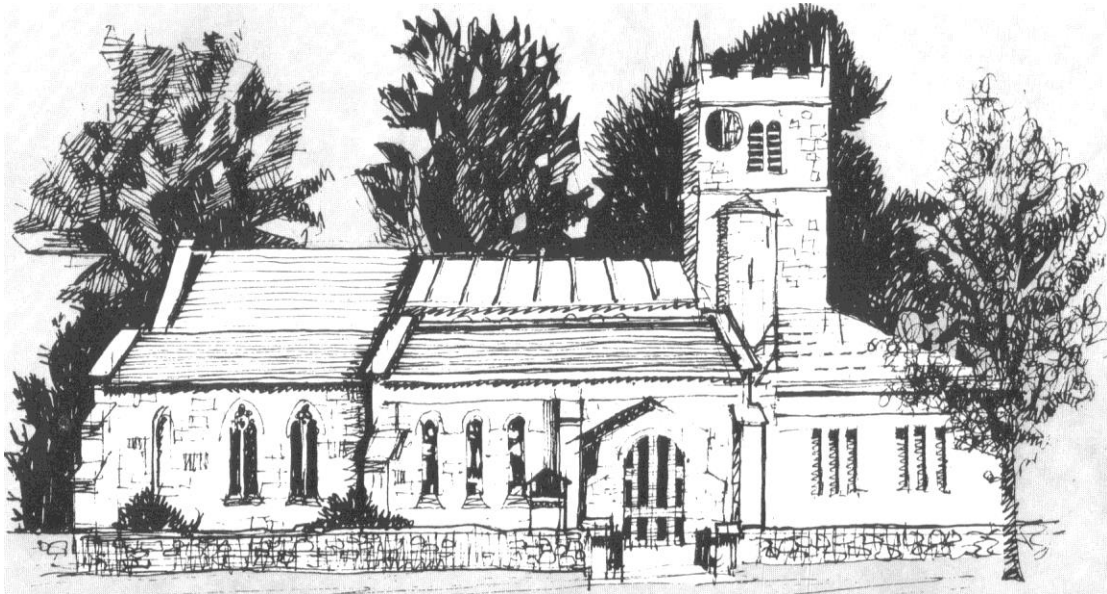


# **The Parochial Church Council of the Ecclesiastical Parish of St Nicholas, Dunnington**

**Registered Charity: 1178934**



## **Annual Report and Financial Statements**

**For the Year Ended: 31st December 2019**

***"From everyone who has been given much, much will be demanded" (Luke 12:48)***

**The Parochial Church Council of the Ecclesiastical Parish of St Nicholas,  
Dunnington**

**Annual Report and Financial Statements**

**For the Year Ended: 31st December 2019**

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# **The Parochial Church Council of the Ecclesiastical Parish of St Nicholas, Dunnington**

## **Annual Report for the Year Ended 31st December 2019**

The Parochial Church Council ("the PCC") has pleasure in presenting its Report together with the Financial Statements for the year ended 31 December 2019.

The financial statements have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their financial statements in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued on 16 July 2014 and the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102), the Charities Act 2011, and UK Generally Accepted Accounting Practice as it applies from 1 January 2015.

The PCC is a Registered Charity (1178934).

### **Aim and Purpose**

St Nicholas' PCC has the responsibility of co-operating with the incumbent, the Revd Nicholas Bird, in promoting in 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 Church and Tower Room complex of St Nicholas' Church, Dunnington.

### **Objectives and Activities**

The PCC is committed to enabling as many people as possible to worship at the church and to become part of the parish community at St Nicholas' Church. The PCC maintains an overview of worship throughout the parish and makes suggestions on how services can involve the many groups that live within the parish. The services and worship put faith into practice through prayer and scripture, music and sacrament.

When planning the activities for the year, the incumbent and the PCC have considered the Charity Commission's guidance on public benefit and, in particular, the specific guidance on charities for the advancement of religion. In particular, the PCC try to enable ordinary people to live out their faith as part of the parish community through:

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

### **Achievements and Performance**

#### *Worship and Prayer*

The PCC is keen to offer a range of services during the week and over the course of the year that the community finds both beneficial and spiritually fulfilling.

During 2019 a variety of worship styles was offered at St Nicholas' Church, consisting of an intimate Sunday 8.00 am service focussing around the Holy Communion and following the historic words of the Book of Common Prayer (Common Worship Order Two), a Wednesday 9.00 am service following Holy Communion Order One, a more vibrant Sunday 10.30 am Parish Worship with music playing a large role, and a family-focussed Family Worship at 4.00 pm usually on the first Sunday of each month.

The 10.30am service varies in style from week to week. On the 1st, 3rd and 4th Sundays of the month, it includes Holy Communion, on the 2nd Sunday of each month the service is lay-led which does not include Communion. On

# **The Parochial Church Council of the Ecclesiastical Parish of St Nicholas, Dunnington**

## **Annual Report for the Year Ended 31st December 2019 (continued)**

the 3rd Sunday of the month an all-age Holy Communion is celebrated. Baptisms are conducted either during the main Sunday morning service, or at 12.30 pm when the earlier time is not practicable.

Under the leadership and vision of the Director of Music the music group, 'Laudate', often design the worship at the 10.30 a.m. Services and at the monthly 4.00 p.m. Family Worship.

In November, we restarted 'Ignite!' our youth group for children and teenagers (10 years and older) and attendance has been regularly in the order of eleven. Activities have included games nights and writing and performing a nativity play. The young people who attend really enjoy spending time in each other's company and growing in faith.

Every month an Evening Fellowship Group met to provide a small-group context for people to learn from the Bible, discuss their experience of the joys and challenges of the Christian life, and to pray and build friendships. A Christian Meditation Group also met on a monthly basis, existing to promote silent contemplative prayer and meeting a need in the parish for this approach to Christian spirituality. Four Discipleship Days were held with visiting speakers on Saturday mornings to learn about prayer, scripture and pilgrimage; and a Benefice Lent course was also held.

### *Church attendance*

All are welcome to attend the regular services at St Nicholas' Church. There were 122 parishioners on the Church Electoral Roll at 31 December 2019 a decrease of eight. Ten names were added during the year, and 18 names deleted (sadly six arising from deaths and 12 not reapplying to be on the new Electoral Roll). Church attendance for "usual" Sunday services during the year was 66 (comprising 63 adults and three children), a decrease from 2018. During the standard October count the average weekly attendance fell to 81.8 reflecting an additional joint service at the Methodist Church. Attendance at the Easter services was much the same as the previous year (154 attendees). Attendance at the Christmas services (338) was higher than in 2018.

### *Derwent Deanery Synod*

Two members of the PCC sit on the Derwent Deanery Synod. This provides the PCC with an important link between the parish and the wider structures of the church.

