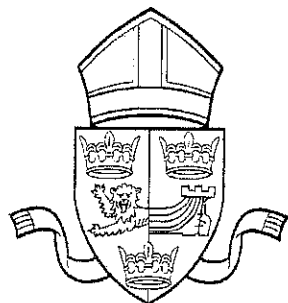


**Diocese
of
St Edmundsbury and Ipswich**



**Annual Report
and
Financial Statements
of
The Parochial Church Council of the Ecclesiastical Parish
of
St Mary the Virgin
Walton, Felixstowe
Suffolk**

For the year ended 31 December 2015

Prepared under the Accruals Accounting Basis

Registered Charity: 1133981

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GENERAL INFORMATION

Contact Details

Church

St Mary's Church
Walton High Street
Felixstowe
Suffolk
IP11 9DS

Priest in Charge

Rev'd Caroline Allen
The Vicarage
1 Parsonage Close
Walton
Felixstowe
IP11 2QR

Church Administrator

Mrs Pamela Cobb
Mrs Georgina South (from 30.11.15)
Church Office
St Mary's Church
High Street
Walton
IP11 9DS

St Mary's Treasurer

Mrs Carolyn Jones
Church Office
St Mary's Church
High Street
Walton
IP11 9DS

Bankers

Barclays Bank
18 Hamilton Road
Felixstowe
Suffolk
IP11 7AR

Examiner

Mr S Renvoize
St Edmunds House
1 Arwela Road
Felixstowe
Suffolk
IP11 2DG

Architect

Mr Matthew Thomas
2 Church Terrace
Aylsham
Norfolk
NR11 6EU

Charitable Status

Registered 2nd February 2010
Charity Number 1133981

Governing Document

Parochial Church Council Powers Measure (1956) as amended and Church Representation Rules

MEMBERSHIP OF THE PAROCHIAL CHURCH COUNCIL

Members of St Mary's PCC are either ex-officio or elected at the Annual Parochial Church Meeting (APM) in April. Rev'd Caroline Allan, the Associate Benefice Priest: Rev'd Wendy Smith, the two Church Wardens, Mr Philip Rawe and Mr Ian Cobb and the Treasurer Mrs Carolyn Jones are all ex-officio members.

St Mary's Parochial Church Council was made up as follows

	St Mary's PCC 2015	TO
Priest in Charge:	Rev'd Caroline Allen	Ex Officio
Associate Benefice Priest	Rev'd Wendy Smith	Ex Officio
Wardens: Ex Officio	Mr Ian Cobb Mr Philip Rawe	April 2016 April 2016
Treasurer:	Mrs Carolyn Jones	Ex Officio
Deanery Synod Representatives:	Mrs Margaret White Dr Lynda Tempest One vacancy	June 2017 June 2017
PCC Elected Members:	Mr David Bellamy Mrs Wendy Fellingham Mrs Jan Garfield Mr Christopher Moran Mr Stephen Rowe Mrs Ann Woodard Two Vacancies	April 2018* April 2017* April 2018* April 2016* April 2016* April 2018
PCC Co-opted Members	David Smith	April 2016

*Has the option of standing for election for a further three years.

Trevor White continued in the role of minute secretary of the PCC meetings and we are grateful for him for doing so.

Training of PCC members

Various members have attended training sessions throughout the year according to their areas of expertise or ministry.

COMMITTEES OF THE PAROCHIAL CHURCH COUNCIL

The PCC operates through a number of committees that meet between full meetings of the PCC.

PCC Standing Committee: (This is the only committee required by law. It has the power to transact the business of the PCC between its meetings, subject to any directions given by the Council.) This committee is automatically comprised of the Vicar, two Church Wardens, the Treasurer, the Secretary and one additional PCC Member. Members of the current PCC Standing Committee are Mr Ian Cobb, Mrs Carolyn Jones (from 17.5.15), Mr Philip Rawe, Dr Lynda Tempest (1.1.15-16.5.15), Mrs Ann Woodard and Rev'd Caroline Allen. The PCC currently does not have a Secretary.

Benefice Council Representatives: As the Benefice Churches hold joint Benefice PCC meetings each quarter, there are no separate representatives.

The Halls and Fabric Committee 2015: Members of this committee are Mr Philip Rawe (Chair), Mr Guy Pearce, Mrs Liz Hadden (Secretary), Mr John Miller and Mr Chris Hopson.

Finance Committee 2015: Rev'd Caroline Allen from 2/9/14, Dr Lynda Tempest, Mr Philip Rawe, Mr Stephen Rowe, Mrs Carolyn Jones and Miss Valerie Moore.

St Mary's Church Elders 2015: Dr David Bellamy, Mrs Pamela Allen, Dr Lynda Tempest, Miss Mary Wakefield and Mr Christopher Moran from September 2015.

St Mary's Church Readers 2015: Mrs Mary Rowe, Mr Roy Allen, Mrs Margaret White and Mrs Wendy Fellingham.

St Mary's Church Officers 2015:

Health and Safety Officer: Mr James Glaysher.

Child Safeguarding Co-ordinators: Mrs Margaret White and Mr Trevor White.

Trustees Reports

ST. MARY'S CHURCH: ANNUAL REVIEW 2015

Vicar's Report

These are interesting times at St Mary's and I want to begin my annual report with a word about the future, taken from Hebrews 13:8:

"Jesus Christ is the same yesterday and today and for ever."

Sometimes we worry about the future but we are reminded here, as in other places in scripture, that God goes before us, preparing the way, and that he remains constant even when we are subject to change.

But through change, planned and unexpected, we need to keep our eyes fixed on Jesus, who will both inspire our faith and bring God's work to fulfilment. This is Christ's church and we are his body; without a focus on him we are simply a human organisation facing challenges that are beyond us. Focused on him, we can do more than we could imagine.

So what has been happening this last year? It would be good to see our achievements through the focus of Growing in God, the diocesan vision for growth. Although there will be some cross over from one area to another.

Growing in Depth:

Responding to the call of Christ in every part of our lives.

What a challenge! There are areas that continue in the life of St Mary's to enable individuals and the church, to grow in depth. Home groups are still an important and central part of deepening our faith, with eight home groups and prayer groups meeting on a regular basis. In Lent we ran a course looking at giving, both financially and the giving of our gifts, this was well attended. Teaching is important and to look at how to be more creative through guest speakers, looking at the everyday and seeing where God is in film, All Age worship, Taize and a quiet day to name a few. In the early part of the year the PCC went off on an away day, to build relationships, to spend time in pray and to discern what God has in store for us.

