

Christ Church Portsdown



Annual Report and Accounts 2016



Ecclesiastical Parish of Christ Church, Portsdown
Registered Charity No: 1137597

Annual Report and Financial Statements
For the year ended 31 December 2016

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Independent examiner's report to the members/trustees of Christchurch, Portsdown Parochial Church Council.

I report on the accounts for the year ended 31 December 2016, which are set out on pages 3 to 26.

Respective responsibilities of the Trustees and the Independent 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 2011 Act) and that an Independent examination is needed.

It is my responsibility to

- Examine the accounts under section 145 of the 2011 Act;
- Follow 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 Examiners Statement

My examination was carried out in accordance with the General Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the 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 s.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.

Signed.....

Julia Scott
Hampshire Accountancy & Taxation Services Ltd
College Court
15 Bowen Lane
Petersfield
Hants GU31 4DR

30th March 2017

AIMS AND PURPOSES

The Parochial Church Council of the Ecclesiastical parish of Christ Church Portsdown is registered as a charity with the Charity Commission and has the charity commission registration number 1137597.

Christ Church Portsdown Parochial Church Council (PCC) has the responsibility of cooperating with the incumbent, the Reverend Andrew Wilson, in promoting in the ecclesiastical parish the whole mission of the Church, spiritual, pastoral, evangelistic, social and ecumenical to the benefit of individuals and society as a whole. It provides facilities for public worship and community activities. The PCC is responsible for the maintenance and development of the church building (known as Christ Church) and the church hall (known as Christ Church Hall).

OBJECTIVES AND ACTIVITIES

The PCC is committed to enabling as many people as possible to worship God at our church and to become part of the community at Christ Church. This involves providing a variety of services of worship and other activities to enable people to encounter God through worship and prayer, word and sacrament, expounding the teachings found in the Bible and providing pastoral care for those living in the parish.

To facilitate this work, it is vital that the fabric of the church buildings is maintained and developed.

ACHIEVEMENTS AND PERFORMANCE

Introduction

Christ Church Portsdown, consecrated in July 1874, is built in the early Norman style with a sixty foot tower. Its construction is in Portland stone with flints taken from the chalk of Portsdown Hill and bedded in black mortar. The building is situated on the northern boundary of Portsmouth, Cosham district, set back from the east side of the A3 London Road, just north of the crest of Portsdown Hill. It stands in its own Churchyard surrounded by trees. As the Church does not have mail deliveries it does not have its own postcode, however, postcode PO7 5BU identifies housing immediately to the north of the church hall. Behind the Church, together with an extension to the Church burial grounds, is a Military Cemetery managed by the Commonwealth War Graves Commission.

The Parish includes parts of Cosham and Widley: the latter being in the Borough of Havant, however all of Christ Church Parish is in the Diocese of Portsmouth.

The Church correspondence address is c/o Portsdown Vicarage, 1a London Road, Widley, Waterlooville, PO7 5AT. The Church has its own website: www.christchurchportsdown.org

Overview of the Year

2016 will be remembered as the year when toilets and a new entrance were finally installed at Christ Church. They have transformed the church building and its use. A number of minor aspects of the project remain outstanding and there is maintenance work to be done before the next stage of development.

The church hall continued to contribute to church funds.

Revd Sandy Phillips retired from her role as self-supporting Curate in May, but then Revd Mark James was ordained as self-supporting Curate (Deacon) at Christ Church in July.

We continued to welcome children to stay in church for all 10.30 services. The number of children attending Communion services increased slightly. The number of children attending Family Services increased significantly (50%), but this was largely due to the increased number of baptisms.

Church Roll and Attendance

At the end of 2016 the Roll stood at 126 (141 in 2015), with 66 (67) living within the parish and 60 (74) living outside the parish boundaries. Once more, over 50% of members live in the parish.

After a significant fall in 2015, attendances rose again in 2016 (although not back to 2014 levels). Average attendance was 13 at the 8.00 service (12 in 2015), 92 at the 10.30 service (83 in 2015), and 24 at evening services (20 in 2015).

At the end of the year we estimated our worshipping community (those who attend services at least once per month) to be about 159. This is similar to 2016 but there was a turnover of about 10%.

There were 9 baptisms in 2016 (a significant increase compared with only one in 2015). There were 10 weddings (8 in 2015). There were 5 funerals in church (13 in 2015) and a further 9 funerals taken by parish clergy at a crematorium or cemetery (11 in 2015).

STRUCTURE, GOVERNANCE AND MANAGEMENT

Clergy

The Revd Andrew Wilson has been Vicar of Christ Church since October 2007. He was co-licensed as Assistant Curate in the parishes of Crookhorn and Purbrook in September 2013 and licensed as Joint Area Dean of Havant in October 2014.

The Revd Sandra Phillips was SSM Curate at Christ Church from July 2004 to May 2016.

The Revd Mark James was ordained as SSM Curate at Christ Church in July 2016.

The Revd Connie Sherman was licensed as Priest-in-charge of Purbrook and Assistant Curate in the parishes of Portsdown and Crookhorn in June 2013.