### *The Tower Room Complex*

The PCC want the Tower Room to be used by the parish community and it is regularly used by a number of village groups including Yoga (City of York Council) and the Parish Council, and bookings from local families for children's parties.

### *Pastoral Care*

The church hosted a Sunday Parish Lunch on five occasions during the year - attended primarily by elderly parishioners. There were special Christmas and Easter communions, followed by light refreshments as well as four "Fun, Food and Fellowship" days for the elderly which continued to be a great success.

Some members of the parish are unable to attend church due to sickness or age. Home visits are co-ordinated through the Pastoral Visiting Team, consisting of both clergy and appointed lay assistants who visit the housebound and residents of local care homes to celebrate Holy Communion with them.

In December, we appointed a Benefice Children and Families Worker (start date 6<sup>th</sup> January 2020) to strengthen and develop our work with these groups through the churches, local schools and the local community.

# **The Parochial Church Council of the Ecclesiastical Parish of St Nicholas, Dunnington**

## **Annual Report for the Year Ended 31st December 2019 (continued)**

### *Mission and Evangelism*

Helping those in need is a demonstration of Christian Love. The church has continued to support the Children's Society through service collections and many parishioners maintain a collection box for their donations. In addition, the church supported Carecent, St Leonard's Hospice, Kyra Women's Project, Christian Aid, York Hospital Butterfly Appeal and A Rocha through a number of retiring collections and collections at social events.

The PCC approved mission and charitable donations of £7,000, the beneficiaries being Open Doors and Christians Against Poverty (York branch).

### *Ecumenical Relationships*

The formal terms of the Local Ecumenical Project and the partnership with the Methodist Church were 'set aside' in November 2009, however, the PCC's commitment that St Nicholas' Church would operate in Christian Love and Fellowship with the local Methodist Church has seen ecumenical relationships and co-operation develop far more effectively. The Parish Church and Methodist Chapel shared many events together including services for the World Day of Prayer, Harvest and the week of Prayer for Christian Unity.

### *Other Church Activities*

Details of all other church activities and groups, and more comprehensive commentaries on the foregoing activities, are contained in a separate Report available at the Annual Parochial Church Meeting.

### **Financial Review**

In 2019 the PCC voted to change our current account provider from Santander to a more ethical provider (The Co-operative Bank). Our new current account is Community Direct Plus Account specifically designed for registered charities. All out-going payments (cheques and online bank transfers) now require authorisation from two signatories. The switch was completed successfully with no adverse effects on existing incoming standing orders or outgoing payments.

The final outturn for the year on all funds, before accounting for net investment gains, was total income £109,033 (2018, £142,179) and total expenditure £111,629 (2018, £130,167) resulting in net income (a deficit) of -£2,596 (2018, £12,012). The General Fund realised a surplus of £2,114 (2018, deficit -£9,346).

In 2018, we received a very generous legacy income of £32,085. Excluding legacy income, total income in 2019 was comparable with 2018.

Planned giving by standing order or envelopes was £54,535 in 2019 (2018, £52,166), a 4.5% increase. Free Will Offerings (open plate collections and the church's share of collections at funerals) has remained stable from 2018 to 2019.

We were fortunate recipients of legacies totalling £1001. Income from Tower Room lettings increased by 50% (£4,160 in 2019 compared to £2,780 in 2018).

There have been extensive upgrades to the lighting in the main church building and repairs to the roof and stonework. Expenditure on maintenance and repairs was £12,485 compared to £32,363 in 2018. This expenditure has been slightly offset by VAT reclaim of £1,668 from the Listed Places of Worship scheme (£831 to the General Fund and £837 to the Fabric Fund).

Despite these expenses, we increased our freewill offering to the diocese by 3% and our Mission and Charity giving by 4%. During 2019 we changed to fully reporting gross income and expenditure from all activities rather than net

# **The Parochial Church Council of the Ecclesiastical Parish of St Nicholas, Dunnington**

## **Annual Report for the Year Ended 31st December 2019 (continued)**

income (in accordance with the Diocese cash handling recommendations). Following the advice of the External Auditor, accountancy software subscription charges have been allocated to accountancy and bookkeeping and the printer maintenance service charges has been allocated to printing and stationery (previously these were allocated to church maintenance and repairs). The organists' honoraria have decreased following the resignation of the previous Director of Music in September.

The General Fund balance (reserves) at the year-end was £15,664 (2018, £14,009).

Restricted Funds increased in total by £1,675 during the year (compared to a £11,953 decrease in 2018).

There was an upturn of the stock markets in 2019, which saw the market value of The Church Estate Fund investment increase by £5,413 (18%) and the James Twinam Fund investment increase by £1,028 (18%). The dividends from the James Twinam Fund will be donated to Dunnington Church of England Primary School to support the Pupil Premium.

A fund has been created to track expenditure by the newly appointed Director of Music against the designated budget (£300 per quarter).

The magazine continues to covers its costs and made a trading profit (calculated on a cash basis) of £153 without increases in subscription or advertising charges. The year-end reserve balance on this fund amounted to £15,760. The Fabric fund decreased by £4,274 as funds were used to cover the costs of the external repairs to the roof and stonework. The Clock and Children's Work Funds required transfers of £81 and £74 from General Fund to cover their deficits.

The net movement on all funds, after taking into account the net market value gain on investments, amounted to £3,845 surplus (2018 £10,899 surplus), which when added to the funds brought forward at the beginning of the year, resulted in fund balances to carry forward at 31 December 2019 of £120,693 (2018, £116,848).

### **Reserves policy**

The PCC's policy is to maintain a balance on unrestricted free funds (if possible), which equates to approximately six months' unrestricted payments, equivalent to £40,000, to cover emergency situations that may arise from time to time. The balance of £15,664 held on unrestricted general funds at the year-end remains adrift from this target, but the position will hopefully be addressed in the future.

### **Investment policy**

It is the PCC's policy to invest fund balances with CCLA Investment Management Limited incorporating the CBF Church of England Deposit Funds.

### **Volunteers**

The PCC extends grateful thanks to all the volunteers who work so hard to make St Nicholas' Church the lively and vibrant community it is. Some roles are more 'high profile' than others but there is so much valuable work that goes on unseen during the year contributing to the church's ministry and keeping it running.

### **Structure, Governance and Management**

The PCC is a corporate body established by the Church of England and operates under the Parochial Church Council Powers Measure.

# The Parochial Church Council of the Ecclesiastical Parish of St Nicholas, Dunnington

## Annual Report for the Year Ended 31st December 2019 (continued)

The method of appointment of PCC members is set out in the Church Representation Rules. At St Nicholas' the membership of the PCC consists of the Incumbent (Rector), Associate Priest, Reader, Church Wardens and Members elected by those members of the congregation who are on the electoral roll of the church. All those who attend services or are members of the congregation are encouraged to register on the Electoral Roll and stand for election to the PCC.

