



**St Andrew's Church, Soham  
annual report and  
financial statement for 2016**

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## **The Mission Statement of St Andrew's**

We aim prayerfully to serve our communities – working together in practical ways, helping people to experience the love of God and grow as disciples of Jesus. We enjoy each others' company as we celebrate God's hope, life and the beauty of his creation.

## Soham Parochial Church Council Membership 2016

### *Ex Officio – Clergy*

Eleanor Whalley (from 14 November 2016)

### *Ex Officio – Wardens*

Margaret Fisher

Christopher Palmer

### *Ex Officio - Synods*

Jo Sturgeon

Delia Tickner

### *Ex Officio – Other*

Ruth Dennigan (Licensed Lay Minister)

### *Elected members who finished their term on 7 April 2016*

John Cole

Pam Cole

Linda Logan

### *Elected members from 7 April 2016 with a three-year term (year of election in brackets)*

David Tickner (2014)

Fiona Hefferan (2014)

Philip Logan (2014)

Mark Campbell (2014)

Alison Evans (2015)

Peter Scott (2015)

Simon Wright (2015)

Tony Brown (deceased) (2015) Casual vacancy not filled

John Cole (2016)

Pam Cole (2016)

Linda Logan (2016)

Joy Martin (2016)

### *Elected/appointed officers of the PCC*

Vice-chair: Margaret Fisher

Treasurer: Simon Wright

Secretary: David Tickner

Parish Administrator: Margaret Fisher

Electoral Roll Officer: Lynne Webb

Safeguarding Officer: Claudia Stein-Carr

Gift Aid Officer: Daphne Laycock

## **Administrative Information**

Church Name: St Andrew's, Soham

Address: Fountain Lane, Soham,  
Cambridgeshire, CB7 5XT

Priest in Charge: The Rev'd Eleanor Whalley

Bankers: Barclays Bank PLC, 54 High Street, Soham,  
Ely, CB7 5HE

Inspecting Architect: Jane Kennedy, Purcell Miller Tritton LLP

Independent Examiner: Graham Day, Chater Allan LLP

Charity Registration Number: The Parochial Church Council of St Andrew's  
Church, Soham is a charity operating within Ely Diocesan Board of Finance, registered  
charity number 245456

**Saint Andrew's Church, Soham and Saint Laurence's Church, Wicken.  
A meeting to elect churchwardens for 2016/2017, held in  
Saint Laurence's Church, Wicken on the 7<sup>th</sup> April 2016**

The following were elected –

St Laurence's:  
Richard Bramley and Robert Fuller

St Andrew's:  
Margaret Fisher and Christopher Palmer

**There followed the Annual Parochial Church Meeting.**

Opening prayer was led by Helen Randall.  
Apologies for absence were received.

**1. Minutes** of the 2015 APCM were agreed and signed.

**2. Appointment of Deanery Synod representatives.**

Delia Tickner and Jo Sturgeon were appointed for one year. Helen Randall was re-appointed for St Laurence's.

**3. Appointment of sidesmen.**

St Laurence continued its informal arrangement.  
St Andrew's sidesmen were re-elected en bloc

**4. Appointment of independent examiner of accounts for each church.**

St Laurence: Jilly Rogers  
St Andrew's: David Giles

**5. Annual Report for 2015.**

The report had been circulated in advance of the meeting. Thanks were expressed to those who contributed to and compiled the report. Congratulations were extended to all who had kept both churches active during the interregnum, including the Rural Dean, Mike Banyard, who had given much support behind the scenes.

**6. Financial statements.**

St Laurence's: Julie Rash presented the accounts. The Parish Share had been paid by closing the W51 account, with £1500 carried forward for this year's Parish Share. The accounts were adopted, with thanks to Julie Rash.

St Andrew's: Simon Wright presented the accounts. The Parish Share had been paid after the transfer of funds from the Guntons Close account, now closed. The organ was now fully paid for. The accounts were adopted, with thanks to Simon Wright, along with Margaret Fisher, Lynne Webb and Daphne Laycock.

**7. Fabric, goods and ornaments.**

St Laurence's: Richard Bramley took the meeting through various projects undertaken, and outlined tasks still to be done. More help was needed with general maintenance.  
St Andrew's: included in the Annual Report.

### **8. Wicken Mission Hall**

Jean Turner reported. Since December, the boiler had needed repair, which would eat into the financial surplus in the accounts. The Hall continues to be in regular use for a variety of events. Thanks were expressed to Wicken Parish Council for their contribution, and to Jean Turner and her committee.

### **9. Deanery Synod Report.**

Delia Tickner reported. Items discussed included the launch of the Bishop's Strategy for 2025- the new incumbent is expected to take a prominent role – items on training for LLMs, ALMs and others. Synod also held a farewell tea for Tim Alban Jones.

### **10. Changes in the electoral roll.**

St Laurence's now have 19 members. St Andrew's have 104.

### **11. Election of the PCC.**

From St Laurence's, Shirley Covill and Joy Martin stood down. The remainder were re-lected en bloc, with the addition of David Pennal and Sonia Jones. From St Andrew's, John Cole, Linda Logan and Pam Cole were returned, and Joy Martin was added.

### **12. Formal merger.**

The Bishop's declaration now suspends the merger until the appointment of a new incumbent. This is a legal requirement, which stands for five years, but which would be rescinded upon the appointment.

### **13. Any other items of parish interest.**

Jack White reported that the Friends of Saint Laurence's, which had raised a lot of money for the church, was now moribund. It was decided that the next PCC meeting would examine the position regarding the Friends of Saint Andrew's.

There being no other business, the meeting closed at 8.25 pm.