Growing in Number:

Drawing the contacts we have into the life of God's kingdom.

There has been a significant growth in those who come into the Church, although not necessarily on Sunday morning. A significant change this year has been the moving of the church office, to enable the church to be open during the day. There are not many days go by when someone doesn't come into the church, to either see the wonderful building, to pray or just to be silent. The introduction of a regular Taize service has seen many more people attending our evening service, with an average of 45 people coming along and a wonderful ecumenical mix, from the Methodist, Baptist and Quakers. During the summer we held an outdoor service to share with our local community that church was not something strange or odd.

One of the biggest events of the year was the Christmas Experience, with over 460 children coming through our doors and every one of those children hearing the real gift given at Christmas. The Christmas experience and the increase in numbers at '123', the Mums and Toddler group, has shown a significant increase in those coming along to Messy Church.

Also at Christmas, our Christmas Carol service once again saw the church bulging at the seams, along with the opportunity to share our building with Causton Junior and Trimley St Mary's Primary, as they held their carol services in the church, with myself being able to share the Christian message.

Time has been spent re-organising the website and introducing a Facebook page, both proving to be an important way of connecting and communicating events with our local and wider community.

Growing in Influence

Reaching beyond ourselves in our impact on the wider world.

St Mary's continues to have strong connections with the wider community, through Parish Nursing, Churches Together and many other ministries in the town. There are many activities that take place that are ecumenical, as previously mentioned, Taize and the Film night. We launched our new logo and many people have commented on how eye catching it is. We are still working on other aspects of our 'Marketing', which hopefully will be completed before the end of the summer. Our community lunches continued in 2015 and those who are either on the fringe of church or those unable to attend regular church find these of great value.

As I write this we are now enjoying a church that is comfortably heated and now we have to ask ourselves how can this beautiful space be used even more for the growing of the kingdom?

Growing Younger.

To grow congregations and/or fresh expressions of church that matches the age profile of the local population.

As I said earlier we have grown within our children's work and how we engage with our local schools. Personally, I am a trustee of Boost and that links St Mary's closely with Felixstowe Academy. We have done a number of Baptisms and although this has not transferred into Sunday worship, a couple are coming along occasionally to Messy Church. An exciting project is the development of a second Messy Church starting up at St-Philip's; this will hopefully begin in September 2016 and will be run between both St Mary's and the Methodist church. Open the Book is well received in Causton, Grange and Maidstone Schools and again we are looking to take this into Trimley St Mary's in the near future. We have also begun taking additional assemblies in these three schools.

There is much that I haven't mentioned but do read all the very encouraging reports. As I look back on 2015 there are so many people to thank. Church Wardens with complementary gifts, a PCC which is passionate and active, a Treasurer who has taken on a huge role and is working hard to streamline and help us be wise stewards with all we are given. Countless of other incredible servants from those who organise things, who maintain and look after all our buildings, clean, decorate, verge, welcome, who run all the technical stuff, serve coffee, ring bells, make music... Thank you to you all!

St Mary's is a beacon in the community and I look forward to working with you all to develop Christ's church in this place of Walton. I also want to take this opportunity to look ahead. A question we constantly need to ask is, are we fulfilling Jesus' commission – to make disciples? Church growth is of course about new Christians but also deepening the faith and closeness to Christ of those who have been with us for years.

Is our building hindering us in our service? The PCC have been considering a range of options of how to alter our building. The first has been the installation of the heating; we are currently looking at the back of the Church and how we can make it accessible to all.

It is a fact that the churches that grow are those that do not depend on the gifting and energy of the vicar but on the whole body of Christ working together at being ministers of his Church. It is my great desire to enable St Mary's to lead alongside with me, each of us doing the part we are gifted for. This is especially important now with the new Benefice having just myself as the full time stipend minister.

And so we continue to love God with all our hearts, minds, soul and strength and to love our neighbours as we love ourselves, to pray together, sing, play, and eat and I relish the opportunity to do that with you all again.

"Jesus Christ is the same yesterday and today and for ever."

Church Wardens' Report

Last year saw Lynda retire as Church Warden and we welcomed Philip Rawe as her replacement at the APCM in April. Thanks must be given to Lynda for all that she did during her time as a Church Warden. We also saw Rev Wendy Smith and her husband David licensed to serve in our Benefice whilst Chris Moran was made an elder.

There were various lunches in St Mary's Church Hall where we invited some people from our community to join with church members. St Mary's Church Hall saw new windows installed in the main hall and also the hall wooden floors were sanded and resealed. The Church Office was moved from its location at the front of St Mary's Hall to the Vicar's Vestry. This meant that the church would be open to visitors in the mornings. It also meant that there was more room in which to work.

During the early part of the year three logos were introduced to church members of both St Mary's, Walton and St Martin's, Trimley and voting took place on which logo we preferred. The new logo started to be used at the end of August. Both churches chose the same logo.

We held our prayer and gift day as usual in September: the proceeds of which were used to purchase a new laptop for use in the church and the rest to pay for the refurbishment of the tubular bells. Thanks must be given to Philip and his helpers for undertaking this task. The DAC visited the church in November in connection with the changes to our heating system, extra lights for the car park and possible alterations inside the church. December saw Pam Cobb retire as Church Administrator and Georgina South was appointed as the Benefice Office Manager.

Thanks must be given to the Deputy Wardens, David Mutum and Mike Gates, who provide a valuable help to the Wardens at various services. Thanks also to the numerous church members who give valuable help such as serving coffee, decorating windows, arranging flowers, manning the sound system etc. We are so grateful for the help and time you give.
Ian Cobb & Philip Rawe

Aims and Purposes

The Parochial Church Council (PCC) has the responsibility of co-operating with the minister in promoting in the ecclesiastical parish the whole mission of the Church, pastoral, evangelistic, social and ecumenical, which encompasses our charitable aims of providing public benefit.

