

# **ALL SAINTS HERTFORD**

## **CHURCH ACTIVITIES FINANCIAL STATEMENTS FOR 2013**

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# ALL SAINTS CHURCH MEMORIAL FUND ( INCORPORATING CHARITY ACCOUNTS)

## INCOME AND EXPENDITURE ACCOUNT FOR THE YEAR ENDED 31 DECEMBER 2013

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	<u>Memorial Fund</u>	<u>Sworder Grave Trust</u>	<u>Vicar &amp; Churchwardens</u>	<u>Shepherd Fund</u>	<u>Connie Murkin Memorial</u>	<u>Totals</u>
Balances at 1 January 2013	33,609.32	2,085.82	0.00	1,579.07	3,273.61	40,547.82
Interest	160.77			9.05		169.82
Dividends		163.08	1,015.98			1,179.06
Legacies	500.00					500.00
Donations	20.00					520.00
Notice boards	-1,026.39				-3,273.61	-4,300.00
Laptop	-594.89					-594.89
Vicar's discretionary Fund			-348.50			-348.50
Organ Fund			-503.36			-503.36
St John's Hall			-103.71			-103.71
Vicar's sermon			-5.00			-5.00
St Andrew's poor			-49.50			-49.50
Probation Service	0.00	0.00	-5.91	0.00		-5.91
<b>Balances at 31 December 2013</b>	<b>32,668.81</b>	<b>2,248.90</b>	<b>0.00</b>	<b>1,588.12</b>	<b>0.00</b>	<b>37,005.83</b>

*Charles Martin*  
9/2/14

**ALL SAINTS CHURCH MEMORIAL FUND ( INCORPORATING CHARITY ACCOUNTS)**

**Page 2**

**BALANCE SHEET AT 31 DECEMBER 2013**

COIF	£
National Savings Investment Account	33,018.85
National Westminster Bank - Memorial Fund	741.00
National Westminster Bank - PCC	657.86
Diocesan Deposit Account	0.00
	1,588.12
	<u>36,005.83</u>

**INDEPENDENT EXAMINER'S CERTIFICATE**

My examination was carried out in accordance with the General Directions given by the Charity Commissioners. An examination includes a review of the accounting records and a comparison of the accounts with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations concerning such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently I do not express an audit opinion on the view given by the accounts.

In connection with my examination, no matter has come to my attention:-

(1) which gives me reasonable cause to believe that in any material respect the requirements to keep accounting records and to prepare accounts which accord with the accounting records have not been met

(2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached



Charles Murkin CPFA

9/2/14

26th

January 2014

Income & Expenditure Account for the period ending 31st December 2013

		2013 £	2012 £
<b>Receipts</b>			
Income from Hire of Hall		16,860.33	
Other		253.43	
Total Receipts		<u>17,113.76</u>	18658
<b>Payments</b>			
Hall			
- Direct Expenditure	10,545.77		
- Other Expenditure	2,472.44		
Total Expenditure	<u></u>	13,018.21	11147
Capital Expenditure		1,399.00	1029
Surplus		<u>2,696.55</u>	
Transfer to All Saints P C C		-6,000.00	6000
Overall Surplus/Shortfall to date		<u><u>-3,303.45</u></u>	480

Balance Sheet as at 31st December 2013**Assets**

Current Account	1,898.95		
Cash in hand	0.00		
Cash on Deposit	33,430.81		
	<u></u>	35,329.76	38795
Add			
Payments in advance	0.00		
Sundry Debtors	271.90		
	<u></u>	271.90	86
		<u>35,601.66</u>	
Less			
deposits paid in advance	163.75		0
Deposits for keys to Hall	280.00		
	<u></u>	443.75	410
		<u><u>35,157.91</u></u>	

**Reserves**

General Reserve as at 31/12/2013	1,407.91	6477
Maintenance Reserve	33,750.00	33750
	<u><u>35,157.91</u></u>	