## Vicar's Report

I write this conscious that all but 7 weeks' worth of church activity in our parishes during 2016 took place in my absence – and to very good effect at that. On behalf both myself and all who have contact with our churches, I'd like to thank everyone who carried the burden of the interregnum so well and so graciously; and to thank them too for not dropping their respective batons now that I've arrived here amongst you (including the baton of compiling and formatting these reports...). I chose as the Bible Reading for my licensing service 'We are the body of Christ' (1 Corinthians 12: 4-27), and it has been a tremendous help and encouragement to me to be somewhere where St Paul's exhortation to think and act corporately is taken to heart; somewhere where ministry is seen not as the preserve of the vicar, but as a task (and a joy!) to be shared amongst all who wish to have a hand in it. And by ministry I mean *everything* that makes up parish life – the apparently 'big' things and the seemingly 'small' things; from standing at the front to dusting the window ledges. You might feel that your contribution is that of a little toe in relation to what others contribute, but lose your little toe and the body, I'm told, finds it hard to stand upright... Thank you *all* for *all* that you do; and thank you, above all, for your continuing prayers and good cheer.

The reports in this document paint a mixed picture of where we find ourselves: they show areas where life is flourishing, and areas of challenge and of struggle. The state – and 'state' it is – of both parishes' finances, and the structural condition of our buildings present significant cause for concern, despite the unquestionable dedication and competence displayed by those to who have delegated responsibility for their day-to-day management. Both PCCs are in the process of addressing these issues, and – with the attention and concern which we are *all* called to give to these areas – we can, I hope and pray, look forward to more promising reports on them this time next year. Thank you to all involved with the Friends of St Andrew's which, upon its closure this year, is making arrangements for the transfer of its remaining funds into the PCC account. Monies will be restricted for use in relation to St Andrew's fabric and building, and will be a real help.

Last but not least, thank you to our friends from other churches – to the three Colins (Colin Watkins, Methodist Minister; Colin Stringer, Baptist Minister; and Colin Harrod, Salvation Army Officer) and the members of their fellowships; and to Roman Catholic friends – for making me so welcome within the wider Christian family of Soham and Wicken, and for all we have lived and worked on together during the course of 2016; and thank you to those from St Andrew's and St Laurence's whose heart it is to fan the flame of our ecumenical relations

There are varieties of gifts, but the same Spirit; and there are varieties of services, but the same Lord; and there are varieties of activities, but it is the same God who activates all of them in everyone' (1 Corinthians 12: 4-6). We are stronger together than alone, and *together* we are called to share Christ's Good News. As the late Swedish Lutheran, Dag Hammarskjöld, put it: 'For all that has been – thanks. For all that will be – yes'. On we go!

*Eleanor*  
The Revd Eleanor Whalley  
Priest in Charge of Soham and Wicken

## **Electoral Roll 2017**

The electoral roll as at 7th April 2016 totalled 105  
The electoral roll has been updated for 2017

Addition: Two Helen Randall and Candy Stokes

Deletion Two Tony Brown and Peggy Leonard

Total on the electoral roll for 2017 is 105

Electoral Roll Officer  
Lynne Webb

## **PCC Report**

There have been eight PCC meetings since the last APCM. Much of the business has been concerned with the vacancy – the disappointment of the cancelled interviews planned for early June, followed by the successful appointment and installation of Eleanor Whalley.

Financial matters have also been dominant, in particular the downturn in income since the vacancy began, and our difficulty in meeting Parish Share payments.

Some safeguarding policies have been re-examined, including youth work and social media, in which we have largely followed diocesan guidelines.

In November, Rev Chris Hill gave a presentation detailing the work of Christians Against Poverty and how, as a parish, we can support it. Although we are in agreement with its aims, financial constraints mean that practical support is difficult.

Other matters covered included issues over security, the sound system, translations of the service booklets and the expected provision of new hymn books. There have also been regular reports from Deanery Synod.  
A quinquennial inspection is now overdue.

## The Treasurer's Report

The 2016 Parish Share of £46,268 was eventually paid in full, but not until the end of January 2017. In order to make the regular and final Parish Share payment for 2016, I had to call on general reserves of £9k during the year, which is not a sustainable position, given that we only have just over £5k now left in general reserves. Our only option after that, if we are unable to increase our income, is to begin selling shares which were gifted to the church and that in turn would reduce the dividends we receive from them during the year. This would in effect be selling off the family silver and something to be avoided.

The total amount of everyday income for the year fell from £69k in 2015 to £55k in 2016, a drop of £14k in one year, hence the need to call on reserves. Therefore, given that it is fairly difficult to reduce our costs as they are almost entirely fixed, we need to find a way to raise an additional £15k through general giving and fundraising in 2017, if we are to avoid calling on the limited reserves we have left. To put that into perspective, general giving and fundraising raised just over £29k in 2015, so that would need to increase to around £44k, or an extra £1,250 per month during 2017.

I would urge members of the congregation to review their general giving for 2017 and also consider whether or not they might want to make provision for future congregations by leaving lasting bequests or gifting through their wills. As a congregation, we currently benefit from various bequests and gifts that were left by Basil Slack, Grace Norman, Mrs Jill Clark and Arthur Lyon, in addition to the Cowell and Peacock bequests which were substantial for their time and have been particularly important in allowing us to fund general church ministry, the youth ministry, and repairs related to the roof, bells and tower.

The financial picture is difficult, but we can all help in our own way, and by the grace of God we have a chance to support both the current and future ministry of this church to both its own congregation and the wider community.

Simon Wright

## **Fordham & Quy Deanery Synod Report for St Andrew's Church, Soham APCM.**

Deanery Synod met three times during 2016. In February there was a detailed treasurer's report covering the new formula for payment of the Deanery Share. We are currently doing well, but as the treasurer stated, time will tell whether we can keep this up for 2017. There then followed a presentation from Peter Wood, Director of Mission and Linda Church, Director of Ministry from the Diocesan Office. We discussed the next level of the Diocesan Strategy – ensuring a confident and healthy people of God. It was felt that worrying about funds and our church buildings was unhealthy, while other more healthy ideas were taking place such as involving all ages and being diverse in our acceptance of others. It was noted that there is more individual independence during interregnum. We were asked to, through discussion, discern our wants, needs and dreams for our communities. We should involve local people in development and prayer is the underpinning of all our activities. We should be thinking more positively about the future and about what God has given us.

