



The Parish Church of Swanmore, Saint Barnabas

Statement of Financial Activities  
of the  
Parochial Church Council  
for the  
year ended 31 December 2019

Vicar:

The Reverend Claire Towns  
The Vicarage, Church Road  
Swanmore, Hampshire

Independent Examiner:

Mr R L Green-Wilkinson FCA  
Drovers  
Chapel Road  
Swanmore  
Hampshire

Bank:

Lloyds  
The Square  
Bishops Waltham  
Hampshire

Legal Adviser:

Miss H A G Tyler LLB  
Brutton & Co  
West End House  
West End Fareham  
Hampshire

(A Registered Charity No. 1128899)

## Independent examiner's report to the PCC of St Barnabas, Swanmore

I report on the accounts for the year ended 31st December 2019, which are set out on pages 1 to 8.

### Respective responsibilities of the PCC and the 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.

### Basis of Independent Examiner's 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 matters have come to my attention:

1. which give 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)

Date: 18.10.20



Richard Green-Wilkinson FCA  
Drovers,  
Chapel Road  
Swanmore

**PAROCHIAL CHURCH COUNCIL OF SWANMORE, ST BARNABAS - ACCOUNTS FOR 2019**

**Statement of financial activities  
for the year ending 31 December 2019**

	Notes	Unrestricted Funds £	Designated Funds £	Restricted Funds £	Endowment Funds £	TOTAL 2019 £	FUNDS 2018 £
<b>INCOMING RESOURCES</b>							
Voluntary income	2(a)	61,654	188	20	-	61,862	67,939
Activities for generating funds	2(b)	7,110	-	-	-	7,110	4,497
Income from investments	2(c)	124	-	-	12	136	94
Church activities	2(d)	13,716	38,354	-	-	52,070	46,423
<b>TOTAL INCOMING RESOURCES</b>		<b>82,605</b>	<b>38,541</b>	<b>20</b>	<b>12</b>	<b>121,178</b>	<b>118,952</b>
<b>RESOURCES EXPENDED</b>							
Cost of generating voluntary income							
Church activities	3(a)	88,012	33,861	1,964	-	123,837	110,420
Fundraising trading costs	3(b)	-	-	-	-	-	-
Governance costs	3(c)	-	-	-	-	-	-
<b>TOTAL RESOURCES EXPENDED</b>		<b>88,012</b>	<b>33,861</b>	<b>1,964</b>	<b>-</b>	<b>123,837</b>	<b>110,420</b>
<b>Net incoming resources before other recognized gains &amp; losses</b>		(5,408)	4,680	(1,944)	12	(2,660)	8,532
<b>Transfer between funds</b>		8,534	(6,504)	(1,544)	(486)	-	-
Gain on investment asset value	5(b)	-	-	-	6	6	(14)
<b>NET MOVEMENT IN FUNDS</b>		<b>3,126</b>	<b>(1,824)</b>	<b>(3,487)</b>	<b>(468)</b>	<b>(2,653)</b>	<b>8,518</b>
Balance B/Fwd 1 January		12,347	23,276	14,665	761	51,049	42,530
Balance C/Fwd 31 December		<b>15,473</b>	<b>21,410</b>	<b>11,219</b>	<b>293</b>	<b>48,395</b>	<b>51,049</b>

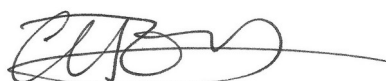
The figures above represent the Incoming and Outgoing Resources in these accounts of the Parochial Church Council of St Barnabas Church, Swanmore. The accounts are presented in accordance with The Charities Act 2011 and "PCC Accountability 2006 5th Edition. A guide to the SORP 2015."

The accounts are presented on an Accruals basis as in previous years.

