

The Diocese of Leicester

THE GOOD SHEPHERD CHURCH

Loughborough



**Annual Report of the
Parochial Church Council
2017**

AIMS AND PURPOSES

The Good Shepherd Parochial Church Council (PCC) has the responsibility of cooperating with the incumbent, the Reverend Susan Willetts, in promoting within the ecclesiastical parish, the whole mission of the Church, pastoral, evangelistic, social and ecumenical. The PCC is also specifically responsible for the maintenance of the Good Shepherd Church and Church Hall in Park Road, Loughborough. Each year our annual report affords us the opportunity to look back over the past year and review what has happened in the life of the Church and our community. The following pages give a glimpse into the life of the Good Shepherd as we journey together.

OBJECTIVES

The PCC is committed to enabling as many people as possible to worship at our church and to become part of our parish community at The Good Shepherd. The PCC maintains an overview of our worship and endeavours to see how our services can involve the many groups that live within our parish. We endeavour that all our services and worship put faith into practice through prayer and scripture, music and sacrament.

When planning our activities for the year we try to enable ordinary people to live out their faith as part of our parish community through:

- Worship and prayer; learning about the Gospel; and developing their knowledge and trust in Jesus
- Provision of pastoral care for people living in the parish
- Mission and outreach work

To facilitate this work, it is important that we maintain the fabric of our Church and the Church Hall.

THE SEASONS OF CHURCH LIFE

In January we began the year by running a course called RESOLVE. This is a course aimed at helping people to think through New Year Resolutions and what they might hold in everyday life balance. 12 people attended and all enjoyed the short four-week course with many enlightening moments in daily life arising from sharing together and being challenged by the activities everyone was encouraged to try out.

On 14 January the PCC held an Away-Day at St Joseph's Tea Rooms. During the day we used material from The Church Pastoral Aid Society to help think through why the Church exists, and then reviewing our life of worship, community and mission together. This day was held in the shape of a Holy Communion service, with worship and prayer, and receiving communion together at the end of the day. We concluded that our support for each other is good but perhaps there are things that can be improved as follows:

- Our communication with each other is good – but we must improve it to the outside world – noticeboards, website etc.
- There is a need to review our Missionary Support
- Children and Young People's work – encourage and develop Messy Church and connections with the schools
- Elderly folk – investigate developing a regular lunch club
- Community – investigate CAP courses for financial support
- Continue to develop our worship in all aspects

At the beginning of February we welcomed the Loughborough 2229 Squadron of the Air Training Corps for their annual parade service. This service was led by their Chaplain the Reverend Rosie Whitley and included a drum routine showing some exceptionally skilled drummers' work.

Members of the congregation were invited to a special service on 26 February at the Cathedral to give thanks for the work of the Reverend David Newman as Archdeacon of Loughborough; as he took up his new post as Warden of Launde Abbey.

On Shrove Tuesday, 28 February, Clergy from the town joined with the Bishop of Leicester to offer blessings of cupcakes to those catching trains at the station and later in the day outside Tesco's - a number of the congregation supported this in prayer as well as encouraging the clergy at the time.

Our Annual Parochial Church Meeting took place on Sunday 19 March, was attended by 38 people and was followed by a hot lunch, made by members of the social committee. At this meeting Mick Gregory stood down as Church Warden having completed 26 years' service. He was presented with a book of 'thank you' comments from the congregations alongside a bible and a monetary gift.

During Lent we followed a sermon series on Spiritual Discipline entitled 'Training for living life in all its fulness', looking at things like prayers, bible study, loving service and giving. We celebrated Mothering Sunday on 26 March with small posies for the ladies in the congregation.

We began Holy week on Palm Sunday with an evening Celtic Communion. On Maundy Thursday we focussed on 'Being washed' a service of Holy Communion with washing of feet or hands! During the afternoon of Good Friday the Church was open for personal prayer from 12noon to 3pm, followed by an Interactive Meditation at the Cross in the evening. Our Easter Sunday worship at 8am and 10am was followed by an opportunity to join members of the Loughborough Churches Partnership churches at a united Easter Service in the Market Square at 12.30pm.

At the beginning of May a small team launched a Christian Lunch Club in Beacon Academy on Monday lunchtimes using free material from Scripture Union. This group has continued with children from Years 4 and 5, and goes from strength to strength. Our annual Gardeners' Coffee Morning was held on 20 May and raised £600 approximately. This was as usual a good opportunity to purchase small plants, flowering and vegetables, ready for potting on as well as perennials to enhance the beauty of our local gardens.

