

**INDEPENDENT EXAMINER'S REPORT
TO THE PCC OF PANGBOURNE WITH TIDMARSH AND SULHAM**

I report on the accounts of the PCC of Pangbourne with Tidmarsh and Sulham for the year ended **31 December 2018**.

Respective responsibilities of trustees and examiner

The PCC of Pangbourne with Tidmarsh and Sulham are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to

- i. Examine the accounts under section 145 of the 2011 Act
- ii. Follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5) (b) of the 2011 Act; and
- iii. State whether particular matters have come to my attention

Basis of the 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 you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

Independent examiner's statement

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; or
 - to prepare accounts which accord with these accounting records have not been met; or
2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

D W Norris

**D W Norris
The Grange
North Street
Theale
Reading RG7 5EX**

Dated *15th March*2019

PCC of Pangbourne with Tidmarsh & Sulham

Statement of Financial Activities for the year ending 31st December 2018

		Unrestricted funds	Restricted funds	Endowment funds	Total funds	Prior year total funds
		£	£	£	£	£
Income and endowments from:						
Donations and legacies	note 2(a)	83,949	431	—	84,380	88,498
Income from charitable activities	note 2(b)	6,317	260	—	6,577	14,161
Other trading activities	note 2(c)	4,499	15	—	4,514	9,379
Investments	note 2(d)	1	1,551	2,724	4,276	2,858
Other income	note 2(e)	274	—	—	274	—
Total income		95,041	2,257	2,724	100,022	114,897
Expenditure on:						
Raising funds	note 3(a)	—	—	—	—	167
Expenditure on charitable activities	note 3(b)	106,436	4,026	650	111,112	125,755
Other expenditure	note 3(c)	28	4,103	—	4,130	9,877
Total expenditure		106,464	8,129	650	115,243	135,798
Gains / losses on investment assets		542	—	(1,232)	(691)	—
Net income / (expenditure) resources before transfer		(10,881)	(5,872)	842	(15,911)	(20,901)
Transfers						
Gross transfers between funds - in		—	55	—	55	—
Gross transfers between funds - out		(55)	—	—	(55)	—
Net movement in funds		(10,936)	(5,817)	842	(15,911)	(20,901)
Total funds brought forward		51,362	60,676	98,581	210,619	231,519
Total funds carried forward	note 5(a,b,c)	40,426	54,859	99,423	194,707	210,619

Balance sheet

		Total funds	Prior year funds
		£	£
Fixed assets			
Intangible assets	note 6(a)	1,020	1,980
Investments	note 6(b)	80,936	82,169
		81,956	84,149
Current assets			
Debtors	note 6(c)	9,616	10,420
Investments	note 6(d)	90,542	90,000
Cash at bank and in hand	note 6(e)	17,753	32,599
		117,911	133,019
Liabilities			
Creditors: Amounts falling due in one year	note 6(f)	5,160	6,549
		5,160	6,549
Net current assets less current liabilities		112,751	126,470
Total assets less current liabilities		194,707	210,619
Total net assets less liabilities		194,707	210,619
Represented by			
Unrestricted funds		40,425	51,361
Restricted funds		54,858	60,677
Endowment funds		99,424	98,581
Funds of the church		194,707	210,619

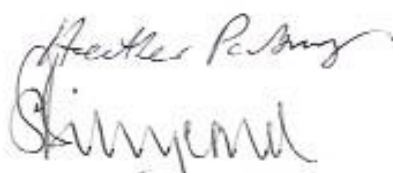
Signed by two trustees on behalf of all trustees

Reverend Heather Parbury (Rector)

Stephen Billyeald (Treasurer)

Date of Approval

13-3-2019.



NOTES TO THE FINANCIAL STATEMENTS

1. ACCOUNTING POLICIES

Basis of financial statements

The financial statements have been prepared in accordance with the *Church Accounting Regulations 2006*, together with applicable accounting standards and *Accounting and Reporting by Charities – Statement of Recommended Practice (SORP 2005)*.

The financial statements have been prepared under the historical cost convention except for the valuation of investment assets, which are shown at market value. The financial statements include all transactions, assets and liabilities for which the PCC is responsible in law. They do not include the accounts of church groups that owe their main affiliation to another body or those that are informal gatherings of church members.

