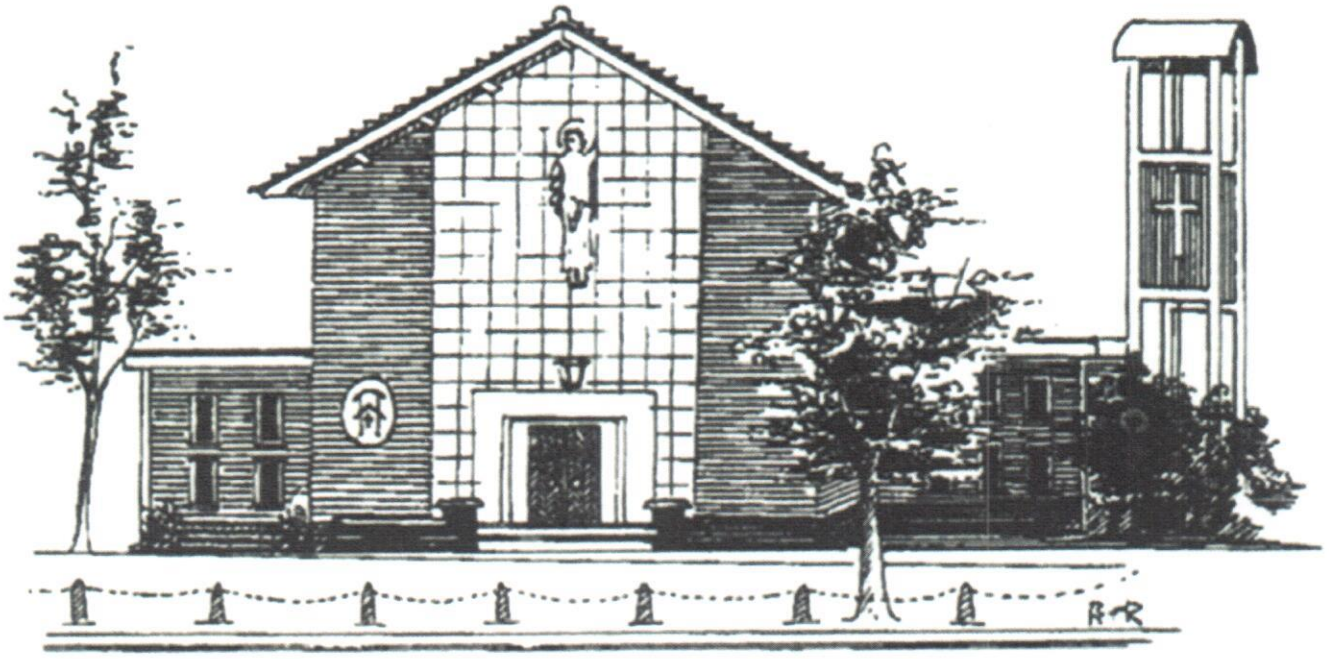
St. Andrew's Church in the Westlands, Newcastle-under-Lyme

in the Diocese of Lichfield



www.churchinthewestlands.org.uk

ANNUAL REPORT AND ACCOUNTS OF THE PAROCHIAL CHURCH COUNCIL

CHARITY COMMISSION REFERENCE 1132163

ANNUAL ACCOUNTS 2016

(Incorporating the Annual Accounts of the Lichfield Diocesan Trust no 1439 St Andrew the Westlands)

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"What is more, he was chosen by the churches to accompany us as we carry the offering, which we administer in order to honour the Lord himself and to show our eagerness to help. We want to avoid any criticism of the way we administer this liberal gift. For we are taking pains to do what is right, not only in the eyes of the Lord but also in the eyes of men."

2 Corinthians 8:19-21 (NIV)

Welcome

Welcome to the Annual Report and Accounts of St. Andrew's Church, Westlands and welcome to our Church, whether you are a regular or a newcomer just paying us a visit. Please come back soon!

A special welcome to any who have joined us for the first time this year, it is good to have new people with us as we try and grow together as part of God's Church here in the Westlands.

The Annual Report should provide you with all the legally required information, but hopefully it will also provide you with a flavour of what has taken place at St. Andrews over the last 15 months or so.

This will also be supplemented by a number of other detailed reports to be presented at the Annual Parochial Church Meeting (APCM) on Sunday 9th April (set in the context of worship at 6.30 p.m.), please feel free to join us then if you can.

If you would like to know more about our work then please ask the Vicar, Churchwardens or any other members of the Parochial Church Council (PCC).

Administrative Information

St. Andrew's is situated at the top of Pilkington Avenue in the heart of the Westlands, across the road from its ecumenical partner – St. Peter's Methodist Church – with whom it forms *the Church in the Westlands*.

St. Andrews is registered as a Charity with the Charity Commission, reference 1132163, as *The Parochial Church Council of the Ecclesiastical Parish of St Andrew, the Westlands.* Its working name is *St. Andrew's PCC, Westlands* and further details of our registration can be found on the Charity Commission website, along with Annual Reports from previous years, which can also be found on the Church website.

The Correspondence address for the Charity is that of the Vicarage:
50, Kingsway West, Newcastle-under-Lyme,
Staffordshire, ST5 3PU

Trustees

The Trustees of the Charity are the members of the PCC of St. Andrews Church in the Westlands. Members of the PCC are either ex officio or elected by the APCM in accordance with the Church Representation Rules. The Representative of St. Peter's Methodist Church Council maintains a "watching brief" and is not a trustee.

PCC members who have served from 1 January 2016 until the date this report was approved are as follows:

Incumbent:	Revd Andrew Dawswell	Chairman
Churchwardens:	Miss Gillian Moss	(until 12 May 2016, remaining on PCC)
	Mrs Helen Dodds	(from 12 May 2016)
	Mr David Morgan	Vice Chairman
Curate:	Rev Leslie Siu	
Representatives to Deanery Synod:	Mrs Glenys Gill	
	Mrs Irene Hardacre	
	Mrs Helen McGarry	
	Mrs Lyn Shufflebotham	
Elected members:	Mr Bob Baker	
	Mrs Jenny Boston	(from 24 April 2016)
	Mr Trevor Boston	
	Mrs Helen Collins	
	Mrs Diana Cotes	(from 24 April 2016)
	Mrs Sara Frogatt	
	Mr John Glover	
	Mrs Tracey Holland	
	Mrs Margaret Hollins	Secretary
	Miss Jane Machin	(to 24 April 2016)
	Miss Gillian Moss	(from 24 April 2016)
	Mrs Margaret Orme	(to 24 April 2016)
	Mrs Zillah Roberts	
	Mrs Jill Rouffet-Rawlinson	(to 24 April 2016)
	Mr Stuart Rushton	
	Mr Alan Swanborough	(from 24 April 2016)
	Mrs Susan Tattersall	
	Mr Ian Watts	(to 24 April 2016)
	Mr John Whieldon	
Representative of St. Peter's Methodist Church Council:	Miss Carol Reddish	
Member of General Synod:	Mr Chris Gill	Treasurer

Structure, governance and management

The PCC is a corporate body established by the Church of England. The PCC operates under the Parochial Church Council Powers Measure (1956), as amended, and the Church Representation Rules.

As well as having oversight of the general finances of the Church, the PCC are also Managing Trustees of the Lichfield Diocesan Trust no 1439 St Andrew the Westlands (a separate charity with registration number 203230). The capital element of this trust is invested so as to provide an income stream for the Church, the capital element being held as restricted funds and the interest or income being paid over to the main charity to be utilised by the PCC for the work of the Church generally. A separate report and accounts are produced for the Trust, but the finances are also incorporated within the financial statements that follow.