There is a Diocesan Fund for local mission projects of up to £3,000, and for growth projects (over three years) of £20,000 (maybe to employ someone such as a youth worker). Other ideas might be to improve discipleship via Fresh Expressions and to increase numbers of people reached for the sake of Christ. We were encouraged to be the light of Christ in our communities and to be enthused! There were various leaflets available for members to collect afterwards.

The next meeting was held in June at Bishop Woodford House in Ely and took the form of a summer party, where various members of the Diocesan Office were introduced and were encouraging us to make more use of their services

The last meeting of 2016 was held in October at Chippenham Village Hall. There is a challenging increase in the Ministry Share and interesting and relevant thoughts from the Bishop regarding the implementation of Ely 2025 and nurturing the people of God. Each benefice must pay their full ministry share, and the Deanery Treasurer ensures the fair distribution of payments.

There then followed another talk by Linda Church, Director of Ministry, detailing how this money is being spent by the Diocese. Canon Church talked about the number curates being trained and of training courses available to people in the Diocese and there were leaflets available with further details of these courses.

All these courses are paid for by the Diocese. Some of these are: Growing as a Disciple, Specialist training for a Lay Minister (they don't need to be authorised), Lay Chaplaincy, Who? Me? Exploring calling, LLM courses with more specific roles eg. Families/Funerals, Follow on Curacy training, Children's work and Youth Work.

Canon Peter Wood, Director of Mission also gave another talk at this meeting saying that at the moment there is a 6% decrease and an ageing congregation. Canon Wood reminded us of the 'levers' of engage, growing and deepen. The Diocesan Vision for 2017 includes Fresh Expressions of Church which are new starting places for Christians. In 2018 there is a lot of new housing to be built in Cambridgeshire – a possible 20% increase in the population. The Diocese are available to carry out buildings audits on our churches, provide funding and help with alternative uses for the buildings. Then there is the role of schools in nurturing the people of God, secondary schools are to be included. Market towns are to be supported in helping the villages surrounding them. There is a Baptism Plus Project to support those following on after baptism. It was noted that there has been an overall increase in people attending midweek services.

So, what should we be choosing for our parishes? Peter can meet with individual parishes to answer questions, but the initiative is to come from us too. Each parish should draw up a 'Menu' of things they envision and then draw on the Diocesan Office for support. The Mission Action Plan should be included within these visions. The Diocese will visit and help the PCC, Churchwardens, Priest, or the whole church if this is required.

Jo Sturgeon  
Deanery Secretary

### **St Andrew's Church Fabric and Ornaments 2016**

- \* Boilers: these were serviced in February as one had broken down. A sensor was replaced. There are still some issues with the heating in the Chancel and Vestry as neither is very efficient.
- \* Flood lights: these were failing to come on at the correct time. They have been looked at and repaired, although there are still intermittent problems with them.
- \* Sound System: there has been an ongoing problem with the sound system, first a loud whistle and then interference and crackling during services. A firm called came and checked the system and stopped the whistling but not the interference. Eventually this was been stopped by the repair of the radio mike aerial.
- \* We had the annual spring clean inside and out including gutter clearing. A "small bush" was also later removed from the South Transept gutter which seems to have cured the leak inside. Pigeons are nesting in the drainpipes and causing some problems.
- \* Bats in the belfry are causing some concern as they are difficult to control and cause problems with the organ pipes.
- \* A dripping tap in the vestry has been repaired.
- \* Several internal lights have been replaced.
- \* A PAT test was undertaken with one freestanding heater condemned
- \* The fire extinguishers have been serviced.
- Creative Minds are looking to source and cost a better lighter wheelchair ramp.

Margaret Fisher  
Church Warden

**St. Andrew's Church AGM Report  
Young Adults Group**



The Young Adults Group was founded following a community profile and needs analysis, and a successful bid for Cambridgeshire County Council's Small Seeds funding of £1000. It started in April 2016 and operates under the name Youth Café. The group meets every other Tuesday evening from 7:30 – 9 pm at Café Skylark in Churchgate Street.

Young adults aged 15+ get together for hot or cold drinks and a chat in a safe and relaxed atmosphere. They sometimes play age-appropriate games or engage in other activities that interest them. The group started out with 7 members, but we currently only have a regular attendance of approx. 3-4 young people, which is due to GCSE revision, mock exams, coursework, etc. Female members outnumber their male counterparts by far. The group is enthusiastically supported by two female adult helpers, one a member of the church and the other a SA4Y trustee.

During 2016, the group had a visit from the Manager of the Council's Total Transport Team, discussing issues around public transport and how young people are affected and isolated as a result of inadequate service. The treat of railroad foot crossing closures sparked an awareness raising campaign that led to a letter of complaint to the relevant authority. Soham Ecology Group gave a most interesting and thought provoking talk on environmental issues affecting us all, which resulted in lively discussions.

The group prepared craft items for sale for the St. Andrew's Christmas Market, which was a fun activity and contributed to the group's participation in church activities. A couple of group members have also been involved in supporting the Bread Basket, which again helps bring the young people into our church family as valued members.

Claudia Stein-Carr  
Youth Minister

**St. Andrew's Church AGM Report  
Youth Group – Youth 4 Life**



Youth 4 Life has been successfully running since September 2014. Regular weekly meetings take place in church on a Friday evening from 7 – 8:30 pm during term time. Young people are aged 11-14. We currently have a regular attendance of 6 young people, which is two down from last year. Female members now slightly outnumber the male ones. The group is expertly supported by one experienced young adult helper. As the group's other adult helper had to step down due to personal reasons, we are in urgent need of someone else to support the group on a regular basis.

We offer a varied programme to suit different learning styles and interests, with dynamic activities, games and discussions, which often have a spiritual nature. The young people are keen to get involved in the church, but often struggle to commit because of complex family arrangements. They are very interested in exploring their faith and issues of social justice. Over the course of the year, Y4L prepared and led one all-age service. The group is keen to participate in leading worship.

