

# CHURCH OF ST MARY THE VIRGIN IFFLEY



**Annual Report**  
and  
**Financial Statements**  
of the  
**Parochial Church Council**  
for the year ended 31 December 2010

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**Incumbent**

The Revd Andrew McKearney, The Rectory, Mill Lane, Iffley, Oxford, OX4 4EJ

**Bank**

Barclays, PO Box 333, Oxford, OX1 3HS

**Independent Examiner**

Mr John McLintock, 12 Mill Lane, Iffley, Oxford, OX4 4EJ

**Registered Charity Number**

1128523

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## PAROCHIAL CHURCH COUNCIL

### Purpose

St Mary's Parochial Church Council (the PCC) has the responsibility of co-operating with the incumbent in promoting in the ecclesiastical parish the whole mission of the Church, pastoral, evangelistic, social and ecumenical. It also has responsibility for the management of the Church property in the parish – St Mary's Church, the Church Hall and Church House.

### Membership

Members of the PCC are either ex officio or elected by the Annual Parochial Church Meeting (APCM) or co-opted by the PCC in accordance with the Church Representation Rules.

<i>Incumbent:</i>	Andrew McKearney	Ex officio <i>Chair</i>
<i>Assistant Curate:</i>	Gill Hancock	Ex officio
<i>Honorary Assistant Priest:</i>	David Barton	Ex officio <i>PCC Representative on Friends of St Mary's</i>
<i>Licensed Lay Minister:</i>	Sarah McKearney	Ex officio
<i>Churchwardens:</i>	Lorna Bourdeaux	Ex officio 2007-2012
	Gaynor Dean	Ex officio 2009-2014
<i>Representatives on Cowley Deanery Synod:</i>	Jeff Alderson	Ex officio 2008-2011 <i>PCC Representative on Friends of St Mary's</i>
	Jane Lambert	Ex officio 2008-2011
<i>Elected PCC members:</i>	Patricia Michael	Ex officio 2009-2011
	Wendy Tyndale	2008-2011 <i>Secretary</i>
	Elizabeth Harré	2008-2011
	Will Stockland	2008-2011
	Stephen Richardson	2008-2011
	Sally Brodhurst	2009-2012 <i>Vice Chair</i>
	Oliver Bakewell	2009-2012
	Alice Lawhead	2009-2012
	Mark Phythian-Adams	2009-2012
	Stephen Michael	2010-2013
	Penny Tyack	2010-2013
	Hilary Pearson	2010-2013
	Anne Wagner	2010-2013
	<i>Co-opted PCC members:</i>	Paul Butler
<i>Other Offices:</i>	Godfrey Townsend	<i>Deputy Treasurer</i>
	Helen Powell	<i>Assistant Deputy Treasurer</i>
	Barbara Nichols	<i>Giving Officer</i>
	John Whitaker	<i>Electoral Roll Officer</i>
	Sally Brodhurst	<i>Child Protection Officer</i>
	Gill Hancock	<i>Health &amp; Safety Officer</i>
	Will Stockland	<i>Data Protection Officer</i>
	Elizabeth Leigh	<i>Church Hall Bookings Secretary</i>
Matthew Stiff	<i>Appeal Co-ordinator</i>	

## SUMMARY OF OUR VOCATION

### **Living Christ Today**

We would like to be known as a church for six things:

- The depth of our spiritual life
- Our commitment to bring life to others
- The stepping-stones we put in place for those who wish to journey with us
- The vibrancy of our common life
- The beauty of our church building
- Our ability to work together

*Andrew McKearney*

## REVIEW OF 2010

### **Incumbent's Report on the Activities of the Parish**

Throughout 2010 we have been seeking to respond to our vocation as a parish to 'Live Christ today'. This has provided the framework for the activities detailed in this report. We continue to seek ways to deepen our spiritual life both corporately and individually and this inspires our programme of activities. Our commitment to bring life to others is reflected both in the remarkable generosity of the parish and the continual outward thrust of our vision and care which complements the more contemplative aspect of our vocation. It is not always easy to put stepping-stones in place for those who wish to journey with us since each person's journey is so different but we continue to try, sometimes adapting successful activities, sometimes having to face the difficult truth that a great idea simply does not work out as we had hoped. The vibrancy of our common life is perhaps the most immediately obvious feature of our vocation that visitors and newcomers comment on, that together with the beauty of our church building. A very important feature of 2010 has been the completion of Phase 1 of our Enhancements programme and the successful Appeal during the autumn. To respond to our vocation as a church requires of all of us a significant level of commitment to work together. This is implicit in our annual report, which bears the names of so many people, but there are many others too not named in this report and who are just as vital – we are truly blessed by God and one another. Those to whom much has been given, much is required.

*Andrew McKearney*

### **Church Electoral Roll**

At the time of the Annual Meeting held in 2010 there were 159 (158 in 2009) persons on the Church Electoral Roll, 39 (39 in 2009) not resident within the parish.

*John Whitaker*

### **Churchwardens' Report on the Fabric, Goods and Ornaments of the Church**

A record of work carried out in the church and other work on church property is detailed in the Fabric Report. The churchwardens have carried out their annual check of church silver, fixtures and fittings. The Terrier is complete and available for inspection.

*Lorna Bourdeaux*

## COUNCILS, COMMITTEES & SYNODS

### Proceedings of the Parochial Church Council

The PCC met six times during the year. Its meetings have continued to be characterised by a mixture of reflection and prayer. Due attention has been given to financial and administrative matters as well as to discussions of a more far-reaching nature such as how we should respond to environmental issues, deepen the spiritual life of the parish and strengthen our outreach work in the community. This year the main focus has been on the building works to enhance our ancient and beautiful church in ways that will encourage different forms of worship as well as dealing with issues, such as the lighting, that have both practical and aesthetic aspects. The PCC engaged with the process of fundraising and was delighted with the generosity of the response to the appeal. It has given strong backing to the team in charge of all this work. Its members are highly satisfied with the results of the first phase and are looking forward to the second phase of which the central highlight will be Roger Wagner's stained glass window.

Other issues on the agenda during the year ranged from the work on the clergy house to make it environmentally more sound to the challenge to provide opportunities for deeper spirituality within the Christian church in a context in which many people are looking towards the Eastern religions for this. Another focus was our outreach work that includes the Emmaus and Next Steps courses, the children's work, our contact with local organisations in Iffley, Rose Hill and Donnington and our ecumenical cooperation with the Methodist Church for community work in Rose Hill. It includes, too, our continued financial support for other local and national organisations at home as well as development work overseas which was focused this year on raising money for Christian Aid and Practical Action and projects supported through our Mission of the Month.

*Wendy Tyndale*

### Standing Committee (since APCM)

*Members:* Sally Brodhurst                      Paul Butler                      Lorna Bourdeaux  
                    Gaynor Dean                      Andrew McKearney                      Wendy Tyndale

The standing committee did not meet during 2010 but agreed the agenda for the regular PCC meetings by email.

*Andrew McKearney*

### Church Development Committee

*Members:* David Barton                      Mark Phythian-Adams                      Joan Townsend

The long planned and talked about changes to the interior of the Church began in August 2010. And while the Chancel was closed off for four weeks, in the event the amount of disruption the work caused was minimal. The results are now visible for all to see.

The opening of the North door has proved to be helpful, and those who are in wheel chairs or who have a limitation with their walking have found it particularly useful. The Aumbry has been widely admired, and it is good for us to have a fine piece of 21<sup>st</sup> Century carving – the first in the building since the remarkable carvings of the twelfth century. The new floor and furniture of the chancel has allowed us the kinds of flexible use we hoped. But in many ways the changes in the chancel have exceeded our expectations. The white walls, reaching down to the floor give a greater sense of space than before, and the four columns reaching into the roof are now in sharper focus. A number of people have remarked on the beauty of this space now that it is furnished with unobtrusive bench pews.

The installation of the lighting was not done with the bulk of the work, and was delayed until later in the year. We knew there was an element of risk in the project – lighting is an art form, and until it is done it is hard to envisage the outcome. This was always going to be the most radical of the changes. However, we believe that our faith in the consultant we employed has paid off. It is now possible to see aspects of the church never fully seen before. And the set back lighting, with a facility for visitors to have eight minutes of atmospheric lighting when they come into the building, is a great asset. There are inevitably some minor adjustments to be made. But overall the lighting has received a warm response.

