulling together the Annual Report and Financial Statements; and to Mike Evans, the previous Treasurer, for his support and mentoring.

4.4 **2018: Where our money will go and where we think it will come from:**

In 2018 the expected spend was £370,500, representing an increase of 10% on last year (a £35k increase). This would include spend of a final £13k on the organ restoration, a new CCTV/Fire System, the final part of the kitchen updates and a new church noticeboard, all of which have rolled over from 2017.

4.5 Harry reported that in 2018 an income of £311k had been budgeted. As a successful and ambitious church we need to spend £369k to fulfil our plans to continue God's work in Buckingham, which leaves a shortfall of £58k. It was noted that the biggest need was for additional support for the Rector and the PCC believed that this would be best met by purchasing a house, which would enable an Assistant Minister to join us. This house would also be an asset. Although we could use some funds from the legacy money, there would still be a giving shortfall of £25k.

4.6 Harry reported that the finance team was working on ways to facilitate giving in the church. The Parish Giving Scheme, run by the Church of England, would allow donors to increase their giving in line with inflation. After consultation it has been agreed that this would be launched over the summer and would be combined with some teaching and discussion in church and connect groups. It had also been agreed that BPC will buy a card reader to allow contactless payments, as well as larger chip and pin payments, and will be trialled at the 6pm service.

4.7 Ron Bundock asked for information on the charities that BPC gave to in 2017. Ron noted that he was pleased to see that £25k had been included in the budget for charitable giving in 2018, and queried if the traditional sum of 10% of unrestricted income was still being allocated to this area. Harry reported that BPC was still committed to giving 10% of its unrestricted income (not including legacies) to charitable giving. It had been disappointing that the full 10% had not been spent in 2017, and this had been due to a variety of reasons. In 2017 the Mission and Outreach Group (MOG), a sub-group of the PCC, supported the Courtmans in Peru, Emma Cottrell in her work in Middle East and Eastern Europe, and provided many other smaller payments to groups and services such as the Food Bank, Kit Kat Club and Tuesday Lunch. The MOG report would be included in the annual report next year

4.8 Ron Thompson expressed his concern at the announcement that further funds would be needed to upgrade the CCTV system this year, since assurances had been given at the APCM last year that there would be no further expense regarding this system. Will reported that the current wireless CCTV system was regrettably not fit for purpose. The church building was in use so much during the day that the batteries were constantly running down by the continual recording. The PCC had agreed that in order to keep the church open during the day a deterrent against theft and malicious damage was needed, and therefore a wired CCTV had been agreed. A new fire system would also be incorporated into the work.

**5 Presentation of the Annual Report and Accounts and Appointment of the Auditor for 2018**

5.1 Ron Bundock proposed that the accounts be accepted. Paul Wallace seconded and all agreed.

5.2 Harry Morten proposed that the same accountants, Hills & Burgess, be used again. Paul Hirons seconded and all agreed.

**6 Election and Appointments**

i Election of deputy wardens

6.1 There were two nominations for Deputy Churchwarden. Both Pam Fox and Paul Hirons were proposed by Pauline Stanton-Saringer and seconded by Gill Stopps. All agreed.

6.2 Revd. Will Pearson-Gee expressed his thanks to Bob Legrove, and also to David Squibb, who was standing down from this role after ten years' service.

ii Election of Deanery Synod Representatives

6.3 Paul Hirons was proposed by Susan Mileham and seconded by Paul Wallace as the Deanery Synod

Representative. All agreed.

6.4 Revd. Will Pearson-Gee expressed his thanks to Donna Mills, who had stepped down from this role.

iii Election of PCC members

6.5 Revd. Will Pearson-Gee read out the nominations for PCC:

- Tim Jones was proposed by Claire Jones and seconded by Steve Watkins
- Pam Mason-Evans was proposed by David Sweeney and seconded by Keith Hagon
- Harry Morten was proposed by Tim King and seconded by Sarah Dumbleton
- Harry Stolze was proposed by Sarah Dumbleton and seconded by Eli Venegas
- Will Zanelli was proposed by Jo Ashpool and seconded by Anke Stolze

All in favour.

6.6 Thanks was expressed to those PCC members who had stepped down or rotated off of the PCC membership this year: Tom Mallalieu, Donna Mills and Flo Thornton.

iv Appointment of sidespersons for the coming year

6.7 A list of sidepeople to serve for the coming year was proposed by Gerry Causer and seconded by Gill Stopps. All agreed.

## **7 BPC Questionnaire Presentation**

7.1 The BPC Operations Manager, Rosie Hayes, gave a presentation on the questionnaire that was circulated to all members of the congregation in December 2017. The key messages that had come out of the questionnaires included:

- ‘Sunday worship’ and ‘good biblical teaching’, which both received 9.1 out of 10, were the highest rated answers to the question ‘What is most important to you in Church?’
- 31% of respondents didn’t know the BPC vision
- Welcome and hospitality had received very high scores
- Responses to questions regarding the future were very disparate
- 31% of respondents felt that BPC doesn’t make it easy for people to get involved in serving
- Half of the people who completed the questionnaire were in a connect group
- The average score to ‘how helpful is your connect group to you?’ was 7.9.

7.2 Rosie reported, in response to Keith Hagon’s question regarding how statistically representative the results were, that 100 people had completed the questionnaire.

## **8 Children’s, Young People and Families Report**

8.1 Danny Rodgers introduced the Children’s, Young People and Families team, which presented short reports on their ministry area. Emma King, BPC Youth Worker, introduced a video, put together by BPC young people, to share the highlights of 2017. These events included Soul Survivor, the Weekend Away, the Pancake Party, the Youth ‘Lock-in’ and Youth Alpha.

8.2 Emma highlighted the importance of having groups and activities for young people at all ages and reported that she would focus on this during 2018 to ensure that there was a clear pathway for everyone no matter at what age they joined BPC Youth. This year she would be trialling a transition period at year 10, recognising that not all young people at year 10 were ready to move up from Younger Youth to Older Youth at the same time. Emma also reported on her work in schools and noted that the Holiday Club for years 7-10 would take place in the evening in 2018, with a team of young leaders also taking part at the morning holiday club to be role models to the younger children.

8.3 Tom Brice shared the key areas of the children’s ministry, which included Sunday Groups, work with schools such as assemblies and Easter Cracked, and events such as the church weekend away and the crib service. Tom reported that his team were passionate about children knowing and loving our ‘Great

Big God', and for all children to have a real understanding of who God is, His love for them and the impact that meeting God will have on them for the rest of their lives.

- 8.4 Tom reported that his vision for 2018 was to widen the children's provision in all services. He was exploring the possibility of starting a group at the 6pm service for older primary school aged children and to provide more opportunities for children to step out in their natural gifting and in faith. Among his other goals for 2018 was to deepen BPC's relationships with local schools, to grow a fresh team, to start an after school club, and to run parenting courses.
- 8.5 Jo Brice explained that, as she started in the Families Team Leader role in January 2018, she would be reflecting on Amanda Marshall's team's achievements in 2017. The BPC Families ministry included The Ark, Messy Church and events, such as the Family Fun Day and the Buckingham Churches holiday club.
- 8.6 Jo's aim for 2018 was to connect the areas under BPC Families with the wider opportunities available in the church, so that more families could come to know Jesus. She would focus on encouraging more of the families who attend Ark and Messy Church to come to the 9.30am services and attend Alpha and the Parenting Course. Jo would be leading a Family Fun Day on 26th May 2018 and, with Tom Brice, would be leading the morning Holiday Club this year.

## **9 Presentation of other Reports**

The meeting noted the Church Groups and Activities booklet. Will thanked everyone who had pulled the report together.

