

# **CHRIST CHURCH CLIFTON**

**Annual Report and Financial Statements of the Parochial Church Council**

**For the year ended 31 December 2018**

**Christ Church Clifton is a UK registered charity number 1130529**

## CHRIST CHURCH CLIFTON YEAR ENDED 31 DECEMBER 2018

This is the annual report and the financial statements of the Parochial Church Council for Christ Church Clifton, for the year ended 31 December 2018. Christ Church Clifton is situated in Bristol and is part of the Diocese of Bristol within the Church of England.

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### CLERGY AND STAFF at 31st December 2018

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**CHRIST CHURCH CLIFTON  
YEAR ENDED 31 DECEMBER 2018**

## **Annual report of the PCC for the year ended 31<sup>st</sup> December 2018**

### **Aims and purposes**

The Christ Church Clifton Parochial Church Council (the PCC) is here to promote the whole mission of the Church in the ecclesiastical parish of Clifton and beyond. As followers of Jesus, we long to see ourselves, our community, our church and city transformed by the power of God.

### **Our Vision**

Our vision was launched at the Annual Meeting in 2018:-

#### **WHY are we here?**

We believe the Church exists to change the world – one person, one city, one nation at a time.

2,000 years ago, Jesus came to proclaim and demonstrate the Kingdom of God – heaven's justice, mercy, goodness, healing, and restoration come to earth.

He left his people to continue his work by becoming like him and doing what he did – proclaiming and demonstrating the Kingdom until he returns.

#### **HOW will we do this?**

We believe that God has given us three key words to capture this great adventure and also to enable us to evaluate everything we do...

<b>CONNECT</b>	Meeting God   Finding Family
<b>GROW</b>	Restoring Identity   Releasing Purpose
<b>INFLUENCE</b>	Empowering People   Transforming Culture

#### **WHAT is our part?**

We know it's impossible to achieve this ourselves and so we seek partnership with others who also look for the coming of God's Kingdom.

Here at Christ Church, we believe God is calling us to play our part in changing the world over the coming years in three distinct ways, which we are calling ...

a **HEART** for the individual

a **HEART** for the city

a **HEART** for the nations

## What we did in 2018

Amongst many other achievements, in 2018 we:

- Participated in Hope 2018, a youth community action event. Six of Christ Church's young people served in different areas of Bristol including doing some evangelistic outreach.
- Took a group of 18 young people to St Georges Christian Centre for a weekend in June.
- Took a group of 9 young people to the Soul Survivor festival in August.
- Hosted a Light Party with 200+ children and their parents helped by 40 volunteers attending.
- Welcome an average of 55 families (which means around 70 to 80 young children) to Toddlers each Thursday.
- Launched Monday morning Toddlers at The Spire with between 8 and 15 families with young children attending for craft, story time and singing round the piano.
- Welcomed over 200 year 6 school children to 'walk through' the holy week and the Easter story at Easter Experience.
- Expanded Christmas Experience with more schools and over 300 year 3 school children attending.
- Launched our TearFund Connected Church partnership with Kitgum, Uganda.
- Took three church members on a Deanery trip to Northern Uganda to see first-hand the community transformation in Kitgum.
- Continued to see growth in the Midweek Gathering with over 40 people attending regularly, including some internationals.
- Hosted a farewell celebration for our lay pastors Roberto and Susanne Elvira who retired on at the end of November.
- Welcomed approximately 50 people through our Newcomers Homegroup.
- Took 100 young adults away on the Transformation Weekend.
- Re-organised welcome at the 5 Gathering with small communities taking turns to 'host the house'.
- Ran a weekly children's choir for the local community with up to 40 children attending regularly.
- Commissioned two couples to leave Christ Church to support the work of Andy and Emma Murray in Avonmouth and Lawrence Weston.
- Supported an Iranian asylum seeker in his appeal to receive residency status through the provision of accommodation and by being a witness at his hearing.
- Welcomed 1,600 people to our annual Christmas Market.
- Doubled the number of people using The Spire Coffee Shop on a daily basis.
- Welcomed a request from the Diocese of Bristol to become a Resource Church.

## Reporting on our Objectives for 2018

- **Our Small Communities** – *our vision is to see small communities become the heartbeat of Christ Church. During 2018 we:*
  - Launched two new small communities and transitioned leadership for four more.
  - Helped Tuesday Community transition from a central weekly event meeting in Christ Church into a midsize community of small communities meeting in homes.
  - Saw four of those Tuesday Community small communities multiply.
  - Invested in our small community leaders through monthly training and resourcing evenings.
- **Wholeness** – *we are committed to creating the optimum environment in which God can grow us. In 2018 we:*
  - Continued with the 'Year of Growth' teaching series, which was resourced through notes, introductory and recap videos and resources for small communities.

- Ended the 'Year of Growth' in July with a 'harvest festival' full of stories and testimonies from the year and two baptisms.
- Agreed to focus on wholeness as the major teaching theme for our gatherings for 2018-2019.
- **Leadership Development** – *we recognise that good leadership is the key to healthy communities. During 2018 we:*
  - Invested in our small community leaders through monthly training and resourcing evenings.
  - Developed one-to-one mentoring and leadership development, particularly amongst young adults.
  - Raised up more leaders for our gatherings.
  - Saw ten new people take on Small Community leadership
- **Prayer** – *we recognised the need to reinvigorate our corporate prayer so in 2018 we:*
  - Relaunched our monthly prayer gatherings (on each first Monday).
  - Started termly half-nights of prayer – with two during the year with around 30 people attending each.
  - Started a new Thursday morning prayer gathering with a 'heart for the city' focus to complement our Saturday morning 'heart for the nations' prayer gathering.
  - Tried different ways of introducing corporate prayer into our Sunday gatherings.

### **Stories from our Small Communities**

*'We are beginning to meet together socially outside of the actual small community meeting time'*

*'We've seen new members join us over the last year who have found a sense of family'*

*'Julia Loveless visited and helped us worship together which is now a key part of our meetings – this now sets the atmosphere and helps us meet with God'*

*'Members of the group have been empowered to step out in faith in business ventures'*

*'The Church's teaching material has been useful in helping us enable others to lead within our group'*

*'New members who are on a journey of understanding the Christian Faith have been amazed by the welcome and have experienced hospitality and food in homes other than their family home'*

*'Small community is a place they feel safe'*

*'One member of the group "heard" the truth of their God-given identity from Ephesians for the first time and this is already having a significant impact on their lives'*

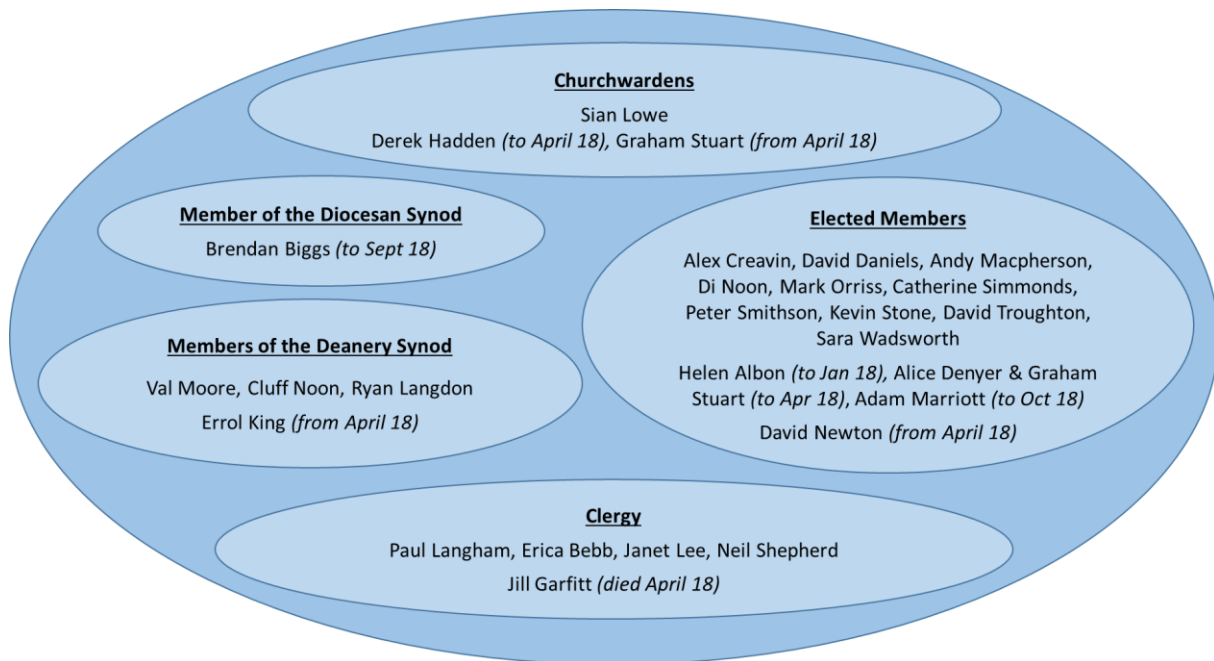
*'Many are already volunteering in the community and coming to understand that this is not separate from their faith walk but a part of releasing purpose'*