The PCC members are responsible for making decisions on all matters of general concern and importance to the parish including deciding how the funds of the PCC are to be spent.

The full PCC met on 8 occasions during the year, with an average level of attendance of 10 members. Given its wide responsibilities the PCC has sub-set/focus group discussions (for example on Fabric issues) on particular aspects with key conclusions reported back to the full PCC for advice or decision. In addition, the PCC discusses relevant issues from wider groups such as the Derwent Deanery Synod and Benefice Pastoral Committee.

Among other specific matters discussed were the Annual Diocesan "Freewill Offering" for 2020; the creation of a fundraising group for significant maintenance projects; Leading Your Church into Growth (LYCIG) and "Mission and Charity Giving".

### Administrative Information

St. Nicholas' Church is situated in the village of Dunnington near York. It is part of the Benefice of Rural East York, Diocese of York within the Church of England. The correspondence address is The Rectory, 30 Church Street, Dunnington, York, YO19 5PW.

The PCC is a body corporate (PCC Powers Measure 1956, Church Representation Rules 2011) and is registered with the Charity Commission (Registered Charity 1178934).

PCC members who have served from 1 January 2019, or date of appointment if later, until the date this report was approved, or date of retirement/resignation if earlier, are:

#### ***Ex-officio members:***

|                                 |                            |   |
|---------------------------------|----------------------------|---|
| <i>Incumbent:</i>               | The Revd Nicholas Bird     | Chairman  |
| <i>Associate Priest:</i>        | The Revd Canon Terry Joyce |   |
| <i>Reader:</i>                  | Mrs Judith Hewitt          | Representative on Derwent Deanery Synod               |
| <i>Churchwardens:</i>           | Mr Peter Helm              | Lay Chairman (re-elected at APCM 2019: 24 March 2019) |
|                                 | Mr Barry Hewitt            | (until APCM 2019: 24 March 2019)                      |
|                                 | Mrs Carole White           | (elected at APCM 2019: 24 March 2019)                 |
| <i>Other ex-officio member:</i> | Mrs Joan Verrier           | Representative on Derwent Deanery Synod               |

#### ***Elected lay members:***

|                    |  |
|--------------------|--|
| Mrs Victoria Beale | (re-elected at APCM 2019: 24 March 2019) |
| Mr Andrew Brooks   |  |
| Mr Cyril Egarr     | (until APCM 2019: 24 March 2019)         |
| Mr Keith Gray      | (until APCM 2019: 24 March 2019)         |
| Mrs Mary Murray    | Safeguarding Representative              |
|                    | (re-elected at APCM 2019: 24 March 2019) |
| Mr Philip Raines   |  |
| Mrs June Rickell   | (until APCM 2019: 24 March 2019)         |
| Mr John Vernon     | (re-elected at APCM 2019: 24 March 2019) |
| Mrs Irene Watson   |  |
| Mrs Pamela White   | (re-elected at APCM 2019: 24 March 2019) |

# **The Parochial Church Council of the Ecclesiastical Parish of St Nicholas, Dunnington**

## **Annual Report for the Year Ended 31st December 2019 (continued)**

**Co-opted lay members:** Mrs Eva Scoreby

PCC Secretary (co-opted at PCC meeting on 24 March 2019)

*(AMP = Annual Meeting of the Parishioners; APCM = Annual Parochial Church Meeting)*

The PCC's Treasurer re-appointed at PCC meeting on 24 March 2019 is Mrs Helen Pomfret

The Fabric Officer re-appointed at PCC meeting on 24 March 2019 is Mrs Angela Creswick

The PCC's bankers and independent examiner are:

**Bankers:**

The Co-operative Bank plc.  
P.O. Box 101  
1 Balloon Street  
Manchester  
M60 4EP

National Westminster Bank plc  
Main Street  
Heslington  
York  
YO10 5ZB

CCLA Investment Management Limited  
The CBF Church of England Funds  
Senator House  
85 Queen Victoria Street  
London  
EC4V 4ET

**Independent Examiner:**

Mr Brian Hopper  
Foxville  
Garthends Lane  
Hemingbrough  
Selby  
YO8 6QW

### **Statement of responsibilities of the parochial church council**

Law applicable to charities in England and Wales and guidance issued by the Central Board of Finance of the Church of England require the PCC to prepare financial statements which give a true and fair view of the PCC's financial activities during the year.

In preparing financial statements giving a true and fair view, the PCC should follow best practice and:

- select suitable accounting policies and then apply them consistently;
- make judgements and estimates that are reasonable and prudent;
- state whether the Church guidance, applicable accounting standards and statements of recommended practice have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the church will continue in operation.

The PCC are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the PCC and enable them to ensure that the financial statements comply with the Church



**The Parochial Church Council of the Ecclesiastical Parish of St Nicholas, Dunnington**

**Annual Report for the Year Ended 31st December 2019 (continued)**

Accounting Regulations 2006 and the Charities Act 2011. They are also responsible for safeguarding the assets of the PCC and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Approved by the PCC in March 2020  
and signed on its behalf by:

  
.....  
Revd N W R Bird (PCC Chairman).