The notes on Pages 3 to 7 form part of these accounts

Approved by the Parochial Church Council on 20 Oct 20

and signed on its behalf by



Revd Claire Towns  
Chair of PCC

22/10/20

**PAROCHIAL CHURCH COUNCIL OF SWANMORE, ST BARNABAS - ACCOUNTS FOR 2019**

**Balance Sheet**

at 31 December 2019

	Notes	<u>2019</u>	<u>2018</u>
		£	£
<b>FIXED ASSETS</b>			
Tangible	5(a)	4,625	4,881
Investment	5(b)	293	761
		<u>4,918</u>	<u>5,642</u>
<b>CURRENT ASSETS</b>			
Debtors	6(a)	3,498	9,025
Cash at bank and in hand	6(b)	32,758	29,697
Short term deposits	6(c)	16,673	16,548
		<u>52,929</u>	<u>55,271</u>
<b>LIABILITIES</b>			
Creditors - amounts falling due in one year	7	9,452	9,864
		<u>43,477</u>	<u>45,406</u>
<b>NET CURRENT ASSETS</b>		<u>43,477</u>	<u>45,406</u>
<b>TOTAL NET ASSETS</b>		<u><u>48,395</u></u>	<u><u>51,049</u></u>
<b>PARISH FUNDS</b>			
Unrestricted	9	15,473	12,347
Designated	9	21,410	23,276
Restricted	9	11,219	14,665
Endowment	9	293	761
		<u>48,395</u>	<u>51,049</u>

## PAROCHIAL CHURCH COUNCIL OF SWANMORE, ST BARNABAS - ACCOUNTS FOR 2019

### Notes to the financial statements for the year ended 31 December 2019

#### 1 ACCOUNTING POLICIES

The financial statements have been prepared in accordance with the Charities Act 2011, the Church Accounting Regulations 2006 together with applicable accounting standards and the SORP 2015.

The financial statements have been prepared under the historical cost convention except for the valuation of investment assets, which are shown at market value. The financial statements include all transactions, assets and liabilities for which the PCC is responsible in law. They do not include the accounts of church groups that owe their main affiliation to another body, nor those that are informal gatherings of church members, except where monies raised are paid into the accounts. In which case they are dealt with and disbursed as any other transaction.

#### Funds

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

*Restricted Funds* represent a) income from trusts or endowments which may be expended only on those restricted objects provided in the terms of the trust or bequest, and b) donations or grants received for a specific object or invited by the PCC for a specific object. The funds may only be expended on the specific object for which they were given. Any balance remaining unspent at the end of each year must be carried forward as a balance on that fund. The PCC does not usually invest separately for each fund. Where there is no separate investment, interest is apportioned to individual funds on an average balance basis.

*Designated Funds* are monies set aside by the PCC out of its unrestricted funds for specifically designated future purposes or projects, but without any binding commitment.

*Unrestricted Funds* are general funds which can be used for PCC ordinary purpose.

#### Incoming resources

Planned giving, collections and donations are recognised when received. Tax refunds are recognised when the incoming resource to which they relate is received. Grants and legacies are accounted for when the PCC is legally entitled to the amounts due. Dividends are accounted for when received, interest is accrued. All other income is recognised when it is receivable. All incoming resources are accounted for gross.

#### Resources expended

Grants and donations are accounted for when paid over, or when awarded, if that award creates a binding or constructive obligation on the PCC. The diocesan parish share is accounted for when due. Amounts received specifically for mission are dealt with as restricted funds. All other expenditure is generally recognised when it is incurred and is accounted for gross. Accruals where regarded as constructive obligations are included

#### Fixed assets

Consecrated and benefice property is not included in the accounts in accordance with s.96(2)(a) of the Charities Act 1993.

Moveable church furnishings held by the vicar and churchwardens on specific trust for the PCC and which require a faculty for disposal are inalienable property, listed in the church's inventory, which can be inspected (at any reasonable time). For anything acquired prior to 2000 there is insufficient cost information available and therefore such assets are not valued in the financial statements. Individual items acquired subsequently have been in the accounts and depreciated over their economic life.

