



**ALL SAINTS with St. PHILIP Maidstone  
and St. STEPHEN, Tovil**

**ANNUAL REPORTS**

**and**

**ACCOUNTS**

**2012**

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

**ALPHABETICAL INDEX**

<b>All Saints Bellringers</b>	<b>Page 11</b>
<b>Churchwarden's Report</b>	<b>Page 3</b>
<b>Deputy Churchwardens Reports</b>	
<b>All Saints</b>	<b>Page 8</b>
<b>St. Philip</b>	<b>Page 8</b>
<b>St. Stephen</b>	<b>Page 9</b>
<b>Electoral Roll Officers Report</b>	<b>Page 10</b>
<b>Financial Certificate</b>	<b>Page 14</b>
<b>Independent Examiners Report</b>	<b>Page 15</b>
<b>Introduction to the 2012 Annual Reports and Accounts</b>	<b>Page 1</b>
<b>Maidstone Deanery Report</b>	<b>Page 10</b>
<b>PCC Secretary's Report</b>	<b>Page 2</b>
<b>PCC Treasurers Report and Accounts</b>	<b>Page 11, 16 - 23</b>

## **INTRODUCTION TO THE REPORTS 2012**

I am happy for the 21<sup>st</sup> and final time to welcome these annual reports and commend them to all members of our congregations for reflection. Behind them is much work: on the buildings and general running of our churches by the Churchwarden and Deputy Churchwardens, on the financial side by Christopher Payne and Lionel Marchant; on the caring and hospitality of our churches so very many persons assist. Mollie Neaves has worked so exceptionally hard, in difficult circumstances, both as Churchwarden and with Archbishop Courtenay School. I do thank everyone for all you have contributed in so many ways to the life of our parish.

Much that is important is inevitably not reflected in these reports. Just to name a few things; those people who clean our churches and our altar linen week by week; those who help organize the Infant Sing along, the many School Carol Services, and many special services and events, those who undertake minor repairs of a great variety of things.

We are continually challenged to raise funds both for our everyday expenses including our Parish Share as well as for repairs and improvements to our buildings. At All Saints we seek funds to conserve the chancel wall painting and renew the nave roof as well as to finish paying for three urgent items: two have now been completed: renewing the wood at the front of the nave and the repairs to the north nave parapet; the flag-pole repairs are still to come.

At the same time as maintenance continues the worship and pastoral side of our life continues. I am so very grateful to Priscilla Doe and Clinton Davies for all they contribute to the life of our parish, and also so many of the members of our congregations who contribute so much in the way of caring and helping.

We face many challenges ahead. As our accounts show, we have considerable financial challenges. The whole of Maidstone Deanery is finding it difficult to raise the money to pay their clergy and also to agree a pastoral plan for the future. The majority on the Deanery Synod support the idea of a Group Ministry for all the parishes in Maidstone Deanery; this coming year our PCC will have to look at the details of this proposal. I do hope that well before I leave, a new parish priest will be appointed to serve our parish. May God continue to bless us and guide us both as this year draws to its close and in the years ahead.

Christopher Morgan – Jones  
23<sup>rd</sup> April 2013

# ALL SAINTS with St. PHILIP PCC

## PCC Secretary's Report

### Objectives and Activities

All Saints with St Philip Maidstone and St Stephen Tovil PCC has the responsibility of co-operating with the Incumbent in promoting the whole mission of the Church, pastoral, evangelistic, social and ecumenical in this parish.

### Structure, Governance and Membership

The PCC is registered with the Charity Commission. Members of the PCC are either ex-officio or elected by the Annual Parochial Church Meeting in accordance with the Church Representation Rules. The members of the PCC act as trustees of the registered charity "The Parochial Church Council of the Ecclesiastical Parish of All Saints with St Philip Maidstone and St Stephen Tovil" - Registration Number 1134146. Returns have been made to the Charity Commission in line with their requirements and the returns can be viewed on line at <http://www.charity-commission.gov.uk> and entering the registration number.

Since April 2012 the Membership of the Parochial Church Council has been as follows:

#### **All Saints**

Member	until:
Peter Richards	2013
Jane Stevens	2013
Graham Heath	2014
Vivienne Sullivan	2015
Vacancy	-

#### **St Philip**

	until
Richard Trottier	2013
Diane Fletcher	2013
Alba Onasanya	2014

#### **St Stephen**

	until
Marion Brooks	2015

#### **Co-opted**

Christopher Payne	2013
Lionel Marchant	2013

#### **Ex-officio**

##### **Churchwarden**

Mollie Neaves	2013
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##### **Deputy Churchwardens**

Roger Manuell	2013
Geoffrey Lay	2013
Denise Joy	2013
Barbara Cook	2013
David Freed	2013

## **Deanery Synod**

David Freed           2014  
John Fowler           2014  
Paul Fletcher         2014

## **Clergy**

The Revd. Canon Christopher Morgan-Jones  
The Revd. Priscilla Doe  
The Revd. Clinton Davis (co-opted)

## **Meetings of the PCC**

The following is a summary of matters discussed during 2012:

Total membership of the PCC for the year =21

Average attendance over the year = 15 (71%)

Correspondence for the PCC should be addressed to the Secretary:

Geoffrey Lay, 37 Hayle Road, Maidstone ME15 6PE

### **Meeting 17 April 2012**

Attendance: 16

The final accounts for St 2011 were submitted. The list of persons appointed to assist with the administration of communion for the parish was agreed. Arrangements for the annual parochial church meeting were made. The arrangements for the Mayor Making Service were discussed. An application for a memorial plaque to captain Benjamin Babbington Browne was progressed. Paul Ryan was appointed governor for Archbishop Courtney School.