**The Parochial Church Council of the Ecclesiastical Parish of  
St Nicholas, Dunnington**

**Statement of Financial Activities**

**for the Year Ended 31 December 2019**

|  | Note | Unrestricted Funds |                 | Restricted Funds | Total Funds      |                  |
|--|------|--------------------|-----------------|------------------|------------------|------------------|
|  |      | General            | Designated      |                  | 2019             | 2018             |
|  |      | £                  | £               | £                | £                | £                |
| <b>Income and endowments from:</b>                                     |      |                    |                 |                  |                  |                  |
| Donations and legacies   | 2(a) | 78,208             | -               | 1,682            | 79,890           | 114,717          |
| Charitable activities  | 2(b) | 6,754              | 664             | 2,516            | 9,934            | 9,243            |
| Other trading activities   | 2(c) | 4,160              | -               | 13,431           | 17,591           | 16,837           |
| Investments  | 2(d) | -                  | 187             | 1,431            | 1,618            | 1,382            |
| <b>Total income</b>  |      | <b>89,122</b>      | <b>851</b>      | <b>19,060</b>    | <b>109,033</b>   | <b>142,179</b>   |
| <b>Expenditure on:</b>   |      |                    |                 |                  |                  |                  |
| Raising funds  | 3(a) | 554                | 336             | -                | 890              | 252              |
| Charitable activities  | 3(b) | 86,454             | 304             | 10,127           | 96,885           | 113,067          |
| Other trading activities   | 3(c) | -                  | -               | 13,854           | 13,854           | 16,848           |
| <b>Total expenditure</b>   |      | <b>87,008</b>      | <b>640</b>      | <b>23,981</b>    | <b>111,629</b>   | <b>130,167</b>   |
| <b>Net income/(expenditure) before gains and losses on investments</b> |      | <b>2,114</b>       | <b>211</b>      | <b>(4,921)</b>   | <b>(2,596)</b>   | <b>12,012</b>    |
| Net gains/(losses) on investments                                      | 6    | -                  | -               | 6,441            | 6,441            | (1,113)          |
| <b>Net income/(expenditure)</b>  |      | <b>2,114</b>       | <b>211</b>      | <b>1,520</b>     | <b>3,845</b>     | <b>10,899</b>    |
| Transfers between funds  |      | (459)              | 304             | 155              | -                | -                |
| <b>Net movement in Funds</b>   |      | <b>1,655</b>       | <b>515</b>      | <b>1,675</b>     | <b>3,845</b>     | <b>10,899</b>    |
| <b>Reconciliation of funds:</b>  |      |                    |                 |                  |                  |                  |
| <b>Fund balances brought forward at 1 January 2019</b>                 |      | <b>14,009</b>      | <b>32,436</b>   | <b>70,403</b>    | <b>116,848</b>   | <b>105,949</b>   |
| <b>Fund balances carried forward at 31 December 2019</b>               |      | <b>£ 15,664</b>    | <b>£ 32,951</b> | <b>£ 72,078</b>  | <b>£ 120,693</b> | <b>£ 116,848</b> |

The notes on pages 10 to 19 form part of these financial statements.

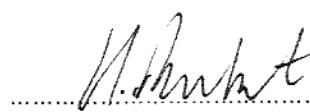
**The Parochial Church Council of the Ecclesiastical Parish of  
St Nicholas, Dunnington**

**Balance Sheet as at 31 December 2019**

|  |      | Unrestricted Funds |            | Restricted Funds | Total     |           |
|--|------|--------------------|------------|------------------|-----------|-----------|
|  | Note | General            | Designated |                  | 2019      | 2018      |
|  |      | £                  | £          | £                | £         | £         |
| <b>Fixed Assets</b>                            |      |                    |            |                  |           |           |
| Tangible fixed assets                          | 5    | -                  | -          | 3,184            | 3,184     | 5,128     |
| Investments                                    | 6    | -                  | -          | 42,429           | 42,429    | 35,987    |
|  |      | -                  | -          | 45,613           | 45,613    | 41,115    |
| <b>Current Assets</b>                          |      |                    |            |                  |           |           |
| Debtors  | 7    | 9,443 ✓            | -          | 1,066 ✓          | 10,509 ✓  | 12,531    |
| Cash at bank and in hand                       |      | 15,434             | 32,951     | 33,429           | 81,814    | 80,146    |
| <b>Total Current Assets</b>                    |      | 24,877             | 32,951     | 34,495           | 92,323    | 92,677    |
| <b>Current Liabilities</b>                     |      |                    |            |                  |           |           |
| Creditors: amounts falling due within one year | 8    | 9,213 ✓            | -          | 8,030 ✓          | 17,243 ✓  | 16,944    |
| <b>Total current liabilities</b>               |      | 9,213              | -          | 8,030            | 17,243    | 16,944    |
| <b>Net Current Assets</b>                      |      | 15,664 ✓           | 32,951     | 26,465           | 75,080    | 75,733    |
| <b>Total assets less current liabilities</b>   |      | 15,664             | 32,951     | 72,078           | 120,693   | 116,848   |
| <b>Net Assets</b>                              |      | £ 15,664           | £ 32,951   | £ 72,078         | £ 120,693 | £ 116,848 |
| <b>Parish Funds</b>                            |      |                    |            |                  |           |           |
| Unrestricted General Funds                     |      | 15,664             | -          | -                | 15,664    | 14,009    |
| Unrestricted Designated Funds                  | 9    | -                  | 32,951     | -                | 32,951    | 32,436    |
| Restricted Funds                               | 9    | -                  | -          | 72,078           | 72,078    | 70,403    |
|  |      | £ 15,664           | £ 32,951   | £ 72,078         | £ 120,693 | £ 116,848 |

Approved by the Parochial Church Council in March 2020 and signed on its behalf by:

  
Rev N W R Bird  
Chairman

  
H L Pomfret, BSc(Hons), MSc  
Treasurer

The notes on pages 10 to 19 form part of these financial statements.

# **The Parochial Church Council of the Ecclesiastical Parish of St Nicholas, Dunnington**

## **Notes to the Financial Statement - 31 December 2019**

### **Accounting Policies**

The financial statements have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued on 16 July 2014 and the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102), the Charities Act 2011, the Church Accounting Regulations 2006 and UK Generally Accepted Accounting Practice as it applies from 1 January 2015.

The financial statements have been prepared to give a 'true and fair' view and have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a 'true and fair view'. This departure has involved following Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued on 16 July 2014 rather than the Accounting and Reporting by Charities: Statement of Recommended Practice effective from 1 April 2005 which has since been withdrawn.

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.

The PCC is a public benefit entity.

### **Fund Accounting**

*Unrestricted Funds* are income funds which are to be spent on the PCC's general purposes.

*Designated funds* are general funds set aside by the PCC for use in the future. Project funds are designated for particular projects for administration purposes only. Funds designated as invested in fixed assets for the PCC's own use are abated in line with those assets' annual depreciation charges in the SOFA, where applicable. Designated funds remain unrestricted and the PCC will move any surplus to other general funds.

*Restricted Funds* comprise (a) income from endowments which is to be expended only on the restricted purposes intended by the donor, and (b) revenue donations or grants for a specific PCC activity intended by the donor. Where these funds have unspent balances, interest on their pooled investment is apportioned to the individual funds on an average balance basis, where applicable.

*Endowment Funds* are funds, the capital of which must be retained either permanently or at the PCC's discretion; the income derived from the endowment is to be used either as restricted or unrestricted income funds depending upon the purpose for which the endowment was established in the first place.

### **Income recognition**

All income is recognised once the PCC has entitlement to the income, there is sufficient certainty of receipt and so it is probable that the income will be received, and the amount of income receivable can be measured reliably.

Planned giving, collections and donations are recognised when received. Tax refunds are recognised when the income to which they relate is received. Grants and legacies are accounted for when the PCC is legally

# **The Parochial Church Council of the Ecclesiastical Parish of St Nicholas, Dunnington**

## **Notes to the Financial Statement - 31 December 2019 (continued)**

entitled to the amounts due. Dividends and interest are accounted for when receivable. All other income is recognised when it is receivable. Amounts received specifically for mission are dealt with as restricted funds. All income is accounted for gross.