*'Small community has become a place to share the challenges and frailties of life however big or small they are'*

## The PCC

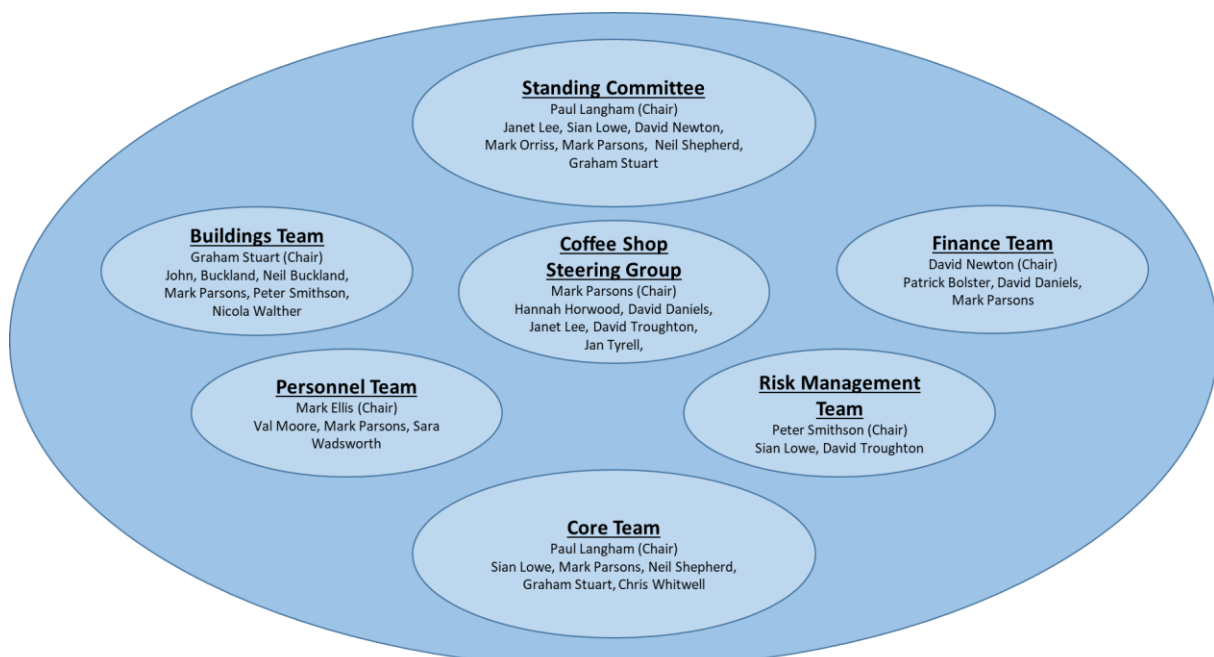
The PCC is a body corporate established by the Church of England. The PCC operates under the Parochial Church Council Powers Measure along with relevant sections of the Synodical Government Measure and Charities Acts. All PCC members are trustees of the charity.

The following served as members of the PCC during 2018 and were PCC members at 31<sup>st</sup> December 2018 unless otherwise noted:



## Structure, governance and management

Each area of the church's life and ministry falls under the oversight of the vicar, staff team and the PCC. The PCC draws on the blessing of the skills of many members of our church family beyond the PCC members in order to help it achieve its responsibilities. A number of teams and subgroups comprise of PCC and other members of the church family. The key teams currently reporting to the PCC comprise:



#### *Standing committee*

The only committee required by law and operates as the principal executive arm of the PCC. Its function is to advance the work of the PCC between meetings subject to specific guidelines agreed by the PCC in November 2013. Its membership is determined by the PCC and currently comprises the vicar, the two churchwardens and up to three elected PCC members. Other clergy licenced to the Parish and the operations manager also attend Standing Committee meetings as appropriate.

#### *Buildings Team*

The PCC delegates responsibility to the Buildings Team for the care of the Church building and other buildings owed by the PCC, their fitments and fittings, and surrounding property; together with building cleaning and any caretaking service.

#### *Coffee Shop Steering Group*

The Spire Coffee Shop Steering Group provides strategic direction and leadership on behalf of the PCC to oversee the successful build, launch and initial running of the Christ Church Coffee shop and to ensure that the coffee shop fulfils its role as a key part of the PCC's mission in the local community.

#### *Finance Team*

The PCC delegates responsibility to the Finance Team for providing advice, support and practical guidance to the Standing Committee and PCC in relation to budgets, stewardship and the financial position of Christ Church. It also supports the staff in their day to day operations of budgeting and financial matters, whilst also discerning what is on God's heart for His provision for the work of the Church. The Finance Team works in co-operation with and supports the role of the Treasurer.

#### *Personnel Team*

The PCC delegates responsibility to the Personnel Team for providing policies and advice on recruitment practice, performance management, employment terms and conditions, employment law and policies, and issues that emerge in staffing and training and development so that the PCC meets its legal obligations and shows a duty of care to its staff.

#### *Risk Management Team*

The PCC recognises and accepts its responsibility as an employer under duties prescribed by the Health and Safety at Work etc. Act 1974 and associated regulations. The PCC delegates responsibility for this to the Risk Management Team. This includes the duty to make and put into effect suitable arrangements for health, safety and welfare together with the funding and other resources necessary to carry them out. The PCC regards compliance with statutory requirements as a minimum standard and aspires to provide arrangements that will exceed the legal minimum in developing a culture where health and safety is always considered as a priority. Standards are based on good management principles.

#### *Core Team*

Establishment of a Core Leadership Team was agreed by the PCC in November 2017 to work with Paul Langham, Vicar, on developing the day to day strategic leadership and direction for Christ Church. Membership of the team is at the discretion of the Vicar.

### **Recruitment, induction, training and mix of PCC members**

It is an objective of the PCC to be broadly representative of the wider church family, in terms of gender, age, usual Sunday gathering attended and areas of ministry. Prior to the APCM, the congregation is informed of the forthcoming election to the PCC and the Deanery Synod. People are encouraged to stand for election and/or nominate others. The congregation is informed of resulting appointments immediately following the election. Ongoing training is available to members of the PCC, particularly in areas of their responsibilities as trustees such as finance and child protection.

## The staff team

During 2018 there were three changes to the makeup of the employed staff team: Sophie & Elliot Mocharrafie (Job Share) started as our Youth Pastors in January, Hannah Horwood was appointed to the new role of Assistant Coffee Shop Manager in April 2018 and Roberto and Susanne Elvira (Senior Lay Pastors) retired at the end of November 2018.

The employed staff team at 31<sup>st</sup> December was:

Mark Parsons (Operations Manager)	Helena Whitwell (Office Administrator – 60%)
Nick Carter (Administration Manager)	Chris Whitwell (Emerging Generations Pastor)
Ruthy Lillington (Children's Pastor – 70%)	Sophie & Elliot Mocharrafie (Youth Pastors – 100%)
Nelly Davis (Seniors' Minister – 60%)	Hannah Parsons (Coffee Shop Manager – 75%)
Hannah Horwood (Asst. Coffee Shop Manager – 64%)	

*(For part-time employees, hours worked is indicated as a percentage of a full working week)*

The key management personnel consist of the members of the PCC and the Operations Manager.