Equipment used within the church premises is depreciated on a straight-line basis over four years. However, computer and other like equipment is depreciated over three years. Individual items of equipment with a purchase price of under £1,000 are written off when the asset is acquired.

*Investments* are valued as indicated on Page 6

**PAROCHIAL CHURCH COUNCIL OF SWANMORE, ST BARNABAS - ACCOUNTS FOR 2019**

Notes to the financial statements for the year ended 31 December 2019 (continued)

**2 INCOMING RESOURCES**

	Unrestricted Funds	Designated Funds	Restricted Funds	Endowment Funds	TOTAL Funds 2019	2018
	£	£	£	£	£	£
<b>2a Voluntary income</b>						
Planned giving:						
Gift Aided donations	10,100				10,100	10,651
Other donations	260				260	260
Parish Giving Scheme	31,080				31,080	29,108
Collections at services	3,852	85			3,937	3,867
Gift Days					-	-
Legacies	2,000				2,000	-
Donations	1,077	102	20		1,199	10,495
Grants	1,500				1,500	800
Gift Aid via PGS	7,195				7,195	6,687
Gift Aid received direct	4,591				4,591	6,072
	<b>61,654</b>	<b>188</b>	<b>20</b>	<b>-</b>	<b>61,862</b>	<b>67,939</b>
<b>2b Activities for generating income</b>						
Open Gardens & Snowdrops	3,578				3,578	1,731
Social Events	3,085				3,085	652
Concerts	307				307	853
Other	141				141	1,261
	<b>7,110</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>7,110</b>	<b>4,497</b>
<b>2c Income from investments</b>						
Dividends & Interest	<b>124</b>			<b>12</b>	<b>136</b>	<b>94</b>
<b>2d Income from church activities</b>						
Parish Magazine	8,144				8,144	8,223
Paterson Centre		9,826			9,826	8,669
Fees	3,168				3,168	3,731
Memorial Path	1,854				1,854	522
Barnaby's		28,528			28,528	24,925
Insurance Claims	353				353	
Miscellaneous	197				197	-
	<b>13,716</b>	<b>38,354</b>	<b>-</b>	<b>-</b>	<b>52,070</b>	<b>46,423</b>
<b>Total incoming resources</b>	<b>82,605</b>	<b>38,541</b>	<b>20</b>	<b>12</b>	<b>121,178</b>	<b>118,952</b>

**PAROCHIAL CHURCH COUNCIL OF SWANMORE, ST BARNABAS - ACCOUNTS FOR 2019**

Notes to the financial statements (continued)  
for the year ended 31 December 2019

	Unrestricted Funds	Designated Funds	Restricted Funds	Endowment Funds	TOTAL Funds 2019	FUNDS 2018
	£	£	£	£	£	£
<b>3 RESOURCES EXPENDED</b>						
<b>3a Church Activities</b>						
Missionary Giving from General Fund	405				405	355
Charitable Donations from Barnaby's <u>Ministry</u>		1,988			1,988	1,920
Diocesan Parish Share	64,890	-			64,890	63,847
Deanery Synod Share	-				0	-
Other ministry costs	20				20	765
<u>Church running &amp; maintenance</u>						
Insurance	2,659				2,659	2,581
Utilities	3,817	3,218			7,035	7,294
Repairs & maintenance	3,098	10,843	1,922		15,863	3,850
Church services & music	1,116	19			1,135	1,052
Youth & Children's Work	319		41		361	299
Churchyard	1,898				1,898	1,232
<u>Administration/Office</u>						
Wages, honoraria	2,287	2,844			5,131	5,323
Administration	1,297				1,297	1,205
<u>Parish Magazine</u>						
Printing & Materials	5,258				5,258	6,356
Postage & Other	342				342	384
Depreciation	606				606	1,734
Barnaby's Trading Costs		9,640			9,640	9,749
Barnaby's Other Costs		5,310			5,310	2,036
Miscellaneous						438
	<b>88,012</b>	<b>33,861</b>	<b>1,964</b>	<b>-</b>	<b>123,837</b>	<b>110,420</b>
<b>3b Fundraising trading costs</b>						
Fundraising Activities					0	
	-	-	-	-	0	-
<b>3c Governance</b>					0	-
	-	-	-	-	0	-
<b>Total resources expended</b>	<b>88,012</b>	<b>33,861</b>	<b>1,964</b>	<b>0</b>	<b>123,837</b>	<b>110,420</b>
<b>4 Staff costs</b>						