The mission statement for St. Mary's Church is: **God shows His love to us; we share His love with others. Our relationship with Jesus will grow and deepen together.**

St Mary's PCC is responsible for co-operating with the clergy to fulfil God's mission in the ecclesiastical parish of Walton. Together with all clergy and members, they proclaim the gospel, worship God and care for their members and the local community. They also have maintenance responsibilities for the parish church of St Mary's, St Mary's Church Hall, Victoria Cottage and St Philip's Church and Church Hall.

Public Benefit

The members of the PCC are aware of the Charity Commission guidance on public benefit in "The Advancement of Religion for the Public Benefit" and have had regard to it in their administration of the PCC. The PCC believes that by promoting the work of the Church of England in the Parish of St Mary's Church, Walton, it provides a benefit to the public by:

- Providing facilities for regular public worship open to all,
- The provision of personal space for personal prayer and contemplation,
- Pastoral work including supporting the work of Walton Parish Nursing and the Boost Chaplaincy at Felixstowe Academy,
- Taking religious assemblies in schools and Open the Book assemblies,
- Providing special services of remembrance for those who have lost young children, bereavement services and Remembrance Sunday,
- Provides services of baptism, marriage, and funerals.

Objectives, Activities, Achievements and Performance

Following the relocating of the church office to the Vicars Vestry on 24 June 2015 the PCC were very pleased that the Church would be open to everyone for 2 hours each weekday. During the year the enthusiasm for the 'One pound a week' initiative for Walton Parish Nursing was overwhelming and consequently £5,106 will be sent as St Mary's support for 2016. The renovation of the tubular bells was a wonderful achievement; dedicated team work requiring several technical skills reduced the cost considerably to around £1000.

Once again the church calendar was filled with numerous events. On 18 January we held our Christingle service where we explored God's great gift to us and enjoyed a short presentation by the children and everyone had a chance to make a Christingle.

On 7 March we held our first ever Jigsaw Jamboree and Cream Tea Afternoon. Everyone had a great time competing to complete their jigsaws and a wonderful £342 was raised which was shared between Tearfund and The Leprosy Mission.

We held the Big Brew Coffee Morning as part of the Fair Trade fortnight on 21 February and raised £150. The government doubled the amount to £300 and it was donated to 'small holder farmers'.

At the beginning of June the Marketing Group put forward proposals for a new Benefice Logo and parishioners voted for their preferred option and in August the new logo was chosen and launched in September. On 18 June Caroline led a six week course called Puzzling Questions, which gave an opportunity to explore some of life's deeper questions including 'Who am I?' and 'What is God like?'.

The 21 June was a busy day, with Fathers' Day being celebrated at our All Age Service, there were vintage cars on show in the car park and Dads were tempted in with doughnuts. The Parish BBQ followed on from the service at the vicarage, we were blessed with beautiful weather and joyful fellowship.

Two concerts were held in church, Orwell Connection held a concert in June and on 17 October there was a concert in memory of Diane Fedida, both raising funds for Cancer Research. We held three Taize Services during the year on 28 June, 23 August and 25 October. These were very well received and we will be continuing with regular reflective services in the evening going forwards.

The All Age service in July was held outside in the graveyard in front of church, seating was arranged for the congregation and an area under the tree for the musicians. It was a wonderful day and many people, walking past stopped to listen and join in with the worship.

In August the PCC sought to recruit a new Benefice Office Manager after Pam Cobb announced her retirement. After a long and prayerful process the PCC appointed Georgina South to the post, she started on 30 November.

Once again we supported the Cycle Ride on the 12 September and the church was open from 9am to 5pm to welcome cyclists and walkers taking part and offer refreshments. Half of all money raised by our cyclists/walkers was received back into church funds.

On 13 September Wendy Smith and Dave Smith were licensed by Archdeacon Ian Morgan to the benefice of Walton and Trimley, the service was held at St Martin's, Trimley. During the service the Archdeacon also commissioned Chris Moran as an Elder.

Penny Brinkley joined the ministry team in September; she is a final year ordinand, training to be a Self-Supporting Minister (SSM) with ERMC and will be with us until her ordination on July 2016.

St Mary's Gift Day was held on 27 September and the PCC agreed that the monetary focus would be spent on a new church laptop; the refurbishment of the church bells; and the replacement hall windows. Thank you all for your generosity toward the Gift Day; we were blessed with gifts totalling £2679.50 including claiming Gift Aid. The laptop and bells have been paid for and the residue has gone towards the hall windows.

In December over 400 children from Maidstone Infants School and Causton Junior School came into church and experienced Christmas with us. It was a privilege to have such an opportunity to tell the real story of Christmas and the feedback from the schools was very positive. The preparation work involved many of our church family including a 'coffee and cut out' morning to prepare hundreds of cardboard angels. We also had volunteers over the two weeks helping to welcome and shepherd children, praying, making tea & coffee, cakes and lunches, hoovering and washing up. The hard work was very well worth it. We received an amazing amount of thank you cards and letters from the children.

We were pleased to agree a way forward for the installation of additional heating in church, with the support and advice from John Moore from the Diocese. To avoid disruption, it was agreed that the installation works would be implemented in early 2016.

In the finance report the Treasurer will mention details of works to maintain the hall and a legacy which has been received.

Future Plans

Discussions have been held regarding raising the floor level of the Choir Vestry and Kitchen to create a disabled entrance and drop off zone. We have also been looking at the viability of partitioning the church to allow flexible usage. Concerns have been raised over safety in the car park at night and the PCC are looking at options for improving the lighting. Plans have been drawn up and the DAC have visited and have produced a report. The PCC will be taking this further.

Risk Assessment And Health & Safety Report

H & S boring? Does not apply to me? So every day we go out for a walk and we want to cross a road, we don't just walk across, we assess the risk by asking ourselves, is the road clear before we cross? This is just one of our many daily risk assessments we carry out, so now we know Health and Safety applies to all of us each day. When we carry out Services, run a club, do some gardening or anything else at Church or in the halls, we all consider the risks and assess the dangers in our mind. You are asked to fill in a risk assessment form which you can get from the file at the back of church, which will help you to gauge the risk and hand the completed form back to our H&S Representative, James Glaysher. If you see anything in the Church, Church Hall or St Philips that you think may cause an accident or health risk please let James know. We want to keep you and others healthy and safe.