Christ Church has run an internship programme since 2016. For 2017/18 our Interns were Sophie Brown and Mark McCurdy. Sophie continued into 2018/19 as a self-supporting assistant ministry leader.

In April 2018, Rev'd Jill Garfitt (self-supporting minister) died as a result of a brain tumour diagnosed the previous autumn. Jill was a committed member of the church family at Christ Church for many years, and was Churchwarden before her Ordination by the Bishop of Bristol in November 2016. She is deeply missed by the staff team and the whole church family at Christ Church of which she was a key member.

We owe a great deal to the dedicated work of all of our staff, both past and present.

## Renewal of our church

For several years we have been moving forward, slowly but surely, on **RENEW:CHRISTCHURCH**, a journey of renewal of our church – our family and our building. The church building has had new toilets installed downstairs and a fully accessible toilet installed at ground level in 2014, the Jacob's Well prayer room at the east end of church developed in 2015 and in 2016 the remaining pews were removed and the north side of the church developed as The Spire Coffee Shop. Since 2015 a scheme for the total renewal of the church building has been developed and in 2017 the PCC committed to a phased approach to the implementation of this scheme, starting with the renewal of the crypt. During 2018, these plans were refined to include a new extension to the crypt with an improved street entrance on the north side of the church, and plans were submitted to Bristol City Council for pre-planning advice. A formal planning submission will be made in April 2019 alongside a submission to the Diocesan Advisory Committee for Faculty approval. It is hoped that work will commence in 2020.

## Operations and Administration

The operations and administration team at Christ Church serves the church family by co-ordinating the resources of the church, including people, finances and support functions. Running a church like Christ Church involves working alongside many people including our 10 employees, 4 clergy members and hundreds of volunteers.

The administration team consists of the Operations Manager, the Administration Team Leader and the Office Administrator. In addition to the paid staff, the admin team is served by a number of volunteers who give time each week in the church office in Linden Gate.



In addition, the administration team work closely with key volunteers to ensure that our child protection and vulnerable adult policies are maintained and effective. The PCC has four Parish Safeguarding Officers to oversee this area, two focusing on children and two on adults at risk.

## **Reserves Policy**

The PCC in 2014 adopted a Statement of Financial Principles. The reserves policy contained within these principles is to keep the general fund reserves in the range of £25,000 to £75,000, with the aim to achieve a balanced result on the general fund each year. The policy is to avoid both a substantial surplus and a substantial deficit each year. Any surplus in the general fund will be used to build up reserves within this range. Any deficit in the general fund will be funded from these reserves.

The PCC holds some reserves on the unrestricted general fund in line with accepted best practice in the stewardship of the finances of charities in general as well as for churches. This is in order to provide assurance to the PCC, and wider church family, that we can manage if there is an unexpected or unforeseen challenge. The reserves policy for the unrestricted general fund represents the equivalent of half to one and a half month's expenditure. The unrestricted church legacy fund represents the equivalent of seven month's expenditure. In total therefore unrestricted reserves represent the equivalent of approximately eight months' expenditure.

At the end of 2018 the unrestricted general fund reserves stood at £49,702; the unrestricted church legacies fund stood at £368,548.

## **Risk management**

The main risks and the way they are being managed are considered by the PCC to be as follows:

- Visionary thinking being insufficiently balanced by practical planning requirements – by seeking to recruit more “doers” onto the PCC, encouraging our visionaries to welcome and engage with pragmatic voices, and ensuring we have well-resourced plans for new ventures
- Over working our staff and certain key volunteers – by promoting wider participation in the life of the church amongst the church family and not seeking to do “too much”
- Looking inwards rather than outwards – regularly referring to and living out our vision
- Being divided - regularly referring to and living out our vision
- Reduction in unity amongst the church family over current contentious issues in the wider Church of England – by early and ongoing discussion amongst the PCC and wider church family on the issues and gaining agreement on the PCC position. By listening, acting and talking with the love of Jesus to all.
- Abuse of any young or otherwise vulnerable person in our care – safeguarding training for all persons involved in ministry and the whole PCC.

In 2017 the PCC established a Risk Management Team to oversee risk management on behalf of the PCC.

## **Grant making policy**

Each year the PCC sets a budget for global and local mission and ministry training. Recommendations for the allocation of this budget to individuals, mission partners and partner organisations are made by delegated authority.

## **Investment policy**

The only long term investments held are endowment funds managed by the Diocese as trustees. These are invested in CBF Investment Fund Shares in order to spread risk. Any short term funds are deposited with CAF Bank.

## Fundraising policy

Christ Church Clifton receives the vast majority of its donation income from its congregation. However, we occasionally approach other organisations and grant-makers to assist with special projects. The PCC are committed to maintaining the highest legal and ethical standards in the way the church undertakes its fundraising activities. All fundraising takes place in-house and the church does not use any professional fundraisers or commercial participators.

## Church attendance and volunteer hours

At April 2018 the new Electoral Roll stood at 440 (an increase of 25 compared with April 2017, when it was 415).

The combined average weekly Sunday attendance at Christ Church during October 2018 was 279 adults and 65 children (2017: 326 and 78 respectively, based on only three Sunday gatherings).

The running of Christ Church relies on the commitment of a significant number of volunteers. The hours given in many and various ways are not quantifiable but there are currently 279 people on our combined volunteer list.

## Financial report

### *The church's funds*

The church's finances are split into four main funds:

- Unrestricted General Fund – for the day-to-day running of Christ Church
- Restricted Funds – for money given by people for a specific purpose (e.g. a specific mission partner)
- Designated Renew Fund – designated for capital investment in our church building
- Designated Legacy Fund – for special purposes

Most (80%) of the Unrestricted General Fund income is from regular giving under the Provision scheme together with the Gift Aid reclaimed on these gifts; with most of the remaining income generated from rental income and investments. The main expenditure items in this fund are the “parish share” contribution, supporting mission in our Diocese and paying for clergy, then staff related costs, other mission investment and maintaining and operating the church and its property and equipment.

The budget for the General Fund for 2018 required an increase in giving of £17k (4.3%) compared to 2017. To achieve this, the PCC approved plans to develop a culture of generous giving, looking both to attract new givers and appeal for increases from existing givers. All newcomers are invited to join a small group which meets regularly, led by the Vicar, which introduces many aspects of our church life including our belief that giving is primarily part of our worship, and an outworking of our discipleship.

### **Headlines for 2018 - Unrestricted General Fund**

#### *Income:*

- **Provision (regular giving)** income rose by over £20k (5%), which came both from new giving and increases from existing givers. During the year, there were 28 new givers (either individuals or couples) and 27 increases in giving from existing givers. There were also 5 decreases in giving and 22 givers who stopped. The overall number of unique regular givers (either individuals or couples) at year-end stood at 215.
- **Gift Aid** from HMRC also increased by £8k (10%), due to a combination of new and one-off gifts and an effort to encourage those who were eligible to sign a Gift Aid declaration.
- **Other giving** was £3k lower than in 2017.
- **Rental income** was £5k lower than in 2017. This was because there were periods where flats in Linden Gate were not being let. However, we were able to let the Associate Vicar's house for most of the whole year, while we await an appointment to the post.

- **Fees from weddings and funerals** was £2k higher.
- **Events income** was £8k lower than in 2017. Events income fluctuates from year to year depending on the number and size of events we run. In 2017 we hosted a large regional conference which significantly increased income for that year.

#### Expenditure:

- **Mission:** We gave £21k less to mission outside the parish during 2018. Mission giving was reviewed by the PCC during 2017 and a transition implemented in 2018. It was decided to shift our emphasis away from individual mission partners (two of whom retired during the year) towards a strategic partnership with TearFund. The PCC also decided to stop funding for several organisations with which our links were no longer strong.
- **Parish share:** We maintained our contribution overall to the Diocese (to pay for our clergy and give towards ministry in disadvantaged areas of the Diocese as well as fund the development of future clergy). However, in 2018 we made £10k of this from the Legacy Fund, in order not to put the general fund budget in deficit.
- **Staff Costs:** We spend £20k more on staff costs from the General Fund than in 2017. The bulk of this was the impact of the new youth pastor appointment and the 2.5% inflationary increase awarded to staff in January 2018.
- **Offices and services:** We spent £14k less than in 2018, mainly because of reduced activities on events as mentioned earlier.
- **Church Building:** We spent £6k more on cleaning and utilities, mainly because of increased energy costs and greater use of the building during the week.
- **Governance:** We paid £5k less, mainly due to an exceptional item of expenditure in 2017.