A word of thanks should go to our Architect, Andrew Townsend. Without his wise and experienced advice, and his eagle eye for detail, the results would not be as they are. I would also like to thank Joan Townsend and Mark Phythian Adams for their wisdom and their time, as we sought to get this project planned in the right way. And beyond them Sue Peach, Jonathan Stockland, Roger Wagner and Andrew McKearney who scrutinised our plans in their final stages.

But a significant thanks needs to go to all who contributed to the funding of this project. It has been very moving to see the response to the Appeal. The Friends of St Mary's generously started us off by offering to pay for the lighting. Following that the money has come in steadily until it has now covered a little bit more than we need. The surplus will be put towards Phase 2. But the warm generosity of so many people, with gifts both large and small, is a cause for great thankfulness, and has in itself made the project worthwhile.

*David Barton*

### **Finance Committee (since APCM)**

<i>Members</i>	Paul Butler	Andrew McKearney	Barbara Nichols	Mark Phythian- Adams
:	Helen Powell	Will Stockland	Godfrey Townsend	

The Finance Committee met in January, April, July and November to consider and make recommendations to the PCC concerning the following matters:

- phase 1 of the Enhancements Appeal
- establishing a Reserves Policy
- the current church's investments
- funding improvements to Church House
- the insurance on the Church, Church Hall and Curacy House following a surveyor's inspection by the Ecclesiastical Insurance Company
- changes to the way the Funds operate in 2010
- the discretionary Parish fees for 2011
- the budget for 2010

The Listed Places of Worship grant scheme has been modified and an application to reclaim VAT on work done on certain aspects of the church building in the last 5 years had to be submitted by 31 December 2010. Particular thanks are due to Helen Powell who did painstaking research to enable us to put in our claim; we await the outcome.

The Finance Committee is deeply indebted to the time and attention that the officers of the PCC give to St Mary's finances. We are very fortunate indeed to have such a competent and hard working treasurer (Paul Butler), deputy treasurer (Godfrey Townsend), assistant deputy treasurer (Helen Powell) and giving officer (Barbara Nichols). St Mary's owes each of them a huge debt of gratitude for all that they do together with our independent examiner (John McLintock).

*Andrew McKearney*

### **Fabric Committee (since APCM)**

<i>Members</i>	Lorna Bourdeaux	Gaynor Dean	Gill Hancock	Adrian Jones
:	Jane Lambert	Andrew McKearney	Mark Phythian- Adams	

Routine fabric matters have been the responsibility of the vicar and churchwardens during the year. In addition a curacy house improvements committee was formed to prioritise and oversee important work on Church House. Finally a fabric inspection team will meet annually to inspect the Church and the curacy house, reporting to the PCC.

Routine repair and maintenance work carried out during 2010 included the replacement of the flagpole, supply of earthing equipment and a lightning conductor test, organ maintenance, bell maintenance, repair of a vandalized microphone and new audio equipment. The heating on the

south side of the church behind the choir stalls has been reinstated. As yet an electrical inspection certificate has not been issued as electrical work and testing is ongoing.

The Ecclesiastical Insurance Company carried out an inspection in June and, as a consequence, all items vulnerable to theft were security marked and a security sign displayed. We are grateful to Gill for undertaking the security marking. We already had a photographic record on file of all the valuable items and notable features of the church.

The only action taken during the year on the basis of the disability audit was the Access Protection Marking Line painted outside the church gate and a sign on the notice board indicating a wheelchair friendly environment.

The curacy house improvements committee consists of Gill Hancock, Lorna Bourdeaux, Mark Phythian Adams, and John Dean. The committee met on 7 July. Works carried out during the year included a new boiler, resurfacing of kitchen floor, a new shower, new bath taps and electrical testing. Some trees were cut down in the garden. Gill worked very hard to get quotations and liaise with a number of companies/trades people to ensure that the work was carried out efficiently and cost effectively. She also did some routine maintenance work herself. We are greatly indebted to her.

A team of volunteers, headed up by Alice Lawhead and Sarah McKearney, cleaned and painted the vestry in the spring. We are especially grateful to those volunteers who are not members of St Mary's. Some plumbing work was undertaken in the vestry. However the larger water heater is still not working satisfactorily. A portable appliance test was completed in September and as a consequence a new Hoover was purchased for the vestry.

We are very grateful to Sarah McKearney for redecorating the church office.

In the churchyard Oxford City Council Cemeteries service carried out some memorial safety work and issued a certificate of completion of work. Other work in the churchyard included the installation of two new compost bins. Our thanks are due to David Barton who organized the provision and planting of 500 daffodil bulbs and to Sheila Fairfield who planted crocuses at the east end. Once again, at the time of writing this report, we are enjoying the snowdrops which have multiplied since last year.

*Lorna Bourdeaux*

### **Church Hall Committee (since APCM)**

<i>Members</i>	Barbara Alderson	Paul Butler	John Dean	Sheila Fairfield
:	Elizabeth Leigh	Andrew McKearney	Patricia Michael	Dougall Morrison

The Church Hall Committee met in March, June and November. We are pleased to report that the Hall continued to be a popular venue for parties and special interest groups bringing full bookings. The rental income enabled us to achieve a number of improvements. The floor of the main hall was re-surfaced in the summer, restoring smooth texture and good colour. The plaster ceiling was made good and repainted, and we invested in new tablecloths for church events. We have established firm contracts with reliable local companies for regular maintenance and safety checks. The Montessori Nursery currently has 28 children from 23 countries. Two new teachers have been taken on and they speak several languages in addition to the French and Japanese of the leaders. The Nursery is truly multi-cultural and thriving.

*Sheila Fairfield*

### **Charities Committee (since APCM)**

<i>Members</i>	Jeff Alderson	Oliver Bakewell	Patricia Michael	Andrew McKearney
:	Will Stockland	Wendy Tyndale	John Whitaker	Caroline Zvegintzov

The Charities Committee met five times during the year for interesting and lively discussions about various topics which included the nature of 'charity' and our role in the parish. We reviewed the procedure and objectives of our Mission of the Month programme and, after carefully looking at each proposal put to us, decided on the organisations we should be supporting. A easier decision was that Practical Action should again be the beneficiary of the Harvest Appeal, as their work in Dafur is both impressive and clearly in need of support.

It is regarding our plans for a Parish Link that the Committee has been up against some difficult problems. Our high hopes for a link with a village in Uganda in cooperation with Rose Hill Primary School were unexpectedly dashed when the head teacher left the school. Having waited many months for information about the people who had replaced him, we then found that his successors had different ideas about what the link should entail and decided we would have to abandon that plan. However, after much probing and discussions about various alternatives, the Committee is now enthusiastically going ahead with preparations for a link with a remote village called Lwawu about 50km from Mwinilunga in the north east corner of Zambia where Oliver Bakewell lived for a year and where the head teacher of the school, the priest on the mission site there and the local chief all seem to be extremely interesting potential partners.

*Wendy Tyndale*

## **Cowley Deanery Synod**

### **1. March 2010 at New Marston**

“Café Church” is an informal service with activities round tables with coffee. It is aimed at teenagers, who are uncomfortable with conventional services. “Everybody welcome” is a DVD describing mystery worshippers, who visit churches in Lichfield Diocese and report back on how good the church is at welcoming newcomers. Deanery Accounts and Budgets were approved. Parishes were reminded to pay parish share on time, so that the Deanery gets a 3% rebate.

### **2. May 2010 at Kidlington – Joint synod with Oxford Deanery**

Theme: Church and State – how to work together for the common good. The Archdeacon’s view was that the Church was not very good at accepting others as they were. But by going out in faith, with dialogue and listening, we could achieve change for the common good. Michael Crofton-Briggs, Oxford City Council, posed the question “How can we help in Oxford?” He acknowledged that the council, through a desire to be PC perhaps, often adopted a hostile attitude towards the Church. This seemed to beg the question ‘Why bother?’ The answer is to build better communities; to meet social needs; and bring in the Kingdom of God. He urged the Church to “Come knocking. The door is more open than you realise”.