## **10 Rector's report and look ahead**

- 10.1 Revd. Will Pearson-Gee directed the APCM to his report on 2017 which was available at the meeting and also on the website. He explained that in the interest of time he would not repeat the content of this report.
- 10.2 Will reported on the issues that needed consideration and action in 2018, this included the regeneration of the stewardship strategy and appointment of a Director of Stewardship, and the purchase of a house and appointment of an Associate Minister. The service provision was constantly reviewed and it had been agreed that service teams would be created for each service this year. Individuals on these teams would be involved in a debrief session at the end of each term, and it was hoped that this would allow more creativity in the services. The Church School, although not in the immediate future, was still in our sights and it was hoped that this would be accompanied by a large auditorium which could possibly be a church plant. Will also reported that regretfully we would be leaving the Benefice this year and would therefore become the Parish, not the Benefice, of Buckingham.
- 10.3 The future Outreach Minister needed some consideration. George Pinnegar had done an amazing job attracting a new demographic to the church, and thought was needed as to who should replace him. The Centre was very important for our outreach ministry, and Will reported that Bucks County Council would like BPC to be a stakeholder in a new community hub in that area of Buckingham's town centre. It was encouraging that the County Council consider The Centre a real asset to the community and this development would hopefully provide more space for outreach in the town.
- 10.4 Will also reported on some of the changes to the fabric of the building that would be progressed in 2018:
- Baptistry – There were plans for the installation of a baptistry to enable full immersion baptisms. DAC were happy with this and a donor had generously offered to pay for the majority of the work. It would be below ground and unseen when not in use. Great care would be taken when excavating.
  - Side Chapel – The PCC was looking to extend the stage over to the site of the Lady Chapel, the stained glass window from the kitchen would be reinstalled and the panelling would be retained. This area would continue be used by the prayer ministry, but these changes would

also have benefits for events. A full design layout was not currently available, but the APCM was reassured that there would be time for consultation.

- Kitchen – The equipment in the kitchen was considered not fit for purpose for the amount of catering that now takes place in the church, and therefore it would be changed to make it more of a commercial kitchen.
- Chairs – The current chairs were getting worn and were no longer suitable for the range of events at church. Suitable replacements were being looked into.

Paul Hirons noted that the pot holes on the road around the church needed attention.

10.5 In addition to this work we would continue with the current cycle of Alpha courses, and keep a view of the wider world through our mission partners. We would look to attract more young people to church, and have a wider evangelistic impact in our community.

10.6 Revd. Will Pearson-Gee concluded his talk by reading some verses from Ephesians chapter 3.

## **11 Any Other Business**

None

## **12 Question & Answer session**

12.1 Anne Exelby expressed concern that the proposed changes to the side chapel would not create a separate distinct place for people who come into the church wanting a quiet private area. Will reported that he was aware of this concern and that there were plans for screens and other items that had not been included in the image that he had shared at the meeting. Full designs would be available in due course and there would be the opportunity for consultation.

12.2 Ron Thompson expressed his concern at the plans for the baptistery and reported that he strongly disagreed with changing the church in this way. Of particular concern was the impact that this installation would have to the foundations of the Church building. Will reassured Ron that this would be taken into consideration. Tony Mayston questioned the need for a baptistery in an Anglican church. Maurice Stanton-Saringer explained that full immersion baptism was solidly Anglican. Some queried whether it was necessary to have a baptistery at all when baptisteries were available at other local churches; we have access to the portable baptistery at Well Street; and the numbers of those who get baptised each year at BPC was relatively small. Will reported that having a baptistery would give us huge flexibility, as currently we hold full immersion baptisms only once a year, and there were important theological reasons for doing this.

12.3 Tina Mitchell requested that that the PCC become more visible, and asked that photos of PCC members be put up at the entrance to the church and on the website. Tina also asked if PCC minutes could be shared on the website. It was agreed that this would be good for transparency and would improve communication between the PCC, stakeholders and the wider congregation.

12.4 Ron Thompson queried what would happen to the chairs once replacements had been sourced, and asked if they would be returned back to the people who had donated them. Will stated that this hadn't been decided as yet, but that was a possibility.

12.5 Liz Mayston asked what the children's provision was at the 11am service, as there seemed very little. Tom Brice explained that there was a group for all primary school aged children at the 11am service, along with a table for colouring at the back of the church, but as this service didn't attract many children the provision was limited. If more toddlers started attending the 11am service this would be reviewed.

## **13. Closing Prayer**

The Revd. Will Pearson-Gee closed the meeting with Prayer at 9.30



## The Annual Report – 2018

### Background

St Peter & St Paul Buckingham is part of the Buckingham Benefice along with the Parishes of Beachampton, Radclive cum Chackmore, Thornborough, Thornton with Nash, and Whaddon.

The Rector and the Parochial Church Council (PCC) consult together on matters of general concern and importance to the parish. The PCC co-operates with the Rector in promoting in the Parish the whole mission of the Church, pastoral, evangelistic, social and ecumenical in order to implement its vision “To Worship God, Make Friends and Change the World”. The PCC also considers and discusses matters concerning the Church of England or any other matters of religious and public interest (but not the declaration of the doctrine of the Church on any question) and raises such matters as the Council considers appropriate with the Deanery Synod and Diocesan Synod.

### The Parochial Church Council

The following served as members of the PCC during the year 2018

|  |  |
|--|--|
| Incumbent                              | The Revd Will Pearson-Gee  |
| Curate                                 | The Revd Danny Rodgers   |
| Churchwardens                          | Mr Paddy Collins (from ACM 2012)<br>Mrs Sarah North (until ACM 2018)<br>Mr Mike Evans (from ACM 2018)  |
| Deputy Churchwardens                   | Mrs Pam Fox (from ACM 2013) (Treasurer)<br>Mr Paul Hirons (from ACM 2014)  |
| Diocesan Synod Rep                     | Mr Paul Hirons (until July 2021)   |
| Deanery Synod Reps<br>(Until ACM 2020) | Ms Ruth Newell<br>Mrs Pauline Stanton-Saringer<br>Mr Paul Hirons   |
| <b>Elected Members:</b>                | (In 2014 it was agreed at the APCM that from 2015 there should be 12 elected members on the PCC, 4 being elected each year to serve for 3 years.)                      |
| Until ACM 2018                         | Mr Mike Evans<br>Mrs Flo Thornton<br>Mr Tom Mallalieu (Co-opted 2017-18)<br>Mr Harry Morten (Co-opted 2017-18)<br>Mrs Pam Fox (Co-opted 2017-18)                       |
| Until ACM 2019                         | Mr Chris Jones (Resigned Jan 2018)<br>Mr Mike Lee<br>Mrs Donna Mills (Resigned April 2018)<br>Mrs Lorna Piper (Co-opted 2018-19)<br>Mr Harry Stolze<br>Mr Will Zanelli |
| Until ACM 2020                         | Mr Jeremy Grinyer<br>Mrs Sarah Dumbleton (Secretary)<br>Mr Mike Roskell  |
| Until ACM 2021                         | Mr Tim Jones (Fabric)<br>Mrs Pam Mason-Evans<br>Mr Harry Morten (Head of Finance)  |
| Ex-officio members                     | Mr Steve Hallett (LLM)   |

The PCC also has the responsibility for the care and maintenance of the Parish Church (SS Peter & Paul), the lavatory block on Church Hill, 5 Chandos Close (the Curate’s house) and The Centre in Verney Close.