The group participated in the Viva Family Quiz Night, which was a fun night and enjoyed by all. Y4L ran a stall at the Christmas Market, with bric-a-brac, offering games and selling home-made biscuits and reindeer food to raise funds for the group, which amounted to just over £40. As last year, we started 2017 with a trip to the KD Theatre Productions' pantomime, which was a huge success. We once more joined forces with the Soham Friends Project, an inclusive youth group here in Soham, as some Y4L members also belong to this project.

Claudia Stein-Carr  
Youth Minister

## Mothers Union

Mothers Union has a PALS team who organise our Branch, PALS stands for:-

P: Prayer and Planing....

A: Action and Activities....

L: Lesiure and Laughter....

S: Spirituality and Service ....

This ethos runs through our meetings and purpose in all we do. We are blessed to have so many talented members that most of our meetings are member lead which means we truly grow in fellowship by sharing of ourselves and have lots of laughs along the way. In celebration of 140 years of MU a group travelled to Mary Sumner House in London for a special open day. We've made Cookies for Kairos Prison Ministry. Christmas time our members filled jars of dried Cookie mixture which were sent to a young people's hostel in Ely (they love cooking) along with gifts from members and the wider congregation all were gratefully received. It was wonderful to go and cook them Christmas lunch and sit down and eat with them. We've had some wonderful spiritual evenings giving us time to relax, a time of reflection and refreshment. We've made Hearts of Hope as part MU Make a Mother's Day Fundraiser to name but a few meetings and activities. We meet at Millbrook House which means those who live there have the opportunity to join us. It has been a pleasure to enrol two new members there and this Mothering Sunday we will be enrolling another member which brings 8 new members to our Branch this year which is wonderful.

Bread Basket Breakfast under the umbrella Mothers Union has been a huge success so much so a group from St.Ives Branch are coming over to see if they could set up one in their Church too, we're thrilled.

We look forward prayerfully to action, activities, fun and Fellowship, reaching out to Community and Church family and growing together blessed by Gods Grace, please come and join us a warm welcome awaits you.

Jan Frost  
Branch Leader  
01638 721274

## **Bread Basket Breakfast**

Bread Basket Breakfast under the umbrella of Mothers Union has been going a year now and continues to flourish as we'd prayed it would, as a service of outreach to both Community and Church. It's a time for people to meet, chat and be served in a comfortable non- threatening atmosphere. Great conversations are had and relationships and friendships are deepened. We recently hosted the Fitt Family Fundraiser which was a great success and donated the mornings takings of £94 to the fund which we were thrilled to do. Along with our success came the need to evaluate staffing to help things run more smoothly, we've been thrilled that we've had young people help and members of the congregation which is much appreciated. We are also very grateful that the PCC provide the tea and coffee as part of the outreach.

We remain self-funding and any profit goes to Away-From -It -All Holidays an MU project giving holidays to those who need a break. This could mean families but also Grandparents who have responsibility for grand-children long term. This profit is administered by our treasurer and passed onto MU direct.

The team.... Claudia Fiona Lynne and Jan would like to say a huge thank you to you all for all the support and encouragement we've had in our first year.

Jan Frost

## **Organ and Choir**

The organ has now had time to settle in and has required only a small number of adjustments to the mechanical key action, the piston electronics and pipe speech. For various reasons there has been a much longer interval than normal since the last full tuning in November 2015 and the next scheduled tuning in June or July of this year. Despite this the 1856 pipes have kept their tuning remarkably well, only requiring attention to the reed pipes which respond differently from the remainder of the pipework to changes of temperature. It will in future be tuned at least once a year. The choir has continued to maintain a high standard despite the current small numbers. We are very grateful for the dedication of the members of the choir, several of whom have significant other calls on their time. It is inevitable that on occasion these commitments leave a depleted choir, making the choice of suitable music much more restricted. We would be glad to hear of any singers who are willing to make the necessary commitment of time and have a voice which is capable of blending within a comparatively small group.

If anyone thinks that they might be interested they would be very welcome to join us for an informal trial period with no obligation on either side.

Peter Scott

## Free Will Offering Scheme

Nineteen sets of envelopes are being used at present, 2 less than last year.  
The sum of £3530.43 was banked for the fifty-two week period ending 30th October 2016.  
The average weekly income was therefore £67.89.  
In the interim period 6th November 2016 to 26th February 2017 totalling seventeen weeks  
The sum of £1403.23 has been banked.  
The average weekly income in the interim period is £82.54.

Lynne Webb

## Tombola 2016

I ran a tombola stall at the fete last year and raised £113.00 for Church Funds.

Lynne Webb

## Children's Society



Boxes are handed out at Mother's Day and returned at Christingle (in theory!).

In practice it is a bit less formal but the 2016 collection came to £232.37.  
Not so many boxes came in due to the fact the Christingle service was at BerryCroft this year.

Many thanks  
Dawn Laver

## Christian Aid 2016:



|                      |         |
|----------------------|---------|
| Lent Lunches         | £151.36 |
| St Andrew's school   | £ 75.50 |
| Passover meal        | £ 87.00 |
| Churches tog service | £146.78 |
| Wicken Methodist     | £100.62 |
| St Lawrence          | £ 61.50 |
| Donation             | £100.00 |
| b/f in bank          | £ 00.05 |
| Making a total of    | £722.81 |

Slightly less than last year. Well done though.

Howard Laver

**Financial Report for St Andrew's Church Soham**  
**For the year ended 31 December 2016**

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## **Trustees Report**

£46,268 was eventually paid in full, but not until the end of January 2017. In order to make the regular and final Parish Share payment for 2016, the Charity had to call on unrestricted funds during the year, which is not a sustainable position. If we are unable to increase our income, then we will have to consider selling shares which were gifted to the Church and that in turn would reduce the dividends we receive from them during the year.