### **Meeting 19 June 2012**

Attendance: 12

The minutes of the Standing Committee were received. Vivienne Sullivan was co-opted onto the PCC as All Saints representative. The current financial position was presented. A brief report from the Deanery Synod was received. The planning for Archbishop Courtenay School and future plans for the Area Deanery were discussed.

### **Meeting 25 September 2012**

Attendance: 17

The Treasurer presented the half yearly accounts. Proposals from the Deanery for a Group Ministry were discussed and responses to questions from the deanery were agreed. It was agreed that a memorial plaque from the town site of Archbishop Courtney School be placed temporarily in St Philips. The letting arrangements for St Philips Centre were to be reviewed. Vacancies for foundation governors had arisen at Archbishop Courtney School – it was agreed that Paul Ryan and Virginia Corbyn be appointed.

Geoffrey Lay  
PCC Secretary

## **Report of the Churchwarden 2012**

I report on the condition of our two church buildings.

### **All Saints Church**

During the year we have been addressing matters that are still outstanding in the Quinquennial Report received from the Architect in 2008. The recommendations of the report are being dealt with in conjunction with All Saints Restoration and Development Trust as finance permits. A New Quinquennial has been un-

dertaken and the report should be available early in the New Year.

### **Roofs**

All Saints church has seven roofs all of which are inspected during the year by our architect and appropriate church officers. Six of the roofs are lead. Of these six four have been restored over recent years.

**South Nave roof** – All Saints Restoration Trust have restored the South Nave Aisle Roof. The Defects Inspection has been carried out and we now have the Architects completion Certificate.

### **The Main Nave Roof**

This has now been patched due to the some rainwater coming through.

The Restoration Trust have started to put together a bid to English Heritage for the funding to renew another of the roofs.

**North Parapet** Some repair work has been carried out and we are awaiting the completion certificate. An Archdeacons certificate/Faculty has been applied for.

**St Katherine's Chapel** some repair work to the flooring has been carried out.

### **Bells**

Four new ropes and a repair to a Bell clapper have been carried out.

### **Clock Chamber floor**

Temporary repairs have been completed. Further work will be needed to be carried out.

### **Clock**

Gillett and Johnson, clock engineers have undertaken further work on the clock mechanism after it had stopped working.

### **Notice Board.**

Refurbishment of notice boards have taken place.

**The Lightning Conductor** has passed its annual test and has a valid Certificate.

**Nave** new timber flooring in the front section of the Nave has been replaced:

Some stonework in the aisles has been re-pointed.

Flag stones in the floor in Nave Aisle have been taken up and repositioned to ensure that they can be walked on safely.

**Curtains** at the East door have been re-hung.

**Lighting.** North Tower and Turret Tower Electrical Work: This has been completed and a final certificate has been issued. The emergency lighting system has been repaired. The porch light has a switch as well as a sensor. The lighting controls for the boiler room are now in the Vestry.

### **Flagpole**

Flagpole – This is awaiting a response from the architect as to when the contractors will remove the flag pole to repair and replace. At present the flagpole has been temporarily secured so that there is no immediate hazard as had been originally thought.

### **Rainwater disposal**

Rainwater goods leave the church by way of soakaways. The church does not have main drainage.

### **Miscellaneous**

The new electrical power and lighting system which was installed in the church in 2008 is working well. This was funded by All Saints Restoration and Development Trust.

### **The Organ**

The organ is used on a regular basis and is tuned at least three times each year.

#### Overview

The organ is generally in a good condition but, as with all instruments, regular tuning and maintenance is the key to long-term reliability. The organ is structurally sound and will continue to give good service for many more years. A major dismantling and cleaning overhaul should be considered in about 15 years time. The organ's great action motors have been re-leathered. The organ should be fully reliable for at least a further four years before further Re--leathering is required.

### **Fire extinguishers**

All Saints has a contract for the supply and maintenance of appropriate fire extinguishers.

### **Churchyard**

The churchyard is in the care of Maidstone Borough Council who are regularly advised when trees or vegetation become a threat to the church building. Maidstone Borough Council have removed two trees either side of the South Entrance.

### **Doors**

All doors function as required and are marked as exits on the Emergency Evacuation Plan displayed in the church and in service books as they are printed. New Prinkel keys and locks have now been fitted.

### **Heating**

The heating system functions correctly although the temperature in the church does not always reflect this. Normally this is due to the fact that doors are left open thereby allowing heat to exit the building. Actions have been put into place to try and encourage people to close the doors. All Saints Restoration and Development Trust together with our architect are investigating possible improvements.

### **Window ventilators**

The window ventilators situated in the chancel roof area function as required.

### **Audio System**

The new audio system works in accordance with its specification. However it is dependent on those using microphones to do so correctly.

### **Future repairs and restoration.**

Some of the stained glass windows need repair and estimates are being obtained.

Chancel Wall paintings – The Chairman and Secretary of All Saints Restoration and Development Trust are actively seeking funding for this project. Funding has been acquired for Conservators to give estimates for this work.

Refurbishment of the Refreshment area-

Removal of pews and replacement by chairs – awaiting funding.

### **St. Philip**

During the year we have been addressing matters that are still outstanding in the Quinquennial report received from the Architect in 2009 as finance becomes available. A new Quinquennial is due in February 2013

**Roofs**

The North roof and South Elevation Roof the gutters have been cleaned and some tiles have been replaced. Work has been carried out to strip three lead bays and renew the lead.

**Stonework**

Some of the Buttresses will need re-pointing in the future when funds are available.

**West Porch**

The safety work carried out over the west porch is still satisfactory.

**Entrance Hall Ceiling**

The Ceiling in the entrance hall is still in a good condition following the re-cladding, insulation and re-plastering completed in previous years.

