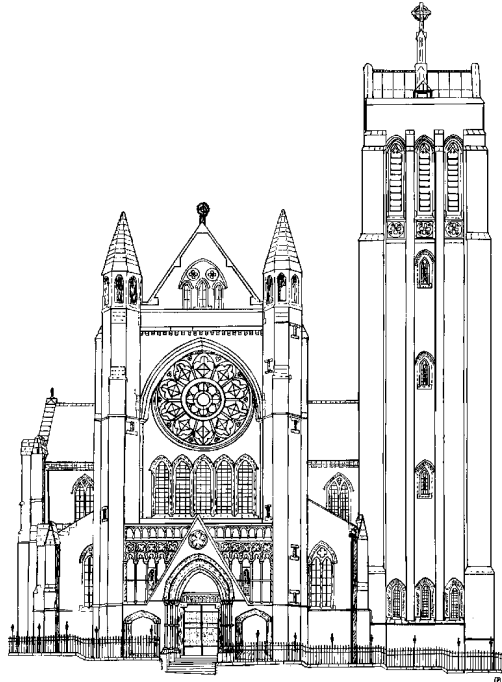


**Parochial Church Council  
of St Alban and St Patrick  
Highgate,  
Birmingham B12 0XB**



***STATEMENT  
OF FINANCIAL ACTIVITIES***

**For the Year Ended  
31<sup>st</sup> December 2012**



# Parish of Ss. Alban & Patrick, Highgate, Birmingham Annual Report for 2012

## Introduction

In compliance with the Parochial Church Councils (Powers) Measure 1956 as amended, the Parochial Church Council (PCC) co-operates with the Priest-in-Charge to promote the whole mission of the Church in the ecclesiastical parish, taking note of the Charity Commission's guidance on public benefit for charities for the advancement of religion. It is also governed by the Church Representation Rules in Schedule 3 to the Synodical Government Measure 1969 as amended. It is responsible for proper maintenance of the Parish Church of St. Alban the Martyr (grade II\* listed) and the adjoining St. Patrick's Room. The parish boundary runs clockwise from the junction of Alcester St and High St Deritend along High St Bordesley, Camp Hill, Stratford Place, Highgate Middleway, Belgrave Middleway, Sherlock St, Macdonald St, Rea St South, Moseley St and Alcester St back to High St Deritend.

## Membership

PCC members may be *ex officio*, co-opted, or elected by the Annual Parochial Church Meeting (APCM). Under a resolution passed by the APCM in 2004, up to four members are elected each year to serve for three years.

### Members serving ex officio during 2012: Notes

<i>Priest-in-Charge:</i> Revd Dr Pervaiz Sultan	Chairman	*
<i>Warden:</i> Edward Fellows	Vice-Chairman	*
<i>Warden:</i> Stephen Wycherley		* A
<i>Deanery Synod:</i> Amanda Cadman		B
<i>Deanery Synod:</i> Christopher Smith		* B C

### Co-opted members serving during 2012:

<i>Warden Emeritus:</i> Dennis Clark		*
<i>Warden Emerita:</i> Mary Goodman		* D
<i>PCC Secretary:</i> Andrew Harvey		*

### Elected members serving during 2012:

Name	From	Until	Note
Janice Davies	APCM 2009	APCM 2012	
Maureen Fellows	APCM 2009	APCM 2012	
Fay Wilson	APCM 2011	APCM 2012	E
Elizabeth Wycherley	APCM 2009	APCM 2012	
Rachel Smith	APCM 2010	APCM 2013	
Peter Baird	APCM 2010	APCM 2013	
Cheryl Manton	APCM 2010	APCM 2013	
Peter Marsh	APCM 2011	APCM 2014	F
Deirdre Bryant	APCM 2011	APCM 2014	
Barry Selwood	APCM 2012	APCM 2014	G
Harry Daniels	APCM 2012	APCM 2014	G
Janice Davies	APCM 2012	APCM 2015	
Maureen Fellows	APCM 2012	APCM 2015	
Fay Wilson	APCM 2012	APCM 2015	
Elizabeth Wycherley	APCM 2012	APCM 2015	

**Notes:** \* Standing Committee; **A** Diocesan Synod and ex officio Deanery Synod; **B** Deanery Synod to APCM 2014; **C** Treasurer; **D** Electoral Roll Secretary; **E** Filling

a 1-year vacancy left by resignation of a member elected in 2009; **F** Chairman of the Governors of St. Alban's Academy; **G** Filling 2-year vacancies following the resignation of members elected in 2011. As paid part-time Verger, Maggie Tucker also attends the meetings of the PCC.

## PCC Meetings

The PCC held eight meetings, numbered 433 to 440, during the year, with an average attendance of 69%. A parish strategic planning meeting was held in June.

## PCC Committees:

### Standing Committee

This committee can transact PCC business between full meetings, subject to directions from the PCC. Its members are indicated by \* in the list of PCC members.

### Building Committee

With Barry Selwood as secretary this group deals with matters concerning the buildings.

### Ecumenical Committee

Chaired by Rachel Smith, this group relates to other local Christian Churches.

### Liturgical Committee

With Chris Smith as secretary, this group produced new congregational Mass booklets for Ordinary Time, Lent and the Easter Season. With those for the Advent and Christmas seasons produced in 2011, these make our services more accessible to visitors.

## Other Parochial Bodies:

### St. Alban's Church Printing Unit

Operated by Edward and Maureen Fellows, the Unit prints our parish magazine and other items for the PCC. It also prints three monthly magazines and one bimonthly magazine for other churches, a quarterly magazine and other external work. In 2012, as in 2011, the Unit was able to contribute £2,000 to the General Fund from its profits for external work.

### Friends of St. Alban's and St. Patrick's

This association, chaired by Amanda Cadman, has 52 members with various connections to the parish (21 were on the 2012 electoral roll). In 2012 the Friends held two fund-raising social evenings, an outing to Birmingham Oratory and a St. Alban's Day raffle. The Friends contributed £600 to the new sound system, provided lunch on St. Alban's Day and are organising improvements to the church garden to make the austere exterior of the church more welcoming.

## Protection of Children and Vulnerable Adults

In June the PCC adopted a policy for the protection of vulnerable adults and a revised Child Protection Policy. The Vulnerable Adults Protection Officer is Stephen Wycherley; the Children's Advocate is Peter Marsh; the Child Protection Coordinator was Deirdre Bryant until the APCM, after which the Standing Committee undertook this role collectively.

### **Risk Management Policy**

Because the PCC's gross income is below £250,000 it need not adopt formal risk management strategies.

### **Financial Policies**

It is the policy of the PCC to deposit fund balances in the CBF Church of England Deposit Fund. The PCC considers it proper to accumulate and retain reserves from general income to provide for future repairs and maintenance of the church and ancillary buildings. Some unrestricted bequests have been set aside as capital reserves. The PCC considers it proper to make grants from general income to other charities in furtherance of the mission of the Church.

### **Church Building and Contents**

A Quinquennial Inspection report on the condition of the buildings was received in 2008. The most urgent needs were to replace the unsound wiring and internal lighting of the church and renew the church roof.

During 2011 the high roof slopes were overhauled. The next priority for the roof is the replacement of the frost damaged tiles of the north aisle roof.

