

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL
PARISH OF ST JOHN, TUNBRIDGE WELLS**

REPORT AND UNAUDITED FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 DECEMBER 2019

St John's Church Office, Amherst Road, Tunbridge Wells, Kent TN4 9LG

Charity Registration No. 1132603

Aims and purpose

St John's, Tunbridge Wells Parochial Church Council (PCC) has the responsibility, with the incumbent of promoting the mission of the Church in the parish.

In addition, the PCC, as trustees for the registered charity, is specifically responsible for the proper management of the church's resources, appointment of staff and maintenance of the church and church centre complex of St John's, Amherst Road, Tunbridge Wells.

Objectives and activities

The primary object is the promotion of the Gospel of our Lord Jesus Christ. The PCC has adopted a mission statement to express its objectives, help guide its decision making and allocate resources to activities which will support and help to fulfil its objectives:

Knowing Jesus better, making Jesus better known

St John's is a Bible believing church which seeks to glorify God - Father, Son and Holy Spirit - by:

- **Teaching** the word of God to help all ages grow in Christ
- **Praying and caring** for everyone within our church community
- **Sharing** the good news of Jesus Christ with our parish, our town and the world beyond.

There is a commitment to continuing this work seven days a week, on and off site, for all ages and stages of life. This work involves the staff team and many volunteers who give hundreds of hours of their time every week. We are grateful and praise God for their dedication.

The PCC is aware of their legal duty to have regard to the public benefit guidance issued by the Charity Commission and, in particular, the supplementary guidance on charities for the advancement of religion.

To this end our Sunday gatherings and midweek meetings are open to all. And through the teaching of the Bible, prayer to and praise of God, we seek to encourage church members to live out their faith in the local community and their places of work. We seek to serve the local community through funerals, marriage preparation and weddings and baby and toddler groups.

Our church centre is used daily, particularly by children and young people attending clubs and activities which are open to all members of the parish, with or without any church connection and for many at no charge. There is a weekly meeting open to students from overseas.

Achievements and performance

Church attendance

There were 306 names (2018: 333) on the Electoral Roll at 31 December 2019. Usual Sunday attendance during the year was 356 adults (2018: 358) and in addition 87 children under 14 (2018: 83) in the mornings.

Each Sunday we gather at 10.30am and 6.00pm. Book of Common Prayer Holy Communion is held at 8am on the first Sunday of each month and on principal feast days.

The preaching of the Bible, the word of God, is central to all these gatherings.

Retirement of the Rev Giles Walter

This year marked the retirement of Giles Walter after 26 years' service as vicar. We are grateful to God for Giles' commitment to faithful, Bible based teaching and growing the church family in discipleship and fellowship. A service of thanksgiving and farewell was held on 8 September attended by over 500 past and present church members.

We wish Giles and Sarah a long and happy retirement in their new home in Cambridge.

The appointment of a new vicar

The process of appointing a new incumbent was led by the parish representatives, Nick Prideaux and Stephen Rigby on behalf of the PCC, working with the Right Rev Rod Thomas, Bishop of Maidstone and our patrons the Church Pastoral Aid Society, represented by the Rev John Dunnett, and the vicar of Christ Church Tunbridge Wells, the Rev Tim Humphrey.

A comprehensive parish profile was produced and the vacancy was advertised through a variety of channels. A good number of applications was received leading to a short list of those to be interviewed. Throughout the process the parish representatives sought to discern God's wish for who should lead St John's and the decision was made to appoint the Rev Thomas Nash.

Tom, as he is known, is currently senior minister for two churches in Sevenoaks: Grace Church and 4 O'Clock Church, where he has served for the last six years. He is also associate rector for St Nicholas', Sevenoaks. Tom will take up his appointment at St John's in July 2020. We are very much looking forward to Tom, his wife Clare and their three young sons joining the St John's church family with Tom as our pastor and overseer.

Review of the year

A highlight of the year was the Party on the Green in September when the church family welcomed those in the parish and beyond to fun and food with the opportunity to learn more about the work of St John's. In the week prior to the party church members called at houses in the parish to issue a personal invitation and to engage with people about their interest in the Christian faith.