Although there are no formal policies and procedures for the recruitment, induction and training of PCC members, information is made available to newly elected PCC members and in 2016 new PCC members were provided with copies of:

- *"Trusteeship – an introduction for PCC members"* (updated January 2014), and
- *"A brief outline of what every PCC member needs to know about church finances"*

In previous years PCC members have been provided with a briefing note on their role as Trustees and three websites have been recommended as a source of considerable information to assist in their role as a Trustee

- The Parish Resources website http://www.parishresources.org.uk/
- The Charity Commission website www.charitycommission.gov.uk
- Ecclesiastical Insurance http://www.ecclesiastical.com/churchmatters/index.aspx

The PCC has ultimate responsibility for a wide range of matters affecting the Parish and endeavours to keep itself abreast of current information on such issues as Health and Safety, Disability Discrimination legislation and Child Protection either through "local" guidance or through wider Diocesan advice, or often a mixture of both.

Apart from the Standing Committee of the PCC, the Church has three main committees to consider its important areas of work – Worship, Mission (formerly Mission & Pastoral) and Business. PCC members each serve on at least one committee along with others who have a keen interest in the particular area covered by the committee. These committees will bring recommendations to the PCC for consideration. Each has a delegated authority to spend up to £200. Non-routine expenditure above this sum requires two quotations and Standing Committee authorisation.

Sub-committees have also been established to look specifically at Health and Safety Issues, future use of the Hall and other Buildings and Accessibility.

As much of our work is undertaken as part of the Church in the Westlands Local Ecumenical Partnership, there are also a series of committees to steer our work together from the Ecumenical Executive to the Youth and Children's Worker Committee, Joint Youth Council and others. The Child Protection Policy is shared and monitored by both Churches.

Objectives and Activities

The primary objective of the PCC is to promote the Gospel of our Lord Jesus Christ and in accordance with the Parochial Church Council Powers Measure (1956), as amended, it co-operates with the minister in promoting within the parish the whole mission of the Church, pastoral, evangelistic, social and ecumenical.

As the Church in the Westlands we are committed in the power of the Holy Spirit that our worship, service and witness will demonstrate to everyone the love of Jesus Christ.

Public Benefit

The trustees of the Charity are aware of the Charity Commission's guidance on public benefit in The Advancement of Religion for the Public Benefit and have had regard to it in their administration of the Charity.

The trustees believe that, by promoting the work of the Church of England in the Ecclesiastical Parish of Saint Andrew, the Westlands, it helps to promote the whole mission of the Church (pastoral, evangelistic, social and ecumenical) more effectively, within the Ecclesiastical Parish, and that in doing so it provides a benefit to the public by:

- Providing facilities for public worship, pastoral care and spiritual, moral and intellectual development, both for its members and for anyone who wishes to benefit from what the Church offers; and
- Promoting Christian values, and service by members of the Church in and to their communities, to the benefit of individuals and society as a whole.

Mission Action Plan

Mission Action Plans (MAPs) are part of the Diocesan strategy of Going for Growth and their primary purpose is to enable parishes to set a clear strategy for growth and to assess its progress. Our MAP has a few simple aims for the further development of the work of the Parish, which can be monitored and adjusted as necessary. In general, we need to aim at excellence in all that we do and we need to fully involve our Ecumenical Partners in our discussions.

Plans were produced in 2012 and 2014. Although the specific goals in these had largely been fulfilled by 2016, the new plan agreed this year retains 3 of the 4 broad areas of focus

<u>Growing as a church which is sharing our faith</u>

- Offering training courses to encourage church members to be better equipped to share our faith – *Lent course on 'Contagious Christianity' scheduled*
- Set up group to plan special events, and to review the offer of introductory courses such as Identity/Alpha/Christianity explored – *This group, led by Leslie Siu, has met several times and hopes to be able to present some proposals to the PCC soon*

<u>Meeting social need in our area</u>

- Planning & launching ministry for older people to follow on from luncheon club – *Afternoon tea successfully launched*
- Set up group to investigate possibilities for a new project of this kind (Ideas to be considered to include: Debt advice project, General advice days, support for refugees, support for families in crisis, greater involvement in foodbank, Dementia ministry/support, Computer teaching/access. *This group proposed a monthly cafe for bereaved people, the Forget me not cafe launching in November '16.*

Reaching new generations

- Supporting and partnering our youth & children's outreach worker to enable further development of his ministry *Volunteers continue to work well with Johnny. Funding appeal in November yielded a significant response, with regular pledges now yielding £19,400 of the annual £24,500 needed for the posts' long term viability*
- Continuing development of messy church (possibly in time with Café Church alternate months) *It was decided in 2017 to experiment with some Sunday morning 'Messy Sunday' sessions*

Discipleship, leadership & prayer development

- Encouragement to grow leaders at all levels, aiming to result in a wide participation in a variety of different types of training and learning, both in existing home groups and through additional courses. *'Fruitfulness on the Frontline' studied in home groups; central study of 'Dig deeper' looking at tools for biblical study; also training and theological reflection on accessibility and disability issues*
- Promotion of volunteering needs and opportunities within our church family, inviting responses. *Planned for May 2017*
- Invite diocesan lay development officer to speak to promote lay readership. *Lindsay Hall diocesan director of vocations preached in June 2016*
- Continuing active promotion of the monthly prayer meeting with a view to encouraging more people come along to see what happens. *This has borne some fruit in the number of attendees, including some new faces*

Also...

- Building committee to continue to investigate the feasibility of the options for replacement of our current ageing [hall] space to provide an appropriate base for mission for this & future generations' *See the Church Hall Refurbishment section of the Fabric Report below*

Volunteer Input

In all of this, we are immensely grateful for all those who willingly give of their time to contribute to the charitable activities of the PCC or in providing funds. The extensive nature of all our volunteers is such that it would be almost impossible to quantify the contribution in terms of hours or an indicative value of this contribution.

Many of those on our Electoral Roll are willing volunteers in one form or another and the work undertaken in meeting our objectives simply could not happen without the considerable contribution of many people within the Parish and beyond.

Achievements and Performance

Over the past year there have been many new ideas developed as well as continuing and extending existing work. This would not be possible without the enthusiasm of individuals and the support of the clergy, committees and teams of people. So many play their part in making St Andrews a place where people are welcomed, can grow in their faith and reach out to the local community with the love of Jesus.

The Worship Committee this year has reviewed two aspects of our regular worship:

- a different order of the 10.30 am service has been trialled and subsequently agreed. This has included having a more child focus at the beginning and a change the liturgy, to try and make the first 15 minutes of the service relevant to the children's Sunday Club.

- a new seating arrangement is currently being tried, a couple of the rear pews have been moved to create more space at the back of the church to give people space to talk and look at the books and information available.

The PCC reviewed our church Mission giving and links:

- it has been agreed to keep our annual level of giving the same but to support a smaller number of groups thus enabling us to give each of them a larger donation.
- the Chorlton family (who had been our CMS partners for a number of years) have now returned from Egypt. We invited Kieran and Ashley McKnight to visit us last summer; we now support them in their work in the United Arab Emirates as our new overseas mission partners
- financially we now also support: Bible Society, Scripture Union, North Staffordshire Gideons, Tearfund and UCCF (Universities & Colleges Christian Fellowship). Members of the Mission Partners Committee will change the display at the rear of church over the year to provide information about the different groups. Intercessory prayers will include these groups along with Younger Minds
- the Tearfund Open Café was held in May to raise £985 for the ZOE project for orphans in Zimbabwe. Many thanks for the team of helpers which make this event possible
- The Church in the Westlands once again distributed and collected envelopes for Christian Aid Week
- We welcomed representatives of Arch in December to our Toy Service, who were able to take the donations of toys and toiletries and meet with the congregation
- Collections for local Food Bank and also for Operation Christmas Child continue

Our range of activities for children, young people and their families continue both on church premises and in schools continues to develop.