The Revd Peter Hall was licensed as Priest-in-charge of Crookhorn and Assistant Curate in the parishes of Portsdown and Purbrook in September 2013.

The cluster ministers (Connie Sherman and Peter Hall) are officially members of the PCC, but have elected not to receive agendas and minutes and do not attend meetings.

PCC Membership

The method of appointment of PCC members is set out in the Church Representation Rules. All churchgoers are encouraged to register on the Church Electoral Roll and stand for election to the PCC as well as assist with other roles and duties within the Church.

Governance follows Christian principles, Canon law, Church Representation Rules and guidelines laid out in the Charities' Act 2011. This report also conforms to the PCC guide to the Statement of Recommended Practice (SORP) 2005, Charity Commission reporting guidelines and Church Accounting Regulations 2006.

Members of the PCC are either *ex officio* or elected at the Annual Parochial Church Meeting (APCM) in accordance with the Church Representation Rules. The following served as members of the PCC during 2016.

Incumbent:

Revd Andrew Wilson (*Chair*)

Curate (Non Stipendiary)

Revd Sandy Phillips (*to May 2016*)

Revd Mark James (*from July 2016*)

Curates (Stipendiary)

Revd Connie Sherman (*non-attending*)

Revd Peter Hall (*non-attending*)

Reader: Mrs Sandra Morgan

Wardens:

Mr Dave Fowler (*Vice Chair*)

Mrs Diana Hutchins

PCC Officers

(attend PCC meetings, but not as voting members)

Hon. Secretary: Mr Graham Olway

Hon. Treasurer: Mrs Jacqui Wilson

Representatives on the Deanery Synod

(and PCC):

Mr Andy Minchin

Mrs Ruth Fowler

Elected members:

Mrs Linda Banks (*until April 2016*)

Mr Roger Banks (*from April 2016*)

Mr Stuart Davies (*from April 2016*)

Mr Matthew Doe

Mr Keith Fisher (*from April 2016*)

Mrs Karina Golledge (*until April 2016*)

Mrs Pat Hatchard (*until April 2016*)

Mrs Dee Humphris (*from April 2016*)

Mrs Ros Molloy (*from April 2016*)

Mr Graham Olway (*until April 2016*)

Mr Sebastian Olway (*from April 2016*)

Mrs Vicky Stephen

Mr Roy West

Mr Duncan Wheatley (*until April 2016*)

Mrs Jennifer Whiteside

Sub-committees

The PCC operates a number of committees that meet as required and report to the PCC

Standing Committee: has the power to transact business of the PCC, subject to any direction given by the PCC. Chaired by the Vicar.

Hall Management: oversees the management of Christ Church Hall and coordinates hall maintenance. Chaired by Mr Dave Fowler, churchwarden.

Mission Support: advises the PCC on mission donations, liaison, prayer support and relief appeals. Chaired by the Vicar.

Music and Worship: gives consideration to the corporate worship of the Church with particular reference to the use of music in worship. Chaired by the Vicar.

Lighthouse: plans and prepares the activities of Lighthouse, which provides Sunday teaching activities for children aged 3-7. Chaired by Mrs Jackie Quinn.

Building: considers, plans and proposes the improvement of the church buildings to support the aims of the PCC and provide facilities which are fit for purpose. Chaired by Mr Andy Minchin.

Mission Support

Mission support remains a priority and is guided throughout the year by the Mission Support Committee. Over £8,500 plus services, goods and produce were distributed to charities and individuals during 2016 as well as prayer and practical support. (This figure includes over £1,000 collected house-to-house for Christian Aid). This is around 8% of the general income of the church, short of the 10% which we aim for, although there is also a steady stream of goods donated for the food bank and gifts given at Harvest and Christmas for The Roberts Centre and All Saints Hostel. The church views mission and relief as of vital importance and rejoices to reflect that in its giving.

Communications

Internal communication is principally through the Sunday Notice Sheet produced weekly by Barbara Doe and the Vicar, the *Portsdown Post* magazine edited by Ruth Fowler, and website (www.christchurchportsdown.org) edited by Matthew Doe. The volunteers' time and contributors' efforts continue to be essential in keeping open the main avenues of external communication and assisting to provide and promote the public face of the Church.

PCC Business Review of the Year

The PCC met 11 times in 2016 with an average attendance of 76% (72% in 2015). The topics covered by the PCC each month are summarised in the Portsdown Post and a full set of minutes from the last meeting are displayed at the rear of church.

Throughout the year the PCC received numerous letters of thanks from various charities and beneficiaries of the goodwill and donations made by the congregation and supporters of Christ Church. With the leadership of the Vicar, the PCC has sustained the essential business of the Church while also delivering in 2016 the new entrance and toilets as part of the building development plan.

Property Management – Church, Hall and Grounds

The Standing Committee has taken the lead on church maintenance focusing on keeping the fabric and fittings in sound condition while working together with the building development group in recognition of likely planned improvements. In 2017 it is planned to create one buildings committee to oversee both development and maintenance. Normal maintenance requirements for heating systems, electrics, fire and access have all been maintained and the PCC has sought to keep bills to a minimum.