Several outreach events were held during the year including a curry night, jazz night and men and women's breakfasts with either a guest speaker or a testimony from a church member.

The PCC reaffirmed its desire to continue to work under the oversight of the Bishop of Maidstone.

Representatives of the PCC attended the Renew Conference and the Final Partnership Synod. There was continuing support for the Rochester Good Stewards Trust as a means of providing financial support to likeminded churches.

Compared to last year the staff team was relatively unchanged.

We continue to make grants available to give young people experience of full time Christian ministry and training to develop their Bible handling and teaching skills.

Ellie Page, who had been our Cornhill student, completed her training and took up a full time post at Christ Church Mayfair to support their work with students.

Marina Dacorsi and David Watson started as new ministry trainees combining a variety of work at St John's with training at Cornhill in London.

Ministry for different groups within the church family was continued. These cover the full range of ages with, for example, fellowship lunches for senior members and holiday clubs for children. A significant proportion of church members belong to small groups. There are now 17 home groups with some 150 members, eight women's groups with 90 members, seven men's groups with 60 members and a Bereans group for young adults developing their faith with 10 members.

Good quality music is an important element of the Sunday gatherings and a large number of church members took part playing instruments or singing, including many younger people in the youth orchestra. We are grateful for the contribution of their time and talent and to Craig Hudson, our music director.

Safeguarding

St John's is committed to safeguarding children, young people, victims/perpetrators of domestic abuse and vulnerable adults.

The PCC has adopted the Church of England's policies and best practice on safeguarding. A formal statement to adopt the House of Bishops' "Promoting a Safer Church; safeguarding policy statement" was agreed and signed by the PCC and Churchwardens.

Our parish safeguarding officer is Naomi Vallely.

Financial review

The PCC gives praise and thanks to God for his provision over many years expressed through the generous giving of the church family. However 2019 proved to be a challenging year.

Spending was carefully controlled within the approved budget but donations (including gift aid) fell by £49,542 compared to 2018 resulting in a deficit of £52,319.

There was no legacy income in 2019 (2018: £60,517).

While reserves are at a level to cover deficits in the short term the PCC is aware of the need to move towards a balanced annual budget.

Reserves policy

The PCC has a policy of holding in reserve in the general fund, as far as it is able, between six and eight weeks' expenditure. With the reserves available this policy can be followed.

With the deficit in 2019 and a further deficit expected in 2020 funds are being retained to cover the deficits.

Other designated funds are held to provide adequate reserves for repairs or major renovation of assets, including provision for the costs of repairs to buildings arising from quinquennial inspections.

Risk Policy

The PCC has assessed the major risks to which the church is exposed, and is satisfied that systems are in place to mitigate exposure to the major risks.

During the year the major risks impacting upon the work of the church continued to be considered in financial, statutory, legal and operational areas. The handbook containing agreed policies and procedures on various areas is reviewed periodically.

The PCC continues to ensure that the legislation applicable to those working with children and young people is adhered to through the appointment of the Parish

Children's Representative and the Parish Disclosure Officer. All PCC members undertook safeguarding training during the year.

The PCC regularly reviews the insurance policy wording to ensure adequate cover and compliance.

Structure, governance and management

St John's Church is situated in St John's Road, Tunbridge Wells. It is part of the Diocese of Rochester within the Church of England

The PCC is a corporate body established by the Church of England. It operates under the Parochial Church Council Powers Measure 1956 as amended and the Church Representation Rules 2011.

The method of appointment of PCC members is set out in the Church Representation Rules. The Churchwardens, the Treasurer and others with specific responsibilities for matters requiring specialist knowledge are able to attend training courses offered by the Diocese or appropriate external bodies. Reading matter on relevant topics is circulated to PCC members.

The PCC can appoint two governors to St John's Church of England Primary School in Tunbridge Wells to serve alongside the incumbent. If the incumbent chooses not to act as a governor a substitute can be appointed by the Archdeacon of Tonbridge.

The APCM in 2019 was held on 3 April. During 2019 the PCC met 10 times.