Church members are urged to review their general giving for 2017 and consider whether they might want to make provision for future congregations by leaving lasting bequests or gifting through their wills. As a congregation, we currently benefit from various bequests and gifts that were left by Basil Slack, Grace Norman, Mrs Jill Clark and Arthur Lyon, in addition to the Cowell and Peacock bequests which were substantial for their time and have been particularly important in allowing us to fund general Church ministry, the youth ministry, and repairs related to the roof, bells and tower.

The financial outlook is very concerning, but we can all help in our own way, and by the grace of God we have a chance to support both the current and future ministry of this Church to both its own members and the wider community.

### **Principal funding sources**

The regular sources of funds for normal operations are charitable donations from Church members, fund raising activities which bring in contributions from the wider community, statutory fees due from weddings and funerals, and interest and dividends from our investment holdings. Additional sources of income come from Soham United Charities and an annual grant from Pembroke College towards the cost of our insurance premiums in respect of the Chancel.

### **Investment policy**

St Andrew's reserves are invested with the CBF Church of England Funds, and in deposit accounts operated by the Diocese, which are reviewed regularly.

### **Reserves policy**

The level of reserves that will be maintained will be sufficient to ensure the Church continues to function throughout the ensuing year. Unusual income, such as bequests and occasional unrestricted lump sums, for use in funding non-regular needs, are held in reserve as designated funds. The Charity aims to hold in excess of one year's worth of running costs (around £80,000). At the year end the total funds held were £108,262, of which £25,054 were restricted funds unavailable for the general purposes of the Charity.

### **Investment Policy**

The Charity holds several endowment funds as investments, for capital growth and dividends.

### **Principal risks and uncertainties**

The upcoming quinquennial inspection, is likely to recommend considerable work be undertaken on both the roof and masonry of the Church. We have several areas of the roof which already leak, therefore it is reasonable to expect that we will need to undertake some serious fund raising activities to fund any recommended works.

## **Volunteers**

The Church relies on volunteers throughout the year and it is not possible to quantify their efforts but they are greatly appreciated.

## **Future developments**

We look forward to the coming year to continue with our plans for an extended programme of educational and study events. Future plans include:-

- Developing the spiritual and pastoral life of the Church.
- Developing the programme of education and study events.
- Developing our ministry to children and young people.
- Developing the activities of the choirs and fund raising for new hymn books.
- Fund raising to carry out the key recommendations of the quinquennial inspection.

## **Statement of Trustees' Responsibilities**

The Trustees are responsible for preparing the Report of the Trustees and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities in England and Wales, the Charities Act 2011, Charity (Accounts and Reports) Regulations 2008 and the provisions of the Trust Deed require the Trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the Charity and of the incoming resources and application of resources, including the income and expenditure, of the Charity for that period. In preparing those financial statements, the Trustees are required to:

select suitable accounting policies and then apply them consistently;

observe the methods and principles in the Charity SORP;

make judgements and estimates that are reasonable and prudent;

prepare the financial statements on the going concern basis unless it is inappropriate to presume that the Charity will continue in business.

The Trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the Charity and to enable them to ensure that the financial statements comply with the Charities Act 2011, the Charity (Accounts and Reports) Regulations 2008 and the provisions of the Trust Deed.

They are also responsible for safeguarding the assets of the Charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Approved by the PCC on 27 April 2017

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**The Revd Eleanor Whalley (Chair)**

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**Simon Wright (Treasurer)**

**PAROCHIAL CHURCH COUNCIL OF ST ANDREW SOHAM  
INDEPENDENT EXAMINERS' REPORT  
FOR THE YEAR ENDED 31 DECEMBER 2016**

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The Parochial Church Council is responsible for the preparation of the annual financial statements and for maintaining proper accounting records which disclose with reasonable accuracy at any time the financial position of the PCC. It is also responsible for safeguarding the assets of the PCC and thereby taking reasonable steps to ensure the prevention and detection of fraud and other irregularities.

**Independent Examiner's Report to the Parochial Church Council of St Andrew Soham**

I report on the accounts for the year ended 31 December 2016, which are set out on pages 5 to 12.

**Respective responsibilities of trustees and examiner**

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year (under Section 144(2) of the Charities Act 2011 (the 2011 Act)) and that an independent examination is needed and the charity's income for the year was below £250,000.

It is my responsibility to state, on the basis of procedures laid down in the general Directions given by the Charity Commissioners (under Section 145(5)(b) of the 2011 Act), whether particular matters have come to my attention.

**Basis of independent examiner's report**

My examination was carried out in accordance with the general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, 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 130 of the 2011 Act; and
  - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Act

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.

GMD Day FCA DChA  
Charter Allan LLP  
Beech House  
4a Newmarket Road  
Cambridge  
CB5 8DT

Date:

