

# **St Mark's Church Gillingham**

## **ANNUAL REPORT**

**of the**

## **PAROCHIAL CHURCH COUNCIL**

For the year ended 31<sup>st</sup> December 2016

### **PCC Chair**

Rev Saju Muthalaly – Chairman

Mr Terry Whittaker - Vice Chair

St Mark's Church Office,

The Old Vicarage, Vicarage Road, Gillingham ME7 5JA

### **Bank**

HSBC Bank Plc. High Street, Gillingham, Kent ME7 1BP

### **Independent Examiner**

Mr R Trice MAAT

210 King George Road, Chatham, Kent ME5 0PH

Charity no. 1141709



Mr Raymond Shergill  
Mr Graham Wilkins

From APCM 2016 to 2019

Mr Mic Aldington  
Mr Robert Byles  
Mrs Helen Towers  
Mrs Denise Young

**Co-opted to PCC**

(for a one-year period, following  
APCM 2016)

Mr Jonathan Mann

**Bankers**

HSBC Bank plc  
High Street, Gillingham, Kent ME7 1BP

**Auditors**

Independent Examiner  
Mr R Trice MAAT  
210 King George Road, Chatham, Kent ME5 0PH

**Structure, governance and management**

The Parochial Church Council is a corporate body, established by the Church of England. The PCC operates under the Parochial Church Council (Powers) Measure. The PCC is registered with the Charity Commissioners (no. 1141709).

PCC Members are also Charity Trustees and must ensure compliance with charity law and church (ecclesiastical) law and exercise a duty of prudence and a duty of care.

The method and appointment of PCC members is set out in the Church Representation Rules. All regular church attendees are encouraged to register on the Electoral Roll and are thereby eligible to stand for election to the PCC. In 2009 the Annual Parochial Church Meeting agreed to electing 12 members for 3 year terms of office with casual vacancies filled by those with least votes and to suspend until rescinded, the 6-year rule for the term of office of a Churchwarden.

The PCC continues to comply with the duty under section 5 of the Safeguarding and Clergy Discipline Measure 2016 (duty to have due regard to House of Bishops' guidance on safeguarding children and vulnerable adults).

Other matters related to church and other legislation (compliance with Health and Safety and Disability Discrimination etc.) are brought to the notice of PCC members for review and action.

**Committees**

**The Standing Committee** is a statutory requirement and comprises the Vicar, Churchwardens, Treasurer, PCC Secretary and at least two, but no more than four, elected members from the PCC. This Committee meets, when required, and brings recommendations to PCC meetings on various matters, including those referred to it by the Council. It has power to take decisions on behalf of the PCC when required.

**Other committees or Task Groups** are formed and meet as required to consider various aspects of church life.

We also have, with formal terms of reference, task groups for Property, Finance, HR and Pre-School Management. It is our intention that all members of the PCC sit on at least one of these groups and the clergy are members of each group by right. The task groups meet three times a year following shorter PCC meetings and on an ad-hoc basis as required.

**St Mary's Island District Church Council** operates with separate accounts and meetings under the leadership of the Vicar and the Focal Minister (lay position). Their annual reports are published and sent to the Diocese separately but we include them together with this report in our Charity Commission submission. St Mary's Island has its own District Council Scheme (i.e. its 'constitution') approved by Bishop's Council and the Diocesan Registrar.

<b>Objectives and Activities</b>
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The role of the PCC is:

To promote the Gospel of our Lord Jesus Christ according to the doctrines and practices of the Church of England and upholding the evangelical charismatic tradition of St Mark's.

To co-operate with the minister in promoting in the parish the whole mission of the Church, pastoral, evangelistic, social and ecumenical. To accomplish this, we seek together through prayer to discern 'the mind of the Lord'.

To take responsibility for the right administration of the Church and its properties and, in conjunction with the Churchwardens and Treasurer, to make financial provision for staff salaries, Parish 'Offer' (Share), general maintenance and running costs as well as the various charitable needs.