PCC members who served from 1 January 2019 until the date of this report are:

	<u>Term of Office</u>
Incumbent:	
The Rev Giles Walter (Chairman)	Ex-Officio Until Sept 2019
Associate Vicar:	
The Rev Dick Farr	Ex-Officio
Churchwardens:	
Mr Andy Bradshaw	Elected Annually
Mr Stephen Rigby	Elected Annually
Diocesan Synod Members:	
Mr Stephen Howcroft	2018-21
Mr David Ralph	2018-21
Mr Andrew Smith	2018-21

Deanery Synod Members:

Mr John Finnis		2017-20
Mr Jonathan Parish		2017-20
Mr Tim Lane		Co-opted 2019
Mr Tim Prideaux		Co-opted 2019

Elected Members:

Mr Tom Barker		2018-21
Miss Claudia Chambers		2018-21
Mr Simon Curtis	Treasurer	2019-22
Dr James Fraser		2018-21
Mr Tim Lane		2019-22
Mr John McLernon		2017-20
Mrs Alice Nurden		2017-20
Mr Nick Prideaux	Lay Chairman	2017-20
Mr Tim Prideaux		2018-21
Mr Nigel Taylor		2018-21
Mrs Naomi Vallely		2017-20
Mrs Hayley Watts		2019-22
Mr Tony Whittome		2019-22

In Attendance:

Mrs Helen Stone	Secretary
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It had previously been considered that those holding the bishop's permission to officiate were ex-officio members of the PCC. At St John's this applied to the Rev Carrie Sandom and the Rev Stephen Boon. However, in line with Church of England guidance and best practice this is now no longer the position.

The following committees work under the authority of the PCC:

Standing Committee

This committee is required by law and meets 10 times each year to transact the PCC's business between meetings, subject to direction from the PCC. It advises the PCC on strategy relating to the mission of St John's. It oversees the general finances of St John's, monitoring income and expenditure, budgeting and co-ordinating an annual review of our Christian financial stewardship through planned giving to the church. It may authorise emergency expenditure up to £1,200 without the prior agreement of the PCC.

Mission Committee

The committee promotes mission, Christ's Great Commission, and supports church members and linked workers involved in full time outreach at home and abroad. They keep the church family regularly updated and encourage prayer, giving and practical support for St John's mission workers. They will assist the Incumbent in offering guidance to those considering Christian service, whether short or long term and the PCC in undertaking reviews in line with our objectives of those who receive grants from the PCC.

Estates Committee

The committee has oversight of the regular maintenance and improvement of the church site and other properties owned by the PCC, and responsibility for properties leased by the PCC. Members act as clerk of works in the supervision of work done on site.

Human Resources Committee

The committee deals with recruitment, employment, organisation and development of lay staff. The requirements for auto-enrolment have been met. All eligible staff are enrolled in "The People's Pension". The staff handbook is maintained and updated as required.

Safeguarding Committee

The committee advises the PCC on carrying out its safeguarding responsibilities including ensuring that appropriate policies are in place, the recruitment process for staff and volunteers take full account of safeguarding issues and that DBS checks are undertaken and renewed.

Preparation of report and accounts

The PCC is responsible for preparing the Parochial Church Council's report and the accounts in accordance with applicable law and United Kingdom accounting standards.

The law applicable to charities in England and Wales requires the PCC to prepare accounts for each financial year which give a true and fair view of the state of affairs of the church and of the incoming resources and application of resources of the church for that year.

In preparing these accounts, the PCC are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the accounts; and
- prepare the accounts on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

Approved by the PCC and signed on its behalf by:

Nicholas Prideaux
Lay Chairman

Date

THE ECCLESIASTICAL PARISH OF ST JOHN, TUNBRIDGE WELLS**INDEPENDENT EXAMINER'S REPORT****TO THE MEMBERS OF THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST JOHN, TUNBRIDGE WELLS**

I report to the trustees on my examination of the accounts of the Parochial Church Council of the Ecclesiastical Parish of St John, Tunbridge Wells for the year ended 31st December 2019.

Responsibilities and basis of report

As the charity trustees 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

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.

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.