#### ***Headlines for 2018 - designated Legacy Fund***

In 2018 we received legacies of £5k from the estate of Joan Grigg and £1k from the estate of Rhona Beare. The Legacy Fund was used to fund 50% of the salary costs of the Lay Pastors (£15k), the operating costs of the Coffee Shop (£14k after sales income), £10k of the Parish share (as mentioned earlier) and finally some urgent repairs to the church spire (£8k). The overall fund reduction was £41k.

#### ***Headlines for 2018 - designated Renew Fund***

In 2018 the designated Renew Fund was used to fund costs associated with the development of plans to renew the church building (£19k), 50% of the salary costs of the Lay Pastors' (£15k), and depreciation of items relating to the renewal of the church building (£13k). This was offset by a small amount of interest and investment income, giving an overall fund reduction for the year of £46k.

#### ***Reserves***

The PCC's Statement of Financial Principles reserves policy is to keep the General Fund reserves in the range of £25k- £75k. In 2018 the surplus in the General Fund was £7k, taking the fund balance at year end to £50k.

#### ***2019 – Continuing to restore balanced income and expenditure***

The PCC has agreed that:

- In 2019 we will pay Parish Share of £210,000 from the General Fund (being the 2018 level) plus an additional 2% (£4,200) from the Legacy Fund.
- Staff will receive a 2% inflationary pay rise (£5k impact on General Fund).
- The Coffee Shop has made tremendous progress throughout 2018 and will aim to break even in 2019. Should this not be achieved, the PCC will revisit how it is run and reduce the operating costs accordingly.

This will require an increase in giving of £14k compared to 2018. We will continue to make the church family aware of our financial needs, and closely monitor our income and expenditure to ensure our financial position is balanced and sustainable.

## **Our future and objectives for 2019**

During the coming year the PCC will continue to focus on the priorities from our vision:

- **Small Communities:** Small communities are the heartbeat of Christ Church. We will commit time and resources to enable our small communities to become places where individuals find wholeness, and are inspired, equipped, empowered and released to reproduce the character and life of Jesus in their families, workplaces and communities and to become places of connection, growth and influence spread out across the city
- **Wholeness:** God wants us to thrive and every one of us is responsible for creating the optimum environment in which he can grow us. We will commit time and resources to our 'Year of Growth' teaching series, which is designed to resource this, both at our gatherings and in our small communities.
- **Leadership:** Good leadership is the key to healthy communities, in the church and beyond. We are already investing time and resources into our small community leaders, and over the coming year will be extending this to a wider pool of present and future leaders for both church and city. We aim to nurture and develop leaders of leaders who have the confidence to connect, grow and influence wherever they live, work and serve.
- **Prayer:** We recognize that all this must be underpinned by a reinvigoration of our corporate prayer life. We've put together a small team to discern God's voice on this.

## Statement of Trustees' Responsibilities

The trustees are responsible for preparing the Trustees' Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards including Financial Reporting Standard 102: The Financial Reporting Standard applicable in the UK and Republic of Ireland (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities in England & Wales requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the income and expenditure of the charity for that period. In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgments and accounting estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in business.

The trustees are responsible for keeping sufficient accounting records that disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act 2011, the Charity (Accounts and Reports) Regulations 2008 and the provisions of the trust deed/constitution. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Signed on behalf of the Parochial Church Council

*Paul Langham*

**Paul Langham**

Vicar and Chair of the PCC

23<sup>rd</sup> March 2019

*David Newton*

**David Newton**

PCC Treasurer

# INDEPENDENT EXAMINER'S REPORT TO THE PCC MEMBERS OF CHRIST CHURCH, CLIFTON

YEAR ENDED 31 DECEMBER 2018

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I report to the trustees on my examination of the accounts of Christ Church, Clifton (the Charity) for the year ended 31 December 2018.

## Responsibilities and basis of report

As the charity trustees of the Charity you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

I report in respect of my examination of the Charity'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 statement

Since the Charity's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of the Institute of Chartered Accountants in England and Wales, which is one of the listed bodies.

I have completed my examination. I 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 Charity as required by section 130 of the Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair view which is not a matter considered as part of an independent examination.

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.

*Ed Marsh*

Ed Marsh FCA DChA  
Burton Sweet Chartered Accountants  
The Clock Tower  
Farleigh Court  
Old Weston Road, Flax Bourton  
Bristol BS48 1UR

Date: *23<sup>rd</sup> March 2019*

**CHRIST CHURCH CLIFTON**  
**STATEMENT OF FINANCIAL ACTIVITIES**  
**YEAR ENDED 31 DECEMBER 2018**

		<b>Unrestricted Funds</b>	<b>Restricted Funds</b>	<b>Endowment Funds</b>	<b>Total Funds 2018</b>	<b>Total Funds 2017</b>
	<b>Note</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
<b>Income from:</b>						
<i>Donations and legacies</i>						
Provision (regular giving)		408,730	-	-	408,730	387,975
Gift Aid		93,137	-	-	93,137	85,053
Restricted donations		-	52,734	-	52,734	37,875
Other giving		8,772	-	-	8,772	12,121
Grants and donations received		-	-	-	-	187
Legacies		6,139	-	-	6,139	5,000
<i>Charitable activities</i>						
Rental income		74,223	-	-	74,223	79,393
Fees from weddings and funerals		5,481	-	-	5,481	2,920
Events income		14,997	2,044	-	17,041	23,402
Spire coffee shop income		16,955	-	-	16,955	7,338
<i>Income from Investments</i>						
Investment income and interest		6,291	-	-	6,291	5,950
<b>Total income</b>		<b>634,725</b>	<b>54,778</b>	<b>-</b>	<b>689,503</b>	<b>647,214</b>
<b>Expenditure on:</b>						
<i>Charitable activities</i>						
Mission	<b>2</b>	97,868	38,633	-	136,501	158,386
Renew expenditure		18,865	200	-	19,065	15,275
Parish share		210,000	-	-	210,000	210,000
Staff costs	<b>3</b>	222,318	10,000	-	232,318	204,406
Offices and services		31,320	126	-	31,446	45,036
Church building		91,974	-	-	91,974	86,623
Governance		10,617	-	-	10,617	16,048
Spire coffee shop		31,446	-	-	31,446	24,183
<b>Total expenditure</b>		<b>714,408</b>	<b>48,959</b>	<b>-</b>	<b>763,367</b>	<b>759,957</b>
<b>Transfers between funds</b>		<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>(Losses)/gains on investments (unrealised)</b>		<b>-</b>	<b>-</b>	<b>(2,416)</b>	<b>(2,416)</b>	<b>13,161</b>
<b>Net income/(expenditure)</b>		<b>(79,683)</b>	<b>5,819</b>	<b>(2,416)</b>	<b>(76,280)</b>	<b>(99,582)</b>
<b>Reconciliation of funds:</b>						
<b>Total funds at 1 January</b>		<b>1,740,468</b>	<b>15,151</b>	<b>159,709</b>	<b>1,915,328</b>	<b>2,014,910</b>
<b>Total funds at 31 December</b>	<b>11</b>	<b>1,660,785</b>	<b>20,970</b>	<b>157,293</b>	<b>1,839,048</b>	<b>1,915,328</b>

Comparative fund movements are shown in note 5.

The Charity has no recognised gains or losses other than the results for the year as set out above.  
All of the activities of the charity are classed as continuing.

