

Trustees' Annual Report and Financial Report

of the Parochial Church Council of the Ecclesiastical Parish of Graffham with Woolavington

for the year ended 31st December 2018

St Giles Church Graffham with Woolavington

St Giles Church, Graffham, Petworth, GU28 0NJ

HMRC reference number X79965

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Website: www.stgilesgraffham.org

Priest-in-Charge: Revd Vivien Turner, The Rectory, Graffham, Petworth, GU28 0NL

Church Wardens: Mr John Bellis, Eggshell Cottage, Graffham, Petworth, GU28 0PT

Mr Alan Sargent, West Lodge, Lavington Park, Graffham, GU28 0NQ

Independent Examiner: Mrs Rosalind Britton, Sandrock Cottage, Graffham, GU28 0QG

Bankers: NatWest and Barclays Bank

*Below: Licensing of new priest-in-Charge Revd Vivien Turner, July 2018
L-R Revd Vivien, Rt Revd Martin Warner, Bishop of Chichester,
Ven. Fiona Windsor, Archdeacon of Horsham*



St Giles Church Graffham with Woolavington

Trustees' Annual Report for 2018

Our aims and purposes as a charity

- The purpose of our charity is to promote the Gospel of our Lord Jesus Christ according to the doctrines and practices of the Church of England, obeying Christ's two commandments '*You shall love the Lord your God with all your heart, and with all your soul, and with all your mind, and with all your strength You shall love your neighbour as yourself.*' Mark 12.30-31a
- Our key aims are to:
 - Manage parish affairs responsibly / **Leadership**
 - Care for St Giles Church as a place of worship, historic monument and community resource / **Fabric**
 - Provide a hospitable welcome for worshippers and visitors / **Worship**
 - Worship reverently, inclusively and accessibly / **Worship**
 - Grow in understanding and experience / **Worship**
 - Communicate our ministry and services effectively / **Community**
 - Serve our local community / **Community**
 - Offer support beyond our parish boundary / **Community**

We also hold services at All Saints Chapel and help to maintain it in a welcoming condition as a place of worship, in conjunction with the All Saints Chapel Trust.

What we planned to do to achieve our charitable objectives

When planning our activities for the year, our churchwardens 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'.

The council has complied with the duty under section 5 of the Safeguarding and Clergy Discipline Measure 2016, fully recognising its duty to have due regard to House of Bishops' guidance on safeguarding children and vulnerable adults.

For 2018 we discussed and planned the following objectives and activities to fulfil our aims:

- Appoint a new priest to come and lead our parish / **Leadership**
- Appoint a new treasurer to direct the financial affairs of the parish / **Leadership**
- Continue repairs to the church fabric following the 2016 Quinquennial Report / **Fabric**
- Increase hospitality after church services / **Worship**
- Hold further services designed to encourage families / **Worship**

- Provide opportunities for Christian study / **Worship**
- Give our parish magazine away free of charge to everyone in the parish / **Community**
- Build closer ties with the local primary school, both practically and financially / **Community**
- Encourage people to visit and use our Church in the Graffham Festival / **Community**
- Continue to provide help for those in need / **Community**

What we achieved and how we affected beneficiaries' lives

LEADERSHIP

Graffham is a small but active parish in vacancy at the beginning of 2018, with an electoral roll of 85 at the end of the year. A relatively small number of mostly volunteers make possible the benefit which our charity offers to others. Our Treasurer had given notice in 2017 but continued to provide support temporarily during the vacancy period, for which the PCC is grateful. A number of clergy provided support for services in the first part of 2018, for which the PCC is also most appreciative.

Appoint a new priest to come and lead our parish

We are delighted that Reverend Vivien Turner was appointed and licensed to our parish on 25 July 2018 and has already begun to make significant contributions to our aims and objectives.

Appoint a new Treasurer to direct the financial affairs of the parish

We are equally delighted to appoint Yvonne Butterick to be PCC Treasurer for our parish from January 2019, supported by a newly introduced team of bookkeeper, cashier and parish giving officer.

FABRIC



We are blessed with a beautiful historic church built on ancient foundations. This carries a responsibility to preserve its fabric for effective use, both today and into the future. We also have burial grounds to care for to respect the memories of departed parishioners and the ongoing pastoral needs of the community. We take these responsibilities seriously, mindful of the benefit to the community each of these sensitive environments provide.