John Duncan FCA
For and on behalf of Gilbert Allen & Co

Chartered Accountants
Churchdown Chambers
Bordyke
Tonbridge
Kent TN9 1NR

THE ECCLESIASTICAL PARISH OF ST JOHN, TUNBRIDGE WELLS

STATEMENT OF FINANCIAL ACTIVITIES

FOR THE YEAR ENDED 31ST DECEMBER 2019

	Note	Unrestricted general funds	Unrestricted designated funds	Restricted funds	Total 2019	Total 2018
		£	£	£	£	£
Income from:						
Donations and legacies	3	425,053	-	19,910	444,963	555,022
Charitable activities	3	56,088	-	-	56,088	68,390
Investments	3	-	1,822	-	1,822	1,643
Total income		<u>481,141</u>	<u>1,822</u>	<u>19,910</u>	<u>502,873</u>	<u>625,055</u>
		<i>[2018:£546,701]</i>	<i>[2018:£62,160]</i>	<i>[2018:£16,194]</i>	<i>[2018:£625,055]</i>	
Expenditure on:						
Charitable activities	4	549,637	11,152	20,086	580,875	549,603
Total resources expended		<u>549,637</u>	<u>11,152</u>	<u>20,086</u>	<u>580,875</u>	<u>549,603</u>
		<i>[2018:£523,374]</i>	<i>[2018:£9,679]</i>	<i>[2018:£16,550]</i>	<i>[2018:£549,603]</i>	
Net gains on investments	9	16,177	-	-	16,177	-441
		<i>[2018:-£441]</i>			<i>[2018:-£441]</i>	
Net incoming resources before transfers		<u>-52,319</u>	<u>-9,330</u>	<u>-176</u>	<u>-61,825</u>	<u>75,011</u>
		<i>[2018:£22,886]</i>	<i>[2018:£52,481]</i>	<i>[2018:-£356]</i>	<i>[2018:£75,011]</i>	
Gross transfers between funds		76,231	-76,231	-	-	-
		<i>[2018: -£14,609]</i>	<i>[2018: £14,609]</i>			
Net movement in funds		<u>23,912</u>	<u>-85,561</u>	<u>-176</u>	<u>-61,825</u>	<u>75,011</u>
		<i>[2018:£8,277]</i>	<i>[2018:-£67,090]</i>	<i>[2018:-£356]</i>	<i>[2018:£75,011]</i>	
Fund balances at 1.1.19		56,088	1,616,353	1,460	1,673,901	1,598,890
Fund balances at 31.12.19		<u>80,000</u>	<u>1,530,792</u>	<u>1,284</u>	<u>1,612,076</u>	<u>1,673,901</u>

THE ECCLESIASTICAL PARISH OF ST JOHN, TUNBRIDGE WELLS

BALANCE SHEET

AS AT 31ST DECEMBER 2019

	Note	2019		2018	
		£	£	£	£
Fixed assets					
Tangible assets	8		634,846		642,558
Investments	9		595,531		579,354
			<u>1,230,377</u>		<u>1,221,912</u>
Current assets					
Stocks	10	1,023		1,546	
Debtors	11	29,552		32,454	
Cash at bank and in hand		<u>385,923</u>		<u>452,374</u>	
		416,498		486,374	
Creditors: amounts falling due within one year					
	12	34,799		34,385	
Net current assets			381,699		451,989
Net assets			<u><u>1,612,076</u></u>		<u><u>1,673,901</u></u>
Funds					
Unrestricted funds	15		80,000		56,088
Designated funds (unrestricted)	15		1,530,792		1,616,353
Restricted funds	15		<u>1,284</u>		<u>1,460</u>
			<u><u>1,612,076</u></u>		<u><u>1,673,901</u></u>

For the financial year ended 31 December 2019 the charity was entitled to exemption from audit under section 144(2) of the Charities Act 2011.

The trustees have not required the charity to obtain an audit of its financial statements for the year in question in accordance with section 144(2); the trustees acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of financial statements.

