



**All Saints with St. Philip, Maidstone
and St. Stephen, Tovil**



**ANNUAL REPORTS
and
ACCOUNTS 2003**

ANNUAL REPORTS and ACCOUNTS 2003

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and St. Stephen, Tovil**

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INTRODUCTION TO THE REPORTS 2003

I have great pleasure in introducing and commending the Annual Reports of our parish for 2003. They represent a great deal of work by many people and I am grateful for all those who, in so many and varied ways, contribute to the work of our parish and the mission of the Church both locally and in the wider community. Here I can only highlight a few things.

2003 was a busy year building on our earlier pattern of things. We had several more joint Parish Eucharist's than in previous years; this is always a difficult matter balancing the advantages of the joint service with changing the pattern people are used to. Overall I trust they were good and helped somewhat the cohesion of our diverse parish. I commend the faithfulness of worshippers at all three of our churches. It is good to see the way St Stephen's is slowly but steadily developing. Elizabeth Bussmann has started good new initiatives in the Prayer & Praise on the evening of the last Sunday of the month, Parish Prayer on the 2nd & 4th Wednesdays of the month, Seedlings for Parents and little children on Tuesday afternoons, all at St Philip's and with an afternoon school club at All Saints School.

Finance and buildings continue to dominate our agenda. We undertook major works to the north aisles of All Saints and are spending about £20,000 on work urgently needed through our architects 5 yearly inspection. This will use up most of our funds. We start again finding money for the south choir aisle roofs which we hope to start late 2004 or early 2005. While St Philip's inspection revealed no urgent matters, there is a certain amount to be done in the next five years, mostly on lower level stone work. We hope this may be combined with improvements to the St. Philip's Church Centre. We need to find more users for the centre so it becomes self financing again. In all of this work very grateful to all who have worked so hard and been so generous in giving and raising funds.

Our Church Schools continue to develop their work as well as grow closer to the parish. I am sure than in the years ahead we shall discover the centrality of our church school to the life and mission of our parish. While our regular giving is has increased by about 4 1/2% over each of the last two years which is very good. It is still well below what we need. For the fifth year running we have been unable to pay our quota in full and there are several matters it would be good to be able to spend money on. I have experienced very great pressure from the diocesan authorities and the deanery to contribute what they consider to be our parish share; all of which I find difficult.

Space does not allow me to mention by name all who help so much in our parish. Brian Neaves, completing his 7th year as Churchwarden, contributes an enormous amount in helping keep All Saints orderly and in good condition and in his music at St Philip's and both church schools and far more. I do worry that we are expecting too much of all our wardens and a few other people and need to find ways of sharing tasks more. I was very grateful for all Suzanne Payne did in the parish office until she left to take on new work in November. Christopher Payne does so much as our Treasurer. Lionel Marchant continues to do much both with music and money. My colleagues Priscilla and Elizabeth contribute greatly to our parish work

2004 brings us further challenges, the whole Church of England faces great pressures to change its structures both for financial reasons and to make work more effective in this rapidly changing world. What never changes is God call, to each of us, to gather every Sunday and Holy Day to listen to God's Word and Break Bread together. May God continue to guide and bless all we do in his name.

Christopher Morgan-Jones
Vicar of Maidstone

ALL SAINTS with ST. PHILIP PAROCHIAL CHURCH COUNCIL

In January 2003 the members of the PCC were:

The Revd. Canon Christopher Morgan-Jones (Chairman) Mr. Lionel Marchant (Lay Vice Chairman) Mr. Brian Neaves, Mrs. Barbara Cook (Church Wardens) Mrs. Barbara Cook. The Revd. Priscilla Doe, Mrs. Elizabeth Bussmann Mr. Geoff Brown, Mr. Clive Lever, Mr. Paul Fletcher, Mrs. Denise Joy, Mr. Jeffrey Foxley, Mr. Jeffrey Fernet-Randall, Mrs. Mary Shaw, Mrs. Mollie Neaves, Mr. Christopher Payne, Mr. Richard Sibley, Mr. Geoffrey Lay, Mrs. Janet Hope, Mr. Michael Hocking, Mrs. Janet Dredge, Mr. John Fowler, Mr. Peter Richards (co-opted) and Mrs. Ann King (co-opted)

At the Annual Parochial Church Meeting the term ended for the following members, Mr. Paul Fletcher Mrs. Janet Dredge and Mr. Clive Lever. The members who were elected to the PCC for the remainder of 2003 were: Mr. Peter Richards, Mr. Stephen Rose and Mr. William Taylor

During the year Mr. Geoffrey Brown (Deputy Churchwarden at St Philips) moved away from Maidstone and his vacancy was filled by Mrs. Denise Joy

Meetings of the Parochial Church Council

The members of the PCC met for five Ordinary Meetings in the year of 2003. There was an average of 81% attendance.

The main discussions again this year of the PCC were the Restoration of All Saints and the Tower completion at St Philips Church and Centre. Finance was also a regular discussion.

All Saints Church

As in past years there was much discussion regarding the restoration of the church and the applications for funding.

Work to the North Aisle and the Holy Name Chapel has been completed.

Specifications will shortly be drawn up for the work to the South Aisles and funding will be actively sought.