### **3. July 2010 at St. Mary’s Headington**

This centred around Cowley Deanery Mission in 2011 with a presentation by Michael Beesley followed by group discussions. As a first step, parishes should work in clusters, aiming to make fresh contact with people both in their working and leisure environments. Further events can be planned following the Bishop’s visit in 2011. Each parish is urged to consider implementing training, such as an Emmaus course.

### **4. November 2010 at St. Clement’s**

Cowley Deanery Mission plans were reviewed and clusters reported back on their schedules for the bishop’s visitation. The 400<sup>th</sup> Anniversary of the King James Bible was discussed.

- Bishop John has published “Reading the Bible - a simple guide”.
- The Bible Society have plans to fund a new translation.
- E100 are Bible reading notes for the top 100 passages, to start people reading the Bible
- Lance Pierson said that he will perform a section of the Bible on 19th October 2011.
- The Creation Theatre Company will be performing 'The 10 best bits of the Bible'.

Cowley Deanery share 2011 will only increase by 2%. An annual leaflet will be prepared explaining parish share increases. Parish shares for the Deanery were approved. A report on General Synod included recent elections, consecration of women bishops and the papal offer to disaffected C of E clergy.

*Patricia Michael*

## GROUPS & TEAMS

### Ministry Team

*Members:* David Barton    Lorna Bourdeaux    Gaynor Dean    Gill Hancock  
                 Graham Low    Andrew McKearney    Sarah McKearney

The Ministry Team shares with the vicar in the day to day running of St Mary's (for which it meets fortnightly) and also in developing and sustaining the vision of the parish (for which there are occasional days away in the course of the year). Prayer lies at the heart of our work as a team and for much of the year our meetings incorporated study of the psalms. The way of working for the Team significantly altered in the autumn with less frequent team meetings and at a different time. Susan Morrison has continued to meet with the team every three or four weeks in her role as Pastoral Care co-ordinator. Throughout 2010 Andrew McKearney and Gill Hancock have met with Rosemary Davies and Stephen Richardson to co-ordinate and plan the ecumenical work on Rose Hill. Gill Hancock began to attend the Rose Hill Methodist Church Council as an observer. There are many others who exercise a ministry in and around St Mary's without whom the work of St Mary's would not be as effective; Stephen Richardson, the Methodist deacon, together with Gillian Richardson; Graham Low, a recently retired priest, and Janet Low working as a volunteer as the vicar's secretary (to whom we owe a very large debt of gratitude); Ray Nichols and Michael Bourdeaux, much valued retired priests; and in the course of the year the parish played its part in training two ordinands, Jane Baun and Chloe Kingdon.

*Andrew McKearney*

### Music in Worship

The main development to report is the establishment of a small choir of up to a dozen people, nearly all of them regular members of the congregation, to sing at the Sunday morning services (except family services and in August). This has been directed by Janet Low, with the help of Elizabeth Harré. It has performed an invaluable service, both by leading the congregation and by singing short items – motets, hymns, etc – during the communion: especially useful because the supply of instrumentalists to play music on Sunday mornings has dwindled.

The most significant addition to the regular Sunday musical repertoire has been the 'Trinity Mass' setting of the liturgy, which has now established itself alongside those already in use. New settings of the weekly responsorial psalms have also been introduced to replace those that were almost universally disliked, not least by the two regular organists, and it is planned to substitute Anglican chants for responsorial psalms on occasional Sundays in 2011

The monthly Choral Evensongs which have been an important part of the music life of the church for many years have unfortunately had to be disbanded because of a failure to recruit enough strong, reliable singers to replace those who have dropped out or have been unable to attend regularly. But some members of the evening group joined the 'morning choir' to put on successful Advent and Christmas Carol services under the able direction of Janet Low, and it is hoped that occasional services of this kind can be held in 2011. Otherwise, regular Sunday evensongs continue, with an organist but without a choir.

*Geoffrey Tyack*

### Taizé Evening Services

The Taizé services have run on the last Sunday of the month all through the year (omitting December and August).

Around a dozen people attend each service - a small core of regulars, and others who come more occasionally or who are visitors. For some, this is their only church attendance, while others are regular members of the congregation.

Services are led by different people. The music is generally led by Pemma Spencer Chapman.

Many thanks are due to her for her sensitive and skilled leading of the songs.

We have much appreciated having the new, flexible space in the chancel for our services.

Anne Borrowdale took over the organisation of the services from Sarah McKearney in September.

She wrote a short piece for the church magazine about Taizé services which we hope was informative for other members of the church, and encouraged them to try it out.

*Anne Borrowdale*

## **Quiet Times**

We have continued to use Iffley's church building and the surrounding green space to enrich our spiritual and contemplative approach to seeking God. The greater flexibility and space provided by the new moveable pews in the chancel area have added to the spiritual dimensions and opportunities for our quiet times.

In the Easter season, between Easter and Pentecost, we held a series of weekly early morning simple Communion services, followed by breakfast in the Rectory.

In June we again held a "home-based" Quiet Day. This year it was led by Canon David Winter, who gave us reflections on St Luke's Gospel. The day was conducted in silence, with people freely joining and leaving through the day. There was a good attendance of about 50 people. In May and July we had two Quiet early evenings, for people to enjoy prayerfully the tranquillity of church and garden. Each concluded with a Healing Service. We have continued to provide Healing Services once a month on Wednesday evenings in church, with the laying-on of hands offered.

As in previous years, we marked Advent with a series of candlelight services on Wednesday evenings. This year, to recognise the artistic enhancement of the church, Nick Mynheer and Roger Wagner were invited to give a reflection for Advent, based on one of their works, sculpture and painting respectively. David Barton also provided an Icon-focussed reflection.

*Sally Brodhurst*

## **Prayer & Toast**

This group meets continually throughout the year, even on Christmas Eve this year! We are a group of 16 possible and about 8-10 usual attenders on a Friday morning from 7.30-8.30am in the Vestry. We meet for breakfast and prayer and take it in turns to lead the session. It is a confidential group and open to all who wish to pray. We enjoy the mix of denominations and nationalities and varieties of marmalade!

*Sarah McKearney*

## **Pastoral Care Group**

During the past year the Pastoral Care Group has continued to offer support to individuals in a variety of ways and has maintained regular Home Communion groups, ranging in size from individual to groups of up to 15 people.

We held a Baptism Tea Party in September which was much enjoyed by those families who attended, although numbers were lower than in previous years. Once again the "time to Remember" service, for people who have been bereaved, was greatly appreciated by the many people who came. It was followed by tea in the Church Hall, giving people a chance to talk and share experiences.

The link with Alice and Margaret House in Rose Hill has been maintained. Members of the Pastoral Care Group attend coffee mornings, there is a monthly Communion Service, and a Carol Service was held just before Christmas.

Remy and Lucas Place in Iffley re-opened in the Spring and in May members of the Pastoral Care Group met the Housing Officer for Oxford Citizens Housing Association to discuss ways in which St Mary's could welcome the residents, many of whom had returned to beautifully appointed new flats after the re-building. In June we were invited to the Opening Ceremony and were able to meet many of the people living there. They are keen to organise some activities which will include the wider community and some of the Pastoral Care Group have attended a Bring and Buy Coffee Morning and a Christian Aid lunch, hosted by the residents. This was well attended and will become a regular occurrence. Remy and Lucas Place is planning new ventures to include non-residents and will advertise these with posters in the village shop, the Friends of Iffley Village noticeboards, Rose Hill Community Centre and elsewhere, so it's worth keeping an eye open! In December St Mary's organised a Carol Service followed by refreshments, and the Pastoral Care Group is currently planning an Easter service.

*Susan Morrison*

## **Emmaus Courses**

We launched the Emmaus Course at St Mary's in October 2009, to provide a 'stepping-stone' for adults of all ages, with or without previous Christian background, to learn more about the Christian faith (walking the Emmaus Road in the way Jesus' disciples walked and talked with him on the first Easter Day). The two groups – one led by Steve and Alice Lawhead, the other by Graham Low and

David Barton – continued through the Spring of 2010, one stopping at Easter, the other finishing in the summer. Nineteen people signed up, though not all were able to complete the course. Those who took part appreciated the opportunity it offered to discuss and deepen their understanding of the Christian faith. They also enjoyed the meetings as a way of getting to know others better. Some went on to join a Bible study group and in the summer a 'Next Steps' group was formed by those who wanted to continue.