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- (2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Charles Murkin, CPFA  
Independent Examiner

26.1.2014

A.J. James  
Treasurer

2014

## Notes on the Accounts

2013

2012

**1 Direct Expenditure**

Water	254.73
Gas	3,367.09
Electricity	909.34
Cleaning	2,806.94
Refuse Collection	1,595.53
Repairs	532.29
Maintenance	1,079.85

10,545.77

9190

**2 Other Expenditure**

Rent	10.00
Miscellaneous	1,424.67
Insurance	1,037.77

2,472.44

1957

All Saints Church

6000.00

6000

Capital Expenditure

1399.00

1,030

20,417.21**3 Income**

Aerobics	573.12
Badminton	2,540.00
Dance	2,948.75
Juggling	1,210.00
U3A	1,873.75
Educational Organisations	35.00
Hfd Camera Club	780.00
Bookings - General	4,759.88
Miscellaneous	2139.83

16,860.33

18546

**4 Other**

Deposit Interest	24.72
Donations	125.00
Memorial Fund	103.71
Insce Claim	0.00

253.43

112

17,113.76



## St John's Hall

2013 has been a disappointing year for the Hall. Our income fell by about 8% over the twelve month period and expenses rose significantly, resulting in our having to report that our surplus for the year fell by over 40% to £2696. Income from the letting of the Hall fell but this was only one of several reasons for the disappointment. In the early part of the year we lost three of our regular Groups and it was not until the last quarter did we manage to attract two new Groups to replace them but the main cause for the decline in the surplus must, as usual, be blamed on the rising cost of hiring out the Hall.

On the expenditure side, most of the costs rose. With the price of gas and electricity rising significantly, the cost of the lighting and heating up the Hall rose by approximately 20% on the previous year and repairs and maintenance rising by almost 50% during the year. In addition we had to replace the motor mower this year which resulted in an additional £1,400 of unplanned capital expenditure. The final result showed expenditure for the year rising by 20% and, as previously mentioned, our overall surplus declining significantly.

Looking to the future, the Hall is now being advertised on the Church website which we hope will increase demand but which we hope will not increase the work load of our Hall Manager. It will allow prospective hirers to check when the Hall is free and what facilities are available before trying to book it for parties etc.

However, despite the fall in the surplus for the year we took sufficient from our current reserves to make a £6,000 contribution to the All Saints PCC towards the cost of managing the Church as promised and we are planning to make a similar payment in 2014.

## ALL SAINTS PAROCHIAL CHURCH COUNCIL

## JUNIOR CHURCH

## INCOME AND EXPENDITURE ACCOUNT TO 31 DECEMBER 2013

2012		£
	<b>INCOME</b>	
49.00	'Cow Bucket'	154.00
332.90	Coffee Morning / plant sale	397.75
280.00	Bonfire night	207.00
509.85	Messy Church donations	381.65
11.00	Other Donations	
<b>1,182.75</b>		<b>1,140.40</b>
	<b>EXPENDITURE</b>	
263.42	Fireworks & refreshment	243.12
703.27	Messy Church materials & refreshments	507.25
146.99	Sunday School material	
-	Donation to 'Send a Cow'	1,200.00
<b>1,113.68</b>		<b>1,950.37</b>
<b>69.07</b>	<b>Surplus (shortfall) of income over expenditure for the year</b>	<b>(809.97)</b>

**ALL SAINTS PAROCHIAL CHURCH COUNCIL**

**JUNIOR CHURCH**

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**BALANCE SHEET AT 31 DECEMBER 2013**

Bank balance at 1 January 2013	1,232.39
Cash in hand 1 January 2013	23.64
Shortfall for year	(809.97)
	<b>446.06</b>
Bank balance at 31 December 2013	446.06
Cash in hand at 31 December 2013	0.00
	<b>446.06</b>