The church clock is slowly disintegrating and is not now working at all. Estimates have been received for repairs.

The Quinquennial inspection was carried out during the year resulting in a number of minor repairs.

The war memorial was fenced off due to its unsafe condition

Concern was raised regarding rats in the churchyard and also in the church.

PAYE have repaired the church wall.

St Philips Church

Future works at St Philips were given consideration and a meeting was held in January to discuss proposals. Plans were made for a Trust Funds for St Philips Church and the Centre and a draft was drawn up and approved by the PCC.

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Various repairs were undertaken during the year as a result of the Quinquennial inspection.

Finance

Accounts were presented and discussed at every meeting. The quota payable to the Diocese is continuing to cause some concern as the church is still unable to pay the full sum each year.

Health and Safety

This is now an agenda item at every PCC meeting and the church has to draw up and adopt a Health and Safety Policy with a Health and Safety Officer being appointed for each church. Health and Safety issues are discussed at every PCC meeting and the appropriate action put in hand.

Security

This was again another regular agenda item as the new Insurers are more particular over certain areas of security.

Maidstone Deanery

Reports from the Maidstone Deanery were regularly circulated to members.

A Deanery Mission Plan has recently been issued and circulated to members of the PCC.

Services at both All Saints and St Philips

Christmas and Joint Services were reviewed regularly.

Anglican Methodist Covenant

The Methodists have now agreed to proceed with this proposed and a meeting was held in York in July to discuss the way forward.

Licenses

The law regarding alcohol is to be more forcefully enforced so it was decided to appoint a co-ordinator so that a multiple application could be made for a license.

Pamela Ratcliffe
PCC Secretary

REPORT of the CHURCHWARDENS on the FABRIC of ALL SAINTS CHURCH and St. PHILIP'S CHURCH

ALL SAINTS CHURCH

The restoration of the roofs in the North aisle and Holy Name Chapel is nearing completion. Considerable amount of roof timbers required replacing.

The Regimental Standards were removed to enable the scaffolding to be erected for the work to be carried out. The Standards will be re-hung when the scaffolding is removed.

The repairs highlighted in the last Quinquennial report will be commenced shortly. Minor repairs have been made to the heating grills, the broken cement on the floor and some electrical repairs.

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The clearance of the gulleys and drains some, which required professional attention, have been carried out.

An estimate is awaited for the repairs to the chiming mechanism of the Church clock.

Thanks to the friendly loyal band of volunteers who keep the interior of the church building clean and for carrying out minor repairs.

St. PHILIP'S CHURCH

The Quinquennial report was received in 2003 and discussions continue to take place on its contents. A congregational Meeting has been scheduled to take place on Sunday 18th January 2004 to put forward their views and discuss ideas for the future of the Centre. Mr Mathew Woodham is drawing up feasibility plans, which could help make the Centre more user friendly. Our thanks to Miss Janice Underdown for her involvement in this work. The proposals from the meeting will be discussed by the Centre Committee who will prioritise the work and make recommendations to the PCC.

The Hall was decorated during the school holiday period at Easter and this included additional wood panelling where new heaters had been fitted as well as replacing badly damaged floor tiles both in the hall and to the entrance to the Coffee Bar. At this time the hall curtains were taken down, cleaned and refitted.

In the Coffee Bar the foam plastic chairs were removed to comply with instructions from our insurance company and there is now a need to replace them.

Carpets at the altar and in the Coffee Bar were cleaned and repaired.

The main Notice Board outside the church has been repaired extensively and **re-painted**

A pin board focussing on Prayer has been put up. **Delete as this was 2004.**

During the year routine cleaning of the church continues to be undertaken by volunteers under the leadership of Hilary Eastgate as well as the two 'Big Cleans' and we are most grateful for all involved. Routine maintenance has also continued to be carried out thanks to the efforts of Ken Bridges and again we are most grateful for this largely unsung work.

An updating of the Church sound system has been installed by Ian Hope which allows greater flexibility in the use of the microphones, CD player and cassette deck. All this from the back of the church where it is fitted in a new cabinet thanks to work by Jobey Grey.

Brian Neaves and Barbara Cook
Churchwardens

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ELECTORAL ROLL 2004

	1993	1994	1995	1996	1997	1998	1999	2000	2001	2002	2003	2004
All Saints Resident	68	69	47	50	45	42	35	40	30	46	41	33
All Saints Non Resident	93	80	69	79	73	72	72	69	67	56	58	54
St. Philip's Resident	53	50	48	55	51	52	50	58	53	60	60	59
St. Philip's Non Resident	21	19	15	10	13	15	16	18	21	21	21	19
St. Stephen's Resident	0	0	0	0	0	0	0	0	0	0	0	10
St. Stephen's Non Resident	6	0	0	0	0	0	0	0	0	0	0	4
Total	235	218	179	194	182	181	173	185	171	183	180	179

Brian Shaw
Electoral Roll Officer

ALL SAINTS CHURCH ACTIVITIES

Churchwarden. We would like to make a special mention for **Mr Brian Neaves** only through his commitment and time-consuming efforts tackling many tasks, thus enabling the our churches to function effectively. Regrettably Brian has decided not to seek re-election as Churchwarden in 2004 - he will be sadly missed. We give both Brian and Mollie our best wishes

Deputy Churchwarden. The appointment of Roger Manuel as Deputy Churchwarden, is a blessing, Roger has many skills which he has used to the advantage of the church.