Church Hall maintenance has been managed by the Church Hall Committee. All minor works have been undertaken by volunteers while contractors have been engaged to ensure the hall meets the required standards for its heating, fire and emergency provisions, all these requirements being duly certificated. The hall again returned a profit this year.

Victoria Poulton has been employed as church hall cleaner since 2014. During 2016 her hours were increased to include cleaning of the toilets and servery in church.

During 2016 Dave Cherrington was employed to lead the team of volunteers who maintain the churchyard (the 'Rusty Cutters').

Risk Management & Health and Safety

Risk Management is a statutory requirement; Health and Safety regulations require all churchgoers, visitors or contractors to reduce and report any risks. Equally any individual working with a group, such as Junior Church or Toddlers has responsibility for the safety of their meeting. Formal risk assessments should be carried out for any new or different activity. Hedley Trembath advises the PCC on Health and Safety requirements. The Church and hall are subject to risk assessment, fire risk assessment, has first aid equipment, accident books, and have regularly serviced fire extinguishers and fire exit signs ensuring compliance with the regulations. In this way the PCC ensures that its duty of care is fulfilled to the best of its abilities.

Child & Vulnerable Adult Safeguarding

The PCC has approved Child and Vulnerable Adult Protection Policies. A copy of the documents is held by the Parish Administrator and is available for inspection. Hedley Trembath is the PCC representative for safeguarding policies.

Treasurer's Report

The total of voluntary income in 2016 was slightly down compared to 2015 but income from our regular givers remained stable at £35K. Christ Church joined the Parish Giving Scheme in January 2016 which enabled us to receive tax rebates due to Gift Aided donations on a monthly basis, helping to smooth out the cash flow. Hall income increased on 2015, not least because it was used as a Polling Station twice during the year, which helped the total funds received to exceed the previous year slightly. Expenditure from General funds was considerably less than in 2015, but there are still outstanding repairs and actions from the 2015 Quinquennial Inspection which will impact expenditure in 2017. These issues were not tackled whilst we were dealing with the major Building Fund project of toilets and new porch so, whilst the church was able to cover all expenditure during 2016, the PCC has agreed a deficit budget for 2017. It is therefore vital that existing givers continue their generosity and we encourage the many new members of our church to join with us in financial commitment.

Reserves & Investment Policy

Following the building development work carried out in 2016, Christ Church has no long term reserves. There are some restricted funds (monies that have been given to Christ Church either recently or in the past for use for particular purposes) – these are detailed at Appendix 2 on page 17 but held in the general bank account.

Ideally a cash reserve of one month's Parish Share, when available, will be held.

Endowment funds where only the interest is used for specific restricted purposes (Appendices 3 – 5, page 18) are held with the Church of England deposit scheme. Collectively the Church of England reserves are invested through CCLA Investment Management Ltd. CCLA accords to the principles and ethical considerations of the Church of England Ethical Investment Advisory Group. Full details of the investment policy can be found on the Church of England website;
<http://www.churchofengland.org/media/1376254/statement%20of%20ethical%20investment%20policy%20nov%202011.pdf>

This Annual Report is approved by the PCC on 4th April 2017 and signed on its behalf by the Chairman:

Signed _____

Print _Rev A.M. Wilson_____ Vicar/Chair of PCC

**Statement of Financial Activities for Christ Church Portsdown
on an Accrual Basis for the year ending 31 December 2016**

	2016			Totals	
	Unrestricted	Restricted	Endowment	2016	2015
	£	£	£	£	£
Incoming Resources					
Voluntary income	61815	3969		65784	67131
Activities generating funds	6971			6971	7056
Income from Investments			38	38	66
Income from Church activities	24683			24683	22770
Other incoming resources	295			295	
Total Incoming Resources	93764	3969	38	97771	97023
Resources Expended					
Cost of generating voluntary income	1067			1067	1400
Church Activities	88351	6770	38	95159	97366
Governance Costs	344	319		663	573
Total Resources Expended	89762	7089	38	96889	99339
Net gains(losses) before other recognised gains(losses)	4002	-3120	0	882	-2316
Yearend endowment fund valuation gains			70	70	1
NET MOVEMENT IN FUNDS	4002	-3120	70	952	-2315
Balances brought forward 1 Jan	375555	4801	3586	383942	386257
Balances carried forward 31 Dec	379557	1681	3656	384894	383942

Balance Sheet at 31 December 2016

	2016			Totals	
	Unrestricted	Restricted	Endowment	2016	2015
	£	£	£	£	£
Fixed Assets					
Tangible (Hall site)	360000			360000	360000
Investment (rent on Scout HQ)	25			25	25
Depreciating Assets (equipment)		471		471	942
Total Fixed Assets	360025	471		360496	360967
Tangible Assets					
Stock (Stationery & sales stock est.)	200			200	200
Debtors	3940	63		4003	4898
Cash at bank and in hand	17509	1147		18656	19850
Investments			3656	3656	3586
Total Current Assets	21648	1210	3656	26515	28534
Liabilities					
Creditors: due in 1 year	-2118			-2118	-4652
Building Fund					-907
Total Liabilities	-2118			-2118	-5559
Current assets less current liabilities	19531	1210	3656	24397	22975
Total Assets	379556	1681	3656	384893	383942
Church Funds					
Fixed Assets	360025	471		360496	360967
Short term deposits less liabilities	19531	1210		20741	19389
Endowment			3656	3656	3586
Total Church Funds	379556	1681	3656	384893	383942