The steering group evaluated this first course, taking in feedback. They felt that it was a really good one for St Mary's to pursue, but that signing up for three terms was rather too much to expect of most people. Pat Alexander was therefore tasked with producing revised resource materials for a new short course, consisting of a no-commitment introductory evening for everyone interested, plus 6 sessions for those wanting to continue. This was successfully piloted through October-November 2010 with Steve and Alice Lawhead leading the new group.

At the end of the year, planning began for the next Emmaus Course. This will be a couple of sessions longer than the piloted short course, allowing a bit more room to explore and discuss the big issues.

*Pat Alexander*

### **Next Steps**

The Emmaus Groups of last year transformed into an 'Emmaus - Next Steps' Group which meets every other Wednesday at Catherine Cooper's house. We embarked on a journey to explore more theology, ably helped and guided in our considerations by Hilary Pearson and broadly following topics from Alister McGrath's 'Theology – the Basics'. We have interesting discussions in pairs as well as together and are provided with handouts to keep us thinking about the subjects which have ranged from topics like the Trinity to the problem of suffering.

At the last meeting before Christmas we had a very enjoyable bring and share supper which we held jointly with the new Emmaus Group; Steve and Alice who led that group were invited, as well as Andrew and Sarah. The food and conversation were plentiful.

We are now meeting together as a larger group of Emmaus 'graduates'. We have recently come to the end of our theology course by looking at the 'Last Things' and are moving on to look at ways we can grow in our spiritual life - meditation and silence, fasting and simplicity, prayer and submission - before finishing this session with food and fellowship on 30 March. We have all found the extended group to be of great benefit and support and would like to express our appreciation to Hilary for her careful and thoughtful presentation and to everyone who has provided cake to keep us going!

*Catherine Cooper*

### **Children's work**

The children's work for the past year has been led by Sarah Mckearney on a temporary basis. Frances Haynes and Sarah Beaver have also been part of the team with Patricia Michael. During the year there has been a Holiday Club and a trip to the Pegasus theatre. There have also been 4 intensive meetings to try and discern the way ahead for this work. Sadly Frances will be leaving us when she moves house later this year and Sarah B has a very heavy workload which limits her availability.

Seeing the future with such few leader resources prompted an in depth discussion of the work. We used a framework called the Pastoral Cycle which has been around as a method of theological reflection since the 60's. In its simplified form it has 4 stages: Experience of the present situation, Exploration of it in depth, Reflection in the light of Christian tradition and finally a Response to the situation. 2 parents, myself and another leader and 2 others took part but due to illness and other problems there was rarely a full complement of members. It was a huge commitment on the part of these people to take part in the process.

The result was not clear cut. I will continue to coordinate the work until July 2011 by which time one of the leaders will have left the area. The number of primary school age children and younger who come is about 4/6 a session but we have over 20 on our register. The drama will continue and draw in older members of the congregation and pursue other ways of inclusion. The final conclusion of the group was to look at ways of including children and adults in community action and links with Rose Hill School.

## **St Mary's Youth**

Strangely, this year our Sunday School for teenagers has become a once-a-month Saturday get-together (we call it variously 'Bible Study and Burgers' or 'Saturday Sunday School') which begins with prayer, discussion and study and ends with our making a meal together with whoever has a birthday that month deciding the menu. This more relaxed framework has worked very well and resulted in higher attendance and a much more wide awake class! We make a point of celebrating everyone's birthday and also other Christian calendar events, like our pre-Lenten 'Pancake Tuesdays'.

Although these home fellowships remove the class from church, we try to supplement the monthly class with fund-raising events (like our Helen & Douglas House Jam-a-Jar campaign) and other activities within the church community, helping with cake sales, the Fair Trade stall and church festival meals. We were also warmly welcomed again this year to the Helen & Douglas House Open Day accompanied by some of the younger children (Jayden and Georgia). Group solidarity was built up too when the teenagers and Georgia supported and encouraged Jayden during the preparation and at his baptism in October.

We have centred our learning and discussions this year on the theme 'The Inside Job' – questioned sessions which include quiet times to think individually but together about God's love for each and all. We have looked at 'dreams' through a study of the Joseph stories in Genesis and a study of the Nativity narratives (mostly from Luke). We are currently focusing on the subject of 'Vocation' and how we can begin to discern God at work in our lives - and whether we ignore His love and call or learn to recognize and respond to it. Each young person has been given their own bookmark bearing a different Bible verse to read and learn this year.

Our 'regulars' are Eleesha, Coralee, Stephanie, Jonathan, Chloe and Kaity. All have taken a full part and have formed an active, friendly group with a sense of identity and purpose. And all have become competent cooks in the process!

*Jan and Jonathan Stockland*

## **Magazine Team**

*Members:* Pat Alexander                      Sheila Fairfield                      Rhys Hedges                      Sarah McKearney  
Peter Wace                                      Edwin Pritchard                      Jackie Pritchard                      Caroline Zvegintzov

The magazine committee met twelve times in 2010 and its main business related to the regular production of and promotion of the magazine.

Magazine income (advertising and sales) in 2010 was £2,130.00. Costs were £1715.28 (printing and postage), representing a profit of £414.72.

All the issues consisted of 24 pages. Regular advertising currently accounts for seven and a half pages.

The print run has settled at 320, which keeps to a minimum the number of surplus copies.

*Jackie Pritchard*

## **Website**

The website providers changed their portal earlier this year and several problems resulted among them an inability to update our site for a couple of weeks. This was sorted out but we continue to have a problem with our counter and so I am unable to report on the actual numbers viewing our site.

Development has continued however and without doubt one of our most successful improvements has been the introduction of the 'sermons' page. Normally I seem to work in a vacuum with no feedback from users of the site but the response to this page has been noticeable with users asking whether particular sermons would be posted and if so when.

Considerable work was done in conjunction with the appeal. We were able to include pages showing the work in progress, pictures of the people doing the work and an up-to-date report on the fund-raising progress. New pages for phase 2 are being planned.

Friends of St Mary's have taken over day to day responsibility of their page telling me what to write and what to delete. This has resulted in a much more informative and up-to-date page. Sarah McKearney has very kindly agreed to keep the children's pages under similar review. I should like to see other groups take similar responsibility for their page or to suggest new ones.

*Rhys Hedges*

**Approved by the Parochial Church Council on 5<sup>th</sup> April 2011 and signed on its behalf by:**

The Revd Andrew McKearney – Chair of the PCC

Wendy Tyndale - Honorary Secretary

**Accepted by the Annual Parochial Church Meeting on 26<sup>th</sup> April 2011 and signed on its behalf by:**

The Revd Andrew McKearney – Chair of the APCM

Wendy Tyndale - Honorary Secretary

# **Treasurer's Report**

## **For the Financial Year ending 31<sup>st</sup> December 2010**

### **St. Mary the Virgin, Iffley PCC**

#### **Contents**

This report covers the financial activities of the funds of the PCC for the year ending 31<sup>st</sup> December 2010. It includes financial statements and appendices as follows

#### Independent Examiner's Report

Report 1	Statement of Financial Activities for the whole PCC
Report 2	Balance Sheet as at 31 <sup>st</sup> December 2010 for the whole PCC
Report 3	Summary Statement of Funds
Report 4	General Fund – Incoming resources and Resources Used
Table 1	Church Hall Operating Account
Report 5	Church House Fund – Incoming resources and Resources Used
Report 6	Fabric Fund – Incoming resources and Resources Used
Report 7	Enhancements Fund – Incoming resources and Resources Used
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Report 9	Mission Fund – Incoming resources and Resources Used
Report 9	Statement of Assets & Liabilities
Appendix	Accounting Policies

The year was a successful one financially in many ways.

- the Enhancements Appeal rapidly reached its target for phase 1 without the need to use the transfer made to it by the PCC. Indeed, there is already a substantial sum with which to start phase 2
- the amounts given through the various mission activities again illustrated the generous nature of the parishioners and this year reached £16,976. The Harvest Appeal was particularly successful
- the income from church hall lettings increased by 38% and now exceeds the hire income from the Montessori Nursery
- regular giving, most of it Gift Aided, rose by 9%
- a major improvement programme was undertaken at Church House

#### **Summary of income and expenditure**

Despite fears to the contrary brought about by the economic situation the amount of income received through regular giving and other donations increased from £54,455 in 2009 to £57,481 – an increase of over 5%. There was a large improvement too in the hall lettings from £7,653 in 2009 to £10,615, an increase of 38%. This was partly offset though by a decline in the Montessori hire charge from £11,051 in 2009 to £9,938 which was due to this being the first full year of the reduced usage by Montessori.