## **Review of the PCC discussions in 2018**

During the year the PCC met for 6 scheduled meetings and had an average attendance of 69%. Main items discussed were:

- Adoption of Lambeth Resolution
- Baptistry
- Chairs
- GDPR
- HR Support
- Safeguarding
- Succession Planning
- Clock repairs
- Purchase of a house

## **Standing Committee**

The Standing Committee (SC) is a statutory requirement. It meets to prepare the agenda for the PCC and has power to transact business of the PCC in emergencies between its meetings, subject to any directions given by the PCC. The PCC has delegated to the SC responsibility for Human Resources (HR) matters concerning non-clergy paid members of staff. The Curate, Churchwardens, Head of the Finance and Stewardship Committee, Treasurer, PCC Secretary and up to two other members of the PCC serve on the SC which is chaired by the Rector.

## **Safeguarding Policy and Safer Recruitment Policy**

Buckingham Parish Church places the highest priority on safeguarding the welfare of the children, young people and vulnerable adults in its care, and as is required by the Church of England and by law, it has effective arrangements in place to protect them. These are set out in the parish Safeguarding Policy and Safer Recruitment Policy, which were reviewed and approved for 2018-19 by the PCC in November 2018. These documents are on display in church, and are available on the Safeguarding page of the church website. The parish safeguarding procedures and volunteer recruitment processes are also available on the website. Jane Wardale and Denise Evans have been appointed by the PCC as the Parish Safeguarding Officers.

## **OTHER COMMITTEES & WORKING GROUPS**

The PCC operates through a number of sub-committees and working groups, which are responsible for areas of activity. They meet between PCC meetings giving reports and, where appropriate, making recommendations to the PCC and implementing decisions by the PCC when asked to do so. These groups are listed below.

### **Finance & Stewardship Committee**

This committee oversees the finances of Buckingham Parish Church by monitoring the income and expenditure, preparing an annual budget and coordinating the promotion of the Christian Stewardship of money through the planned giving scheme. The Finance and Stewardship Committee was chaired by Harry Morten (Head of Finance) and Pam Fox was Church Treasurer. Judith Bundock continued as Stewardship Coordinator.  
(For the accounts see Finance reports on page 17)

### **Children & Youth**

Reaching out to families is seen as a key area of mission activity. A wide variety of groups and activities are organised by a growing number of volunteers resulting in many new children and families attending.

**The Ark** reaches out to non-church going families with children under school age, by providing a safe place for the children to have fun and the adults to make friends on Thursday mornings.

**BPC Kids Groups** caters for children from 3 years to year 6 during the 9.30am Family Service in appropriate age groups - Sparks (years 1-2), Stepping Stones (3-5) and Dynamite (Years 3-6). Trail Blazers is a new group that caters for children in school year 3 to 6 at the 6pm service.

**JAMmers:** provides children's teaching during the 11.00am Communion service for children aged 7-15 years.

**Messy Church** is held once a month on a Sunday afternoon for a growing number of families with children ranging from babies to teenagers who are on the edge of church providing an opportunity to encounter the Christian message in a fun and interactive environment.

## Schools Ministry

The CYPFam team have also been involved in leading School Assemblies in Primary Schools in the town. They have also led an After School Club across these schools in 6 week blocks throughout the academic year.

## Children and Youth work with other Churches

Along with members from the other churches in the town, the CYPFam team are active in leading **Easter Cracked & Christmas Unwrapped**. They were also very involved in running the **Buckingham Churches Children's Holiday Club Week** across two venues for 5-16 year olds which in 2018 catered for about 240 children and youth.

## Youth

**Blaze (Years 7-9 youth group)** meets on Tuesday evenings at church. They have themed weeks on alternate weeks, and teaching weeks on the other. This group is aimed at outreach, focusing on young people who don't yet have a faith or are new to church.

**Fuel (Years 10-13 youth group)** meets at youth workers house on Wednesday evenings, for a connect group feel. Focus on fellowship and faith with dinner, teaching and prayer. Every summer we go to the Soul Survivor Festival for 5 days where young people grow in their faith.

**The Way (Years 7-9)** meets alongside the 6pm service after worship. Young people catch up over snacks, have bible and faith bases discussion and pray for each other.

## Mission and Outreach Group (M&O)

Mission and Outreach is a sub-group of the PCC mandated to discern and respond to the spiritual and social needs in the community and embraces a wide variety of outreach activities, including the Alpha courses, Community Lunch, Food Service, Kit Cat Club, Men's Ministry, Women's Ministry, the Parish Weekend Away and the SOS team who help those who are homeless. The Centre continues to provide activities and facilities to meet the ever growing needs of the community as well as providing a sacred space in the heart of the town.

The M&O group also makes recommendations to the PCC regarding the Church's financial support of overseas mission and other charities including our Mission Partners in the Middle East, Eastern Europe and India.

## Fabric Committee

The Fabric Committee is responsible for overseeing the fabric of the Parish Church, a Grade 1 listed building which dates back to the 18<sup>th</sup> Century, and also the curate's house. In 2018 the Church security and fire systems were upgraded and routine maintenance carried out. The glass front doors were engraved and plans to replace the outside noticeboard were approved.

**Pastoral Care Team** Jo Ash (Pastoral Team Leader) works together with volunteers, to meet the pastoral needs of members of the church family and those on the fringe.

**The Planning Committee** is responsible for the planning of the Church's timetable. It meets twice a year to agree what major activities can take place and allocates resources accordingly. The Rector chairs this committee which is made up of representatives from across the Church.

## Church Attendance

There were 283 members on the Church Electoral Roll in 2018 including 96 non-residents. (264 in 2017)

The average numbers attending services during the year excluding Festival & special services were as follows:

| Average numbers attending at:             | Adults | Children |
|---|--------|----------|
| 8am Prayer Book Holy Communion            | 10     | 0        |
| 9.30am Contemporary Family Service        | 56     | 35       |
| 11am Morning Worship and Parish Communion | 86     | 6        |
| 6pm Contemporary Service                  | 108    | 16       |
| Wednesday 10am Holy Communion             | 20     | 0        |
| Messy Church                              | 39     | 47       |

There were 10 weddings, 17 funerals and 20 children and 2 adults were baptised.

## Parish / Benefice Staff

- Revd Will Pearson-Gee has now been in post as Rector for 9 years
- Revd Danny Rodgers joined us as curate in July 2016
- Robert Tucker serves as Organist and Ray Mitchell as Assistant Organist
- Tim King has served as a Contemporary Worship Team Leader since September 2015
- Emma King served as Youth Minister since September 2017. Emma was Children & Youth Minister from September 2015 – September 2017
- Tom Brice served as the Children's Pastor from September 2017 – September 2018
- Jan Ballantyne started in 2013 as the Parish Manager
- Sue Fox started in 2014 as PA to the Rector
- Jo Ash was appointed as Pastoral Team Leader in January 2017
- Rosie Hayes served as Operations Manager from September 2017 – September 2018
- George Pinnegar served as Outreach Pastor until April 2018
- Jacob Ash was appointed as Caretaker and outreach pastor in September 2017
- Jayde Crouch was appointed as an intern within the Children, Youth and Families Team from September 2018. From November 2018 Jayde was appointed as interim Children's worker
- Bob Johnstone serves as the caretaker of The Centre
- Paul Wallace, Pauline Stanton-Saringer, Paul Mileham & Steve Hallett officiated as LLMs
- Sue Ambrose and Keith Croxton have preaching licences which they exercise across the Benefice
- Revd Gussie Walsh, Associate Minister, retired in November 2018 after 7 years in the role
- Revd Maurice Stanton-Saringer, Canon Dr Peter Williams, Revd Michael Greig, Revd Dr Rupert Bursell QC, Revd Ron Bundock and Revd Chris Murray assisted as retired clergy

## Services & Events

The Sunday worship pattern of the church included a wide range of services to meet the various needs of the church and those we reach out to. This includes an 8am Prayer Book Holy Communion, 9.30am Contemporary Family Service, 11am Parish Communion (2<sup>nd</sup> – 5<sup>th</sup> Sundays) and Non Eucharistic service (1<sup>st</sup> Sunday), 6pm Contemporary Service and a monthly Messy Church at 3pm. There was also a weekly 10am Communion on Wednesdays held in the Chancel.