Continue repairs to the church fabric following the 2016 Quinquennial report

Building works have continued in line with the report.

WORSHIP

Welcome

St Giles Church interior is a holy space set apart for peaceful reflection and prayer. It continues to be kept open every day during daylight hours 'from first dog walk to last dog walk' for this purpose, as does All Saints Chapel. There is a thriving camp site in our village and walkers and cyclists regularly pass by on their way to the South Downs, especially in the summer months. We appreciate these and other visitors to our church and our visitors' book shows they appreciate us too.

We came here for our silver D of E as a place of interest. We admired your beautiful church and enjoyed a rest out of the sun; just what we needed to keep our spirits high. It's so peaceful. Visitors' book

A wide range of villagers contribute to our welcome and the enhancement of our worship, including arranging flowers, ringing bells, cleaning, singing, playing music and photographing special occasions. This brings pleasure both to themselves, and all of us who reap the rewards of their gifts and services.

Increase hospitality after church services

The purchase of a coffee machine helps provide delicious refreshments after services on the first Sunday of the month and at special festivals. Home-made cake and biscuits are regularly provided by parishioners on these occasions encouraging friendship and fellowship.

Services

In 2018 a Eucharist was held every Sunday morning at St Giles Church (except Advent 4, when the service is traditionally held at All Saints Chapel) and Evensong twice a month at All Saints Chapel. It is a significant public benefit for people to be able to worship locally and regularly here. Our average attendance on Sundays in October 2018 was 31, a good figure for a village like ours. Services at Easter and Christmas are popular, with attendance for services on Easter Day and Christmas Day 82 and 110 respectively. An unusual Lessons and Carols Service rooted in local Sussex tradition enjoyed accompaniment from local folk group Cotillion and the South Downs Folk Choir.

"Twas such a lovely, atmospheric and ancient-feeling evening with such hearty singing.' Facebook

This year, Remembrance services drew many people to worship in our village. A commemorative 100 year anniversary service was held for a soldier who died in 1918, with villagers laying flowers from their gardens on his grave in our churchyard. On Remembrance Day itself, A Requiem Eucharist and Evensong with Vigil were held at St Giles and Service of Remembrance at the War Memorial, with a solemn procession from church to memorial. Our bell ringers participated in the 'Battle's Over' initiative marking the end of WW1. People could express their respect and compassion for men who died in the service of their country, especially from Graffham, in these ways. Over 200 people responding that day provides full evidence of appreciation of this opportunity.

I meant to write after Sunday to say it was the most moving service and ceremony I have ever attended. Thank you to you and to all the kind people who put so much into it to mark the Centenary of the 1st World War. You all did it great justice, and I'm sure everyone will have been just

as moved as we were.' 'Very many congratulations on the service at the War Memorial; in by 42 years here this was the first 'proper' service; you richly deserved such a large congregation.' *Emails*



Procession to War Memorial on Remembrance Sunday

We were delighted to welcome a child into the church through baptism and celebrated three weddings at St Giles Church and three more at St Peter's Woolavington, registered for weddings in this parish. NB the parish has no responsibility at St Peter's beyond this, as the church is closed for public worship and is now the School Chapel of Seaford College. Two people were commended to God's merciful keeping in funeral services at St Giles in 2018, and three burials of ashes took place in the churchyard. We are pleased to welcome Seaford College Choir to services occasionally at St Giles, to the congregation's great appreciation; and a team of organists provide uplifting accompaniment to our hymns in church on Sundays and special days. The availability of occasional offices enhanced by excellent music provides public benefit to the community, in times of sorrow and celebration.

Hold further services designed for families

Since October, we have introduced two services which are specially designed to welcome families; 'Church on Sunday' a family Eucharist on the first Sunday of the month, and a monthly weekday service called 'Gambollers' reflecting the shepherd traditions of the South Downs. Although these are still new initiatives, we are encouraged by numbers attending, up to 12 children with their parents at Church on Sunday and regular supporters at Gambollers. In the Autumn a service of Taize Prayer was offered which is planned to continue occasionally into 2019. Two children also attended this service and enjoyed the experience.