The financial statements were approved by the Parochial Church Council and authorised for issue on April 2020 and are signed on its behalf by:

N. Prideaux
Lay Chairman

S.Curtis
Treasurer

THE ECCLESIASTICAL PARISH OF ST JOHN, TUNBRIDGE WELLS

STATEMENT OF CASH FLOWS

FOR THE YEAR ENDED 31ST DECEMBER 2019

	2019		2018	
	£	£	£	£
Cash flows from operating activities				
Cash (absorbed by)/generated from operations		-67,079		85,018
Investing activities				
Purchase of tangible fixed assets	-1,194		-2,640	
Interest received	<u>1,822</u>		<u>1,643</u>	
Net generated from/(used in) investing activities		628		-997
Net increase in cash and cash equivalents		<u>-66,451</u>		<u>84,021</u>
Cash and cash equivalents at beginning of year		452,374		368,353
Cash and cash equivalents at end of year		<u><u>385,923</u></u>		<u><u>452,374</u></u>
Relating to:				
Bank balances and short term deposits		<u><u>385,923</u></u>		<u><u>452,374</u></u>

THE ECCLESIASTICAL PARISH OF ST JOHN, TUNBRIDGE WELLS

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31ST DECEMBER 2019

1 Accounting policies

1.1 Accounting convention

The accounts (financial statements) have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant note(s) to these accounts. The financial statements have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued in September 2015 and the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102) and the Charities Act 2011.

1.2 Going concern

At the time of approving the accounts, the PCC has a reasonable expectation that the Church has adequate resources to continue in operational existence for the foreseeable future. Thus the PCC continues to adopt the going concern basis of accounting in preparing the accounts.

1.3 Charitable funds

Unrestricted funds represent funds of the PCC that are not subject to any restrictions regarding their use and are available for application on the general purposes of the PCC. They comprise:

- General fund: the main fund which is used for supporting mission, clergy and staff costs, youth work, other outreach and support activities and the day to day running and administration of the Church.
- Designated funds: funds designated by the PCC for a particular purpose:
- Legacy: for capital expenditure and long term projects;
- Repair fund held by Diocese: for repairs to the Church, Church Centre, 112 Stephen's Road and 12 St David's Road;
- Maintenance: for redecoration and maintenance of the Church and Church Centre;
- Capital Fund - Property: holds the capital value and refurbishment costs of 112 Stephen's Road and 12 St David's Road.

Restricted funds represent funds of the PCC which have been received with restrictions so that they may only be used by the PCC for the purpose stated:

- Voluntary income: received for specific purposes;
- Christian holiday bursary fund: received for bursaries for Christian youth camps.

1.4 Income

Income is recognised when the Church is legally entitled to it after any performance conditions have been met, the amounts can be measured reliably, and it is probable that income will be received.

Cash donations are recognised on receipt. Other donations are recognised once the Church has been notified of the donation, unless performance conditions require deferral of the amount. Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

Legacies are recognised on receipt or otherwise if the Church has been notified of an impending distribution, the amount is known, and receipt is expected. If the amount is not known, the legacy is treated as a contingent asset.

Rental income from letting Church premises is recognised when the rent is due.

THE ECCLESIASTICAL PARISH OF ST JOHN, TUNBRIDGE WELLS

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31ST DECEMBER 2019

Income from investments

Dividends and interest are accounted for when due and tax recoverable is recognised in the same accounting period.

Gains and losses on investments

Realised gains or losses are recognised when the investment is sold. Unrealised gains or losses are accounted for on revaluation of investments at 31 December.

1.5 Expenditure

Expenditure is recognised once there is a legal or constructive obligation to make a payment to a third party, it is probable that settlement will be required and the amount of the obligation can be measured reliably. Irrecoverable VAT is charged as a cost against the activity for which the expenditure was incurred.

Grants

Grants and donations are accounted for when paid or when awarded if a binding obligation is created.

1.6 Tangible fixed assets

Tangible fixed assets are initially measured at cost and subsequently measured at cost (or deemed cost) or valuation, net of depreciation and any impairment losses.