At the end of May we hosted a Prayer Space in the Church for the national 'Thy Kingdom Come' event. In the week before children from both Beacon Academy and Outwoods Edge schools were able to use this space to think about prayer. The space was then moved to Queen's Park for Pentecost weekend as part of the Loughborough Churches Partnership 'Alive in Loughborough' event celebrating the tenth anniversary of this partnership. This was a very successful event where organisations from across the Loughborough churches had stalls in the park, explaining their work, alongside entertainment of a wide variety. Many churches in the town then joined together on Pentecost Sunday for a united service in Queen's Park, there were approximately 800 people, including a number from the Good Shepherd, gathered together for Sunday Worship in the open air - just to note it did not rain until after the service had finished - real answer to prayer!

On 18 June we celebrated First Fruits Sunday. This was an opportunity for everyone to thank God for his generosity to us in so many different ways. We launched the Parish Giving Scheme on this day, and encouraged everyone to think about what God might be asking them to give, not just financially but in many other ways too, for the work of his Kingdom.

At the beginning of the School Holidays we organised our annual Holiday Club, this year entitled 'Mission Rescue'. We had a total of 23 different children over the week and finished the week with Messy Church on 22 July. Great fun was had by adults and children alike as we joined the secret spies uncovering God's rescue plan for his people.

On 19 July we were joined at our Wednesday Holy Communion by Peter Morriss whom we support in his mission work, together with his wife, now in Germany. Unfortunately Martina was unable to join us due to her health, but Peter shared with us, his current work and mission experiences. We continue to support them both in prayer and financially.

We hosted a Simple Christian Aid Lunch on Sunday 30 July, for people from across the town. The Church Hall was fairly full on this occasion and a simple salad lunch was enjoyed by all.

On Monday 7 August the Reverend Elizabeth York joined us for a three month placement during her curacy training. The focus of her placement was to compare and contrast rural and suburban ministry as a Parish Priest.

Our monthly Parish Breakfast continued throughout the year, but in August Andy and Sue Willetts hosted a Parish BBQ in the Vicarage Garden instead. This was attended by 40 people including some of their neighbours.

Over the summer holiday period, our sermons were all based on some of the favourite parables of our preachers and included, parables about weeds; new versus old things; an invitation, the prodigal son, a shrewd manager and a vineyard!

On 9 September the church was open for those taking part in the local 'Ride and Stride' event. Many thanks are due to Graham Dew for organising this for us this year. Also in September several church members undertook the annual Alzheimer's Society walks as well as other fundraising events for a variety of organisations. Many thanks to all who sponsored them all and raised a lot of money for many good causes and needs.

7 October was a busy day, as Andy Willetts was licensed as a Reader in this Diocese at the Cathedral in the morning and in the afternoon we had a celebration concert showing the versatility of our new electronic organ. There were a variety of pieces, light-hearted songs, a visit from some puppets and finished with a 'last night of the proms' finale.



On 8 October we enjoyed our Harvest Morning worship with Bishop Martyn Snow as our preacher. There was an excellent show of produce and tinned and dried goods, all watched over by our own Harvest Scarecrow! The tinned and dried goods were taken to the Carpenter's Arms and other organisations; and the fresh produce was distributed the following day to some of our more senior citizens.

On 28 October we held a 'Macmillan Coffee Morning' organised by Gail Muir. Lots of people baked cakes for sale, and also bought them so we were able to raise £236.26 for research and care for those suffering with so many forms of this disease.

At the beginning of November we celebrated All Saints Day and drew together a number of people for a Memorial Service for All Souls'. Those for whom we had conducted bereavement care in the form of funerals and visiting were invited to this service once again. A large number of people came to share this opportunity to remember loved ones in worship and then in conversation over light refreshments. Our Remembrance Sunday worship this year reflected on our ability to prepare well for the ups and downs of life as we face them. In the evening Ken and Jackie Rotter shared in our time for Evening Prayer some of their experiences training on the Logos Hope ship in the summer, and another month of training visit for Ken in the early Autumn.

From 14 - 16 November the Archbishop of Canterbury was visiting our Diocese. There were a number of events that we were able to attend including a prayer event at Leicester Arena and a question and answer session at Loughborough University. A number of members attended these events and were very impressed with the Archbishop's humble approach to life and all its struggles.