After obtaining a faculty the church was handed over to contractors for rewiring and relighting for five weeks from 15<sup>th</sup> October to 20<sup>th</sup> November and all services were held in St. Patrick's Room. Although a few additions and adjustments remain to be done in 2013, the improved level of lighting in the nave has made the church more welcoming and the subdued up-lighting of the vaulting has enhanced the interior.

At the end of 2012 £159,438 was available to spend on the church buildings (£60,806 Restoration Fund and £98,632 John Taylor bequest); £124,583 had been spent on the rewiring and lighting.

The amplification system was replaced and new radio microphones provided from other restricted funds.

### **St Patrick's Room**

During the year the Highgate Housing Liaison Board used the room for meetings. An Eritrean Orthodox group used it and the Church on Sunday afternoons from January until October. A series of interfaith meetings with local Muslims, Sikhs and Jews was held with funding from the Church Urban Fund *Near Neighbours* scheme. The room was also used by St. Alban's Academy, by the PCC for meetings, for Friends' events and for refreshments after services.

### **Parish Statistics**

The 2001 census gave the population of the parish at that time as 3,371, of whom 1,501 said they were Christians, 902 were Muslims, and 212 declared other religions. The 2011 census figures are not yet available, but the population has grown considerably.

The pattern of services remained unchanged in 2012 with Sunday Mass at 10:00 a.m. and weekday Masses on Thursday at 12:30 p.m. and Saturday at 9:00 a.m. followed by breakfast. Both non-Eucharistic and Eucharistic worship were used at a short service for St. Alban's Academy on Wednesdays in term time.

The Church Electoral Roll for the 2012 APCM had 52 members, five of whom lived in the parish; since the 2011 APCM four had been added and three removed due to death. The "Worshipping Community" was assessed as 49 as at December 2012, of whom none were under 10, 5 (mainly from St. Alban's Academy) aged 11–17, 27 aged 18–69 and 19 aged 70 and over.

Average attendance at Mass on normal Sundays in 2012 was 34 adults and 1 child (2011: 33 adults and 2 children). Two funerals were held in the church in 2012; one funeral was conducted elsewhere on behalf of the church; there were no baptisms, confirmations, weddings or blessings after a civil ceremony.

### **Priest-in-Charge**

The half-time post as Priest-in-Charge of St. Alban's is currently combined with that of Chaplain at the adjacent St. Alban's Academy. In November the Rev Dr Pervaiz Sultan announced he would resign with effect from Easter 2013 and return to his former post as Principal of St. Thomas' Theological College, Karachi. [It was subsequently announced that the Rev Nicolas lo Polito, currently Anglican chaplain to the University of Birmingham, will be appointed from June 2013.]

### **Director of Music, Choir and Servers**

Thomas Keogh resigned as Director of Music with effect from the end of April; after this Graeme Martin and Chris Harker shared the duties. [Graeme Martin was subsequently appointed Director of Music from March 2013.] During the year, 6 new cassocks and cottas were purchased for the choir, and a set of 9 red cassocks with lace cottas for festival use and two black cassocks were purchased for the servers.

### **Finance**

In 2012 the PCC received donations of £35,656 for general purposes and £3,759 for restricted purposes. It met all its financial obligations, including paying £19,200 to the Diocesan Common Fund. The General Fund had a surplus of £2,968 for 2012 (compared to a deficit of £406 for 2011). Other unrestricted funds showed net expenditure of £59,459 for 2012, due mainly to the use of £64,108 from J Taylor's bequest towards the rewiring and lighting work; the restricted funds showed net expenditure of £58,980 due to the use of M Rogers' bequest (£31,552) and the Electrical/Lighting Fund (£28,923) for the same purpose.

Income from donors for the General Fund rose by 4% and total income for the General Fund rose by 9% compared to 2011, while resources used for the work of the church from the General Fund rose by 0.9% and total General Fund resources used rose by 1.2%. Thanks to the profit from the Printing Unit there was a net transfer of £1,960 into the General Fund (£1,792 in 2011). The PCC sent £2,894 to external charities and missions, (£2,803 in 2011) equal to 8% of its income from donors to the General Fund.

**On behalf of the PCC:**  
**Christopher Smith**  
**(PCC Treasurer)**



**March 2012**

**PAROCHIAL CHURCH COUNCIL OF ST ALBAN & ST PATRICK  
HIGHGATE, BIRMINGHAM**

**STATEMENT OF FINANCIAL ACTIVITIES for 2012**

	Note	Unrestricted Funds			Restricted Funds	Endowment Funds	Total 2012	Total 2011
		General	Designated	Total				
<b>Incoming Resources</b>								
Voluntary Income from Donors	2(a)	35,656	-	35,656	3,759	-	39,415	37,386
Other Voluntary Income	2(b)	6,600	500	7,100	11,150	-	18,250	11,500
Income from Church Activities	2(c)	724	686	1,410	658	-	2,069	2,290
Income from Fundraising Activities	2(d)	1,794	8,584	10,379	743	-	11,122	12,373
Income from Investments	2(e)	16	5,633	5,649	2,672	-	8,321	6,869
Other Income	2(f)	-	-	-	-	-	-	-
<b>Total</b>		<b>44,790</b>	<b>15,404</b>	<b>60,194</b>	<b>18,982</b>	<b>-</b>	<b>79,177</b>	<b>70,418</b>
<b>Resources Used</b>								
Cost of Fundraising Activities	3(a)	49	5,434	5,483	137	-	5,620	7,171
Charitable Activities: External Grants Made	3(b)	2,405	-	2,405	489	-	2,894	2,803
Charitable Activities: the Church and its Work	3(c)	40,798	68,532	109,331	77,597	-	186,927	64,655
Governance Costs: Management and Administration	3(d)	601	-	601	388	-	989	460
<b>Total</b>		<b>43,853</b>	<b>73,966</b>	<b>117,819</b>	<b>78,611</b>	<b>-</b>	<b>196,430</b>	<b>75,090</b>
<b>Net Incoming Resources before Transfers</b>		<b>938</b>	<b>(58,562)</b>	<b>(57,624)</b>	<b>(59,629)</b>	<b>-</b>	<b>(117,253)</b>	<b>(4,672)</b>
<b>Transfers between Funds</b>	4	<b>1,960</b>	<b>(1,495)</b>	<b>465</b>	<b>(465)</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Net Incoming Resources</b>		<b>2,898</b>	<b>(60,057)</b>	<b>(57,159)</b>	<b>(60,094)</b>	<b>-</b>	<b>(117,253)</b>	<b>(4,672)</b>
<b>Unrealised Gains or Losses on Investments</b>	5(a)	<b>-</b>	<b>598</b>	<b>598</b>	<b>1,114</b>	<b>3,278</b>	<b>4,990</b>	<b>(5,855)</b>
<b>Net Movement in Funds</b>		<b>2,898</b>	<b>(59,459)</b>	<b>(56,561)</b>	<b>(58,980)</b>	<b>3,278</b>	<b>(112,263)</b>	<b>(10,528)</b>
<b>Balances Brought Forward from Last Year</b>	6(a)	<b>5,426</b>	<b>254,222</b>	<b>259,648</b>	<b>154,763</b>	<b>33,002</b>	<b>447,412</b>	<b>457,940</b>
<b>Corrections to Last Year's Balance Sheet</b>	6(b)	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Balances Carried Forward to Next Year</b>	7	<b>8,324</b>	<b>194,762</b>	<b>203,086</b>	<b>95,783</b>	<b>36,280</b>	<b>335,150</b>	<b>447,412</b>