Safeguarding 2015

2015 saw considerable revision of documentation and policies as we introduced updated Confidential Declaration forms, and held Level 1 training sessions for everyone in the church who works with children and young people, or with vulnerable adults. The decision was made that short "refresher" sessions will be held annually at St Mary's to maintain appropriate levels of awareness and current practice. The Safeguarding folder at the back of the church is also being updated as Diocesan Safeguarding documents are revised.

At the training sessions it was stressed that, like Health and Safety, Safeguarding is the responsibility of us all, and that no concern is too small to report either to Caroline, to Margaret White, or to a Church Warden. That small concern just might be the missing piece of a larger jigsaw and could prevent someone coming to harm.

CHURCH MEMBERSHIP and SERVICES

Electoral Roll

Resident:	63
Non-Resident	51
As at 31/12/2015	<hr/> Total 114 <hr/>

Attendance

Average Weekly Adult Attendance	112
Average Weekly Young Person Attendance	6
For period 01/01/15 to 31/12/15	<hr/> Total 118 <hr/>

Weddings

Baptisms	8
Funerals	11
	13
For period 1/1/15 to 31/12/15	<hr/> Total 32 <hr/>

Financial Review 2015

Our total unrestricted income (including Designated Funds) from all sources for 2015 was £111,476 detailed in the financial statements (SOFA). This compared with £105,047 last year, is an increase of £6,429.

This is mainly due to a 29% increase in income from St Philip's Hall Lettings and freewill offerings were overall up by 4.24% on 2014 over unrestricted and restricted funds.

£118,791 (unrestricted including designated funds) was spent on running our church to provide the Christian ministry from St Mary's Church, including the contribution to the diocesan parish share of £59,034, which largely provides the stipends and housing for the clergy.

Our unrestricted funds (excluding fixed assets) decreased by £7,793 compared to a decrease of £11,611 last year. Whilst this was an overspend, our full Parish Share of £59,034 was paid. We were able to carry forward from 2014 sufficient funds from a legacy which covered the cost for three months of the Administrator; £7,841 was paid from our general funds for the remaining nine months. The overall responsibility for the financial administration is now too onerous and time consuming for one individual therefore the PCC engaged the services of a Book Keeper in 2015 at a cost of £9,372.

The cost of church hall windows was £20,398; we received grants for a total of £7,869 and £2,144.07 from the Gift Day with the remainder of £10,384.93 from the Church Development Reserve.

This means that, excluding fixed assets, the total unrestricted funds carried forward to 2016 is £97,491.

Total funds carried forward excluding fixed assets and including restricted funds are £154,391

The above reports were approved by the Parochial Church Council

On 3rd April 2016 and signed on its behalf

By [Signature] (Chairman)

FINANCIAL ACCOUNTS

Independent examiner's report to the PCC of St Mary's Church Walton, for the year ended on December 31st 2015

I report on the accounts for the year ended 31st December 2015 which are set out on pages 13 to 28.

Respective responsibilities of the PCC and the examiner

The Trustees are responsible for the preparation of the accounts.

The charity's trustees consider that an audit is not required for this year under section 144 (2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the 2011 Act;
- follow the procedures laid down in the General Directions given by the Charity Commissioner section 145 (5) (b) of the 2011 Act; and
- state whether particular matters have come to my attention.

Basis of Independent Examiner's Statement

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

Independent examiner's statement

In connection with my examination, no matters have come to my attention:

- (1) which give me reasonable cause to believe that in any material respect the requirements
 - to keep accounting records in accordance with section 130 of the 2011 Act; or
 - to prepare accounts which accord with these accounting records 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.

(Signed)


Name: Mr S R Renvoize ACA

Address: St Edmunds House
1 Arwela Road
Felixstowe IP112DG

3/4/16

St Mary's Church Walton - 1133981

SOFA SORP (FRSSE) 2015

For the period from 01 January 2015 to 31 December 2015

	Unrestricted funds	Restricted funds	Endowment funds	Total funds	Prior year total funds
Income and endowments from:					
Donations and legacies	66,782	41,635	—	108,417	65,164
Income from charitable activities	9,723	42	—	9,765	12,724
Other trading activities	34,437	1,184	—	35,621	33,195
Investments	418	118	3	539	559
Other income	117	—	—	117	42
Total income and endowments from:	111,476	42,979	3	154,458	111,683
Expenditure on:					
Raising funds	67	—	—	67	203
Expenditure on charitable activities	118,444	26,736	—	145,180	123,706
Other expenditure	280	—	—	280	639
Total expenditure on:	118,791	26,736	—	145,527	124,548
Net income / (expenditure) resources before transfer	(7,314)	16,243	3	8,932	(12,865)
Transfers					
Gross transfers between funds - in	345	475	8	828	16,650
Gross transfers between funds - out	(825)	(3)	—	(828)	(16,650)
Net movement in funds	(7,793)	16,714	11	8,932	(12,865)
Reconciliation of funds					
Total funds brought forward	193,384	38,599	1,576	233,559	246,424
Total funds carried forward	185,591	55,314	1,586	242,491	233,559

There may be minor discrepancies in the totals if the pence are not being shown

There may be minor discrepancies in the totals if the pence are not being shown

St Mary's Church Walton - 1133981

Balance Sheet as at 31 December 2015

	As at 31/12/2015	As at 31/12/2014
Fixed assets: Tangible assets		
6431: St Marys Church Hall	82,130	82,130
6432: Victoria Cottage	300	300
6433: St Phillips Church and Hall	5,670	5,670
Total Fixed assets	88,100	88,100
Current assets		
6501: Barclays Bank current account	61,583	23,063
6510: CCLA (CBF) deposit account	83,285	109,316
6520: CCLA (CBF) Porter Account	1,586	1,576
6590: Cash in hand (4 Floats)	20	26
6591: 123 Group Cash in Hand	169	402
6592: Messy Church Cash in Hand	24	93
6593: Flower Fund Cash in Hand	41	53
6594: Mens Fellowship Cash in Hand or Bank	359	390
6595: Cricket Club Cash or Bank	899	867
6596: Bowls Club Cash in Hand or Bank	2,498	2,582
6597: Income Tax Recoverable	7,046	7,306
6599: Other Income	60	907
Z05: Accounts Receivable	5,075	4,763
Total Current assets	162,645	151,343
Liabilities		
6699: Agency collections	68	100
Z04: Accounts Payable	8,186	5,784
Total Liabilities	8,254	5,884
Net Asset surplus (deficit)	242,491	233,559
Reserves		
Excess / (deficit) to date	8,932	(12,866)
Z01: Starting balances	233,559	246,424
Total Reserves	242,491	233,559