We also give thanks to **Lionel Marchant**, Lay Vice Chairman of the PCC, who gave us much support during the year.

We are very fortunate in our weekly services having the **Choir** leading the singing under the direction of our Organist and Master of the Choristers **Mr Peter Richards** assisted by **Mr Brian Moore** and **Mr Lionel Marchant**. There are many people who help make our services special, the **Sidesmen** being the first to welcome the congregation; the **Servers**, Readers and Intercessors all play a very important part.

In addition to Sunday services the Deputy Churchwardens assisted the Churchwardens at the Maypole Making Service, Judges Services and other Civic Services

The Crèche and Sunday school continue and we are grateful to **Mrs Linda Cooper** and the commitment of the helpers who look after the children in the Crèche and teach in the Sunday School during the service.

The Bellringers regularly peal the Bells for Services. The **Flower arrangers** who decorate the church week by week. A big thank you to the band of **Cleaners** led by **Miss Jane Sadler** who do such a good job in keeping the church clean and well loved.

The Saturday Market in aid of All Saints Restoration and Development Trust continues to be organised by **Mrs Mary Shaw** together with volunteers who assist week by week in making sure that the market operates. It is so good that many people attend on a Saturday morning and receive a very welcome cup of coffee.

The removal of the scaffolding in the refreshment area was a great step forward in re-establishing the refreshment area and Saturday market at the NW corner of the church, the success of which is due to the

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organisation skills of Mary Shaw and her willing helpers.

Apart from the usual bric-a-brac and second hand books, the range of goods for sale include children's clothing (many hand made); home made cakes and preserves (jams and marmalades), thanks to the ladies of the church.

Thanks also due to all the willing helpers who help at the **Summer Fete** held on River Festival Day, a good fundraiser.

A thank you to **Mrs Molly Matthews** for being the **Parish Clerk** and **Mrs Pamela Ratcliff** our PCC Secretary.

It is good that **Mr Vernon Finch** manages **All Saints Church Shop** and keeping the church open many times during the year for visitors. His group of helpers also open the shop at many church events.

Congratulations to **Mrs Mary Shaw** on becoming the new leader of the Mothers' Union. The Mothers' Union who hold regular meetings and provide the bunches of flowers for the Mothering Sunday Service.

Mr John Fowler continues to arrange the **Carol Singing** around the Parish to raise money for charities.

The Christian Aid Envelopes are now organised by **Mrs Linda Cooper** with Envelopes being delivered to nearly every house in the parish.

The **Magazine** under the leadership of **Mr Keith Sharp** is an especially helpful publication within the Parish and outside for its information and communication. We are grateful to the team of volunteers who gather in All Saints vestry month by month to collate and staple the magazine.

Church Grounds Our thanks to **Mr Tom Bailey** for undertaking the maintenance of the Church grounds his work is highly visible.

We must record a special vote of thanks to **Mr Lionel Marchant** who works so hard in the Parish. His organisation of **the Infant Spring Singalong**, the Primary Schools Carol Concert, Thursday **Lunchtime** Concerts during the summer and many other **Concerts** completely filling the Church on a many number of occasions. He also books all the extra events that happen in All Saints Church. Without his organisation the bookings would not run as well as they do. He also prints the magazine and other leaflets for the Church.

Thanks also to **Mr Brian Cannell** for all the **publicity** and help with showing visiting parties around the Church.

No doubt we have omitted to mention some people who help make All Saints what it is; if we have we are sorry.

Richard Sibley Roger Manuel
All Saints Deputy Churchwardens

St. PHILIP'S CHURCH ACTIVITIES

Mission and Outreach

The **Coffee and Chat** group continue to meet on every Tuesday morning throughout the year providing a welcome to everyone.

Lent and Advent Clubs, as well as the **Good Friday Three Hours** are continuing to be well attended by local children and organisers and helpers are still making these events very special. The church is aware of our obligations in organising these events for children and all helpers have been vetted under the Criminal Records Disclosure procedure.

The annual **Parish Holiday Weekend** was again agreed as to be very successful and included family and friends from outside the parish. The structure of the weekend is open to ideas and anything that may involve greater involvement from the congregations would be welcome.

The members of the **Parish Social** Committee are thanked for their dedication. However some further volunteers from our sister churches is vital if activities throughout the parish are to be maintained.

Carol Singing, by the St. Philip's Choir and its supporters at the Town Hall and in the streets around the parish, proved a popular form of outreach

Worship

Elizabeth Bussman has introduced a **Prayer and Praise** service on the last Sunday evening of each month together with **Prayer** meetings on the **second** and **fourth** Wednesday evening of each month. Thanks to Elizabeth and husband Edi for making these important additions to our worship.

The second Sunday of the month with the Family Service and Eucharist Service has been the subject of a review and further discussions are to take place particularly with the uniformed groups who take part.

The **Harvest Festival** was well attended by the local uniformed groups, their parents and members of the congregation.

The **Carols and Readings** service was not very well attended this year but it is hoped that earlier publicity by way of the Christmas Service leaflet will restore its popularity.