**BALANCE SHEET for 2012**

	Note	Unrestricted Funds			Restricted Funds	Endowment Funds	Total 2012	Total 2011
		General	Designated	Total				
<b>Fixed Assets</b>								
Investment Assets	5(a)	-	67,293	67,293	12,334	36,280	115,907	110,916
Tangible Fixed Assets	5(b)	-	3,075	3,075	-	-	3,075	4,613
<b>Total</b>		<b>-</b>	<b>70,368</b>	<b>70,368</b>	<b>12,334</b>	<b>36,280</b>	<b>118,982</b>	<b>115,529</b>
<b>Current Assets</b>								
Debtors	8(a)	12,135	443	12,578	384	-	12,962	14,443
Short-term Deposits	8(b)	-	103,676	103,676	74,064	-	177,740	295,472
Cash at Bank and in Hand	8(c)	576	21,324	21,900	11,941	-	33,841	26,910
<b>Total</b>		<b>12,711</b>	<b>125,444</b>	<b>138,154</b>	<b>86,389</b>	<b>-</b>	<b>224,543</b>	<b>336,824</b>
<b>Liabilities Falling Due within One Year</b>	9(a)	<b>(4,386)</b>	<b>(1,049)</b>	<b>(5,436)</b>	<b>(2,939)</b>	<b>-</b>	<b>(8,375)</b>	<b>(4,941)</b>
<b>Net Current Assets</b>		<b>8,324</b>	<b>124,394</b>	<b>132,719</b>	<b>83,449</b>	<b>-</b>	<b>216,168</b>	<b>331,883</b>
<b>Assets less Liabilities Due within 1 Year</b>	10	<b>8,324</b>	<b>194,762</b>	<b>203,086</b>	<b>95,783</b>	<b>36,280</b>	<b>335,150</b>	<b>447,412</b>
<b>Long-term Liabilities</b>	9(b)	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Net Assets</b>	10	<b>8,324</b>	<b>194,762</b>	<b>203,086</b>	<b>95,783</b>	<b>36,280</b>	<b>335,150</b>	<b>447,412</b>

This statement is for the year from 1st January 2012 to 31st December 2012 and the balance sheet is for 31st December 2012. Rounding to the nearest pound Sterling for presentation has been carried out after calculation. Amounts in brackets are negative. Unrestricted funds are split into the General fund and funds designated by the PCC for particular purposes. The attached notes form part of these financial statements.

Approved by the PCC on 13 March 2013 and signed on their behalf by

*Stephen Wychalaj (Churchwarden)*

## Parochial Church Council of St. Alban and St. Patrick, Highgate

### Notes to the Financial Statements for the Year Ended 31<sup>st</sup> December 2012

#### 1 ACCOUNTING and FINANCIAL POLICIES

These financial statements are prepared in accordance with part VI of the Charities Act 1993 and the Church Accounting Regulations 2006 prescribed by the Business Committee of the General Synod of the Church of England, applicable accounting standards and the Charity Commission's revised Statement of Recommended Practice of March 2005. They are prepared under the historical cost convention except that investments in the Church of England Central Board of Finance (CBF) Investment and Property Funds are valued annually on 31<sup>st</sup> December at the "basic value" quoted by the CBF. The unit of these financial statements is the Pound Sterling; all calculations have been performed before rounding pence.

##### Funds

**Unrestricted Funds** represent funds of the PCC that are not subject to any restrictions regarding their use and are available for application to the general purposes of the PCC. The Unrestricted Funds have been divided into the **General Fund**, representing the ordinary income and expenditure of the PCC, and a number of **Designated Funds** that have been set aside by the PCC for particular purposes, but could in future be re-designated by the PCC for any other purpose. **Restricted Funds** have been given to the PCC to be used only for particular purposes. **Endowment Funds** have been given to the PCC with the condition that the capital given is to be retained, and only the income from the capital expended; such income may be either Unrestricted or Restricted depending on the donor's conditions.

These accounts include all transactions, assets and liabilities for which the PCC is responsible in law. They do not include the accounts of church groups that owe their main affiliation to another body, nor of any informal gatherings of church members outside the control of the PCC, nor those of Connected Charities.

##### Connected Charities

Charities connected to the PCC are independent trusts that are outside the control of the PCC, although their trustees may include individual members of the PCC, but which have charitable objects substantially overlapping those of the PCC. Connected Charities are registered separately with the Charity Commission and are responsible for the publication of their own accounts. Any items paid for by Connected Charities that would otherwise be paid for by the PCC are shown as part of the income of the PCC by means of grants to the PCC, together with any monetary grants.

The PCC receives grants from three Connected Charities: the Trustees of St. Alban's School (now charity number 1139434; formerly charity no. 1105554), St. Patrick's School Trust (charity no. 517109; officially St Patrick's Fund) and the Aspinall Trust (charity no. 1061909). The School Trusts administer income from the capital derived respectively from the sale of the premises of the old St. Alban's and St. Patrick's Schools. Each has the general object of furthering the religious and other charitable work of the Church of England in the Ecclesiastical Parish of St. Alban and St. Patrick. The St. Alban's School Trust also owns the land on which the present St Alban's Academy stands. (The present building is due to be replaced in 2013 by a new building being built on adjacent land and then demolished.) The Aspinall Trust administers the bequest of Kathleen Mary Aspinall to the Vicar and Churchwardens of St. Alban's Church for the general purposes of the Parish Church of St. Alban and St. Patrick.

##### Incoming Resources

###### *Voluntary Income from Donors and Other Voluntary Income*

Collections are recognised when received, not when banked. Planned giving receivable is recognised only when received. Income tax recoverable on Gift Aid donations is recognised in the same accounting year as the income is recognised, not in the year when it is recovered. Grants and legacies to the PCC are accounted for when the PCC is notified of its legal entitlement and the amount due. Funds raised by events organised by the PCC are accounted for gross. Funds raised by individual Church members without the expenditure of PCC resources are treated as donations.

###### *Income from Church Activities and Income from Fundraising Activities*

The Church Accounting (Amendment) Regulations 2005 require separation of income consequential to activities to further the Council's objectives, such as sale of the parish magazine or religious books, PCC fees, shrine candle boxes and social refreshments after Mass, from income from activities for generating funds such as the sale of donated goods, lettings and fundraising events. The work of the Printing (formerly Litho) Unit for external customers (including production of magazines for other Churches) is treated as a fundraising activity. Sales of books, magazines and souvenirs from church stalls are accounted for gross (but unsold stock is not capitalised). Income from lettings is recognised when billed.

###### *Income from Investments*

Dividends and interest are accounted for when receivable and any tax recoverable is recognised in the same year as the income. In 2012 all dividends and interest received by the PCC were paid gross.