Consecrated land and buildings and movable Church furnishings

Consecrated and beneficed property of any kind is excluded from the financial statements by s10(2)(a) of the Charities Act 2011. The Church Centre is attached to the Church and falls within this exclusion. Moveable Church furnishings held by the Vicar and Churchwardens on special trust for the PCC, and which require a faculty for disposal, are accounted as inalienable property unless consecrated. For inalienable property acquired prior to 2000 there is insufficient cost information available and therefore such assets are not valued in the financial statements. Expenditure incurred during the year on consecrated or beneficed buildings and moveable Church furnishings, whether maintenance or improvement, is written off.

Other land and buildings

Other land and buildings held on behalf of the PCC for its own purposes are shown at deemed cost, which is their valuation in the accounts upon transition to FRS 102, and consists of 112 Stephen's Road, Tunbridge Wells. The property is maintained to a level where its residual value is at least equal to its net book value and any depreciation would therefore be immaterial. Annual impairment reviews are carried out to confirm this.

Fixtures, fittings and equipment

Depreciation is provided on fixtures, fittings and equipment at 20% per annum on cost to write them off over their expected useful lives. Individual items (unless part of a larger capital expenditure programme) with a purchase price of less than £250 are written off in the period in which they are purchased.

The gain or loss arising on the disposal of an asset is determined as the difference between the sale proceeds and the carrying value of the asset, and is recognised in net income for the year.

THE ECCLESIASTICAL PARISH OF ST JOHN, TUNBRIDGE WELLS

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31ST DECEMBER 2019

1.7 Fixed asset investments

Fixed asset investments include investment property (12 St David's Road Tunbridge Wells) and COIF investments. Investment property is property rented to third parties. Investments are initially measured at transaction price excluding transaction costs, and are subsequently measured at fair value at each reporting date. Changes in fair value are recognised in net income/(expenditure) for the year.

1.8 Stocks

Stocks are stated at the lower of cost and net realisable value, which is the estimated net selling price.

1.9 Cash and cash equivalents

Cash and cash equivalents include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities.

1.10 Employee benefits

The cost of any unused holiday entitlement is recognised in the period in which the employee's services are received. Termination benefits are recognised immediately as an expense when the charity is demonstrably committed to terminate the employment of an employee or to provide termination benefits.

1.11 Retirement benefits

For non-clergy, the regulations relating to auto-enrolment have been met by enrolling all eligible staff in "The People's Pension" - a defined contributions scheme. The pension costs are accounted for on the basis of contributions payable for the year.

For clergy paid by the Diocese, the Diocese has responsibility for any pension shortfall. For clergy paid by the PCC, there is exemption from pension liabilities as a "minor responsible body".

1.12 Leases

Rentals payable under operating leases, including any lease incentives received, are charged to income on a straight line basis over the term of the relevant lease.

2. Trustee expenses

None of the trustees claimed any expenses for their work as trustees.

However, Naomi Vallely received £2,160 for providing accommodation in her house for a ministry trainee.

THE ECCLESIASTICAL PARISH OF ST JOHN, TUNBRIDGE WELLS

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31ST DECEMBER 2019

3. Income	Unrestricted funds £	Designated funds £	Restricted funds £	Total 2019 £	Total 2018 £
Donations and gifts					
Gift aid donations	305,526	-	-	305,526	338,906
Income tax recoverable	77,368	-	2,566	79,934	90,221
Other planned giving	38,204	-	-	38,204	37,979
Collections and specific donations	3,955	-	17,344	21,299	17,767
Other income	-	-	-	-	9,632
	<u>425,053</u>	-	<u>19,910</u>	<u>444,963</u>	<u>494,505</u>
Legacies receivable	-	-	-	-	60,517
Charitable activities					
Church activities	24,753	-	-	24,753	31,949
Fees	1,607	-	-	1,607	2,422
Hire of Church, Church Centre, and other church properties	29,728	-	-	29,728	34,019
	<u>56,088</u>	-	-	<u>56,088</u>	<u>68,390</u>
Investment income					
Dividends and interest	-	1,822	-	1,822	1,643
Total income	<u>481,141</u>	<u>1,822</u>	<u>19,910</u>	<u>502,873</u>	<u>625,055</u>
2018	<u>[£546,701]</u>	<u>[£62,160]</u>	<u>[£16,194]</u>	<u>[£625,055]</u>	