On 25 November we held a Christmas Coffee Shop. Coffee, tea, cake and mince pies accompanied by mulled wine were served. Father Christmas mingled with the guests as they purchased raffle tickets, won prizes on the tombola and took the opportunity to buy some small Christmas gifts from the craft table and cakes from a heavily laden cake stall - well it was at the beginning of the morning!! This event raised around £450 for Church funds.

During Advent Jackie Rotter organised a book stall through the 'Good Book Company' which was well used by members of the Church purchasing Christian gifts of books and cards.

On 10 December we held an evening service of light and remembrance for those struggling at this time of year. During the service there was an opportunity for people to write on stars the name of those they wished to pray for as well as situations that they were concerned about and then the Christmas Tree at the front of the church was decorated with the stars. This opportunity was also offered to the whole congregation after the following morning service.

On Christmas Eve we held our annual Carol Service followed by a short 'said' Holy Communion service for those who were not able to attend later that night. For the first time for a very long time, a service of Holy Communion was held at Midnight. This service attracted 38 individuals of which only 12 were regular Church Members.

Christmas Day involved 'unwrapping' a Christmas Nativity as everyone was invited to find a present hidden around the church, unwrap it, and either hold 'it' or dress up in 'it' as a nativity scene was developed and we particularly thought about the fact that you don't see rats on Christmas cards!! We enjoyed recognising that God loves all; no matter who we are, what we look like - Jesus came to save us!

After an extension to Rev Elizabeth York's placement to the end of the year, it was agreed by the Diocese that the remainder of her curacy would be served with us at the Good Shepherd Church.

COMMUNITY LINKS

The Wednesday Friendly Group continue to meet regularly in the Church Hall, led by Irene Dove up to September. After a considerable period of leadership Irene 'passed the baton' to Rhoda Culpin. The group continues to follow a pattern of a time of worship, then a speaker or indoor/outdoor activity before sharing in refreshments together. The group has a sustained and strong emphasis on pastoral care as members care for each other in between meetings.

During the year, the Tots of Fun group has continued to use the Church Hall on Fridays in term-time and Sue, and more recently Elizabeth, joins them once a month to lead a craft activity and story session.

The Stage Group continue to enjoy productions in May and December and this year's pantomime was called 'Pan goes to Oz and Back Again!' The proceeds from the Panto are given to charity, over £2000 this year. Many other groups use our Church Hall each week and we are encouraged by their support.

The local Chinese Methodist Church also continue to use the buildings on Sunday afternoons for their worship and for their bible study groups.

On 18 December, we again joined in with Radio Leicester's Sing Christmas. Nearly 50 people joined together in the Church Hall to sing Christmas Carols and share mulled wine and mince pies. Having been the first church mentioned in 2016 as taking part this year we were second!!

Rev Sue Willetts continues to serve on both the Shelthorpe Community Association and the Haddon Way Residents Association committees. This enables the church to pray for on-going situations brought to these associations attention but also to be involved in community activities. On 23 September the Grange Park Centre Committee, of which Sue is also a member, held a fun afternoon on the green space in Grange Park, giving information concerning the proposed Community Centre that this group have been working hard to provide, hopefully with funding from the Big Lottery. This was well attended and gave much needed information to the local community. This application is still on-going.

MISSION AND EVANGELISM

We have continued to advertise events as well as possible. Again at Christmas 500 cards and 'Hope' magazines were delivered in the Parish. This year we also had a special Christmas Banner with the same design as the cards and an illuminated Star affixed to the outside of the Church building.

Mission and evangelism was a high priority for the PCC in 2017. Conversations between Emmanuel Parish Church and ourselves began in order to consider how we might work in equal partnership as a Diocesan 'resourcing church' in our area. This is on-going, as our bid was successful to the Diocese to be one of 6 such churches/groups of churches. The final Diocesan bid is to go before the Church Commissioners in June 2018 in order to obtain funding for this work to begin in earnest.

DEVELOPMENTS

We continue to pray regularly for the streets in our parish with a Prayer Board and information given to all church members. We have also developed a prayer diary so that all members of the church are prayed for during each month.

