

**St. James The Great  
Claydon**

**Annual Report and Accounts of the  
Parochial Church Council  
for year ended 31 December 2008**



**St James the Great**  
**Parochial Church Council Report**  
**for the Year ended 31 December 2008**

The Parochial Church Council (PCC) presents its Annual Report for the year ended 31 December 2008.

**Reference and administrative information**

The PCC is an excepted charity and is not registered with the Charity Commission. The trustees, members of the PCC, at the time of this report, were as follows:

Pat Freeth	Chairman	Ex officio
Keith Hamilton	Church Warden	Elected
Angela Ferguson	Secretary	Elected
Christina Kennedy	Treasurer	Elected
Janice Hamilton		Elected
Ann Hoggins		Elected
Stuart Hall		Elected

During the year Stuart Hall and Christina Kennedy have indicated that they wish to resign. Neither will therefore be standing for re-election.

The PCC is just a small number of people, without whose help and dedication; the church will not continue to exist. This past year the church has benefited from the help of some members of the community who, although not regular church attendees, have given their time to cleaning and repair work. Our special thanks to those involved.

The PCC meets four times a year to discuss the business of the PCC and at other times as required to discuss special events and forward planning. We need new members to join us.

**Structure, governance and management**

The PCC is a corporate body under the Parochial Church Council (Powers) Measure 1956. PCC members are recruited in a number of ways. The clergy are members by virtue of their office. Deanery Synod representatives are elected by the annual parochial church meeting (APCM) and hold office for three years. Other members of the PCC are elected annually at the APCM or co-opted.

**Objectives, financial review and activities**

The objectives of the PCC are defined by the Parochial Church Council (Powers) Measure 1956 as 'to co-operate with the minister in promoting in the parish the whole mission of the Church, pastoral, evangelistic, social and ecumenical'.

Overview

2008 has been a difficult year financially as the PCC was unable to pay, from general funds, the full amount of the Parish Share to the Diocese. Despite this, we have upgraded the paths to the church and church room thus complying with current disability legislation. This has only been achieved thanks to a grant and a generous donation.

### Fundraising

Once again during the year funds have benefited from the efforts of many villagers, some of whom are not regular church attendees. Our thanks go to all who have been so involved and we look forward to their continued support.

Fund raising events during the year raised net funds of £1,215 (2007 £2,376). The net proceeds from specific events being: the Fellowship Breakfasts £121, Beetle Drives £227, Bingo £177, Valuation Evening £185, Art & Flower Festival £236 and Christmas Raffle £299.

### Costs

The largest direct cost for the year is the Parish Share £6,363 (2007 £5,951). Regular givings and general donations are unfortunately insufficient to meet this cost and despite some fund raising and again generous donations the PCC were unable to meet the cost in full – only paying £5,090.

It is worth noting again this year, that 82% of the Parish Share relates directly to the costs of providing the Vicar and associated local services. Just a small proportion of around £1,000 goes to the Deanery and the Diocese for their support services. The majority of the Parish Share is therefore reinvested directly in the Community.

2009, with a share contribution of £6,731, will once again provide a challenge for the PCC. We will, as has been the case for several years, be relying on the support and goodwill of the Community to continue to raise funds to meet day to day costs as well as undertaking necessary restoration work. If we are unable to meet these costs the PCC may have to consider closure of the church.

### Special projects

Although finances are tight we still have a responsibility for the fabric of the building. We hope therefore to commence works on restoring the Church porch in 2009. Statutory permissions and grant funding are currently being sought for the project and we have secured a grant of £10,000 but we still need to raise around £25,000.

The PCC are also aware of the priority works on the Church Room but without help in fund raising and all the administration required to bring these projects to fruition we will have very little chance of achieving anything in the near future.

Approved by the PCC and signed on its behalf by

The Rev Pat Freeth  
Chairman

22 January 2009

### **Independent Examiner's Report**

I report on the accounts of the church for the year ended 31 December 2008, which are set out on pages 4 to 6.

### **Respective responsibilities of the PCC and examiner**

The church's trustees, the PCC, are responsible for the preparation of the accounts. The PCC consider that an audit is not required and that an independent examination is needed. It is my responsibility to

- examine the accounts under section 43(3) (a) of the 1993 Act;
- follow the procedures laid down in the General Directions given by the Charity Commissioners under section 43(7)(b) of the 1993 Act; and
- state whether particular matters have come to my attention.

### **Basis of an 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 the church's 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:

1. which gives me reasonable cause to believe that in any material respect the requirements
  - a. to keep accounting records in accordance with section 41 of the 1993 Act
  - b. to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 1993 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            A G Martin  
Address         Calgary  
                     Fenny Compton Road  
                     Claydon