- The Church in the Westlands has been fortunate to have Johnny Milton as a full time Youth and Children's worker who is able to bring the good news of Jesus to so many children. We are grateful that he has the support of a team of helpers, who are invaluable, as was demonstrated when Johnny hurt his knee during the holiday club and many individuals helped to ensure that the work continued. The Youth worker appeal has extended funds to be available up till July 2018.
- Amongst the regular groups on church premises are: Glo for 7-11's; Blaze for 11-14's; and TMNC for 14-18's, which has been re-launched as the previous members had reached 18.
- Good Friday Easter fun day was very popular with over 30 children attending, with a mix of church, messy church and visiting families.
- Each week the team lead bible-based assemblies in Langdale and Westlands primary schools, with termly visits to Seabridge. Langdale is also the location for Rock Solid and Stepping Stones after schools clubs for 7-11s and 5-7s.
- In the summer Holiday Club the children became 'Guardians of Ancora' who found lost story-treasure from the Bible. There were lots of fun games and activities as well and it proved to be very popular as the age range and time for the club was extended.
- Messy church continues to be well attended with many families coming along on a regular basis so that good links can be built up. Our thanks go to Tracey and Steve Holland who have been a key part in running the sessions in recent years and who have now stepped down from this role. Leslie is now taking more of a lead role and the number of Messy Church sessions planned in 2017 are being extended by introducing some Messy Sundays which run alongside the 10.30 service. We were joined by Agape ministries team to help at Messy Church in February

- Local schools have visited church for both Harvest and Christmas celebrations. Also this year each school has been presented with a book to celebrate the Queen's life and reign and her Christian witness
- Little Sparklers, a time of toddler worship, moved from its once a month afternoon time to each Tuesday morning in September 2016. We are thankful to Leslie who has now taken the lead in coordinating this and are encouraged by the way that new contacts are made and relationships developed.
- Trailblazers now meet in St Andrews choir vestry to enable greater flexibility so that groups can be joined if needed.

There are a number of activities to which non church members are particularly invited, either personally or through Link, and feel able to come along to:

- The 'Forget me not café is a new venture which is clearly meeting a need within the local community as it has taken off well from its first trial in November. Meeting once a month in the Parish Room those suffering bereavement are invited to come along to share a drink, biscuit and a chance to chat together. Our thanks to Irene Hardacre and the team from the Church in the Westlands for identifying the need and getting the event going
- Another recent venture is the Afternoon Tea, which now has around 40 people attending each time. Our thanks to the team of people who provide the tea and refreshments, as well as those who arrange and provide transport, without which many would not be able to attend
- In May 2016 the coach trip to Llandudno proved to be a popular day out

There have been a number of special services and events over the past year:

- Rev Leslie Siu's ordination at St Giles church in June.
- A Holy Communion Service was held at St Pauls for the new Bishop of Lichfield, Michael Ipgrave, in September
- We are grateful to Irene Hardacre for her commitment to God's work at St Andrew's, her licence as Lay Reader has recently had its 5 year review and renewal.
- In April the Confirmation Service saw three young people affirm their faith
- St Peter's and St Andrew's celebrated the 43rd anniversary of our partnership with a united service on Sunday May 15th. We welcomed Robert Mountford, from CLASP – Churches Linked Across Staffordshire and the Potteries as the speaker.
- In July the Daleian Singers and Seabridge Junior School Choir performed popular songs and songs from musical theatre. All proceeds went to support the Youth and Children's Worker Fund
- Last summer we said goodbye to Joy Rulton, St Peters Minister, with Rev John Taylor taking over pastoral responsibility for St Peters & St Lukes.
- PCC members went to Lichfield churches PCC Day entitled 'Stepping up to shared Leadership' in Stone.
- Becky Loo led an accessibility training evening, which was well attended and provided good points for discussion.
- Riding Lights theatre group visited us in June for a Saturday night performance, where members of other local churches joined us, and sketches in the 10.30 worship. They were entertaining and thought provoking asking "What are the things that keep us prisoner? What does it mean to be free?"
- We celebrated Harvest with a lunch in St Andrews hall, monetary gifts to ZOE project for orphans in Zimbabwe.
- Members of our congregation have attended the Women's and Keswick Conventions.

- St Andrews was the venue for Exclaimed and Proclaimed (formerly the Keele Biblical Assembly) and for a Diocesan training event run by the reaching new generations team.
- The Puppet ministries team, as well as taking part in services in St Andrews and at Messy Church were also invited to St Chad's in Bagnall last June.

Our regular church prayer meetings continue each month. As part of a national initiative launched by the two archbishops, St Andrew's had a particular focus on prayer during the second week of May. The church was open during Sunday afternoon for people to come in and visit several prayer stations set up to help direct our praying.

A Men's group, for those who are working, has been set up as a fellowship group. The events so far have included: breakfasts, sports events, walk and meal; as well as joining events organised by Christian Vision for Men.

Regular groups meeting on the Church in the Westlands premises include: Knit Wits, Monday Group and Vintage Time.

We are grateful for all the work Becky Loo put into maintaining the Church in the Westlands website for a number of years. Our thanks now go to Ian Watts for taking this forward and creating a new website which is kept updated with the help of key users. The website gets between 20 and 100 visits a day, mostly from people using mobile devises, and the most frequent visits are to the notices and clergy pages. There is now a prayer wall and Blog as well as information about services, recorded sermons, what goes on and how to get in touch.

House groups have continued – we are very grateful to both leaders and hosts for enabling these to happen. 'Identity' courses were run in the spring and autumn to provide an introduction to the basics of the Christian faith. Central bible studies have also taken place completing the series on prayer; in Lent ; looking at issues of accessibility, disability & inclusion ; and using study of the book Dig Deeper' to develop skills in biblical interpretation.

We are always pleased to welcome newcomers to our services. The usual Sunday attendance for 2016 was 117 adults and 19 children.

Fabric report

The responsibility for the fabric and for the grounds falls onto the Business Committee and this has been yet another very busy year. There have been 6 business meetings this year: 8th May, 3rd July, 11th September, 12th November, 21st December and 17th March

The following tasks have been carried out;

1. The installation of a new wash basin in the lobby toilet in the Church and also a new work top. The wash basin is suitable for wheelchair access and we are arranging for disability- style taps to be fitted also.
2. In the Church Hall an installation of an escape landing is complete, subject to safety rails being fitted. The fitting of a rear emergency light is in hand. Also we hope to supply and fit a new overhead heater unit and radiant for the damaged unit. A new Frostsat heater is to be fitted in the Hall Kitchen.
3. The ventilation of the toilet corridor in the Church Hall.
4. A Fixed Wire Test has been completed and certificates issued for the whole of the Church and the Hall.

5. White lining on the car park renewed and a new disabled parking area has been created.
6. As part of the Quinquennial Survey the edging boards on the Church were replaced with white plastic boarding and also a number of cast-iron down spouts were replaced with plastic ones.
7. Plastic back sheet for the notice board installed. This was thanks to two generous donations.
8. The redecoration of the choir vestry. The walls and ceilings have been repainted. There has been a rearrangement of the robes storage and an addition of a filing cabinet and book case. This room can now be used for trailblazers and other group meetings. It is the intention to have installed two wall mounted electric heaters and also to replace the two existing ceiling light units with Category 2 lighting similar to those in the Parish Room.
9. The boiler house has been decluttered to comply with Health and Safety regulations
10. A fire drill in the Church Hall was carried out in June. Everyone was out in 1 minute 10 secs. Well done.
11. The installation of one set of blinds on the south side of the church to shield the congregation from the sun during morning service.