The **Christingle** was again very well attended.

The **choir** continue to play an exceptional part in our worship and have had a welcome increase in membership. Our thanks to **Brian Neaves** for his commitment and leadership.

The **Sunday School** meets regularly under the guidance of Sue Payne and Diane Fletcher. The numbers fluctuate week to week but there is a lot of enthusiasm there as can be seen from their presentations given from time to time.

The **Youth Church** meets once a month during the **third** Sunday service and makes a good contribution to the services on the **fourth** Sunday of each month.

Our thanks to all those who administer the **Chalice**, serve at the **Altar**, provide the **bread** for Holy

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Communion, **read** the lessons, and lead our **Intercessions**. It is good to see that there has been an increase in servers, both young and not so young. Our thanks to them and to Ray Stephens, our **Head Server**.

The Scene Setters (and those behind the scenes)

The contribution that the **Sidesmen** make is invaluable and it is with great sadness we record the death of Jess Obee who for many years, with his wife Kathleen, was very welcoming to all comers. Jess was always ready to stand in when others were unable to be there and he was also a very popular Father Christmas for many years at the Christmas Fair.

Our **flower arrangers**, under the watchful eye of Daphne Lee, provide, as always, beautiful displays to enhance our worship particularly on special occasions.

Sunday mornings would not be the same without our fix of **tea and** coffee, provided with a welcoming smile and a biscuit or two. Many thanks to those who get up earlier than the rest of us to provide the service.

We would like to thank Hiliary Eastgate and her intrepid band of **cleaners** who give their time to make the place sparkle and those who make a special effort twice a year for The Big Clean..

Our thanks to the group of ladies who are on hand to provide a **crèche** as required each week for our youngest Christians.

The monthly **Newsletter** provides a valuable function and around 150 copies are distributed each month. Our thanks to Chris Rose who has taken over from Jean Brown for all her work on this. You can, of course, view this and much other information about St. Philip's on the web site (www.stphilips-maidstone.org.uk)

The **Craft Group** continue their hard work on our behalf cutting, sewing and sticking all manner of things for our fund raising activities. Do go along on the second Tuesday evening of each month, they have a lot of fun and all are welcome.

Finally thanks to Kenny Joy who keeps our **church clock** going with its freshly gilded hands against its new black face.

Summary of Activities

2003

1 st May Celebration of St. Philip's Patronal Festival.
31st June Parish Picnic at Bewl Water
26th July The River Festival stall
20th September Michaelmas Fair
22nd October Parish Outing Hazlitt Theatre – Play written by our own Diane Raffles
22nd November Christmas Fair
10th December Carols and Mince Pies evening

St. Philip's Centre

The Centre continues to be well and regularly utilised by local groups. However the finances to run it are continuing to be very tight. We give our most grateful thanks to the Fund Raising Committee whose unstinted involvement and persistence over the past four years has been outstanding. We are well on with the creation of a Charitable Trust for St. Philip's, to allow us better access to funding.

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We believe that St. Philip's Centre provides for a need in the local community, and, although other plans are under discussion for other parts of the Parish, it is a real building with real facilities at the present time. We would like to encourage other groups from all parts of the parish to make use of it.

This list gives an idea of the range of ages and interests already catered for:-
Uniformed Organisations, Nursery School, Coffee and Chat, Craft Group, Kent family History Society, Line Dancing, Dance School, Old Time Sequence Dancing, Over 60's Club, Play School, Retired Teachers Association, Towns Women's Guild, University of the Third Age.

In addition local groups such as football clubs, gardening societies, the Collis Field Trust, and the Local Electoral Officer also use the building on a less regular basis.

Thanks to Claire Green the projected Parent and Toddler Group, with a Christian outlook, is now up and running and we look forward to its growth..

THANK YOU

Looking at the life and work in our Church and Centre it was with a very sad occasion but with very grateful thanks that we had to say goodbye to **Geoffrey and Jean Brown** at a special presentation on the 27th July. They have contributed greatly to our worship, outreach and social life in so many ways with so much humour, tolerance and love. We wish Jean and Geoffrey every happiness in their move to Northiam and hope to continue to meet with them.

Thanks to Denise Joy for accepting the role of Deputy Churchwarden when Geoff stepped down and for her most valuable contributions to our church life and organisation.

So many people contribute to making our Church and Centre a special place and we hope we have not offended anyone who gives freely of their time and talents and have not been mentioned above. Every single one of our congregation at St. Philip's has made a real contribution. If we have omitted anyone, please accept our apologies and our grateful thanks.

We look forward to continuing to make progress in our aims to be a hospitable centre for worship and to enrich the life of our local community.

Michael Hocking Denise Joy
St. Philip's Deputy Churchwardens

St. STEPHEN'S CHURCH ACTIVITIES

St Stephen's congregation enjoyed another year of fellowship. In June we had a day-away in Hythe. The aim of the day was to learn more about the concept of 'Cell' church but also just to enjoy one another's company. We were grateful to Tricia Fogden who came to share her experience's of cell with us.

In the afternoon we were able to enjoy some time down on the sea-front or 'messaging about on the river' as some folks did! The children were treated to a ride on the Romney-Dymchurch railway, which they thoroughly enjoyed.