Total income, excluding donations to the enhancements appeal and missions, was £93,308 (2009 £91,937), an increase of £1,371 or 1.5%. The estimated income for 2010 was £91,620. There was thus £1,688 more income than had been budgetted.

Expenditure (excluding the mission and enhancement funds) rose overall from £75,830 in 2009 to £92,790 in 2010, an increase of £16,960 or 22.4%. The budget for expenditure was £87,805 so expenditure was £4,985 more than expected. The main reason for this was the refurbishment of Church House.

The difference between budgeted income and budgeted expenditure was an over-spending of £3,297.

## **Funding Routine Expenditure**

In 2009 the PCC determined that regular maintenance costs for the church and Church House should be taken out of the General Fund rather than the Fabric Fund and that all income that was not otherwise restricted would be paid into the General Fund. The General Fund would then allocate amounts annually to the Hall and Fabric Funds and a newly established Church House Fund to build up reserves for major expenditure, such as re-thatching. These changes became effective on 1<sup>st</sup> January 2010 and are reflected in the accompanying financial statements.

## **RESERVES POLICIES**

The PCC has a Reserves Policy for each of its Funds which give a broad indication of the level of monies that should be held as reserves. These policies were refined during 2010 so that the monetary amounts aimed at would be clear.

### **General Fund**

The policy is to hold a reserve equivalent to 3 months Parish Share. Based on the Parish Share paid for 2010 this would amount to £10,910.

### **Church House Fund**

The policy is to hold a reserve of £10,000 to cover major capital works at the Church House.

### **Fabric Fund**

This fund is restricted to the repair and maintenance of the fabric of the church. The policy is to hold a reserve of £40,000 to cover major capital works on the church.

### **Enhancements Fund**

This is a sub fund of the Fabric Fund and is restricted to financing the current church enhancements programme. There is no expectation that reserves will be held and any balance would eventually be returned to the Fabric Fund.

### **Hall Fund**

This is designated for the repair and upkeep of the Hall. The policy is to hold a reserve of £50,000 to cover major capital works on the Hall and in particular to cover the cost of a full re-thatching.

### **Mission Fund**

This fund is restricted to the funding of charitable work. All income raised is distributed to beneficiaries so reserves are not anticipated to be built up.

### ***Fund Transfers***

The PCC authorised a transfer of £3,420 from the General to the Mission Fund. (2009 - £3,180). This was for the Missions of the Month amounting to £285 per month.

The PCC also authorised a transfer of £9,000 from the General Fund to the newly established Church House Fund.

### ***Fund Balances and Compliance with PCC Policy***

The balances on the various funds can be seen in the following table.

In accordance with the PCC's decisions transfers between funds have been made as reported above. However, further transfers that would bring the funds to the levels expected by the Reserves Policy have not been made. It is anticipated that such transfers will be reviewed as part of the Budget process.

The differences between the actual fund balances and the 'policy' balances are as follows.

	<b>Balance at 31.12.10</b>	<b>Policy Reserve</b>	<b>Variance</b>
General Fund (net)	25,132	10,910	14,222
Church House	2,957	10,000	(7,043)
Fabric Fund	39,988	40,000	(12)
Enhancements	36,553	-	36,553
Hall Fund	47,690	50,000	(2,310)
Mission Fund	-	-	-
<b>Total</b>	<b>152,320</b>	<b>110,910</b>	<b>41,422</b>

### **Investments**

During 2009 it was decided that the investments in JP Morgan Mercantile Investment Trust and the War Loan stock should be sold and new investments opened in the CCLA Church of England Investment Fund and the CCLA Fixed Interest Securities Fund. An investment of £56,000 was duly made in the Fixed Interest Securities Fund. However, difficulties, mainly associated with proving ownership, have delayed making the desired sales. These are now imminent.

Although interest rates remained low throughout the year the stock market continued to improve resulting in a significant increase in the value of our stock holdings of £5,295.

### **Listed Places of Worship Grant Scheme**

A claim has been submitted to reclaim the VAT that had been paid on relevant works relating to the church fabric. The scheme will continue to run for the next four years but from April this year certain categories of work, such as professional fees and organ works, will no longer be eligible.

We have been informed that claim has been accepted but as we do not yet know how much we will receive no amount of income has been anticipated in the accounts.

**Paul Butler**  
**Honorary Treasurer**

## **Independent Examiner's Report**

### **Report to the PCC of St. Mary the Virgin, Iffley**

This report on the accounts of the PCC for the year ended 31 December 2010, which are set out on pages 18 to 32 is in respect of an examination carried out the Church Accounting Regulations 2006 ('the Regulations') and s.43 of the Charities Act 1993 ('the Act').

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

As members of the PCC you are responsible for the preparation of the accounts; you consider that the audit requirement of the Regulations and section 43(2) of the Act do not apply.

It is my responsibility to issue this report on those accounts in accordance with the terms of the Regulations.

#### **Basis of this report**

My examination was carried out in accordance with the General Directions given by the Charity Commission under section 43(7)(b) of the Act and to be found in the Church guidance, 2006 edition. The 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 41 of the Act; and
  - to prepare accounts which accord with the accounting records and to 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.

John McLintock  
12 Mill Lane  
Iffley  
Oxford

**Report 1- Statement of Financial Activities for the Period**  
**1 January 2010 to 31 December 2010**

	Unrestricted Funds	Restricted Funds	2010 Total Funds	2009 Total Funds
<b><i>Incoming Resources</i></b>	£	£	£	£
Donations, Legacies and similar incoming resources	57,481	64,838	122,319	68,192
Activities in furtherance of the PCC's objects	7,744	11,595	19,339	9,201
Activities for generating funds	25,010	-	25,010	23,756
Investment income	1,197	1,478	2,675	2,856
Other incoming resources	398	-	398	372
<b>Total incoming resources</b>	<b>91,829</b>	<b>77,911</b>	<b>169,741</b>	<b>104,378</b>
<b><i>Resources Used</i></b>				
Costs of generating funds	16,785	841	17,626	50,300
Grants payable in furtherance of PCC's objects	-	16,976	16,976	15,043
Activities in furtherance of the PCC's objects	64,271	59,265	123,512	65,148
Support costs	6,992	90	7,082	2,926
Expenditure on managing/administering the PCC	3,513	-	3,513	3,588
<b>Total resources expended</b>	<b>91,537</b>	<b>77,172</b>	<b>168,709</b>	<b>137,005</b>
<b>Net incoming / outgoing resources before transfer</b>	<b>292</b>	<b>739</b>	<b>1,032</b>	<b>(32,627)</b>
<b><i>Transfers</i></b>				
Gross transfers between funds - in	20,935	47,485	68,420	35,180
Gross transfers between funds - out	(24,355)	(44,065)	(68,420)	(35,180)
<b>Net incoming before other gains and losses</b>	<b>(3,128)</b>	<b>4,159</b>	<b>1,032</b>	<b>(32,627)</b>
<b><i>Other recognised gains / losses</i></b>				
Gains on investment assets	5,039	256	5,295	7,142
<b>Net movement in funds</b>	<b>1,911</b>	<b>4,415</b>	<b>6,326</b>	<b>(25,485)</b>
<b><i>Reconciliation of funds</i></b>				
<b>Total funds brought forward</b>	<b>270,904</b>	<b>80,300</b>	<b>351,204</b>	<b>376,690</b>
<b>Total funds carried forward</b>	<b>272,815</b>	<b>84,716</b>	<b>357,531</b>	<b>351,204</b>

## Report 2 - Balance Sheet as at 31 December 2010

	notes	2010 £	2009 £
<b>Fixed assets</b>			
Church House Rose Hill			
<b>Total fixed assets</b>		<u>205,211</u>	<u>205,211</u>
<b>Current assets</b>			
Barclays Bank		19,635	10,063
Barclays Deposit account		20,390	6,002
CBF Deposit Account		34,339	103,458
CBF Fixed Interest		56,326	-
JP Morgan Fleming Mercantile		21,620	16,690
3.5% War Stock		1,528	1,489
Prepayments		4,758	5,109
Gift Aid tax unclaimed	a	14,223	9,977
<b>Total current assets</b>		<u>152,428</u>	<u>146,786</u>
<b>Liabilities</b>			
Accrued expenses (accounts payable)	b	108	793
<b>Total liabilities</b>		<u>108</u>	<u>793</u>
<b>Net asset surplus</b>		<u>357,531</u>	<u>351,204</u>
<b>Reserves</b>			
Excess/(deficit) to date		1,032	
Starting balance		351,204	344,063
Gains and losses on investments		5,295	7,141
<b>Total Reserves</b>		<u>357,531</u>	<u>351,204</u>
<b>Represented by Funds</b>			
Unrestricted		230,120	227,090
Designated		42,695	43,814
Restricted		84,716	80,300
<b>Total</b>		<u>357,531</u>	<u>351,204</u>

### Notes

- a. A claim for Gift Aid tax was made in early January
- b. This relates to photocopier usage due to Konica Minolta.