<u>To be considered and on-going works for 2017 [unless mentioned elsewhere.]</u>

1. Insulation of the organ loft, although we need to be assured that it will not affect the sound reception in the Church.
2. Replacement of oil with a gas-fired boiler, although this is in its very early stages. This needs to be integrated in the planning of the new Church Hall should it go ahead.

A meeting was held with the Diocesan Environmental Officer who gave advice to help with being more energy efficient. Issues to be considered:

1. Modern digital controls for the heating system. We are looking at revising and replacing the current manual control panel for the boiler.
2. The renewal of the thermostats throughout the Church.
3. We are looking at reducing the energy consumption of the lights in the Church. We believe we could save up to 50% of our current costs by using LED lighting.

In the Boiler House we intend to fit a new additional lighting unit.

We are investigating an appropriate repair of the terrazzo floor in the lobby.

We intend to have installed a new independent lighting ceiling switch for the central light unit in the parish room so that each unit is independently switched.

<u>Health and Safety.</u>

There was a Health and Safety Meeting last December in which all matters relating to Church safety were discussed: viz procedure at candlelit services, accident reporting, PAT testing of electrics, terrorist attacks, window protection.

Hall charges have been reviewed and left as they are.

<u>Church Lettings.</u>

There have been 5 lettings involving the Barbara Walton singers, The Newcastle Male Voice Choir and others, and the Ceramic City Choir. The gross income from this was £1442.We are grateful to Bob Baker for his dealing with these lettings.

Church Hall Lettings.

The total amount of church hall lettings this year has been approximately £3500 with four regular bookings: taekwondo, beavers/cubs, indoor bowls and guides. There have 18 occasional bookings e.g. children's parties. We are grateful to Chris Spicer for his management of the hall in such an efficient way.

Damage to the Building.

We have had 2 broken windows this year at a cost of about £400. In addition the bannister railing on the lobby exit steps has been damaged. It is in the process of being re-set at a cost of about £300. Litter is also an on-going problem and thanks are due to Sandra for her relentless pursuit in reducing this unsightly feature.

Boiler.

Thanks must go to Nick Beech for ensuring the efficient and regular operation of the boiler.

Church Grounds.

We are all indebted to the small group of volunteers who maintain the Church grounds and we are especially grateful to James Froggatt who cuts the lawns.

Thanks also go to Trevor Boston for the administration of the events notice board which provides a professional advertisement for the work of the church.

Last but certainly not least the Church is indebted to Bob Baker as Chairman of the Business Committee for all his hard work in leading this group.

Church Hall Refurbishment

A report was produced by the building development committee which was discussed initially by the regular PCC in September. Some 40 people attended an open meeting in November, in preparation for a final PCC discussion and decision in Jan 2017.
The committee's report considered several options which it did not feel able to recommend, and spelled out what it considered to be 3 feasible routes: 1) Minor refurbishments of the existing hall 2) A major £200,000+ refurbishment of the existing hall to secure its long-term viability 3) Continuing exploration of the feasibility of replacing the existing hall with an extension to the main church building, probably on the south side.

Initial discussions with planners had given positive indications both regarding the extension, and the potential sale of the old hall site for residential redevelopment. Local estate agents had indicated that this could yield perhaps around £150-200,000 of the likely £350,000+ cost of an extension

Those who spoke at the open meeting were almost all in favour of continuing to explore the feasibility of an extension. This indication of potential wider congregational support was important as the bulk of the resulting £200,000 or so costs would need to be raised from congregational giving. Though there were a variety of views expressed at the January PCC, a strong majority voted to commit £10,000 to engaging professional advice to explore further and produce an initial design both for the extension and for potential subsequent work to develop our facilities

Financial Review

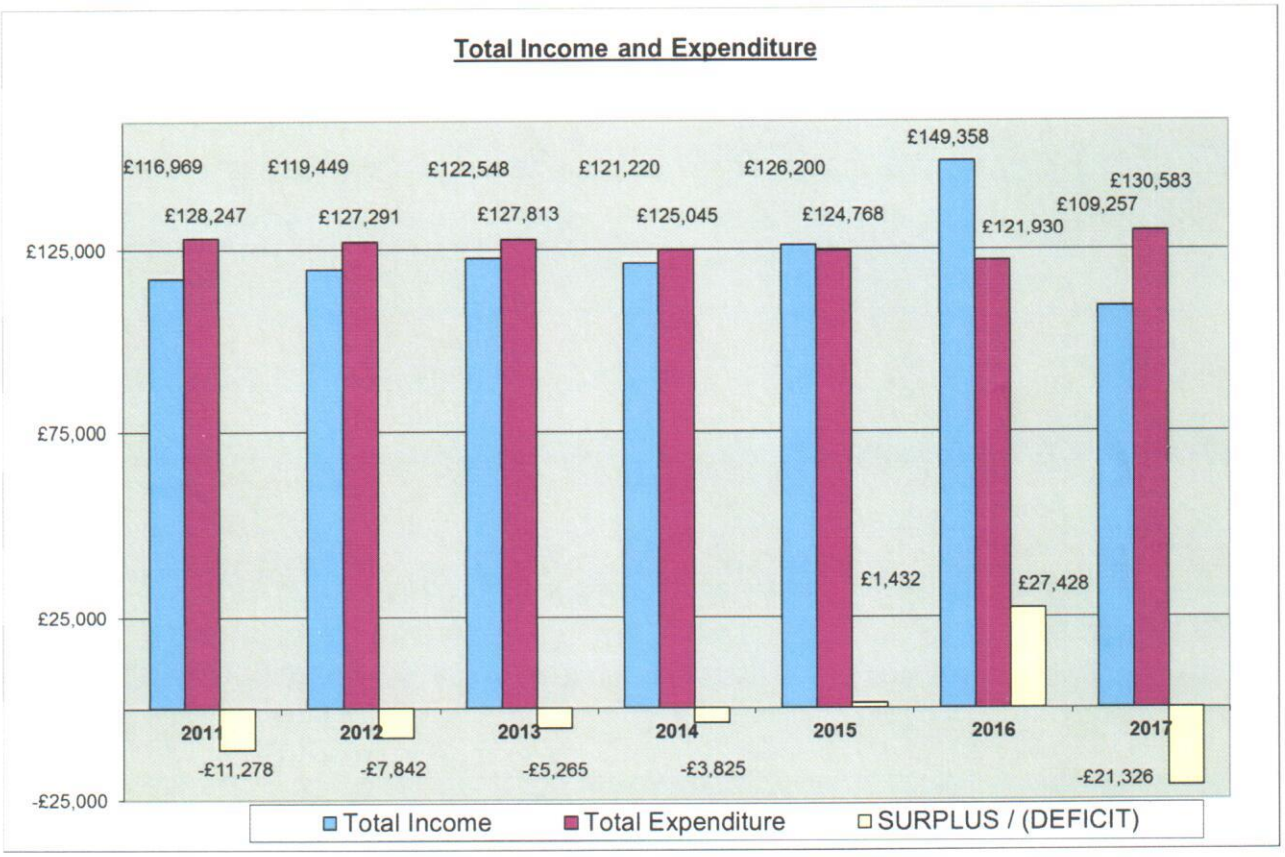
The financial accounts for 2016 are set out in their required form in the following pages. Although we have changed the applicable accounting standard used within the Statement of Recommended Practice (SORP) this has not led to any material changes in the presentation of the accounts.