Fund accounting

Endowment funds are funds, the capital of which must be maintained; only income arising from investment of the endowment may be used either as restricted or unrestricted funds depending upon the purpose for which the endowment was established.

Restricted funds comprise (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 usually invest separately for each fund. Where there is no separate investment, interest is apportioned to individual funds on an average balance basis.

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

Incoming resources

Voluntary income and capital resources

Planned giving, collections and similar donations are recognised when received. Tax refunds are recognised when the incoming resource to which they relate is received. Grants and legacies to the PCC are accounted for when the PCC is entitled to the use of the resources, their ultimate receipt is considered reasonably certain and the amounts due are reliably quantifiable.

Funds raised by fetes and similar events, and sales of books and magazines from the church bookstall are accounted for gross.

Gifts in kind for sale or distribution are included in the accounts only when sold or distributed by the PCC. Gifts in kind are accounted for at a reasonable estimate of their value to the PCC or the amount actually realised.

Gifts in kind for use by the PCC are included as incoming resources when receivable.

Intangible income (e.g. donated facilities) is only included in incoming resources (with an equivalent amount in resources expended) where another party is bearing the financial cost of the resources supplied and the benefit is quantifiable, receivable and material. Intangible income is valued at the lower of the cost borne by the party bearing the cost and a reasonable estimate of the value of the donation to the PCC.

The value of any voluntary help received is not included in the accounts but is described in the annual report.

Income from investments

Dividends are accounted for when declared receivable. Interest entitlements are accounted for as they accrue. Tax recoverable on such income is recognised in the same accounting period/year.

Gains and losses on investments

Realised gains and losses are recognised when investments are sold.

Unrealised gains or losses are accounted for on revaluation of investments at the balance sheet date.

Outgoing Resources

Grants

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

Activities directly relating to the work of the Church

The diocesan parish share is accounted for on a full accruals basis. Any parish share unpaid at the balance sheet date is provided for in these accounts as an operational (though not a legal) liability and is shown as a creditor in the balance sheet.

Fees for examining the accounts

No fees have been paid to the independent examiner, this year or last, either for reporting on the accounts, or for other advice or consultancy.

Fixed assets

Consecrated property and moveable church furnishings

Consecrated and benefice property of any kind is excluded from the accounts by s.10(2)(a) and (c) of the Charities Act 2011.

Moveable church furnishings held by the Rector and Churchwardens on special trust for the PCC, and which require a faculty for disposal, are accounted for as inalienable property unless consecrated. They are listed in the church's inventory which can be inspected (at any reasonable time). For inalienable property acquired prior to 2000, there is insufficient cost information available and therefore such assets are not valued in the accounts. Items acquired since 1st January 2000 have been capitalised and depreciated in the accounts over their currently anticipated useful economic life (either five or ten years) on a straight-line basis.

Other fixtures, fittings and office equipment

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

Investments

Investments are valued at market value on the balance sheet date.

Current assets

Amounts owing to the PCC at the balance sheet date in respect of fees, rents or other income are shown as debtors, less provision for amounts that may prove uncollectable.

Short-term deposits include cash held on deposit either with the CBF Church of England Funds or with the PCC's bankers.

Stocks and work in progress are valued at the lower of cost or market value.

Change in basis

There has been no change to the accounting policies (valuation rules and methods of accounting) since last year.

Changes to previous accounts

No changes have been made to accounts for previous years.