THE ECCLESIASTICAL PARISH OF ST JOHN, TUNBRIDGE WELLS

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31ST DECEMBER 2019

	Unrestricted funds £	Designated funds £	Restricted funds £	Total 2019 £	Total 2018 £
4. Expenditure - Charitable activities					
Staff costs	306,070	-	-	306,070	291,362
Depreciation	-	8,906	-	8,906	9,481
Training	11,950	-	-	11,950	11,505
Ministry expenses	11,291	-	-	11,291	12,393
Printing and stationery	4,738	-	-	4,738	4,807
Telephone and postage	3,607	-	-	3,607	3,778
Running expenses	69,148	2,246	-	71,394	52,205
Cost of services	4,548	-	-	4,548	4,169
Other ministry costs	33,751	-	176	33,927	39,813
Other property costs	19,089	-	-	19,089	21,529
Insurance	11,928	-	-	11,928	12,461
Bank charges	814	-	-	814	-1,011
Grants (note 5)	69,973	-	19,910	89,883	84,435
Governance costs (note 6)	2,730	-	-	2,730	2,676
	<u>549,637</u>	<u>11,152</u>	<u>20,086</u>	<u>580,875</u>	<u>549,603</u>
2018	[£523,374]	[£9,679]	[£16,550]	[£549,603]	
5. Grants payable					
	£	£	£	£	£
The Cross Teach Trust	8,110	-	-	8,110	7,375
SIM International	-	-	-	-	3,875
Overseas Missionary Fellowship	5,995	-	-	5,995	5,406
People International	7,630	-	-	7,630	11,010
South American Mission Society	6,995	-	-	6,995	5,281
WEC International	6,120	-	-	6,120	6,063
Proclamation Trust	3,190	-	-	3,190	2,970
UCCF	6,370	-	-	6,370	2,510
Crosslinks	6,813	-	8,400	15,213	2,083
TWFE	-	-	-	-	50
TW Street Pastors	500	-	2,450	2,950	400
CPAS	500	-	-	500	250
The Christian Institute	500	-	-	500	500
True Freedom Trust	500	-	-	500	500
Youth for Christ	-	-	-	-	100
C of E Evangelical Council	1,000	-	-	1,000	250
Gifts to leavers	-	-	3,000	3,000	1,400
ReNew	750	-	-	750	-
GAFCON conference	-	-	-	-	4,617
Rochester Good Stewards	15,000	-	-	15,000	15,000
Diocese of Rochester	-	-	60	60	-
Friends of Mandritsara Hospital	-	-	6,000	6,000	-
Diocese of Kilimanjaro	-	-	-	-	6,784
Bridge Trust	-	-	-	-	4,005
Kenward Trust	-	-	-	-	4,005
	<u>69,973</u>	<u>-</u>	<u>19,910</u>	<u>89,883</u>	<u>84,435</u>
2018	[£68,241]	[£-]	[£16,194]	[£84,435]	

Nick Prideaux is a trustee and John McLernon was an employee of People International.

Grants paid to People International included support for Mr McLernon and his family. Mr Prideaux abstained from any discussion or voting concerning donations to these organisations and Mr McLernon absented himself from all such discussions.

John McLernon is now an employee of Crosslinks and absented himself from all discussions concerning the donation to this organisation.

Stephen Rigby is a trustee of UCCF and Simon Curtis is a trustee of TW Street Pastors. They abstained from voting concerning the donations to their respective organisations.

THE ECCLESIASTICAL PARISH OF ST JOHN, TUNBRIDGE WELLS

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31ST DECEMBER 2019

6. Governance costs	2019	2018
	£	£
Accountancy	1,778	1,743
Independent examiner's fees	952	933
	<u>2,730</u>	<u>2,676</u>

7. Employees

The average monthly number of persons employed by the charity during the year was:

	2019	2018
Bible teaching staff (full time equivalent)	4.5	4
Support staff (full time equivalent)	5	5
	<u>9.5</u>	<u>9.0</u>

Their aggregate remuneration comprised:

Stipends, salaries and associated costs	294,526	276,331
Pension contributions (non-stipend staff)	11,544	15,031
	<u>306,070</u>	<u>291,362</u>

These figures include the vicar and associate vicar who are employed by the Diocese of Rochester, but their stipends and associated costs are met by St John's.