During the year the PCC employed a part time admin assistant and a caretaker for the Paterson Centre but no payment was large enough to attract social security costs or pension liability.

PAROCHIAL CHURCH COUNCIL OF SWANMORE, ST BARNABAS - ACCOUNTS FOR 2019

Notes to the financial statements (continued)  
for the year ended 31 December 2019

5 FIXED ASSETS

(a) Tangible

Asset	Purchase Date	Original Cost	Nominal Life	Value at 01 Jan 19	Depreciation Charge 2019	Value at 31 Dec 19
Printer service agreement	01/01/17	1,818	3 years	606	606	0
Electric oven	01/05/17	1,570	5 years	975	325	650
Dishwasher	01/04/18	2,388	5 years	1,500	375	1,125
Toshiba photocopier	01/10/18	2,280	5 years	1,800	450	1,350
Barnaby's Boiler	01/08/19	2344	5 years		844	1,500
				4,881	2,600	4,625

Only consecrated and benefice property is held and these are not included (see note page 3) but insurance cover over buildings and contents is provided at a figure of £8.1 million.  
2 sets of Handbells are insured for £8,743 and Print Machines for £11,943.

(b) Investments Re-valued at 31 Dec 19

	Value		Interest	
	2019	2018	2019	2018
	£	£	£	£
Churchyard Trust 179 shares @ 163.84 pps	293	287	12	12
Myers Grave Trust 3.5% Conversion Stock	-	474	-	-
	293	761	12	12

Interest £11.80 transferred to General Fund for churchyard maintenance

6 CURRENT ASSETS

	Unrestricted funds	Designated funds	Restricted funds	2019	2018
	£	£	£	£	£
(a) Debtors					
Tax recoverable	891	-		891	7,130
Overpaid fees to Diocese	20			20	
Paterson Centre Receipts due at 31 Dec 19	-	2,588		2,588	1,895
	911	2,588	-	3,498	9,025

(b) Cash at Bank and (c) Short Term Deposits

Account	Cash & Un cash'd chq	(b) Current Account	(b) Barnaby's Account	(b) Paterson Centre Acct	Sunday Club Acct	(c) CCLA Deposit	TOTAL
Account No		5767	8706	4887		1408D	
	£	£	£	£	£	£	£
Opening Balances	0	5,817	13,247	10,575	59	16,548	46,246
Receipts	102	99,061	29,028	9,066	0	136	137,393
Payments		(101,526)	(18,356)	(14,307)	(18)		(134,208)
Transfers		7,060	(7,048)			(12)	-
Closing Balances	102	10,411	16,871	5,334	41	16,673	49,431



**PAROCHIAL CHURCH COUNCIL OF SWANMORE, ST BARNABAS - ACCOUNTS FOR 2019**

Notes to the financial statements (continued)  
for the year ended 31 December 2019

<b>7 LIABILITIES</b>	Unrestricted funds	Designated funds	Restricted funds	Total 2019	Total 2018
	£	£	£	£	£
Magazine advertising revenue in advance	8,405			8,405	7,180
Fees due to Diocese		-		-	-
Payments due to charities and missions		82		82	50
Gift Aid payable to charities			965	965	1,183
Unpaid invoices				-	1,451
Amounts falling due in one year	8,405	82	965	9,452	9,864