To make considered decisions, after discussion and prayer, on behalf of the whole Church fellowship rather than simply promoting members' individual or partisan interests. In the planning of activities, the PCC has considered the Charity Commission's guidance on public benefit and, in particular, the specific guidance on charities for the advancement of religion.

<p><b>The Church's Purpose Statement is 'Living for Jesus, Loving Gillingham and Learning Together'</b> which was adopted by the PCC in September 2016.</p>
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## **Church Attendance**

On the Church Electoral Roll, as at 31 Dec 2016, there were 182 members, plus a further 64 on the Electoral Roll of St. Mary's Island Church.

The weekly attendance at the Sunday Church services at St Mark's averaged 155 over 16 year olds and 40 under 16's. The adult number is a healthy increase over 2016.

The attendance at major events was as follows:

237 at the Easter Day service  
161 at the Christmas Eve service  
198 at the Christmas Day service  
494 at the Remembrance Day service

A number of children and young people met regularly with their leaders on Sundays and at various activities during the week.

In October, a detailed study was carried out on Church attendance during the month. The statistics showed:

Average gross weekly attendance	252	(230 for 2015)
Average attendance counted once	229	(214 for 2015)
Attendees aged under 30	34%	(36% for 2015)
Attendees aged 30 to 60	40%	(39% for 2015)
Attendees over 60	26%	(25% for 2015)
Overall male to female balance	44% males, 56% females (44% male, 56% female in 2015)	

Note that the above numbers do not account for SPLAT!@St Mark's as these are Saturday events, but the attendance at these events continued to attract large numbers.

The PCC will continue to use the full data to focus ministry accordingly and track trends in the future.

## **PCC**

During the year, the PCC met monthly except for April, August and December. The Council remain focused on proper governance of our Church but we have increasingly used the meeting time to ensure that we spend good time praying and seeking to discern the way forward that God has in store for us. Details of the activity are covered in the more specific report of the PCC by our excellent PCC secretary, Becky England. Becky will be standing down after the APCM and I would like to register and note my sincere thanks for her diligent and professional service that she has provided over many years.

## **Church Status**

Regrettably, the Church remains in a status where the living is suspended. The shadow of closure over St. Barnabas remains but there are signs of growth and life which encourage us that this body are recovering. Until final decisions on deanery structure are made then sadly the living will remain suspended.

## **Staff and elected roles**

Richard, Kathryn and the girls left in May 2016 to take up the role as Vicar of Crofton Parish.

Deano Standing was elected as Churchwarden for his third term and Terry Whittaker was re-elected to serve his eleventh term.

Lynne Martin continued her role as Students and Internationals Co-ordinator.

In the office, we continue to be grateful to Pauline Jackson for her ongoing role as Office Manager and to Jo Whittaker for her support of me in my PA role.

## **Building Issues**

The Fabrics, Goods and Ornaments report fully details all that has happened relative to our properties (see statutory and additional reports booklet).

## **Church Activities**

Many of our activities continue but new for 2016 were the Eritrean Church and the jointly run Winter Night Shelter with local churches in Medway.

A couple of areas of ministry ceased during the year – SPLAT! Holiday Club and the CAP Money Course. Whilst at first glance this appears alarming as each of the Ministries provided massive value and evidenced Godly commitment, we are confident that these changes all form part of the transition that is underway at St. Mark's. It is not to say that these Ministries will not reappear in a new or different form; that is part of our listening and exploring which we are now engaged in. A huge thank you to all of those who served in the various different areas.

The MAP (Mission Action Plan) group were formed and very active in 2016. A full report of their activity is included in the main body of reports but I just wanted to recognise the importance of our engagement and how it is shaping our transformation into what we believe God is calling us to. My thanks in particular to Chris Atkins who chaired this as well as each member of the team.

## **St Mark's Parish - St Mary's Island Church (SMIC)**

The full report of the activity of SMI Church is covered in a specific report within the additional reports booklet but, in summary, the Church is making good progress as it reaches out to the community. In March, Ernie Mann stepped down as leader of the Church, a decision which created both a great opportunity to recognise all that Ernie has done to lead the Church and also to explore what God has in store for the Church, settled in the heart of the Island. John Bloor is appointed as the focal lay leader of the Church. The Island church is in the process of shaping its purpose statement.