### Report 3 - Summary Statement of Funds

	<b>Fund Balances brought forward 31.12.2009</b>	<b>Incoming resources 2010</b>	<b>Outgoing resources 2010</b>	<b>Transfers 2010</b>	<b>Fund Balances carried forward 31.12.2010</b>
General fund	230,270	91,055	83,493	(12,420)	230,343
Church House Fund	-	-	6,043	9,000	2,957
Mission fund	-	14,076	17,496	3,420	-
Fabric fund	40,614	1,478	2,360	-	39,988
Enhancement fund	31,511	62,358	57,316	-	36,553
Hall fund	48,809	774	2,002	-	47,690
<b>Totals</b>	<b>£351,204</b>	<b>£169,741</b>	<b>168,709</b>	-	<b>357,531</b>

Approved by the Parochial Church Council on 5<sup>th</sup> April 2011 and signed on its behalf by:

The Revd Andrew McKearney – Chair of the PCC

Paul Butler – Honorary Treasurer

Approved by the Annual Parochial Church Meeting on 27<sup>th</sup> April 2011 and signed on its behalf by:

The Revd Andrew McKearney – Chair of the APCM

Paul Butler – Honorary Treasurer

The notes on pages 21 to 32 form part of these accounts.

## **Notes to the Financial Statements for the year ending 31 December 2010**

### **Fund Reports**

#### **General Fund**

There was an operating surplus on the General Fund of £7,563 before transfers to the Church House and Mission funds. In 2009 the surplus was £3,055. However now that the running costs of the hall and routine maintenance of the church comes out of the General Fund such a comparison is misleading. The Hall made a surplus during the year of £7,048 (see Table 1) so without this contribution the surplus on the General Fund would have been only £515.

#### **Giving and Other Income**

There were concerns that the adverse economic climate would have an adverse impact on the church's income. This was not evident during the year as Committed Giving of £37,345 exceeded that for 2009 by £3,077, an increase of 9%. Income from cash collections and other donations of £10,149 were not much short of the previous year (£10,372). This is an area where the closure of the church to visitors during the enhancements work could have had an impact, particularly for the sale of postcards and guidebooks.

#### **Cost of Running the Parish**

The cost of running the church and associated parish activities together with the payment of the parish share, diocesan fees and the contributions to the Missions of the Months amounted to £72,183. Income raised from regular giving including Gift Aid, other donations and fees was £67,950. The shortfall of £4,233 was met from the hall lettings, a surplus on the magazine and investment interest.

The Finance Committee has recognised that this situation cannot be allowed to continue since costs are expected to rise considerably during 2011 due to increases in VAT and a higher level of inflation. Income from Gift Aid will fall when the recovery rate falls from 28% to 25%. Otherwise income is expected to remain static unless the unexpected increase in committed giving shows a further expansion. The Finance Committee will therefore be looking at ways in which regular giving can be increased, bearing in mind that some people have already increased their contributions and others are giving as much as they are able.

#### **Church Hall**

This is the first year that the income and expenditure relating to the hall is being accounted for through the General Fund rather than the Hall fund. A table has therefore been provided to separate out the hall items into a trading account (table 1).

The Hall made a surplus of £7,048. This was £1,234 less than the budgeted surplus, the difference being largely due to maintenance works exceeding the budget by £2,977 and gas being £1,212 more than expected. The situation was partly alleviated by a large refund for water of £335.

However, the main reason for the satisfactory outcome was that general lettings income (£10,615) exceeded the budget by £2,677. Indeed the general lettings income exceeded the contract hire income from Montessori (£9,938) by £677. This is a highly commendable achievement by those involved in running the hall. It also suggests that the PCC is not as dependant on the Montessori income as has been thought.

The budgets for hall maintenance and lettings expenses will be scrutinised during the budget setting process. There will also be a more detailed and relevant way of analysing and reporting expenditure during 2011.

## Report 4 - General Fund: Incoming Resources and Resources Used

<b>Incoming Resources</b>	<b>General Fund 2010</b>	<b>Last Year 2009</b>	<b>Budget 2010</b>
<i><b>Donations, legacies and similar incoming resources</b></i>	£	£	£
Committed Giving	37,345	34,268	34,270
Cash collections	8,343	9,440	9,440
General donations	1,806	932	930
Tax Recovered	9,674	9,815	9,260
Bishopstown music grant	313	-	-
<b>Sub total</b>	<b>57,481</b>	<b>54,455</b>	<b>53,900</b>
Fees for services	7,567	8,916	9,200
Functions income	177	285	285
<b>Sub total</b>	<b>7,744</b>	<b>9,201</b>	<b>9,485</b>
<i><b>Activities for generating funds</b></i>			
Postcard and leaflet sales	2,067	2,677	2,675
Magazine income	2,130	2,375	2,375
Church lettings	260	-	-
Hall – general lettings	10,615	-	7,938
Hall – contract hire	9,938	-	9,937
<b>Sub total</b>	<b>25,010</b>	<b>5,052</b>	<b>22,925</b>
<i><b>Investment Income</b></i>	422	373	475
<b>Sub total</b>	<b>422</b>	<b>373</b>	<b>475</b>
<i><b>Other incoming resources</b></i>			
Social activities	253	-	-
Music fund	0	192	195
Miscellaneous income	145	180	180
<b>Sub total</b>	<b>398</b>	<b>372</b>	<b>375</b>
<b>Grand Total Incoming Resources</b>	<b>91,055</b>	<b>69,453</b>	<b>88,460</b>

<b>Resources Used</b>	<b>General Fund 2010</b>	<b>Last Year 2009</b>	<b>Budget 2010</b>
<i><b>Activities relating to the work of the church</b></i>			
Parish share	43,629	42,565	43,629
Burial ground fees	957	576	576
Diocesan fee remission	3,045	3,405	3,500
Bishopstown Music Trust	91	200	-
Organists fees	3,451	3,360	3,530
Clergy & lay expenses	1,868	2,109	2,150
Church supplies	1,249	890	930
Training & development	246	300	315
Young St Mary's	225	288	294
Church electricity	3,145	2,966	2,966
a Church insurance	1,138		2,536
Church water	188	190	186
Church maintenance	2,212		2,975
Church cleaning	1,256		1,240
Membership fees	76	-	-
Music	338	403	282

<b>Resources Used</b>	<b>General Fund 2010</b>	<b>Last Year 2009</b>	<b>Budget 2010</b>
Outreach	176	-	150
Social activities	433	167	167
Churchyard maintenance	325	515	500
Church miscellaneous		159	-
Function costs	135	128	100
<b>Sub Total</b>	<b>64,183</b>	<b>58,221</b>	<b>66,026</b>
<b>Cost of generating funds</b>			
a Hall insurance	919		1,843
Hall maintenance	4,792		1,815
Hall electricity	780		665
Hall gas	3,742		2,530
Hall water	325		1,200
Hall cleaning	990		990
Hall letting costs	1,062		550
Postcard & leaflets costs	402	646	245
Magazine costs	1,715	1,911	1,950
Giving expenses	55	-	-
<b>Sub total</b>	<b>14,783</b>	<b>2,557</b>	<b>11,788</b>
<b>Support costs</b>			
Rewards & gifts	475	700	600
Church House running costs	474	1,301	2,537
Miscellaneous	-	-	200
<b>Sub Total</b>	<b>949</b>	<b>2,001</b>	<b>3,337</b>
<b>Management &amp; administration costs</b>			
Photocopier	2,181	2,330	2,450
Other Office costs	1,395	1,288	1,377
<b>Sub total</b>	<b>3,576</b>	<b>3,618</b>	<b>3,827</b>
<b>Total resources used</b>	<b>83,492</b>	<b>66,398</b>	<b>85,205</b>
Difference between Incoming Resources and Resources Used	7,563	3,055	3,255
Transfers between funds - Mission	(3,420)	(3,180)	
Transfers between funds – Church House	(9,000)	-	
Adjustments – revaluation of assets	4,930	7,443	
Balance brought forward	230,270	222,952	
<b>Balance carried forward</b>	<b>230,343</b>	<b>230,270</b>	

#### Notes

a. Insurance payments for the church and hall only show a part of the year in this report as the rest was paid as a prepayment in the previous year and is shown under the Fabric Fund which is where the expenditure was charged at the time.