### **Expenditure recognition**

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the PCC to that expenditure, it is probable that settlement will be required and the amount of obligation can be measured reliably.

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 assessment is accounted for when due. All other expenditure is generally recognised when it is incurred and is accounted for gross.

### **Fixed assets**

Consecrated and benefice property is not included in the financial statements in accordance with section 10 (2) (a) of the Charities Act 2011.

Movable church furnishings held by the vicar and churchwardens on special 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. All expenditure incurred during the year on consecrated or benefice buildings and movable church furnishings, whether maintenance or improvement, is written off.

Equipment used within the church premises is depreciated on a straight line basis over 4 years. Individual items of equipment with a purchase price of £1,000 or less are generally written off when the asset is acquired.

### **Investments**

Investments are stated at market value at the balance sheet date. The Statement of Financial Activities includes the net gains and losses arising on revaluation at the year end and disposals throughout the year.

### **Stocks**

Stocks are valued at the lower of cost and net realisable value, after making due allowance for obsolete and slow moving items.

### **Current assets**

Amounts owing to the PCC at 31 December in respect of fees, rents or other income are shown as debtors less any provision for amounts that may prove uncollectable.

# **The Parochial Church Council of the Ecclesiastical Parish of St Nicholas, Dunnington**

## **Notes to the Financial Statement - 31 December 2019 (continued)**

### **Operating lease agreements**

Rentals applicable to operating leases where substantially all of the benefits and risks of ownership remain with the lessor are charged against income on a straight line basis over the period of the lease.

### **Irrecoverable Value Added Tax**

The PCC is not registered for Value Added Tax (VAT) and accordingly expenditure is shown gross of irrecoverable VAT. The VAT incurred from time to time on certain fabric repair and maintenance expenditure can, however, be recovered under the Listed Places of Worship Grant Scheme.

### **Going Concern**

The PCC has cash resources and has no requirement for external funding for its day to day operations. The PCC has a reasonable expectation that the church has adequate resources to continue in operational existence for the foreseeable future. The PCC continues to believe the going concern basis of accounting is appropriate in preparing the financial statements.

### **Taxation**

The PCC is exempt from taxation on its income and gains under sections 521 to 536 of the Income Tax Act 2007 (ITA 2007) and section 256 of the Taxation of Capital Gains Tax Act 1992 (TCGA 1992) respectively.

**The Parochial Church Council of the Ecclesiastical Parish of  
St Nicholas, Dunnington**

**Notes to the Financial Statement - 31 December 2019 (continued)**

|  | Unrestricted Funds |            | Restricted | Total Funds |         |
|--|--------------------|------------|------------|-------------|---------|
|  | General            | Designated | Funds      | 2019        | 2018    |
|  | £                  | £          | £          | £           | £       |
| <b>2. Income and endowments</b>        |                    |            |            |             |         |
| <b>2(a) Donations and legacies</b>     |                    |            |            |             |         |
| Planned giving: Envelopes              | 5,443              | -          | -          | 5,443       | 5,804   |
| Standing orders and other              | 49,092             | -          | -          | 49,092      | 46,362  |
| Tax recoverable (Gift Aid)             | 11,336             | -          | -          | 11,336      | 10,867  |
| Collections (open plate)               | 7,530              | -          | -          | 7,530       | 7,499   |
| Gift aid small donations scheme (GADS) | 1,250              | -          | -          | 1,250       | 1,250   |
| Donations, appeals, etc.               | 1,725              | -          | 845        | 2,570       | 2,163   |
| Legacies                               | 1,001              | -          | -          | 1,001       | 35,840  |
| Grants                                 | 831                | -          | 837        | 1,668       | 4,932   |
|  | 78,208             | -          | 1,682      | 79,890      | 114,717 |

In 2018, donations income included £3,250 relating to restricted funds, £32,085 relating to designated funds, the balance related to unrestricted funds.

|   |       |     |       |       |       |
|---|-------|-----|-------|-------|-------|
| <b>2(b) Income from charitable activities</b> |       |     |       |       |       |
| Parochial fees                                | 4,226 | -   | -     | 4,226 | 4,049 |
| Fund-raising and sundry (including catering)  | 2,528 | 664 | 7     | 3,199 | 2,236 |
| Dedicated collections-missions & charities    | -     | -   | 2,509 | 2,509 | 2,958 |
|   | 6,754 | 664 | 2,516 | 9,934 | 9,243 |

In 2018, income from charitable activities included £2,958 relating to restricted funds, £323 relating to designated funds, the balance related to unrestricted funds.

|  |       |   |        |        |        |
|--|-------|---|--------|--------|--------|
| <b>2(c) Income from other trading activities</b> |       |   |        |        |        |
| Tower room lettings                              | 4,160 | - | -      | 4,160  | 2,780  |
| Little People subscriptions                      | -     | - | 352    | 352    | 185    |
| Magazine subscriptions                           | -     | - | 3,648  | 3,648  | 3,711  |
| Magazine advertising                             | -     | - | 9,431  | 9,431  | 10,161 |
|  | 4,160 | - | 13,431 | 17,591 | 16,837 |

In 2018, income from other trading activities included £14,057 relating to restricted funds, the balance related to unrestricted