## **St Mary's Island C of E School**

The school flourishes under the headship of Christine Easton. The school was categorised as good by Ofsted in 2014 but in 2016 the SIAMS (National Society for the Inspection of Anglican & Methodist Schools) agency upgraded their rating from good to outstanding. Christine and the whole team should be congratulated at this fantastic achievement. Christine affords us a great welcome and the ability to witness to the children, staff and parents. We thank Carolyn Facey for her daily commitment to the school.

### **Financial review**

#### **General Fund**

At the beginning of 2016, we forecast a budget deficit on unrestricted General Fund of £19,506. We give thanks to God that at the year-end we finished with a surplus, after transfers between funds, of £4,117. Our total voluntary income was £159,271 compared to £151,584 in 2015 and our total income was £167,604 with expenditure rising from £154,774 to £161,664.

We are so grateful for the sacrificial giving of so many in continued difficult financial times.

Staff and expenses costs were approximately £10,000 lower than budget, because of not yet appointing the Head of Youth, Children and Families.

Away Giving was £13,159 which was not quite our budgeted tithe. The balance between that and our budget was transferred into the Mission Fund for distribution in 2017. We paid £68,000 to the Diocese of Rochester under the 'Offer' system and donated a further £2,000 to them at the end of the year earmarked for Mission.

The General Fund cash at bank and in hand at 31 December 2016 was £37,241. After debtors and creditors adjustment the net current asset at 31 December 2016 was £44,521.

#### **Other Funds**

The total year-end balance in our Repair Funds was £28,072. During the year, we deposited £5,025 but had significant outlay, primarily associated with the cost of repairs to the Church roof.

The Development Fund has a balance of £70,700 after expenditure on Architects fees and it is from this fund that we will be paying the cost of the works on the new accessible toilets. The balance in the Mission Fund was £5,006. We are grateful to those who faithfully give regularly to these two funds.

The Vicar's Discretionary Fund balance is £1,646 after discretionary giving of £352.

Pre-School income from all sources was £57,985 and expenditure £61,467, giving a net deficit of £3,482. This compares to a net deficit of 6,749 in 2015. The fund balance is £19,114.

## **Budget**

The PCC approved the 2017 budget at £184,339, with a small year-end forecast deficit of £339, which includes provision for a Head of Youth, Children and Families Ministry from April 2017.

## **Summary**

Last year I learnt a new word - sesquicentennial. My dictionary tells me that it is an adjective marking the completion of a period of 150 years. God indeed has been faithful to us as a church for the last 150 years even as we marked, celebrated and gave thanks for God's goodness, amidst the various social and demographic changes. We thank God constantly for his provision, the generosity of members of the congregation that give sacrificially of their time and money, and for the grace of God that has enabled us all to work together harmoniously.

Our witness as a Church community is best served by the way we welcome, we serve and we love. This report, and the Statutory and Additional Reports in a separate publication, show how much our congregation is committed to blessing our local neighbourhood which suffers, like other deprived areas, from the injustices and inequalities in society. I am particularly encouraged by the way we, as the church, participated in the process of writing our MAP by deliberately listening to God, to each other and to our community.

Of course, not everything is recorded and I am grateful for everyone's contributions whether they are written down or not. There are so many people engaged in serving the Church in large ways and small, visible and often invisible - and I express my thanks for all those people who do so much in the life of the Church and parish. It is so important to remember God's wonderful faithfulness as we look back over the last 150 years and to continue to trust Him as we look forward to the years ahead, whatever that might hold for us.

I consider leading St. Mark's as one of the greatest privileges of my life. Our purpose as a church that of, 'living for Jesus, loving Gillingham & learning together' is an inspiration to me in my discipleship. I delight in the fact that the person of Jesus is right at the heart of our church. What we believe about him ultimately shapes what we believe about the church and what we believe about his mission in the world.