**Table 1 - Church Hall Operating Account**

	<b>2010</b>	<b>2009</b>	<b>Budget 2010</b>
Lettings income	10,615	7,653	7,938
Montessori hire	9,938	11,051	9,937
<b>Total Income</b>	<b>20,553</b>	<b>18,704</b>	<b>17,875</b>
Electricity	780	665	665
Gas	3,742	2,527	2,530
Water	325	1,198	1,200
Insurance	1,814	1,807	1,843
Letting costs	1,062	3,046	550
Maintenance	4,792	1,733	1,815
Cleaning	990	970	990
<b>Total Expenditure</b>	<b>13,505</b>	<b>11,946</b>	<b>9,593</b>
Surplus	7,048	6,758	8,282

## Church House Fund

This fund was created as a sub fund of the General Fund during 2010 to provide for major repairs and maintenance of Church House. A transfer of £9,000 was made out of the General Fund as agreed by the PCC.

The Reserves Policy for this fund is that a balance of £10,000 should be retained to cover exceptional repairs and major expenditure on the house, with occasional transfers from the General Fund, as approved by the PCC, to maintain it at this level.

The Fund was created before the programme of improvements to the Church House was planned so it was not anticipated at the time that most of the fund would be used in the first year.

A major programme of improvements is being undertaken and the interior of the house is now in the condition that a good landlord should provide. There is further work to be done on the exterior.

### Report 5 - Church House Fund: Incoming Resources and Resources Used

	2010	2009	2010
	£	£	Budget
Incoming resources	-	-	-
<b>Total incoming resources</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Resources expended</b>			
Major works at Church House	6,043	-	-
<b>Total resources expended</b>	<b>6,043</b>	-	-
Excess of payments over receipts	6,043	-	
Transfers between funds	9,000	-	
Balance brought forward	-	-	
<b>Balance carried forward</b>	<b>2,957</b>	-	

## Fabric Fund

The Fabric Fund derives its income from investments and specific donations. The fund covers expenditure on major items of repair and maintenance for the church.

This is the first year that routine expenditure relating to the church is being accounted for through the General Fund rather than the Fabric fund.

There was a net deficit of £882 on this fund for the year. This was mainly due to the prepayment for insurance, made in 2009, being charged to this fund.

The balance stands at £39,988 (2009 - £40,614).

The Reserves Policy for this fund is that a balance of £40,000 should be retained to cover exceptional repairs and major expenditure on the church building.

The main item of expenditure was on the replacement of the flag pole and repair of the lightning conductor. A successful insurance claim covered half of the cost.

### Report 6 - Fabric Fund: Incoming Resources and Resources Used

	2010 £	2009 £	2010 Budget
<b>Incoming resources</b>			
Donations		1,297	-
Investment income	1,478	1,350	1,442
<b>Total incoming resources</b>	<b>1,478</b>	<b>2,647</b>	<b>1,442</b>
<b>Resources expended</b>			
Insurance (church & House)	1,412	2,805	-
Maintenance (church & House)	948	3,413	1,750
Wages		1,214	-
<b>Total resources expended</b>	<b>2,360</b>	<b>7,432</b>	<b>1,750</b>
Excess of payments over receipts	(882)	(4,785)	(308)
Transfers between funds	-	(32,000)	
Adjustments – revaluation of assets	256	4	
Balance brought forward	40,614	77,395	
<b>Balance carried forward</b>	<b>39,988</b>	<b>40,614</b>	

## Enhancements Fund

The Enhancements Fund was created in 2009 year as a restricted sub fund of the fabric fund to account for the transactions relating to the current programme of enhancements to the church.

The PCC authorised a transfer of £32,000 from the Fabric fund to this fund in 2009. As the fundraising for Phase 1 of the Enhancements programme was so successful this £32,000 is still in the Fund. If necessary it will be used for other phases of the enhancements programme; otherwise it will be returned to the Fabric fund.

The amount of income raised for phase I exceeded the amount spent by £5,042.

One item of expenditure had been made in 2009, for the lighting design fees, and a further amount will be due in 2011 when the retainer of £380 is paid over. This will be paid out of the balance in the fund.

The balance on the fund now stands at £36,553.

### Report 7 - Enhancements Fund: Incoming Resources and Resources Used

	2010 £	2009 £	2010 Budget
<b>Incoming resources</b>			
Donation - aumbry	6,000		-
Donation – benches	11,250		-
Donation – handrail	1,006		-
General donations	19,097		30,440
Friends of St Mary's	14,960		14,970
Sale of pews	400		-
Gift Aided Income tax recovered	9,945		-
<b>Total incoming resources</b>	<b>62,358</b>	<b>0</b>	<b>45,410</b>
<b>Resources expended</b>			
Aumbry	6,000		6,000
Benches	11,233		14,085
Handrail	1,006		3,878
Chancel floor	4,074		4,320
Chancel heating	4,442		5,220
Chancel walls	2,139		4,320
Lighting	14,960		14,960
North door	3,189		5,760
Professional fees	9,952	449	8,271
Fundraising costs	321		-
Altar rail	-		10,107
<b>Total resources expended</b>	<b>57,316</b>	<b>449</b>	<b>76,921</b>
<b>Excess of receipts over payments</b>	5,042	(449)	(31,511)
<b>Transfers between funds</b>	-	32,000	-
<b>Balance brought forward</b>	31,511	-	-
<b>Balance carried forward</b>	<b>36,553</b>	<b>31,511</b>	-

## Church Hall Fund

This is the first year that income and routine expenditure relating to the hall is being accounted for through the General Fund rather than the Hall fund.

The Reserves Policy for this designated fund is that a balance of £50,000 should be retained to cover major capital works on the Hall and in particular to cover the cost of a full re-thatching.

There was a net deficit on the fund of £1,228 (2009 – deficit £27,229). This was largely due the payment of the retention for the Health & Safety works and to the prepayment for insurance, made in 2009, being charged to this fund.

The balance stands at £47,690 (2009 - £48,809).

### Report 8 - Hall Fund: Incoming Resources and Resources Used

	2010	2009	Budget 2010
	£	£	
<b>Incoming resources</b>			
Lettings income		18,704	-
Investment income	774	1,133	1,718
Other income			
<b>Total incoming resources</b>	<b>774</b>	<b>19,837</b>	<b>1,718</b>
<b>Resources expended</b>			
Insurance	895	1,806	-
Maintenance		1,733	
Utilities		4,390	
Cleaning		970	
Letting costs		3,071	
Health & safety works	1,107	35,066	850
Other costs		30	
<b>Total resources expended</b>	<b>2,002</b>	<b>47,066</b>	<b>850</b>
Excess of receipts over payments	(1,228)	(27,229)	868
Adjustments – revaluation of assets	109	(306)	
Balance brought forward	48,809	76,343	
<b>Balance carried forward</b>	<b>47,690</b>	<b>48,809</b>	

## Mission Fund

The overall the income received in donations of £12,474 exceeded that for 2009 (£11,222).

Expenditure follows the policy of passing all funds and tax recoverable through Gift Aid to the chosen organisations promptly. Consequently there was no balance to carry forward.