*Gains and Losses on Investments*

Realised gains or losses are recognised when investments are sold. No investments were sold by the PCC during 2012. Unrealised gains or losses are accounted for on annual revaluation of investments at 31st December.

**Resources Used***Costs of Fundraising Activities*

In accordance with the Church Accounting Regulations 2006 the costs of generating funds are separated from other costs. Because the work of the Printing (formerly Litho) Unit for external customers is treated as a fundraising activity, it is necessary to treat an appropriate part of the costs of the Unit as costs of generating funds. This has been done by dividing the running costs of the Unit between Costs of Fundraising Activities and Charitable Activities: the Church and its Work in the ratio of the Unit's income from external customers to its internal "income" – the amount transferred from the General or other funds to the Printing fund for internal work (see Note 2(d), Note 4, Note 3(a) and Note 3(c)).

*Charitable Activities: External Grants*

Grants and donations are accounted for when paid over, unless the award of the grant creates a legally or morally binding obligation on the PCC, in which case they are accounted for when awarded.

*Charitable Activities: the Church and its Work*

The Diocesan Common Fund Allocation is accounted for when payable. If any part remained unpaid at 31st December, it would be provided for in the accounts as an operational (although not a legal) liability and would be shown as a creditor in the Balance Sheet. In 2012 it was paid in full.

**Fixed Assets***Consecrated or Beneficed Land and Buildings and Moveable Church Furnishings*

Consecrated and beneficed property is excluded from the accounts by s.96 (2) (a) of the Charities Act 1993. Since St. Patrick's Room and the associated ancillary rooms are situated on beneficed land and structurally integrated with the church building, the PCC considers them inalienable property and they are not capitalised in the accounts. The Church Centre in the former school had been reduced to a token room considered to have no value to the PCC and ceased to exist with the reopening of the school as an Academy. Moveable church furnishings held by the Churchwardens on special trust for the PCC, which are recorded in the inventory and require a faculty for disposal, are considered inalienable property and are not capitalised. All expenditure during the year on consecrated or benefice buildings, St. Patrick's Room and the associated ancillary rooms, or movable church furnishings, whether maintenance or improvement, is written off as expenditure in the Statement of Financial Activities.

*Other Fixtures, Fittings and Equipment*

During 2010 the Litho Unit bought an Océ laser printer system that will print, fold and staple booklets directly from the layout computer, replacing the use of a litho press and the need for rented premises. The cost of £7,688 is being depreciated on a straight line basis over five years. Items costing less than £4,000 are written off when acquired. See Note 5(b).

*Investments*

Investments in the CBF Investment and Property Funds are valued annually at the Basic Value quoted by the CBF for 31st December.

**Current Assets**

**Stock** – The PCC regards stocks of wine, wafers, candles etc. for use in the church as written off at the time of purchase. The policy of the church Printing (formerly Litho) Unit is to purchase stock only to fulfil specific orders and this is also written off at the time of purchase. The stock of postcards, guidebooks and souvenirs for sale in the church is also regarded as written off at the time of purchase and is not capitalised in these accounts.

**Debtors** – Amounts owing to the PCC at 31st December are shown as debtors, less any provision for amounts that may not prove collectible. An estimate of the income tax rebate which will be reclaimed during the next calendar year on Gift Aid income received this year is shown as an Accrual. Prepayments for Insurance and a Monitored Alarm System from the year end to the next renewal date are included as Debtors in the Balance Sheet, as are any prepayments for Gas and Electricity.

**Short-term Deposits** – Short-term deposits include funds held on deposit either with the CBF Deposit Fund or at a bank.

**Examination of Accounts**

Neither the gross income nor the total expenditure of the PCC exceeded £250,000 in any of the years 2012, 2011 or 2010 (consolidated incoming resources for 2010 £86,490 and consolidated resources used for 2010 £60,651). The Church Accounting Regulations did not, therefore, require that these financial statements for the year ended 31st December 2012 were fully audited by a Registered Auditor, but did require that they were examined by an Independent Examiner.

## 2 INCOMING RESOURCES

	Unrestricted Funds			Restricted Funds	Endowment Funds	Total 2012	Total 2011
	General	Designated	Total				
<b>2(a) Voluntary Income from Donors</b>							
Planned Giving covered by Gift Aid (Net)	16,559	-	16,559	960	-	17,519	16,055
Tax Recoverable on Planned Giving	4,140	-	4,140	240	-	4,380	4,155
Non-Gift Aid Planned Giving	1,486	-	1,486	95	-	1,581	523
Gift Days covered by Gift Aid (Net) <sup>1</sup>	7,480	-	7,480	230	-	7,710	6,399
Tax Recoverable on Gift Days	1,870	-	1,870	58	-	1,928	1,601
Gift Days not covered by Gift Aid	815	-	815	40	-	855	833
Other Donations covered by Gift Aid (Net)	1,411	-	1,411	799	-	2,210	3,684
Tax Recoverable on Other Donations	353	-	353	200	-	553	973
Collections (Open Plate) at all Services	1,403	-	1,403	319	-	1,721	2,854
Sundry Donations	140	-	140	819	-	959	311
<b>Total</b>	<b>35,656</b>	<b>-</b>	<b>35,656</b>	<b>3,759</b>	<b>-</b>	<b>39,415</b>	<b>37,386</b>
<b>2(b) Other Voluntary Income</b>							
Grants Received by the PCC <sup>2</sup>	6,600	-	6,600	11,150	-	17,750	11,500
Legacies received by the PCC	-	500	500	-	-	500	-
<b>Total</b>	<b>6,600</b>	<b>500</b>	<b>7,100</b>	<b>11,150</b>	<b>-</b>	<b>18,250</b>	<b>11,500</b>
<b>2(c) Income from Church Activities</b>							
Magazine Subscriptions & Sales	281	-	281	-	-	281	266
Literature Sales	2	-	2	-	-	2	5
Shrine Candle Boxes	-	-	-	108	-	108	108
Refreshments after Mass	-	686	686	-	-	686	686
Celebration Meal	233	-	233	-	-	233	280
Parish Pilgrimage	-	-	-	550	-	550	733
Phone and Photocopier Receipts	10	-	10	-	-	10	9
Fees Received by the PCC	199	-	199	-	-	199	204
<b>Total</b>	<b>724</b>	<b>686</b>	<b>1,410</b>	<b>658</b>	<b>-</b>	<b>2,069</b>	<b>2,290</b>
<b>2(d) Income from Fundraising Activities</b>							
Fund Raising Events	20	-	20	647	-	667	494
Sale of Souvenirs	-	-	-	17	-	17	23
Sale of Donated Goods	92	-	92	80	-	172	181
Lettings (St Patrick's Room & Church)	1,682	-	1,682	-	-	1,682	1,074
External Work by St Alban's Printing (Litho) Unit	-	8,584	8,584	-	-	8,584	10,602
<b>Total</b>	<b>1,794</b>	<b>8,584</b>	<b>10,379</b>	<b>743</b>	<b>-</b>	<b>11,122</b>	<b>12,373</b>
<b>2(e) Income from Investments</b>							
CBF Investment Income	-	1,963	1,963	1,686	-	3,649	4,725
CBF Property Fund Income	-	2,268	2,268	-	-	2,268	-
Deposit Fund Income	-	1,402	1,402	986	-	2,387	2,137
Bank Interest	-	-	-	1	-	1	1
Interest Paid by Inland Revenue on Tax Rebates	16	-	16	-	-	16	7
<b>Total</b>	<b>16</b>	<b>5,633</b>	<b>5,649</b>	<b>2,672</b>	<b>-</b>	<b>8,321</b>	<b>6,869</b>
<b>2(f) Other Income</b>							
Insurance Claims	-	-	-	-	-	-	-
Surplus from Sale of Fixed Assets	-	-	-	-	-	-	-
<b>Total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

<sup>1</sup> Restricted Gift Day income = Lammas offering for the Sanctuary Fund.