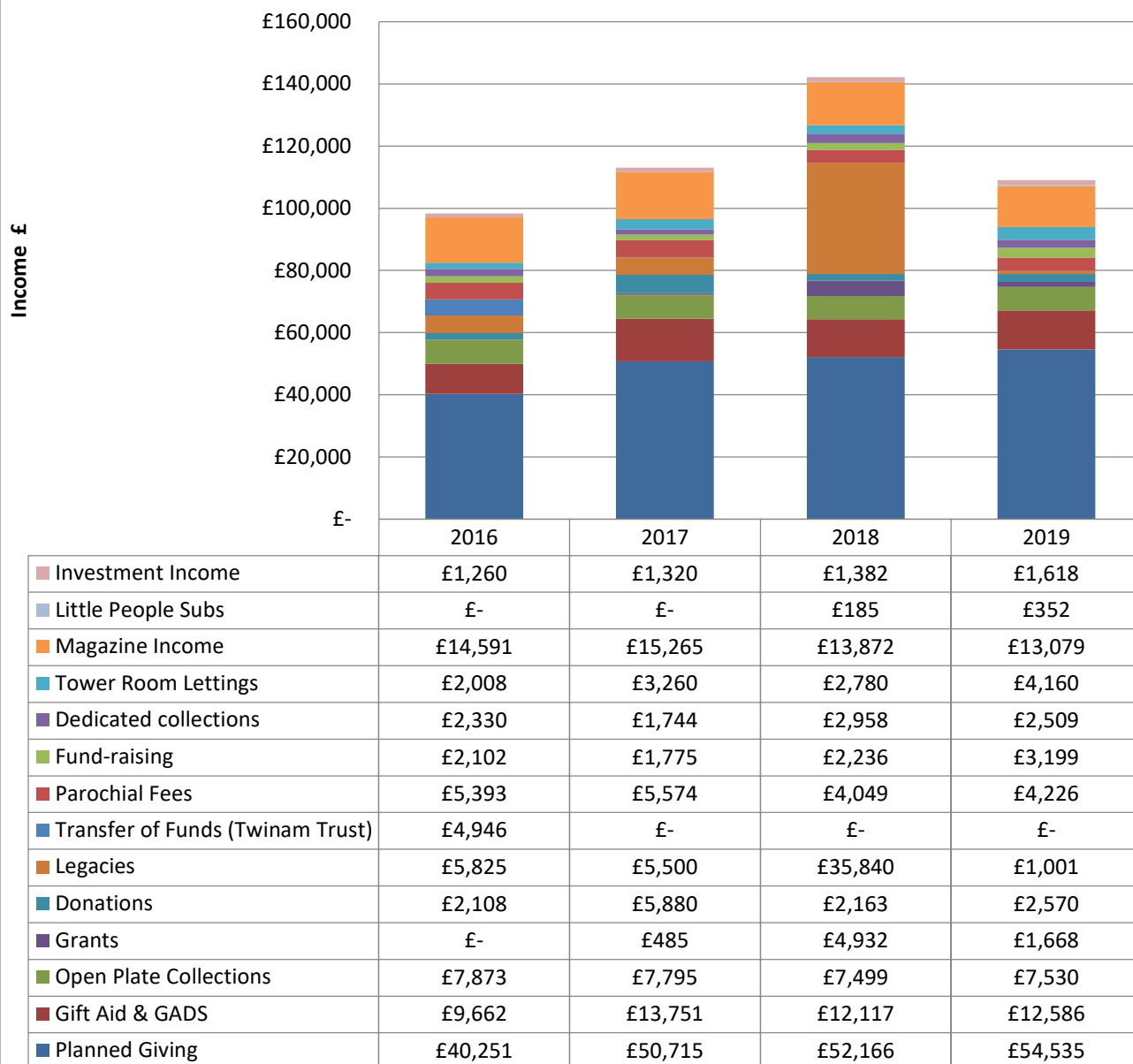
|                               |   |     |       |       |       |
|-------------------------------|---|-----|-------|-------|-------|
| <b>2(d) Investment income</b> |   |     |       |       |       |
| COIF Dividends                | - | -   | 1,277 | 1,277 | 1,252 |
| Deposit and other interest    | - | 187 | 154   | 341   | 130   |
|                               | - | 187 | 1,431 | 1,618 | 1,382 |

In 2018, investment income included £1,382 relating to restricted funds, the balance related to unrestricted funds.

**The Parochial Church Council of the Ecclesiastical Parish of  
St Nicholas, Dunnington**

**Notes to the Financial Statement - 31 December 2019 (continued)**

**Income 2016 to 2019**





## Notes to the Financial Statement - 31 December 2019 (continued)

In 2018, charitable activities expenditure included £15,849 relating to restricted funds, the balance related to unrestricted funds.

|  |   |   |        |        |        |
|--|---|---|--------|--------|--------|
| <b>Other trading activities</b>          |   |   |        |        |        |
| Magazine costs: Editor's salary          | - | - | 3,523  | 3,523  | 3,732  |
| Telephone                                | - | - | 575    | 575    | 498    |
| Printing, stationery and postage         | - | - | 8,473  | 8,473  | 8,688  |
| Miscellaneous expenses                   | - | - | 61     | 61     | 63     |
| Church heat and light                    | - | - | 164    | 164    | 162    |
| Distribution of funds: Holtby & Warthill | - | - | -      | -      | 3,000  |
| Depreciation                             | - | - | 705    | 705    | 705    |
| Little People expenditure                | - | - | 353    | 353    |        |
|  | - | - | 13,854 | 13,854 | 16,848 |

In 2018, other trading activities expenditure all related to restricted funds.

|                               | 2019<br>£ | 2018<br>£ |
|-------------------------------|-----------|-----------|
| <b>4(a) Staff Costs</b>       |           |           |
| Wages, salaries and honoraria | £ 6,397   | £ 7,130   |

During the year the PCC employed a part-time Parish Secretary and paid honoraria to the Director of Music and the Church Organist, but no payments were large enough to attract social security costs. Together these individuals equate to less than one full time employee. The Parish Secretary is engaged under a formal contract of employment by the PCC as Parish Secretary and Parish Magazine Editor.

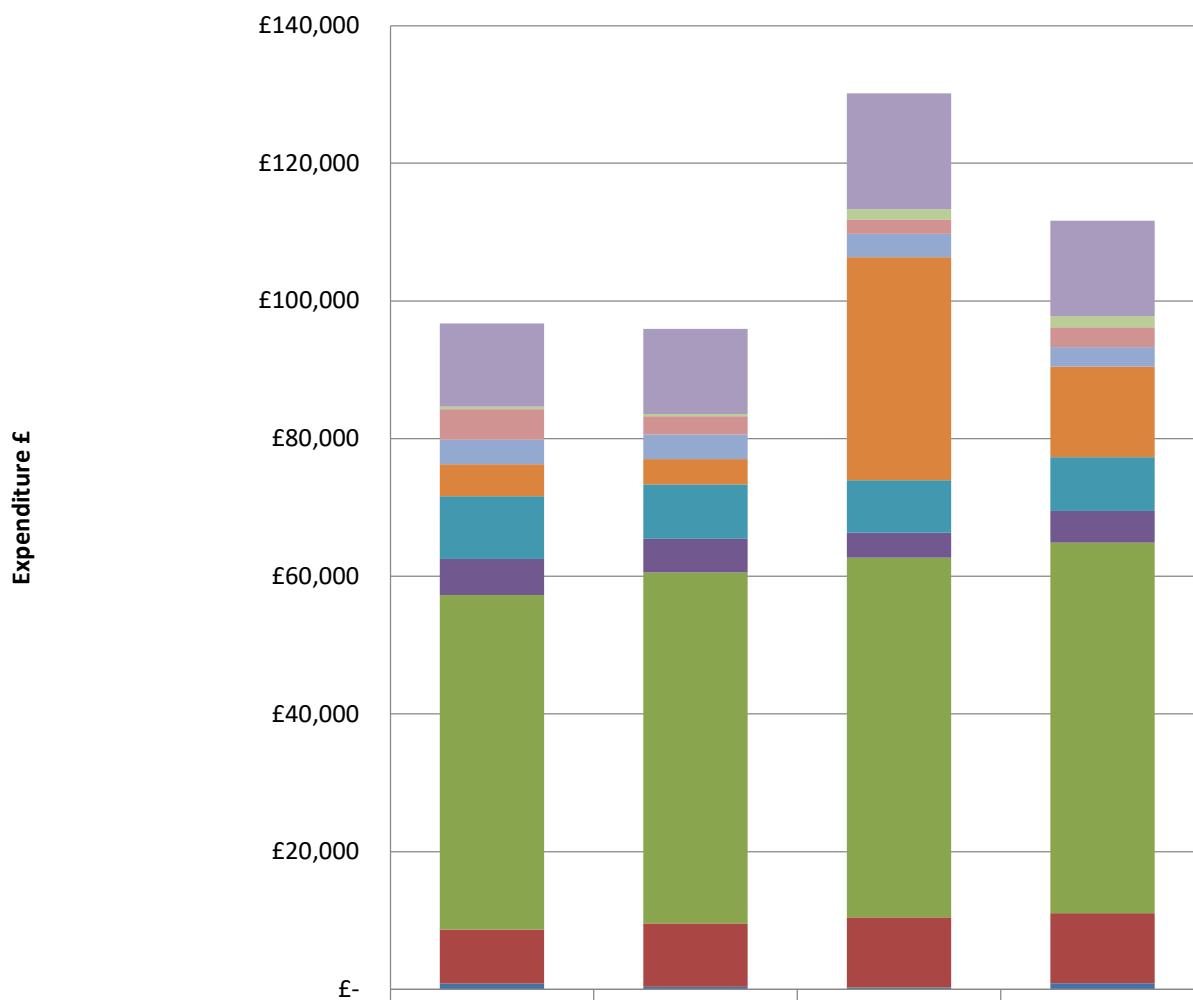
No payments or expenses were paid to any PCC member (trustee) in their capacity as council members. No payments were made to PCC members or persons closely connected to them or related parties.