**Quiet Room**

The ceiling in the Quiet Room is still in a good condition following the re-cladding, insulation and re-plastering completed in previous years.

**Coffee Bar.**

The Ceiling in the Coffee Bar is satisfactory since the remedial repairs were carried out. Emersion Heater has been replaced and repairs carried out and re-decorated. New carpet is in good condition.

**Hall**

Floor tiles that have been replaced are still in good order.

**Fire extinguishers**

There is a contract with Kent Fire Protection.

**Toilets**

New taps in the both the Ladies and Gentlemen's toilets have been fitted. Replacement toilet seat in Gents. Providing a Disabled toilet will need to be considered.

**Lightening conductor**

Has been repaired due to damage and has been upgraded to P2 to obtain an earth resistance reading below 20ohms. There is a valid Lightening Certificate.

**Rainwater goods generally**

Rainwater pipes are inspected regularly by a member of the congregation.

**Rainwater gullies**

The building has Main drainage. .

**Organ tuning/inspection**

The organ is used on a regular basis and has been tuned.

**Fire extinguishers**

The new contract taken out with Kent Fire Protection is continuing.

**Lighting**

Lighting is in regular use and working satisfactorily.

**Electrical inspection and report**

There is a valid Electrical certificate until July 2013. A further inspection report will need to be



carried out for the Quinquennial.

### **PAT Testing**

A portable Safety check has been carried out on electrical appliances...

### **Vegetation close to church walls**

Regular maintenance is carried out by members of the congregation.

Bushes and vegetation has been removed at the back of the church to open this area up. The front of the church is kept clear of vegetation.

### **Gate**

The gate fitted by the disabled entrance for security reasons is in good condition.

### **Doors and door furniture**

All doors function as required all have illuminated Exits signs above them.

### **Heating**

Boilers have been serviced and an air pressure switch replaced.

### **Boiler/heating**

The left hand air pressure switch in left hand gas boiler has been replaced.

The hot water cylinder in hall was drained and immersion heater was replaced and tested. A Heating programmer has been replaced.

### **Audio system**

This is used on a regular basis and is still working satisfactory.

### **Loop System.**

This needs to be updated.

### **Bell frame**

St Philips has one bell which is rung regularly and is in regular order.

### **Clock**

Some work has been carried out on the Clock which is now working satisfactory.

### **Asbestos register.**

There is Maintenance register and Asbestos register in the church,

### **Security**

John Grant the Crime Prevention Officer has given a report on the security of the church, many suggestions have been carried out.

**Every matter that I have reported upon requires the time and skill of a small number of people to mitigate the cost of professional services. To everyone concerned I give my grateful thanks.**

**Mollie Neaves  
Churchwarden**

## **REPORT OF ALL SAINTS DEPUTY CHURCHWARDENS**

We are pleased to report that 2012 was again a busy year at All Saints with many events and special services in addition to our usual Sunday services. We are particularly happy when the church is full of young people as happens with the Spring Singalong, the Recorder festival and the many Christmas carol services and concerts.

The church was been used for Civic Services including the Mayor-Making service. It is used for the graduation ceremonies for the European School of Osteopathy and the University of the Creative Arts, although sadly the latter will be relocating out of Maidstone.

In addition to Lunchtime concerts during the summer, the church is used for many concerts for local choirs and orchestras and we were pleased that Maidstone Choral Union returned to All Saints after a few years, performing Rossini's Petite Messe Solennelle in October. The following day the Bredase Opera Choir from the Netherlands sung Mozart's Coronation Mass at a Sunday Choral Eucharist. It was a rare treat to hear a full classical mass during a service.

Obviously, these events require the organisation, time and effort of a number of people and our thanks go out to everyone who helps to make these events and services possible.

We hope the congregation are noticing that the church is a little cleaner of late (as long as you don't look on top or behind anything) as in addition to the Friday morning team of volunteers a small team is helping on Friday evenings. If you can spare 30 minutes or an hour at these times, or feel able to help in any way at any of the events described, we would be happy to hear from you.

Roger Manuell and Geoffrey Lay  
Deputy Churchwardens

## **REPORT OF St. PHILIP'S DEPUTY CHURCHWARDENS**

As Deputy Churchwardens we would like to report on the many events that have taken place in 2012. This will also give us the opportunity to thank so many for their invaluable support in our worship and activities at St Philip's.

### **WORSHIP:**

On behalf of everyone at St Philip's we would like to thank our Clergy for their continued guidance and support.

Sunday Eucharist : 11am Service.

Family Service : This service is led by the Clergy and members of our congregation.

Harvest Festival : Our Harvest offerings were distributed to the local Women's Refuge.

Christingle : The service was again well attended by our local community.

Carols & Readings : This service was attended by Bishop Trevor, with Community input from the Police, Street Pastors, MBC. Special thanks to the Choir for making the service such a success.

Our thanks for the continuous smooth running of these services which is dependent on so many of our congregation working together as a team. Also to our Churchwarden for her continued help and support when needed.

### **MISSION & OUTREACH :**

The following groups meet weekly at the Centre :

Coffee & Chat    Line Dancing    Seedlings    Uniformed Organisations

## SOCIAL & FUNDRAISING EVENTS :

With thanks for the continued support from the friends of St Philip's and to all involved in the events that have taken place this year.

Ice cream garden party Pancake evening Christmas Fayre Carols & Mince pies Community Fun Day

## ST PHILIP'S CENTRE :

The centre continues to be utilised by many groups from the local community.

Maintenance is ongoing and our grateful thanks to those who contribute time and talents to maintaining our building.

All rooms in the Centre are available to hire.