Other activities and events to note, not already mentioned, were as follows:

- 'Connect' Groups continue to grow in number provide opportunities for spiritual growth and friendship.
- Alpha courses: 3 evening and 1 during the day were held in 2017
- Marriage Preparation, Marriage Enrichment, & Parenting courses were held
- A Candlemas Supper, Seder Meal, Barn Dance and Harvest Supper were held
- Spring Harvest at Easter and HTB Focus in the Summer

## Conclusion

This report provides an outline of activities during 2018 and shows encouraging growth in numbers and commitment. The Church looks forward to consolidating the progress made and further developing its activities and work in our wider community in 2019.



**Revd Will Pearson-Gee**  
Rector

## **ST PETER AND ST PAUL'S CHURCH, BUCKINGHAM**

### **FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2018**

#### **TREASURER'S REPORT**

The accounts have been prepared under the 2011 Charities Act. The Central Board of Finance of the Church of England has produced its own financial regulations and associated Guidance in response to the Act. These have been adopted by the PCC and followed in producing these accounts.

The Guidance recommends the analysis and presentation of information under a standard set of headings, which can also be used for the annual financial return to the Diocese or the Central Board of Finance. These headings have been used in these accounts. Funds are shown as unrestricted, designated or restricted. Designated means that the funds are allocated by the PCC from the General fund and Restricted means that the funds are normally only available for purposes specified by the donor. The PCC has one general fund, seven designated funds and eight restricted funds. Full details of these are in the Additional Notes on pages 24 - 25.

The unrestricted Incoming Resources from donors was £250,976 in 2018 and the restricted Incoming Resources from donors was £27,740, therefore the total Incoming Resources from donors was up by £13,886 at £278,716 (2017: £264,830). Other Voluntary Incoming Resources was £13,021 (down from £200,382 in 2017 which was due to legacies received).

Activities directly related to Church Work has increased by £27,318 from 2017 reflecting the growth and the range of activities undertaken during the year and in particular the increase in staff costs. The increase in staff costs is due to the number of paid posts that are necessary for a church delivering these mission based activities.

The overall Net Movement in Funds, at -£38,752, was a decrease of £218,203, compared to 2017. Last year showed a very positive figure due to the legacy money received but would have otherwise been a decrease of £2,547. Both of these still mean that our everyday income does not yet cover our everyday expenditure.

The Church's charitable giving was £25,920 (2017: £16,601) compared to a budget of £24,500 which was based on 10% of the actual planned giving received in 2018. The Mission & Outreach team has been very conscientious in making sure the whole "tithes" is spent within the year, when sometimes requests for items don't fit in neat financial years.

Our community hub at The Centre has grown from strength to strength, being occupied most of the time. The original 2 year lease on the building has already been extended by Bucks County Council to 5 years. It is noted that The Centre is absolutely financially self-sufficient and running at no cost to the church. At the end of 2018, The Centre's bank balance stood at £23,329.

The auditors received £200 + VAT for carrying out the audit of the church accounts. This fee has been frozen for several years and I would like to thank Hills and Burgess for their continued support in examining and approving these accounts.

I would also like to thank Pam Fox for maintaining the church accounts all year round and Tracy Roskell for looking after The Centre accounts. I would also like to thank Judith Bundock for continuing to be the Stewardship coordinator, and Anne Exelby for banking the weekly collections and Daphne Browne providing additional treasurer support. Finally, I would like to thank my predecessor, Mike Evans, who had been Treasurer for 3 years and has left the state of the accounts in a very tidy and healthy state, while also continuing to provide me with ongoing financial advice.

Harry Morten  
Head of Finance  
4<sup>th</sup> April 2019

# INDEPENDENT EXAMINERS' REPORT TO THE PCC OF ST PETER'S AND ST PAUL'S, BUCKINGHAM

---

This report on the accounts of the PCC for the year ended 31 December 2018 is in respect of an examination carried out in accordance with the Church Accounting Regulations 2006 (the Regulations) and section 145 of the Charities Act 2011 (the Act).

## **Respective responsibilities of trustees and examiner**

As the members of the PCC you are responsible for the preparation of the Accounts; you consider that the audit requirement of the Regulations and section 144(2) of the Act do not apply. It is our responsibility to issue this report on those accounts in accordance with the terms of Regulations.

## **Basis of independent examiners' report**

Our examination was carried out in accordance with the General Directions given by the Charity Commission under section 145(5)(b) of the Act and to be found in the Church Guidance. That examination includes a review of the accounting records kept by the PCC and a comparison of the accounts with those records. It also includes considering any unusual items or disclosures in the accounts and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently we do not express an audit opinion on the view given by the accounts.

## **Independent examiners' statement**

In connection with our examination, no matter has come to our attention:

- (1) which gives us reasonable cause to believe that in any material respect the requirements
- to keep accounting records in accordance with section 130 of the Act; and
  - to prepare accounts which accord with the accounting records and to comply with the requirements of the Act
- have not been met; or
- (2) to which, in our opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



**Hills and Burgess**

Chartered Accountants

8 April 2019

20 Bridge Street  
Leighton Buzzard  
Bedfordshire  
LU7 1AL

**ST PETER AND ST PAUL'S CHURCH, BUCKINGHAM**  
**STATEMENT OF FINANCIAL ACTIVITIES - YEAR ENDED 31 DECEMBER 2018**

|  | <b>Notes</b> | <b>Unrestricted<br/>Funds</b> | <b>Restricted<br/>Funds</b> | <b>Total<br/>funds</b> | <b>Prior Year<br/>Total funds</b> |
|--|--------------|-------------------------------|-----------------------------|------------------------|-----------------------------------|
| <b>INCOMING RESOURCES</b>                      |              |                               |                             |                        |                                   |
| Incoming Sources from Donors                   | 1            | 250,976                       | 27,740                      | 278,716                | 264,830                           |
| Grants Received                                |              | 0                             | 0                           | 0                      | 4,928                             |
| Other Voluntary Incoming Resources             | 2            | 10,640                        | 2,381                       | 13,021                 | 200,382                           |
| Income from Investments                        | 3            | 7,134                         | 36                          | 7,170                  | 6,862                             |
| Income from Charity and Ancillary Trading      | 4            | 30,177                        | 0                           | 30,177                 | 17,376                            |
| Other Ordinary Incoming Resources              | 5            | 200                           | 0                           | 200                    | 581                               |
| <b>TOTAL INCOMING RESOURCES</b>                |              | <b>299,127</b>                | <b>30,157</b>               | <b>329,284</b>         | <b>494,959</b>                    |
| <b>RESOURCES USED</b>                          |              |                               |                             |                        |                                   |
| Grants   |              | 0                             | 0                           | 0                      | 2,178                             |
| Major Works                                    |              | 0                             | 0                           | 0                      | 237                               |
| Activities Directly related to Church Work     | 6            | 253,573                       | 17,499                      | 271,072                | 243,754                           |
| Fund Raising and Publicity                     | 7            | 4,983                         | 1,237                       | 6,220                  | 6,107                             |
| Church Management and Administration           | 8            | 86,787                        | 837                         | 87,624                 | 80,901                            |
| <b>TOTAL RESOURCES USED</b>                    |              | <b>345,343</b>                | <b>19,573</b>               | <b>364,916</b>         | <b>333,177</b>                    |
| <b>NET INCOMING RESOURCES Before Transfers</b> |              | <b>-46,216</b>                | <b>10,584</b>               | <b>-35,632</b>         | <b>161,782</b>                    |
| Gross Transfers in                             | 9            | 124,100                       | 1,500                       | 125,600                | 7,525                             |
| Gross Transfers out                            | 9            | -123,468                      | -2,132                      | -125,600               | -7,525                            |
| Gains and Loss on Investments                  | 10           | 0                             | -3,120                      | -3,120                 | 17,669                            |
| <b>NET MOVEMENT IN FUNDS</b>                   |              | <b>-45,584</b>                | <b>6,832</b>                | <b>-38,752</b>         | <b>179,451</b>                    |
| <b>TOTAL FUNDS BROUGHT FORWARD</b>             |              | <b>311,190</b>                | <b>397,044</b>              | <b>708,234</b>         | <b>530,783</b>                    |
| <b>TOTAL FUNDS CARRIED FORWARD</b>             |              | <b>265,606</b>                | <b>403,876</b>              | <b>669,482</b>         | <b>710,234</b>                    |