Our strong links with Beacon Academy through the 'Pray, Bake, Read!' scheme have continued and Sue regularly takes assemblies at both Beacon Academy and Outwoods' Edge School. In the summer of 2017 a small group also began a Christian lunch club at Beacon Academy. The group meet every Monday lunchtime. Children from Year 4 and Year 5 gather for some teaching using craft activities, stories, times of prayer and singing based around material from Scripture Union especially designed for this purpose.

MINISTRY AND PRAYER

In September, we began to have Morning Prayer services on Mondays and Fridays at 8.45am. These services are regularly attended by a few but give an opportunity to reflect on the week ahead and past together.

Our monthly Evening Prayer service has taken several forms over the year, from formal services to informal communions as well as focussing on the work of some organisations, for instance the Gideons', as well as supporting Jackie and Ken Rotter in their work on Logos Hope.

Our monthly 'Messy Church' congregation continues to grow and develop with grateful thanks to the team who put in so much work each month.

The Singing Group have continued to support our worship and encourage us all to learn some new songs. Thank you too, to all our musicians and Audio-Visual Technicians, whose skills enhance our worship week by week. In the autumn we were able to purchase a new electronic piano which has enhanced our worship. We also have moved the sound system controls to the back of church and at the same time, due to a gift to the church, have been able to purchase new wireless lapel microphones and a new wireless hand-held microphone, all of which has enabled a greater variety to our worship and allows for those who need the hearing loop system not to miss out.

The Ladies Homegroup has continued to meet on Thursday afternoons, and on 5 October an autumn study course began using material from the series 'Pilgrim' looking at the Beatitudes. There were two sessions each week, an afternoon and an evening session, run by Sue and Elizabeth for 6 weeks. People found this course helpful and encouraging.

Home communions are also regularly taken to the housebound, and those in nursing homes, by Sue, Elizabeth and our reader Jackie Rotter.

ANGLICAN AND ECUMENICAL RELATIONSHIPS

The Church is a member of the Akeley East Deanery in the Diocese of Leicester, as well as a member of the Loughborough Area Mission Partnership (LAMP). We are also part of the Loughborough Churches Partnership. The Church Leaders from this partnership meet monthly for breakfast, sharing good practice and information about events that all can share in. There is also a regular Forum which includes a wider group from the 26 or so churches involved in the Partnership.

CHILDREN AND YOUNG PEOPLE

We continue our links with the local ATC through their Chaplain, the Rev Rosie Whitley. This year they held their regular Parade Service in February, supported our Battle of Britain Service in September, and shared their Carol Service with many people in December.

Our Sunday Club continues to run every week, under the care of Sarah Smith, Andy Willetts and others, to whom we are very grateful, for their care and teaching of our children.

During the year several groups of children from Beacon Academy and Outwoods' Edge Schools have visited the church for educational visits. Outwoods' Edge Year 1 children also held their school nativity play at the Church as we welcomed their families and friends on 18 December in the afternoon.

MISSION PARTNERS

A box continues to be placed in Church for food contributions to a local food bank which is organised and managed by the Carpenters' Arms. We are grateful to Barry and Sandra Lockwood and others for their continued delivery of our items. The tinned and dry-goods food from our Harvest Celebrations were also donated to this regular collection.

We continue to support Peter and Martina Morris working for Arab World Ministries. They have now moved from Paris to Germany. We also support the True Vine Trust in a variety of ways, as well as other more local charities from time to time.

The collection from the Christingle Service was sent to the Children's Society as usual and we once again raised funds this year for the Rainbows Hospice sharing a large Christmas Card and gifting the monies we would have spent on individual cards for each other.

Once again, we have supported the annual Shoe Box Appeal guided by Edie and David Smithson and their team. This year 152 boxes were filled and sent abroad to bring some Christmas cheer to young people and children who would otherwise not receive any gifts.

BUILDING

During the year, the buildings have been cared for by a willing group of people whose DIY skills have helped to ensure that the church and the hall are maintained to the highest of standards. The church grounds are also kept in good order by others with more 'green' fingers! Without the support and dedication of all these people, our financial expenditure would be greater; therefore, we wish to offer them our very sincere thanks for all they do. This year we have implemented a Buildings Management team led by Mick Gregory to oversee all the necessary works as well as help us plan and prepare for the future maintenance of our buildings.

In particular the kitchen this year, has been re-furbished and approval gained from Environmental Health for its on-going use in preparing and serving food subject to the appropriate regulations.