**The notes on pages 17 to 23 form part of these financial statements.**

# CHRIST CHURCH CLIFTON

## BALANCE SHEET

YEAR ENDED 31 DECEMBER 2018

	Note	2018 £	2017 £
<b>Fixed assets</b>			
Freehold property	7	472,047	472,047
Church equipment and fittings	7	53,277	80,361
Investment assets	8	157,293	159,709
		<u>682,617</u>	<u>712,117</u>
<b>Current assets</b>			
Debtors and prepayments	9	20,007	16,820
Cash at bank and in hand		1,142,925	1,190,289
		<u>1,162,932</u>	<u>1,207,109</u>
<b>Creditors : Amounts falling due within one year</b>			
Accruals and deferred income	10	6,501	3,898
Net Current Assets		<u>1,156,431</u>	<u>1,203,211</u>
<b>Net assets</b>		<u>1,839,048</u>	<u>1,915,328</u>
<b>Funds</b>			
<b>Unrestricted funds</b>	11		
General Reserves		49,702	42,611
Church legacies fund		368,548	409,290
Renew development fund		666,662	712,694
		<u>1,084,912</u>	<u>1,164,595</u>
Property fund		472,047	472,047
Equipment fund		103,826	103,826
		<u>1,660,785</u>	<u>1,740,468</u>
<b>Restricted funds</b>	11		
Mission funds		-	-
Other funds		20,970	15,151
		<u>20,970</u>	<u>15,151</u>
<b>Endowment fund</b>	11		
Investment asset fund		157,293	159,709
		<u>1,839,048</u>	<u>1,915,328</u>



**CHRIST CHURCH CLIFTON**  
**STATEMENT OF CASH FLOWS**  
**YEAR ENDED 31 DECEMBER 2018**

		2018 £	2017 £
<b>Net cash outflow from operating activities</b>	A	(52,492)	(96,830)
<b>Investing activities</b>			
Payments for tangible fixed assets		(1,163)	(11,628)
Investment income		6,291	5,950
		<u>5,128</u>	<u>(5,678)</u>
<b>Net cash outflow for the year</b>	B	<u>(47,364)</u>	<u>(102,508)</u>
<b>A Statement of financial activities: net movement in funds</b>		(76,280)	(99,582)
Unrealised investment gains		2,416	(13,161)
Depreciation		28,248	28,888
Decrease in creditors: current liabilities		2,603	(7,238)
Decrease / (increase) in debtors		(3,188)	213
Decrease in stocks		-	-
Investment income		(6,291)	(5,950)
<b>Net cash outflow from operating activities</b>		<u>(52,492)</u>	<u>(96,830)</u>
<b>B Analysis of changes in cash during the year</b>			
Cash at bank and in hand			
End of Year		1,142,925	1,190,289
Start of Year		<u>1,190,289</u>	<u>1,292,797</u>
		<u>(47,364)</u>	<u>(102,508)</u>

These financial statements were approved by the Parochial Church Council on 23rd March 2019 and are signed on its behalf by:

*Paul Langham*

**Paul Langham**  
Vicar and Chair of the PCC

*David Newton*

**David Newton**  
PCC Treasurer

The notes on pages 17 to 23 form part of these financial statements.

# CHRIST CHURCH CLIFTON

## NOTES TO THE FINANCIAL STATEMENTS

### YEAR ENDED 31 DECEMBER 2018

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#### 1 Accounting policies

The financial statements have been prepared in accordance with applicable accounting standards and the current Statement of Recommended Practice (SORP): Accounting and Reporting by Charities preparing their accounts their accounts in accordance with the Financial Reporting Standard applicable in the UK and Ireland (FRS102) issued on 16 July 2014, and the Financial Reporting Standard applicable in the UK and Ireland (FRS102) and the Charities Act 2011.

The financial statements have been prepared under the historical cost convention except for investment assets, which are shown at market value.

The trustees consider that there are no material uncertainties about the Church's ability to continue as a going concern because over 80% of its unrestricted income is made up of giving by standing order, which reflects an ongoing commitment to continue giving in future.

The PCC constitutes a public benefit entity as defined by FRS102.

#### Funds

General funds represent the funds of the church that are not subject to any restrictions regarding their use and are available for application on the general purposes of the PCC. These include funds designated for a particular purpose by the PCC.

Restricted funds are those derived from gifts which are restricted to a particular purpose.

The accounts include transactions, assets and liabilities for which the PCC can be held responsible. They do not include the accounts of church groups that owe an affiliation to another body nor those that are informal gatherings of church members.

#### Income

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

##### *Income from gifts*

Planned giving receivable by standing order is recognised when received. Collections are recognised when received by or on behalf of the PCC. Gift aid is accrued on donations when there is a valid declaration from the donor, and accounted for in the year to which the giving relates. Any Gift Aid amount recovered on a donation is treated as an addition to the same fund as the initial donation unless the donor or terms of the appeal have stated otherwise.

##### *Grants*

Grants to the PCC are included in the SoFA when the PCC becomes entitled to the income, it is probable that the income will be received, and the amount can be measured reliably.

##### *Legacy income*

Legacy income is recognised when receipt is probable, that is, when there has been grant of probate, the executors have established there are sufficient net assets to pay the legacy, and any conditions attached have been met or are in the control of the church.

##### *Other income*

Income to cover the cost of certain church events is accounted for gross, rather than being netted off against related costs within reported expenditure. Rental income from the letting of the church owned properties is recognised when the rental is due. Dividends and interest are accounted for when receivable. Realised gains and losses are recognised when investments are sold. Unrealised losses are accounted for on the revaluation of investments at 31 December each year.

##### *Donated goods, facilities and services*

Donated goods, facilities and services are recognised as income with an equivalent amount recognised as an expense, except for the contribution of volunteers which it is considered impractical to reliably measure for accounting purposes. They are recognised on the basis of the value of the gift to the PCC which is the amount that the PCC would have been willing to pay to obtain such services or facilities of equivalent economic benefit on the open market.

**CHRIST CHURCH CLIFTON**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**YEAR ENDED 31 DECEMBER 2018**

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**1 Accounting policies - continued**

**Expenditure**

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 the obligation can be measured reliably.

**Grants and donations**

Where the PCC gives a grant with conditions for its payment being a specific level of service to be provided, such grants are only recognised in the SoFA once the recipient has provided the specified service. Where there are no conditions attached to a grant made by the PCC that enables them to realistically avoid the commitment, a liability for the full funding obligation is recognised.

**Diocesan parish share**

The diocesan parish share is accounted for in accordance with the agreed intention of the PCC.

**Governance**

Governance costs represent the expenditure related to statutory requirements such as audit or independent examination and legal advice. They have been included within costs relating to charitable activities.

**Fixed Assets**

**Consecrated land and buildings and moveable church furnishings**

The PCC does not own and hold the church and vicarage. Legal custodianship of the church lands and vicarage lies with the diocesan authorities and the incumbent. Day to day custodianship is controlled by the incumbent and churchwardens. The churchwardens also have custodianship of the moveable items within the church on behalf of the people of the parish. The PCC supports the incumbent in the day to day care of the people of the parish. Expenditure incurred during the year on consecrated or beneficed buildings and moveable church fittings, whether maintenance or an improvement is normally written off as expenditure in the SOFA and is separately disclosed. Major new capital items are capitalised and depreciated over the greater of their estimated useful working lives. Chairs are depreciated at 10% per annum on a straight line basis, reflecting the manufacturer's guarantee period.

**Other fixtures, fittings and office equipment**

Fixtures, fittings and equipment including IT assets are valued at cost, and depreciated at 20% per annum on a straight line basis, reflecting the minimum expectation of useful life of the asset. Expenditure on individual assets costing over £500 that will have ongoing benefit for several years is capitalised.

**Investments**

Listed and unlisted investments are valued at their market value at 31 December.

**Current Assets**

Amounts owing to the PCC at 31 December in respect of fees, rents or other income are measured on initial recognition at settlement amount after any trade discounts or amount advanced by the PCC. Subsequently, they are measured at the level of cash or other consideration expected to be received.

**Cash at bank and in hand**

Cash at bank and cash in hand includes cash and short term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

**Creditors and provisions**

Creditors and provisions are recognised when the PCC has a present obligation arising from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably.

Liabilities are measured on recognition at their historical cost and then subsequently at the best estimate of the amount required to settle the obligation at the reporting date.

**Pension scheme**

The church operates a defined contribution scheme for the benefit of its employees. Contributions payable are charged to the Statement of Financial Activities in the year they are payable.

**Realised gains and losses**

All gains and losses are taken to the SoFA as they arise. Realised gains and losses on investments are calculated as the difference between sales proceeds and their opening carrying value or purchase value if purchased during the year. Unrealised gains and losses are calculated as the difference between the fair value at the year end and their carrying value.