**ST PETER AND ST PAUL'S CHURCH, BUCKINGHAM**  
**NOTES TO STATEMENT OF FINANCIAL ACTIVITIES**

1. **Incoming Resources from donors** includes:  
Planned Giving – tax efficient giving and non-tax efficient giving paid both through envelopes, standing orders and income tax recovered.  
Collections – other than planned giving including general plate collections, children and young people's groups.
2. **Other Voluntary Incoming Resources** includes:  
Legacies bequeathed to the church and fund-raising activity e.g. special events
3. **Income from Investments** includes:  
Bank Interest e.g. from CAF Accounts and the Central Board of Finance (CBF) Deposit Account.
4. **Income from Charity and Ancillary Trading** includes:  
Use of Church – income from letting the church facilities etc.  
Fees – income from weddings, funerals etc.
5. **Other Ordinary Incoming Resources** includes:  
Insurance claims and reimbursement of expenses e.g. from villages
6. **Activities directly relating to Church Work** includes:  
Ministry – Parish Share, working expenses of Rector and staff costs,  
Church Maintenance – minor repairs and housekeeping  
Upkeep of Services – service materials  
Bookstall expenses  
Other general expenses
7. **Fund Raising and Publicity** includes:  
Fund raising, Catering and Publicity expenses
8. **Church Management and Administration** includes:  
Administration – costs which are incurred in connection with the general management of the church and its assets, including the maintenance of the Curate's House and The Centre.
9. **Gross Transfers In/Out** includes:  
Re-allocation of the General and PCC Projects funds income and expenditure to achieve consistency of treatment.
10. **Gains and Loss on Investments** includes:  
The Harrison Bequest Fund, which made an investment loss over the year, reflecting losses in the wider financial markets.

**ST PETER AND ST PAUL'S CHURCH, BUCKINGHAM**

**BALANCE SHEET AS AT 31ST DECEMBER 2018**

|                          |  | <b>2018</b>    | <b>2017</b>    |
|--------------------------|--|----------------|----------------|
| <b>FIXED ASSETS</b>      | Curates House                            | 150,000        | 150,000        |
|                          | <b>TOTAL FIXED ASSETS</b>                | <b>150,000</b> | <b>150,000</b> |
| <b>INVESTMENT ASSETS</b> | Philip Box Charity                       | 986            | 948            |
|                          | Harrison Bequest                         | 261,168        | 268,330        |
|                          | CBF Investment                           | 3,127          | 3,072          |
|                          | <b>TOTAL INVESTMENT ASSETS</b>           | <b>211,281</b> | <b>272,850</b> |
| <b>CURRENT ASSETS</b>    | Prepayment/Debtors                       | -1,967         | 0              |
|                          | PCC Current Lloyds                       | 88,390         | 24,866         |
|                          | Petty Cash                               | 132            | 132            |
|                          | CAF Accounts                             | 134,583        | 247,841        |
|                          | CAF Organ                                | 8,412          | 8,406          |
|                          | Roof Lloyds                              | 5,661          | 3,364          |
|                          | CBF Philip Box Deposit                   | 953            | 968            |
|                          | Assistant Curate's Fund National Savings | 5,075          | 5,039          |
|                          | Assistant Curate's Fund Current          | 35,505         | 32,902         |
|                          | Assistant Curate's Fund Deposit          | 281            | 282            |
|                          | Magazine Current                         | 7,337          | 7,337          |
|                          | Bookstall Current                        | 0              | 0              |
|                          | The Centre                               | 23,897         | 16,777         |
|                          | <b>TOTAL CURRENT ASSETS</b>              | <b>308,259</b> | <b>347,914</b> |
|                          | <b>INVESTMENT &amp; CURRENT ASSETS</b>   | <b>519,540</b> | <b>620,764</b> |
| <b>LIABILITIES</b>       | Creditors                                | 58             | -2,530         |
|                          | <b>TOTAL LIABILITIES</b>                 | <b>519,482</b> | <b>-2,530</b>  |
|                          | <b>TOTAL ASSETS LESS LIABILITIES</b>     | <b>669,482</b> | <b>708,234</b> |
| <b>FUNDS</b>             | Restricted                               | 265,607        | 397,044        |
|                          | Unrestricted                             | 403,875        | 311,190        |
|                          | <b>TOTAL FUNDS</b>                       | <b>669,482</b> | <b>708,234</b> |

**ST PETER AND ST PAUL'S CHURCH, BUCKINGHAM**  
**FUND ANALYSIS 1<sup>ST</sup> JANUARY – 31<sup>ST</sup> DECEMBER 2018 - UNRESTRICTED**