<sup>2</sup> St Alban's School Trust, £2,500 for General purposes and £500 for improvements to the church garden; St Patrick's School Trust, £4,000 for General purposes; Aspinnall Trust, £3,000 for church insurance, £2,500 for Director of Music/Organists, £1,000 for Alarm system, £900 for garden maintenance, £500 towards new microphone system; Church Urban Fund £2,750 net for Near Neighbours project; Birmingham Diocese Transforming Church Fund £100 towards Jubilee Party.



### 3 RESOURCES USED

	Unrestricted Funds			Restricted Funds	Endowment Funds	Total 2012	Total 2011
	General	Designated	Total				
<b>3(a) Cost of Fundraising Activities</b>							
Printing (Litho) Unit Costs for External Work	-	5,419	5,419	-	-	5,419	6,973
Planned Giving & GA Envelopes	49	-	49	-	-	49	48
Costs of Fundraising Events	-	15	15	137	-	152	150
<b>Total</b>	<b>49</b>	<b>5,434</b>	<b>5,483</b>	<b>137</b>	<b>-</b>	<b>5,620</b>	<b>7,171</b>
<b>3(b) Charitable Activities: External Grants Made</b>							
Church Overseas, Missionary Societies	600	-	600	-	-	600	740
Church Overseas Relief & Development Agencies	600	-	600	96	-	696	600
Home Missions & Church Societies	5	-	5	-	-	5	5
Secular Charities (Overseas & Home)	1,200	-	1,200	393	-	1,593	1,458
<b>Total</b>	<b>2,405</b>	<b>-</b>	<b>2,405</b>	<b>489</b>	<b>-</b>	<b>2,894</b>	<b>2,803</b>
<b>3(c) Charitable Activities: the Church and its Work</b>							
Common Fund Payment to Diocese	19,200	-	19,200	-	-	19,200	19,200
Working Expenses of Parish Priest	2,328	-	2,328	-	-	2,328	892
Vicarage Costs	1,303	65	1,368	475	-	1,843	2,628
Assistant Staff Costs	171	-	171	-	-	171	246
Church Running Expenses	11,468	72	11,540	4,000	-	15,540	14,508
Church Maintenance, Including Organ Tuning	839	3,037	3,876	2,230	-	6,106	10,737
Upkeep of Services	1,108	182	1,290	3,538	-	4,827	2,130
Upkeep of Church Garden	-	-	-	1,320	-	1,320	1,972
Magazine and Bookstall Costs	69	-	69	-	-	69	57
Costs of Printing (Litho) Unit work for the PCC	-	280	280	-	-	280	227
Sunday School/Ecumenical	15	-	15	2,230	-	2,245	20
St Patrick's Rooms Running Costs	1,506	424	1,930	-	-	1,930	2,265
Verger	1,920	-	1,920	-	-	1,920	800
Repairs to Church Structure	-	300	300	-	-	300	2,304
Decoration Interior & Exterior	-	-	-	-	-	-	1,310
Organists' and Musician's Fees	206	-	206	3,027	-	3,233	3,372
New Church Lighting System	231	64,108	64,339	60,146	-	124,485	-
Church Meals, Outings and Pilgrimages	435	64	498	632	-	1,130	1,987
<b>Total</b>	<b>40,798</b>	<b>68,532</b>	<b>109,331</b>	<b>77,597</b>	<b>-</b>	<b>186,927</b>	<b>64,655</b>
<b>3(d) Governance Costs: Management and Administration</b>							
Officers' Expenses	-	-	-	-	-	-	-
Office Costs	236	-	236	59	-	294	95
Examination & Publication of Accounts for 2009	365	-	365	-	-	365	365
Architects Fees (General)	-	-	-	329	-	329	-
Bank Charges	-	-	-	-	-	-	-
<b>Total</b>	<b>601</b>	<b>-</b>	<b>601</b>	<b>388</b>	<b>-</b>	<b>989</b>	<b>460</b>

### 4 TRANSFERS BETWEEN FUND CLASSES

	Unrestricted Funds			Restricted Funds	Endowment Funds	Total 2012
	General	Designated	Total			
Friends Fund to General Fund for use of St Patrick's Rooms	30	-	30	(30)	-	-
Friends Fund to General Fund - half phone rental 2011	115	-	115	(115)	-	-
Church Urban Fund to General Fund (room hire, phone)	220	-	220	(220)	-	-
Church Urban Fund to Refreshments Fund (coffee etc.)	-	60	60	(60)	-	-
Church Urban Fund to Printing Fund (printing)	-	40	40	(40)	-	-
Surplus Printing Profit to General Fund	2,000	(2,000)	-	-	-	-
General Fund to Litho Unit for Magazine	(205)	205	-	-	-	-
General Fund to Litho Unit for Other Printing	(201)	201	-	-	-	-
<b>Total</b>	<b>1,960</b>	<b>(1,495)</b>	<b>465</b>	<b>(465)</b>	<b>-</b>	<b>-</b>

## 5 FIXED ASSETS FOR USE BY THE PCC

5(a) <i>Investment Assets</i>	Fund	J Madeley Bequest	Olive Peters Bequest	W Box Music	M Goodman Memorial	Henry Lee Sanctuary	Total value
	Type of Fund	Designated	Designated	Restricted	Endowment	Endowment	2011
	CBF Share type	Property	Investment	Investment	Investment	Investment	
	Shares held 31/12/2011	27,462	3,239	1,087	808	2,388	
	Basic Value (pence) at 31/12/2011	121	1,033	1,033	1,033	1,033	
	<b>Value of CBF shares at 31/12/2011</b>	<b>33,251</b>	<b>33,444</b>	<b>11,220</b>	<b>8,343</b>	<b>24,658</b>	<b>110,916</b>
	Shares bought in 2012	-					2012
	<b>Purchase price</b>	-					
	Shares held 31/12/2012	27,462	3,239	1,087	808	2,388	
	Basic Value (pence) at 31/12/2012	111	1,135	1,135	1,135	1,135	
	<b>Value of CBF shares at 31/12/2012</b>	<b>30,527</b>	<b>36,766</b>	<b>12,334</b>	<b>9,172</b>	<b>27,108</b>	<b>115,907</b>
	<b>Unrealised Gain/(Loss) in value</b>	<b>(2,724)</b>	<b>3,322</b>	<b>1,114</b>	<b>829</b>	<b>2,449</b>	<b>4,990</b>

### 5(b) *Tangible Fixed Assets (Printing Unit - Designated Fund)*

	Year	Gross	Depreciation	Charge	Depreciation	Net Book Value
	Acquired	Book Value	at 01/01/12	for 2012	at 31/12/12	at 31/12/12
Océ Printer System	2010	7,688	3,075	1,538	4,613	3,075
<b>Total Tangible Fixed Assets</b>		<b>7,688</b>	<b>3,075</b>	<b>1,538</b>	<b>4,613</b>	<b>3,075</b>

In 2011 the PCC moved the balance of Joyce Madeley's bequest, designated as a capital fund to provide income for maintenance, from the CBF Deposit Fund to shares in the CBF Property Fund for higher income.