VOLUNTEERS

Again it is very important that we express our grateful thanks to all our volunteers for all that they do to encourage our life together but especially:

- all those who help with Messy Church throughout the year
- all those who care for the Church building and the Church grounds, and deal with hall bookings
- all those who decorate the Church week by week with flowers and at Celebration times, and especially Edie Smithson for coordinating this for us
- all those who help with services each week in any way, particularly our sides people, those who look after the laundry and ensuring we have everything that we need for our worship each week
- all those who pray for the ongoing mission and ministry in our Parish

In fact, thanks to everyone for being you and contributing in the ways you do!!

INFORMATION FROM OUR CHURCH REGISTERS

As well as our regular services, we enable our community to celebrate and thank God at the milestones of the journey through life. Through baptism we thank God for the gift of life, in marriage public vows are exchanged with God's blessing and through funeral services friends and family express their grief and give thanks for the life which is now complete in this world and to commend the person into God's keeping.

We have celebrated the baptisms of three children and one adult, there have been no weddings, but we continue to read Banns for many couples and always pray for them and send them a card to celebrate their wedding and invite them to future events at the church.

We have also helped fourteen families with funerals held both in our church (1) and at the local crematorium (13) this year. Again cards are sent to families at the time of their bereavement and on the first anniversary. Invitations were also sent to these families for our All Souls' Memorial Service and to our 'Light and Remembrance at Christmas' service, many attended and afterwards commented how helpful these services had been.

Amongst those families that we have supported during the year were the families of some church members who we sadly now miss, including the late Michael Culpin, Hilda Shelton, Joyce Hewitt, Chrissie Hall and Jessie Pugh.

STRUCTURE, GOVERNANCE AND MANAGEMENT

The method of appointment of PCC members is set out in the Church Representations Rules. At the Good Shepherd the membership of the PCC consists of the incumbent (our vicar), churchwardens, readers, deanery synod representatives and members elected by those members of the congregation who are on the

electoral roll of the church. All those who attend our services and members of the congregation are encouraged to register on the Electoral Roll and stand for election to the PCC.

Anyone is very welcome to attend our regular services. At present, there are 82 parishioners on the Church Electoral Roll, of whom 31 are not resident within the parish. 6 names were added during the year and 3 were removed either through death or because they moved away from the parish. The average weekly attendance, counted during October and including our Messy Church congregation, was 74, but our services at festival times have again been much busier.

The PCC normally meets as a body at least 6 times a year, this year however, we met 7 times with 2 extraordinary meetings as well as our PCC Away Day in early January.

The Good Shepherd Church is situated on Park Road, Loughborough, LE11 2HJ. It is part of the Diocese of Leicester within the Church of England. The PCC is a body corporate (PCC Powers Measure 1956, Church Representation Rules 2006) and a charity currently excepted from registration with the Charity Commission.

PERSONNEL

PCC members who have served at any time from 1 January 2017 until the date this report was approved are:

Ex-officio Members

- Incumbent: Rev Sue Willetts
- Curate: Rev Elizabeth York
- Warden: Ed Grainger
- Warden: Nuhad Aboulela
- Reader: Paul Chung
- Reader: Jackie Rotter

Deanery Synod Representatives

- Linda Tozer Secretary to the PCC
- *Vacancy*
- *Vacancy*

Elected Members

- Laurence Emmitt Treasurer for the PCC
- John Cheetham
- Michael Devlin Deputy Churchwarden
- William Gandanga
- Jeannette Green
- Mick Gregory Building Management Team Leader
- Barry Lockwood
- Sandra Lockwood
- Ken Rotter

LEGAL AND ADMINISTRATIVE INFORMATION

Our principal bankers are CAF Bank (part of the Charities Aid Foundation) at 25 Kings Hill Avenue, Kings Hill, West Malling, Kent, ME19 4JQ. We also have deposits with CCLA, that is the Central Board of Finance of the Church of England Deposit Fund and with the Loughborough Building Society. The Stage Group uses Lloyds Bank.

Rosemary Duke has been appointed as our Independent Examiner for the year 2017.

REVIEW OF FINANCIAL ACTIVITY 2017

In May 2017, I made a presentation to the congregation in which I projected the deficit for the year could be as much as £6,000. I am pleased to be able to report the actual deficit is only £656. The objective of that presentation was to make known the financial situation of the church and to ask members to review their giving. A second purpose of the presentation was to introduce the Parish Giving Scheme.