Approved by the Parochial Church Council on 4th April 2017 and signed on its behalf by:

Signed _____

Print ___ Rev A.M.Wilson _____ Vicar/Chair of PCC

Signed _____

Print ___ Mrs J.R.Wilson _____ Honorary Treasurer

The notes on pages 12 to 18 form part of this account

Notes to the Financial Statement

Accounting Policies

The financial statements have been prepared in accordance with the Church Accounting Regulations 2006 together with applicable accounting standards and the SORP 2005 and Charity Commission requirements. The financial statements have been prepared under the historical cost convention except for the valuation of investment assets, that are shown at market value on 31 December.

Funds

Endowment funds are funds, the capital of which is maintained, giving income arising from investment of the endowment. This is used as funding for the purpose for which the endowment was established. Christ Church has the following Endowment Funds:

- Hawken Trust - with income paid to the Church Account by Direct Debit. Income is to be used to purchase materials for Sunday School or for bibles to be used at Christ Church.
- Fielding Trust is a grave trust - with income paid to the Church Account by Direct Debit. Charles Fielding set up the fund to assist maintaining the memorials on the grave of his wife and daughter.
- SLA Benn Trust - also a grave trust with the income paid to the Church Account by Direct Debit. Samuel Benn set up the fund to help maintain his wife's grave and memorial together with grass cutting and trimming around the grave.

Restricted funds represent:

- income from trusts, endowments or appeals which may be expended only on those purposes detailed in the terms of the trust, bequest or appeal.
- donations or grants received for a specific object or invited by the PCC for a specific objective. These funds may only be expended on the specific purpose 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. Christ Church has the following Restricted Funds:
 - Choir fund - used to benefit Choir and Church Music.
 - Churchyard Fund - for expenditure in the Church Yard. This fund was exhausted during 2016.
 - Fabric Fund - for maintenance of the building fabric. This fund was exhausted during 2016.
 - Organ Fund - for expenditure on the organ.
 - New Wine Bursary fund – given to enable those who could not otherwise afford it to attend the summer conference known as New Wine.
 - "159 The Dale" funds normally called 'The Building Fund'. Two funds, a deposit fund and fixed interest investment fund that are the proceeds from the sale of the former Curate's house some years ago. When the Charity Commission approved the use of this money for building development in January 2006 the funds were nominated as restricted for Building Development Funds. These funds are reported in Annex I as the Building Development Fund. This fund was exhausted during 2016.

Designated funds are funds that have come to the church unrestricted but that the PCC have decided to allocate to a particular use. This decision can be overturned by the PCC should the need arise.

Unrestricted funds are general funds that can be used by the PCC for ordinary purposes.

Incoming resources:

Dividends are accounted for when receivable. All other income is recognised when received. Cheques should be made payable to **Christ Church Portsdown**.

Resources expended:

Payments and donations are accounted for when paid over, or when awarded, if that award creates a binding or constructive obligation on the PCC. All other expenditure is recognised when it is incurred, invoiced or is accounted for. Some specific events may be accounted for as a net transactions (often fetes & fayres) when volunteers deduct costs from the income of the event.

Debtors The debtors figure of £4003 is comprised of:

£2541 HMRC for the tax reclaim on Gift Aided donations made in the fourth quarter of 2016.

£283 December hall rentals unpaid at year end.

£205 line rental for 2017 for office telephone paid in 2016 to British Telecom.

£205 line rental for 2017 for vicarage telephone paid in 2016 to British Telecom.

£414 vicarage water and waste water rates.

£80 Mission Praise subscription for 2017

£275 upgrade of Media Shout software for audio visual service support.

Creditors The creditors figure of £2118 is comprised of:

£300 Independent Examiner's fee.

£150 of wedding deposits and payments received for weddings in future years (returnable by law)

£176 of hall rental received in 2016 but relating to events in 2017.

£47 tax on wages for last quarter of 2016 paid to HMRC January 2017.

£725 of hall & church utility bills relating to usage in 2016 but paid in 2017.

£720 for annual gas checks on church and hall carried out in December, paid for in January 2017.

Fixed assets

Consecrated and benefice property is not required to be included in the accounts by S.96(2)(a) of the Charities Act 1993. The PCC are the owners of Christ Church Hall and the surrounding land, the hall site valuation was carried out in late 2005 as part of the Parish Centre Project. Payment of a £25 annual peppercorn rent has been agreed in a lease with the Portsdown Scout and Guide Association. Any item which cost more than £1,000 is depreciated on a straight line basis over 4 years.