Following 'Church on Sunday' Family Eucharist and evening Advent Service with Seaford College Choir:

'Two completely different but perfect in their unique way services today. What a way to begin Advent' 'Thank you for having us! As always it is a pleasure to come into the village church and be part of our local community. The students love to be part of it and are always made to feel so welcome.' *Emails*

Study

Studying together may be considered an extension of worship. Our parish values opportunities to learn and deepen faith and spirituality in creative ways.

Provide opportunities for study

After a period of time during the vacancy when it was less easy to offer opportunities for this, a weekday study course designed by Paula Gooder was offered in the Autumn of 2018. This was based on the TV Series Broken, considering social justice issues in a Roman Catholic inner city parish, and the challenges of ministering to people in these contexts.

'Thank you for running the study on Broken, which was (as you say) challenging and revealing about a society we don't get involved in, making us really think.'..... 'It was a lovely little group of trusting and trusted people and you guided it gently and thoughtfully giving everyone time to have their say.'
Emails

COMMUNITY

Communication

To communicate Christian values and serve community both locally and further afield we provide an effective communication network. Our parish magazine continues to be a major source of information about church activities, the two civic parish councils (Graffham and East Lavington) and all the voluntary groups, clubs and societies in our community. Our website also provides information about the parish, that can be accessed from anywhere.

Give our magazine away free of charge to everyone in the parish

We trialled offering our regular monthly parish magazine free of charge in 2017 and confirmed this in 2018. The parish also set up a St Giles Graffham Facebook page to help communicate with people living within the village and beyond.

'I know that there are a lot of people like my family whose hearts and souls are in Graffham whereas they are physically somewhere else. Following this story (of the Posada) in the lead up to Christmas has brought a lot of joy while allowing the church to reach all of us lost souls! Thank you so much.'
Facebook entry

Local Community

Graffham village enjoys a strong sense of community, enhanced by its location set apart from main routes to other destinations. There are regular social events and folk show pastoral care for one another, the Graffham Health Support Association being a striking example, including providing folk with lifts to hospital and collecting prescriptions for local distribution. Church members contribute to this pastoral sensitivity and wellbeing within the community. The church offers long standing annual events, including bring and share Harvest Supper, Christmas Fair and Carol Singing. These provide valuable opportunities for community life, with food and entertainment, including Father Christmas and his elf. The Fair is a fund raiser for the Church Fabric fund, enabling community support for a valued heritage in the village.

A creative way we engaged with families and the wider community in 2018 was our Posada during Advent, with crib figures of Mary and Joseph spending the night at different houses and community buildings throughout the village, including the pubs, school and community shop. This is the first time this has been done in the village and it was received very well.

'This seems such a magical way to get the church out into the community. It is such a wonderful idea! Wouldn't it be magical if one journey could be on the back of a donkey?'..... 'We felt very honoured to play a part in La Posada, and we read 'The birth of Christ' book at bedtime. What a

great tradition and a wonderful way to feel part of the community at Christmas.'....'We talked about how lucky we are to have a warm home for shelter and decided we would make an extra donation to Stonepillow this Christmas.' *Facebook entries*

Build closer ties with the local primary school, with both practical and financial help

Small local schools are under significant financial pressures and ours is no exception. Links were carefully maintained with Graffham CE Infant School during the vacancy by PCC member Sue Hill, who served as a Foundation Governor until Reverend Vivien took up this responsibility in Autumn 2018. Following her appointment, fortnightly assemblies and special services in school for Harvest and Remembrance were offered. The whole school came to church for a Christingle service, with families attending. The parish raised funds for the Headmistress to participate in a significant Diocesan course 'Understanding Christianity'. It also made regular payments to the school to help support low income families or disadvantaged children, allowing them to attend school trips and enhance their experience in school.