Certain of our income and funds have been received for a specific object, for example the employment of our Youth and Children's Worker. Accordingly these amounts are categorised as *restricted funds* and may only be expended on the specific object for which they were given. Any balance remaining unspent at the end of each year must be carried forward as a balance on that fund and cannot be used for the Church's general use, unless agreed to in writing by the original donors. All other income and funds are categorised as *unrestricted funds* and are available for general use.

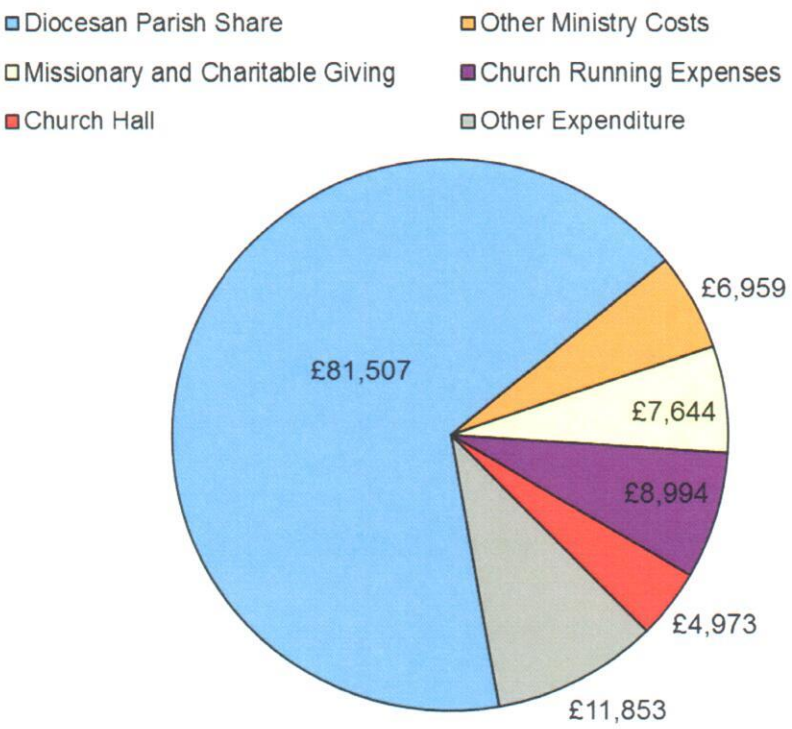
The accounts for the year show that before adjusting for the Gains on investment assets the PCC's income and endowments exceeded expenditure by £27,428 in respect of unrestricted funds (a surplus), with expenditure exceeding income and endowments by £8,965 for restricted funds (a deficit).

Without a legacy of £22,952 and a significant one off donation of £10,000 there would have been a deficit of £5,524 within unrestricted funds and we are back to the position of having to rely on one-off donations and our reserves to maintain current expenditure. Unrestricted reserves at the 31st December amount to £75,559.

The table below shows a continuing improvement, but with a significant element of one-off income in 2016 and one-off expenditure committed for 2017 it is anticipated that we will return to a significant deficit in 2017 and a continuing annual deficit thereafter of in excess of £9,300 per annum if other income and expenditure continue as expected in 2017.

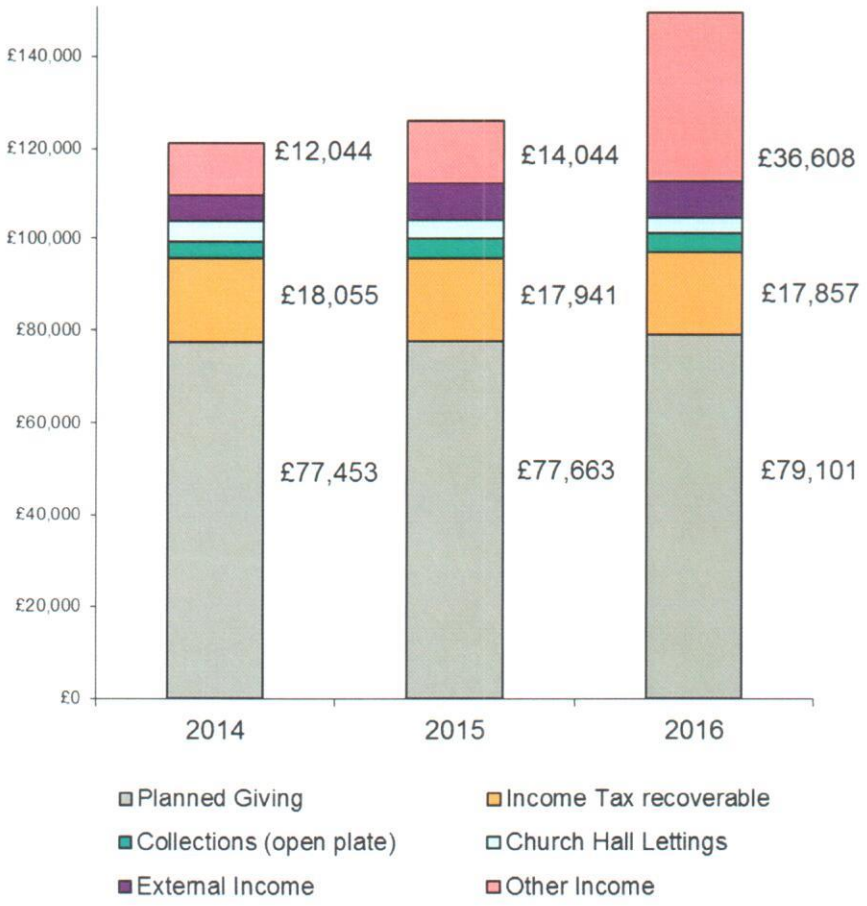


Unrestricted expenditure for 2016 has decreased by £2,838 whilst income has increased by £23,158. Without the one-off income in both 2015 and 2016, income would otherwise have decreased by £294. The pie chart below shows the breakdown of the unrestricted expenditure in 2016, which in total amounts to £121,930.



Church Running Expenses shows an increase on last year, possibly because of the timing of expenditure, whilst expenditure relating to the Church Hall and other expenditure have reduced, principally because of one-off expenditure in 2015. Other areas are broadly similar or reflect small increases where work has been funded by additional one-off income.

The increase in unrestricted income from 2015 to 2016 largely arises from the legacy and the significant one-off donation. It is encouraging, though, to see that Planned Giving has continued to increase. We thank God for this and pray for further improvement in regular giving, particularly as people's circumstances change, so as to enable the Church to plan to provide more resources in its Mission here in the Westlands and beyond.



The restricted funds at the end of 2016 now amount to £63,093 of which £52,131 relates to the Trust Fund from the sale of the former curate's house. The increase in the Trust Fund has arisen from the revaluation of the investment that has enabled this fund to be "topped up" by £5,209 at the end of the year. An informal request has been made to the Diocese to see if we can "bank" this revaluation element to protect it from any potential reductions in the value of our share in the future.

Of the remaining restricted funds, the major element is the fund held in respect of the Joint Youth Outreach Worker project, which amounted to £8,026 at the end of 2016. An appeal toward the latter end of 2016 was very encouraging, and we now have 34 regular givers, who, together with Gift Aid, are giving £19,400 per annum. This represents just over 79% of the current anticipated cost of £24,500, with an annual shortfall just over £5,000, and we are very grateful for all those who continue to give in whatever way to this work.

The detail set out in the table below (an extract from a more detailed document available on the Church website) shows that we are likely to be £2,100 short of funding the post to the end of 2018, with member funding potentially running out in July 2018.