**Note:**

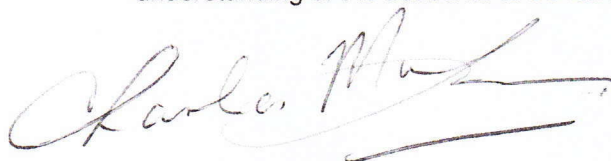
**Of the cash balance at 1 Jan 2013, £ 648.97 represented donations and collections for 'Send a Cow'**

**INDEPENDENT EXAMINER'S CERTIFICATE**

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C Murkin CPFA, Independent Examiner

13<sup>th</sup> February 2014



**ALL SAINTS FLOWER CLUB ACCOUNTS FOR PERIOD:  
1 JANUARY to 31 DECEMBER 2013**

**Income & Expenditure Account**

	<b>2013</b>	<b>2012</b>
	<b>324.94</b>	<b>1,007.21</b>
<b>INCOME</b>		
DONATIONS	514.42	365.55
WEDDINGS	450.00	425.00
PCC	-	
OTHER	158.49	
<b>TOTAL INCOME</b>	<b>1,122.91</b>	<b>790.55</b>
<b>EXPENDITURE</b>		
MONTHLY FLOWERS	273.47	467.21
MEMORIAL FLOWERS	119.67	
SPECIAL FLOWERS Festivals etc	473.40	662.38
WEDDING FLOWERS	218.24	215.37
OASIS	43.15	93.86
SUNDRIES Tape ribbon candles etc	24.13	48.46
OTHER Baptism, funerals, etc	145.95	85.54
<b>TOTAL EXPENDITURE</b>	<b>1,298.01</b>	<b>1,572.82</b>
<b>SURPLUS/(DEFICIT) FOR PERIOD</b>	<b>(175.10)</b>	<b>(782.27)</b>

**Balance Sheet**

	<b>2013</b>	<b>2012</b>
<b>Assets</b>		
CASH IN HAND	18.93	9.48
BANK A/c	130.91	315.46
	<b>149.84</b>	<b>324.94</b>
<b>Funded by</b>		
OPENING RESERVES	324.94	1,107.21
SURPLUS/(DEFICIT) FOR PERIOD	(175.10)	(782.27)
	<b>149.84</b>	<b>324.94</b>

**ALL SAINTS HERTFORD**

**CHURCH ACTIVITIES FINANCIAL STATEMENTS FOR 2013**

NOT USED

## INCOME and EXPENDITURE ACCOUNT JANUARY - DECEMBER 2013

Income:

Subscriptions		<u>£536.00</u>
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Expenditure:

Materials (N. Hoyle)	<u>£35.23</u>	35.23
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Tuition/Model (S Hammond/Leon)	<u>60.00</u>	60.00
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Donations:

Isabel Hospice (Dr. Aubrey)	50.00	
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All Saints Church	250.00	
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Waterford Church	25.00	
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Christmas Tree	10.00	
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	<u>335.00</u>	335.00
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Refreshments	<u>2.00</u>	<u>2.00</u>
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		<u>432.23</u>
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As at 31 December 2013

Brought Forward from 2012	£488.76
Income 2013	<u>536.00</u>

Expenditure 2013	<u>1024.76</u>
	<u>432.23</u>

Balance	<u>592.53</u>
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(31.12.13 Cash on hand £232.53 : Money held by Church Treasurer  
£360.00 : £592.53)