In June the Graffham children went for a visit to the Weald and Downland Living Museum. There were a couple of families who were unable to pay the £12 voluntary contribution and so we would like to use some of your donation to cover the cost of their visit....We also have a Downs Syndrome child at Graffham. We set up a sensory room for him and for all the younger children to use. We have just purchased an 'Ocean Wave Projector' which projects the calming sight and sounds of waves washing onto a sandy beach; we will use your donation to cover the cost of this piece of equipment too.' *Email*



*Posada figures returning to St Giles Church by donkey on Christmas Eve
Clay tile display in church by Graffham Infants School for Arts Festival*

Encourage people to visit and use our church in the Graffham Festival

In 2018 we celebrated our third Graffham Arts Festival. In recognition of this the PCC decided to fund an artistic activity for the children of Graffham Infant School. Graffham village being set in the beautiful South Downs National Park, each child produced a clay tile inspired by nature around us. This was displayed in the church during the week of the Festival. Other events held at the church included a special Festival Service, a flower festival in large part put together by the children on the theme of recycling, and a 'Come and Sing' of Vivaldi's Gloria. The Festival welcomed many visitors through the church doors and provided an excellent opportunity for talented artists in our neighbourhood to showcase their art.

'Thank you for offering the Come and Sing. It was a very happy event and delicious cakes! My daughter and I enjoyed it very much.'

Wider Community

Christian community stretches beyond parish boundaries out into the world, and we seek opportunities to do so. The parish continues to support the Chichester based charity for the homeless Stone pillow with fundraising and practical help, baking apple crumbles for the charity freezers in a 'Crumblethon' this year.

Continue to provide help to those in need

A collection point for the Petworth Foodbank was provided in church and regular contributions made and delivered. The parish also contributed financial support to the Chichester Diocese Harvest Appeal, CLIC Sargent and the British Legion and carol singing at Christmas raised funds for the Children's Society.



Display of 'Five gold rings' cakes at the Christmas Fair; and evidence of public benefit in smiling faces at St Giles

Graffham is a wonderful village community with the church playing a significant part in its identity. Our church community helps to safeguard this precious heritage. It provides inspiration to maintain a just and caring society founded on love of God and neighbour, from which everyone may derive benefit.

Aims and objectives for 2019

For 2019 the following objectives and activities to fulfil our aims are planned:

- Reassess our church management structures for greater effectiveness / **Leadership**
- Establish a financial policy that enables realistic continuity and development of ministry / **Leadership**
- Complete repairs to the church fabric following the 2016 Quinquennial Report / **Fabric**
- Renovate our churchyard / **Fabric**
- Enhance our church interior for prayerful reflection / **Worship**
- Continue to develop worship with children and families / **Worship** / *Aims continued overleaf*

- Update online communications and information sheet in church / **Community**
- Re-envison the relationship with Seaford College in our parish, following the appointment of a licensed Chaplain to the school / **Community**
- Explore potential for improving our facilities in church to better serve the community / **Community**
- Support Petworth Area Churches Together / **Community**

Structure, governance and management of the charity

The PCC is a charity but is excepted from registering with the Charity Commission within the meaning of the section 30 of the Charities Act 2011. Its governing document is the Parochial Church Councils (Powers) Measure 1956.

During the year the following served as members of the Parochial Church Council:

Ex Officio members

Incumbent:	The Revd Vivien Turner	Chair (from 25 July 2018)
Wardens:	Mr John Bellis	Chair (to 24 July 2018)
	Mr Alan Sargent	+Health and Safety Officer

Elected Members

Mrs Virginia Barrett	+Church Music
Mrs Diane Bellis	+PCC Secretary
Mrs Jan Brind	
Mrs Sue Hill	(to November 2018)
Mr Clive Rowntree	
Mr Mathew Pitteway	
Mrs Sara Reynolds	+Safeguarding Officer

Deanery Synod

Mrs Ann Brown

Membership of the PCC is determined under the Church Representation Rules and consists of certain ex-officio members (the incumbent/priest-in-charge, curate, lay readers licensed to officiate in the church), the churchwardens and members of the Deanery, Diocesan or General Synods and six (if up to 50 on electoral roll) or nine (if over 50 on electoral roll) members of the church who are elected at the Annual Parochial Church Meeting (APCM). Members are warmly encouraged to stand for election to the PCC and we try to ensure a balance of skills and experience where possible.

This Trustees' Annual Report was **approved** by the PCC and signed on their behalf by The Revd Vivien Turner, Chair

..... Date.....