I was greatly encouraged by the congregation's response to that presentation, evidenced by the much better than projected financial outcome. However there were a number of favourable special factors:

- 21 persons have joined the Parish Giving Scheme. A feature of this scheme is that Gift Aid is paid on a monthly basis, whereas previously it would not be received until after April in the following Year. Thus we have a windfall receipt of £2,000.
- We received two legacies totalling £1,000.
- £500 was given in memorial of Joyce Hewitt
- The Helen Cope Trust contributed £1,000 towards the cost of the new organ which cost £2,000.

Excluding these special factors, I am presently projecting for 2018 a deficit of £4,000. There therefore remains a need for the congregation to review generously their level of giving and for us to consider what else could be done to increase our income.

I have referred to the Parish Giving Scheme. Under this scheme, giving is collected by Direct Debit. It is appropriate for persons who pay income tax and have a bank account which will accept Direct Debits. As well as proving an assured income this method of giving significantly reduces the administrative task:

- a. no need for envelopes
- b. no need to count the money
- c. no need to record receipts against individuals

If you have not already joined, I would ask you to consider whether the Parish Giving Scheme would be appropriate for you.

To conclude, I would like to thank John Cheetham, Cashier and Anissa Chung, Gift Aid Officer, without their support, I could not cope.

Laurence Emmitt
Treasurer

**Independent Examiner's Report to the Trustees of the Good Shepherd Church,
Loughborough.**

I report on the accounts of the church for the year ended 31st December 2017, which are set out on pages the following pages.

Respective responsibilities of trustees and examiner

The church's trustees are responsible for the preparation of the accounts. The church's trustees (the PCC) 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);
- to follow the procedures laid down in the General Directions given by the Charity Commission (under section 145(5)(b) of the 2011 Act); and
- to state whether particular matters have come to my attention.

Basis of independent examiner's report

My examination was carried out in accordance with the general Directions given by the Charity Commission. An examination includes a review of the accounting records 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; 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.~~

Signed *R. K. Duke*
Mrs Rosemary K Duke
(Date) 2. 3. 18
Finance Director,
16 Rivington Drive,
Loughborough,
LE114EJ,

FINANCIAL STATEMENT FOR THE YEAR ENDING 31ST DECEMBER 2017

STATEMENT OF FUNDS AND SUMMARY RECEIPTS AND PAYMENTS

<u>FUNDS</u>	<u>OPENING BALANCE</u>	<u>RECEIPTS</u>	<u>PAYMENTS</u>	<u>INCREASE/ -DECREASE</u>	<u>CLOSING BALANCE</u>
General (Note 1)	25,346	55,896	56,553	-656	24,689
Hall	15,412	7,288	3,957	3,331	18,742
Wednesday Friendly	468	476	556	-80	388
Coffee and Flowers	110	628	314	314	424
Tots of Fun Club	762	1,039	1,028	11	774
Stage Group	3,525	3,651	3,430	220	3,745
LAMP	485	0	0	0	485
Children's and Youth Work	1,661	507	960	-452	1,209
Contra Entries	0	53,815	53,815	0	0
	<u>47,768</u>	<u>123,300</u>	<u>120,613</u>	<u>2,687</u>	<u>50,455</u>

MONETARY ASSETS

C.B.F. Deposit Account	20,306	0	0	0	20,306
CAF Bank Current Account	2,989	83,582	80,897	2,685	5,674
CAF Bank Deposit Account	1,022	24,004	25,000	-996	26
Loughborough Building Society	19,368	7,352	7,000	352	19,720
Cash in Hand	110	628	314	314	424
General Petty Cash	13	2,521	2,523	-2	11
Lloyds Stage Group Account	2,924	3,639	3,430	209	3,133
Lloyds 30 day Stage Group	533	0	0	0	533
Hall Petty Cash	0	149	149	0	0
Other Petty Cash (Note 2)	503	1,425	1,299	126	629
	<u>47,768</u>	<u>123,300</u>	<u>120,613</u>	<u>2,687</u>	<u>50,455</u>

Note 1 . Balance of Restricted Funds

The following funds have yet to be expended

Rainbows	71
Children's Society	134
AWM Support for Peter & Martina Morriss	600
Memorial Joyce Hewitt	95
	<u>899</u>