Investments

These are valued at market value at 31 Dec 2016 or an accrual adjustment made to 31 December annually.

Hall and Flower Arrangers sub accounts

Detailed transactions are recorded by the account holders in their own petty cash/records books and the overall income and expenditure is brought into the church account. The petty cash books are examined by the honorary treasurer and independent examiner and have been accepted as fair and reasonable records

Wages and Honorariums

An analysis of payments to employees, all part time, are shown in Appendix I. Together these employees equate to less than one full time equivalent employee (FTE). The Parish Administrator, Hall Cleaner and Churchyard gardeners are paid for their services but no payments were large enough to attract national insurance liability on their own. In line with HMRC regulations for Real Time reporting of salary payments, Christ Church is registered as an employer, any tax liability is paid to HMRC quarterly, and all payments to employees are reported monthly. Organists that play at Christ Church are self-employed and therefore not Christ Church employees. Voluntary additional payments for the services of a Verger at weddings and funerals were all donated toward Church Funds.

Declaration of payments

The following serving members of the PCC have received funds from the PCC during the financial year 2016:

- Rev Andy Wilson has been paid expenses of office.
- Apart from remuneration of purchase expenses against receipts no other member of the PCC or Church membership has received any unrecorded expenses or remuneration.
- Cash payments are made by the Duty Warden to various organists for organ accompanied services.

Mission Payments

An analysis of External Mission payments is shown on page 19. Certain collections such as Christian Aid and some Children's Society collections are non-account transactions and do not pass through the Church Account (i.e. payments are made direct to the Charity concerned and not via the Church Treasurer).

Incoming Resources

	2016			Totals	
	Unrestricted £	Restricted £	Endowment £	2016 £	2015 £
Voluntary income from donors					
Bequests	1000			1000	
Planned giving – envelopes	11100			11100	35222
- Standing orders	9458			9458	
- Parish Giving Scheme	14496			14496	
Loose Collection	7522			7522	7896
Gift Day	5459			5459	7765
Tax reclaimed from HMRC	10970	63		11033	11400
Mission Giving		1062		1062	1072
Hall & Church Yard Donations	494	208		702	205
Flower Income		1886		1886	1611
Other Donations	1316	750		2066	1960
Total Voluntary income	61815	3969		65784	67131
Activities generating funds					
Summer & Advent Fayre	6371			6371	6467
Tea and Coffee Income	581			581	564
Sales of fund raising items	19			19	25
Total Activities generating funds	6971			6971	7056
Income from Investments					
Bank Interest on Nat West Reserve A/c					2
Income from Trusts			38	38	64
Total Income from Investments			38	38	66
Income from Church activities					
Portsdown Post	989			989	908
Fees	6112			6112	6122
Church Hall Rental Income	17557			17557	15715
Rent Scout & Guide HQ	25			25	25
Total Income from operating activities	24683			24683	22770
Other Incoming resources					
Grant – Listed places of worship	295			295	
Total Other Income	295			295	0
Total Receipts	93764	3969	38	97771	97023

Resources Expended

	2016			Totals	
	Unrestricted	Restricted	Endowment	2016	2015
Cost of generating voluntary income	£	£	£	£	£
Fund Raising events	1067			1067	1400
Total Cost of generating vol. income	1067			1067	1400
Church Activities					
Church & Mission					
Church	8911	1031		9942	11381
Church Yard	1721	1287	26	3034	
Church Hall	8047	443		8490	11195
Vicarage	543			543	927
Clergy & treasurer expenses	1142			1142	1327
Honorariums and Wages	5948			5948	4776
Mission-External	5710	1062		6772	7968
Mission-Parish	207			207	545
Administration & Support					
Parish Share	53083			53083	52412
Church service & Junior church support	759	503	12	1274	541
Church Office & Publishing inc magazine	1450			1450	2349
Computer & web domain costs	275			275	183
Sundries	197	500		697	1618
Tea and coffee expenses	358			358	589
Flower Costs		1944		1944	1555
Total Church Activities	88351	6770	38	95159	97366
Governance Costs					
Copyright Licenses		319		319	317
PCC and Deanery expenses	44			44	40
Independent Examiners Fees	300			300	216
Total Governance Costs	344	319		663	573
Total Resources Expended	89762	7089	38	96889	99339

Assets and Liabilities

	2016			Totals	
	Unrestricted	Restricted	Endowment	2016	2015
	£	£	£	£	£
Fixed Assets					
Tangible Assets					
Church Hall and Site					
Church hall	360000			360000	360000
Peppercorn Rent Scout & Guide	25			25	25
Depreciated Assets					
Cooker		471		471	942
Tangible Assets at 31 December	360025	471		360496	360967
Investment Assets					
Endowment Trusts					
Market value 1 Jan			3586	3586	3585
Revaluation Gain/(Losses)			70	70	1
Investment Assets at 31 December			3656	3656	3586
Current Assets					
Stock (Stationery & Sales items)	200			200	200
Debtors	3940	63		4003	4898
Cash at Bank and In hand					
General Cash account	180			180	2026
Flower Arrangers cash		157		157	215
Current Account	17329	990		18319	17609
Current Assets at 31 December	21649	1210		22859	24948
Liabilities					
Building funds in Church a/c					-907
Creditors: falling due in 1 year	-2118			-2118	-4652
Current Liabilities at 31 December	-2118			-2118	-5559