Annual Financial Report for the year ended December 31st 2018

The Financial Review

Summary

The Church's total income across all funds in 2018 was £49,763 (2017 - £41,164), with costs of £49,303 (2017 - £55,838). Unrestricted income totalled £45,164 (2017: £39,014) and expenditure totalled £45,597 (2017: £42,661). Included in the income is the net proceeds from the 2018 Christmas Fair of £5,446 which has been transferred to the restricted Fabric fund. The general fund which covers all the day to day running expenses of the Church is therefore in deficit for the year and this has necessitated a release of funds from the designated fabric fund of £10,000.

The PCC will be reviewing in 2019 the need to increase unrestricted income to enable it to meet all of its day to day expenditure as well as maintaining an adequate provision for building works in the future.

A full breakdown is provided in the financial statements.

Rectory Refurbishment

The largest single expenditure in the year was the refurbishment of the Rectory for the new incumbent on which the PCC spent a total of £3,963, which was paid for from the designated fabric fund. A grant of £700 was received from the Parish Redecoration Fund. The Diocese paid for much repair and the Rectory should not need further expenditure for many years.

Giving

Unrestricted giving to the Church (excluding Gift Aid reclaimed, legacies, LPOW VAT grant and other grants) this year was £20,679 (2017: £20,569). Restricted funds received £4,210, of which £3,750 were three generous donations to a project to improve the cemetery.

During the year the PCC signed up to the *Parish Giving Scheme*. The purpose of this was twofold, firstly to reduce administration and secondly to encourage users to review existing donations, agree to a direct debit and opt into the system of automatic annual increases in line with the RPI. At the end of the year, seven regular donors had joined the scheme, all bar one opting in to the cost of living increase, so the PCC should see the benefit in future years.

The BT *MyDonate* account has been dormant throughout the year. This account will be retained in case needed for future fundraising activities. The *Easyfundraising* account receiving commission on internet shopping has been closed.

Bank accounts

Due to the closure of the Nat West banks in both Petworth and Midhurst, the PCC took the decision to open an account with Barclays to enable cash collections to be paid into the bank. The Nat West

account is being retained currently while there are still many standing orders on it from parishioners' regular giving. In time it is hope that many of the regular givers will convert to the Parish Giving Scheme where the direct debit facility will enable giving to be linked to the RPI in future.

Diocesan Contribution

The largest item of expenditure was the contribution to the Diocese of Chichester of £26,647 (2017: £27,607 representing 100% of our costs as calculated by the Petworth Deanery. This includes our contribution to the Petworth Deanery of £316 (2017: £327). The PCC now has to pay the insurance for the church of £1,999 for 2018 and £2,061 for 2019 separately. Adjusting the comparative figure for last year for the insurance means that the increase in our contribution to the Diocese over last year is £1,050, an increase of just over 4%.

Charitable Giving

During the year the PCC made donations of £2,077 to other charities from special collections. This was allocated as follows:

Stonepillow	£1,008
Chichester Diocese Harvest Appeal	£ 199
Royal British Legion Poppy Appeal	£ 475
CLIC Sargent	£ 154

Payments totalling £240 were made to our own Church of England Infant School in the village.

Reserves Policy

It is the PCC policy to retain a balance against future fabric projects and to build up this fund annually both against future fabric projects and against expenses likely to be incurred following the quinquennial inspection. At year end the total balance held in the designated fabric fund and the restricted fabric fund was £28,617 (2017: £37,226)

At year end the General Fund contained a sum of £13,326 (2017: £9,226) equivalent to just under 3 months annual expenditure of £45,597 (2017: £42,661). The PCC policy allows for retention of a sum up to 6 months expenditure.