Several of the congregation also joined in and had fun at the Parish outing to Bewl water and the Parish weekend in Eastbourne.

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There have been a couple of children's activities, including a workshop on the Eucharist, rounded off with a barbecue, and a Pancake Day celebration. Many thanks to Jeff Farleigh for his admirable pancake cooking and tossing skills – much enjoyed by the children. He taught all of them to toss their pancakes and none were left sticking to the ceiling or the floor. We are looking forward to Shrove Tuesday 2005 all ready! Most encouragingly, there is now a small group of people meeting regularly to discuss issues of general interest. We began with a look at the Eucharist, its origins and the liturgy. Above all the group is an ideal environment for sharing and supporting each other as well as growing in our faith together.

Elizabeth Bussmann

FINANCIAL STATEMENT

2003 has been another difficult year for our parish in financial terms. For the fifth year running we have been unable to pay our Parish Share in full and our reserves have fallen again. There is some good news however. Our giving has increased by over 4% for the second successive year and we have paid more Parish Share this year than ever before £34,738 (2002 – £26,887). We have managed to reduce our insurance outgoing by changing our insurance company which has in turn helped to lower the church running costs (heat, light, cleaning & insurance) of both churches to a combined £297 per week (2002 - £410).

However the total costs of our parish exceeded our income by £19,969 (2002 - £16582). This means that despite all the good news above, our combined parish shortfall is a staggering £384 per week (2002 - £319) This year our Parish Share increase has been restricted to less than £200 but it still means that out of a total income of approx. £75,000, two-thirds is spent paying the parish share.

The accounts are prepared on the accruals basis. This means they show the position if all income had been received and all expenditure paid by the end of the year. Detailed debtors & creditors arising from this are on page 24.

BALANCE SHEET page 16

The Balance Sheet is a summary of the Parish's net assets. The net assets at 31 December 2003 stood at £46,658 (2002 £59,488). Our net assets have fallen because of losses on the ordinary accounts of All Saints and St Philip (page 18) and to a lesser degree St Philip Centre and All Saints Bellringers (page 19).

STATEMENT of FINANCIAL ACTIVITIES page 17

This page is a summary of pages 18, 19 and 20.

For a breakdown of General Purposes Funds see page 18

For a breakdown of Other Unrestricted Funds see page 19

For a breakdown of Restricted Funds see page 20

STATEMENT of FINANCIAL ACTIVITIES General Purposes Funds page 18

This page represents the Parish Ordinary and Extra Ordinary income and expenditure items that are shown in more detail on pages 21 and 22

All Saints with St Philip Ordinary Account

Planned Giving has increased by 4.4% from £49,222 in 2002 to £51,403. Once again this is a tremendous effort by the Parish particularly in light of continued fund raising for the two buildings. Sundry donations at

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All Saints showed an increase thanks to a donation from the Majewski family.

The biggest increases in resources used are the Parish Share, up by £8,868, and Other up by £2,014. This includes the cost of the Quinquennial report for St Philips and vestments and a chalice purchased out of the Majewski donation for All Saints. There were however substantial reductions of expenditure made in several areas particularly Minibus, Upkeep of services, Printing, Bank Charges & as already mentioned Church Running expenses.

In summary All Saints had a deficit of £10,408 in 2003 and St. Philip £9,561.

All Saints with St Philip Extra Ordinary Account

This account continues to be used for income and expenditure of a one off nature. It also includes the amount raised in 2003 specifically for St Philips Future Fund.

STATEMENT of FINANCIAL ACTIVITIES Other Unrestricted Funds page 19

Fee Account – This is a clearing account for monies received and paid under the headings shown.

Community Account – The figures show a small surplus of £353 for the Parish magazine.

St. Philip Centre – The Centre has made a loss of £2,637 this year due in part to repairs to the flat roof over the West porch and increases in cleaning and heating bills.

All Saints Church Shop – The shop was able to make a very welcome contribution of £550 to parish funds.

All Saints Bellringers – The accounts show a loss of £2,731 for the society.

The remaining funds (Organ & Choir, Legacy, Fabric and Minibus) on this page are controlled by the PCC and show the movement in the year.

STATEMENT of FINANCIAL AFFAIRS – Restricted Funds page 20

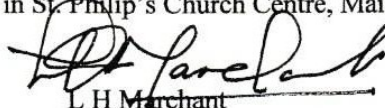
These are all small investments held by the Canterbury Board of Finance (CBF) and the Official Custodian for Charities. All income deriving from these funds is expended as shown.

My thanks go to all those who work tirelessly behind the scenes banking and recording monies, keeping accurate records and ultimately helping to produce these accounts.



Christopher Payne
Hon Treasurer
Parochial Church Council

I certify that the Accounts shown on pages 16 to 24 of this booklet were presented to and approved by the Parochial Church Council of All Saints with St. Philip, Maidstone at a meeting of the Council held at 7.30pm on Wednesday 31st March 2004 in St. Philip's Church Centre, Maidstone.