<b>8 ANALYSIS OF NET ASSETS by funds</b>	Unrestricted funds	Designated funds	Restricted funds	Endowment funds	Total 2019
	£	£	£	£	£
Tangible fixed assets	1,350	3,275			4,625
Investment fixed assets				293	293
Current assets	22,598	18,217	12,184		52,999
Liabilities - falling due in one year	(8,405)	(82)	(965)		(9,452)
	15,473	21,410	11,219	293	48,395

<b>9 FUNDS</b>	Bal b/fwd 31 Dec 18	Income	Expenditure	Transfers, Other gains and losses	Bal at 31 Dec 19
	£	£	£	£	£
<b><u>Unrestricted Funds</u></b>					
General Fund	12,347	82,605	88,012	8,534	15,473
<b><u>Designated Funds</u></b>					
Flower	105		19		85
Sunday Club	59		18		41
Children's Outreach	-	188		544	731
Paterson Centre Operating	13,313	9,826	16,886		6,253
Barnaby's	9,758	28,528	16,938	(7,048)	14,300
	23,234	38,541	33,861	(6,504)	21,410
<b><u>Restricted Funds</u></b>					
Children's Outreach	544			(544)	-
Church Improvement	2,427	20		(1,000)	1,447
Churchyard Maintenance	1,606				1,606
Disability Improvements	7,889		1,922		5,966
Handbells	1,813				1,813
Incumbent's Discretionary	387				387
	14,665	20	1,922	(1,544)	11,219
<b><u>Endowment Funds</u></b>					
Myers Grave Trust	474			(474)	-
Churchyard Trust	287	18	-	(12)	293
	761	18	-	(486)	293

**PAROCHIAL CHURCH COUNCIL OF SWANMORE, ST BARNABAS - ACCOUNTS FOR 2019**

**Additional information to the accounts for the year ended 31 December 2019**

<b>10a</b>	<b><u>Paterson Centre Operating</u></b>		<b>10b</b>	<b><u>Barnaby's Operating</u></b>	
	<u>2019</u>	<u>2019</u>		<u>2019</u>	<u>2019</u>
	Income	Expenditure		Income	Expenditure
	£	£		£	£
Hall Hire	9,826		Trading Income	27,880	
Donations etc			Other Income	180	
Caretaking		2,340	Cost of Sales		9,784
Consumables		451	Equipment etc		3,312
Depreciation (oven, dishwasher)		700	Charges etc		815
Heat/Light/Water		3,561	Administration		504
Repairs & renewals		11,057	Depreciation		844
			Gifts and Donations		1,988
			Facilities charges		6,600
Deficit for year	8,282		Surplus for year		4,213
Totals	<u>18,108</u>	<u>18,108</u>		<u>28,060</u>	<u>28,060</u>

**Missionary & charitable giving**

**10c**

The following missions and charities were supported:

<u>By special collections in Church</u>		<u>By donations from Barnaby's</u>	
Bishop's Lent Appeal	40	Christian Aid Week	78
Children's Society	167	Christmas Card Market	20
Christian Aid	37	Church Flower Fund	100
EC Roberts Centre	1,551	Crisis	82
Royal British Legion	564	Family Fun Day	100
Salvation Army	1,594	Helping Hooves	116
St George Foundation	1,490	Jubilee Sailing Trust	82
	<u>5,445</u>	Love and Dec	136
		MacMillan Cancer Support	95
		Mayor of Winchester's Charities	56
		Meon Valley Carers	1145
		Meon Valley Lions	90
		Royal British Legion	88
			<u>2188</u>

**10d**

**Fundraising Events for Church Funds**

Open Gardens	2,205
Snowdrops by Candlelight	1,373
Beer and Hymns	1,294
Oh Heck! Evenings	568
Film Nights	650
Quiz Nights	573
Concerts	307
Other	141
Total	<b>7,110</b>

Open Gardens 2019 raised a further £1144 for Rowan's Hospice not shown elsewhere in these accounts