Statement of Financial Activities

	Unrestricted Funds		Restricted Funds	Endowment Fund	Total 2018	Total 2017
	General Fund	Designated Fund				
Receipts						
Donations and Legacies	£29,640	—	£4,210	—	£33,850	£26,076
Charitable Activities	£2,894	—	—	—	£2,894	£432
Other Trading Activities	£11,930	—	—	—	£11,930	£13,569
Investments	£700	—	£389	—	£1,089	£1,087
Total Receipts	£45,164	—	£4,599	—	£49,763	£41,164
Payments						
Cost of Raising Funds	£561	—	—	—	£561	£1,192
Cost of Charitable Activities	£41,155	£3,402	£304	—	£44,861	£49,042
Trading Costs	£3,881	—	—	—	£3,881	£5,604
Total Payments	£45,597	£3,402	£304	—	£49,303	£55,838
Net receipts / (payments) before transfer	(£433)	(£3,402)	£4,295	—	£460	(£14,674)
Transfers						
Gross transfers between funds - in	£10,389	—	£5,946	—	£16,335	£6,408
Gross transfers between funds - out	(£5,946)	(£10,000)	(£389)	—	(£16,335)	(£6,408)
Gains / losses on investment assets	—	(£406)	(£247)	(£176)	(£829)	£2,914
Net movement in funds	£4,010	(£13,808)	£9,605	(£176)	(£369)	(£11,760)
Total funds brought forward	£9,226	£29,906	£8,714	£11,729	£59,575	£71,335
Total funds carried forward	£13,236	£16,098	£18,319	£11,553	£59,206	£59,575

Statement of Assets and Liabilities

	Unrestricted Funds		Restricted Funds	Endowment Fund	Total 2018	Total 2017
	General Fund	Designated Fund				
Current Assets						
Cash at bank and in hand						
NatWest Current Account	£1,428	—	—	—	£1,428	£7,391
Barclays Current Account	£5,368	—	£4,797	—	£10,165	—
CCLA deposit account	£6,126	£4,455	£6,449	—	£17,030	£20,942
Cash in hand	£313	—	—	—	£313	£182
Totals	£13,235	£4,455	£11,246	—	£28,936	£28,515
Debtors						
Gift Aid due from HMRC	£427	—	—	—	£427	£1,307
LPW VAT Reclaim	—	—	—	—	—	£1,961
Totals	£427	—	—	—	£427	£3,268
Investments						
CCLA Investment Fund	—	£11,643	£7,074	—	£18,717	£19,369
CCLA Endowment Fund	—	—	—	£11,553	£11,553	£11,729
Totals	—	£11,643	£7,074	£11,553	£30,270	£31,098
Prepayments						
Insurance	£2,061	—	—	—	£2,061	£1,999
Totals	£2,061	—	—	—	£2,061	£1,999
Liabilities						
Unpaid Diocesan Fees	—	—	—	—	—	£38
Prepaid Advertising	£3,495	—	—	—	£3,495	£2,370
Totals	£3,495	—	—	—	£3,495	£2,408
Net Assets less Liabilities	£12,228	£16,098	£18,320	£11,553	£58,199	£62,472

This Financial Report for the year ended 31st December 2018 including the notes following, was approved by the PCC and signed on its behalf by The Revd. Vivien Turner, PCC Chairman:

.....

Date

Analysis of receipts and payments

	General Fund	Designated Fund	Restricted Funds	Endowment Fund	Total 2018	Total 2017
Donations and Legacies						
Gift Aided Donations S/O's & CAF	£12,938	—	£3,250	—	£16,188	£13,350
Parish Giving Scheme (gift aided)	£290	—	—	—	£290	—
Gift Aided Donations - Envelopes	—	—	—	—	—	£129
Parish Giving Scheme (not gift aided)	£40	—	—	—	£40	—
Collections (excl. envelopes)	£6,465	—	—	—	£6,465	£5,603
St Giles Donations Box	£106	—	—	—	£106	£261
One-off Gift Aid gifts	£20	—	£900	—	£920	£850
Other Donations	£820	—	£60	—	£880	£376
Tax recoverable on Gift Aid	£6,299	—	—	—	£6,299	£5,016
Legacies	—	—	—	—	—	£300
LPOW VAT Grant	£1,962	—	—	—	£1,962	—
Other Grants	£700	—	—	—	£700	—
Other funds generated	—	—	—	—	—	£191
Total	£29,640	—	£4,210	—	£33,850	£26,076
Charitable Activities						
Fees for weddings and funerals	£2,894	—	—	—	£2,894	£432
Total	£2,894	—	—	—	£2,894	£432
Other Trading Activities						
Christmas Fair	£5,927	—	—	—	£5,927	£6,292
Christmas Fair - late payments re previous year	£61	—	—	—	£61	£305
Other Fundraising Events	£579	—	—	—	£579	—
Parish Magazine Advertising - Current Year	£1,720	—	—	—	£1,720	£2,698
Parish Magazine Advertising – Advances to next year	£3,495	—	—	—	£3,495	£2,370
Parish Magazine Subs & Sales	£148	—	—	—	£148	£1,904
Total	£11,930	—	—	—	£11,930	£13,569
Investments						
CBF Funds Interest	£700	—	£389	—	£1,089	£1,087
Total	£700	—	£389	—	£1,089	£1,087
Total Receipts	£45,164	—	£4,599	—	£49,763	£41,164