Ministry trainees are offered training at Cornhill, provided with accommodation and a small living allowance. They are not employees and are not included in the above figures.

8. Tangible fixed assets	Land & buildings	Fixtures, fittings & equipment	Total
	£	£	£
Cost			
At 1 January 2019	625,000	164,600	789,600
Additions	-	1,194	1,194
At 31 December 2019	<u>625,000</u>	<u>165,794</u>	<u>790,794</u>
Depreciation and impairment			
At 1 January 2019	-	147,042	147,042
Depreciation charged in the year	-	8,906	8,906
At 31 December 2019	<u>-</u>	<u>155,948</u>	<u>155,948</u>
Carrying amount			
At 31 December 2019	<u>625,000</u>	<u>9,846</u>	<u>634,846</u>
At 31 December 2018	<u>625,000</u>	<u>17,558</u>	<u>642,558</u>

THE ECCLESIASTICAL PARISH OF ST JOHN, TUNBRIDGE WELLS

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31ST DECEMBER 2019

9. Fixed asset investments	Investment	COIF	Total	Total
	Property	investment		
	2019	2019	2019	2018
	£	£	£	£
Market value at 1 January 2019	500,000	79,354	579,354	579,354
Change in the year	-	16,177	16,177	-441
Market value at 31 December 2019	<u>500,000</u>	<u>95,531</u>	<u>595,531</u>	<u>578,913</u>
Historical cost	-	24,035	24,035	24,035

10. Stocks	2019	2018
	£	£
Book stock held	<u>1,023</u>	<u>1,546</u>

11. Debtors	2019	2018
	£	£
Gift aid debtor	7,389	12,519
Staff loan	2,500	-
Prepayments and accrued income	19,663	19,935
	<u>29,552</u>	<u>32,454</u>

12. Creditors - amounts falling due within one year	2019	2018
	£	£
Other taxation and social security	4,866	3,450
Trade creditors	16,116	18,632
Accruals and deferred income	13,817	12,303
	<u>34,799</u>	<u>34,385</u>

13. Financial commitments, guarantees and contingent liabilities

St John's Infant School Site Trustees

The Trustees of the St John's Infant School site made a contribution to the costs of the Church Centre and 12 St David's Road Tunbridge Wells. If either property is ever sold, a proportion of the proceeds will be repaid to the Trust.

14. Cash generated from operations	2019	2018
	£	£
Surplus for the year	-61,825	75,011
Adjustments for:		
Investment income recognised in the SOFA	-1,822	-1,643
Fair value gains and losses on investments	-16,177	441
Depreciation of tangible fixed assets	8,906	9,481
Movements in working capital:		
Change in stocks	523	-1,002
Change in debtors	2,902	295
Change in creditors	414	2,435
Cash generated from operations	<u>-67,079</u>	<u>85,018</u>

THE ECCLESIASTICAL PARISH OF ST JOHN, TUNBRIDGE WELLS

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31ST DECEMBER 2019

15. Funds	Balance at 1.1.19	Income	Expense	Investment gain	Transfers	Balance at 31.12.19
Unrestricted funds						
General fund	56,088	481,141	-549,637	16,177	76,231	80,000
Designated funds (unrestricted)						
Legacy fund	375,807	1,607	-	-	-89,415	287,999
Repair funds at Diocese	66,577	215	-2,246	-	11,990	76,536
Maintenance fund	31,411	-	-	-	-	31,411
Capital fund	1,142,558	-	-8,906	-	1,194	1,134,846
Total designated funds	1,616,353	1,822	-11,152	-	-76,231	1,530,792
Total unrestricted funds	1,672,441	482,963	-560,789	16,177	-	1,610,792
Restricted funds						
Special collections	138	19,910	-19,910	-	-	138
Christian holiday bursary fund	322	-	-176	-	-	146
Repairs fund	1,000	-	-	-	-	1,000
Total restricted funds	1,460	19,910	-20,086	-	-	1,284
Total funds	1,673,901	502,873	-580,875	16,177	-	1,612,076