| <b>INCOME</b>                               |                | Designated    | Designated | Designated | Designated     | Designated    | Designated | Designated    | <b>Unrestricted</b> |
|---|----------------|---------------|------------|------------|----------------|---------------|------------|---------------|---------------------|
|   | General        | Curate        | Magazine   | Bookstall  | Projects       | Centre        | Redevelop  | Restoration   | <b>TOTAL</b>        |
| Incoming Resources from Donors              | 248,858        |               |            |            |                | 2,118         |            |               | <b>250,976</b>      |
| Grants received                             |                |               |            |            |                |               |            |               | <b>0</b>            |
| Other Voluntary Income resources            | 10,640         |               |            |            |                |               |            |               | <b>10,640</b>       |
| Income from Investments                     | 150            | 6,984         |            |            |                |               |            |               | <b>7,134</b>        |
| Income from Charity & Ancillary trading     | 11,014         |               |            |            |                | 19,163        |            |               | <b>30,177</b>       |
| Other Ordinary Incoming resources           | 200            |               |            |            |                |               |            |               | <b>200</b>          |
|   |                |               |            |            |                |               |            |               |                     |
| <b>TOTAL INCOME</b>                         | <b>270,862</b> | <b>6,984</b>  |            | <b>0</b>   |                | <b>21,281</b> | <b>0</b>   |               | <b>299,127</b>      |
|   |                |               |            |            |                |               |            |               |                     |
| <b>PAYMENTS</b>                             |                |               |            |            |                |               |            |               |                     |
| Grants                                      |                |               |            |            |                |               |            |               |                     |
| Major Works                                 |                |               |            |            |                |               |            |               |                     |
| Activities Directly relating to Church work | 238,736        | 1,335         |            |            |                | 13,502        |            |               | <b>253,573</b>      |
| Fund Raising & Publicity                    | 4,983          |               |            |            |                |               |            |               | <b>4,983</b>        |
| Church Management & Administration          | 77,318         | 2,959         |            |            | 5,865          | 645           |            |               | <b>86,787</b>       |
|   |                |               |            |            |                |               |            |               |                     |
| <b>TOTAL EXPENDITURE</b>                    | <b>321,037</b> | <b>4,294</b>  |            | <b>0</b>   | <b>5,865</b>   | <b>14,147</b> | <b>0</b>   | <b>0</b>      | <b>345,343</b>      |
|   |                |               |            |            |                |               |            |               |                     |
| <b>Excess of Income over Expenditure</b>    | <b>-50175</b>  | <b>2690</b>   | <b>0</b>   | <b>0</b>   | <b>-5,865</b>  | <b>7,134</b>  | <b>0</b>   | <b>0</b>      | <b>-46,216</b>      |
|   |                |               |            |            |                |               |            |               |                     |
| Starting Balance B/F                        | 105,323        | 9,307         | 7,337      | 467        | 162,252        | 16,195        | 0          | 10,309        | <b>311,190</b>      |
| Assets Introduced                           | -50175         | 2,690         | 0          | 0          | -5865          | 7,134         | 0          |               | <b>-46,216</b>      |
| Gains/Loss on Investments                   |                |               |            |            |                |               |            |               | <b>0</b>            |
| Transfer to/from Special                    | 2132           |               |            |            |                |               |            |               | <b>2132</b>         |
| Transfer to/from Harrison Fund              |                | -1,500        |            |            |                |               |            |               | <b>-1500</b>        |
| Transfer to/from Projects                   | -47,153        |               |            |            | 47,153         |               |            |               | <b>0</b>            |
| Transfer to/from Bookstall                  | 467            |               |            | -467       |                |               |            |               | <b>0</b>            |
| Transfer to/from Magazine                   | 7,337          |               | -7,337     |            |                |               |            |               | <b>0</b>            |
|   |                |               |            |            |                |               |            |               |                     |
| <b>Closing Balance C/F</b>                  | <b>17,931</b>  | <b>10,497</b> | <b>0</b>   |            | <b>203,540</b> | <b>23,329</b> | <b>0</b>   | <b>10,309</b> | <b>265,606</b>      |

£2,132 has been transferred from the special fund to the general fund for specific donations for the youth worker.

£1,500 has been transferred from the Curates Fund to the Harrison Bequest to repay the capital borrowed from the Fund for the Open Door Project.

£32,847 has been transferred from the Projects Fund to the General Fund for incorrectly allocated expenses over the last three years.

£80,000 has been transferred from the General Fund to the Project Fund for the legacy money wrongly allocated to this fund last year.

£467 has been transferred from the Book Store Fund to the General Fund to close this fund which is no longer required.

£7,337 has been transferred from the Magazine Fund to the General Fund to close this fund which is no longer required.

**ST PETER AND ST PAUL'S CHURCH, BUCKINGHAM**  
**FUND ANALYSIS 1<sup>ST</sup> JANUARY – 31<sup>ST</sup> DECEMBER 2018 - RESTRICTED**

| <b>INCOME</b>                               | Restricted<br>Organ | Restricted<br>Rector | Restricted<br>Funeral | Restricted<br>Special | Restricted<br>Restoration | Restricted<br>Harrison | Restricted<br>Curates<br>House | Restricted<br>Phillip Box | <b>Restricted<br/>TOTAL</b> | <b>FUNDS<br/>TOTAL</b> |
|---|---------------------|----------------------|-----------------------|-----------------------|---------------------------|------------------------|--------------------------------|---------------------------|-----------------------------|------------------------|
| Incoming Resources from Donors              |                     |                      | 2,272                 | 25,468                |                           |                        |                                |                           | 27,740                      | 278,716                |
| Grants received                             |                     |                      |                       |                       |                           |                        |                                |                           | 0                           | 0                      |
| Other Voluntary Income resources            |                     |                      |                       | 85                    | 2,296                     |                        |                                |                           | 2381                        | 13,021                 |
| Income from Investments                     |                     |                      |                       |                       |                           |                        |                                | 36                        | 36                          | 7,170                  |
| Income from Charity & Ancillary trading     |                     |                      |                       |                       |                           |                        |                                |                           | 0                           | 30,177                 |
| Other Ordinary Incoming resources           |                     |                      |                       |                       |                           |                        |                                |                           | 0                           | 200                    |
|   |                     |                      |                       |                       |                           |                        |                                |                           |                             |                        |
| <b>TOTAL INCOME</b>                         |                     |                      | <b>2,272</b>          | <b>25,553</b>         | <b>2,296</b>              | <b>0</b>               | <b>0</b>                       | <b>36</b>                 | <b>30,157</b>               | <b>329,284</b>         |
|   |                     |                      |                       |                       |                           |                        |                                |                           |                             |                        |
| <b>PAYMENTS</b>                             |                     |                      |                       |                       |                           |                        |                                |                           |                             |                        |
| Grants                                      |                     |                      |                       |                       |                           |                        |                                |                           |                             |                        |
| Major Works                                 |                     |                      |                       |                       |                           |                        |                                |                           |                             |                        |
| Activities Directly relating to Church work |                     | 170                  | 2,272                 | 12,785                | 2,272                     |                        |                                |                           | 17,499                      | 271,072                |
| Fund Raising & Publicity                    |                     |                      |                       | 1,237                 |                           |                        |                                |                           | 1,237                       | 6,220                  |
| Church Management & Administration          |                     |                      |                       | 837                   |                           |                        |                                |                           | 837                         | 87,624                 |
|   |                     |                      |                       |                       |                           |                        |                                |                           |                             |                        |
| <b>TOTAL EXPENDITURE</b>                    |                     | <b>170</b>           | <b>2,272</b>          | <b>14,859</b>         | <b>2,272</b>              | <b>0</b>               | <b>0</b>                       | <b>0</b>                  | <b>19,573</b>               | <b>364,916</b>         |
|   |                     |                      |                       |                       |                           |                        |                                |                           |                             |                        |
| <b>Excess of Income over Expenditure</b>    |                     | <b>-170</b>          | <b>0</b>              | <b>10,694</b>         | <b>24</b>                 | <b>0</b>               | <b>0</b>                       | <b>36</b>                 | <b>10,584</b>               | <b>-35,632</b>         |
|   |                     |                      |                       |                       |                           |                        |                                |                           |                             |                        |
| Starting Balance B/F                        | 0                   | 404                  | 0                     | 12,894                | 23,000                    | 208,830                | 150,000                        | 1,916                     | 397,044                     | 708,234                |
| Assets Introduced                           |                     | -170                 | 0                     | 10,694                | 24                        | 0                      | 0                              | 36                        | 10,584                      | -35632                 |
| Gains/Loss on Investments                   |                     |                      |                       |                       | 56                        | -3,162                 |                                | -14                       | -3120                       | -3120                  |
| Transfer to/from Special                    |                     |                      |                       | -2132                 |                           |                        |                                |                           | -2132                       | 0                      |
| Transfer to/from Harrison Fund              |                     |                      |                       |                       |                           | 1,500                  |                                |                           | 1,500                       | 0                      |
| Transfer to/from Projects                   |                     |                      |                       |                       |                           |                        |                                |                           | 0                           | 0                      |
| Transfer to/from Bookstall                  |                     |                      |                       |                       |                           |                        |                                |                           | 0                           | 0                      |
| Transfer to/from Magazine                   |                     |                      |                       |                       |                           |                        |                                |                           | 0                           | 0                      |
|   |                     |                      |                       |                       |                           |                        |                                |                           |                             |                        |
| <b>Closing Balance C/F</b>                  | <b>0</b>            | <b>234</b>           | <b>0</b>              | <b>21,456</b>         | <b>23,080</b>             | <b>207,168</b>         | <b>150,000</b>                 | <b>1,938</b>              | <b>403,876</b>              | <b>669,482</b>         |

£2,132 has been transferred from the Special Fund to the General Fund for specific donations for the youth worker.  
£1,500 has been transferred from the Curates Fund to the Harrison Bequest to repay the capital borrowed from the Fund for the Open Door Project.  
£32,847 has been transferred from the Projects Fund to the General Fund for incorrectly allocated expenses over the last three years.  
£80,000 has been transferred from the General Fund to the Project Fund for the legacy money wrongly allocated to this fund last year.  
£467 has been transferred from the Book Store Fund to the General Fund to close this fund which is no longer required.  
£7,337 has been transferred from the Magazine Fund to the General Fund to close this fund which is no longer required.