PAROCHIAL CHURCH COUNCIL OF ST ANDREW SOHAM  
 STATEMENT OF FINANCIAL ACTIVITIES  
 FOR THE YEAR ENDED 31 DECEMBER 2016

|  | Note | Unrestricted<br>Funds<br>£ | Restricted<br>Funds<br>£ | Endowment<br>Funds | 2016<br>£      | 2015<br>£      |
|--|------|----------------------------|--------------------------|--------------------|----------------|----------------|
| <b>INCOME FROM:</b>                    |      |                            |                          |                    |                |                |
| Donations and legacies                 | 2a   | 41,249                     | 1,360                    | -                  | 42,609         | 43,907         |
| Charitable activities                  | 2b   | 10,042                     | -                        | -                  | 10,042         | 13,326         |
| Other trading activities               | 2c   | 3,925                      | -                        | -                  | 3,925          | 6,552          |
| Investments                            | 2d   | 967                        | 1,900                    | -                  | 2,867          | 3,421          |
| <b>Total income</b>                    |      | <b>56,183</b>              | <b>3,260</b>             | <b>-</b>           | <b>59,443</b>  | <b>67,206</b>  |
| <b>EXPENDITURE ON:</b>                 |      |                            |                          |                    |                |                |
| Raising funds                          | 3    | 450                        | -                        | -                  | 450            | 630            |
| Charitable activities                  | 4    | 71,547                     | 330                      | -                  | 71,877         | 76,591         |
| <b>Total expenditure</b>               |      | <b>71,997</b>              | <b>330</b>               | <b>-</b>           | <b>72,327</b>  | <b>77,221</b>  |
| Gains on Investments                   |      | -                          | -                        | 9,434              | 9,434          | 1,141          |
| <b>Net Income/(expenditure)</b>        |      | <b>(15,814)</b>            | <b>2,930</b>             | <b>9,434</b>       | <b>(3,450)</b> | <b>(8,874)</b> |
| Transfers                              |      | -                          | -                        | -                  | -              | -              |
| <b>Net movement in funds</b>           |      | <b>(15,814)</b>            | <b>2,930</b>             | <b>9,434</b>       | <b>(3,450)</b> | <b>(8,874)</b> |
| <b>Reconciliation of funds:</b>        |      |                            |                          |                    |                |                |
| Total funds at 1 January 2016          |      | 4,604                      | 22,124                   | 84,984             | 111,712        | 120,586        |
| <b>Total funds at 31 December 2016</b> |      | <b>(11,210)</b>            | <b>25,054</b>            | <b>94,418</b>      | <b>108,262</b> | <b>111,712</b> |

The attached notes form part of these accounts

PAROCHIAL CHURCH COUNCIL OF ST ANDREW SOHAM  
 BALANCE SHEET  
 AS AT 31 DECEMBER 2016

|  | Note | 2016         |                | 2015          |                |
|--|------|--------------|----------------|---------------|----------------|
|  |      | £            | £              | £             | £              |
| <b>Fixed Assets:</b>                           |      |              |                |               |                |
| Investments                                    | 6    |              | <u>105,489</u> |               | <u>102,560</u> |
|  |      |              | 105,489        |               | 102,560        |
| <b>Current Assets:</b>                         |      |              |                |               |                |
| Debtors  | 7    | 1,860        |                | 1,310         |                |
| Cash at bank                                   |      | <u>9,777</u> |                | <u>13,980</u> |                |
|  |      | 11,637       |                | 15,290        |                |
| <b>Current Liabilities:</b>                    |      |              |                |               |                |
| Creditors: amounts falling due within one year | 8    | <u>8,864</u> |                | <u>6,138</u>  |                |
| <b>Net current assets</b>                      |      |              | 2,773          |               | 9,152          |
| <b>Total net assets</b>                        |      |              | <u>108,262</u> |               | <u>111,712</u> |
| <b>The funds of the charity:</b>               |      |              |                |               |                |
| Unrestricted Funds                             |      |              | (11,210)       |               | 4,604          |
| Restricted Funds                               | 10   |              | 25,054         |               | 17,098         |
| Endowment Funds                                | 9    |              | 94,418         |               | 90,010         |
| <b>Total Funds</b>                             | 11   |              | <u>108,262</u> |               | <u>111,712</u> |

Approved by the Parochial Church Council on .....

.....

The attached notes form part of these accounts

## 1 Accounting policies

### (a) Basis of preparation

The financial statements have been prepared under the historical cost convention. The financial statements have been prepared in accordance with the Church Accounting Regulations 2006 and the Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) (effective 1 January 2015), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) and the Charities Act 2011.

#### Going concern basis

The trustees consider that the going concern basis is appropriate as they consider the reserves levels to be sufficient to ensure that the trustees can meet their financial obligations for the next 12 to 18 months and on that basis the Charity is a going concern.

#### Financial Reporting Standard 102 - Reduced disclosure exemptions

The trustees have taken advantage of the following disclosure exemption in preparing these financial statements, as permitted by FRS 102:

- the requirement of Section 7 Statement of Cash Flows.

### (b) Funds

Unrestricted funds represent the funds of the PCC that are not subject to any restrictions regarding their use and which are available for application on the general purposes of the PCC. Funds designated for a particular purpose by the PCC are also treated as funds which have been given for a particular purpose and which are therefore not available for the general purposes of the PCC, but only for this particular purpose.

### (c) Income

Income from planned giving and collections are recognised as received. Income tax recoverable on covenants or gift aid donations is recognised when the related income is recognised. Grants and legacies are recognised when the amount falls due. Rents and investment income are recognised when receivable.

### (d) Expenditure

Expenditure is recorded when payable, and where unpaid at the year end are included as creditors.

### (e) Fixed assets

Consecrated property is not included in the accounts in accordance with s.10(2)(a) and (c) of the Charities Act 2011. Assets listed in the Church Inventory, which require a faculty for disposal, are inalienable property and not included in the accounts. For inalienable property acquired prior to 2015 there is insufficient cost information available and therefore such assets are not valued in the accounts.

Items acquired since January 2015 will be capitalised and depreciated in the accounts over their currently anticipated useful economic life where the cost is deemed sufficiently material.

### (f) Investments

Investments are stated at market value.

### (g) Transition to FRS 102

No restatement of opening fund balances at 1st January 2015, the date of transition, has been required.