2. INCOME

	Unrestricted	Designated	Restricted	Endowment	Total	
					This year	Last year
2(a) Donations and legacies	£	£	£	£	£	£
Gift Aid - Bank	41,215	—	—	—	41,215	37,278
Gift Aid - Envelopes	9,523	—	—	—	9,523	8,882
Other planned giving	819	—	—	—	819	632
Loose plate collections	6,943	—	—	—	6,943	7,556
Giving through church boxes	1,265	—	—	—	1,265	—
One-off Gift Aid gifts	1,617	—	—	—	1,617	4,177
One-off donations	4,389	—	865	—	5,254	—
Donations appeals etc	1,184	—	—	—	1,184	9,130
Tax recoverable on Gift Aid	15,495	—	(434)	—	15,061	14,422
Legacies	—	—	—	—	—	2,000
Recurring grants	25	—	—	—	25	—
Non-recurring one-off grants	500	—	—	—	500	—
Other funds generated	973	—	—	—	973	4,423
Total	83,949	—	431	—	84,380	88,498
2(b) Income from charitable activities						
Fees for weddings	2,354	—	110	—	2,464	5,864
Fees for funerals	3,936	—	60	—	3,996	8,297
Bookstall sales	27	—	90	—	117	—
Total	6,317	—	260	—	6,577	14,161
2(c) Other trading activities						
Fundraising Events	4,099	—	15	—	4,114	8,978
Coffee Receipts	400	—	—	—	400	402
Total	4,499	—	15	—	4,514	9,379
2(d) Investments						
Income from Trusts	—	—	—	2,724	2,724	2,666
Bank and building society interest	1	0	1,551	—	1,552	192
Total	1	0	1,551	2,724	4,276	2,858
2(e) Other income						
Insurance claims	274	—	—	—	274	—
Total	274	—	—	—	274	—
INCOME TOTAL	95,040	—	2,257	2,724	100,022	114,897

3. EXPENDITURE

		Unrestricted	Designated	Restricted	Endowment	Total This year	Last year
3(a) Raising funds							
Costs of fetes & other events		—	—	—	—	—	167
	Total	—	—	—	—	—	167
3(b) Expenditure on charitable activities							
Giving to missionary societies		1,082	—	—	—	1,082	—
Giving - relief and development agencies		—	—	—	—	—	1,647
Giving to UK Charities		1,589	—	—	—	1,589	1,402
Secular charities		252	—	—	—	252	630
Mission Other		699	—	—	—	699	1,095
Ministry parish share etc		68,276	—	—	—	68,276	68,826
Organists		2,530	—	—	—	2,530	2,430
Clergy Duty Fees		2,331	—	—	—	2,331	4,001
Wedding Disbursements		210	—	—	—	210	1,473
Funeral Disbursements		420	—	—	—	420	910
Salary of parish administrator		5,006	—	—	—	5,006	3,720
Working expenses of incumbent		567	—	—	—	567	1,010
Vicar's telephone		516	—	—	—	516	—
Church running - insurance		7,225	—	—	—	7,225	7,237
Church office - telephone		30	—	—	—	30	—
Organ / piano tuning		355	—	419	—	774	964
Church maintenance		2,467	—	—	—	2,467	1,886
Upkeep of services		353	—	—	—	353	2,704
Flower expenses		—	—	2,137	—	2,137	—
Upkeep of churchyard		2,745	—	—	650	3,395	2,647
Administration		2,248	—	—	—	2,248	2,624
Church Office Rent		959	—	—	—	959	808
Subscriptions and Levies		403	—	—	—	403	1,035
Church running - electric		1,934	—	—	—	1,934	(1,098)
Church running - gas		1,763	—	—	—	1,763	1,550
Church running - water		64	—	—	—	64	143
Church major repairs - structure		1,368	—	—	—	1,368	2,500
Church major repairs - installation		1,044	—	—	—	1,044	—
Anniversary Project		—	—	1,470	—	1,470	15,612
	Total	106,436	—	4,026	650	111,112	125,755
3(c) Other expenditure							
Other Expenses	see note 5(b)	28	—	4,103	—	4,130	9,877
	Total	28	—	4,103	—	4,130	9,877
EXPENDITURE TOTAL		106,464	—	8,129	650	115,243	135,798
GRAND TOTAL		(11,423)	---	(5,872)	2,074	(15,221)	(20,901)

4. PAYMENTS TO STAFF & PCC MEMBERS

(a) STAFF COSTS	2019	2018
	£	£
Wages & salaries	6,506	6,150

(b) PAYMENTS TO PCC MEMBERS

As the parish organist Mrs Wilma Grant, who is a member of the PCC, was paid £1,500 during the year. As parish administrator Mrs Vanessa Saunders, who is a member of the PCC, was paid £5,006. A small immaterial portion of expenses paid to the Rector might have related to her services as Chairman of the PCC.