There may be minor discrepancies in the totals if the pence are not being shown

Represented by Funds		
Unrestricted	108,830	115,111
Designated	76,761	78,274
Restricted	55,314	38,599
Endowment	1,586	1,576
Total	242,491	233,559

Approved and authorised for issue by the Parochial Church Council on 3rd April 2016

And signed on its behalf by:

 (Chairman)

 (St Mary's PCC Treasurer)

The notes on the following pages 17 to 28 form part of the accounts

There may be minor discrepancies in the totals if the pence are not being shown

NOTES TO THE FINANCIAL STATEMENTS

For the Year Ended 31 December 2015

1. Accounting Policies of the Parochial Church Council

The financial statements have been prepared in accordance with the current Church Accounting Regulations and The Charities Act 2011 and in accordance with the Financial Reporting Standard for Smaller Entities (effective January 2015) and the Charities Statement of Recommended Practice (SORP (FRSSE) 2015).

The financial statements have been prepared under the historical cost convention.

Funds

Unrestricted funds represent the funds of the PCC that are not subject to any restrictions regarding their use and are available for application on the general purposes of the PCC. Funds designated for a particular purpose by the PCC are also unrestricted.

Designated Funds are general fund set aside by the PCC for use in the future for particular purposes. The PCC may re-designate or transfer these funds back to unrestricted funds.

Restricted Funds are funds that have been given for particular purposes and can be spent only on the specific purpose intended by the donors. Interest on pooled investments is apportioned to the individual funds on an average balance basis.

Endowment Fund The Porter Endowment Fund is specifically for the maintenance of the Porter Window in the church. A proportion of the interest is transferred to general fund for youth work.

The accounts include all transactions, assets and liabilities for which the PCC is responsible in law. They do not include the accounts of church groups that owe an affiliation to another body or those that are informal gatherings of church members.

Incoming Resources

Donations and Legacies

Collections are recognized when received by or on behalf of the PCC.

Planned giving receivable under Gift Aid is recognized only when received.

Income Tax recoverable on Gift Aid donations is included in the accounts when a claim is made or if not claimed before the end of the year is shown as an asset on the Balance sheet as income tax recoverable.

Grants and legacies to the PCC are accounted for as soon as the PCC is notified of its legal entitlement, the amount due is quantifiable and its ultimate receipt by the PCC is reasonably certain.

Funds raised by the fete, garden party and similar events are accounted for gross.

Sales of books and magazines from the church bookstall are accounted for gross.

Other Income

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

Income from Investments

Interest is accounted for when due and receivable. Tax recoverable on such income is recognised in the same accounting year.

Expenditure

All expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to that activity.

Grants

Grants and donations are accounted for when paid over, or when awarded, if that award creates a binding obligation on the PCC.

Activities directly relating to the work of the Church

The Diocesan parish share is accounted for when paid.

Governance Costs

Governance costs are the costs associated with the examination costs of examining or auditing the Church accounts and the accounting software recommended by the diocese for keeping the books of account.

Fixed assets**Consecrated property and moveable church furnishings**

Consecrated and benefice property is excluded from the accounts by section 10 of the Charities Act 2011

Moveable church furnishings held by the Vicar and Churchwardens on special trust for the PCC, and which require a faculty for disposal, are accounted as inalienable property unless consecrated. They are listed in the church's Inventory which can be inspected (at any reasonable time). All expenditure incurred during the year on consecrated or benefice buildings, individual items or on the repair of moveable church furnishings is written off.

Depreciation

No depreciation has been charged as the estimated residual value of the assets is not materially different from the carrying value.

VAT

Value added tax is not generally recoverable by the charity and is therefore included in the church expenditure.

2. Staff Costs

a) Staff costs [Codes 2004-2008, 2011, 2014, 2050, 2514, 2544]

Total staff costs are shown below. Staff costs are shown on the Analysis of Income and Expenses at the codes above.

	2015	2014
Wages and Salaries from PCC funds	15,172	15,022
Wages and Salaries from PCC fees	1,151	1,905
National Insurance contributions from PCC	NIL	65
TOTAL	16,323	16,992

a) Staffing

We continue to employ a part time Church Administrator working 20 hours per week. The administrator's work includes managing the halls as well as Church administration and secretarial support.

An honorarium or pay is received by our keyboard players/organists. One of our organists coordinates the music worship.

The PCC also employs a cleaner for both St Philip's Hall and for St Mary's Hall.

The average head-count employed during the period is 5 staff.

There are no employees who received emoluments of more than £60,000.

b) Payment to PCC members.

No payments or expenses were paid to any PCC member, persons closely connected to them or related parties, with the following exceptions:

- i) reimbursement for items or materials purchased solely for the use of the PCC
- ii) Small transfer payments to the Administrator for Petty Cash.
- iii) PCC member and Church Warden Ian Cobb is married to the Church Administrator who receives an annual salary of £9,288pa and additional payments when she undertakes verger duties for weddings and funerals.

3. Governance Costs

The Amount charged in the Accounts for the independent examiner is £280 (2014 £200)

4. Fixed Tangible Assets

In the year 31/12/13 the tangible fixed assets were for the first time stated at cost. The best estimate of cost was used where the precise amount was not evidenced and the cost of improvements to that date were included in that estimate

All assets are freehold lands and buildings

Rebuilding valuations have been made by Richard Monks Associates Ltd Chartered Surveyors 22/9/2011 are as follows:

	Cost	Rebuilding Valuation
St Mary's Church Hall	£82,130	£550,000
Victoria Cottage	£300	£180,000
St Philips Church and Hall	£5,670	£380,000
Total	<u>£88,100</u>	<u>£1,110,000</u>

Heritage Assets

The primary objective of any PCC is not the preservation of the buildings they occupy or the furnishings and other artefacts for which they are responsible and therefore none of the PCC's assets are heritage assets.