Christ Church Portsdown - Annual Report & Financial Statement 2016

Funds

	2016			Totals	
	Unrestricted £	Restricted £	Endowment £	2016 £	2015 £
Analysis of Fixed Assets					
Tangible Fixed Assets	360025	471		360496	360967
Total of Tangible Assets	360025	471		360496	360967
Analysis of Net Assets (by funds)					
Endowment Assets			3656	3656	3586
Current Assets	21649	1210		22859	24948
Liabilities	-2118			-2118	-5559
Total of Net Assets	19531	1210	3656	24397	22975
Totals	379556	1681	3656	384893	383942

Appendices

Appendix I - Analysis of Wages and Honorariums

	Totals	
	2016 £	2015 £
Church Hall Cleaner	2288	2049
Church Yard Gardener	1144	1156
Organist (Playing Rota)	680	755
Parish Administrator	1836	816
Vergger		
Totals	5948	4776

Appendix 2 - Apportionment Restricted Funds

Restricted Funds	Movements in the year		Totals at year end	
	Income £	Expenditure £	2016 £	2015 £
New Wine bursary fund	313		313	
Choir & Music Fund		822	107	929
Church Yard Fund		1079	0	1079
Fabric Fund		753	0	753
Organ Fund		278	633	911
Total	313	2932	1053	3672

Appendix 3 - Fielding Endowment Trust Fund

	2016			Totals	
	Share Value £	Receipts £	Expend £		2015 £
Fund value 31 December					
Share Value on 31 Dec - 99 Shares	167			167	158
2016 Transactions					
Interest receipts		7		7	7
Maintenance of Fielding grave/graveyard			-7	-7	-7
Fund Share Holding & value 31 December	167	7	-7	167	158

Appendix 4 - Benn Endowment Trust Fund

	2016			Totals	
	Share Holding £	Receipts £	Expend £		2015 £
Fund value 31 December					
Share Value on 31 Dec - 43 Shares	643			643	582
2016 Transactions					
Interest receipts		19		19	22
Maintenance of Benn grave / graveyard			-19	-19	-22
Fund Share Holding & value 31 December	643	19	-19	643	582

Appendix 5 - Hawken Endowment Trust CBF Deposit Fund

	2016			Totals	
	Deposit Fund £	Interest £	Expend £		2015 £
Fund value 31st December	2846			2846	2846
Interest receipts		12		12	
Expenditure on Lighthouse			-12	-12	
Total Holding at 31 December fixed at £2846					
Fund Value & Interest to c/a 31 December	2846	12	-12	2846	2846

Mission Giving in 2016

<u>Mission</u>	<u>Month</u>	<u>PCC Grant</u>	<u>restricted funds collected</u>	<u>amount paid out</u>	<u>Date paid</u>	<u>Cheque No.</u>	
The Leprosy Mission	January	£350.00	£5.00	£355.00	06/02/2016	BACS	
Church Mission Society	February	£500.00	£7.00	£507.00	07/03/2016	BACS	
Tearfund	March	£350.00	£276.05	£626.05	04/04/2016	3475	
Barnabus Fund	April	£350.00	£6.55	£356.55	10/05/2016	3479	
Christian Aid	May	£350.00	£5.00	£355.00	23/05/2016	3481	
Mission Aviation Fellowship	June	£350.00	£46.65	£396.65	12/07/2016	3484	(3490 Oct)
Mission to Seafarers	July	£350.00	£15.00	£365.00	04/08/2016	3485	
Portsmouth Street Pastors	August	£350.00	£14.00	£364.00	23/09/2016	3486	
Church Army	September	£350.00	£18.50	£368.50	08/10/2016	3489	
Bible Reading Fellowship	October	£350.00	£26.00	£376.00	03/11/2016	BACS	
Simeon's Trustees	November	£350.00	£6.55	£356.55	13/12/2016	BACS	
Children's Society	December	£350.00	£11.11	£361.11	30/12/2016	BACS	
Peter & Sally Bartlett		£300.00		£300.00	16/02/2016	BACS	
Bishops Lent Appeal			£25.00	£25.00	25/04/2016	BACS	
Havant Deanery for Koforidua Diocesan building		£50.00		£50.00	29/02/2016	BACS	
Diocesan Mission Opps Fund		£200.00		£200.00	13/05/2016	BACS	
Hellen Ogwal		£300.00		£150.00	31/05/2016	BACS	
				£150.00	16/11/2016	BACS	
Toilet twinning		£60.00		£60.00	02/09/2016	BACS	reimb. AW
Historic Churches Trust		£100.00		£100.00	25/11/2016	S/O	
UCB		£50.00		£50.00	17/11/2016	3491	
Royal British Legion		£50.00	£200.00	£250.00	17/11/2016	3493	
World Vision -Syrian refugees	(from Good Neighbours)		£400.00	£400.00	08/02/2016	BACS	
Tearfund Yemen Appeal		£250		£250.00	16/12/2016	BACS	
Totals		£5,710.00	£1,062.41	£6,772.41			
Monetary gifts that did not go through the Church Accounts:							
AFIA (Mothers' Union)	Feb/March	£200	from Lent lunches	£200.00			
Christian Aid	May	£116.39	Church house to house	£1,117.35			
Royal British Legion	November		collection tin	£124.84			
Children's Society	December		Christingle collection	£312.74			
Total				£1,754.93			
Plus gifts of food, clothes, toys etc to:							
The Robert's Centre, All Saints Hostel, Havant Women's Aid, Southampton Seafarer's Centre, Family Church food bank							