**CHRIST CHURCH CLIFTON**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**YEAR ENDED 31 DECEMBER 2018**

<b>2 Grants</b>	<b>2018</b>	<b>2017</b>
Included in the unrestricted general fund mission expenditure are grants to the following organisations:	£	£
<b><i>Heart for the individual:</i></b>		
Trinity college	-	2,000
Scripture Union	-	1,000
Bursaries for Overseas Mission Trips	850	-
Christian unions	400	400
Other	1,150	1,300
	<b>2,400</b>	<b>4,700</b>
<b><i>Heart for the city:</i></b>		
Crisis Centre Ministries	4,000	2,500
Bristol Schools Connection	5,000	-
Easton Christian Family Centre	2,000	-
Diocese of Bristol Youth Visit to Uganda	2,000	-
CPAS (including Falcon Camp)	-	2,500
The One25 Project	-	2,500
Hope's place	-	2,500
Network counselling	-	2,500
Other	-	603
	<b>13,000</b>	<b>13,103</b>
<b><i>Heart for the nations:</i></b>		
TearFund Connected Churches Project in Kitgum, Northern Uganda	10,000	-
Wycliffe Bible Translators, the work of xxxxx in yyyy ( <i>witheld for security reasons</i> )	10,000	10,800
Wycliffe Bible Translators, the work of xxxxx in yyyy ( <i>witheld for security reasons</i> )	10,000	10,800
Ugandan Christian University Sponsored Students	9,686	10,421
Jews for Jesus, supporting the work of Stephen Pacht in Geneva	7,500	8,050
BMS World Mission, supporting the work of Kathy Russell in Mozambique	-	8,050
Church Missionary Society, supporting the work of Fran Elloway in Aru, DR. Congo	-	8,050
Bristol International Student Centre	4,500	4,500
Engineering Ministries International, supporting the work of David Burgess	3,000	3,000
Langham Scholars (overseas pastors studying in UK)	2,000	4,000
Oxford Centre for Mission Studies, training leaders for the third world	-	1,250
Aru Diocese, Democratic Republic of Congo, TEE Course	-	1,500
Friends of Emanuel Hospice	-	1,250
Union Biblical Seminary, Pune	-	1,500
Hodgkin House	500	500
Global Connections	300	-
Other	-	1,266
	<b>57,486</b>	<b>74,937</b>

PCC member David Daniels is also a trustee of Hogdkin House.

<b>3 Staff costs</b>	<b>2018</b>	<b>2017</b>
	£	£
Salaries	195,831	165,198
Employer's National Insurance contributions	11,275	9,808
Employer's pension contributions	18,172	15,989
Recruitment Costs	1,569	1,264
	<b>226,847</b>	<b>192,259</b>

No employee earned more than £60,000 during the year (2017: none).

During 2018, the average number of staff employed was 12, (2017: 9). The full time equivalent number of staff was 8 (2017: 7).

The total amount of salaries and benefits received by key management personnel was £32,207 (2017: £31,422).

<b>4 Net income/expenditure</b>	<b>2018</b>	<b>2017</b>
	£	£
Net income expenditure is stated after charging:		
Depreciation	28,249	28,888
Independent examiner's fee	1,672	1,536

**CHRIST CHURCH CLIFTON**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**YEAR ENDED 31 DECEMBER 2018**

**5 Comparative fund movements (previous year - 2017)**

	Unrestricted Funds	Restricted Funds	Endowment Funds	Total Funds 2017
Note	£	£	£	£
<b>Income from:</b>				
<i>Donations and legacies</i>				
Provision (regular giving)	387,975	-	-	387,975
Gift Aid	85,053	-	-	85,053
Restricted donations	-	37,875	-	37,875
Other giving	12,121	-	-	12,121
Grants and donations received	187	-	-	187
Legacies	5,000	-	-	5,000
<i>Charitable activities</i>				
Rental income	79,393	-	-	79,393
Fees from weddings and funerals	2,920	-	-	2,920
Events Income	23,052	350	-	23,402
Coffee Shop Income	7,338	-	-	7,338
<i>Income from investments</i>				
Investment income and interest	5,950	-	-	5,950
<b>Total income</b>	<b>608,989</b>	<b>38,225</b>	<b>-</b>	<b>647,214</b>
<b>Expenditure on:</b>				
<i>Charitable activities</i>				
Mission	118,834	39,552	-	158,386
Renew expenditure	14,075	1,200	-	15,275
Parish share	210,000	-	-	210,000
Staff costs	204,406	-	-	204,406
Offices and services	45,036	-	-	45,036
Church building	85,983	640	-	86,623
Governance	16,048	-	-	16,048
Spire Coffee Shop	24,183	-	-	24,183
<b>Total expenditure</b>	<b>718,565</b>	<b>41,392</b>	<b>-</b>	<b>759,957</b>
<b>Gains on investments (unrealised)</b>	<b>-</b>	<b>-</b>	<b>13,161</b>	<b>13,161</b>
<b>Net income/(expenditure)</b>	<b>(109,576)</b>	<b>(3,167)</b>	<b>13,161</b>	<b>(99,582)</b>
<b>Reconciliation of funds:</b>				
<b>Total funds at 1 January 2017</b>	<b>1,850,044</b>	<b>18,318</b>	<b>146,548</b>	<b>2,014,910</b>
<b>Total funds at 31 December 2017</b>	<b>1,740,468</b>	<b>15,151</b>	<b>159,709</b>	<b>1,915,328</b>

**6 Related Party Transactions**

Two PCC members, Paul Langham and Neil Shepherd are remunerated by the Bristol Diocesan Board of Finance to which Parish Share is paid. PCC members who are also trustees of organisations which have received grants are disclosed in note 5. Christ Church Children and Families Trust operates the Christ Church Pre-school from the church building and paid £9,000 in rent in 2018 (2017: £13,000).

Other than disclosed above, no member of the PCC received any payment during the year.

During 2018 the income arising from the giving of PCC members and their close family members (spouses, parents, siblings, and children) was £68,431 (2017: £51,940). The increase was a result of a combination of changes in PCC membership, increases in giving and a significant one off-gift of £10,000.

**CHRIST CHURCH CLIFTON**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**YEAR ENDED 31 DECEMBER 2018**

**7 Tangible fixed assets**

	Freehold property £	Fixtures, fittings & equipment £	Chairs £	Sound and projection systems £	Church equipment £	Total £
<b>Cost</b>						
At 1 January 2018	472,047	133,916	70,000	148,073	351,989	824,036
Additions	-	1,163	-	-	1,163	1,163
At 31 December 2018	472,047	135,079	70,000	148,073	353,152	825,199
<b>Depreciation</b>						
At 1 January 2018	-	82,342	42,088	147,197	271,627	271,627
Charge for the year	-	21,034	6,999	215	28,248	28,248
At 31 December 2018	-	103,376	49,087	147,412	299,875	299,875
<b>Net book value</b>						
At 31 December 2018	472,047	31,703	20,913	661	53,277	525,324
At 31 December 2017	472,047	51,574	27,911	876	80,361	552,408

**8 Investments**

	2018 £	2017 £
9700 CBF investment fund shares at valuation, held in an endowment fund	157,293	159,709
Market value b/f 1 January 2018	159,709	146,548
Net gain on revaluation	(2,416)	13,161
Market value at 31 December 2018	157,293	159,709
Historical cost of investments	8,586	8,586

**9 Debtors**

	2018 £	2017 £
Gift Aid recoverable	6,965	6,305
Prepayments	11,111	9,238
Deposits held by Deposit Protection Service	-	438
Other debtors	1,931	839
	20,007	16,820

**10 Creditors: amounts falling due within one year**

	2018 £	2017 £
Credit Card balance	4,069	1,566
Trade creditors	832	832
Accruals	1,600	1,500
	6,501	3,898