5. Current assets

a) Current Assets

Current assets are £162,645 of which £150,464 is held as cash in bank or in hand, £7,046 is tax recoverable on Gift aided donations, £60 is other income still to be received at 31/12/15 and £5,075 accounts receivable, being advance payments of insurances.

b) Bank Balances

Most of our bank balances and the Porter Endowment Fund are held as follows:

		31/12/2015	31/12/2014
CCLA Central board of Finance of the Church of England.	Investment account	£83,285	£109,316
	Porter Account	£1,586	£1,576
Barclays	Current Account	£61,583	£23,063

The Men's Fellowship funds are held with Lloyds TSB plc and the Cricket Club funds are with the Britannia.

The Bowls Club began as a Church Group in 1978. In 2008 it was officially included under the PCC umbrella. Their funds are held at Lloyds TSB plc and the Nationwide.

The PCC will review the status of the above three groups in the next financial year.

c) Income tax recoverable

Income tax recoverable on gift aid is £11,621 of which £4,575 has been reclaimed during the year leaving £7,046 still to be reclaimed which is shown on the balance sheet.

d) Accounts receivable Z05

31/12/15		31/12/14	
£47	Overpayment of St Philips Electric due to fixed payments exceeding consumption	General Fund	Invoices various £154
£266	Overpayment of St Mary's Electric due to fixed payments exceeding consumption	General Fund	
£4762	Payment of insurances for 2016 in Dec 2015	General Fund	£4608
£5075	TOTAL which is shown on the balance sheet.		£4762

e) Other Income Receivable

31/12/15		31/12/14	
£N/A	Autumn Fair match funding not received in 2014	Mission Restricted	Match Funding £907
£60	St Marys Hall Income not received	Gen Fund	£N/A
£60	TOTAL which is shown on the balance sheet		£907

6. Liabilities

Accounts Payable – amount falling due in one year are as follows:

31/12/15

31/12/14

£217	St Mary's Church Electric underpayment	General Fund	£150
£112	St Philip's Hall gas underpayment	General Fund	£111
£83	St Philip's Church gas underpayment	General Fund	£100
£N/A	St Mary's Hall Electric underpayment	General Fund	£111
£29	Church Water underpayment	General Fund	£20
£128	St Philips water underpayment		£132
£36	St Mary's Hall water underpayment	General Fund	£69
£163	St Mary's Hall gas underpayment	Gen Fund	£472
£1252	2% (1% last year) of Voluntary Giving distributed to four charities	General Fund	£603
£5106	Parish Nurse	Parish Nurse Restricted	£2203
£382	Other mission restricted inc copper tower	Mission Restricted	£76.45
£397	HMRC Oct-Dec 2015	General Fund	£555
£280	Examiners Fees Verger payment for December Organist payment for December	General Fund	£200 £35 £40
£N/A	Autumn Fair Matching Funding proceeds to four charities	Mission Restricted	£907
£8186	TOTAL Z04 on balance sheet		£5784

7) Reserves Policy and Funds

a) Reserves

The PCC's Reserves policy is to keep 3 months expenditure in the Unrestricted General Fund (excluding fixed assets) to meet unexpected needs. Total 2015 unrestricted resources used were £110,459. The reserves held for 2015 should therefore be £27,615. Reserves at the end of 2015 were £20,730.

In 2015 the PCC funded the salary of the administrator from April using day-to-day running expenditure, hence the decrease in the reserves available to carry forward. All designated money has been designated for particular purposes but at any time it can be made available for use by the PCC.

Clearly restricted and endowment funds are not available as reserves as these must be spent for the purposes donated.

b) The Endowment Fund

This comprises the Porter Family Bequest and 90% of the annual interest is transferred to the General Fund for Youth Work within the Church fellowship.

Other funds

The funds of St Mary's Mothers' Union are kept separate from PCC funds and at the year-end they had £164 in their account.

During the year the PCC received a legacy of £27,620 towards the maintenance of the pipe organ. A new fund has been created.

Analysis of income and expenditure
For the period: 01 January 2015 to 31 December 2015

	Unrestricted	Designated	Restricted	Endowment	This year	Total Last year
Income and endowments from:						
Donations and legacies						
0101 - Gift Aid - Bank	27,270	—	672	—	27,942	25,435
0103 - Bank gifts other planned Tax efficient	4,500	—	1,000	—	5,500	3,200
0110 - Gift Aid - Envelopes	9,538	—	—	—	9,538	8,185
0201 - Other planned giving Bank	2,220	—	—	—	2,220	1,180
0210 - Other planned giving FWO Envelopes	912	—	—	—	912	1,714
0301 - Loose plate collections	4,867	123	6	—	4,996	4,700
0303 - Irregular Gift Aid donations	275	2,000	1,091	—	3,366	4,106
0304 - Irregular nonGA gifts	1,000	—	727	—	1,727	—
0401 - Regular gift days Not GA	—	—	317	—	317	506
0405 - Regular Gift Days Gift Aided	—	—	1,895	—	1,895	1,655
0410 - Giving through church boxes	211	332	118	—	660	600
0550 - Donations appeals etc	280	500	1,059	—	1,839	2,073
0601 - Tax recoverable on Gift Aid	10,874	—	748	—	11,621	11,671
0701 - Legacies	—	—	27,610	—	27,610	—
0801 - Recurring grants	85	—	273	—	358	85
08A1 - Non-recurring one-off grants	—	1,750	6,119	—	7,869	—
0901 - Other funds generated	45	—	—	—	45	54
Donations and legacies Totals	62,077	4,705	41,635	—	108,417	65,164
Income from charitable activities						
1101 - PCC Fees for weddings and funerals	4,081	—	—	—	4,081	4,866
1200 - PCC Fees Heating Weddings & Funerals	168	—	—	—	168	588
1202 - PCC Bells Fees for Weddings	—	210	—	—	210	150
1203 - Choir fees for weddings	—	70	—	—	70	105
1205 - Organist Paul Bloomfield	100	—	—	—	100	810
1206 - Organist any others	1,030	—	—	—	1,030	1,100
1207 - Video Fees Weddings Etc	30	—	—	—	30	30
1208 - Verger Fees Income	840	—	—	—	840	1,560
1210 - Bookstall sales to promote objectives	216	—	—	—	216	144
1214 - Church hall lettings - objectives	568	—	—	—	568	570
1220 - Parish magazine sales	—	—	—	—	—	336
1224 - St Philips lettings objectives	1,104	—	—	—	1,104	979
1230 - 123 Group	—	—	42	—	42	734
1232 - Mens Fellowship	344	—	—	—	344	383
1234 - Cricket Club	—	605	—	—	605	94
1236 - Bowls Club	—	358	—	—	358	275
Income from charitable activities Totals	8,481	1,243	42	—	9,765	12,724
Other trading activities						
0902 - Mustard seed Cycle Ride etc	—	—	1,184	—	1,184	2,404
1212 - Bookstall sales - fund raising	—	—	—	—	—	97
1213 - Victoria Cottage letting	5,040	—	—	—	5,040	4,940
1216 - Church hall lettings - fund raising	8,968	—	—	—	8,968	9,771
1222 - Photocopier	143	—	—	—	143	202