For all that has gone in the past and for all that is to come, our hearts sing, Hallelujah.

***Saju Muthalaly***

Signed on behalf of the Parochial Church Council by the Chairman, on 03/04/2017

**St Mark's Church Gillingham**

**End of Year Financial Statements**

**Year ending 2016**

## **Independent Examiner's Report to the PCC of St Mark's Church, Gillingham**

This Report on the accounts of the PCC for the year ended 31 December 2016, which are set out in this Annual Report, is in respect of an examination carried out under Regulation 3(3) of the Church Accounting Regulations ("the Regulations") and s.145 of the Charities Act 2011 ("the Act").

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

As the members of the PCC you are responsible for the preparation of the accounts; you consider that the audit requirement of Regulation 3(3) and section 144(2) of the Act do not apply. It is my responsibility to issue this Report on those accounts in accordance with the Regulations.

### **Basis of this Report**

My examination was carried out in accordance with the General Directions given by the Charity Commission under section 145(5)(b) of the Act and to be found in the Church accounting guidance, issued by the Archbishop's Council. That examination includes a review of the accounting records kept by the PCC and a comparison of the accounts with those records. It also includes considering any unusual items or disclosures in the accounts and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently I do not express an audit opinion on the view given by the accounts.

### **Independent Examiner's statement**

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

- (1) which gives me reasonable cause to believe that in any material respect the requirements
  - to keep accounting records in accordance with section 130 of the Act; and
  - to prepare accounts which accord with the accounting records and comply with the requirements of the Act and the Regulations have not been met; or
- (2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

*Rob Trice*

6<sup>th</sup> April 2017

Mr Rob Trice MAAT  
210 King George Road  
Chatham, Kent, ME5 0PH

## **Accounting policies**

### **Basis of financial statements**

The financial statements have been prepared under the Church Accounting Regulations 2006 in accordance with the applicable accounting standards and the current Statement of Recommended Practice, Accounting and Reporting by Charities (SORP 2015).

The financial statements have been prepared under the historical cost convention, modified to include the revaluation of the Garden House. The financial statements include transactions, assets and liabilities for which the PCC is responsible in law. They do not include the accounts of informal gatherings of church members.

### **Funds**

The General Fund represents the funds of the PCC that are unrestricted and are available for application to the general purpose of the PCC. Other Funds are restricted, including the Development Fund, Mission Fund, Vicar's Discretionary Fund, Playgroup Fund, Small Funds, Repair Fund and Head of Youth, Children and Families funds.

The Development Fund represents monies donated for capital/refurbishment work on all church properties, receives gift aid and other income from donors.

The Mission Fund is a fund into which donations given by church members specifically for mission work are held and distributed.

The Vicar's Discretionary Fund is financed primarily from voluntary donations and makes discretionary payments to those in need.

The Pre-school is self-financing, providing a Christian pre-school for the local community.

A number of accounts have been entered collectively under the heading of Small Funds, where restricted income has been received for specific purposes.

The Repair Funds are amounts held by the Diocese of Rochester on St Mark's behalf to cover the cost of anticipated repair work on the Church, Old Vicarage, Vicarage Hall and Garden House.

### **Incoming Resources**

Voluntary income and capital resources

Collections are recognised when received by or on behalf of the PCC.  
Planned giving receivable under Gift Aid is recognised only when received.

Income tax recoverable on Gift Aid donations is recognised when the income is received.

Other income

Rental income from letting of church property is recognised when the rental is due.

### **Fixed Assets**

Consecrated and benefice property is not included in the accounts in accordance with s.10(2)(a) and (c) of the Charities Act 2011.

All expenditure incurred during the year on consecrated or beneficed buildings, individual item under £1,000 of the repair of movable church furnishings acquired before 01 January 2000 is written off.

Other fixtures, fittings and office equipment

Depreciation on fixed asset properties has not been provided in these accounts as any charge is considered to be not material, on the basis that the asset has either a very long useful life; or a residual value, based on its current value, which is not materially different from its carrying value. Depreciation is provided on all other tangible fixed assets at rates calculated to write off the cost, less estimated residual value, over the expected useful lives of the assets, as follows:

Equipment (sound desk) is being written down by 20% of cost per annum.