5. ANALYSIS OF FUNDS

	Opening	Incoming	Outgoing	Transfers	Gains/losses	Closing
5(a) Unrestricted Funds						
General fund	14,524	95,040	106,464	(55)	542	3,588
St James Legacies	19,226	—	—	—	—	19,226
St James AV Equipment	2,011	—	—	—	—	2,011
St Laurence Legacies	14,934	—	—	—	—	14,934
St Nicholas Flowers	515	—	—	—	—	515
St Nicholas Ramp	151	—	—	—	—	151
Total Unrestricted funds	51,361	95,040	106,464	(55)	542	40,425
5(b) Restricted Funds						
St James						
Anniversary Project	3,216	353	1,470	—	—	2,099
Bells	4,270	167	—	35	—	4,472
Choir	1,215	35	—	—	—	1,249
Flowers	36,661	1,045	2,137	—	—	35,569
Organ	2,516	452	419	20	—	2,568
Pangbourne Flood *	4,103	—	4,103	—	—	—
Textiles	373	—	—	—	—	373
St Laurence						
Furnishings	413	—	—	—	—	413
Tidmarsh Magazine	222	—	—	—	—	222
St Nicholas						
Choir	1,164	—	—	—	—	1,164
Organ	2,872	102	—	—	—	2,974
Quinquennial	3,652	104	—	—	—	3,756
Total Restricted Funds	60,677	2,258	8,129	55	—	54,859
* A number of residents of Pangbourne raised funds to help those who were flooded in 2007. The total raised was some £16,000. Everyone whose house was flooded was given £100 immediately; some residents returned this grant. Those who were suffering particular hardships were given further amounts in order to help relieve some of their suffering. £4,103 remained in the fund after all grants had been made. This money was given to the PCC of Pangbourne with Tidmarsh & Sulham so that it could be kept by a registered charity for safekeeping; it was put into a restricted fund solely for the purpose of granting relief to anyone living in Pangbourne, Tidmarsh and Sulham suffering from flooding in the future. The Pang Valley Flood Forum (PVFF) was registered as a charity in December 2017 and the PCC believed that it would be more appropriate for the PVFF to hold these funds, provided that they be held in a restricted fund for the purpose for which the funds were raised in the first place. The trustees of PVFF agreed to these terms and the funds were transferred accordingly in May 2018.						
5(c) Endowment Funds						
St James						
FC Sainsbury Trust - capital	8,912	—	—	—	—	8,912
FC Sainsbury Trust – reval'n reserve	38,517	—	—	—	(711)	37,806
FC Sainsbury Trust - income	3,857	1,572	650	—	—	4,779
Unknown benefactor - capital	137	—	—	—	—	137
Unknown benefactor - income	85	—	—	—	—	85
Unknown Benefactor – reval'n Reserve	60	—	—	—	—	60
William Ross Breedon Trust - capital	957	—	—	—	—	957
William Ross Breedon Trust - reval'n reserve	294	—	—	—	—	294
William Ross Breedon Trust - income	360	—	—	—	—	360
St Laurence						
Donaldson Graves - capital	2,500	—	—	—	—	2,500
Donaldson Graves – reval'n reserve	648	—	—	—	(47)	601
Donaldson Graves - income	998	104	—	—	—	1,103
Gunter Trust - capital	1,359	—	—	—	—	1,359
Gunter Trust – reval'n reserve	16,413	—	—	—	(267)	16,146
Gunter Trust - income	4,859	589	—	—	—	5,448
Lady Graham-Hodgson - capital	1,000	—	—	—	—	1,000
Lady Graham-Hodgson – reval'n reserve	12,820	—	—	—	(207)	12,613
Lady Graham-Hodgson - income	4,806	458	—	—	—	5,264
Total Endowment Funds	98,582	2,723	650	—	(1,232)	99,423
Grand total	210,619	100,022	115,243	—	(691)	194,707