L H Marchant
Lay Vice Chairman - All Saints with St. Philip PCC

**PAROCHIAL CHURCH COUNCIL OF ALL SAINTS
with ST PHILIP, MAIDSTONE
for year ended 31st DECEMBER 2003**

ANNUAL REPORT

PAROCHIAL CHURCH COUNCILS' RESPONSIBILITIES

Company law requires the Parochial Church Council to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the Council and of the income and expenditure of the Council for that year. In preparing those financial statements, the Parochial Church Council are required to:-

- select suitable accounting policies and then apply them consistently;
- make judgements and estimates that are reasonable and prudent;
- follow applicable accounting standards, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the Council will continue in business.

The Parochial Church Council are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the Council and to enable them to ensure that the financial statements comply with the Companies Act 1985, the Church Accounting Regulations 1997 to 2001 and the Charities Act 1993. They are also responsible for safeguarding the assets of the Council and hence for taking reasonable steps for the prevention and detection of fraud and other irregularity

**INDEPENDENT AUDITORS' REPORT
TO THE PAROCHIAL CHURCH COUNCIL OF:**

**ALL SAINTS WITH ST PHILIP, MAIDSTONE
for year ended 31st DECEMBER 2003**

We have audited the financial statements of the Parochial Church Council of All Saints with St Philip, Maidstone for the year ended 31st December 2003 on pages 16 to 24. These financial statements have been prepared under the historical cost convention and the accounting policies set out therein.

RESPECTIVE RESPONSIBILITIES OF PAROCHIAL CHURCH COUNCIL AND AUDITORS

The Parochial Church Councils' responsibilities for preparing the financial statements in accordance with applicable law and United Kingdom Accounting Standards are set out in the Statement of Parochial Church Councils' Responsibilities.

Our responsibility is to audit the financial statements in accordance with relevant legal and regulatory requirements and United Kingdom Auditing Standards.

We report to you our opinion as to whether the financial statements give a true and fair view and are properly prepared in accordance with the Companies Act 1985. We also report to you if, in our opinion, the

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Annual Report is not consistent with the financial statements, if the Parochial Church Council has not kept proper accounting records, if we have not received all the information and explanations we require for our audit, or if information specified by law regarding trustees' remuneration and transactions with the company is not disclosed.

We read the Annual Report and consider the implications for our report if we become aware of any apparent misstatements within it.

BASIS OF AUDIT OPINION

We conducted our audit in accordance with United Kingdom Auditing Standards issued by the Auditing Practices Board. An audit includes examination, on a test basis, of evidence relevant to the amounts and disclosures in the financial statements. It also includes an assessment of the significant estimates and judgements made by the Parochial Church Council in the preparation of the financial statements, and of whether the accounting policies are appropriate to the Councils circumstances, consistently applied and adequately disclosed.

We planned and performed our audit so as to obtain all the information and explanations which we considered necessary in order to provide us with sufficient evidence to give reasonable assurance that the financial statements are free from material misstatement, whether caused by fraud or other irregularity or error. However, the evidence available to us was limited because the Council derives a substantial proportion of its income from voluntary donations which cannot be fully controlled until they are entered in the accounting records, and are therefore not susceptible to independent audit verification.

In forming our opinion we also evaluated the overall adequacy of the presentation of information in the financial statements.

QUALIFIED OPINION ARISING FROM LIMITATION IN AUDIT SCOPE

Except for any adjustments that might have been found to be necessary had we been able to obtain sufficient evidence concerning the completeness of voluntary donations. In our opinion the financial statements give a true and fair view of the state of the Parochial Church Councils' affairs as at 31st December 2003 and of its incoming resources and application of resources, including its income and expenditure in the year then ended and have been properly prepared in accordance with the Companies Act 1985 and Charities Act 1993.

MRI Spain Brothers

Thames House,
Roman Square,
Sittingbourne,
Kent.

MRI SPAIN BROTHERS
Sittingbourne,
Chartered Accountants
Registered Auditors

Dated 23rd April 2004

PAROCHIAL CHURCH COUNCIL OF ALL SAINTS WITH ST PHILIP, MAIDSTONE

BALANCE SHEET
AT 31 DECEMBER 2003

	General Purposes Funds	Other Unrestricted Funds	Restricted Funds	Total Funds 2003	Total Funds 2002
Fixed Assets					
Equipment	6071			6071	8965
Official Custodian for Charities	4316		625	4941	625
CBF Funds	0		3781	3781	7502
	10387	0	4406	14793	17092
Current Assets					
Stock	0	1106	0	1106	1128
Debtors	9623	404		10027	10339
Cash at Bank and in Hand	47076	42780		89856	80721
	56699	44290	0	100989	92188
Liabilities : Amounts falling due within one year					
Bank overdraft				0	
Creditors	67560	1574		69124	49792
	67560	1574	0	69124	49792
Net Current Assets	-10861	42716	0	31865	42396
NET ASSETS	-464	42716	4406	46658	59488
FUNDS	-464	42716	4406	46658	59488