*Pauline A Geering*  
Pauline Geering  
6 January 2014

*Examined:*

*Charles M...*  
9/2/14

BRANCH ALL SAINTS, HERTFORD

DEANERY HERTFORD

Diocese of St Albans  
 Charity No. 249814

**BRANCH FINANCIAL RETURN**  
 for year 1 January to 31 December 2013

**RECEIPTS & PAYMENTS**

**RECEIPTS**

Subscriptions from Members & Indoor Members for 2013 (£21)	£ <u>—</u> . <u>—</u> p
Subscriptions in advance for 2014 (£23.70)	(D) £ <u>402</u> . <u>90</u> p
Donations	£ <u>5</u> . <u>00</u> p
Branch Fundraising	£ <u>51</u> . <u>50</u> p
Diocesan Fundraising	£ <u>45</u> . <u>00</u> p
Families First	£ <u>117</u> . <u>00</u> p
Extra copies of Newline	£ <u>—</u> . <u>—</u> p
Interest on Bank / Building Society accounts	£ <u>0</u> . <u>42</u> p
Sale of MUE goods	£ <u>—</u> . <u>—</u> p
Any other receipts	£ <u>—</u> . <u>—</u> p
<b>TOTAL (A)</b>	<b>£ <u>621</u> . <u>82</u> p</b>

**PAYMENTS**

**Any payments made to Deanery (eg levy)** (sub-total a): £ — . — p

**Transfer to Diocese:**

Subscriptions 2013	£ <u>357</u> . <u>00</u> p
Diocesan Fundraising (paid with annual cheque)	£ <u>—</u> . <u>—</u> p
Diocesan Fundraising (paid during year) *	£ <u>45</u> . <u>00</u> p
Annual insurance	£ <u>6</u> . <u>00</u> p
Families First	£ <u>117</u> . <u>00</u> p
Extra copies of Newline	£ <u>—</u> . <u>—</u> p
Payment for Dioc Directory & Speakers' List ✕	£ <u>2</u> . <u>00</u> p
Any other expenses to Diocese	£ <u>—</u> . <u>—</u> p

Transfer to Diocese (sub-total b): £ 527 . 00 p

**Branch Payments:**

Branch Fundraising expenses	£ <u>10</u> . <u>00</u> p
Diocesan Fundraising expenses	£ <u>—</u> . <u>—</u> p
Administration expenses	£ <u>—</u> . <u>—</u> p
Purchase of MUE goods	£ <u>—</u> . <u>—</u> p
Any other expenses	£ <u>80</u> . <u>00</u> p

Branch expenses (sub-total c): £ 90 . 00 p

**TOTAL (B) (= a+b+c)** £ 617 . 00 p

\* If you wish to list donations sent in-year please do so on a separate sheet

✕ Payable only in first year of each triennium, ie appears on this return for the year 2013



BRANCH ALL SAINTS, HERTFORD DEANERY HERTFORD

**BALANCE SHEET 31 DECEMBER 2013**

Bank / Building Society Balance on 1 January 2013 £ 716.70 p  
 (from December 2012 Balance Sheet)†

Cash in hand on 1 January 2013† £ — . — p

Total receipts for the year (A) from Form BF1 (A) £ 621.82 p

Sub-total (S) £ 1338.52 p

Less total payments for year (B) from Form BF1 (B) £ 617.00 p

Current Assets (S - B) \*(C) £ 721.52 p

Bank / Building Society Balance on 31 Dec 2013 £ 721.52 p

Cash in hand at 31 December 2013 £ — . — p

Current Assets at 31 December 2013 \*(C) £ 721.52 p

† NB: Balance at 1 January 2013 must be the same as at 31 December 2012 on last year's form

\* NB: Both figures at (C) must be the same

\*\*\*\*\*

**DECLARATION 1: I confirm that Branch monies have been used in accordance with Mothers' Union Aim and Objectives:**

Signed [Signature] (Branch Leader)

When completed, Forms BF1 & BF2 must be examined by a suitable, independent person such as a Church Treasurer or someone with book-keeping skills. Please do not ask a member of your own family, even if they are a qualified accountant.

**DECLARATION 2: I have examined the accounts above with the books and vouchers produced to me and confirm they are in accordance therewith.**

Signed [Signature] (Independent Examiner)

COLIN BIRD  
 CHURCH TREASURER

**BRANCH TREASURER DETAILS:**

Signed [Signature] (Branch Treasurer)

Address 5 HOWFIELD GREEN

HOPPESDON HERTS EN11 9AL

E-mail ann.jones410@ntlworld.com Tel. No. 01992 447726