# St Mark's Church, Gillingham

## Statement of Financial Activities

For the year ended 31 December 2016

	Unrestricted Funds £	Restricted funds £	Endowment funds £	2016 Total funds £	2015 Total funds £
<b>Income and endowments from:</b>					
Donations and legacies	159,271	19,785	—	179,056	210,155
Income from charitable activities	7,811	57,981	—	65,792	58,865
Other trading activities	371	—	—	371	1,103
Investments	1	166	—	167	137
Other income	150	20	—	170	882
<b>Total income</b>	<b>167,604</b>	<b>77,952</b>	<b>—</b>	<b>245,556</b>	<b>271,142</b>
<b>Expenditure on:</b>					
Expenditure on charitable activities	161,383	85,784	—	247,167	213,549
Other expenditure	281	—	—	281	—
<b>Total expenditure</b>	<b>161,664</b>	<b>85,784</b>	<b>—</b>	<b>247,448</b>	<b>213,549</b>
<b>Net income / (expenditure) resources before transfer</b>	<b>5,940</b>	<b>(7,832)</b>	<b>—</b>	<b>(1,892)</b>	<b>57,593</b>
<b>Transfers</b>					
Gross transfers between funds - in	5,412	7,433	—	12,845	10,665
Gross transfers between funds - out	(7,235)	(5,610)	—	(12,845)	(10,665)
<b>Other recognised gains / losses</b>					
<b>Net movement in funds</b>	<b>4,117</b>	<b>(6,009)</b>	<b>—</b>	<b>(1,892)</b>	<b>57,593</b>
<b>Total funds brought forward</b>	<b>287,904</b>	<b>141,047</b>	<b>—</b>	<b>428,951</b>	<b>371,358</b>
<b>Total funds carried forward</b>	<b>292,021</b>	<b>135,038</b>	<b>—</b>	<b>427,059</b>	<b>428,951</b>

# St Mark's Church, Gillingham

## Balance Sheet

As at 31 December 2016

	2016 £	2015 £
<b>Fixed assets</b>		
Tangible assets	247,500	250,433
	<b>247,500</b>	<b>250,433</b>
<b>Current assets</b>		
Debtors	8,003	7,989
Cash at bank and in hand	172,081	171,029
	<b>180,084</b>	<b>179,018</b>
<b>Liabilities</b>		
Creditors: Amounts falling due in one year	525	500
	<b>525</b>	<b>500</b>
<b>Net current assets less current liabilities</b>	<b>179,559</b>	<b>178,518</b>
<b>Total assets less current liabilities</b>	<b>427,059</b>	<b>428,951</b>
<b>Total net assets less liabilities</b>	<b>427,059</b>	<b>428,951</b>
<b>Represented by</b>		
<b>Unrestricted</b>		
General fund	292,021	287,904
<b>Restricted</b>		
Vicarage Hall Repair Fund	2,775	1,949
Church Repair Fund	17,525	33,955
Development Fund	70,700	72,122
Garden House Repair Fund	2,499	2,003
Head of Youth, Children and Families Fund	10,000	—
Mission Fund	5,006	2,343
Old Vicarage Repair Fund	5,273	4,040
Pre-school Fund	19,114	22,597
Small Funds	500	500
Vicars Discretionary Fund	1,646	1,538
<b>Funds of the church</b>	<b>427,059</b>	<b>428,951</b>

Approved by the PCC on 15 April 2017 and signed on its behalf by: .....