**PAROCHIAL CHURCH COUNCIL OF ST ANDREW SOHAM**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 DECEMBER 2018**

**2. Income**

|  | Unrestricted<br>Funds<br>£ | Restricted<br>Funds<br>£ | Endowment<br>Funds<br>£ | 2018<br>£     | 2016<br>£     |
|--|----------------------------|--------------------------|-------------------------|---------------|---------------|
| <b>2a Donations and legacies</b>       |                            |                          |                         |               |               |
| Pledged Giving:                        |                            |                          |                         |               |               |
| Offertory including Gift Aid donations | 21,228                     | -                        | -                       | 21,228        | 23,346        |
| Tax reclaimable                        | 4,876                      | -                        | -                       | 4,876         | 5,654         |
| Collections                            | 7,568                      | -                        | -                       | 7,568         | 7,725         |
| Special collections                    | 2,377                      | -                        | -                       | 2,377         | 2,945         |
| Other donations, grants and legacies   | 5,200                      | 1,360                    | -                       | 6,560         | 4,237         |
|  | <u>41,249</u>              | <u>1,360</u>             | <u>-</u>                | <u>42,609</u> | <u>43,907</u> |
| <b>2b Charitable activities</b>        |                            |                          |                         |               |               |
| Church activities:                     |                            |                          |                         |               |               |
| Wedding and funeral fees               | 8,759                      | -                        | -                       | 8,759         | 12,285        |
| Parish magazine                        | 1,283                      | -                        | -                       | 1,283         | 1,041         |
|  | <u>10,042</u>              | <u>-</u>                 | <u>-</u>                | <u>10,042</u> | <u>13,326</u> |
| <b>2c Other trading activities</b>     |                            |                          |                         |               |               |
| Fund raising events                    | 3,925                      | -                        | -                       | 3,925         | 6,552         |
|  | <u>3,925</u>               | <u>-</u>                 | <u>-</u>                | <u>3,925</u>  | <u>6,552</u>  |
| <b>2d Investments</b>                  |                            |                          |                         |               |               |
| Interest                               | 56                         | 56                       | -                       | 112           | 174           |
| Dividends                              | 911                        | 1,844                    | -                       | 2,755         | 3,247         |
|  | <u>967</u>                 | <u>1,900</u>             | <u>-</u>                | <u>2,867</u>  | <u>3,421</u>  |

PAROCHIAL CHURCH COUNCIL OF ST ANDREW SOHAM  
 NOTES TO THE FINANCIAL STATEMENTS  
 FOR THE YEAR ENDED 31 DECEMBER 2018

|                                 | Unrestricted<br>Funds<br>£ | Restricted<br>Funds<br>£ | Endowment<br>Funds<br>£ | 2018<br>£     | 2016<br>£     |
|---------------------------------|----------------------------|--------------------------|-------------------------|---------------|---------------|
| <b>3. Raising funds</b>         |                            |                          |                         |               |               |
| 100 Club prizes                 | 450                        | -                        | -                       | 450           | 450           |
| Flower festival                 | -                          | -                        | -                       | -             | 180           |
|                                 | <u>450</u>                 | <u>-</u>                 | <u>-</u>                | <u>450</u>    | <u>630</u>    |
| <b>4. Charitable Activities</b> |                            |                          |                         |               |               |
| Ministry share                  | 46,268                     | -                        | -                       | 46,268        | 44,491        |
| Vicar and curate allowances     | 52                         | -                        | -                       | 52            | 2,334         |
| Church utilities                | 7,390                      | -                        | -                       | 7,390         | 7,500         |
| Church insurance                | 5,967                      | -                        | -                       | 5,967         | 5,862         |
| Church repairs and maintenance  | 788                        | -                        | -                       | 788           | 1,937         |
| Tower repairs                   | -                          | -                        | -                       | -             | 2,968         |
| Upkeep of services              | 2,742                      | -                        | -                       | 2,742         | 1,905         |
| Parish magazine                 | 1,465                      | -                        | -                       | 1,465         | 586           |
| Flowers                         | -                          | -                        | -                       | -             | 230           |
| Admin                           | 1,289                      | -                        | -                       | 1,289         | 2,308         |
| Junior church                   | 1,594                      | -                        | -                       | 1,594         | 2,003         |
| Honoraria                       | 3,000                      | -                        | -                       | 3,000         | 3,000         |
| Charitable giving               | 327                        | -                        | -                       | 327           | 726           |
| Sundry expenses                 | 665                        | 330                      | -                       | 995           | 741           |
|                                 | <u>71,547</u>              | <u>330</u>               | <u>-</u>                | <u>71,877</u> | <u>76,591</u> |

**5. Trustee Expenses**

No members of the PCC received any remuneration. No PCC members claimed expenses.

**PAROCHIAL CHURCH COUNCIL OF ST ANDREW SOHAM**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 DECEMBER 2018**

|                                  | Unrestricted<br>Funds<br>£ | Restricted<br>Funds<br>£ | Endowment<br>Funds<br>£ | Total<br>£ |
|----------------------------------|----------------------------|--------------------------|-------------------------|------------|
| <b>6. Investments</b>            |                            |                          |                         |            |
| At 1 January 2016                | -                          | 17,577                   | 84,984                  | 102,561    |
| Additions                        | -                          | -                        | -                       | -          |
| Disposals                        | -                          | (8,026)                  | -                       | (8,026)    |
| Interest and dividends           | -                          | 1,520                    | -                       | 1,520      |
| Revaluations                     | -                          | -                        | 9,434                   | 9,434      |
| At 31 December 2016              | -                          | 11,071                   | 94,418                  | 105,489    |
| Invested in:                     |                            |                          |                         |            |
| CBF Investment Funds             | -                          | -                        | 94,418                  | 94,418     |
| CBF Deposit Funds                | -                          | 11,071                   | -                       | 11,071     |
|                                  | -                          | 11,071                   | -                       | 11,071     |
| Investments held by:             |                            |                          |                         |            |
| General Fund                     | -                          | -                        | 31,262                  | 31,262     |
| Fabric Fund                      | -                          | -                        | 13,067                  | 13,067     |
| Sunday School Fund               | -                          | 3,770                    | 21,278                  | 25,048     |
| Bells and Tower Maintenance Fund | -                          | 7,301                    | 28,811                  | 36,112     |
|                                  | -                          | 11,071                   | 94,418                  | 105,489    |

**7. Debtors**

|                 | 2018<br>£    | 2016<br>£    |
|-----------------|--------------|--------------|
| Tax recoverable | 1,523        | 1,010        |
| Other debtors   | 337          | 300          |
|                 | <u>1,860</u> | <u>1,310</u> |