PAROCHIAL CHURCH COUNCIL OF ALL SAINTS WITH ST PHILIP, MAIDSTONE									
STATEMENT OF FINANCIAL ACTIVITIES									
FOR THE YEAR ENDED 31 DECEMBER 2003									
		General Purposes Funds	Other Unrestricted Funds	Restricted Funds	Total Funds 2003	Total Funds 2002			
Incoming Resources									
Incoming Resources from donors		61528	0		61528	59506			
Other voluntary incoming resources		14462	554		15016	18875			
Incoming resources from operating activities to further the Council's objects		134	45708		45842	37655			
Resources from other funds		11567	3717		15284	18296			
Other incoming resources		0	0		0	240			
Income from investments		1222	742	221	2185	5571			
Total incoming Resources		88913	50721	221	139855	140143			
Resources Used									
Cost of Generating Funds		142			142	1197			
Grants		1245			1245	1538			
Transferred to other Funds		98	15186		15284	18296			
Activities directly related to the work of the church		94502	38471	81	133054	117798			
Church Management and administration		2360	404	140	2904	5245			
Other Expenses		0	661		661	169889			
Total Resources used		98347	54722	221	153290	313963			
Net Incoming (Outgoing) Resources		-9434	-4001	0	-13435	-173620			
loss on sale of investments		0			0	0			
Increase in market value of investments		413		192	605	-1468			
Unrealised									
Balances at 1st January 2003		8557	46717	4214	59488	234776			
Balances at 31st December 2003		-464	42716	4406	46658	59488			

PAROCHIAL CHURCH COUNCIL OF ALL SAINTS WITH ST PHILIP, MAIDSTONE

NOTES SUPPORTING THE STATEMENT OF FINANCIAL AFFAIRS

at 31 DECEMBER 2003

General Purposes Funds	All Saints Ordinary		St. Philip Ordinary		All saints X-Ord Non-Cap		St Philip X-Ord Non-Cap		All saints X-Ord Capital		St Philip X-Ord Capital		Other Investments	Total 2003
Incoming Resources														
Incoming Resources from donors	40982	20546												61528
Other voluntary incoming resources	2848	267	467	10880										14462
Incoming resources from operating activities to further the Council's objects	134	0												134
Resources from other funds	7915	349	3188	115										11567
Other incoming resources														0
Income from investments	167	340			128	228	187	172						1222
Total incoming Resources	52046	21502	3655	11123	228	228	187	172						88913
Resources Used														
Cost of Generating Funds	68	74												142
Grants			459	786										1245
Transferred to other Funds				98										98
Activities directly related to the work of the church	61125	29890	3188	127									172	94502
Church Management and administration	1261	1099												2360
Other Expenses														0
Total Resources used	62454	31063	3647	1011	0	0	0	172						96347
Net Incoming (Outgoing) Resources	-10408	-9561	8	10112	228	228	187	0						-9434
Loss on sale of investments														0
Increase/(decrease) in value of investments													413	413
Balances at 1st January 2003	42020	29225	-8960	-10826	-49963	2099	2886						4962	8557
Balances at 31st December 2003	31612	19664	-8952	-714	-49735	2286	-464						5375	-464

PAROCHIAL CHURCH COUNCIL OF ALL SAINTS WITH ST PHILIP, MAIDSTONE										
NOTES SUPPORTING THE STATEMENT OF FINANCIAL AFFAIRS										
AT 31 DECEMBER 2003										
Other Unrestricted Funds	Fee Account	Community Accounts	St Philip Centre Accounts	All saints Church Shop	All Saints Belfrings	Organ & Choir Fund	Legacy Account	Fabric Account	Mimbus	Total 2002
Incoming Resources										
Incoming Resources from donors										0
Other voluntary incoming resources				554						1589
Incoming resources from operating activities to further the Council's objects	28513	1334	12956	890	2015					37473
Activities for generating funds						3717				4731
Resources from other funds										240
Other incoming resources										702
Income from investments		25	9		10		388	181	2	742
Total incoming Resources	28513	1359	12965	890	2579	3844	388	181	2	50721
Resources Used										
Cost of Generating Funds										
Grants	11333					3303				15186
Transferred to other Funds										
Activities directly related to the work of the church	17253	1006	15389	348	4475					26901
Church Management and administration	17		213		174					404
Other Expenses					661					1089
Total Resources used	28603	1006	15602	898	5310	3303	0	0	0	54722
Net Incoming (Outgoing) Resources	-90	353	-2637	-8	-2731	541	388	181	2	-4001
Increase in market value of investments										
Unrealised										
Balances at 1st January 2003	1103	3681	3511	1264	4115	10338	15016	7588	101	48267
Balances at 31st December 2003	1013	4034	874	1256	1384	10879	15404	7769	103	46717

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PAROCHIAL CHURCH COUNCIL OF ALL SAINTS WITH ST PHILIP, MAIDSTONE										
NOTES SUPPORTING THE STATEMENT OF FINANCIAL AFFAIRS										
AT 31 DECEMBER 2003										
Restricted Funds	E F Hills	Padsole Boys Institute	Griffith Aug. Fund	Roberts Legacy	Lauder Legacy	Collis Memorial Fund	Vicars Disc Fund	Fabric Fund	Total 2003	Total 2002
Incoming Resources										
Income from investments	27	81	3	5	2	26	71	6	221	224
Total incoming Resources	27	81	3	5	2	26	71	6	221	224
Resources Used										
Activities directly related to the work of the church		81							81	81
Church Management and administration	27		3	5	2	26	71	6	140	143
Total Resources used	27	81	3	5	2	26	71	6	221	224
Net Incoming (Outgoing) Resources (Decrease) in market value of investments	0	0	0	0	0	0	0	0	0	0
Unrealised	0	-2	0	0	0	-1	198	-3	192	-561
Balances at 1st January 2003	625	1266	46	74	37	405	1670	91	4214	4775
Balances at 31st December 2003	625	1264	46	74	37	404	1868	88	4406	4214