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

Barbara Cook and Denise Joy  
Deputy Churchwardens

## **REPORT OF ST. STEPHEN'S DEPUTY CHURCHWARDEN**

We have now had a complete year of services at the new Archbishop Courtenay School. We have enjoyed experiencing the space and facilities and look forward to creating some more outreach possibilities in the future.

### **Services**

We continue to maintain the pattern of a Family Service on the first Sunday of the month and a Family Eucharist on the third Sunday.

All our regular congregation help by contributing to the services in some way, by serving, reading and intercessing, taking the Family Service, and most importantly making the coffee after the service. St Stephen's Day was celebrated as usual and we were pleased to welcome visitors from our other churches. We are pleased to welcome regular visitors from St Paul's Church, who come to support us and share our worship.

### **Activities**

We have continued our tradition of summer 'away-days' with a visit to Cranbrook and we even enjoyed some summer weather with the chicken were an interesting addition. With the illness of Fred, we have been missing the Rose's, but since his return home we have been able to bring Rowan and Fred to church on a number of occasions.

### **Future**

We continue to look to the future, considering a variety of activities to bring the local community into the school to share our faith and perhaps sow some seeds. A number of us are working with the Diocese and their Director of Education and the Youth Ministry Advisor to consider opportunities for the future. We hope and pray some positive outreach may be achieved in the coming year.

David Freed  
Deputy Churchwarden

## MAIDSTONE DEANERY REPORT

Deanery Synod meetings take place three times per year and are led by Mrs Heather Taylor - Lay Chairman with a key role being taken by the Reverend Canon Andrew Sewell the Area Dean. All clergy from the ten parishes are members as are a small number of lay members from each parish; these lay members from our parish are Paul Fletcher, John Fowler and David Freed.

The number of clergy who have recently left parishes within the Deanery or are due to leave soon has meant that the Deanery Synod has focussed very largely on the issues which this raises as well as the potential for making some positive and constructive changes.

The meeting in May was held at St Nicholas' Church in Allington and focussed primarily on the reorganisation and restructure of the Deanery. A key statement had been made by Bishop Trevor who had stated that "We cannot look at Maidstone without looking at All Saints'; we cannot look at All Saints' without looking at Maidstone." The overwhelming opinion of members was that a restructure which would involve group ministry would be exciting and with significant potential for all the churches in the Deanery. The role of the new Vicar of the parish of All Saints, St Philips and St Stephens was agreed to be a major issue for the Deanery as well as for all the parishes within the Deanery. There was accordingly an 'agreement in principle' about the need for restructuring. Discussion and debate have continued at all levels throughout the year.

The October meeting at Archbishop Courtenay School focussed particularly on Children and Young People; it was effectively announced by Diocesan officials that Archbishop Courtenay School, as well as other church schools in the Diocese, would become an academy. It was also announced that John Fowler would represent the Deanery on the Board of Maidstone CAB.

In February the Deanery Synod met in St Luke's and it was announced that there will be another Deanery Conference involving members of all the parishes on 16 November, provisionally at St Paul's.

John Fowler

### ELECTORAL ROLL

	2002	2003	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013
All Saints Resident	46	41	33	41	40	38	37	36	36	39	35	29
All Saints Non Resident	56	58	54	55	55	51	55	53	53	55	53	53
St. Philip's Resident	60	60	59	54	53	40	40	36	37	41	41	35
St. Philip's Non Resident	21	21	19	18	16	14	13	17	18	15	15	16
St. Stephen's Resident	0	0	10	11	9	10	10	7	7	7	7	6
St. Stephen's Non Resident	0	0	4	5	5	6	6	6	6	6	6	6
Total	183	180	179	184	178	159	161	155	157	163	157	145

**Richard Trottier**  
Electoral Roll Officer

## **ALL SAINTS BELLRINGERS**

Through regular maintenance checks the bell installation is kept in excellent working order.

We have a team of thirteen ringers at All Saints and three of these are relatively recent recruits. We are frequently augmented by ringers from other Churches for which I am very grateful.

At Thursday practices we are able to ring complicated ten bell methods not practiced anywhere else in the County.

Sunday service ringing is of a high standard, both for the morning Service and for the Choral Evensong quarter-peals.

All in all the strong bell-ringing tradition at All Saints is very much alive and long may that continue.

Graham Heath  
Captain of the bell-ringers

## **PCC TREASURER'S REPORT and ACCOUNTS**

As I write what I believe is my 20<sup>th</sup> treasurer's report for this parish, 2012 has been very similar from a financial point of view to many of the years I have been treasurer. Our income has fallen short of our expenditure and we continue to survive financially by not paying all our Parish Share to the Diocese in Canterbury. We are one of a number of parishes who are unable to pay their parish share in full and this in turn puts pressure on the Diocesan budgets. Our income has increased slightly this year but unfortunately so has our expenditure which has gone up for the first time in several years. However we did manage to pay over £50,000 of our parish share for the second successive year but this still leaves the Parish with cumulative unpaid parish share in excess of £146,000.

We benefited for a third year from an anonymous donation of £5000 from a member of St Philip's congregation. However this is the last such donation and so St Philips congregation will have a real challenge to make up this sum.

Our parish is suffering, like many others, from a triple whammy of ageing congregations, dwindling numbers and increasing capital costs to keep old buildings safe for worship & community use. I have no solution to these problems but until we find solutions to all three our Parish will continue to struggle financially and will be unable to pay its Parish Share in full.

The accounts are prepared on an 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 pages 8.

**BALANCE SHEET** page 16

The Balance Sheet is a summary of the Parish's net assets. The net assets at 31 December 2012 stood at £-115,107 (2011 £-102,299). Our net liability has increased due to the continued deficits on the ordinary accounts for both All Saints and St Philips.