Note 2. Analysis Other Petty Cash

	31-Dec-16	31-Dec-17
Wednesday Friendly	119	37
Toddler Club	317	513
Stage Group	68	79
	<u>503</u>	<u>629</u>

GENERAL FUND RECEIPTS AND PAYMENT ACCOUNT

	2016	2017	Favourable (-unfavourable) difference
RECEIPTS			
Gift Aided	25,337	25,893	556
Other Planned Giving	12,905	8,763	-4,142
Collection at Services	1,841	1,934	94
Gift Aid Recovered	8,557	9,202	644
Interest	175	202	28
All other giving (Note 4)	1,892	3,367	1,475
Fund Raising (Note 5)	1,079	1,108	29
Hall Contribution	2,000	2,000	0
Fees retained by Church	2,511	1,539	-972
Fees for Distribution	2,896	2,399	-497
Other Income	145	60	-85
Contra Entries	-703	-573	130
Total Receipts (Note 3)	58,635	55,896	-2,739
PAYMENTS			
Ministry Expenses	1,047	998	48
Fees Distribution	2,896	2,072	824
Heat Light Insurance	2,620	2,180	440
Repairs & maintenance (Note 6)	1,290	2,777	-1,488
Upkeep of Services (Note 7)	3,307	3,102	205
Admin and Focus sheets	115	168	-54
Youth Work	3,002	0	3,002
Parish Share and Dues	40,743	43,892	-3,149
Gifts to Charities (Note 8)	2,748	1,394	1,354
Fund Raising Expenses	0	0	0
	348	542	-194
Contra Entries	-703	-573	-130
Total Payments	57,411	56,553	859
Opening Balance	24,122	25,346	
INCREASE / -DECREASE	1,224	-656	-1,880
Closing Balance	25,346	24,689	

Approved by the Parochial Church
Council on 8 March 2018 and signed
on its behalf by Rev S Willetts (Chair)
and Mr L Emmitt (Treasurer)

Rev S Willetts

Mr L Emmitt

Note 3. Restricted Receipts

Receipts include the following restricted funds:

Children's Society	210
Twinned Toilets	180
Rainbows	109
	<u>499</u>

Note 4. Other Giving (Donations)

Action Alive Prayer Space	150
Helen Cope Trust (Organ)	1,001
Legacy - Rev Peter Clay	539
In Mem. Joyce Hewitt	496
Dedication of Headstone	110
Legacy - Elsie Clark	500
Children's Society Boxes	134
Rainbows	71
Other	367
	<u>3,367</u>

Note 5. Fund Raising

Gardeners Coffee Morning	622
Christmas Coffee Shop	486
	<u>1,108</u>

Note 6. Repairs and Maintenance

Repairs to Photocopier	108
Electronic Piano/Organ	2,000
Fire Extinguishers	178
Sound system	100
Link Room wall	121
Other	271
	<u>2,777</u>

Note 7. Upkeep of Services

	2016	2017
Organists and Verger Fees	1,620	1,300
Echo Adverts	596	535
Copy right fees	319	324
Printing etc	645	874
Altar Requisites	126	29
Service Other	0	40
	<u>3,307</u>	<u>3,102</u>

Note 8. Gifts to Charities	2016	2017
Kedmon	600	600
ATC	100	100
AWM Support for Peter & Martina Morriss	1,050	0
Samaritans Purse	200	200
Rainbows	48	109
Soar	25	0
Children's Society	120	210
Toilet Twinning	180	0
Star and Garter Homes	25	25
RAF Association	25	25
True Vine Trust	25	25
Salvation Army	250	0
Homestart Charnwood	100	100
	<u>2,748</u>	<u>1,394</u>

Note 9. Other expenses	2017
PCC Away Day	75
Gift David Newman	75
Gift Mick Gregory	225
LCP Alive day	167
	<u>542</u>