The Church in the Westlands - Youth and Children's Worker

Cash Flow Forecast (based on actual position to end of December 2016)

			Projection		
	2015	2016	2017	2018	Total
	£	£		£	£
Balance b/f	21,827.56	12,838.40	8,026.49	2,957.39	
Income					
St A Reserves	0.00	0.00	0.00	0.00	0.00
Donations	270.00	2,670.00	0.00	0.00	34,022.85
Monthly Giving	10,939.40	12,221.38	14,305.00	14,305.00	111,008.25
Annual Giving	1,400.00	1,750.00	2,250.00	2,250.00	22,540.00
Gift Aid	1,988.75	2,638.75	2,852.50	2,852.50	33,334.79
External *	0.00	0.00	0.00	0.00	64,751.32
	14,598.15	19,280.13	19,407.50	19,407.50	265,657.21
Expenditure					
Salary	19,929.00	20,167.68	20,470.20	20,470.20	216,601.55
Employers NI & Pension	2,035.45	2,469.35	2,506.40	2,506.40	21,825.71
Expenses	1,551.66	1,414.02	1,500.00	1,500.00	15,314.56
Training	0.00	0.00	0.00	0.00	5,908.75
Equipment, Photocopying	71.20	0.00	0.00	0.00	4,194.05
Payroll	0.00	0.00	0.00	0.00	1,682.14
Payroll Incentive	0.00	0.00	0.00		-575.00
Advertising	0.00	40.99	0.00	0.00	2,817.15
	23,587.31	24,092.04	24,476.60	24,476.60	267,768.91
Balance c/f	12,838.40	8,026.49	2,957.39	-2,111.70	

Reserves Policy

In recent years it has become custom and practice for the PCC to monitor the level of unrestricted reserves to be held in line with the following guidelines:

- The first element of Unrestricted Reserves be set aside to cover two months of day to day routine expenditure
- The second element of Unrestricted Reserves be set aside to provide a contribution of £5,000 for each year since the last quinquennial survey to meet any consequent repairs from the next inspection
- Any element above that to be used for developing the work of the Church in the local area

To cover the first two elements of the policy would require unrestricted reserves amounting to approximately £25,300 at the end of 2016, leaving £50,359 towards developing the work of the Church. However, with the future year on year financial position expected to be below break-even, there are clearly difficulties in contributing the second element to reserves in future years. It would therefore be imprudent to spend too much of the remaining unrestricted reserves, as we risk leaving insufficient reserves to cover either our future maintenance needs or our day to day expenditure. The PCC has already committed up to £12,242 of its reserves, which would leave £38,117 if used in full.

The PCC will therefore need careful reflection, as part of its duty as trustees of the charity, before utilising any significant elements of the reserves in the future until the annual financial situation improves.

Report approved by the Parochial Church Council at its meeting on 27 March 2017 and signed on its behalf by Revd Andrew Dawswell (PCC Chairman)

Independent Examiner's report to the trustees of St. Andrew's in the Westlands Parochial Church Council

I report on the accounts of St. Andrew's Church in the Westlands for the year ended 31st December 2016, which are set out on pages 16 to 27.

Respective responsibilities of trustees and examiner

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

It is my responsibility to

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

Basis of independent examiner's report

My examination was carried out in accordance with the General Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from the management committee concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in a full audit, and consequently I do not express an audit opinion on the accounts.

Independent examiner's statement

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

(1) which gives me reasonable cause to believe that in any material respect the requirements:
   - to keep accounting records in accordance with section 130 of the 2011 Act; and
   - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Act

   have not been met ; or

(2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Peter Walley FCA
Willow Lodge,
190 Seabridge Lane,
Newcastle-under-Lyme,
Staffordshire,
ST5 3LS

28 th March 2017

ST ANDREWS IN THE WESTLANDS PAROCHIAL CHURCH COUNCIL

STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 DECEMBER 2016

		Unrestricted Funds	Restricted Funds	TOTAL FUNDS 2016	2015
Income and Endowments	**Note**	£	£	£	£
Voluntary Income	**2a**	138,079	21,125	159,204	130,052
Activities for Generating Funds	**2b**	-	1,248	1,248	1,070
Income from Investments	**2c**	1,713	-	1,713	2,004
Church Activities	**2d**	9,566	135	9,701	12,364
Other incoming resources	**2e**	-	-	-	-
Total Income		149,358	22,508	171,866	145,490
Expenditure					
Costs of generating voluntary income	**3b**	213	-	213	270
Fund-raising trading costs	**3c**	-	41	41	-
Church Activities	**3a**	121,717	31,432	153,149	151,284
Total Expenditure		121,930	31,473	153,403	151,554
Net Income / (Expenditure)		27,428	(8,965)	18,463	(6,064)
Gains/(Losses) on investment assets	**5b**	-	5,209	5,209	630
Net Movement in Funds		27,428	(3,756)	23,672	(5,434)
Balances Brought Forward at 1 January		48,131	66,849	114,980	120,414
Balances Carried Forward at 31 December		75,559	63,093	138,652	114,980

The comparable Statement of Financial Activities for the year ended 31 December 2015, split between type of Fund, is set out on page 17 and this together with the notes on pages 19 to 27 form part of this account

ST ANDREWS IN THE WESTLANDS PAROCHIAL CHURCH COUNCIL

STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 DECEMBER 2015

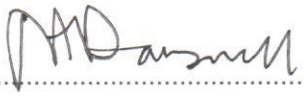
	Unrestricted Funds	Restricted Funds	TOTAL 2015
Income and Endowments	£	£	£
Voluntary Income	112,101	17,951	130,052
Activities for Generating Funds	-	1,070	1,070
Income from Investments	2,004	-	2,004
Church Activities	12,095	269	12,364
Other incoming resources	-	-	-
Total Income	126,200	19,290	145,490
Expenditure			
Costs of generating voluntary income	270	-	270
Fund-raising trading costs	-	-	-
Church Activities	124,498	26,786	151,284
Total Expenditure	124,768	26,786	151,554
Net Income / (Expenditure)	1,432	(7,496)	(6,064)
Gains/(Losses) on investment assets	-	630	630
Net Movement in Funds	1,432	(6,866)	(5,434)
Balances Brought Forward at 1 January	46,699	73,715	120,414
Balances Carried Forward at 31 December	48,131	66,849	114,980

ST ANDREWS IN THE WESTLANDS PAROCHIAL CHURCH COUNCIL

BALANCE SHEET AS AT 31 DECEMBER 2016

	Note	Unrestricted Funds £	Restricted Funds £	TOTAL FUNDS 2016 £	2015 £
Fixed Assets					
Tangible	5a	-	-	-	-
Investments	5b	-	52,131	52,131	46,922
		-	52,131	52,131	46,922
Current Assets					
Debtors	6	4,474	701	5,175	6,223
Short Term Deposits		38,893	11,107	50,000	50,000
Cash at Bank and in Hand		34,736	-	34,736	15,406
		78,103	11,808	89,911	71,629
Liabilities					
Creditors - amounts falling due in one year	7	2,544	846	3,390	3,571
Net Current Assets / (Liabilities)		75,559	10,962	86,521	68,058
Total assets less current liabilities		75,559	63,093	138,652	114,980
Creditors - amounts falling due after one year		-	-	-	-
Total net assets		75,559	63,093	138,652	114,980
Parish Funds					
Unrestricted	9	75,559	-	75,559	48,131
Restricted	8	-	63,093	63,093	66,849
		75,559	63,093	138,652	114,980

Approved by the Parochial Church Council on 27 March 2017 and signed on its behalf by Revd Andrew Dawswell (PCC Chairman)



The notes on pages 17 and 19 to 27 form part of these accounts

ST ANDREWS IN THE WESTLANDS PAROCHIAL CHURCH COUNCIL

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 DECEMBER 2016

1 ACCOUNTING POLICIES

The financial statements have been prepared in accordance with the Statement of Recommended Practice for Charities (SORP) and applicable accounting standards (FRS102)

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

Cashflow Statement

The Charity has taken advantage of the exemption in FRS102 from the requirement to produce a Cash flow statement on the grounds that the income does not exceed £500,000.