# St Mark's Church, Gillingham

## Analysis of income and expenditure

### Donations and legacies

	Unrestricted £	Designated £	Restricted £	Endowment £	2016 £	2015 £
Gift Aid STO Offerings	92,784	—	2,220	—	95,004	94,614
Gift Aid Donations	18,715	—	1,700	—	20,415	18,168
Non Gift Aided Donations	9,139	—	2,160	—	11,299	57,109
Gift Aided Church Collections	5,935	—	—	—	5,935	5,000
Non Gift Aided Collections	3,574	—	—	—	3,574	4,178
GA Tax Recovered	29,089	—	1,435	—	30,524	29,305
Grants	—	—	10,000	—	10,000	—
VDF donations	—	—	460	—	460	—
K Barnwell Wyecliffe	—	—	240	—	240	240
R&C Davey WEC (UK)	—	—	—	—	—	180
Nehemiah Mission India	—	—	730	—	730	345
M&H Tozer	—	—	840	—	840	840
R Wilkins	—	—	—	—	—	175
Just Text Giving	35	—	—	—	35	1
<b>Total</b>	<b>159,271</b>	<b>—</b>	<b>19,785</b>	<b>—</b>	<b>179,056</b>	<b>210,156</b>

### Income from charitable activities

	Unrestricted £	Designated £	Restricted £	Endowment £	2016 £	2015 £
Wedding Fees	1,445	—	—	—	1,445	1,431
Funeral Fees	993	—	—	—	993	3,047
Vicarage Hall Lettings	1,530	—	—	—	1,530	538
Old Vicarage Lettings	1,293	—	—	—	1,293	751
Pre-school Fees	—	—	5,194	—	5,194	8,216
Medway Council Funding	—	—	52,787	—	52,787	44,882
Garden House rent	2,550	—	—	—	2,550	—
<b>Total</b>	<b>7,811</b>	<b>—</b>	<b>57,981</b>	<b>—</b>	<b>65,792</b>	<b>58,865</b>

### Other trading activities

	Unrestricted £	Designated £	Restricted £	Endowment £	2016 £	2015 £
Coffee Shop	—	—	—	—	—	847
Kent Church cycle Events	137	—	—	—	137	256
	234	—	—	—	234	—
<b>Total</b>	<b>371</b>	<b>—</b>	<b>—</b>	<b>—</b>	<b>371</b>	<b>1,103</b>

### Investments

	Unrestricted £	Designated £	Restricted £	Endowment £	2016 £	2015 £
Bank Interest	1	—	166	—	167	137
<b>Total</b>	<b>1</b>	<b>—</b>	<b>166</b>	<b>—</b>	<b>167</b>	<b>137</b>

**Other income**

	Unrestricted £	Designated £	Restricted £	Endowment £	2016 £	2015 £
Photocopying	—	—	—	—	—	87
Other Income	—	—	20	—	20	795
Cricket Club	150	—	—	—	150	—
<b>Total</b>	<b>150</b>	<b>—</b>	<b>20</b>	<b>—</b>	<b>170</b>	<b>882</b>
<b>INCOME TOTAL</b>	<b>167,604</b>	<b>—</b>	<b>77,952</b>	<b>—</b>	<b>245,556</b>	<b>271,142</b>