Purchase of the Océ laser printer booklet making system in 2010 enabled the PCC to stop renting premises to house a litho press during 2011. The cost is being spread over five years through linear depreciation.

The PCC has no freehold land or buildings: the St Patrick's Room building is on inalienable Benefice Land and is not capitalised.

## 6 BALANCE SHEET at 31st December 2011

### 6(a) *Published balance sheet for 2011*

		Unrestricted Funds			Restricted Funds	Endowment Funds	Total 2011
		General	Designated	Total			
<b>Fixed Assets:</b>	Tangible Fixed Assets	-	4,613	4,613	-	-	4,613
	Investment Assets	-	66,695	66,695	11,220	33,002	110,916
	<b>Total Fixed Assets</b>	<b>-</b>	<b>71,308</b>	<b>71,308</b>	<b>11,220</b>	<b>33,002</b>	<b>115,529</b>
<b>Current Assets:</b>	Debtors	13,433	510	13,943	501	-	14,443
	Short-term Deposits	-	167,656	167,656	127,815	-	295,472
	Cash at Bank and in Hand	(4,900)	15,990	11,090	15,819	-	26,910
	<b>Total Current Assets</b>	<b>8,533</b>	<b>184,156</b>	<b>192,689</b>	<b>144,135</b>	<b>-</b>	<b>336,824</b>
	<b>Liabilities Falling Due within One Year</b>	<b>(3,107)</b>	<b>(1,242)</b>	<b>(4,349)</b>	<b>(592)</b>	<b>-</b>	<b>(4,941)</b>
	<b>Net Current Assets</b>	<b>5,426</b>	<b>182,914</b>	<b>188,340</b>	<b>143,543</b>	<b>-</b>	<b>331,883</b>
<b>Assets Less Liabilities Due within 1 Year</b>		<b>5,426</b>	<b>254,222</b>	<b>259,648</b>	<b>154,763</b>	<b>33,002</b>	<b>447,412</b>
	Long-term Liabilities	-	-	-	-	-	-
	<b>Net Assets Carried Forward to 2011</b>	<b>5,426</b>	<b>254,222</b>	<b>259,648</b>	<b>154,763</b>	<b>33,002</b>	<b>447,412</b>

### 6(b) *Corrections to published balance sheet for 2011*

*There are no corrections to the balance sheet for 2011.*

## 7 FINANCIAL ACTIVITY by FUND

	Balance at 01/01/2012	Incoming Resources	Resources Used	Transfers to / (from)	Gains on Investments	Net Movement	Balance at 31/12/2012
<b>Unrestricted Funds</b>							
<b>General Fund</b>	5,426	44,790	(43,853)	1,960	-	2,898	8,324
<b>Designated Funds</b>							
Miscellaneous Bequests <sup>1</sup>	6,453	507	(434)	(500)	-	(427)	6,026
Choir Fund	-	-	(182)	500	-	318	318
J Madeley Bequest Fund	33,251	-	-	-	(2,724)	(2,724)	30,527
Maintenance Fund	243	4,239	(3,040)	-	-	1,199	1,442
O Peters Bequest Fund	33,444	-	-	-	3,322	3,322	36,766
Printing Fund	18,434	8,647	(5,699)	(1,555)	-	1,393	19,827
Refreshments Float	981	686	(503)	60	-	244	1,225
J Taylor Bequest	161,416	1,324	(64,108)	-	-	(62,784)	98,632
<b>Total Designated Funds</b>	<b>254,222</b>	<b>15,404</b>	<b>(73,966)</b>	<b>(1,495)</b>	<b>598</b>	<b>(59,459)</b>	<b>194,762</b>
<b>Total Unrestricted Funds</b>	<b>259,648</b>	<b>60,194</b>	<b>(117,819)</b>	<b>465</b>	<b>598</b>	<b>(56,561)</b>	<b>203,086</b>
<b>Restricted Funds</b>							
Birthday Book Fund	4,522	431	(600)	-	-	(169)	4,353
Charities Fund	-	489	(489)	-	-	-	-
Choir Fund	-	515	(547)	31	-	-	-
Church Urban Fund Grant Fund	-	2,750	(2,230)	(320)	-	200	200
Electrical / Lighting Fund	28,774	149	(28,923)	-	-	(28,774)	-
Flower Fund	170	219	(280)	-	-	(61)	109
Friends Fund	3,232	948	(917)	(145)	-	(115)	3,117
Garden Fund	(242)	2,100	(1,725)	-	-	375	133
Lecture Fund <sup>2</sup>	0	-	-	-	-	-	0
Music Fund	33	169	(90)	-	-	79	112
Organ Fund	6,056	72	-	-	-	72	6,128
Church Restoration Fund	60,111	696	-	-	-	696	60,806
M Rogers Bequest	31,364	188	(31,552)	-	-	(31,364)	-
Sanctuary Fund	9,143	1,630	(2,826)	-	-	(1,195)	7,948
Walsingham Pilgrimage	(14)	550	(596)	-	-	(46)	(60)
W Box Choral Music Fund	11,220	527	(527)	-	1,114	1,114	12,334
Miscellaneous Restricted Funds <sup>3</sup>	393	7,550	(7,310)	(31)	-	209	601
<b>Total Restricted Funds</b>	<b>154,763</b>	<b>18,982</b>	<b>(78,611)</b>	<b>(465)</b>	<b>1,114</b>	<b>(58,980)</b>	<b>95,783</b>
<b>Endowment Funds</b>							
M Goodman Memorial Fund	8,343	-	-	-	829	829	9,172
H Lee Sanctuary Reserve Fund	24,658	-	-	-	2,449	2,449	27,108
<b>Total Endowment Funds</b>	<b>33,002</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>3,278</b>	<b>3,278</b>	<b>36,280</b>
<b>Total Funds</b>	<b>447,412</b>	<b>79,177</b>	<b>(196,430)</b>	<b>-</b>	<b>4,990</b>	<b>(112,263)</b>	<b>335,150</b>

<sup>1</sup> Residue from the bequests of G Drakeley, P Franklin, JH Woods, W Maddox, J Waterhouse and Rev D Goodman, and donations in memory of B Holt and L Lee. Income: interest and £500 bequest L & R Boazman later transferred to Choir Fund. Expenditure: contribution to new microphone system.

<sup>2</sup> Lecture Fund inactive; balance 37 pence.