Annex I

Christ Church Portsdown Building Development Fund Report year ending 31 December 2016

Introduction

This is a report of the Christ Church Building Development Fund that comprises of historic reserves which the PCC have earmarked for building development plus restricted donations and funds raised to pay for current development plans, including the addition of toilet facilities and a tea and coffee and flower preparation area to the church building.

Mission statement:

- The primary aim of the church building should be to provide a 'sacred space' where people, be they members of our church or not, can be aided as they seek to encounter the living God. This aim is supported by the secondary aims of being a place where worshippers can enjoy fellowship with one another and where community focussed events can be held.
- A review carried out in 2011 concluded that the building was not fit for these purposes. It was uncomfortable, cluttered and lacked basic facilities. Therefore improvement was essential for the sake of the continuing proclamation of the Gospel in this parish.
- The affordability of any improvement must be considered.
- Improvements to the building should be within the existing footprint, if feasible.

The Buildings Development Group has the following objectives as agreed by the PCC

- a) Consider the priorities for the development of the church building and church hall as directed by the PCC.
- b) Take into account the needs of the congregation and the surrounding community as well as potential cost.
- c) Liaise with the Diocesan Advisory Committee for the Care of Churches, the church architect and other bodies as necessary.
- d) Submit proposals to the PCC and/or Standing Committee.
- e) Advise and assist the PCC with communication regarding any proposals.

The following personnel served on the BDG during 2016:

- Mr Andy Minchin (Chair)
- Revd Andy Wilson (Vicar)
- Mrs Ismay Doughty
- Mr David Fowler (Churchwarden)
- Mr Launce Morgan
- Mr Adam Harvey

2010 Recommendations

- The 2010 report highlighted the provision of toilets is a high priority. This was achieved in 2016.
- To enable the provision of a toilet and tea/coffee making facilities, a new water and sewerage system needs to be installed as the existing services do not meet current regulations. These works to be undertaken using existing funds. This was achieved in 2013.
- Fund raising for the cost of the toilet works will need to be authorised by the PCC and other small and low cost improvements to be undertaken during the fund raising period.
- Other improvements listed in the BDG report to follow the implementation of the toilet, subject to funding availability.
- Establish a communications approach for the building development works to keep the congregation up to date with activity.

Progress in 2016

The main focus of 2016 was the construction of a new entrance at the north-west corner of the church building and the installation of two toilets in the existing entrance. This project was achieved in budget despite it over-running the predicted timescale. The provision of toilets has provided a much more useable building for all ages. The new entrance has transformed the outward appearance of the building, so that it no longer looks 'dead', and brought the outside in, illuminating the west of the interior of the church and enabling the church to look out into the world around.

The project is not yet complete; there are still plans to add an etching to the new large window on the north side of the entrance, to relocate the Deverell memorial plaque and to construct a permanent enclosure for the sound desk.

The building development funds Annual Report approved by the Christ Church Parochial Church Council on 4th April 2017 and signed on its behalf by:

Signed _____

Print _____ Rev A.M.Wilson _____ Vicar/Chair of PCC

**Statement of Financial Activities for Christ Church Building Development Fund
on an Accrual Basis for the year ending 31 December 2016**

	Designated	Restricted	Totals	
			2016	2015
	£	£	£	£
Incoming Resources				
Voluntary income/donations		17019	17019	16072
Activities generating funds		573	573	432
Other income	46701	2000	48701	3851
Income from Investments		686	686	774
Total Incoming Resources	46701	20278	66979	21129
Resources Expended				
Building development support		6245	6245	8385
Building development	25000	99205	124205	-
Other resources expended	25000	307	25307	
Total Resources Expended	50000	105757	155757	8385
Net income (expenditure)	(3299)	(85479)	(88778)	12744
Gains (Losses) on Investment Assets				
On revaluation (fixed building fund)				(416)
NET MOVEMENT IN FUNDS	(3299)	(85479)	(88778)	12328
Balances brought forward 1 January	14784	88036	102820	90492
Balances carried forward 31 December	11485	2557	14042	102820