During 2019 a total of £17,160 was donated to the PCC by PCC members (trustees). During 2018 £20,710 was donated to the PCC by PCC members (trustees).

# The Parochial Church Council of the Ecclesiastical Parish of St Nicholas, Dunnington

## Notes to the Financial Statement - 31 December 2019 (continued)

### Expenditure 2016 to 2019



|                              | 2016    | 2017    | 2018    | 2019    |
|------------------------------|---------|---------|---------|---------|
| Trading Costs (Grapevine)    | £12,076 | £12,370 | £16,848 | £13,854 |
| Other expenditure            | £366    | £313    | £1,488  | £1,617  |
| Office & Administration      | £4,445  | £2,667  | £2,102  | £2,847  |
| Salaries & Honoraria         | £3,550  | £3,584  | £3,398  | £2,874  |
| Church Maintenance & Repairs | £4,678  | £3,665  | £32,363 | £13,154 |
| Church Utilities & Insurance | £9,095  | £7,873  | £7,625  | £7,785  |
| Ministry Costs               | £5,242  | £4,890  | £3,618  | £4,601  |
| Diocesan Freewill Offering   | £48,600 | £51,000 | £52,275 | £53,844 |
| Missions & Charities         | £7,830  | £9,190  | £10,198 | £10,163 |
| Fund-raising                 | £842    | £384    | £252    | £890    |

**The Parochial Church Council of the Ecclesiastical Parish of  
St Nicholas, Dunnington**

**Notes to the Financial Statement - 31 December 2019 (continued)**

**5 Tangible fixed assets**

|                           | Church<br>Equipment<br>£ | Total<br>£ |
|---------------------------|--------------------------|------------|
| Cost                      |                          |            |
| At 1 January 2019         | 16,917                   | 16,917     |
| Additions during the year | -                        | -          |
| At 31 December 2019       | £ 16,917                 | £ 16,917   |
| Depreciation              |                          |            |
| At 1 January 2019         | 11,789                   | 11,789     |
| Charge for the year       | 1,944                    | 1,944      |
| At 31 December 2019       | £ 13,733                 | £ 13,733   |
| Book value                |                          |            |
| At 31 December 2019       | £ 3,184                  | £ 3,184    |
| At 31 December 2018       | £ 5,128                  | £ 5,128    |

The book value of tangible fixed assets at 31 December 2019 amounting to £3,184 (2018 - £5,218) all related to Restricted Funds.

**6 Investments**

|                                  | Dunnington<br>Church<br>Estate<br>COIF<br>Shares<br>£ | James<br>Twinam<br>COIF<br>Shares<br>£ | Total<br>£ |
|----------------------------------|---|--|------------|
| Market value at 1 January 2019   | £ 30,243  | 5,745                                  | 35,988     |
| Addition during the year         | -   | -                                      | -          |
| Revaluation gain/(loss)          | 5,413   | 1,028                                  | 6,441      |
| Market value at 31 December 2019 | £ 35,656  | £ 6,773                                | £ 42,429   |

The holdings at 31 December 2019 consisted of: Dunnington Church Estate - 2,111 units in COIF Charities Investment Fund Income Units, with an acquisition cost of £2,111; and James Twinam - 401 units in COIF Charities Investment Fund Income Units with an acquisition value of £4,946. The market value at 31 December 2019 represented investments relating to the Restricted Funds - £42,429 (2018 - £35,988).

|                                  | 2019<br>£ | 2018<br>£ |
|----------------------------------|-----------|-----------|
| <b>7 Debtors</b>                 |           |           |
| Tax recoverable                  | 4,210     | 3,835     |
| Prepayments and accrued interest | 1,854     | 1,314     |
| Other debtors                    | 4,445     | 7,382     |
|                                  | £ 10,509  | £ 12,531  |

Included in debtors is an amount of £1,066 (2018 - £1,702) relating to Restricted Funds.

**8 Creditors**

|                                      | 2019<br>£ | 2018<br>£ |
|--------------------------------------|-----------|-----------|
| Amounts falling due within one year  |           |           |
| Accruals for utility and other costs | 8,915     | 8,193     |
| Other creditors                      | 8,328     | 8,751     |
|                                      | £ 17,243  | £ 16,944  |

Included in creditors is an amount of £8,030 (2018 - £7,476) relating to Restricted Funds.

**The Parochial Church Council of the Ecclesiastical Parish of  
St Nicholas, Dunnington**

**Notes to the Financial Statement - 31 December 2019 (continued)**

**9 Designated Funds, Restricted Funds and Subsidiary Charities**

The designated funds are represented by funds set aside by the PCC for designated purposes as detailed below.

|                      | Balance<br>01/01/2019 | Income       | Expenditure  | Transfers &<br>Gains/(Losses) | Balance<br>31/12/2019 |
|----------------------|-----------------------|--------------|--------------|-------------------------------|-----------------------|
| Social Group Fund    | 351                   | 663          | (335)        | -                             | 679                   |
| Families Worker Fund | 32,085                | 187          | -            | -                             | 32,272                |
| Director of Music    | -                     | -            | (304)        | 304                           | -                     |
|                      | <b>£ 32,436</b>       | <b>£ 850</b> | <b>£ 639</b> | <b>£ 304</b>                  | <b>£ 32,951</b>       |

The Social Group Fund represents funds raised from events organised by the Social Group.

