

Parochial Church Council of St Mary Magdalene, Melchbourne 2018 Report and Accounts

Introduction

The parish of Melchbourne is one of six parishes which make-up the Stodden Benefice in the Diocese of St Albans within the Church of England. Stodden has a single priest-in-charge, the Reverend Stephen Holdroyd, who is responsible for promoting the whole mission of the Church within the Stodden parishes. The Melchbourne Parochial Church Council (PCC) assists the priest-in-charge in his mission. The PCC is also specifically responsible for the maintenance of the church building in Melchbourne.

Objectives and activities

At the priest-in-charges request, and with the agreement of the Bishop, the PCC delegates the organisation of mission and worship to the Stodden Joint Parochial Church Council (JPCC). The PCC receives regular reports from the JPCC concerning their activity in the parish.

The PCC organises some activities itself, principally concerned with the maintenance of the church building. These include:

- cleaning and maintenance of the church and churchyard;
- a Feast Day for the village in the summer;
- a Christmas Fair;
- a Christmas Carol Service.

In its delegation to the JPCC, and in planning any of its own activities during the year, the PCC considers the Charity Commission's guidance on public benefit and, in particular, the supplementary guidance on charities for the advancement of religion.

Deanery synod

Under the Church Representation Measure the PCC has a right to appoint two representatives to attend the Deanery Synod. To assist with the practical operation of Stodden, the PCC cedes this right to the JPCC who appoint their own representatives.

The church building and churchyard

The churchwardens commissioned an architect's inspection of the church during 2018 in line with the requirements for such inspections to be completed every five years. The inspection was completed during the year and the preliminary comments from the architect indicate that some immediate work is required on the tower stonework. The final report remains outstanding.

The PCC has approved the pew repairs to the north of the nave, and the work is scheduled to be carried out during 2019. The planned additions of a toilet and tea-point to the church have been put on hold as a result of the escalating costs of the project.

Financial review

As the PCC has delegated all activity associated with mission and worship to the JPCC, it raises funds primarily for the maintenance of the church and churchyard and to meet other contingencies as they might arise.

Total income was £10,012. Donations & Covenants of £8,572 included £7,500 from the Chelveston Wind Farm Community Benefit Fund. £1,437 from fund raising events comprised £700 from the Feast Day and £737 from the Christmas Fair.

Total expenditure for the year was £2,775. This included £1,277 for insurance, £942 for architects' fees and associated costs and £566 on repairs and maintenance.

At 1st January 2018 PCC had already provided £11,000 for church repairs. With the estimate for the pew repairs exceeding £14,000, and with further works expected as a result of the quinquennial inspection, the PCC agreed to provide a further £10,000 for the cost of church repairs, bringing total provisions for church repairs to £21,000.

The resulting net asset position at 31st December 2018 is £180.

Reserves policy

The PCC has minimal regular outgoings and spends surplus funds on vital church repairs. The PCC aims to maintain a balance on unrestricted funds of at least £100 to cover unexpected bills.

Volunteers

The PCC hugely appreciates the generous support it receives from its volunteer supporters. This includes those who clean the church; maintain the churchyard; organise our Christmas Fair and Feast Day; provide music in the church; ring the bells; and assist during services.

Structure, governance and management

The Parochial Church Council is a corporate body established by the Church of England. The PCC operates under the Parochial Church Council Powers Measure.

The method of appointment of PCC members is set out in the Church Representation Rules. Membership of the PCC consists of the incumbent, two churchwardens, a treasurer an electoral roll officer and members elected by those members of the congregation who are on the electoral roll of the church.

The PCC members are responsible for making decisions on all matters of general concern and importance to the parish, including deciding on how the funds of the PCC are to be spent. New members receive initial training into the workings of the PCC.

The PCC met twice during the year with an average level of attendance of 82%.

Administrative information

The church of St Mary Magdalene is situated in Melchbourne. It is part of the Diocese of St Albans within the Church of England. The correspondence address is Old Vicarage, Knotting Road, Bedford, MK44 1BQ. The PCC is a body corporate (PCC Powers Measure 1956, Church Representation Rules 2011) and a charity currently excepted from registration with the Charity Commission.

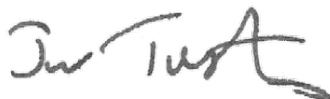
PCC members who have served at any time from 1 January 2018 until the date this report was approved are:

Incumbent	The Reverend Stephen Holdroyd
Churchwarden and Chairman	Mr William Tusting
Churchwarden and Secretary	Mr James Stewart
Treasurer	Mr Martin Hudson
Electoral Roll Officer	Mr Andrew Moore
Elected member	Mr Douglas Hansen-Luke

Examination of the accounts

The Charities Act 2011 (as updated) requires charities with a gross income of more than £25,000 to have some form of external scrutiny of their accounts. As the gross income is less than £25,000 the PCC has decided that an external examination is not required.

Approved by the PCC on 21 March 2019 and signed on their behalf by Mr William Tusting (PCC Lay chairman).



William Tusting, 21st March 2019

St Mary Magdalene Church, Melchbourne
Churchyard Restoration and Maintenance Funds

Income & Expenditure Accounts Year ended 31st December

	2018	2017
INCOME	£	£
Interest & Dividends	3	0
Donations & Covenants	8572	3261
Open Gardens, Feast Day, Jumble Sales, etc	1437	1420
Stewardship Donation		500
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Total Income	10012	5181
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EXPENDITURE		
Insurance	1277	1256
Architects fees & related costs	942	293
Repairs & Maintenance	556	69
Robin Mackonockie present		350
Stewardship expenses		285
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Total Expenditure	2775	2252
Further Provision for Repairs	10000	
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Surplus/-Deficit for the year	-2763	2928
	=====	=====
Balance Sheet at 31st December		
ASSETS		
Heaters at cost	665	665
Accumulated Depreciation	664	664
Heater net book value	1	1
Gas Deposit	94	94
Cash in hand	0	0
Bank High Interest Rate Account	1624	1621
Bank Community Account	19461	12227
	21180	13943
Estimated outstanding net cost of repairs	21000	11000
NET ASSETS/- LIABILITIES	180	2943
Representing	=====	=====
Churchyard Restoration & Maintenance Funds		
Balance at 1st January	2943	15
Surplus/-Deficit for the year	-2763	2928
Balance at 31st December	180	2943
	=====	=====

Note: There is a rolling refurbishment programme for this historic Listed building.
Provision for repairs are only included in the accounts to the extent that funds have been raised or contracts committed.

I approve the above Balance Sheet and Income & Expenditure Account for 2018 and confirm that I have made available all records and information for their preparation



Treasurer

Martin Hudson, 21st March 2019

I have reviewed these accounts and confirm that they are in accordance with the records and information presented to me



Douglas Hansen-Luke, 21st March 2019