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PAROCHIAL CHURCH COUNCIL OF ALL SAINTS WITH ST PHILIP, MAIDSTONE									
NOTES SUPPORTING THE STATEMENT OF FINANCIAL AFFAIRS									
at 31 DECEMBER 2003									
General Purposes Funds	All Saints	St. Philip	All Saints	St Philip	St Philip	Other	Total	Total	Total
	Ordinary	Ordinary	X-Ord	X-Ord	X-Ord				
Incoming Resources									
Incoming Resources from donors									
Planned Giving									
Gift Aid Donations	24446	14120						36207	
Income Tax Recoverable	5758	3865						9339	
Other Planned Giving	1619	1595						3676	
Collections (open plate)	5207	966						8676	
Sundry Donations	3952	0						1608	
	40982	20546	0	0				61528	59506
Other voluntary incoming resources									
From the Diocese	2848	267						3115	1748
Donations, Appeals etc.	0	0	467	10481				10948	14241
Income Tax Recoverable	0	0		399				399	1297
	2848	267	467	10860				14462	17286
Incoming resources from operating activities									
to further the Council's objects									
Church Hall	134	0						134	132
Church Minibus	0	0						0	50
	134	0						134	182
Income from investments									
Dividend & Interest including any									
reclaimable tax	167	340						172	1302
	167	340						172	1302

PAROCHIAL CHURCH COUNCIL OF ALL SAINTS WITH ST PHILIP, MAIDSTONE									
NOTES SUPPORTING THE STATEMENT OF FINANCIAL AFFAIRS									
at 31 DECEMBER 2003									
General Purposes Funds	All Saints		St Philip		St Philip		Other		Total
	Ordinary	Non-Cap	Ordinary	X-Ord	Non-Cap	X-Ord	Investments	2003	
2002	2003		2003		2003		2003		2002
Resources Used									
Cost of Generating Funds									
Stewardship	68		74						142
Special Appeal									0
	<u>68</u>	<u>0</u>	<u>74</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>142</u>
Grants									
Charitable Giving									
National Charities				112		520			632
Local Charities				347		266			613
				<u>459</u>		<u>786</u>			<u>1245</u>
Activities directly related to the work of the church									
Ministry - Parish Share	29106		21750						50856
Ministry - Clergy exps, office exp	3427		2604						6031
Church Running Exps	14363		1073						15436
Minor Repairs	3080		1956		2939				7975
Upkeep of Services	510		314		249		115		1188
Salaries (incl Choir)	5292		1166						6458
Church Hall	484		0						484
PCC Property	63		51						114
Young People (Sunday Sch. etc.)	169		185						354
Minibus	0		0						0
Depreciation	2768		126						2894
Other	1863		665			12	172		2712
	<u>61125</u>	<u>29890</u>	<u>3188</u>	<u>127</u>	<u>172</u>	<u>172</u>	<u>94502</u>		<u>90816</u>
Church Management and administration									
Printing, Stat & Postage	586		547						1133
Bank Charges	117		97						214
Audit Fee	558		455						1013
	<u>1261</u>	<u>1099</u>							<u>2360</u>
Other Expenses - Major Repairs to Buildings									
									0
									0
									125553
									125553

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Notes to the accounts				
FIXED ASSETS		Fixtures, Fittings & Equip		
	All Saints	St. Philip	Total	
COST				
At 1st Jan 2003	13842	632	14474	
Additions	0	0	0	
At 31st December 2003	13842	632	14474	
DEPRECIATION				
At 1st Jan 2003	5383	126	5509	
Charge for year	2768	126	2894	
At 31st December 2003	8151	252	8403	
NBV 31.12.03	5691	380	6071	
NBV 31.12.02	8459	506	8965	
EMPLOYEE EMOLUMENTS				
Staff costs during the year were made up as follows:			2003	2002
Wages & Salaries			5559	6026
Social Security Costs			0	0
Pension Contributions			0	0
Benefits in Kind			0	0
			5559	6026
AUDITORS REMUNERATION				
Total Resources Used includes the following amount payable in respect of :-				
	Audit Examination Services		881	750

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DEBTORS				
	Howard De Walden Fund		0	1000
	Tax Refund on Gift Aid 01/02		0	9339
	Tax Refund on Gift Aid 02/03		9623	0
			9623	10339
CREDITORS				
	Parish Share 99		5830	5830
	Parish Share 00		6177	6177
	Parish Share 01		10281	10281
	Parish Share 02		15101	24440
	Parish Share 03		25741	0
	Church Running Exps		2361	931
	Audit Fee		881	750
	Parish office		177	309
	Ministry		22	652
	Minor repairs		275	350
	Upkeep of Services		194	0
	Church Hall		66	72
	Misc		444	0
			67550	49792
CASH AT BANK AND IN HAND				
	General purposes			
	Current a/c		1475	68
	Deposit a/c		27538	27114
	St Philip Future Fund		18063	7950
			47076	35132