## **ST PETER AND ST PAUL'S CHURCH BUCKINGHAM**

### **ADDITIONAL NOTES**

#### **Staff**

The PCC employed, a Contemporary Worship Leader, an Organist & Assistant Organist, Pastoral Care Worker, Families Worker, Children's Worker, Youth Worker, Parish Manager, Operations Manager, the Rector's PA, Outreach Worker, Church Caretaker and a Caretaker for The Centre.

#### **Fixed Assets**

The PCC owns the house in Chandos Close (known as the Curate's House) which remains in the accounts at a value of £150,000. It has not been re-valued in the accounts this year however, the insurance on this house is based on a more realistic figure.

#### **Trust Funds**

Gains on investments recorded relate to variations in share prices of investments held by the Central Board of Finance (CBF).

#### Philip Box Organist Charity

Is a trust whose Custodian is the Oxford Diocesan Board of Finance. This trust was established to provide income to or for the benefit of the organist of the Parish Church of Buckingham.

The Capital is not available to the PCC and the interest has been reinvested in a CBF Deposit Account

It was agreed that this fund would be wound up and the balance transferred to the Organ Fund. The fund consists of a deposit and an investment fund. The value of the fund is £1,938 (2017: £1,917)

#### The Harrison Bequest

Is a Trust fund held by the Oxford Diocesan Board of Trustees for the provision of a curate. The income from the trust can be used 'for providing the stipend of a curate in the parish and subject thereto for any ecclesiastical purpose in the parish as the PCC shall decide'.

The capital is not expendable by the PCC but the interest is paid into the Assistant Curate's Fund. The Charity Commissioners and the Diocese agreed in 2001 that the sum of £50,000 could be advanced from the capital of this fund to the Open Door (Redevelopment) Project, subject to the recoupment of £1,500 annually until 2036 from the interest of the residual capital of the fund, to be reinvested as a permanent endowment of the charity (as above).

At the year end the amount to be recouped stood at £27,000 and the investment is valued in the accounts at £207,168 (2017: £208,829). During the year the trust fund made a loss of £3,162 (2017: gain of £17,182).

### **DETAILS OF FUNDS HELD BY THE PCC**

#### **Restricted Funds**

##### **Rector's Discretionary**

This fund has received specific donations from members of the congregation which the rector has used to help members of the parish at his discretion.

##### **Funeral**

This fund is used to collect money from funerals where the families have specifically requested donations for charities of their choice. These are held by the PCC and then paid out as requested.

##### **Restoration Restricted**

This fund includes the roof appeal which has now closed and the work completed. The Restoration fund stood at £23,078 (2017: £22,997).

## **ST PETER AND ST PAUL'S CHURCH BUCKINGHAM**

### **DETAILS OF FUNDS HELD BY THE PCC (continued)**

#### **Restricted Funds**

##### **Special**

This fund is used for special collections, like the Christingle, Christian Aid, Bishops Outreach etc where the money is then distributed to the relevant charities. It is also used where money has been donated for specific causes, for example money donated for the food bank and paid out for this purpose and money for Kit Kat which holds regular events for vulnerable young children and money donated for the Kitchen. The balances amounted to £21,456 for these funds (2017: £12,894 – see table below for detailed analysis).

##### **Designated Funds**

###### **Curates Fund**

This fund is for the maintenance and repair of the Curates House and also provides funds for the curate's expenses. At the end of the year the fund stood at £10,497 (2017: £9,308).

###### **Magazine Account**

The PCC decided that due to the resignation of the editor and the distributors and that no one has come forward to take over these positions, the magazine closed at the end of 2016. The balance on the bank account stood at £7,337 and this has now been transferred to the General Fund.

###### **Bookstall**

The bookstall fund has now closed and the balance of £467 was transferred to the General Fund.

###### **Projects**

This fund was set up to provide a specific fund for PCC Projects. Any legacy money has been paid into this fund (£80,000 went into General Fund last year) and has now been transferred to this fund. During the year £5,865 has been used of the legacy money. It has been identified that £47,153 of expenditure over the last three years paid out of the General Fund should have been paid out of Projects and so £47,153 has been transferred back to the General Fund. At the end of the year the funds stood at £203,549 (2017: £162,252)

###### **The Centre**

This fund was set up to hold funds for the ongoing missionary work in The Centre, which is currently running a surplus. The fund stands at £23,329 (2017: £16,195).

###### **Restoration**

This part of the restoration is unrestricted and has had £2,500 per year transferred to it for the last three years however due to the loss on the general fund no money was transferred this year. The fund stands at £10,309 (2017: £10,309).

ST Peter and ST Paul Buckingham  
Special Fund 2018

| Special Fund          | Opening<br>Balance | Income  | Expenditure | Transfer | Closing<br>Balance |
|-----------------------|--------------------|---------|-------------|----------|--------------------|
| Buckingham Box        | 6447               | 548.5   | 1307        |          | 5688               |
| Christingle           | 828                | 825.13  | 912         |          | 742                |
| Kit Kat               | 2567               | 112     | 1237        | 0        | 1442               |
| Donations to Staff    | 2132               | 0       |             | 2132     | 0                  |
| Xmas Cards            | 117                | 155.67  | 116         |          | 157                |
| Holiday club          | 148                | 832.2   | 909         |          | 72                 |
| Working with Bereaved | 1380               |         |             |          | 1380               |
| Soul Survivor         | -725               | 1568.15 | 1568        |          | -725               |
| Dishwasher            |                    | 3750    | 204         |          | 3546               |
| The Centre            |                    | 1015.71 | 150         |          | 866                |
| Rood Screen           |                    | 6000    |             |          | 6000               |
| Baptistry             |                    |         | 5934        |          | -5934              |
| Kitchen               |                    | 10000   | 1776        |          | 8224               |
|                       | 12894              | 24807   | 14113       | 2132     | 21457              |