	Unrestricted	Designated	Restricted	Endowment	Total	
					This year	Last year
1226 - St Philips lettings	20,286	—	—	—	20,286	15,782
Other trading activities Totals	34,437	—	1,184	—	35,621	33,195
Investments						
1020 - Bank and building society interest	8	410	118	3	539	559
Investments Totals	8	410	118	3	539	559
Other income						
1325 - Sundry income	—	117	—	—	117	42
Other income Totals	—	117	—	—	117	42
Income and endowments from: Grand totals	105,002	6,475	42,979	3	154,458	111,683

Expenditure on:

Raising funds

1725 - cost of admin of personal giving FWO etc	67	—	—	—	67	59
1730 - Costs of fetes & other events	—	—	—	—	—	144
Sub total	67	—	—	—	67	203
2514 - PCC staff costs St Mary's Hall Cleaner	1,629	—	—	—	1,629	1,565
2516 - Hall running - electricity	1,233	—	—	—	1,233	1,129
2518 - Hall running - gas	2,358	—	—	—	2,358	1,935
2520 - Hall running - insurance	1,167	—	—	—	1,167	1,149
2522 - Hall running - maintenance	659	—	—	—	659	771
2526 - Hall running - water	148	—	—	—	148	326
Sub Total	7,194	-	-	-	7,194	6,875
2530 - St Philips electric	1,100	—	—	—	1,100	868
2532 - St Philips Church Gas	702	—	—	—	702	744
2534 - St Philips Hall gas	991	—	—	—	991	766
2536 - St Philips Insurance	1,095	—	—	—	1,095	1,079
2538 - St Philips Maintenance	1,736	—	—	—	1,736	1,835
2540 - St Philips Water	479	—	—	—	479	362
2544 - PCC staff costs St Philips cleaner	1,237	—	—	—	1,237	1,168
Sub Total	7,340	-	-	-	7,340	6,822
2550 - Victoria Cottage Insurance	293	—	—	—	293	265
2554 - Victoria Cottage routine Maintenance	82	—	—	—	82	113
2556 - Victoria Cottage annual servicing	176	—	—	—	176	171
Sub Total	551	-	-	-	551	549
Raising funds Totals	15,153	—	—	—	15,153	14,449

Expenditure on charitable activities

1801 - Giving to missionary societies	—	—	375	—	375	377
1830 - Giving - relief and development agencies	—	—	1,150	—	1,150	250
1850 - Home mission	1,669	—	7,529	—	9,199	9,290
1870 - Secular charities	20	—	—	—	20	20
1910 - Parish share	59,034	—	—	—	59,034	59,599
2004 - PCC staff costs Roy	461	—	—	—	461	461
2005 - PCC staff costs Paul	376	—	—	—	376	684
2006 - PCC staff costs Rebecca	51	—	—	—	51	154
2007 - PCC staff costs Pam H	1,160	—	—	—	1,160	1,480
2008 - PCC staff costs other musicians	188	—	—	—	188	80

	Unrestricted	Designated	Restricted	Endowment	Total	
					This year	Last year
2011 - PCC staff costs Inland Revenue	1,405	305	—	—	1,710	2,224
2012 - PCC NICs	—	—	—	—	—	65
2014 - Verger expenses Weddings and Funeral	582	5	—	—	587	1,141
2050 - Salary of parish administrator	7,841	1,082	—	—	8,924	7,970
2110 - Visiting speakers / locums	20	—	—	—	20	40
2130 - Parsonage house expenses	—	—	—	—	—	207
2201 - Mission Expenses	38	—	181	—	220	401
2205 - Parish training	283	—	—	—	283	77
2210 - Mission outreach	257	188	208	—	653	297
2215 - Education	—	—	—	—	—	34
2230 - 123 Group costs	—	—	275	—	275	393
2301 - Church running - insurance	2,054	—	—	—	2,054	2,086
2310 - Church office - telephone	527	—	—	—	527	496
2311 - Church Telephone	—	—	—	—	—	28
2312 - St Philip's Office Telephone	94	—	—	—	94	440
2320 - Organ / piano tuning	160	—	—	—	160	—
2330 - Church maintenance	399	839	142	—	1,379	693
2331 - Cleaning Materials	60	—	—	—	60	60
2340 - Upkeep of services	599	443	400	—	1,442	1,602
2342 - Pastoral	160	—	50	—	210	152
2350 - Upkeep of churchyard	—	—	—	—	—	217
2355 - Flowers costs	—	—	12	—	12	178
2360 - Administration	208	—	—	—	208	331
2362 - Admin Running costs	2,274	—	—	—	2,274	2,513
2363 - Bookkeeper	9,372	—	—	—	9,372	7,152
2364 - admin licences subs	847	—	—	—	847	926
2420 - Church running - water	136	—	—	—	136	98
2440 - Church running - heating and lighting	2,821	—	—	—	2,821	2,182
2502 - Bookstall costs	140	—	—	—	140	214
2560 - Sundry costs	—	—	96	—	96	4
2576 - Cricket Club costs	—	573	—	—	573	145
2578 - Mens Fellowship costs	—	375	—	—	375	380
2580 - Bowls Club costs	—	441	—	—	441	89
2766 - Admin Church Development project	170	—	—	—	170	—
2820 - Hall + major repairs - installation	—	4,080	16,318	—	20,398	4,230
2830 - Hall + interior and exterior decorating	1,620	—	—	—	1,620	—
Expenditure on charitable activities Totals	95,026	8,332	26,736	—	130,094	109,460
Other expenditure						
2601 - Governance costs examination/audit fee	280	—	—	—	280	639
Other expenditure Totals	280	—	—	—	280	639
Expenditure on: Grand totals	110,459	8,332	26,736	—	145,527	124,548
Net income/(expenditure) before transfer	(5,457)	(1,852)	16,243	3	8,932	(12,865)