**Expenditure on charitable activities**

	Unrestricted £	Designated £	Restricted £	Endowment £	2016 £	2015 £
K Barnwell Wyecliffe	600	—	—	—	600	600
T&T Barrow SIM	2,660	—	—	—	2,660	2,160
M&H Tozer Crossroads	600	—	—	—	600	2,280
R&C Davey WEC (UK)	—	—	—	—	—	300
L Haslam UFM	3,120	—	—	—	3,120	2,720
Gillingham Youth For Christ	—	—	—	—	—	2,520
C MacFarlane (Mission India)	120	—	—	—	120	120
R Ryan Priest Missioner	—	—	—	—	—	1,680
Students/Internationals Mission support	—	—	—	—	—	220
Word on the Street	750	—	—	—	750	—
R Wilkins France	200	—	—	—	200	700
Students/Internationals Worker Salary	14,738	—	—	—	14,738	14,464
Students/Internationals worker expenses	813	—	—	—	813	910
Offer (Parish Share)	70,000	—	—	—	70,000	56,000
Dognons France	720	—	—	—	720	720
Travel Vicar	537	—	—	—	537	334
Telephone Vicar	636	—	—	—	636	477
Vicar Other expenses	951	—	—	—	951	1,037
Vicarage water rates	658	—	—	—	658	430
Vicarage Council Tax	1,981	—	—	—	1,981	1,289
Vicarage Repairs	216	—	—	—	216	2,936
Travel Associate Minister	257	—	—	—	257	914
Telephone Associate Minister	240	—	—	—	240	576
Associate Minister Other expenses	115	—	—	—	115	300
Associate Vicar Hospitality	58	—	—	—	58	67
Garden House Water rates	492	—	—	—	492	811
Garden House Council Tax	432	—	—	—	432	1,402
Garden House Repairs	787	—	—	—	787	941
Garden House Insurance	152	—	—	—	152	282
Church Gas	4,382	—	—	—	4,382	4,103
Church Electricity	1,176	—	—	—	1,176	1,186
Church Repairs	884	—	19,030	—	19,914	2,352
Church Telephone	332	—	—	—	332	305
Church Water Rates	168	—	—	—	168	165
Worship etc	5,468	—	—	—	5,468	3,034
Big Lunch	1,011	—	—	—	1,011	333
Church Cleaning	1,523	—	—	—	1,523	1,722
Church Insurance	3,804	—	—	—	3,804	6,427
Vicarage Hall Gas	954	—	—	—	954	531
Vicarage Hall Electricity	815	—	—	—	815	684
Vicarage Hall Insurance	945	—	—	—	945	1,135
Vicarage Hall Repairs	612	—	—	—	612	1,924
Vicarage Hall Water Rates	195	—	—	—	195	192

Vicarage Hall Other Costs	471	—	—	—	471	287
VH Cleaning	1,906	—	—	—	1,906	1,565
Old Vicarage Gas	814	—	—	—	814	1,469
Old Vicarage Electricity	426	—	—	—	426	474
Old Vicarage Insurance	1,251	—	—	—	1,251	1,214
Old Vicarage Repairs	1,061	—	—	—	1,061	837
Old Vicarage Water Rates	195	—	—	—	195	192
Old Vicarage Other Costs	293	—	—	—	293	387
OV Cleaning	1,754	—	—	—	1,754	1,473
Youth & Children's Work	1,756	—	—	—	1,756	413
SPLAT	219	—	—	—	219	647
Student/Internationals Work	502	—	—	—	502	423
Evangelism	579	—	—	—	579	55
Office Manager's Salary	12,026	—	—	—	12,026	11,880
Office Photocopying	2,188	—	—	—	2,188	2,064
Office Telephone	445	—	—	—	445	407
Office Other Costs	390	—	—	—	390	1,810
Independent Examination Fees	525	—	—	—	525	500
Other Governance Costs	236	—	—	—	236	385
Church Project Architects Fees	—	—	7,914	—	7,914	—
Pre-school Staff Costs	—	—	49,119	—	49,119	48,558
Pre-school Other Costs	—	—	6,936	—	6,936	6,517
Nehemiah Mission India	—	—	883	—	883	587
Vicar's Discretionary Giving	—	—	352	—	352	288
K Barnwell	—	—	300	—	300	300
R&C Davey	—	—	—	—	—	225
M&H Tozer	—	—	1,050	—	1,050	1,050
R Wilkins	—	—	—	—	—	250
Depreciation	2,933	—	—	—	2,933	2,932
Tear Fund - Nepal Appeal	—	—	—	—	—	1,000
Age UK Medway	—	—	—	—	—	60
Other Expenditure	(116)	—	—	—	(116)	344
Vicar's PA	5,019	—	—	—	5,019	2,431
Andrew Flintoff	700	—	—	—	700	400
Hyndman's Trustees	120	—	—	—	120	120
Medway Night Shelter	369	—	—	—	369	722
Tear Fund (mission)	1,200	—	—	—	1,200	—
Let Loose Concert	—	—	200	—	200	—
Garden House Electricity/Gas	19	—	—	—	19	—
<b>Total</b>	<b>161,383</b>	<b>—</b>	<b>85,784</b>	<b>—</b>	<b>247,167</b>	<b>213,549</b>