Date 22 February 2009

**St James The Great Claydon**  
**Accounts for year ending 31 December 2008**

**Receipts & Payments Account**

<i>Income</i>	<i>General</i>	<i>Designated Church Room</i>	<i>Designated Church Yard</i>	<i>Restricted Restoration</i>	2008	2007
					<i>Total</i>	<i>Total</i>
Collections- cash	£796				£796	£565
Collections - Gift Aid	£2,579				£2,579	£2,938
Visitors Box	£75				£75	£105
Donations	£215				£215	£1,995
Donations gift-aided	£1,257			£500	£1,757	£826
Gift Aid tax recovery	£1,199			£138	£1,337	£886
Grant	£4,275				£4,275	
VAT recovery				£214	£214	
Mold Bequest				£129	£129	£62
Church fees	£227		£145		£372	£455
Fund raising events	£1,112			£239	£1,351	£2,786
Deanery Rebate	£179				£179	£85
Room hire		£637			£637	£782
Election Income					£0	£100
Bank interest	£178				£178	£40
<b>Total Receipts</b>	<b>£12,092</b>	<b>£637</b>	<b>£145</b>	<b>£1,220</b>	<b>£14,094</b>	<b>£11,625</b>
<i>Payments</i>						
Parish share	£5,090				£5,090	£5,951
Vicars expenses	£762				£762	£616
Electricity	£236	£236			£472	£301
Insurance	£383	£175			£558	£542
Deanery fees	£170				£170	£170
Fund raising events	£136				£136	£407
Donation to Children's Society					£0	£12
General maintenance costs	£5,096	£1,194	£453	£1,050	£7,793	£730
Sundry	£406				£406	£0
Bank charges etc	£13				£13	£7
<b>Total payments</b>	<b>£12,292</b>	<b>£1,605</b>	<b>£453</b>	<b>£1,050</b>	<b>£15,400</b>	<b>£8,736</b>
<b>Excess (Deficit) to Reserves</b>	<b>(£200)</b>	<b>(£968)</b>	<b>(£308)</b>	<b>£170</b>	<b>(£1,306)</b>	<b>£2,889</b>
Funds at 1st January 2008	£1,916	£970	£308	£3,344	£6,538	£3,649
Excess/(deficit) for year	(£200)	(£968)	(£308)	£170	(£1,306)	£2,889
<b>Funds at 31 December 2008</b>	<b>£1,716</b>	<b>£2</b>	<b>£0</b>	<b>£3,514</b>	<b>£5,232</b>	<b>£6,538</b>

The notes on page 6 form part of these accounts.

**St James The Great**  
**Statement of Assets and Liabilities as at 31 December 2008**

	<i>Notes</i>	Unrestricted funds	Designated funds	Restricted funds	2008 Total	2007 Total
<b>Monetary assets</b>						
Cash		£81	0	0	£81	0
Bank current a/c	2,3,4	£1,299	0	0	£1,299	£5,234
Bank deposit a/c	2,3,4	£336	£2	£3,514	£3,852	£1,304
		<b>£1,716</b>	<b>£2</b>	<b>£3,514</b>	<b>£5,232</b>	<b>£6,538</b>
<b>Other monetary assets</b>						
Tax reclaim due		£649	0	0	£649	£841
Remembrance event		0	0	£181	£181	£100
Church Room Rent		0	0	0	0	£21
		<b>£649</b>	<b>£0</b>	<b>£181</b>	<b>£830</b>	<b>£962</b>
<b>Investments assets</b>						
Mold Bequest at valuation	7	<b>0</b>	<b>0</b>	<b>£2095</b>	<b>£2095</b>	<b>£2,813</b>
<b>Liabilities</b>						
Clock repairs		£150			£150	0
Electricity		£100	£105		£205	£163
Clergy expenses		£190			£190	£161
		<b>£440</b>	<b>£105</b>		<b>£545</b>	<b>£324</b>

There were no contingent liabilities.

The notes on page 6 form part of these accounts.

These financial statements were approved by the Parochial Church Council on  
22 January 2009.

**Rev Pat Freeth**  
**Chairman**

**Christina Kennedy**  
**Treasurer**

**St James the Great Claydon**  
**Notes to the Accounts for year ending 31 December 2008**

**1 Accounting policies**

The financial statements have been prepared in accordance with section 42(3) of the Charities Act 1993 using the receipts and payments basis and in accordance with the Church Accounting Regulations 2006

**2 Designated funds**

These funds have been designated by the PCC for use within the Church Yard and the Church Room. However the PCC may at anytime redesignate them as general funds. During 2008 the PCC did not redesignate funds (2007:£1,000 from the Church Yard fund to General Funds).

**3 Restricted Funds**

These funds have been donated for special purposes, mainly for restoration of the fabric of the Church. These funds can not be used for general purposes without the prior written agreement of the donors.

**4 General funds and Reserves**

The PCC would like to hold reserves for general use of £3,000, being sufficient to cover 4 months general expenditure in the event of an emergency. On the basis of the report, general funds were only £1,716 at the year end. The PCC are concerned that current trends in general income show that reserves will be reduced further to meet essential expenditure and this concern has been, and will continue to be expressed to the Diocese.

**5 Church Furnishings**

These are included in the Inventory and vested in the Church Wardens on special Trust.

**6 Church Room**

No asset valuation has been included for the Church Room.

**7 Mold Bequest Fund**

The Oxford Diocesan Trustees hold £1,000 in Trust as non-expendable capital, the interest of which is to be used for Church upkeep. The fund is invested in the CBF Church of England Funds account managed by CCLA Investment Limited. The valuation as at December 2008 was £2095 (2007 - £2,813).

## **Contact Addresses**

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*Copies of the accounts are also available on the village website:*  
[www.claydonvillage.net](http://www.claydonvillage.net)