

**Parish of St. Peter and St. Paul's Church with St. Andrew,  
Flitwick**

**Financial Statements**

**of the**

**Parochial Church Council**

**for the year ended  
31 December  
2009**

# **Independent Examiner's Report to the Trustees of St Peter and St Paul's Church with St Andrew, Flitwick**

I report on the accounts of the church for the year ended 31 December 2009, which are set out on pages 2 to 6.

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

The church's trustees are responsible for the preparation of the accounts. The church's trustees consider that an audit is not required for this year (under section 43(2) of the Charities Act 1993 (the 1993 Act)) and that an independent examination is needed.

It is my responsibility to:

- a) examine the accounts (under section 43(3)4 of the 1993 Act).
- b) to follow the procedures laid down in the General Directions given by the Charity Commissioners (under section 43(7) (b) of the 1993 Act).
- c) 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 Commissioners. An examination includes a review of the accounting records kept by the church 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 I do not express an audit opinion on the view given by the accounts.

## **Independent examiner's statement**

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

- a) which gives me reasonable cause to believe that in any material respect the requirements
  - 1) to keep accounting records in accordance with section 41 of the 1993 Act:  
and
  - 2) to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 1993 Act have not been met:
- or
- b) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Rogers  
Chartered Accountants

20 St Georges Close  
Toddington  
Bedfordshire  
XX February 2010

**Parochial Church Council of St. Peter & St. Paul, Flitwick**

**Balance Sheet as at 31 December 2009**

	Note	<u>2009</u> £	<u>2008</u> £
<b><u>FIXED ASSETS</u></b>			
Tangible fixed assets	4	549	686
<b><u>CURRENT ASSETS</u></b>			
Debtors	5	3,574	5,300
Short term deposits		82,968	104,507
Cash at bank		6,548	7,618
Petty Cash Float		200	200
		<u>93,839</u>	<u>118,311</u>
<b><u>LIABILITIES:</u></b>			
Amounts falling due within one year	6	1,154	780
		<u>92,685</u>	<u>117,531</u>
<b><u>FUNDS</u></b>			
Unrestricted		67,943	71,888
Restricted	7	24,742	45,643
		<u>92,685</u>	<u>117,531</u>

Approved by the Parochial Church Council on .....March 2010 and signed on its behalf:

Chairman Michael Borden Treasurer Arnold Golding

# Parochial Church Council of St. Peter & St.Paul, Flitwick

## Statement of Financial Activities

for the year ended 31 December 2009

		<u>Unrestricted</u>	<u>Restricted</u>	<u>TOTAL FUNDS</u>	
		<u>Funds</u>	<u>Funds</u>	<u>2009</u>	<u>2008</u>
		<u>£</u>	<u>£</u>	<u>£</u>	<u>£</u>
	Note				
<b>INCOMING RESOURCES</b>					
<i>Incoming resources from donors</i>	2a	45,728	0	45,728	51,917
<i>Other voluntary incoming resources</i>	2b	0	0	0	32
<i>Incoming resources from operating activities</i>					
<i>to further the Council's objects</i>	2c	7,031	0	7,031	9,046
<i>to generate funds</i>	2d	1,859	7,685	9,544	8,168
<i>Income from investments</i>	2e	1,439	134	1,573	5,834
<i>Other incoming resources</i>	2f	0	0	0	7,293
<b>TOTAL INCOMING RESOURCES</b>		<u>56,057</u>	<u>7,819</u>	<u>63,876</u>	<u>82,290</u>
<b>RESOURCES EXPENDED</b>					
<i>Grants</i>	3a	1,225	135	1,360	1,075
<i>Activities directly relating to the work of the Church</i>	3b	54,075	1,976	56,051	52,720
<i>Church management and administration</i>	3c	4,703	0	4,703	4,137
<i>Other costs</i>	3d	0	26,609	26,609	21,580
<b>TOTAL RESOURCES EXPENDED</b>		<u>60,003</u>	<u>28,720</u>	<u>88,723</u>	<u>79,512</u>
<b>NET INCOMING RESOURCES</b>		(3,946)	(20,901)	(24,847)	2,778
<b>BALANCES BROUGHT FORWARD AT 1 JANUARY 2009</b>		71,889	45,643	117,532	114,753
<b>BALANCES CARRIED FORWARD AS AT 31 DECEMBER 2009</b>		<u>67,943</u>	<u>24,742</u>	<u>92,685</u>	<u>117,531</u>

# Parochial Church Council of St. Peter & St. Paul, Flitwick

## Notes to the Financial Statements

for the year ended 31 December 2009

### 1 ACCOUNTING POLICIES

The accounts have been prepared under the Church Accounting Regulations 1997 to 2001 and in accordance with the Charities SORP and applicable accounting standards.