**8. Creditors: amounts falling due within one year**

|                      | 2018<br>£    | 2016<br>£    |
|----------------------|--------------|--------------|
| Bank current account | -            | 3,655        |
| Trade creditors      | 8,048        | 1,500        |
| Other creditors      | 816          | 983          |
|                      | <u>8,864</u> | <u>6,138</u> |

**PAROCHIAL CHURCH COUNCIL OF ST ANDREW SOHAM  
NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 DECEMBER 2018**

**9. Endowment Funds**

|                      | Balance<br>at 1<br>January<br>2018 | Unrealised<br>Gains | Balance at<br>31<br>December<br>2018 |
|----------------------|------------------------------------|---------------------|--------------------------------------|
| General Fund         | 28,138                             | 3,124               | 31,262                               |
| Sunday School Fund   | 19,151                             | 2,127               | 21,278                               |
| Bells and Tower Fund | 25,932                             | 2,878               | 28,810                               |
| Fabric Fund          | 11,763                             | 1,305               | 13,068                               |
|                      | <b>84,984</b>                      | <b>9,434</b>        | <b>94,418</b>                        |

Endowment Funds consist of:

*General Fund - Cowell bequest the income from which can be used for general purposes and is taken directly to unrestricted income.*

*Sunday School Fund - Peacock and Lyon bequests the income from which is to be used for the Sunday School and is each year included in the Sunday School restricted fund.*

*Bells and Tower Fund - Peacock bequest the income from which is to be used on the church bells and tower and is each year included in the Bells and Tower restricted fund.*

*Fabric Fund - Basil Slack Trust and Grace Norman bequest the income from which is to be used for the upkeep and repair of the church fabric and is each year included in the Fabric restricted fund.*

**10. Restricted Funds**

|   | Balance<br>at 1<br>January<br>2018 | Donations<br>and Grant<br>Income | Investment<br>Income | Expenditure | Balance at<br>31<br>December<br>2018 |
|---|------------------------------------|----------------------------------|----------------------|-------------|--------------------------------------|
|   | £                                  | £                                | £                    | £           | £                                    |
| Flower Fund                             | 2,017                              | -                                | -                    | -           | 2,017                                |
| Sunday School Fund                      | 8,201                              | -                                | 649                  | -           | 8,850                                |
| Bells and Tower Fund                    | 6,430                              | -                                | 871                  | -           | 7,301                                |
| Fabric Fund                             | 5,476                              | -                                | 380                  | -           | 5,856                                |
| Youth Work Fund                         | -                                  | 960                              | -                    | 330         | 630                                  |
| Elderly & People with disabilities Fund | -                                  | 400                              | -                    | -           | 400                                  |
|   | <b>22,124</b>                      | <b>1,360</b>                     | <b>1,900</b>         | <b>330</b>  | <b>25,054</b>                        |

Restricted Funds consists of:

*Flower Fund - donations and fundraising for the cost of flowers.*

*Sunday School Fund - donations and endowment fund income for the Sunday School.*

*Bells and Tower Fund - donations and endowment fund income for the maintenance and repair of the bells and tower.*

*Fabric Fund - donations and endowment fund income for the upkeep and repair of the church fabric.*

*Youth Work Fund - Council grant for youth work.*

*Elderly & People with disabilities Fund - donation from the Mrs Jill Clark fund for use with the elderly and people with disabilities.*

PAROCHIAL CHURCH COUNCIL OF ST ANDREW SOHAM  
 NOTES TO THE FINANCIAL STATEMENTS  
 FOR THE YEAR ENDED 31 DECEMBER 2016

11. Analysis of net assets between funds

|   | Unrestricted<br>Fund<br>£ | Restricted<br>Funds<br>£ | Endowment<br>Funds<br>£ | Total<br>£     |
|---|---------------------------|--------------------------|-------------------------|----------------|
| Fund Balances as at 31 December 2016<br>are represented by: |                           |                          |                         |                |
| Investments   | -                         | 11,071                   | 94,418                  | 105,489        |
| Current assets  | (2,346)                   | 13,983                   | -                       | 11,637         |
| Current liabilities   | (8,864)                   | -                        | -                       | (8,864)        |
|   | <u>(11,210)</u>           | <u>25,054</u>            | <u>94,418</u>           | <u>108,262</u> |

12. Comparatives for the Statement of Financial Activities

|                                 | Unrestricted<br>Funds<br>£ | Restricted<br>Funds<br>£ | Endowment<br>Funds | 2015<br>£      |
|---------------------------------|----------------------------|--------------------------|--------------------|----------------|
| <b>INCOME FROM:</b>             |                            |                          |                    |                |
| Donations and legacies          | 43,907                     | -                        | -                  | 43,907         |
| Charitable activities           | 12,285                     | -                        | -                  | 12,285         |
| Other trading activities        | 6,173                      | 1,420                    | -                  | 7,593          |
| Investments                     | 1,145                      | 2,276                    | -                  | 3,421          |
| <b>Total Income</b>             | <u>63,510</u>              | <u>3,696</u>             | <u>-</u>           | <u>67,206</u>  |
| <b>EXPENDITURE ON:</b>          |                            |                          |                    |                |
| Raising funds                   | 450                        | 180                      | -                  | 630            |
| Charitable activities           | 73,605                     | 2,986                    | -                  | 76,591         |
| <b>Total expenditure</b>        | <u>74,055</u>              | <u>3,166</u>             | <u>-</u>           | <u>77,221</u>  |
| Gains on investments            | -                          | -                        | 1,141              | 1,141          |
| <b>Net Income/(expenditure)</b> | <u>(10,545)</u>            | <u>530</u>               | <u>1,141</u>       | <u>(8,874)</u> |
| Transfers                       | -                          | -                        | -                  | -              |
| <b>Net movement in funds</b>    | <u>(10,545)</u>            | <u>530</u>               | <u>1,141</u>       | <u>(8,874)</u> |

13. Trust Funds

The PCC acts as trustee for the Mrs Jill Clark and Train Explosion funds, with a value of £1,777 and £630 respectively, which have charitable aims different to those of the PCC and are not therefore included in these accounts.