Balance Sheet for Building Fund 31 December 2016

	Designated	Restricted	2016	2015
	£	£	£	£
Fixed/Invested Assets				
Tangible/Fixed Assets				
<u>Investments</u>				
Building Fund CBF deposit account				63815
Fixed Building Fund account				10342
Total Invested Assets				74157
Current Assets				
Grant Application	1040		1040	
Building Funds in Church Account				907
Gift Aid Accrual		146	146	817
Cash at bank	10445	2411	12856	26939
Total Current Assets	11485	2557	14042	28663
Liabilities				
Total Net Assets	11485	2557	14042	102820
Building Development Funds				
Held in Term Deposits				74157
Bank Account	10445	2411	12856	26939
Debtors (Less liabilities)	1040	146	1186	1724
Total Building Development Funds	11485	2557	14042	102820

Approved by the Parochial Church Council on 4th April 2017 and signed on its behalf by:

Signed _____

Print ____ Rev A.M.Wilson _____ Chairman of the PCC

Signed _____

Print ____ Mrs J.R.Wilson _____ Honorary Treasurer

The notes on pages 24-26 form part of this account

Notes to the Financial Statement

Accounting Policies

The financial statements have been prepared in accordance with the Church Accounting Regulations together with applicable accounting standards and Charity Commission requirements. The financial statements have been prepared under the historical cost convention except for the valuation of investment assets, which are shown at market value.

Incoming resources

Planned giving, collections and donations are recognised when received. Tax refunds are recognised for the period that the claim refers to, grants and legacies are accounted for when the PCC is legally entitled to the amounts due. Dividends are accounted for when receivable, interest is accrued. All other income is recognised when it is received.

Resources expended

Expenditure is accounted for when paid over, or when invoiced, if that invoice reflects a binding or constructive obligation on the PCC, or when work is completed. All other expenditure is recognised when it is accounted for.

Investments

All investments are shown at quoted market value for 31 December.

Gift Aid

Gift aid income is calculated quarterly by the Gift Aid secretary and transferred from the church current account to the Building Fund account at the end of the month in which the refund is received from HMRC.

Stock

The cost of the stock purchases are shown in the above table as trading costs. Any administration costs and stationery are met by the Church.

Declaration of payments

No Church members, BDG volunteers nor other parties have been paid or received money from the building fund in 2016. All reimbursements are only made against a valid receipt.

Fund Raising 2016

Building Development fund raising continued throughout 2016 mostly from regular and one-off gifts.

Christ Church Portsdown - Annual Report & Financial Statement 2016

<u>Incoming Resources</u>	Designated	Restricted	2016	2015
	£	£	£	£
Voluntary income from donors				
Planned giving		9800	9800	10170
Voluntary income/donations		4661	4661	2752
Gift Aid tax reclaim received		2558	2558	3150
Total voluntary income		17019	17019	16072
Activities generating funds				
Social Events		443	443	408
Sales and competitions		130	130	24
Total activities generating funds		573	573	432
Other income				
Grants	21701	2000	23701	3851
Loan from Diocese	25000	-	25000	
Total other income	46701	2000	48701	3851
Income from Investments				
Profit on sale of shares		308	308	
Interest Building Fund Fixed Account		252	252	427
Interest Building Fund CBF Account		119	119	344
Interest bank reserve account		7	7	3
Total Income from Investments		686	686	774
Total Income	46701	20278	66979	21129
<u>Resources Expended</u>	Designated	Restricted	2016	2015
	£	£	£	£
Building development support				
Architect fees - tea, coffee & flower prep area				3190
- new toilet design		6000	6000	5000
Planning Permission		245	245	195
Total support costs		6245	6245	8385
Building development				
Toilets and porch construction	25000	94338	119338	
Gas meter relocation		2414	2414	
Monument relocation		600	600	
Building control		1109	1109	
Structural engineer		744	744	
Total building costs	25000	99205	124205	0
Other resources expended				
Loan interest		307	307	
Loan repayment	25000		25000	-
Total other resources expended	25000	307	25307	-
Total Resources Expended	50000	105757	155757	8385

Christ Church Portsdown - Annual Report & Financial Statement 2016

Assets

	Designated £	Restricted £	Totals	
			2016 £	2015 £
Tangible Assets				
Fixed Assets				
Tangible Assets at 31 December	Nil	Nil	Nil	Nil
Investment Assets				
Building Fund Fixed Account (1 Jan)				10758
Revaluation Gain/(Losses) to 31 Dec				(416)
Building Fund CBF Account				63815
Total Investment Assets at 31 Dec				74157
Current Assets				
Debtors				
Grant application	1040	-	1040	
Building Funds in Church Account			-	907
Gift Aid		146	146	817
Bank accounts				
Current account	6046	-	6046	6936
Reserve account	4399	2411	6810	20003
Total Current Assets at 31 December	11485	2557	14042	28663
Liabilities				
Total Liabilities at 31 December				0
Total Assets at 31 December	11485	2557	14042	102820

Funds

	Designated £	Restricted £	Totals	
			2016 £	2015 £
Analysis of building development assets				
Invested Assets				10342
CBF Reserve Account				63815
Current Assets	11485	2557	14042	28663
Liabilities				
Totals	11485	2557	14042	102820