**CHRIST CHURCH CLIFTON**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**YEAR ENDED 31 DECEMBER 2018**

<b>11 Funds</b>	<b>Balance b/f 01/01/2018</b>	<b>Income</b>	<b>Expenses</b>	<b>Transfers</b>	<b>Gains and losses</b>	<b>Balance c/f 31/12/2018</b>
Endowment fund	159,709	-	-	-	(2,416)	157,293
<u>Restricted funds</u>						
Homeless fund	-	483	(100)	-	-	383
Internal restricted funds	500	17,477	(12,041)	-	-	5,936
Mission funds	-	36,618	(36,618)	-	-	-
Renew restricted funds	14,651	200	(200)	-	-	14,651
<b>Total</b>	<b>15,151</b>	<b>54,778</b>	<b>(48,959)</b>	<b>-</b>	<b>-</b>	<b>20,970</b>
<u>Designated funds</u>						
Legacies fund	427,775	6,139	(32,391)	-	-	401,523
Inc. Spire Coffee Shop	(18,485)	16,956	(31,513)	67	-	(32,975)
Equipment fund	103,826	-	-	-	-	103,826
Property fund	472,047	-	-	-	-	472,047
Renew fund	712,694	454	(46,486)	-	-	666,662
General fund	42,611	611,176	(604,018)	(67)	-	49,702
<b>Total</b>	<b>1,740,468</b>	<b>634,725</b>	<b>(714,408)</b>	<b>-</b>	<b>-</b>	<b>1,660,785</b>
<b>Total funds</b>	<b>1,915,328</b>	<b>689,503</b>	<b>(763,367)</b>	<b>-</b>	<b>(2,416)</b>	<b>1,839,048</b>

<b>Funds (Comparative year: 2017)</b>	<b>Balance b/f 01/01/2017</b>	<b>Income</b>	<b>Expenses</b>	<b>Transfers</b>	<b>Gains and losses</b>	<b>Balance c/f 31/12/2017</b>
Endowment fund	146,548	-	-	-	13,161	159,709
<u>Restricted funds</u>						
Homeless fund	1,655	840	(2,495)	-	-	-
Internal restricted funds	1,140	-	(640)	-	-	500
Mission funds	872	36,185	(37,057)	-	-	-
Renew restricted funds	14,651	1,200	(1,200)	-	-	14,651
<b>Total</b>	<b>18,318</b>	<b>38,225</b>	<b>(41,392)</b>	<b>-</b>	<b>-</b>	<b>15,151</b>
<u>Designated funds</u>						
Legacies fund	476,588	5,000	(13,813)	(40,000)	-	427,775
Inc. Spire Coffee Shop	-	7,338	(25,823)	-	-	(18,485)
Equipment fund	103,826	-	-	-	-	103,826
Property fund	472,047	-	-	-	-	472,047
Renew fund	755,069	311	(42,686)	-	-	712,694
General fund	42,514	596,340	(636,243)	40,000	-	42,611
<b>Total</b>	<b>1,850,044</b>	<b>608,989</b>	<b>(718,565)</b>	<b>-</b>	<b>-</b>	<b>1,740,468</b>
<b>Total funds</b>	<b>2,014,910</b>	<b>647,214</b>	<b>(759,957)</b>	<b>-</b>	<b>13,161</b>	<b>1,915,328</b>

**Restricted Funds**

***Homeless Fund***

These funds have been given directly to the church's work with the homeless.

***Internal Restricted Funds***

These funds have been given directly to the church for specific restricted purposes within the church.

**CHRIST CHURCH CLIFTON**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**YEAR ENDED 31 DECEMBER 2018**

***Mission Funds***

These funds are donated to various missionary organisations and activities outside the church.

***Renew Restricted Funds (including Disabled Toilet Fund)***

These funds are donated towards the costs of the renewal of the church building.

**Designated Funds**

***Church Legacies Fund***

Legacies received are set aside from the General Fund by the PCC, to keep them separate from the General Fund. During the year £5,000 was received from the estate of Joan Grigg, £1,000 from the estate of Rhona Beare and £139 from the estate of Joan Wreay (2017: £5,000 from the estate of John Warne).

The Legacies Fund is used to fund the work of The Spire Coffee Shop. During 2018 this cost £14,491 (2017: £18,484).

***Equipment Fund***

These funds represent those amounts set aside by the PCC to be used to purchase church equipment.

***Property Fund***

These funds were set aside by the PCC for the purchase of the corresponding properties:

Linden Gate	£ 100,000
60 Clifton Park Road	£ 372,047
	<u>£ 472,047</u>

£335,126 of the purchase cost of 60 Clifton Park Road was provided by The Church Hall Trust and the trustees thereof would have discretion over the reinvestment of 90% of the proceeds if the property was sold.

***Renew Development Fund***

These funds have been set aside by the PCC to cover costs of the renewal of the church building. A building was disposed of in 2013 in order to provide funds for this purpose.

**12 Analysis of net assets between funds**

	<b>Unrestricted</b>	<b>Restricted</b>	<b>Endowment</b>	<b>Total</b>	
	<b>£</b>	<b>£</b>	<b>£</b>	<b>2018</b>	<b>2017</b>
				<b>£</b>	<b>£</b>
Fixed Assets	525,324	-	157,293	682,617	712,117
Current Assets	1,141,962	20,970	-	1,162,932	1,207,109
Current Liabilities	(6,501)	-	-	(6,501)	(3,898)
	<u>1,660,785</u>	<u>20,970</u>	<u>157,293</u>	<u>1,839,048</u>	<u>1,915,328</u>

**Analysis of net assets between funds  
(Comparative year: 2017)**

	<b>Unrestricted</b>	<b>Restricted</b>	<b>Endowment</b>	<b>Total</b>	
	<b>£</b>	<b>£</b>	<b>£</b>	<b>2017</b>	<b>2016</b>
				<b>£</b>	<b>£</b>
Fixed Assets	552,408	-	159,709	712,117	716,215
Current Assets	1,191,958	15,151	-	1,207,109	1,309,831
Current Liabilities	(3,898)	-	-	(3,898)	(11,136)
	<u>1,740,468</u>	<u>15,151</u>	<u>159,709</u>	<u>1,915,328</u>	<u>2,014,910</u>