**STATEMENT of FINANCIAL ACTIVITIES** page 17

This page is a summary of pages 18 and 19.

For a breakdown of General Purposes Funds see page 18

For a breakdown of Other Unrestricted Funds see page 19

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

### **Ordinary Income (Page 21)**

#### **All Saints (incl St Stephens)**

Planned Giving for 2012 - £46,591(2011 -£45,716) has increased by £875 on 2011, a rise of 1.9% (2011 2.8%). In addition Church collections have increased by £249 up by 5.8% on 2011 whilst sundry donations have gone down by £72. Income from College Room was £1,145 a slight decrease of £100 on the previous year. I would also like to state that collections and giving from the congregation at St Stephens totalled £413 (2011 -£575), and only because of limitations in the presentation of these accounts, this amount is included with All Saints income.

#### **St Philip**

Planned Giving for 2012 - £20,421 (2011- £20,689) is down by £268 on 2011 a decrease of 1.3% (2011 - 2.5%). This is still a disappointing situation at St Philips. Church collections (£768) have increased slightly compared to 2011(£735) and sundry donations (£177) have gone up by £32 compared to 2011.

#### **Gift Aid**

2012 was the first full year that the Gift Aid rate reduction affected the accounts. Instead of 28p Gift Aid claimed for every pound donated under the scheme in past years up to 2011, the rate fell to 25p during 2011 and in 2012 we claimed £12760 worth of gift Aid a reduction of £333.

### **Ordinary Expenditure (Page 22)**

As I mentioned in my opening paragraph, unfortunately our expenditure increased during 2012 from £103,412 to £108,799 a 5.2% increase. (Where expenditure is for both All Saints & St Philip, I have this year split it on a 69:31 ratio, as in 2011, which is based on the amount of planned giving at each church.)

#### **All Saints**

Total expenditure for 2012 was £81,339, an increase of £4,925 on 2011.

There were increases at All Saints for Parish Share, Ministry, Church Running Expenses, Minor Repairs and Other.

There was a significant increase in Church Running expenses – Insurance cost £13205 up 7%; Electricity £3510 up 49%; Gas £6,424 up 42% and Water £170 up 43%. Some of these increases are undoubtedly due to increases in tariffs and usage following another cold winter but some is due to poor accruals by myself not helped by the utility companies inability to produce easily understandable bills! It is also worth noting that the costs would have been even greater without the generosity of several All Saints parishioners who donated a total of £1000 of their fuel allowances to offset the heating bills. However there were electricity savings at College Room which were due to over estimates by the utility company.

Increases in Minor Repairs were due to Boiler pump and Lightning Conductor repairs.

The Quinquennial report makes up most of the large sum falling under “other” expenditure.

There were savings in a few areas namely Printing, Stationery & Postage.

#### **St Philip**

Total expenditure for 2012 was £27,460 an increase of £462 on 2011.

Most categories are very similar to 2011 showing a small increase or decrease in cost. The one exception being minor repairs which shows a cost of £1617 being an increase of £845 on 2011. The biggest cost were repairs to the roof of £1008 although the true cost was double this with the balance paid for by the Centre.

#### **Parish Share**

In 2012 we were asked to contribute £64,764 towards the Parish Share, an increase of £324 (<1%). We paid £50,572 (78% of £64,764) in 2012 leaving a shortfall of £14,192. In 2011 we paid £50,101 (78% of

£64,440), a shortfall of £14,339. So despite our increased expenditure we have been able to pay a similar amount of Parish Share as 2011. However, as mentioned at the beginning, our total unpaid quota has increased to £146,835 (page 8).

#### **All Saints with St Philip Extra Ordinary Account**

This account continues to be used for income and expenditure of a one off nature. There was little movement on this account, just charitable collections totalling £120 at St Philips paid over to the charity (Children's Society) concerned.

**St Stephen – “The Church in the School”** – The sum of £5,000 was donated at the end of 2011, by Mrs Anne King, for the purpose of purchasing equipment for St Stephen’s new worship centre. The Gift Aid credit on this sum was received in 2012.

**St Philip Legacy** – The Parish received two legacies in 2009 totalling £20,000 from Keith Reader and Margaret Standen. A breakdown of the expenditure is shown on page 8. The balance of £741 should be expended in 2013.

#### 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 including PCC Fees earned from weddings and funerals. It also includes monies received from use of All Saints Church by third parties which amounted to £10,705 (2011 - £8,970). This forms a significant part of AS income and we are most grateful to those who give up their time on a regular basis to enable the Church to be used in different ways. These sums are transferred to the main PCC account on a regular basis.

**Community Account** – The figures show a small deficit of £190 for the Parish magazine. This gives an accumulated fund of £2138.

**St. Philip Centre** – The Centre has recorded a surplus of £2283 this year which is the 5<sup>th</sup> year running a surplus has been recorded. This gives an accumulated fund of £11,148.

**All Saints Church Shop** – The shop has recorded a small surplus of £81 and has also purchased some new stock during 2012.

**All Saints Bellringers** – The accounts show a deficit of £196 for the society for 2012.

**St Philip’s Organ and Choir Fund** – The balance of £2,001 carried forward relates to SP organ & choir fund (£630) and youth fund (£1371). The choir at St Philips purchased some new robes in 2012 following some fund raising by some of its members & friends in 2011.

If anyone would like to make a one-off donation or increase their regular giving (or indeed become a regular giver for the first time), please remember this can be done at any time – you do not have to wait until we are in stewardship campaigning mode. Please speak to me, Lionel Marchant or any of the clergy for more details. Many of you will have noticed the improvements made at St Philips over the past 3 years following the legacies from Keith Reader & Margaret Standen. Should anyone be thinking of leaving a legacy to the parish, please do not be afraid to approach one of the clergy in the first instance should you need to.