Funds

Restricted funds represent (a) income from trusts or endowments which may be expended only on those restricted objects provided in the terms of the trust or bequest, and (b) donations or grants received for a specific object or invited by the PCC for a specific object. The funds may only be expended on the specific object for which they were given. Any balance remaining unspent at the end of each year must be carried forward as a balance on that fund. The PCC does not invest separately for each fund and because of its materiality and difficulty in undertaking the exercise interest is not apportioned to each individual fund.

Unrestricted funds are income funds which are to be used for PCC general purposes

Income and Endowments

Planned giving, collections and donations are recognised when received. *Tax refunds* are recognised when the incoming resource to which they relate is received. *Grants and legacies* are accounted for when the PCC is legally entitled to the amounts due. *Interest* is accrued. All *other income* is recognised when it is receivable. All incoming resources are accounted for gross, with the exception of income shared with St. Peter's Church, our ecumenical partner, where only the element relating to St. Andrew's is recorded.

Expenditure

Grants and donations are accounted for when paid over, or when awarded, if that award creates a binding or constructive obligation on the PCC. *The diocesan parish share* is accounted for when due. Amounts received specifically for *mission* are dealt with as restricted funds, as are amounts received specifically to fund the *Youth Outreach Worker*. All *other expenditure* is generally recognised when it is incurred and is accounted for gross with the exception of expenditure shared with St. Peter's Church, our ecumenical partner, where only the element relating to St. Andrew's is recorded.

Fixed Assets

Consecrated and beneficed property is not included in the accounts in accordance with s.10(2)(a) of the Charities Act 2011.

Moveable church furnishings held by the Vicar and Churchwardens on special trust for the PCC, and which require a faculty for disposal are inalienable property, listed in the Church's Inventory, which can be inspected (at any reasonable time). All inalienable property assets are not valued in the financial statements and as such expenditure on any acquisitions are written off when incurred.

Individual items of *equipment* used within the church premises are also written off when the asset is acquired.

Investments are valued at market value at 31 December

ST ANDREWS IN THE WESTLANDS PAROCHIAL CHURCH COUNCIL

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 DECEMBER 2016

	Note	Unrestricted Funds £	Restricted Funds £	TOTAL FUNDS 2016 £	2015 £
2 INCOME AND ENDOWMENTS					
2a Voluntary Income					
Planned giving:					
Eligible for Gift Aid	10	71,623	8,830	80,453	78,881
Tax recoverable	10	17,857	2,208	20,065	20,962
Other	10	7,478	5,141	12,619	10,521
Collections (open plate)	11	4,133	351	4,484	5,185
Grants	12	1,452	750	2,202	2,072
Gift Day		-	-	-	-
Other Donations, appeals etc.	13	12,584	3,845	16,429	12,431
Legacies		22,952	-	22,952	-
		138,079	21,125	159,204	130,052
2b Activities for Generating Funds					
Fund-raising (coffee mornings etc.)	14	-	1,248	1,248	1,070
Sale of pens, cards etc		-	-	-	-
		-	1,248	1,248	1,070
2c Income from Investments					
Interest from CBF Investment Account		1,518	-	1,518	1,793
Interest from CBF Deposit Account		-	-	-	-
Interest from Bank Accounts		195	-	195	211
		1,713	-	1,713	2,004
2d Income from Church Activities					
Church Hall Lettings		3,308	-	3,308	3,768
PCC Fees	15	3,207	-	3,207	5,290
Photocopier & Telephone Refund	16	-	-	-	-
Training, Development & Nurture	17	1,607	135	1,742	2,184
Use of Church & Parish Room		1,364	-	1,364	1,057
Other income		80		80	65
		9,566	135	9,701	12,364
2e Other income		-	-	-	-
Total Income and Endowments		149,358	22,508	171,866	145,490

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 DECEMBER 2016

	Note	Unrestricted Funds £	Restricted Funds £	TOTAL FUNDS 2016 £	2015 £
3 EXPENDITURE					
3a Church Activities					
Missionary and charitable giving:	**18**				
Church overseas:					
Missionary societies		4,062	-	4,062	5,223
Relief and development agencies		820	1,242	2,062	1,784
Home missions and other Church Societi		2,762	14	2,776	2,406
Secular Charities		-	425	425	467
		7,644	1,681	9,325	9,880
Ministry					
Diocesan Parish Share		81,507	-	81,507	80,900
Other Ministry Costs	**19**	6,959	-	6,959	6,330
Church Running Expenses	**20**	8,994	570	9,564	7,453
Church Maintenance	**21**	2,670	3,130	5,800	6,049
Upkeep of services	**22**	4,373	338	4,711	4,611
Upkeep of church grounds		588	-	588	1,893
Expenditure on Link		850	-	850	572
Training, development & nurture	**17**	1,569	25,713	27,282	26,051
Church Hall		4,973	-	4,973	6,078
Printing, stationery and office expenses		1,590	-	1,590	1,467
		121,717	31,432	153,149	151,284
3b Generation of voluntary income					
Cost of Stewardship		213	-	213	270
		213	-	213	270
3c Fund-raising costs		-	41	41	-
Total Expenditure		121,930	31,473	153,403	151,554

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 DECEMBER 2016

	Note	Unrestricted Funds £	Restricted Funds £	TOTAL FUNDS 2016 £	TOTAL FUNDS 2015 £
4a STAFF COSTS					
Gross Wages and salaries		6,294	20,168	26,462	26,190
National Insurance Costs		-	1,663	1,663	1,636
Pension Costs		147	807	954	460
		6,441	22,638	29,079	28,286

During the year the PCC employed a secretary and church cleaner (both part-time) and the PCC also paid the Church in the Westlands Childrens and Youth Worker from a Restricted Fund. The cost of the cleaner is divided equally between the Church and the Church Hall.

4b PAYMENTS TO PCC MEMBERS

There were no payments to PCC members during 2016, other than for the reimbursement of purchases made on behalf of the Church. No PCC member, persons closely connected to them or related parties received remuneration, benefit or reimbursement of travelling or other expenses .