<sup>3</sup> Details of Miscellaneous Restricted funds:

Purpose	Balance 01/01/2012	Incoming Resources	Resources Used	Transfers to / (from)	Balance 31/12/2012
Choir robes (transferred to Choir Fund and spent on robes)	31	-	-	(31)	-
Donation for parish lamp at Walsingham	20	25	-	-	45
Gift Aided donation for new frontal for St Alban's Altar	31	25	-	-	56
Aspinall Trust grant for Garden improvements	-	500	-	-	500
Aspinall Trust grant for Insurance	-	3,000	(3,000)	-	-
Aspinall Trust grant for Organists' fees	-	2,500	(2,500)	-	-
Aspinall Trust grant for Monitored alarm	-	1,000	(1,000)	-	-
Aspinall Trust grant for New microphone system	-	500	(500)	-	-
Aspinall Trust grant for Notice board	310	-	(310)	-	-
<b>Total</b>	<b>393</b>	<b>7,550</b>	<b>(7,310)</b>	<b>(31)</b>	<b>601</b>

## 8 CURRENT ASSETS at 31st December 2012

	Unrestricted Funds			Restricted Funds	Endowment Funds	Total Funds
	General	Designated	Total			
<b>8(a) Debtors</b>						
Income Tax Reclaimable <sup>1</sup>	5,089	-	5,089	384	-	5,472
Prepayments for Services <sup>2</sup>	6,736	-	6,736	-	-	6,736
Litho Unit Customers	-	443	443	-	-	443
Other Debtors <sup>3</sup>	311	-	311	-	-	311
<b>Total</b>	<b>12,135</b>	<b>443</b>	<b>12,578</b>	<b>384</b>	<b>-</b>	<b>12,962</b>
<b>8(b) Short Term Deposits</b>						
CBF Deposits & Savings Account	-	103,676	103,676	74,064	-	177,740
<b>Total</b>	<b>-</b>	<b>103,676</b>	<b>103,676</b>	<b>74,064</b>	<b>-</b>	<b>177,740</b>
<b>8(c) Cash at Bank and in Hand</b>						
Cash at Bank at 31/12/2011	576	21,104	21,680	11,932	-	33,612
Cash in Hand at 31/12/2011	-	220	220	9	-	229
<b>Total</b>	<b>576</b>	<b>21,324</b>	<b>21,900</b>	<b>11,941</b>	<b>-</b>	<b>33,841</b>

<sup>1</sup> Tax to be reclaimed on income from 6/04/2012 to 31/12/2012 covered by Gift Aid.

<sup>2</sup> Insurance prepaid to 14/8/2013 (£5,853 General); Monitored Security Alarm prepaid to 30/9/2013 (£882).

<sup>3</sup> Other Debtors: Lettings and Litho Unit work invoiced in 2012 not paid until 2013.

## 9 LIABILITIES at 31st December 2012

### 9(a) Short-term Liabilities (Falling Due within One Year of 31/12/2012):

	Unrestricted Funds			Restricted Funds	Endowment Funds	Total Funds
	General	Designated	Total			
Accruals for Goods and Services <sup>1</sup>	2,804	379	3,183	304	-	3,487
Unpresented Cheques	1,562	670	2,232	686	-	2,919
Other Debts <sup>2</sup>	20	-	20	1,949	-	1,969
<b>Total Current Liabilities</b>	<b>4,386</b>	<b>1,049</b>	<b>5,436</b>	<b>2,939</b>	<b>-</b>	<b>8,375</b>

<sup>1</sup> Goods and services received but not yet paid for at 31st December. These are included in Resources Used for 2012 but payment was made in 2013. General fund: Gas £2,108, Electricity £233, Organists' fees £186 and Vicar's expenses £83 for December, Other bills £194; Designated Funds: Maintenance Fund £120 Drain repairs, £259 Heating repairs; Restricted Funds: Organists' fees for December £178 W Box Fund and £96 Miscellaneous Funds (Aspinal grant), Sanctuary Fund £30 repairs to lamp bracket.

<sup>2</sup> General Fund: magazine subscriptions for 2013; Restricted Funds: Charities £96 Crib collection for Embrace the Middle East to 31/12/2012 – to be paid after Epiphany 2013, Church Urban Fund £1,670 unused grant to be repaid, and Agency Collection £183 Fees to Diocese and £15 Expenses to Vicar .

**9(b) Long-term Liabilities (Falling Due Later than 31/12/2013):** There were no Long-term Liabilities

## 10 ANALYSIS OF NET ASSETS by FUND at 31st December 2012

	Fixed Assets	Current Assets	Current Liabilities	Assets less Cur. Liabilities	Long-term Liabilities	Net Assets
<b>Unrestricted Funds</b>						
<b>General Fund</b>	-	12,711	(4,386)	8,324	-	8,324
<b>Designated Funds</b>						
Miscellaneous Bequests Fund <sup>1</sup>	-	6,026	-	6,026	-	6,026
Choir Fund	-	318	-	318	-	318
J Madeley Bequest Fund	30,527	-	-	30,527	-	30,527
Maintenance Fund	-	2,445	(1,003)	1,442	-	1,442
O Peters Bequest Fund	36,766	-	-	36,766	-	36,766
Printing Fund	3,075	16,798	(46)	19,827	-	19,827
Refreshments Float	-	1,225	-	1,225	-	1,225
J Taylor Bequest Fund	-	98,632	-	98,632	-	98,632
<b>Total Designated Funds</b>	<b>70,368</b>	<b>125,444</b>	<b>(1,049)</b>	<b>194,762</b>	-	<b>194,762</b>
<b>Total Unrestricted Funds</b>	<b>70,368</b>	<b>138,154</b>	<b>(5,436)</b>	<b>203,086</b>	-	<b>203,086</b>
<b>Restricted Funds</b>						
Birthday Book Fund	-	4,353	-	4,353	-	4,353
Charities Fund	-	340	(340)	-	-	-
Church Urban Fund Fund	-	1,870	(1,670)	200	-	200
Flower Fund	-	109	-	109	-	109
Friends Fund	-	3,130	(13)	3,117	-	3,117
Garden Fund	-	133	-	133	-	133
Lecture Fund <sup>2</sup>	-	0	-	0	-	0
Music Fund	-	112	-	112	-	112
Organ Fund	-	6,128	-	6,128	-	6,128
Church Restoration Fund	-	60,806	-	60,806	-	60,806
Sanctuary Fund	-	8,408	(460)	7,948	-	7,948
Walsingham Pilgrimage Fund	-	(60)	-	(60)	-	(60)
W Box Choral Music Fund	12,334	178	(178)	12,334	-	12,334
Miscellaneous Restricted Funds <sup>1</sup>	-	880	(279)	601	-	601
<b>Total Restricted Funds</b>	<b>12,334</b>	<b>86,389</b>	<b>(2,939)</b>	<b>95,783</b>	-	<b>95,783</b>
<b>Endowment Funds</b>						
M Goodman Memorial Fund	9,172	-	-	9,172	-	9,172
H Lee Sanctuary Reserve Fund	27,108	-	-	27,108	-	27,108
<b>Total Endowment Funds</b>	<b>36,280</b>	-	-	<b>36,280</b>	-	<b>36,280</b>
<b>Total Funds</b>	<b>118,982</b>	<b>224,543</b>	<b>(8,375)</b>	<b>335,150</b>	-	<b>335,150</b>

<sup>1</sup> Details are given in the footnotes to Note 7.