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

Christopher Payne Hon PCC Treasurer

# FINANCIAL CERTIFICATE 2012

Registered Charity No. 1134146

We 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 the 16th April 2013 in St. Philip's Church Centre, Waterloo Street, Maidstone, Kent.



**Christopher Payne**  
**Honorary Treasurer**  
**All Saints with St. Philip PCC**



**Lionel Marchant**  
**Lay Vice Chairman**  
**All Saints with St. Philip PCC**



# **INDEPENDENT EXAMINER'S REPORT**

## **TO THE PAROCHIAL CHURCH COUNCIL OF ALL SAINTS WITH ST. PHILIP, MAIDSTONE.**

This report on the financial statements of the PCC for the year ended 31<sup>st</sup> December 2012, which are set out on pages 16 to 23, is in respect of an examination carried out in accordance with the Church Accounting Regulations 2006 (the Regulations) and section 145 of the Charities Act 2011 (the 2011 Act).

### **Respective Responsibilities of Trustees and Examiner**

As the members of the PCC you are responsible for the preparation of the financial statements; you consider that the audit requirement of Regulation 5 and section 144(2) of the 2011 Act do not apply. It is my responsibility to issue this report on those financial statements in accordance with the terms of Regulation 5.

### **Basis of Independent Examiner's Report**

My examination was carried out in accordance with the General Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act and to be found in the Church guidance, 2006 edition, issued by the Finance Division of the Archbishops' Council. That examination includes a review of the accounting records kept by the PCC and a comparison of the financial statements with those records. It also includes considering any unusual items or disclosures in the financial statements and seeking explanations from you as Trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently I do not express an audit opinion on the view given by the financial statements.

### **Independent Examiner's Statement**

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

- 1) which gives me reasonable cause to believe that in any material respect the requirements
  - to keep accounting records in accordance with section 130 of the 2011 Act; and
  - to prepare financial statements which accord with the accounting records and to comply with the requirements of the 2011 Act, and the Regulations have not been met; or
- 2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the financial statements to be reached.

Allan R. Hickie ACA  
UHY Hacker Young,  
Thames House,  
Roman Square,  
Sittingbourne,  
Kent.

PAROCHIAL CHURCH COUNCIL OF ALL SAINTS WITH ST PHILIP , MAIDSTONE

BALANCE SHEET  
AT 31 DECEMBER 2012

	General Purposes Funds	Other Unrestricted Funds	Restricted Funds	Total Funds 2012	Total Funds 2011
<b>Fixed Assets</b>					
Equipment	0			0	0
Official Custodian for Charities	0		0	0	0
CBF Funds	0		0	0	0
	0	0	0	0	0
<b>Current Assets</b>					
Stock	0	577	0	577	604
Cash at Bank and in Hand	15053	19131		34184	31894
Debtors	2439	0	0	2439	3002
	17492	19708	0	37200	35500
<b>Liabilities : Amounts falling due within one year</b>					
Bank overdraft				0	
Creditors	152307	0		152307	137799
	152307	0	0	152307	137799
Net Current Assets	-134815	19708	0	-115107	-102299
<b>NET ASSETS</b>	-134815	19708	0	-115107	-102299
<b>FUNDS</b>	-134815	19708	0	-115107	-102299

PAROCHIAL CHURCH COUNCIL OF ALL SAINTS WITH ST PHILIP , MAIDSTONE

STATEMENT OF FINANCIAL ACTIVITIES  
FOR THE YEAR ENDED 31 DECEMBER 2012

	General Purposes Funds	Other Unre- stricted Funds	Restricted Funds	Total Funds 2012	Total Funds 2011
<b>Incoming Resources</b>					
Incoming Resources from donors	74934	0		74934	77834
Other voluntary incoming resources	4692	0		4692	4252
Incoming resources from operating activities					
to further the Council's objects	1145	84806		85951	74346
Resources from other funds	13579	1029		14608	13216
Other incoming resources	0	0	0	0	0
Income from investments	7	5	0	12	7
<b>Total incoming Resources</b>	<b>94357</b>	<b>85840</b>	<b>0</b>	<b>180197</b>	<b>169655</b>
<b>Resources Used</b>					
Cost of Generating Funds	126	0		126	148
Grants	120	0		120	151
Transferred to other Funds	0	14795	0	14795	13216
Activities directly related to the work of the church					
Church Management and administration	106673	69039		175712	160124
Other Expenses	2000	0	0	2000	2859
	252	0		252	3036
<b>Total Resources used</b>	<b>109171</b>	<b>83834</b>	<b>0</b>	<b>193005</b>	<b>179534</b>
<b>Net Incoming (Outgoing) Resources</b>	<b>-14814</b>	<b>2006</b>	<b>0</b>	<b>-12808</b>	<b>-9879</b>
Proceeds on disposal of investments	0	0	0	0	0
profit on sale of investments	0	0	0	0	0
Increase in market value of Investments					
Unrealised	0	0	0	0	0
Balances at 1st January 2012	-120001	17702	0	-102299	-92420
Balances at 31st December 2012	-134815	19708	0	-115107	-102299