## APPENDIX TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 DECEMBER 2018

## Detailed Statement of Financial Activities by Fund

	Unrestricted funds			Total	Restricted Funds		Total	Endowment	Total	Total
	General	Legacies	Renew	Unrestricted	Mission	Other	Restricted	Fund	Funds	Funds
	Fund	Fund	Fund	funds	funds	funds	Funds			
	2018	2018	2018	2018	2018	2018	2018	2018	2018	2017
	£	£	£	£	£	£	£	£	£	£
<b>Donations and legacies</b>										
Provision (regular giving)	408,730	-	-	408,730	-	-	-	-	408,730	387,975
Gift Aid	93,137	-	-	93,137	-	-	-	-	93,137	85,053
Restricted donations	-	-	-	-	36,619	16,115	52,734	-	52,734	37,875
Other giving	8,772	-	-	8,772	-	-	-	-	8,772	12,121
Grants and donations received	-	-	-	-	-	-	-	-	-	187
Legacies	-	6,139	-	6,139	-	-	-	-	6,139	5,000
<b>Charitable activities</b>										
Rental income	74,223	-	-	74,223	-	-	-	-	74,223	79,393
Fees from weddings and funerals	5,481	-	-	5,481	-	-	-	-	5,481	2,920
Events Income	14,997	-	-	14,997	-	2,044	2,044	-	17,041	23,402
Spire coffee shop income	-	16,955	-	16,955	-	-	-	-	16,955	7,338
<b>Income from Investments</b>										
Investment income and interest	5,837	-	454	6,291	-	-	-	-	6,291	5,950
<b>Other income</b>										
	-	-	-	-	-	-	-	-	-	-
<b>Total income</b>	<b>611,177</b>	<b>23,095</b>	<b>454</b>	<b>634,725</b>	<b>36,619</b>	<b>18,159</b>	<b>54,778</b>	<b>-</b>	<b>689,503</b>	<b>647,214</b>
<b>Expenditure on Charitable activities</b>										
Mission and evangelism	4,489	-	-	4,489	-	-	-	-	4,489	5,258
Students and young adults work	5,604	-	-	5,604	-	-	-	-	5,604	7,147
Youth work	4,994	-	-	4,994	-	1,514	1,514	-	6,508	4,915
Children's and schools' work	4,314	67	-	4,381	-	400	400	-	4,781	7,515
Creative arts ministries	1,133	-	-	1,133	-	-	-	-	1,133	-
Heart for the individual	2,400	-	-	2,400	-	-	-	-	2,400	4,700
Heart for the city	17,382	-	-	17,382	-	100	100	-	17,481	17,205
Heart for the nations	57,486	-	-	57,486	-	-	36,619	-	94,106	111,646
<b>Mission</b>	<b>97,801</b>	<b>67</b>	<b>-</b>	<b>97,868</b>	<b>36,619</b>	<b>2,013</b>	<b>38,633</b>	<b>-</b>	<b>136,501</b>	<b>158,386</b>
<b>Renew expenditure</b>										
	-	-	18,865	18,865	-	200	200	-	19,065	15,275
<b>Parish share</b>	<b>200,000</b>	<b>10,000</b>	<b>-</b>	<b>210,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>210,000</b>	<b>210,000</b>
Salaries and pension payments	165,324	14,520	14,520	194,363	-	10,000	10,000	-	204,363	178,235
Payroll expenses	936	-	-	936	-	-	-	-	936	936
Staff expenses	7,924	-	-	7,924	-	-	-	-	7,924	9,401
Staff training	3,556	-	-	3,556	-	-	-	-	3,556	2,718
House repairs and maintenance	5,988	-	-	5,988	-	-	-	-	5,988	4,329
Utilities (houses)	9,551	-	-	9,551	-	-	-	-	9,551	8,787
<b>Staff costs</b>	<b>193,279</b>	<b>14,520</b>	<b>14,520</b>	<b>222,318</b>	<b>-</b>	<b>10,000</b>	<b>10,000</b>	<b>-</b>	<b>232,318</b>	<b>204,406</b>
Music expenses and equipment	4,072	-	-	4,072	-	-	-	-	4,072	4,373
Sunday and other services	8,473	-	-	8,473	-	127	127	-	8,600	7,685
Pastoral	1,756	-	-	1,756	-	-	-	-	1,756	13,199
IT, internet and web costs	8,636	-	-	8,636	-	-	-	-	8,636	10,837
Stationery, postage and printing	7,305	-	-	7,305	-	-	-	-	7,305	7,963
Bank charges	559	-	-	559	-	-	-	-	559	605
Communications	519	-	-	519	-	-	-	-	519	374
<b>Offices and services</b>	<b>31,319</b>	<b>-</b>	<b>-</b>	<b>31,319</b>	<b>-</b>	<b>127</b>	<b>127</b>	<b>-</b>	<b>31,446</b>	<b>45,036</b>
Cleaning	14,238	-	-	14,238	-	-	-	-	14,238	12,531
Equipment, repairs and maintenance	20,801	7,871	-	28,671	-	-	-	-	28,671	26,505
Utilities	20,816	-	-	20,816	-	-	-	-	20,816	18,699
Depreciation	15,147	-	13,102	28,249	-	-	-	-	28,249	28,888
<b>Church building</b>	<b>71,002</b>	<b>7,871</b>	<b>13,102</b>	<b>91,974</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>91,974</b>	<b>86,623</b>
Independent examination fee	1,672	-	-	1,672	-	-	-	-	1,672	1,536
Insurance	8,730	-	-	8,730	-	-	-	-	8,730	9,301
PCC expenses and sundry costs	216	-	-	216	-	-	-	-	216	1,801
<b>Governance</b>	<b>10,617</b>	<b>-</b>	<b>-</b>	<b>10,617</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>10,617</b>	<b>12,638</b>
<b>Spire coffee shop</b>	<b>-</b>	<b>31,446</b>	<b>-</b>	<b>31,446</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>31,446</b>	<b>24,183</b>
<b>Total expenses</b>	<b>604,018</b>	<b>63,904</b>	<b>46,486</b>	<b>714,408</b>	<b>36,619</b>	<b>12,340</b>	<b>48,960</b>	<b>-</b>	<b>763,367</b>	<b>756,547</b>
Net income/(expenditure)	7,158	(40,809)	(46,032)	(79,683)	-	5,819	5,819	-	(73,864)	(109,333)
Transfers between funds	(67)	67	-	-	-	-	-	-	-	-
Unrealised gain/(loss) on investments	-	-	-	-	-	-	-	(2,416)	(2,416)	13,161
Balances brought forward 1 January 2018	42,611	409,290	712,694	1,164,595	-	15,151	15,151	159,709	1,339,455	1,439,037
Balance b/f 1 January 2018 and c/f 31 December 2018										
Property fund	-	-	-	472,047	-	-	-	-	472,047	472,047
Equipment fund	-	-	-	103,826	-	-	-	-	103,826	103,826
Balances c/forward 31 December 2018	<b>49,702</b>	<b>368,548</b>	<b>666,662</b>	<b>1,660,786</b>	<b>-</b>	<b>20,970</b>	<b>20,970</b>	<b>157,293</b>	<b>1,839,048</b>	<b>1,918,738</b>

Any slight discrepancies in the subtotals in this appendix, when compared to the approved accounts and notes, are the result of rounding errors.

## APPENDIX TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 DECEMBER 2018

## Analysis of General Fund Actual 2018 against Budget 2018 and 2019

	General Fund Budget	General Fund Actual	General Fund Budget
	2018 £	2018 £	2019 £
<b>Donations and legacies</b>			
Provision (regular giving)	404,800	408,730	423,480
Gift Aid	76,000	93,137	85,130
Restricted donations	-	-	-
Other giving	14,000	8,772	14,000
Grants and donations received	-	-	-
Legacies	-	-	-
<b>Charitable activities</b>			
Rental income	85,450	74,223	82,220
Fees from weddings and funerals	4,000	5,481	4,600
Events Income	18,700	14,997	18,700
Spire coffee shop income	-	-	-
<b>Income from Investments</b>			
Investment income and interest	5,500	5,837	5,500
<b>Other income</b>	-	-	-
<b>Total income</b>	<b>608,450</b>	<b>611,177</b>	<b>633,630</b>
<b>Expenditure on Charitable activities</b>			
Mission and evangelism	7,500	4,489	7,000
Students and young adults work	7,750	5,604	7,750
Youth work	4,500	4,994	4,500
Children's and schools' work	4,000	4,314	4,000
Creative arts ministries	1,000	1,133	1,000
Heart for the individual	5,000	2,400	5,000
Heart for the city	19,000	17,382	19,000
Heart for the nations	64,000	57,486	64,000
<b>Mission</b>	<b>112,750</b>	<b>97,801</b>	<b>112,250</b>
<b>Renew expenditure</b>	-	-	-
<b>Parish share</b>	<b>200,000</b>	<b>200,000</b>	<b>210,000</b>
Salaries and pension payments	162,150	165,324	174,000
Payroll expenses	900	936	900
Staff expenses	8,000	7,924	7,250
Staff training	3,500	3,556	3,950
House repairs and maintenance	5,500	5,988	5,500
Utilities (houses)	7,500	9,551	8,000
<b>Staff costs</b>	<b>187,550</b>	<b>193,279</b>	<b>199,600</b>
Music expenses and equipment	5,000	4,072	5,000
Sunday and other services	8,000	8,473	8,500
Pastoral	4,500	1,756	4,500
IT, internet and web costs	9,100	8,636	11,000
Stationery, postage and printing	8,400	7,305	8,400
Bank charges	750	559	600
Communications	1,000	519	1,000
<b>Offices and services</b>	<b>36,750</b>	<b>31,319</b>	<b>39,000</b>
Cleaning	11,000	14,238	13,500
Equipment, repairs and maintenance	18,000	20,801	18,000
Utilities	17,000	20,816	20,500
Depreciation	15,000	15,147	17,000
<b>Church building</b>	<b>61,000</b>	<b>71,002</b>	<b>69,000</b>
Independent examination fee	1,750	1,672	1,750
Insurance	8,150	8,730	7,000
PCC expenses and sundry costs	500	216	500
<b>Governance</b>	<b>10,400</b>	<b>10,617</b>	<b>9,250</b>
<b>Spire coffee shop</b>	-	-	-
<b>Total expenses</b>	<b>608,450</b>	<b>604,018</b>	<b>639,100</b>
Net income/(expenditure)	-	7,158	(5,470)