SUMMARY OF OTHER FUNDS

<u>CHURCH HALL FUND</u>	2016	2017
RECEIPTS		
Hire of Hall	5,093	7,288
Other	630	0
Total Receipts	5,723	7,288
 PAYMENTS		
To Church Gas Insurance	2,000	2,000
Electricity	412	484
Cleaning and Caretaker	838	870
Maintenance and Repairs	878	601
Fees Re Booking	0	0
Other	100	3
Total Payments	4,228	3,957
 <i>Opening Balance</i>	 13,917	 15,412
<i>Increase/-Decrease</i>	1,494	3,331
<i>Closing Balance</i>	15,412	18,742
 <u>WEDNESDAY FRIENDLY</u>		
RECEIPTS		
Collections	394	326
Donations		
Dedication Service Collection	59	48
Boat Trip Payments	150	100
Other	2	0
Bank Interest	3	2
	608	476
 PAYMENTS		
Donations	216	160
Hall Rent	140	130
Boat Trip Costs	150	100
Other	70	166
	576	556
 <i>Opening Balance</i>	 436	 468
<i>Increase/-Decrease</i>	32	-80
<i>Closing Balance</i>	468	388

COFFEE AND FLOWERS

	2016	2017
RECEIPTS		
Donations	381	628
PAYMENTS		
Supplies	169	163
Flowers	166	151
	335	314
<i>Opening Balance</i>	64	110
<i>Increase/-Decrease</i>	46	314
<i>Closing Balance</i>	110	424

TOTS OF FUN CLUB

	2016	2017
RECEIPTS		
Donations	489	1,039
Grant- Walkers Leicester Charity club	200	
Bank Interest	2	0
	691	1,039
PAYMENTS		
Hall Rent	175	185
Toys, refreshments etc	398	843
	573	1,028
<i>Opening Balance</i>	644	762
<i>Increase/-Decrease</i>	118	11
<i>Closing Balance</i>	762	774

	2016	2017
RECEIPTS		
Members Subscription	456	432
Spring Show	1,238	1,038
Pantomime	2,251	2,181
Spring Show 2015	188	0
Other	208	0
	4,341	3,651

PAYMENTS		
Spring Show	261	307
Pantomime	2,342	2,435
Hall Rent	310	350
Other	528	338
	3,441	3,430

<i>Opening Balance</i>	2,624	3,525
<i>Increase/-Decrease</i>	900	220
<i>Closing Balance</i>	3,524	3,745

CHILDREN'S AND YOUTH WORK**2017****RECEIPTS**

Donations at Messy Church	507
	<hr/>
	507
	<hr/> <hr/>

PAYMENTS

Session expenses	846
Roots Magazine	98
Leaflets	17
	<hr/>
	960
	<hr/> <hr/>

<i>Opening Balance</i>	1,661
<i>Increase/-Decrease</i>	-452
	<hr/>
<i>Closing Balance</i>	1,209
	<hr/> <hr/>

An explanation of Contra Entries

These transactions cancel each other out and can be ignored, however for the curious here is an explanation. A form of double entry book-keeping is used in which receipts and payments are kept separate. All receipts are entered against one of the Monetary Assets, e.g. a bank accounts or petty cash and a fund, e.g. General Fund Donations received. Likewise all payments are recorded against a monetary Asset and an expense within a fund, e.g. General Fund Repairs and Maintenance. The complexity arises in two situations. Firstly when monies are transferred between monetary Assets, e.g. between two bank accounts. In this case in the account from which the funds are being transferred it is shown as a payment and as a "contra entry" and in the account receiving the funds it is shown as a receipt and as a "contra entry". Thus the two contra entries cancel each other out. The second situation is when someone incurs expenditure on behalf of the church, but indicate they wish that expenditure to be regarded as a gift. In this case the amount of the expenditure is shown as a receipt amongst the giving or donations and as a "contra entry". The expenditure is then shown against the appropriate funds and as a "contra entry", again the contra entries cancel each other out.

Gift Aid Accumulated

The estimated value of income tax recoverable under Gift Aid, but not yet claimed as at 31 Dec 17 was £4750

Fixed Assets

Consecrated land and buildings, (not the property of the PCC but their responsibility for maintenance).

Un-consecrated land to the rear of the Church.

Fixed and moveable Church Furnishings are vested in the Church Wardens on special trust.

The Wardens have a responsibility to maintain an inventory of assets and arrange adequate insurance.

Insurance is provided by Ecclesiastical Insurance Company. Circa 2014 for insurance purposes, they valued the building at £900,000 and the contents at £125,000. However under a new policy we have combined cover of 2.6 million.

Other Insurances	£
Cash in safe etc	5,000
Employers liability	10,000,000
Public Liability	10,000,000

Note various sections have limits of liability and excess charges.

This is on a long term (3 year) agreement. -last year 2020

Note various sections have limits of liability and excess charges.