	Note	Unrestricted Funds £	Restricted Funds £	TOTAL FUNDS 2016 £	TOTAL FUNDS 2015 £
5 FIXED ASSETS					
5a Tangible		None	None	None	None
5b Investments					
Market value - 1 January		-	46,922	46,922	46,292
Disposal at carrying value		-	-	-	-
Purchases at cost		-	-	-	-
Gain / (loss) on annual revaluation		-	5,209	5,209	630
		-	52,131	52,131	46,922

The holding at 31 December 2016 was 3466.86 units in the Church of England's Central Board of Finance Investment Fund

ST ANDREWS IN THE WESTLANDS PAROCHIAL CHURCH COUNCIL

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 DECEMBER 2016

	Note	Unrestricted Funds £	Restricted Funds £	TOTAL FUNDS 2016 £	2015 £
6 DEBTORS					
Income tax recoverable		4,439	701	5,140	5,577
Interest		35	-	35	50
Owed by others		-	-	-	46
Payments in advance		-	-	-	550
		4,474	701	5,175	6,223
7 SUNDRY CREDITORS					
Organist		1,631	448	2,079	2,169
Choir		-	398	398	376
Owed to Diocese re Payroll		228	-	228	491
Owed to St. Peter's		52		52	45
Other		633	-	633	490
		2,544	846	3,390	3,571

	Opening Balance £	Income £	Expenditure £	Transfers £	Closing Balance £
8 RESTRICTED FUNDS					
Missionary & Charitable Giving	-	1,681	1,681	-	-
The Puppet Ministry	21	60	40	-	41
Youth Outreach Worker	12,839	19,279	24,092	-	8,026
Flower Fund	2,196	509	570	-	2,135
Church Fabric	3,311	-	3,130	-	181
Bibles	53	-	53	-	-
Messy Church	452	229	361	-	320
Blaze Equipment	1,055	750	1,546	-	259
Trust Fund	46,922	5,209	-	-	52,131
	66,849	27,717	31,473	-	63,093

The Trust Fund restricted fund is the capital element from the sale of a former curate's house, which can only be utilised by the PCC if permission is granted by the Diocesan Trustees. This is currently invested in the Church of England's Central Board of Finance Investment Fund and the income / interest from the investment (as opposed to the gain / loss on valuation, which is shown as income / expenditure above) is unrestricted funds and as such is paid directly into the Church's bank account and utilised by the PCC for general purposes.

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 DECEMBER 2016

9 UNRESTRICTED FUNDS

Up to £1,600 of the Unrestricted fund balances were earmarked for the purchase of a new cooker in the Church Hall and £642 was earmarked for additional blinds in the Church. Subsequently, the PCC has also given approval for up to £10,000 of the Unrestricted Fund balances to be set aside for professional fees to progress the development of the Church premises

10 PLANNED GIVING

The restricted element relates to planned giving in respect of the Youth Outreach Worker

11 PLATE COLLECTIONS

The restricted element comprises the following:	£
Remembrance Sunday to Service Charities	330
Christingle Offering	21
	351

12 GRANTS

Two grants totalling £750 were received during the year from the Chester and Stoke-on-Trent Methodist District towards equipment for the Blaze Youth Group (restricted purposes). The unrestricted element of £1,452 represents contributions from the Gift Aid Small Donation Scheme

13 DONATIONS, APPEALS ETC.

The restricted element comprises the following:	£
Missionary and Charitable Giving	82
Puppet Ministry	60
Flower Fund	509
Messy Church	93
Youth Outreach Worker	3,101
	3,845

These include the Tax recoverable on Gift Aid donations where relevant

14 FUND RAISING

These comprise the following:	£
Tearfund Fare	1,153
Action Aid	95
	1,248

15 PCC FEES

PCC Fees for Weddings and Funerals etc. do not include those fees paid to the Diocese (to help pay Clergy Stipends) or to the Organist and Verger as the Church only acts as agent in collecting and passing on these fees.

16 PHOTOCOPIER AND TELEPHONE REFUND

The PCC pays part of the cost of its photocopying to the Church in the Westlands Ecumenical Photocopier account as with any other organisation using that facility. In the past both churches have benefitted from a refund if the Ecumenical Executive believes the balance in the photocopying account is too high and this is recorded as income in the accounts.

17 TRAINING, DEVELOPMENT AND NURTURE

	Incoming Resources	Resources Expended
This comprises the following:	£	£
Youth Outreach Worker		24,051
Work with Children and Young People	101	1,848
Bereavement Care	-	67
Messy Church (inc. Teddy Bear's Picnic)	135	361
Materials for Groups	289	359
Rememberance Book	15	22
Refreshments	1,202	104
Moving up Books for Schools & Gifts	-	235
External Training of Volunteers	-	110
Pastoral Work	-	62
Outreach work	-	63
	1,742	27,282

18 MISSIONARY AND CHARITABLE GIVING

	Note	Unrestricted Funds £	Restricted Funds £	TOTAL FUNDS 2016 £	2015 £
Church Overseas - Missionary Societies					
Bible Society		820	-	820	1,000
Church Missionary Society		42	-	42	3,223
Church's Ministry among the Jews		-	-	-	500
Barnabas Fund		-	-	-	500
The McKnights Mission Partners		3,200	-	3,200	-
		4,062	-	4,062	5,223

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 DECEMBER 2016

	Note	Unrestricted Funds £	Restricted Funds £	TOTAL FUNDS 2016 £	2015 £
18 MISSIONARY AND CHARITABLE GIVING continued					
Church Overseas - Relief and Development Agencies					
Tearfund		820	1,235	2,055	1,770
Samaritan's Purse		-	7	7	14
		820	1,242	2,062	1,784
Home Missions and Other Church Societies					
Childrens' Society		-	7	7	514
Action for Children		-	7	7	14
Church Pastoral Aid Society		-	-	-	500
Gideons International		820	-	820	500
Churches Together in Newcastle Town		35	-	35	35
Deanery Synod			-	-	-
Explained and Proclaimed		25	-	25	20
Simeons Trustees		100	-	100	100
Scripture Union		820	-	820	500
UCCF		820	-	820	100
Bishop's Ordination Candidates Fund		42	-	42	23
Vicar's Discretionary Fund		100	-	100	100
		2,762	14	2,776	2,406
Secular Charities					
Action Aid		-	95	95	56
Poppy Fund Appeal		-	110	110	137
SSAFA		-	110	110	137
Combatt Stress		-	110	110	137
		-	425	425	467
Total Missionary and Charitable Giving		7,644	1,681	9,325	9,880

The following has also passed through the Church's books, by virtue of the Church acting as agent and this is not reflected in the Church accounts.

Bishop's Lent Appeal		-	115	115	27
Street Chaplains			-	-	236
		-	115	115	263

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 DECEMBER 2016

	Note	Unrestricted Funds £	Restricted Funds £	TOTAL FUNDS 2016 £	2015 £
19 OTHER MINISTRY COSTS					
Visiting Clergy Expenses		341	-	341	494
Vicarage costs		250	-	250	250
Vicar's secretary	4a	3,840	-	3,840	3,717
Working expenses of incumbent		1,243	-	1,243	1,359
Working Expenses of curate		1,050		1,050	510
External Training of Staff		235	-	235	-
		6,959	-	6,959	6,330

£250 of the payments in respect of the Vicarage represent a contribution to the Diocesan Redecoration fund and as such does not necessarily mean that work is undertaken during the year.

20 CHURCH RUNNING EXPENSES					
These comprise the following:					
Electricity		1,387	-	1,387	1,286
Heating Oil		4,357	-	4,357	2,511
Water		109	-	109	80
Cleaner	4a	1,301	-	1,301	1,302
Cleaning Materials		84	-	84	38
Insurance		1,756	-	1,756	1,728
Flowers		-	570	570	508
		8,994	570	9,564	7,453
21 CHURCH MAINTENANCE					
Routine Maintenance		1,134	-	1,134	3,174
Major Maintenance					
Quinquennial Repairs & Survey		-	3,130	3,130	2,011
Organ Repairs & Tuning		886	-	886	679
Bolier Repairs		239	-	239	185
Window Repairs		411	-	411	-
		2,670	3,130	5,800	6,049
22 UPKEEP OF SERVICES					
Organist		3,268	-	3,268	2,770
Christian Copyright Licence		313	338	651	309
Music / Choir		-	-	-	38
Sound System Consumables		398	-	398	23
Communion		231	-	231	200
Service Books / Prayer Resources		-	-	-	285
Other		163	-	163	986
		4,373	338	4,711	4,611