	General Fund	Designated Fund	Restricted Funds	Endowment Fund	Total 2018	Total 2017
Cost of Raising Funds						
Cost of Christmas Fair	£481	—	—	—	£481	£1,192
Cost of Other Events	£80	—	—	—	£80	—
Total	£561	—	—	—	£561	£1,192
Cost of Charitable Activities						
Gifts to Charities	£2,077	—	—	—	£2,077	£1,002
Diocese Contribution and Deanery Costs	£26,647	—	—	—	£26,647	£27,607
Organist Salary	£1,120	—	—	—	£1,120	£587
Incumbent's Expenses	£807	—	—	—	£807	—
Rectory - Council Tax, Water, Fuel	£1,632	—	—	—	£1,632	£1,510
Rectory - Repairs & Renewals	£561	£3,402	—	—	£3,963	£490
Parish training and mission	£382	—	—	—	£382	—
Organ Repair/ Piano Tuning	£62	—	—	—	£62	£264
Routine Repairs and Maintenance	£246	—	—	—	£246	£359
Upkeep of services	£754	—	—	—	£754	£407
Church Flowers	—	—	—	—	—	£79
Churchyard and Cemetery Maintenance	£960	—	—	—	£960	£960
Bells	£288	—	£304	—	£592	£2,207
Repairs/Renewals/Maintenance Administration/Other	£2,061	—	—	—	£2,061	£224
Visiting Priests	£73	—	—	—	£73	£202
Church Utility Bills	£1,424	—	—	—	£1,424	£1,582
Church Insurance	£2,061	—	—	—	£2,061	£1,999
Major Church Repairs (inc redecoration)	—	—	—	—	—	£9,563
Total	£41,155	£3,402	£304	—	£44,861	£49,042
Trading Costs						
Parish Magazine Costs	£3,881	—	—	—	£3,881	£5,604
Total	£3,881	—	—	—	£3,881	£5,604
Total payments	£45,597	£3,402	£304	—	£49,303	£55,838
Net receipts/(payments)	(£433)	(£3,402)	£4,295	—	£460	(£14,674)

Notes to the Financial Statements

Accounting Policies

The financial statements of the PCC have been prepared in accordance with the Charities Act 2011 and current Church Accounting Regulations, using the Receipts and Payments basis.

The following assets are recognised but not valued in the Statement of Assets and Liabilities: movable church furnishings held by the churchwardens on special trust for the PCC, which require a faculty for disposal.

Investments

In addition to the bank accounts held with Barclays and Nat West, there are three further accounts.

The CCLA deposit account balance at 31st December was £17,030 (2017: £20,942) and interest of £70 was received.

The CCLA Investment fund holds 1159.02 shares whose value at 31st December was £18,717 (2017: £19,369). Income of £630 was received.

The Endowment fund, known as the Nudd fund, holds 715.39 shares whose value at 31st December was £11,553 (2017: £11,729). Income received from this fund was £389 and is restricted to the garden fund. This fund is held on behalf of the PCC by the Diocese of Chichester.

Statement of Funds

The Unrestricted General Fund

This fund is unrestricted and is used to record both unrestricted income and expenditure.

The Designated Fund

Fabric Fund (designated): The designated Fabric Fund was originally held against future fabric needs. As the Fund is unrestricted this year money from this fund was used to cover repairs to Rectory, prior to the new incumbent taking over. An additional £10,000 has been released to the General Fund to enable us to retain up to 3 months running costs in an accessible Fund.

Restricted Funds:

The Flower Fund: This fund is for flowers to decorate the Church at Festivals. This year most volunteers have generously donated their own flowers and we carry forward a total of £431.