ST Peter and ST Paul  
General Fund 2018

|                                 | 2018           | 2017           | Variance       |
|---------------------------------|----------------|----------------|----------------|
| Envs Tax Efficient              | 12378          | 11811          | 567            |
| Gift Aid Regular                | 3259           | 3462           | -203           |
| Standing Orders                 | 166691         | 165780         | 911            |
| One off gift aid                | 2337           | 2109           | 228            |
| Tax Recovered                   | 42615          | 39931          | 2684           |
| Envs Non Tax Efficient          | 3066           | 4387           | -1321          |
| Collections Funeral             | 313            | 235            | 78             |
| Collections Messy Church        | 471            | 425            | 46             |
| Collections loose               | 14567          | 15409          | -842           |
| Collections Weddings & Baptisms | 634            | 312            | 322            |
| Designated Donations            |                | 6000           | -6000          |
| Donations to General Fund       | 448            | 398            | 50             |
| Donations to wall safe          | 238            | 650            | -412           |
| Other donor income              | 166            | 825            | -659           |
| Donations to Other Funds        | 41             |                | 41             |
| Donations to Soup Kitchen       | 1474           | 796            | 678            |
| Focus                           | 160            | 493            | -333           |
| Holiday Club                    |                | 513            | -513           |
| Alpha                           | 390            | 520            | -130           |
| Mission Donations               | 100            | 609            | -509           |
| Fund Raising Income             | 2499           | 1187           | 1312           |
| Legacies                        | 1108           | 80000          | -78892         |
| Mens group                      |                | 484            | -484           |
| Pastoral/Social                 | 1078           | 1455           | -377           |
| Youth Weekend Away              | 1428           | 11948          | -10520         |
| Café Ignite                     | 313            | 265            | 48             |
| Arc Club                        | 2271           | 2734           | -463           |
| Pathfinders                     | 898            |                | 898            |
| Blaze                           | 522            | 368            | 154            |
| Toddler Church                  | 30             | 139            | -109           |
| Interest Received               | 150            | 55             | 95             |
| Spire Printing                  | 41             | 333            | -292           |
| Book Stall Sales                | 7              |                | 7              |
| Use of Church                   | 5540           | 4525           | 1015           |
| Spire Lighting Donations        | 55             | 165            | -110           |
| Fees weddings                   | 5371           | 4362           | 1009           |
| Donations to mini bus           | 45             | 345            | -300           |
| Expenses from Villages          | 155            | 237            | -82            |
| <b>TOTAL INCOME</b>             | <b>270,859</b> | <b>36,3267</b> | <b>-92,408</b> |

## EXPENSES

|                             | 2018  | 2017  | Variance |
|-----------------------------|-------|-------|----------|
| Charitable Giving           | 25920 | 16525 | 9395     |
| Messy Church                | 1190  | 976   | 214      |
| Parish Share                | 80230 | 83543 | -3313    |
| Rector books, hospitality   | 2552  | 1932  | 620      |
| Rector Telephone            | 180   | 540   | -360     |
| Rector Computer             | 562   | 836   | -274     |
| Rector Transport            | 914   | 1169  | -255     |
| Rector Misc Expenses        | 182   | 130   | 52       |
| Curates Expenses            | 731   | 334   | 397      |
| Clergy Sabbatical           | 5520  | 2364  | 3156     |
| Youth Workers               | 45549 | 36637 | 8912     |
| Other Youth Worker Expenses | 264   | 249   | 15       |
| Rectors PA                  | 5388  | 4271  | 1117     |
| Other Staff Expenses        | 833   | 864   | -31      |
| Cleaning                    | 571   | 313   | 258      |
| Electricity                 | 3059  | 3363  | -304     |
| Gas                         | 5990  | 5418  | 572      |
| Refuse Collection           | 144   |       | 144      |
| Insurance Premium           | 8294  | 8316  | -22      |
| Licences & Subscriptions    | 15    | 1024  | -1009    |
| Church Office Telephone     | 974   | 630   | 344      |
| Water                       | 743   | 732   | 11       |
| Youth Weekend Away          | 3480  |       | 3480     |
| Building Maintenance        | 10523 | 7139  | 3384     |
| Furniture & Equipment       | 3109  | 2779  | 330      |
| Mini Bus                    | 2157  | 1579  | 578      |
| Organ Tuning & Repair       | 435   | 790   | -355     |
| Church Development          | 400   | 500   | -100     |
| Presentation                | 20    | 150   | -130     |
| Sacristy                    | 538   | 787   | -249     |
| Flowers                     | 150   | 150   | 0        |
| Organists & Choir           | 1784  | 4142  | -2358    |
| Music                       | 505   | 204   | 301      |
| Books & Materials           | 1169  | 355   | 814      |
| Marketing                   | 722   | 227   | 495      |
| Worship Expenses            | 4254  | 4198  | 56       |
| BBQ 6pm                     | 191   | 541   | -350     |
| Alpha                       | 1585  | 1844  | -259     |
| Baptism preparation         | 431   | 727   | -296     |
| Confirmation preparation    | 0     | 290   | -290     |
| Men's Group                 | 232   | 510   | -278     |
| Mission Outreach            | 475   | 4082  | -3607    |
| Prayer Ministry             | 140   |       | 140      |
| Pastoral/Social             | 865   | 944   | -79      |
| Parenting Course            | 217   | 9     | 208      |
| Weekend Away                | 0     | 15894 | -15894   |
| Training/Development        | 1969  | 1486  | 483      |
| Womens Event                | 268   | 455   | -187     |
| Marriage Preparation        | 81    | 117   | -36      |
| Connect Groups              | 48    | 67    | -19      |

|                       |          |         |          |
|-----------------------|----------|---------|----------|
| Holiday Club          | 0        | 1148    | -1148    |
| Jammers               | 498      | 79      | 419      |
| Blaze                 | 844      | 425     | 419      |
| Other Youth Expenses  | 4167     | 4299    | -132     |
| Pathfinders           | 115      | 350     | -235     |
| Families              | 225      | 64      | 161      |
| Ark Club              | 856      | 929     | -73      |
| Soul Survivor         | 1185     | 100     | 1085     |
| School work           | 152      |         | 152      |
| Broadsheet            | 133      |         | 133      |
| Food Bank             | 0        | 6       | -6       |
| Focus                 | 2879     | 1317    | 1562     |
| Professional Fees     | 240      | 240     | 0        |
| Sound System          | 1863     | 1448    | 415      |
| Love Buckingham       | 1264     |         | 1264     |
| Soup Kitchen          | 0        | 143     | -143     |
| Stewardship           | 209      | 211     | -2       |
| Fund Raising          | 10       | 794     | -784     |
| Social Expenses       | 199      | 444     | -245     |
| Publicity             | 0        | 64      | -64      |
| Refreshments          | 3300     | 3318    | -18      |
| Cleaning wages        | 2680     | 2733    | -53      |
| Parish Manager        | 10314    | 7692    | 2622     |
| Worship Leader        | 22505    | 21963   | 542      |
| Intern Expenses       | 3711     | 8396    | -4685    |
| Caretaker Wages       | 2781     | 1871    | 910      |
| Pastoral Worker       | 9659     | 9266    | 393      |
| Commercial Worker     | 7497     | 3373    | 4124     |
| Outreach Worker       | 5238     | 2914    | 2324     |
| Curate Church House   | 19       |         | 19       |
| Health and Safety     | 31       |         | 31       |
| Housekeeping          | 1049     | 1026    | 23       |
| Bank Charges          | 260      | 188     | 72       |
| Gifts leaving         | 297      | 66      | 231      |
| Photocopying          | 3223     | 4003    | -780     |
| Printing & Stationery | 2049     | 1175    | 874      |
| Website               | 1936     | 1832    | 104      |
| CRB Searches          | 62       | 315     | -253     |
| Computer Service      | 4000     | 3467    | 533      |
| <br>                  |          |         |          |
| TOTAL EXPENSES        | 321,003  | 305,791 | 15,212   |
| <br>                  |          |         |          |
| LOSS/PROFIT           | -50,144  | 57,476  | -107,620 |
| <br>                  |          |         |          |
| Transfers to/from     | -65,021  | -123    |          |
| <br>                  |          |         |          |
| LOSS/PROFIT           | -115,165 | 57,353  |          |
| <br>                  |          |         |          |
| Brought forward       | 105,323  | 47,970  |          |
| <br>                  |          |         |          |
| Carried Forward       | -9,842   | 105,323 |          |