### Other expenditure

	Unrestricted	Designated	Restricted	Endowment	2016	2015
	£	£	£	£	£	£
Cricket Club	200	—	—	—	200	—
Events	81	—	—	—	81	—
<b>Total</b>	<b>281</b>	<b>—</b>	<b>—</b>	<b>—</b>	<b>281</b>	<b>—</b>
<b>EXPENDITURE TOTAL</b>	<b>161,664</b>	<b>—</b>	<b>85,784</b>	<b>—</b>	<b>247,448</b>	<b>213,549</b>
<b>Net Income / (expenditure)</b>	<b>5,940</b>	<b>—</b>	<b>(7,832)</b>	<b>—</b>	<b>(1,892)</b>	<b>57,593</b>

**Fixed Assets – Tangible Fixed Assets**

	Old Vicarage	Garden House	Equipment	Total
	£	£	£	£
<b>Cost or valuation</b>				
At 1 January 2016	160,000	87,500	14,661	262,161
Additions	—	—	—	—
Disposals	—	—	—	—
	<hr/>			
At 31 December 2016	160,000	87,500	14,661	262,161
	<hr/>			
<b>Depreciation</b>				
At 1 January 2016	—	—	11,728	11,728
Charge in the year	—	—	2,933	2,933
On disposals	—	—	—	—
	<hr/>			
At 31 December 2016	—	—	14,661	14,661
	<hr/>			
<b>Net Book Values</b>				
<b>As at 31 December 2016</b>	<b>160,000</b>	<b>87,500</b>	—	<b>247,500</b>
	<hr/>			
As at 31 December 2015	160,000	87,500	2,933	250,432
	<hr/>			

**Debtors**

	2016	2015
	£	£
<b>General Fund</b>		
Tax Recoverable	7,805	6,845
	<hr/>	
	7,805	6,845
	<hr/>	
<b>Other Funds</b>		
Mission Fund Tax Recoverable	101	284
Development Fund Tax Recoverable	97	348
Pre-school fees	—	512
	<hr/>	
	198	1,144
	<hr/>	
<b>Total Debtors</b>	<b>8,003</b>	<b>7,989</b>
	<hr/>	

**Creditors**

	2016	2015
	£	£
<b>General Fund</b>		
Independent Examination	525	500
	<hr/>	
<b>Total Creditors</b>	<b>525</b>	<b>500</b>
	<hr/>	

**Funds**

	<b>Balance 1 Jan 2016</b>	<b>Income</b>	<b>Expenditure</b>	<b>Transfers</b>	<b>Balance 31 Dec 2016</b>
	£	£	£	£	£
General Fund	287,904	167,604	(161,664)	(1,823)	292,021
<b>Restricted Funds</b>					
Vicarage Hall Repair Fund	1,949	7	—	819	2,775
Church Repair Fund	33,955	102	(19,030)	2,498	17,525
Development Fund	72,122	6,492	(7,914)	—	70,700
Garden House Repair Fund	2,003	7	—	489	2,499
Head Y,C & F Fund	—	10,000	—	—	10,000
Mission Fund	2,343	2,886	(2,433)	2,210	5,006
Old Vicarage Repair Fund	4,040	14	—	1,219	5,273
Pre-school Fund	22,597	57,984	(56,055)	(5,412)	19,114
Small Funds	500	—	—	—	500
Vicar's Discretionary Fund	1,538	460	(352)	—	1,646
	<b>428,951</b>	<b>245,556</b>	<b>(247,448)</b>	<b>—</b>	<b>427,059</b>

**Analysis of Net Assets between Funds**

	<b>Unrestricted £</b>	<b>Restricted £</b>	<b>Total £</b>
Tangible Assets	247,500	—	247,500
Debtors	7,805	198	8,003
Cash at Bank and in Hand	37,241	134,840	172,081
Creditors	(525)	—	(525)
	<b>292,021</b>	<b>135,038</b>	<b>427,059</b>