The Garden Fund: This fund receives the income from the Nudd (Endowment) Fund and any other donations to gardening and cemetery maintenance. All income from the Endowment Fund was spent on maintenance during the year. The fund contains a balance of £3,750 at 31st December which represents donations (including gift aid) towards a project to trim trees and upright gravestones which is planned for early 2019.

The Bell Fund: This fund received net donations during the year amounted to £616 which are carried forward to anticipated work in the belfry in 2019.

The All Saints Fund: This fund contains the balance from the All Saints Kneelers Project. There have been no fund movements during the year.

The Organ Fund: The Organ Fund contains the balance of donations made to purchase the organ and has been used for maintenance. No costs have been incurred this year and the opening balance of £601 is carried forward.

Fabric Fund (restricted): The PCC recognize that many people in our village like to donate specifically to the fabric of the Church and recent fundraising centered around our Christmas Fair has been specifically promoted in support of our new Restricted Fabric Fund, and earmarked for future works.

The Endowment Fund

The Nudd Fund (a restricted capital fund) is invested in the CBF C of E Investment Fund and held by the Diocese on our behalf. On December 31st 2018 the fund held 715.39 units with a total value of £11,552 (£11,729 in 2017). The income continues to be paid to the Garden Fund.

Fund Movement 2018

	Opening Balance	Incoming	Outgoing	Transfers	Gains /Losses	Closing Balance
Unrestricted						
General - General fund	£9,226	£45,164	£45,597	£4,443	—	£13,236
Designated						
Fabric - St Giles Fabric Fund	£29,906	—	£3,402	(£10,000)	(£406)	£16,098
Restricted						
Garden - Garden and Cemetery	—	£3,639	—	£111	—	£3,750
Flowers - Flower Fund	£391	£40	—	—	—	£431
Bell – Bell Fund	—	£920	£304	—	—	£616
Organ - Organ Fund	£601	—	—	—	—	£601
All Saints - All Saints Fund	£402	—	—	—	—	£402
Fabric - St Giles Restricted	£7,320	—	—	£5,446	(£247)	£12,519
Total restricted funds	£8,714	£4,599	£304	£5,557	(£247)	£18,319
Endowment						
Nudd Fund	£11,729	—	—	—	(£176)	£11,553
Total all funds	£59,575	£49,763	£49,303	---	(829)	£59,206

Payments to PCC Members and Related Parties

Payments were made to PCC members for reimbursement of expenses incurred on behalf of the PCC as follows:

John Bellis, Churchwarden	£1,010
Diane Bellis, Secretary	£ 180
Reverend Vivien Turner	£1,304

No payments were made to relatives of PCC members during the year.

Related Charities

The collection from evening services held at All Saints Chapel are transferred to St Giles. The Graffham PCC pays the electricity and any costs of services at All Saints Chapel. The All Saints Chapel and attached cottages are the responsibility of a separate trust, The All Saints Charitable Trust.

Independent Examiner's Report to the PCC of St Giles Church, Graffham for the year ended December 31st 2018

This is my report to the Parochial Church Council (PCC) of St Giles Church, Graffham, on the annual report for the year ended 31st December 2018.

Respective responsibilities of trustees and examiner

The PCC members are responsible for the preparation of the annual reports. The PCC members consider that an audit is not required for this year under section 144 of the Charities Act 2011 ("the Charities Act") and that an independent examination is needed.

It is my responsibility to:

1. examine the accounts under section 145 of the Charities Act,
2. to follow the procedures laid down in the general Directions given by the Charity Commission (under section 145(5)(b) of the Charities Act, and
3. to state whether particular matters have come to my attention.

Basis of independent examiner's statement

My examination was carried out in accordance with general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair' view and the report is limited to those matters set out in the statement below.

Independent examiner's statement

In connection with my examination, no material matters have come to my attention (other than that disclosed below in Section B below *) which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Charities Act or
- the accounts do not accord with the accounting records

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

Examiner's Signature

Examiner's Name

Rosalind Britton

Date

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Relevant professional qualification(s)

Examiner's address

Sandrock Cottage, Norwood Lane, Graffham, GU28 0QG