<sup>2</sup> Lecture Fund inactive; balance 37 pence.

## 11 NON-CLERGY STAFF COSTS

	2012	2011
<b>Wages &amp; Salaries:</b>		
Director of Music	1,033	1,292
Organists	2,140	1,840
Choir Soloists	-	180
Other Musicians	60	60
Verger	1,920	800
Cleaner	1,020	1,005
<b>Total Staff Costs:</b>	<b>6,173</b>	<b>5,177</b>

The PCC employed a part-time Cleaner and a part-time Verger throughout the year, and a Director of Music until May. The average number of employees during the year was 2.3 and the emoluments of each employee fell within the band from £0 to £10,000. Organists were employed as needed. A bugler was employed for Remembrance Sunday. All were self-employed except the Verger, who was paid through the Diocesan Office and whose salary fell below the threshold for employer National Insurance contributions.

No member of the PCC received remuneration or expenses other than reimbursement of expenditure or travel on behalf of the PCC.

## 12 DETAILS OF PCC FUNDS

### *Designated Funds*

**Miscellaneous Bequests** consist of the balances of unrestricted bequests set aside by the PCC to be used at a future date.

**The Choir Fund (Designated)** consists of money set aside by the PCC for the purchase of choir vestments etc.

**The Joyce Madeley Bequest Fund** consists of the balance of an unrestricted bequest from Joyce Madeley (died 1997) designated by the PCC to be retained as a Capital Fund and the income used for maintenance.

**The Maintenance Fund** consists of money set aside by the PCC for maintenance and repairs. This fund receives the income of the Mary Goodman Memorial Fund and the Olive Peters and Joyce Madeley Bequest Funds.

**The Olive Peters Bequest Fund** consists mainly of an Unrestricted bequest from Olive Peters (died 1993); this was added to £1,000 designated by the PCC in 1990 from the legacy of FW Richards and other unrestricted funds; in 1997 £500 (unrestricted) from Rosemary Taylor in memory of her mother Winifred was added. The income is used for maintenance.

**The Printing Fund** consists of money retained by the St. Alban's Church Printing (formerly Litho) Unit from its operating profit to provide for the purchase of equipment.

**The Refreshments Float** consists of the retained surplus from providing tea, coffee and other refreshments after services.

**The JFC Taylor Bequest Fund** consists of the balance of an unrestricted bequest from JFC Taylor, received mainly in 2006, designated by the PCC to be used for rewiring/relighting the church and any remainder for church restoration.

### *Restricted Funds*

**The Birthday Book Fund** consists of moneys raised from birthday donations for the purchase of items for sanctuary use.

**The Charities Fund** consists of moneys collected on an annual basis either for specific charities or to be divided amongst charities chosen by the PCC. The balance of this fund at the start and end of each year is therefore normally nearly nil.

**The Choir Fund (Restricted)** consisted of money given to the PCC for the purchase of choir vestments etc.

**The Church Urban Fund Fund** consists of money given by the Church Urban Fund for the Near Neighbours project.

**The Electrical/Lighting Fund** consisted of moneys given for the rewiring of the church and renewal of the lighting system.

**The Flower Fund** consists of moneys raised to provide flowers for the church.

**The Friends Fund** consists of moneys raised by the Friends of St. Alban's and St. Patrick's. The Friends organise events and outings for members of the congregation and others who are interested in the church. The profits from these events, from membership subscriptions and from the sale of souvenirs are used for projects in or associated with the church.

**The Garden Fund** consists of money given for maintenance of the church grounds.

**The Lecture Fund** to provide public lectures on theology and church history was inactive in 2012 with a balance of 37p.

**The Music Fund** consists of money given for the support of church music without further restriction.

**The Organ Fund** consists of moneys raised for the restoration, maintenance or enhancement of the church organ.

**The Church Restoration Appeal Fund** consists of moneys raised for restoration or enhancement of the church building.

**The M Rogers Bequest** was a bequest received by the PCC in 2010 from M Rogers (who died in 2009) "to be used for the upkeep and improvement of the church building and its fittings (to include electrical fittings and wiring)", added to a donation she made in 2004 be used by the PCC "as she should agree during her life or thereafter as if it were a bequest".

**The Sanctuary Fund** receives the income from the Henry Lee Sanctuary Reserve Fund as well as the Lammas Offering, moneys collected in the candle boxes and other donations to be spent on Sanctuary requirements.

**The Walsingham Fund** consists of money to fund the annual Parish Pilgrimage to the shrine of Our Lady at Walsingham.

**The Wilfred Box Choral Music Fund** consists of money left by Wilfred Ernest Box (died 1982) to be used "for the maintenance of the choral services in the church", together with other sums subsequently added for the same purpose. The policy of the PCC is to retain the capital and use the income towards employing a Director of Music or organists.

**Miscellaneous Restricted Funds** consist of all other funds donated for restricted purposes; details are given in Note 7.

### *Endowment Funds*

**The Mary Goodman Memorial Fund** is a *Permanent Endowment* made in 1950 by John Goodman in memory of his mother, held by the Diocesan Trustees "upon trust to pay the income thereof to the Vicar and Churchwardens of the said Parish of St. Alban to be applied by them for all or any of the following purposes or such of them as shall legally be charitable namely:- (a) As a maintenance fund for the general maintenance and upkeep of the church (b) For any other church purpose within the said Parish (but not including the augmentation of the Vicar's stipend)". The income is considered to be unrestricted because of clause (b); it forms part of the Maintenance Fund in accord with clause (a).

**The Henry Lee Sanctuary Reserve Fund** is considered an *Endowment* and is held by the Diocesan Trustees. Henry James Lee (died 1950) provided in his will that when his widow Alice Elizabeth Lee died (1954) the Vicar and Churchwardens should receive money "to be placed on reserve to pay for the costs of replacing Cassocks, Cottas and Slippers for Servers or any other sanctuary requirements as and when required". The income is restricted and is part of the Sanctuary Fund.

## **INDEPENDENT EXAMINER'S REPORT TO THE PCC OF ST ALBAN'S & ST PATRICK'S, HIGHGATE, BIRMINGHAM**

This report on the accounts of the PCC for the year ended 31 December 2012, which are attached, is in respect of an examination carried out in accordance with the Church Accounting Regulations 2006 ("the Regulations") and s.43 of the Charities Act 1993 ("the 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 the Regulations and section 43(2) of the Act does not apply. It is my responsibility to issue this report on those financial statements in accordance with the terms of the Regulations.

### **Basis of this report**

My examination was carried out in accordance with the General Directions given by the Charity Commission under section 43(7)(b) of the Act and to be found in the Church guidance, 2006 edition. That examination includes a review of the accounting records kept by the PCC and a comparison of the accounts with those records. It also includes considering any unusual items or disclosures in the 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 accounts.

### **Independent examiner's statement**

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

- (1) which gives me reasonable cause to believe that in any material respect the requirements
  - to keep accounting records in accordance with section 41 of the Act; and
  - to prepare financial statements, which accord with the accounting records and comply with the requirements of the Act, and the Regulations have not been met; or
- (2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Signed



William T Cooper ACIB  
8 March 2013