2 INCOMING RESOURCES	Unrestricted	Restricted	TOTAL FUNDS	
	Funds	Funds	2009	2008
	£	£	£	£
2a <i>Incoming resources from donors</i>				
Planned giving:				
Stewardship / Gift Aid donations	27,503		27,503	26,972
Income tax recoverable	8,350		8,350	6,163
Collections at all services/donations	9,875		9,875	18,782
Sundry donations	0		0	0
	<u>45,728</u>	<u>0</u>	<u>45,728</u>	<u>51,917</u>
2b <i>Other voluntary incoming resources</i>				
Grants for Property Maintenance	0		0	0
Donations	0		0	32
	<u>0</u>	<u>0</u>	<u>0</u>	<u>32</u>
2c <i>Income from operating activities:</i> <i>to further the Council's objects</i>				
Church hall / Chapter House lettings	3,208		3,208	4,103
Fees	3,083		3,083	3,963
Contributions re heat & flowers	740		740	765
Video permits	0		0	215
	<u>7,031</u>	<u>0</u>	<u>7,031</u>	<u>9,046</u>
2d <i>Income from operating activities:</i> <i>to generate funds</i>				
Magazine subscriptions and advertisements	1,859		1,859	1,622
Fetes, bazaars and other events		7,685	7,685	6,546
	<u>1,859</u>	<u>7,685</u>	<u>9,544</u>	<u>8,168</u>
2e <i>Income from investments</i>				
Dividends and Interest on Funds		134	134	129
Bank interest	1,439		1,439	5,705
	<u>1,439</u>	<u>134</u>	<u>1,573</u>	<u>5,834</u>
2f <i>Other incoming resources</i>				
Contra items	0		0	159
Interest on income tax recovered	0		0	134
Funds recovered for prior years			0	6,000
EM Pither legacy			0	1,000
	<u>0</u>	<u>0</u>	<u>0</u>	<u>7,293</u>
<b>TOTAL INCOMING RESOURCES</b>	<u><b>56,057</b></u>	<u><b>7,819</b></u>	<u><b>63,876</b></u>	<u><b>82,290</b></u>

**Parochial Church Council of St. Peter & St. Paul, Flitwick**

**Notes to the Financial Statements (continued)**

for the year ended 31 December 2009

	<u>Unrestricted</u> Funds £	<u>Restricted</u> Funds £	<u>TOTAL FUNDS</u>	
			<u>2009</u> £	<u>2008</u> £
<b>3 RESOURCES EXPENDED</b>				
3a <i>Grants</i>				
Missionary and charitable giving	<u>1,225</u>	<u>135</u>	<u>1,360</u>	<u>1,075</u>
3b <i>Activities directly relating to the work of the Church</i>				
Ministry: diocesan parish share	40,373		40,373	39,309
clergy car expenses	652		652	872
Organist and locum organists	1,397		1,397	1,405
Church / Chapter House - utilities	3,021		3,021	2,152
insurance	1,839		1,839	1,500
maintenance	2,813		2,813	2,814
Worship supplies / flowers	912	0	912	1,356
Sunday School	11	278	289	206
Printing of parish magazine	1,550		1,550	1,215
Upkeep of churchyard		1,698	1,698	878
St.Andrews Hall expenses	<u>1,507</u>		<u>1,507</u>	<u>1,013</u>
	<u>54,075</u>	<u>1,976</u>	<u>56,051</u>	<u>52,720</u>
3c <i>Church management and administration</i>				
Administration:				
Printing, postage, stationery & telephone	1,760		1,760	1,626
Secretarial wages	2,606		2,606	2,139
Accountancy	200		200	200
Depreciation of photocopier	137		137	172
Miscellaneous Expenses			0	0
	<u>4,703</u>	<u>0</u>	<u>4,703</u>	<u>4,137</u>
3d <i>Other costs</i>				
Repairs		26,158	26,158	21,449
Hymn Books		259	259	0
Organ Tuning		192	192	0
Contra items	0		0	131
	<u>0</u>	<u>26,609</u>	<u>26,609</u>	<u>21,580</u>
<b>TOTAL RESOURCES EXPENDED</b>	<u><u>60,003</u></u>	<u><u>28,720</u></u>	<u><u>88,723</u></u>	<u><u>79,512</u></u>

# Parochial Church Council of St. Peter & St.Paul, Flitwick

## Notes to the Financial Statements ( continued)

for the year ended 31 December 2009

	<u>2009</u>	<u>2008</u>
	£	£
<b>4 FIXED ASSETS</b>		
Balance as at 1 January 2009	686	858
Less: Depreciation charged in year	137	172
Balance as at 31 December 2009	<u>549</u>	<u>686</u>
<b>5 DEBTORS</b>		
Income tax recoverable	3,574	5,300
Prepayments	0	0
	<u>3,574</u>	<u>5,300</u>
<b>6 LIABILITIES: AMOUNTS FALLING DUE WITHIN ONE YEAR</b>		
Accruals of utility and other costs	954	580
Creditors for goods and services	200	200
Other creditors	0	0
	<u>1,154</u>	<u>780</u>
<b>7 FUND DETAILS</b>		
The restricted funds comprise of the following:		
Organ Fund	1,151	1,343
Dawson Legacy for upkeep of churchyard	6,284	7,981
Burnham Legacy for the purchase of robes and worship resources	227	486
E M Pither Legacy for Social Fund (Charitable use in the Parish)	865	1,000
Furnishing Fund	2,508	2,508
In Memoriam for Altar Linen	39	39
Fabric Fund	7,543	26,017
(see note 8) Brooks & Byron Bequests for Fabric	4,681	4,547
Old School Fund	1,444	1,722
	<u>24,742</u>	<u>45,643</u>

## 8 ENDOWMENTS

At the 31 December 2009 the church benefited from the below endowments:

		<b>Market Value 31.12.09 £</b>	<b>Units Owned</b>	<b>Income Arising £</b>
	<b>Use of Income</b>	<b>Book Value £</b>		
Brooks Fund	Fabric	300	274	127
Byron Bequest	Fabric	50	15	7
(1) Chancel Fund	Unknown	168	254	118
(1) -- do -- CBF Deposit Account	Unknown	2,064	n/a	29
Sunday School Fund (Old School) -do-		23,328	2,501	1160

### NOTES

- 1) All Chancel Funds income is accumulated in the Chancel Fund CBF Deposit account. The income is brought into the Restricted Brooks & Byron Bequest funds.