### Report 9 - Mission Fund: Incoming Resources and Resources Used

	2010	2009
	£	£
<b>Incoming resources</b>		
Donations and functions	12,474	11,222
Tax recovered	1,602	1,051
<b>Total incoming resources</b>	<b>14,076</b>	<b>12,273</b>
<b>Resources expended</b>		
Function costs	520	577
Grants made	16,976	14,876
<b>Total resources expended</b>	<b>17,496</b>	<b>15,453</b>
Excess of payments over receipts	(3,420)	(3,180)
Transfers between funds	3,420	3,180
Balance brought forward	0	0
<b>Balance carried forward</b>	<b>0</b>	<b>0</b>

Grants, including Gift Aid where it was recoverable, were made of £16,976 (2009 - £14,876). They were:

	2010
	£
<b>Mission of the Month</b>	
Steppin' stone Porch	285
ICA Albania	297
Luther Street Medical Centre	297
Centre for Cultural Development	385
Ark T Centre	392
Church Missionary Society	291
Asylum Welcome	291
Medical Foundation for Victims of Torture	317
Emmaus	291
Abcd Palestine	291
Reading Quest	291
Sightsavers	343
<b>Total</b>	<b>3,774</b>

	2010	2009
<b>Other Grants</b>		
Christian Aid (lunches)	650	637
Summer Market – Donnington Doorstep	1,830	1,242
Harvest appeal – Practical Action	8,082	6,807
Disasters in Haiti and Pakistan	785	-
Christmas market – Rose Hill School	1,259	1,792
Carol service – Steppin Stone Porch	307	384
Christingle – Children's Society	229	162
Other grants and donations		178

<b>Other Grants</b>	<b>2010</b>	<b>2009</b>
Terrence Higgins Trust	60	-
<b>Overall total</b>	<b>16,976</b>	<b>14,876</b>

### Transfers between funds

The PCC authorised transfers of £3,420 from the General Fund to the Mission Fund for Mission of the Month, being transfers of £285 per month.

### STAFF COSTS

	<b>2010</b>	<b>2009</b>
Payment for services	5,697	5,544
Clergy expenses	1,868	2,040

The PCC paid two cleaners and the fees for five organists. No deductions or payments were made for income tax or national insurance.

PCC members did not receive expenses.

### ASSETS FOR USE BY THE PCC

#### a) Fixed Assets

The deeds for the freehold land and buildings located at Church House, The Oval, Rose Hill, Oxford are held at Diocesan Church House, Oxford. For accounting purposes this property is valued at its insurance value which is index linked at renewal by the insurers. For 2010 the insurers kept the valuation at the same figure as the previous year.

<b>Movements</b>	<b>2010</b>	<b>2009</b>
Insured value at 1 <sup>st</sup> January	205,211	201,958
Net gains on annual revaluation	-	3,253
Insured value – 31 <sup>st</sup> December	<u>205,211</u>	<u>205,211</u>

#### b) Investment assets

Movements in 2010	£
Market value – 1 January 2010	18,179
JP Morgan Mercantile – gain on revaluation	4,930
3 ½ % War Loan – gain on revaluation	39
Gain on annual revaluation	<u>4,969</u>
Market value – 31 December 2010	<u><u>23,148</u></u>

#### c) Debtors

	<b>2010</b>	<b>2009</b>
	£	£
Tax recoverable on Gift Aid	14,222	9,977
Prepayments	4,758	5,108
Other debtors	<u>0</u>	<u>0</u>
	<u><u>18,980</u></u>	<u><u>15,085</u></u>

#### d) Liabilities

	<b>2010</b>	<b>2009</b>
	£	£
Deferred income	0	0
Accrued expenditure	<u>108</u>	<u>793</u>
	<u><u>108</u></u>	<u><u>793</u></u>

**Table 10 - Statement of Assets and Liabilities at 31 December 2010**

	General Fund £	Church House Fund £	Fabric Fund £	Enhance ments Fund	Hall Fund £	Mission Fund £	Total Funds	
							2010 £	2009 £
<b>Fixed assets</b>								
Church House	205,211						205,211	205,211
<b>Total fixed assets</b>	<b>205,211</b>						<b>205,211</b>	<b>205,211</b>
<b>Current assets</b>								
Barclays current	(18,345)	2,957	(43,009)	36,553	21,089		(755)	4,061
Barclays deposit	20,390						20,390	6,002
CBF Deposit Fund	(14,813)		38,676		10,476		34,339	103,458
CBF Fixed Interest Fund			44,321		12,005		56,326	
JPMorgan Mercantile	21,620		-				21,620	16,690
3½% War Loan Stock	-		-		1,528		1,528	1,489
Prepayments	2,166				2,592		4,758	5,109
Tax refund due	14,223						14,223	9,977
<b>Total current assets</b>	<b>25,240</b>	<b>2,957</b>	<b>39,988</b>	<b>36,553</b>	<b>47,690</b>	<b>0</b>	<b>152,428</b>	<b>146,786</b>
<b>Liabilities</b>								
Accruals	108						108	793
<b>Total liabilities</b>	<b>108</b>		<b>-</b>			<b>0</b>	<b>108</b>	<b>793</b>
<b>Net current assets</b>	<b>25,132</b>	<b>2,957</b>	<b>39,988</b>	<b>36,553</b>	<b>47,690</b>	<b>0</b>	<b>152,320</b>	<b>145,993</b>
<b>Total net assets</b>	<b>230,343</b>	<b>2,957</b>	<b>39,988</b>	<b>36,553</b>	<b>47,690</b>	<b>0</b>	<b>357,531</b>	<b>351,204</b>

## Appendix: Accounting Policies

Financial statements have been prepared in accordance with the Church Accounting Regulations 1997 as amended by the Church Accounting (Amendment) Regulations 2001 together with applicable accounting standards and the Charities SORP.

### **Funds**

The PCC has six funds

- The General Fund, which has no restrictions on use.
- The Church House Fund, a designated fund for capital works at the house.
- The Fabric Fund, restricted to repair and upkeep of the fabric of the Church
- The Enhancements Fund, a sub fund of the Fabric Fund, restricted to the current programme of enhancements to the Church
- The Hall Fund, designated for major capital works on the Church Hall.
- The Mission Fund restricted to the funding of charitable mission work.

### **Incoming resources**

#### **Voluntary income and capital sources**

- Collections are recognised when received by the PCC.
- Planned Giving received under Gift Aid is recognised only when received.
- Tax recoverable is sought on all Gift Aid donations, irrespective of their size.
- Tax recoverable on Gift Aid donations is recognised when income is recognised.
- Grants and legacies to the PCC are accounted for when received.
- Funds raised by fund raising events may be accounted for net.
- Sales of the magazine and postcards and leaflets are accounted for gross.
- Lettings income is recognised in the period to which it relates.

#### **Income from investments**

- Dividends and interest entitlements are accounted for when received.

#### **Gains and losses on investments**

- Gains or losses on Church House are accounted for on revaluation at reinsurance.
- Unrealised gains or losses are accounted for on revaluation at year end.

#### **Activities directly relating to the work of the Church**

- The Diocesan Parish Share is accounted for when paid.

### **Outgoing resources**

- Expenditure is accounted for on a prepayments and accruals basis.
- Costs of church supplies, postcards and leaflets are recognised when paid.

### **Fixed assets**

#### **Consecrated property and movable Church furnishings**

- Consecrated and benefited property of any kind is excluded from the accounts by s.96 (2) (a) of the Charities Act 1993.
- Movable Church furnishings held by the Rector and Churchwardens on special trust for the PCC, and which require a Faculty for disposal, are accounted as inalienable property unless consecrated. They are listed in the Church's Terrier and Inventory which can be inspected at a reasonable time.
- There are no items in the accounts subject to depreciation over any period of time.

#### **Other fixtures, fittings and office equipment**

- Equipment used within the Church premises is depreciated on a straight line basis over 4 years. Individual items of equipment with a purchase price of £2,000 or less are written off when acquired.
- There are no items in the accounts subject to depreciation over any period of time.

### **Current Assets**

#### **Debtors**

- Amounts owing to the PCC at December 31st in respect of fees or other income are shown as debtors less provision for amounts that may prove uncollectable.

#### **Investments**

Investments are valued at their market value on December 31<sup>st</sup> 2010.