6. STATEMENT OF ASSETS & LIABILITES

	This year	Last year
	£	£
Fixed Assets		
6(a) Intangible assets		
Parish Office Rent Prepaid (charge for the year £960)	1,020	1,980
	1,020	1,980
Total for Intangible assets	1,020	1,980
<p>In 2008 the PCC opened a Church office, shared with the Pangbourne Volunteer Centre, in Pangbourne Village Hall. The PCC paid Pangbourne Parish Council £10,000 in advance rent for the use of the office, and this sum was capitalised under 'Intangible Assets' in the accounts. The prepaid rent is being amortised through the PCC's Income & Expenditure account on the basis of hourly usage of the Church office. The payment was funded as to £6,652 from the PCC's Parish Office Fund arising from a generous donation, with the balance coming from unrestricted funds.</p>		
6(b) Investments		
Sainsbury Trust	46,718	47,429
Donaldson Gift	3,101	3,148
Gunter Trust	17,505	17,772
Lady Graham-Hodgson Bequest	13,613	13,820
Total for Investments	80,937	82,169
<p>These investments are endowment funds from which only the income is available to the PCC. All funds are held in unit trusts or other collective investment schemes managed by CBF Funds Trustee Limited (CBFFT), a trustee body established by the Church of England Central Board of Finance. CBFFT is run with regard to the recommendations of the CofE Ethical Advisory Group.</p>		
Current Assets		
6(c) Debtors		
Accounts Receivable	9,660	10,419
HMRC PAYE	(44)	0
Total for Debtors	9,616	10,420
6(d) Investments		
CBF Investment Fund Accumulation Shares	45,542	45,000
CBF Investment Fund Income Shares	45,000	45,000
Total for Investments	90,542	90,000
6(e) Cash at bank and in hand		
HSBC Current Account	14,533	19,360
HSBC Deposit Account		15
Lloyds TSB Current Account		3
CBF Deposit Account	2,220	12,220
Cash Account – Flower Fund	1,000	1,000
Total for Cash at bank and in hand	17,753	32,599
6(f) Creditors: Amounts falling due in one year		
Accruals	---	(639)
Accounts Payable	(5,160)	(5,910)
Total for Creditors: Amounts falling due in one year	(5,160)	(6,549)
Grand total	194,707	210,619

7 OTHER INFORMATION

Related party transactions - There were no amounts owing to or from members of the PCC, persons connected with them or other related parties, by the PCC at the period end.

No ex-gratia payments were made by the PCC during the period.

The *Hopkins and Levingstone Charity* (Charity No. 201873) is connected with the PCC, since certain PCC members are that charity's trustees. The objects of that charity are 'to relieve either generally or individually persons resident in the parish of Tidmarsh who are in conditions of need, hardship or distress'. The turnover and net surplus or deficit of the *Hopkins and Levingstone Charity* are not material in the context of the PCC's accounts.

The *Friends of St James the Less* charity (Charity No. 1118788) is connected with the PCC, since certain PCC members are that charity's trustees. The objects of that charity are '1. To advance the education of the public in the history and architecture of the church of St James the Less, Pangbourne, and to promote an awareness of the church building and its fabric as a continuing focus for community life. 2. To encourage, support and help fund the maintenance, repair, restoration, preservation and improvement of the fabric of the church of St James the Less, its monuments, fixtures, fittings, furniture, stained glass, ornaments and other chattels and its grounds in such ways as the trustees in their absolute discretion may from time to time determine.' The turnover, the net surplus or the deficit of the *Friends of St James the Less* charity are not material in the context of the PCC's accounts.

10 DECLARATIONS

Adequacy of assets to meet fund restrictions

Sufficient resources are held in an appropriate form to enable each fund to be applied in accordance with the restrictions imposed.

Branches

The financial activities, assets and liabilities of all the PCC's branches or sections have been included.

Designated funds

The PCC has certain designated funds. These have been disclosed in Note 5(a) above.

Discontinued, continuing and acquired operations

All of the PCC's operations are continuing operations, and there were no operations discontinued or acquired during the period other than the Pangbourne Flood Fund described in Note 5(b) above..

Funds in deficit

Neither unrestricted funds, nor any restricted nor endowment funds are in deficit at the balance sheet date.

Inter-fund loans

There were no inter-fund loans outstanding at the balance sheet date.

Revaluations

None of the PCC's functional fixed assets have been re-valued during the year and the PCC does not have a policy of revaluation of these assets. Investments were revalued at balance sheet date.

Subsidiaries

The PCC has no subsidiary companies.

Un-capitalised fixed assets

The PCC has no material fixed assets which have not been capitalised and included on the balance sheet.