The Families Worker Fund represents a legacy which has been designated by the PCC to fund the employment of a families worker.

The Director of Music fund represents the budget designated by the PCC for expenditure by the Director of Music (£300 per quarter).

The restricted funds are represented by funds raised and grants received for restricted purposes as detailed below.

|   | Balance<br>01/01/2019 | Income          | Expenditure       | Transfers &<br>Gains/(Losses) | Balance<br>31/12/2019 |
|---|-----------------------|-----------------|-------------------|-------------------------------|-----------------------|
| Fabric Fund                             | 10,545                | 1,990           | (6,264)           | -                             | 6,271                 |
| Organ Fund                              | 6,111                 | 36              | (33)              | -                             | 6,114                 |
| Clock Fund                              | -                     | 135             | (216)             | 81                            | -                     |
| Church Estate Fund                      | 30,244                | -               | -                 | 5,413                         | 35,657                |
| Children's Work Fund                    | 35                    | -               | (109)             | 74                            | -                     |
| Flower Fund                             | 967                   | 685             | (792)             | -                             | 860                   |
| In Memoriam Fund                        | 418                   | -               | -                 | -                             | 418                   |
| Churches Together in Dunnington Fund    | 40                    | -               | -                 | -                             | 40                    |
| Parish Magazine Fund                    | 16,113                | 13,148          | (13,501)          | -                             | 15,760                |
| Retiring and Dedicated Collections Fund | -                     | 2,509           | (2,509)           | -                             | -                     |
| James Twinam Fund                       | 5,745                 | 204             | (204)             | 1,028                         | 6,773                 |
| Little People Fund                      | 185                   | 352             | (353)             | -                             | 184                   |
|   | <b>£ 70,403</b>       | <b>£ 19,059</b> | <b>£ (23,981)</b> | <b>£ 6,596</b>                | <b>£ 72,077</b>       |

The Fabric Fund is utilised for the repair and maintenance of the fabric of the church buildings. The Fabric Fund forms part of the Church Estate Fund (see below).

The Organ Fund is utilised for the repair and maintenance of the church organ.

The Clock Fund is utilised for the repair and maintenance of the church clock. No resources were received during the year to meet the resources expended requiring a transfer from General Fund to cover the deficit arising.

The Church Estate Fund, which is a separate charity registered with the Charity Commission (number 250726) and registered as Church Estate, consists of an investment in COIF shares producing income from dividends for the benefit of the Fabric Fund.

The Children's Work Fund is utilised in promoting the work with children and young people in the parish.

The Flower Fund is utilised for the decoration of the church with floral arrangements for services and festivals. Many donations are received into the fund in memoriam of deceased loved ones.

The In Memoriam Fund receives specific donations in memory of deceased loved ones and is utilised in accordance with the specific wishes of the donor(s).

The Churches Together in Dunnington Fund represents the funds of that group which are being administered on their behalf by the PCC.

The Parish Magazine Fund represents the funds of the magazine committee which are being accounted for under the auspices of the PCC.

The Retiring and Dedicated Collections Fund represents retiring collections made at services, or other dedicated collections made, specifically for charitable and mission causes.

The James Twinam Fund relates to a trust set up in the 18th century for the benefit of the poor and needy in Dunnington and Holtby. The fund was split between the two communities and the PCC now administers the Dunnington fund.

The Little People Fund represents subscriptions and donations collected at the Little People baby and toddler group held weekly in the Tower Room.

There also exists a subsidiary charity registered at the Charity Commission known as the Charity of Dinah Richardson (number 249353). The objects of the charity are the distribution of bread at Holy Communion to the poor of the parish that attend divine service each Sunday when there is a sermon. The assets of this charity were subsumed into general church funds some years ago.

**The Parochial Church Council of the Ecclesiastical Parish of  
St Nicholas, Dunnington**

**Notes to the Financial Statement - 31 December 2019 (continued)**

**10 Analysis of net assets by fund**

|                                     | Unrestricted Funds |                  | Restricted Funds | Total 2019 |
|-------------------------------------|--------------------|------------------|------------------|------------|
|                                     | General Funds      | Designated Funds | Funds            |            |
|                                     | £                  | £                | £                | £          |
| Tangible fixed assets               | -                  | -                | 3,184            | 3,184      |
| Investment fixed assets             | -                  | -                | 42,429           | 42,429     |
| Current assets                      | 24,877             | 32,951           | 34,495           | 92,323     |
| Creditors                           |                    |                  |                  |            |
| Amounts falling due within one year | (9,213)            | -                | (8,030)          | (17,243)   |
|                                     | £ 15,664           | £ 32,951         | £ 72,078         | £ 120,693  |

**11 Grapevine magazine trading profit (Assistant Treasurer, Dave Safhill)**

The income streams from Advertising and Magazine Subscriptions remain stable, though slightly less than last year (down £1k at a total income of £12.95k).

The biggest costs were for external printing (£8.4K) and editorial salary costs (£3.5K), both slightly less than in 2018. The total of expenditure items was £12.8K. Broadband and telephone costs, and Heating and Lighting account for the remainder.

The £153 profit on trading activities indicates that we have continued to operate within existing annual subscription and advertising rates (no increase was made between the years) without eating in to our reserves. Total funds at the end of the year are £21.2k, still healthy.

The Grapevine magazine is of high quality and those involved are justifiably proud of it. My thanks, as ever, go to them. The books are very well kept by Kath, who has been particularly helpful to me this year.

[Please note that these figures differ from those shown in Notes 9 since they contain items banked in 2019 belonging to 2018 or 2020]

## **Dunnington Parochial Church Council**

### **Independent Examiners Report to the Members of the Council**

I report to the members on my examination of the accounts of Dunnington PCC for the year ended 31 December 2019.

#### **Responsibilities and basis of report**

As members of the PCC you are responsible for the preparation of the accounts in accordance with the requirements of Charity Act 2011 ("the Act")

I report in respect of my examination of the PCC's accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145 (5) (b) of the Act.

#### **Independent examiner's report**

I have completed my examination. I can confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the PCC as required by section 130 of the Act; or
2. the accounts do not accord with those records

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.



Brian Hopper  
Foxville, Garthends Lane  
Hemingbrough  
SELBY YO8 6QW

Dated: 29<sup>th</sup> May 2020