**Statement of Assets and Liabilities (by type of fund)
As at: 31 December 2015**

Class and nominal code	General	Designated	Restricted	Endowment	Total	Last year
Fixed assets - Tangible assets						
6431 : St Marys Church Hall	82,130	—	—	—	82,130	82,130
6432 : Victoria Cottage	300	—	—	—	300	300
6433 : St Philips Church and Hall	5,670	—	—	—	5,670	5,670
Total	88,100	—	—	—	88,100	88,100
Current assets - Cash at bank and in hand						
6501 : Barclays Bank current account	11,202	3,840	46,542	—	61,583	23,063
Total	11,202	3,840	46,542	—	61,583	23,063
Current assets - Cash at bank and in hand						
6510 : CCLA (CBF) deposit account	—	69,167	14,118	—	83,285	109,316
6520 : CCLA (CBF) Porter Account	—	—	—	1,586	1,586	1,576
6590 : Cash in hand (4 Floats)	43	(23)	—	—	20	26
6591 : 123 Group Cash in Hand	—	—	169	—	169	402
6592 : Messy Church Cash in Hand	2	22	—	—	24	93
6593 : Flower Fund Cash in Hand	—	—	41	—	41	53
6594 : Mens Fellowship Cash in Hand or Bank	—	359	—	—	359	390
6595 : Cricket Club Cash or Bank	—	899	—	—	899	867
6596 : Bowls Club Cash in Hand or Bank	—	2,498	—	—	2,498	2,582
Total	45	72,921	14,328	1,586	88,881	115,305
Current assets - Debtors						
6597 : Income Tax Recoverable	7,046	—	—	—	7,046	7,306
6599 : Other income	60	—	—	—	60	907
Z05 : Accounts Receivable	5,075	—	—	—	5,075	4,763
Total	12,181	—	—	—	12,181	12,975
Liabilities - Creditors: Amounts falling due in one year						
Total	—	—	—	—	—	—
Liabilities - Agency accounts						
6699 : Agency collections	—	—	68	—	68	100
Total	—	—	68	—	68	100

Class and nominal code	General	Designated	Restricted	Endowment	Total	Last year
Liabilities - Creditors: Amounts falling due in one year						
Z04 : Accounts Payable	2,698	—	5,488	—	8,186	5,784
Total	2,698	—	5,488	—	8,186	5,784
Net total assets	108,830	76,761	55,314	1,586	242,491	233,559

Represented by

Unrestricted - General	108,830	—	—	—	108,830	115,111
Designated - Admin-pay	—	—	—	—	—	1,388
Designated - Hosp-Des	—	597	—	—	597	627
Designated - InMemPrjts	—	39	—	—	39	39
Designated - Choir	—	1,026	—	—	1,026	985
Designated - Ch-Dv-Des	—	71,167	—	—	71,167	71,086
Designated - Mens-Fel	—	359	—	—	359	390
Designated - Cricket-Cb	—	899	—	—	899	867
Designated - Bowls-Club	—	2,498	—	—	2,498	2,582
Designated - Ch-Bells	—	176	—	—	176	310
Restricted - M-Fel-Don	—	—	190	—	190	190
Restricted - Organ-Res	—	—	27,610	—	27,610	—
Restricted - PN-16-Res	—	—	—	—	—	1,032
Restricted - Trinity-Rs	—	—	223	—	223	—
Restricted - Miss-Res	—	—	11	—	11	1,425
Restricted - Music-Grp	—	—	160	—	160	160
Restricted - Ch-Dev-Res	—	—	26,456	—	26,456	34,398
Restricted - M-CandY-Rs	—	—	453	—	453	939
Restricted - Flower	—	—	41	—	41	53
Restricted - 123-Group	—	—	169	—	169	402
Endowment - Porter-End	—	—	—	1,586	1,586	1,576
Total	108,830	76,761	55,314	1,586	242,491	233,559

Fund movement by type
For the period: 01 January 2015 to 31 December 2015

Fund and type	Fund balances brought forward	Incoming Resources	Outgoing Resources	Transfers	Gains and Losses	Fund balances carried forward
Unrestricted						
General - General fund	115,111	104,658	110,459	(479)	—	108,830
Sub-totals	115,111	104,658	110,459	(479)	—	108,830
Designated						
Admin-pay - Administrator's Pay	1,388	—	1,388	—	—	—
Hosp-Des - Hospitality	627	572	602	—	—	597
InMemPrjts - In Memorium projects	39	—	—	—	—	39
Choir - Choir designated	985	70	29	—	—	1,026
Ch-Dv-Des - Church Development designated	71,086	4,160	4,080	—	—	71,167
Mens-Fel - Men's Fellowship	390	—	375	344	—	359
Cricket-Cb - Cricket Club	867	605	573	—	—	899
Bowls-Club - Bowls Club	2,582	358	441	—	—	2,498
Ch-Bells - Church Bells Maintenance	310	710	844	—	—	176
Sub-totals	78,274	6,475	8,332	344	—	76,761
Restricted						
M-Fel-Don - Men's Fellowship Donations	190	—	—	—	—	190
Organ-Res - Church Organ Fund	—	27,610	—	—	—	27,610
PN-16-Res - 2016 Parish Nurse Restricted	1,032	4,072	5,106	2	—	—
Trinity-Rs - Incumbent's Trinity College Fund	—	273	50	—	—	223
Miss-Res - Mission Restricted	1,425	4,743	6,628	471	—	11
Music-Grp - Music Group	160	—	—	—	—	160
Ch-Dev-Res - Church Development Projects	34,398	6,238	14,180	—	—	26,456
M-CandY-Rs - Millennium Children and Youth	939	—	485	—	—	453
Flower - Flower Fund	53	—	12	—	—	41
123-Group - 123 Group	402	42	275	—	—	169
Sub-totals	38,599	42,977	26,736	473	—	55,314
Endowment						
Porter-End - Porter Endowment	1,576	3	—	8	—	1,586
Sub-totals	1,576	3	—	8	—	1,586
Totals	233,559	154,112	145,527	346	—	242,491

There may be minor discrepancies in the totals if the pence are not being shown