PAROCHIAL CHURCH COUNCIL OF ALL SAINTS WITH ST PHILIP , MAIDSTONE

NOTES SUPPORTING THE STATEMENT OF FINANCIAL AFFAIRS  
at 31 DECEMBER 2012

General Purposes Funds	All saints				St Philip		St Philip		St Philip		St Stephen		Total
	All Saints	St.Philip	X-Ord	Non-Cap	X-Ord	Non-Cap	Capital	X-Ord	Capital	Legacy	School	The Church in the	
	Ordinary	Ordinary	Non-Cap	Non-Cap	X-Ord	Non-Cap	Capital	X-Ord	Capital	Legacy	School	The Church in the	Total
	2011	2012	2011	2012	2011	2012	2011	2012	2011	2012	2011	2012	2011
<b>Incoming Resources</b>													
Incoming Resources from donors	52318	21366	0	0	0	0	0	0	0	0	1250	1250	77834
Other voluntary incoming resources	4572	0	0	120	0	0	0	0	0	0	0	0	4252
Incoming resources from operating activities to further the Council's objects	1145	0	0	0	0	0	0	0	0	0	0	0	1145
Resources from other funds	13398	181	0	0	0	0	0	0	0	0	0	0	12431
Other incoming resources	0	0	0	0	0	0	0	0	0	0	0	0	0
Income from investments	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>Total incoming Resources</b>	<b>71433</b>	<b>21547</b>	<b>0</b>	<b>120</b>	<b>0</b>	<b>120</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>4</b>	<b>1253</b>	<b>1253</b>	<b>94357</b>
<b>Resources Used</b>													
Cost of Generating Funds	24	102	0	0	0	120	0	0	0	0	0	0	126
Grants	0	0	0	0	0	0	0	0	0	0	0	0	151
Transferred to other Funds	0	0	0	0	0	0	0	0	0	0	0	0	0
Activities directly related to the work of the church	79935	26738	0	0	0	0	0	0	0	0	0	0	100405
Church Management and administration	1380	620	0	0	0	0	0	0	0	252	0	0	2859
Other Expenses	0	0	0	0	0	0	0	0	0	0	0	0	3036
<b>Total Resources used</b>	<b>81339</b>	<b>27460</b>	<b>0</b>	<b>120</b>	<b>0</b>	<b>120</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>252</b>	<b>0</b>	<b>109171</b>	<b>106599</b>
<b>Net Incoming (Outgoing) Resources</b>	<b>-9906</b>	<b>-5913</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>4</b>	<b>4</b>	<b>-252</b>	<b>1253</b>	<b>-14814</b>	<b>-10833</b>
Loss on sale of investments	0	0	0	0	0	0	0	0	0	0	0	0	0
Proceeds on disposal of investments	0	0	0	0	0	0	0	0	0	0	0	0	0
Increase/(decrease) in value of investments	0	0	0	0	0	0	0	0	0	0	0	0	0
Balances at 1st January 2012	7074	-49002	-13495	-7308	-66586	3323	993	741	6253	-134815	5000	5000	-109168
Balances at 31st December 2012	-2832	-54915	-13495	-7308	-66586	3327	741	6253	6253	-134815	5000	5000	-120001

PAROCHIAL CHURCH COUNCIL OF ALL SAINTS WITH ST PHILIP , MAIDSTONE

NOTES SUPPORTING THE STATEMENT OF FINANCIAL AFFAIRS  
AT 31 DECEMBER 2012

Other Unrestricted Funds	Fee Account	Community Accounts	St Philip Centre	All Saints Church	All Saints Belling-ers	Youth & SP Organ and Choir	Total	Total
<b>Incoming Resources</b>								
Incoming Resources from donors							0	0
Other voluntary incoming resources							0	0
Incoming resources from operating activities to further the Council's objects	66680	685	13798	575	3068		84806	73101
Activities for generating funds						614	1029	785
Resources from other funds	215			200			0	0
Other incoming resources							5	3
Income from investments		1	2		1	1		
<b>Total incoming Resources</b>	<b>66895</b>	<b>686</b>	<b>13800</b>	<b>775</b>	<b>3069</b>	<b>615</b>	<b>85840</b>	<b>73889</b>
<b>Resources Used</b>								
Cost of Generating Funds							0	0
Grants							14795	13216
Transferred to other Funds	13779			215		801		
Activities directly related to the work of the church							69039	59719
Church Management and administration	52902	876	11517	479	3265		0	0
Other Expenses				0			0	0
<b>Total Resources used</b>	<b>66681</b>	<b>876</b>	<b>11517</b>	<b>694</b>	<b>3265</b>	<b>801</b>	<b>83834</b>	<b>72935</b>
<b>Net Incoming (Outgoing) Resources</b>								
Increase in market value of investments	214	-190	2283	81	-196	-186	2006	954
Unrealised								
Balances at 1st January 2012	857	2328	8865	628	2837	2187	17702	16748
Balances at 31st December 2012	1071	2138	11148	709	2641	2001	19708	17702

PAROCHIAL CHURCH COUNCIL OF ALL SAINTS WITH ST PHILIP , MAID-  
STONE

NOTES SUPPORTING THE STATEMENT OF FINANCIAL AFFAIRS  
AT 31 DECEMBER 2012

Restricted Funds	EF Hills	Vicars Disc Fund	Total 2012	Total 2011
<b>Incoming Resources</b>				
Other incoming resources	0	0	0	0
Income from investments	0	0	0	0
<b>Total incoming Resources</b>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
<b>Resources Used</b>				
Transferred to other Funds	0	0	0	0
Activities directly related to the work of the church			0	0
Church Management and administration	0	0	0	0
<b>Total Resources used</b>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
<b>Net Incoming (Outgoing) Resources</b>	0	0	0	0
Balances at 1st January 2012	0	0	0	0
(Decrease)/Increase in market value of Investments - Unrealised			0	0
Proceeds on disposal of investments	0	0	0	0
Profit on sale of Investments	0	0	0	0
Balances at 31st December 2012	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>

PAROCHIAL CHURCH COUNCIL OF ALL SAINTS WITH ST PHILIP , MAIDSTONE

NOTES SUPPORTING THE STATEMENT OF FINANCIAL AFFAIRS  
at 31 DECEMBER 2012

General Purposes Funds	All saints			Other Investments	Total 2012	Total 2011
	All Saints Ordinary	St.Philip Ordinary	St Philip X-Ord Non-Cap			
<b>Incoming Resources</b>						
Incoming Resources from donors						
Planned Giving						
Gift Aid Donations	35830	15025			50855	49786
Income Tax Recoverable	9185	3575			12759	13093
Other Planned Giving	1576	1821			3398	3525
Collections (open plate)	4541	768			5309	5027
Sundry Donations	1186	177			1364	1403
	<u>52318</u>	<u>21366</u>	<u>0</u>	<u>0</u>	<u>73684</u>	<u>72834</u>
Other voluntary incoming resources						
Fees returned from the Diocese	4572	0			4572	4101
Donations, Appeals, Grants			0	120	120	151
Income Tax Recoverable				0	0	0
	<u>4572</u>	<u>0</u>	<u>0</u>	<u>120</u>	<u>4692</u>	<u>4252</u>
Incoming resources from operating activities to further the Council's objects						
Church Hall	1145	0			1145	1245
	<u>1145</u>	<u>0</u>			<u>1145</u>	<u>1245</u>
Income from investments						
Dividend & Interest including any reclaimable tax	0	0			0	0
	<u>0</u>	<u>0</u>			<u>0</u>	<u>0</u>
Other incoming resources						
			0		0	0
			<u>0</u>		<u>0</u>	<u>0</u>
Grand Total	<u>58035</u>	<u>21366</u>	<u>0</u>	<u>120</u>	<u>0</u>	<u>78331</u>

PAROCHIAL CHURCH COUNCIL OF ALL SAINTS WITH ST PHILIP , MAIDSTONE

NOTES SUPPORTING THE STATEMENT OF FINANCIAL AFFAIRS  
at 31 DECEMBER 2012

General Purposes Funds	All saints				Total 2011
	All Saints Ordinary	St.Philip Ordinary	X-Ord Non-Cap	St Philip X-Ord Non-Cap	
<b>Resources Used</b>					
Cost of Generating Funds					
Stewardship	24	102			126
	<u>24</u>	<u>102</u>	<u>0</u>	<u>0</u>	<u>126</u>
Grants					
Charitable Giving					
National Charities			0	120	120
Local Charities			0	0	0
			<u>0</u>	<u>120</u>	<u>120</u>
Activities directly related to the work of the church					
Ministry - Parish Share	44687	20077			64764
Ministry - Clergy exps.office exp	4695	1937			6632
Church Running Exps	20668	2651			23319
Minor Repairs	2044	1617			3661
Upkeep of Services	606	252			858
Salaries (incl Choir)	5420	20			5440
Church Hall	-51	0			-51
PCC Property	138	62			200
Young People (Sunday sch etc.)	113	63			176
Other	1615	59		0	1674
	<u>79935</u>	<u>26738</u>	<u>0</u>	<u>0</u>	<u>106673</u>
Church Management and administration					
Printing, Stat & Postage	261	117			378
Bank Charges	407	183			590
Independent Examiner's Fee	712	320			1032
	<u>1380</u>	<u>620</u>		<u>2000</u>	<u>2859</u>
Other Expenses -					
					0
					0
					0
					0
<b>Grand Total</b>	<u>81339</u>	<u>27460</u>	<u>0</u>	<u>120</u>	<u>0</u>
					<u>108919</u>
					<u>103563</u>



Notes to the accounts

**FIXED ASSETS**

All assets have been fully depreciated

**EMPLOYEE EMOLUMENTS**

Staff costs during the year were made up as follows:

Wages & Salaries	5440	5664
Soc. Sec Costs, Pension Contributions., Benefits in Kind	0	0
	<u>5440</u>	<u>5664</u>

**INDEPENDENT EXAMINATION REMUNERATION**

Total Resources Used includes the following amount payable in respect of :-

Independent Examination Services	<u>1032</u>	<u>1022</u>
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**DEBTORS**

Church Running Exps	1038	40
College Room	21	20
PCC Property	56	53
Gift Aid Tax Reclaim 2012 received in 2013	1324	2095
2012 Credits paid in after year end	0	794
	<u>2439</u>	<u>3002</u>

**CREDITORS including deferred income**

Parish Share 2002-04, 2007-12	146835	132643
Church Running Exps	2500	2758
Deferred income re: heating contribution	1150	1000
Salaries- choir pay	194	0
Independent Examiner's Fee	1002	972
Donations	0	121
Ministry	503	100
Minor repairs	0	60
Young People	0	27
Church, Management & Admin	73	45
Church Hall	50	0
Upkeep of Services	0	73
	<u>152307</u>	<u>137799</u>

**CASH AT BANK AND IN HAND**

General purposes		
Current a/c -general	245	994
-SP legacy	741	993
	<u>986</u>	<u>1987</u>
Deposit a/cs -general	7814	7809
-St Stephens-The Church in The School	6253	5000
	<u>15053</u>	<u>14796</u>

**ST PHILIPS LEGACY**

Carpet	695	695
Ceiling	3255	3255
Heating	4143	4143
Parish Share - Prior Year	2000	2000
Decoration	1215	1215
Boiler	3809	3809
Altar Frontal 1	854	854
Altar Frontal 2	946	946
Flooring	1233	1233
Display Panels	608	608
Churchyard Gate	249	249
Protective Coverings for vestments	252	0
	<u>19259</u>	<u>19007</u>